

Exam. Code : 105702

Subject Code : 1444

B.Sc. (Information Technology) 2nd Semester
(Batch 2021-24)

COMMUNICATION SKILLS IN ENGLISH—II

Paper—V

Time Allowed—3 Hours] [Maximum Marks—35

Note :— Attempt *five* questions in all, selecting at least *one* question from each section. The *fifth* question may be attempted from any section. All questions carry equal marks.

SECTION—A

1. What are the Barriers to Listening ? How can they be minimized ? 1×7=7
2. Write about the importance of feedback in Listening. 1×7=7

SECTION—B

3. What manners should be observed while receiving a telephone call ? 1×7=7
4. Explain in brief the purpose of note taking. 1×7=7

SECTION—C

5. Discuss the components of a meaningful and easy conversation. 1×7=7
6. How can speech be made effective ? 1×7=7

SECTION—D

7. What are organs of speech ? Give their types. 1×7=7
8. You are Gaurav. Call the manager of Indian Airlines to book three economy class seats for Delhi. 1×7=7