

**Bachelor of Vocation (Cosmetology & Wellness) - 2nd Semester  
(2721)**

**Paper-I : Communication Skills in English-II**

**Time allowed: 2 hrs.**

**Max. Marks: 35**

**Note: There are EIGHT questions of equal marks. Candidates are required to attempt any FOUR questions.**

**Section-A**

1. Explain effective Listening skills.
2. Discuss in detail importance of Feedback Skills.

**Section-B**

3. What are the different factors that should be kept in mind while attending a telephone call?
4. Explain the importance and technique of note taking in communication.

**Section-C**

5. As a Headboy/Headgirl address the students on online platform to adopt healthy lifestyle which includes exercise and balanced diet. Use persuasive language.
6. Write the forms of polite speech.

**Section-D**

7. Your friend is casual about wearing mask while stepping out of the house. Advice him/her to follow the safety measures meant to curb Covid -19 pandemic. Write the conversation in the dialogue form.
8. Explain the essentials of Spoken English?

\*\*\*\*\*