

TILAK MAHARASHTRA VIDYAPEETH, PUNE

B.A. – (VISHARAD)

EXAMINATION: MAY- 2023

FIRST YEAR

SEMESTER - I

Sub: Communication Skills (BAE-101)

Date: 23/05/2023

Total marks: 100

Time: 2.00 pm To 5.00 pm

Instructions: Attempt all questions.

Q.1. Answer in detail (Any Two) (40)

1. What is Communication? Explain the communication cycle with suitable diagram.
2. Discuss the types of communication in detail.
3. What is Listening? Explain the barriers to listening in detail.
4. What is Interview? Write its types in detail.

Q.2. Answer in brief (Any Three) (30)

1. Write the barriers to communication
2. What is clarity of thought and clarity of expression?
3. What is kinesics related to body?
4. Explain Computer-aided communication
5. Discuss the purpose of listening

Q.3. Write short notes. (Any Two) (30)

1. Business communication
 2. Brevity
 3. Pitfall involved in listening
 4. Facial expressions
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