

TILAK MAHARASHTRA VIDYAPEETH, PUNE
B.A. – (VISHARAD) SOCIAL SCIENCE
EXAMINATION: DECEMBER - 2023
FIRST YEAR
SEMESTER - I
Sub: Communication Skills (BAE-101)

Date: 15/12/2023

Total marks: 100

Time: 10.00 am To 1.00 pm

Instructions: Attempt all questions.

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

1. What is Communication? Discuss its scope and importance in detail.
2. What is listening? Explain its barriers.
3. State the importance of body language for effective communication.
4. Explain the elements of communication with suitable diagram.

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

1. Explain Computer-aided Communication.
2. Write a note on Grapevine Communication.
3. Elaborate Dyadic Communication.
4. What are the functions of Non-verbal Communication? Elaborate.
5. Describe the preparation to ensure successful interview.

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

1. Videoconferencing
 2. Purpose of listening
 3. Posture
 4. Written Communication
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