G01/G02/ENG102/EE/20250528

Time : 3 Hours **Marks : 80**

Instructions :

1. All Questions are Compulsory.
2. Each Sub-question carry 5 marks.
3. Each Sub-question should be answered between 75 to 100 words. Write every questions answer on separate page.
4. Question paper of 80 Marks, it will be converted in to your programme structure marks.

1. Solve any **four** sub-questions.

   a) Write a note on the 'Johari Window' model. 5

   b) What is the importance of the message and channel in communication process? 5

   c) How many secrets of listening are there and explain any one. 5

   d) Write in brief, the stages of conversation. 5

   e) Which issues are important while selecting a visual aid? 5

2. Solve any **four** sub-questions.

   a) Write an example of routine request. 5

   b) Write in brief, the features of a well-planned and well-written resume. 5

   c) Write a note on e-mail. 5

   d) Explain the elements of the communication process in brief. 5

   e) How can one avoid bad listening? 5

3. Solve any **four** sub-questions.

   a) Write a note on process of group communication. 5

   b) Explain the importance of body language during the presentation. 5

   c) Write an example of persuasive message. 5

   d) Which are the visual clues? Explain in brief. 5

   e) Write in brief Group culture and Member roles. 5

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4. Solve any **four** sub-questions.

a) Explain the barrier to communication based on assumption. 5

b) Write the role of feedback in communication cycle. 5

c) Write an application for the job of a clerk in the school. 5

d) Write a note on temporal clues. 5

e) Write an example of a resume. 5

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