

Enrollment No:-_____

Exam Seat No:-_____

C.U.SHAH UNIVERSITY

Summer-2015

Subject Code: 5CS01CSS2S Subject Name: Communication & Soft Skills Development

Course Name:M.Sc. (IT)

Date: 8/5/2015

Semester:I

Marks : 70

Time:10:30 TO 01:30

Instructions:

- 1) Attempt all Questions of both sections in same answer book/Supplementary.
- 2) Use of Programmable calculator & any other electronic instrument prohibited.
- 3) Instructions written on main answer book are strictly to be obeyed.
- 4) Draw neat diagrams & figures (if necessary) at right places.
- 5) Assume suitable & perfect data if needed.

SECTION-I

Q1. Do as directed: (7)

- 1)The scenery of sun-set are enchanting. (correct the sentence.)
- 2)He drives at great speed. (Rewrite the sentence using adverb form of 'speed')
- 3)He is serving in this firm for the last three months. (Correct the sentence)
- 4)Camel is one of the strongest animal. (Correct the sentence)
- 5)Where are my money ? (correct the sentence)
- 6)Define the terms : a) kinesics b) Haptics.

Q2(a) Explain the term 'barrier' giving two examples. (07)

Explain in detail proxemics with suitable examples. (07)

(b)

OR

Q2(a) Define 'communication' and explain two levels of communication with relevant examples. (07)

(b) Draft a telephonic conversation between a salesgirl and a customer for buying a new television set. (Minimum six sentences) (07)

Q3 a) Draft a suitable speech to be delivered at a Farewell Function of the University students. (07)

Draft a business letter inviting quotation for the purchase of library books (07)

(b) from a reputed publishers.

OR

Q3(a) Write a detailed note on Nuances of Delivery (07)

Draft an e-mail to be sent to the Principal of your college to inform him (07)

(b) the steps to be taken for maintaining discipline among the students.



SECTION-II

Q4 Explain the following terms in brief: (07)
i) Synopsis ii) Personality iii) Acknowledgement iv) Attention line v)
Forwarding vi) Employability skills vii) Etiquettes

Q5(a) What according to you is personality ? Discuss the recommendations to (07)
improve the personality needed in corporate world.

Explain the characteristics of Group Discussion (07)
(b)

OR

Q5(a) What is dissertation ? Explain the importance of bibliography in dissertation (07)
What is interview ? Suggest some tips to your friend to be successful at (07)

(b) interview.

Q6(a) Write a report giving your opinion about "Improving communication skills (07)
in English of technical courses". Address your report to the Commissioner,
Higher technical education department.

(b) Infosys Bangalore invites applications for the IT Engineers for its Pune
branch. Prepare a suitable resume for the position you would like to apply.

OR

Q6(a) Write a detailed report on starting a new software company in Mumbai. (07)
Draft a suitable feasibility report to the Chairman, TISCO private industries
Ltd. Chennai

(b) Vodafone India Ltd. Delhi requires 10 trainee engineers for its Dubai
branch. Draft a resume that can be sent to the HR Manager of the company.

