

- Q-4** **Attempt all questions**
- a** Describe the attributes to pass the competitive exams? **(5)**
- b** What are the differences between presentation and public speaking? **(5)**
- Q-5** **Attempt all questions**
- Write Short notes on-**
- a** Body Language **(5)**
- b** Resume building **(5)**
- Q-6** **Write Short notes on-**
- a** Elements of research paper. **(5)**
- b.** Non verbal communication **(5)**
- Q-7** Summarize the propitiation and contemplation parts of wings of fire. **(5+5)**
- Q-8** **Attempt all questions**
- a** What are the qualities required in an Inspiring Speaker? Enlist. **(5)**
- b** Suppose you have given one interview on 30 January 2016 for the post of Jr. production in-charge in one company and you want to enquire about the result. **(5)**
 Draft the follow-up letter to the Manager (HR) of that company.

