Enrollment No: _____ Exam Seat No:_____

C. U. SHAH UNIVERSITY

Winter Examination-2022

Subject Name: Communication Skills in English-I

Subject Code: 4SC03CSE2 **Branch: B.Sc. (All, Microbiology)**

Semester: 3 **Date: 21/11/2022** **Time: 11:00 To 02:00** **Marks: 70**

Instructions:

(1) Use of Programmable calculator & any other electronic instrument is prohibited.
(2) Instructions written on main answer book are strictly to be obeyed.
(3) Draw neat diagrams and figures (if necessary) at right places.
(4) Assume suitable data if needed.

Q-1 **Attempt the following questions:** **(14)**

a) Communication between human beings & non-human entities is called _____. i. intrapersonal ii. interpersonal iii. extra personal

b) Letter, notice, circular etc come under _____ communication.
i. oral ii. written iii. Non-verbal

c) Posture in non-verbal communication means _____.
i. Position of the body ii) small body movements iii. distance maintenance

d) Gesture in non-verbal communication means _____.
i. Position of the body ii. small body movements iii. eye contact

e) Paralanguage involves _____.
i. Voice; sound; pronunciation ii. time iii. distance

f) Understanding the message is called _____.
i. Feedback ii. decoding iii. encoding

g) Converting thoughts into suitable words is called _____.
i. Feedback ii. decoding iii. encoding

h) Who has written The Old Man and the Sea?
i. Arther Miller ii. Earnest Hemingway iii. William Faulkner

i) Who amongst the followings is a young apprentice?
i. Manolin ii. Pedrico iii. Santiago

j) Santiago is a/ an _____ fisherman.
i. Cuban ii. American iii. Egyptian

k) The Oldman and the Sea tells the story of a battle between _____.
i. A husband and wife ii) a king and his enemy iii. a fisherman and a large marlin

l) Santiago failed to catch a fish for long ____ days.
i. 82 ii. 83 iii. 84

m) Which of the followings comes under oral communication?
i. presentation ii. notice iii. e- mail

n) Which of the followings can be the exact meaning of the word skiff?
i. small boat ii. ship iii. steamer

Attempt any four questions from Q-2 to Q-8

Q-2		**Attempt all questions**	**(14)**
	A	Write true or false. i) In written communication we get ample time to analyze the message. ii) We get immediate feedback in written communication. iii) Oral communication is a best tool during emergency. iv) Oral communication has legal validity. v) The receiver is the person who transmits a message. vi) Semantic barrier means problems faced related to language. vii) Accent, tone, voice, pitch etc are examples of paralanguage.	**07**
	B	Match the Followings	**07**

A	B
1. Levels of communication	Santiago
2. Barrier	Sender, receiver, channel, message
3. Circular	Yahoo, Gmail, Outlook
4. email	Circulates the information
5. Process of communication	A large Fish
6. Aging fisherman	Intra-personal, extra personal
7. Marlin	Mechanical, cultural, psychological

Q-3		**Attempt all questions**	**(14)**
	A	Write the meaning & objectives of communication.	**07**
	B	What is the definition of communication? Write about the scope of communication.	**07**
Q-4		**Attempt all questions**	**(14)**
	A	Explain the entire process of communication with diagram.	**07**
	B	Write in detail about the level of communication.	**07**
Q-5		**Attempt all questions**	**(14)**
	A	Write short notes on Extra Personal Communication & Mass Communication	**07**
	B	Write short notes on Cultural Barrier & Semantic Barrier	**07**
Q-6		**Attempt all questions**	**(14)**
	A	Write about the advantages & disadvantages of written communication.	**07**
	B	Elaborate the different barriers to communication & state the steps to overcome them.	**07**
Q-7		**Attempt all questions**	**(14)**
	A	Write in detail about body language & it's different aspects.	**07**
	B	Write about the pros & cons of non- verbal communication.	**07**
Q-8		**Attempt all questions**	**(14)**
	A	Even after a long struggle the story *The Old Man and the Sea* ends with an unhappy ending. Elaborate.	**07**
	B	Write the format of a official letter.	**07**