

S.No. : 624

NHSCC1101

No. of Printed Pages : 03

Following Paper ID and Roll No. to be filled in your Answer Book.

PAPER ID : 39805	Roll									
	No.	1	2	3	0	4	3	9	3	6

BCA Examination 2023-24

(Odd Semester)

COMMUNICATIVE ENGLISH

Time : Three Hours]

[Maximum Marks : 60

Note :- Attempt all questions.

SECTION – A

1. Attempt all parts of the following :

1 × 8 = 8

- (a) What is communication?
- (b) Explain types of gestures.
- (c) Consideration.
- (d) Define suffixation.
- (e) Deductive method.
- (f) Verticle communication.

/ P. T. O.

(g) Cohesion.

(h) Narration.

SECTION - B

2. Attempt any two parts of the following. $6 \times 2 = 12$

(a) What are the differences between technical and general communication?

(b) How do you explain interpersonal and intrapersonal barrier of communication?

(c) What do you mean by active listening? Explain in detail.

(d) Explain the process of communication.

SECTION - C

3. Attempt any two parts from each question. Each part carry equal marks. $8 \times 5 = 40$

(a) What is verbal communication? Explain types of verbal communication.

(b) Explain 7C's of business communication.

(c) Write short note on followings :

(i) Upward communication

(ii) Downward communication

4. (a) How do you identify word formation processes?

(b) What should a participant do and do not do in a group discussion? Explain in detail.

(c) What is interview? Explain the types of interview.

5. (a) What are the methods of paragraph development and its definition?

(b) Describe prerequisites of good sentences.

(c) How do you prepare resume with cover letter? Explain.

6. (a) What is presentation skills and explain four main types of presentation skills?

(b) Define report. Discuss various types of report in detail.

(c) What is kinesics? Explain its importance.
