

UTTARANCHAL UNIVERSITY, DEHRADUN
UTTARANCHAL SCHOOL OF COMPUTING SCIENCES
MID TERM EXAMINATION
Odd Semester 2023-24
BCA | 1st Semester |
ENGLISH COMMUNICATION | BCA-A103

Time: 1:15 Hour Max. Marks: 30

Note: All questions are compulsory.

Max. Marks: 30

Q.1- Answer the following questions. (1 x 6 = 6)

Multiple Choice Questions

- 1) Verbal Communication are (CO-1, BL-1)
 - a. Oral
 - b. Written
 - c. Upward
 - d. All of the above
 - 2) Non Verbal Communication includes following (CO-5, BL-1)
 - a. Tone
 - b. Silence
 - c. Eye Moments
 - d. all of the above
 - 3) Essentials of Effective Communication
 - a. Clear
 - b. Understandable
 - c. Adequate
 - d. all of the above

State True/ False

- 4) Communication is effective without being complete. (CO-5, BL-3)
5) Written Communication is very useful for illiterate people. (CO-5, BL-3)
6) Feedback is essential part of Communication Process. (CO-2, BL-1)

Q.2-Write short note on any two (up to 70 words) (2x3 = 6)

- a) Advantages and limitations of Oral Communication. (CO-2, BL-3)
 - b) Significance of Effective Communication. (CO-3, BL-4)
 - c) Importance of informal communication process (CO-2, BL-3)
 - d) Scope of Effective Communication (CO-2, BL-3)

Q.3- Solve any one of the following. (6 Marks)

- a) Formulate seven Cs of Effective Communication (CO- 4, BL-4)

OR

- b) Differentiate between Formal and Informal Communication
(CO- 4, BL-4)

Q.4 Solve any one of the following (6 Marks)

a), Describe Barriers of Communication (CO2, BL1)

OR

b) What do you mean by Semantic barrier? (CO1, BL2)

Q.5 Solve any one of the following . (6 Marks)

a), Describe Types of Communication (CO2, BL1)

OR

b) Draw and explain process of communication. (CO1, BL2)