

SAGE University Indore Institute of Computer Application Mid-Semester Test I BCA semester I: Oct -2023

titute Name: Computer Application	Subject: Communication Skills & Personality Developmen
gram Name: BCA	Branch: BCA
nester: I	Section: ALL
ject Code: AECACCOS001T	Session: July Dec 2023-24
it Test No: MST-1	Date of Test: 10 Oct, 23
x. Marks: 20	Allotted Time: (90 min duration max)

rse Outcome (CO) No.1: To educate the students about communication and to make them familiar with ness and general communication and feedback.

rse Outcome (CO) No.2: To enable the students to channelize the way they communicate by enhancing their wledge about verbal and Nonverbal communication.

li Questions carry equal marks, Attempt any five questions.	Marks	СО	BL
Questions	4		K1,K4
What are articles? Fill in the blanks with suitable Article: i. Sun shines brightly.	4	CO1	
ii. He looks as wise asowl.			K1,K2
Mention 7'Cs of communication in short.	4	CO2	K1,K2
Mention / Cs of communication in sur		CO1	K2
What do you understand about suffixes and prefixes? Write 2-2 words	4	COI	
using:			
a.Prefix- Un b. Suffix- less			W2 W2
2. Prefix- Off	4	CO2	K2,K3
Differentiate between Verbal and Non-Verbal Communication.	4	CO2	K1,K3
Give a brief idea about Process and Channels of communication.	7		K2,K4
What is meant by synonym and antonym? Give 1-1 synonym and antonym for each given word:	4	COI	K2,K4
Busy ii. Gather Discuss the importance of feedback and define it.	4	CO2	K1
Discuss the importance of records.	4	CO2	K3
ist down important principles for effective communication.			