

Seat No.: 2644

Enrolment No. 102CTBMCSE212203

# NATIONAL FORENSIC SCIENCES UNIVERSITY

B.Tech. - M.Tech. Computer Science & Engineering (Cyber Security) Semester - I - March-2022

Subject Code: CTBTCSE SI P

Date: 15/03/2022

Subject Name: Communication Skills

Time: 03 hours

Total Marks: 100

Instructions:

1. Write down each question on separate page.
2. Attempt all questions.
3. Make suitable assumptions wherever necessary.
4. Figures to the right indicate full marks.

- |     |   | Marks |
|-----|---|-------|
| Q.1 | (a) What is the meaning of Communication? What is its objective?  | 05    |
|     | (b) Which are important components for Communication Cycle?   | 05    |
|     | (c) Explain flows of Communication Skills with suitable examples.   | 10    |
|     | OR  |       |
|     | (c) Enlist characteristics for effective Communication? Explain each in detail.   | 10    |
| Q-2 | (a) Distinguish between formal and informal communication with examples.  | 05    |
|     | (b) Which are the important techniques of Reading? Explain each with examples.  | 05    |
|     | (c) What is Listening? Elaborate barriers to effective Listening Skills   | 10    |
| Q-3 | (a) Write a detail short note on Kinesics aspect of Non-verbal Communication.   | 05    |
|     | (b) What is a paragraph? Explain important components for paragraph writing.  | 05    |
|     | (c) You are Aman. Plot no. 25, Virat Nagar, Delhi Highway Road, Agra. Area surrounding your home is suffering from acute water shortage especially in summer days. Write a complain letter to Municipality on behalf of Society   | 10    |
|     | OR  |       |
|     | (c) You want to purchase 2500 black Plastic Parker Ellipse Ballpoint, 2000 Parker Fusion Deluxe Ball Pen and 1500 Plastic Parker Aster Chrome Trim Ballpoint sets for your stationary shop at "Students Stationary, near Gandhi circle, Agra. Write an inquiry letter to "Mahavir Pen Wholesalers" Sardar Bazar, Delhi. | 10    |
| Q-4 | (a) What is the importance of interpreting Technical graphics in Reading? Describe important types of graphic information.  | 05    |
|     | (b) What is Professional Communication? Which are the important Principles of Professional Communication?   | 05    |
|     | (c) Elaborate various Strategies to develop a Paragraph with examples.  | 10    |
| Q-5 | (a) Write commonness, uniqueness and differences in characters of Meena (A Lesson in Life from a Beggar) and Vasant (Think Positive, Be Happy)  | 05    |
|     | (b) Write difference between Confusable words: 1) access vs. excess 2) allude vs. elude 3) formally vs. formerly 4) hoard vs. horde 5) pole vs. poll  | 05    |
|     | OR  |       |
|     | (b) Sudha Murthy has woven theme of developing self Confidence". How do you justify this theme in the story "Crisis of Confidence"  | 05    |
|     | (c) Sudha Murthy elaborated some morals by describing story of Vimla, Vinutha and Ratna in story "Idealists at Twenty, Realists at Forty" - Discuss these morals in detail.   | 10    |

END OF PAPER