

# University of Sargodha

BS 2<sup>nd</sup> Semester/Term Examination 2020

29413

Subject: IT/CS/SE

Paper: Communication & presentation skills (ENGL-102)

Time Allowed: 2:30 Hours

Maximum Marks: 80

Note: Objective part is compulsory. Attempt any three questions from subjective part.

## **Objective Part (Compulsory)**

- Q.1. Write short answers of the following in 2-3 lines each on your answer sheet. (2\*16)
- Name the participants of communication process?
  - What is the difference between hearing and listening?
  - What is paralanguage?
  - What is the importance of AV aids in presentation?
  - What are internal barriers to communication?
  - Define decoding?
  - How one can overcome prejudice?
  - What is the role of channel in the process of communication?
  - Define active listening?
  - Define audience analysis?
  - What are the different parts of presentation?
  - What is you-attitude?
  - What is the spirited style of communication?
  - What are the factors that block listening?
  - How do you define non-verbal communication?
  - State any two important things required for an interview?

## **Subjective Part (3\*16)**

- Q.2. Communication is simply the act of transferring information from one place, person or group to another. Every communication involves (at least) one sender, a message and a recipient. Comment.
- Q.3. What type of factors aid a person in becoming Active Listener?
- Q.4. Nonverbal communication is the transfer of information through the use of body language including eye contact, facial expressions, gestures and more. Elaborate with the help of examples.
- Q.5. What are the different steps involved in preparation of an interview?
- Q.6. What is Audience analysis? How does it helps in preparing for oral presentation?

**University of Sargodha**

29413

**BS 2<sup>nd</sup> Semester/Term Examination 2020**

**Subject: URCE-5102**

**Paper: Language Comprehension & Presentation Skills**

**Time Allowed: 2:30 Hours**

**Maximum Marks: 80**

**Note: Objective part is compulsory. Attempt any three questions from subjective part.**

**Objective Part (Compulsory)**

- Q.1.** Write short answers of the following in 2-3 lines each on your answer sheet. (2\*16)
- Define phoneme by giving examples.
  - What is "contextualized vocabulary"?
  - How can a presenter conclude his presentation effectively?
  - What is the difference between comparison and contrast?
  - What does it mean to infer?
  - Explain intonation.
  - Define listening.
  - What is implied idea of a text?
  - Briefly explain stress pattern.
  - How you can give suggestions while ending a presentation?
  - What are differences between pure vowel and diphthong?
  - What do you mean by Skimming?
  - Give three main features of a presentation?
  - What are isolated sentences?
  - Why is comparing and contrasting important in the phenomenon of reading?
  - Explain SQ3R method.

**Subjective Part (3\*16)**

- What are types of presentation? Explain them briefly.
- How a student can improve his speaking skills? Give some techniques and strategies.
- What are listening barriers? Discuss their remedies.
- What is panel discussion and how you can resolve conflicts through panel discussion?
- What are the features of good presentation? Explain them.