

ENROLMENT NO.: 186407279
NAME: Aman Tiwari
ADDRESS: G-284 gazipur village Delhi 110096
PROGRAMME TITLE: BCA 5
COURSE CODE: BCS-055
COURSE TITLE: Bussiness Communication
ASSIGNMENT CODE:
STUDY CENTRE CODE: 0769 (Shyamlal College sahadra)
PHONE NO.: 9891062743 / 8448179216
EMAIL ID: amantiwari8861@gmail.com

Date

SIGNATURE

BCS 055

Any /= (a) Robat as cleaning fools (b) The main Rurpose of the los angeles experiment is that by Shaving tips with the robot docugon, Students Can take their own clerron to beaut. (c) Researchers see the classroom robot not as replacement for fearhers but as a whimsical assistants Programmed to Purh Kish battom. But some See the mechanization as the latest example of technology undermining the impartant of human Connection in the elempoorn. (d) Children do not like admitting mistaker but they enjoy Pointing out someone else's As the Children correct the pobots. they become more aware when they make the Same mistakes. (e) Some says, they will take over the world but they brake fake all own Jobs While other says that robots cauld name, be come frue Compenions like homen.

F) i) Whimsical (i) Undernining (ii) Minic (v) Swiveling (v) Reinforcing (g) i) The whole idea behind feasibility analysis is to feet an idea to the fest.

ii) Some of my Friends call a first would Problem. It we take their lessons to heard and make better Choises. (iv) Once an individual Stepped out of a Simple
"give and tokes" relationship, broken arose.

V) Richards Still bonistles at the thought of
woman quitting the board. Aus 2 (i) An effective Presentation. Yresentation can be defined as a formal event characterized by teamwork and use of audio-visual aids The main furficse of Presentation is to give information to ferrudade the audience to act and to create good fresentation should have a good Subject monthly, Should mostin

	Should best fit the audience and should be well organized.
	be Well organized.
	Characteristics of a Effective Presention.
	The Presentation idea should be well
6-	adapted to Your audience Relate Your
	of the audience. A details audience
	analysis ment be made before the
-	Presentation i. e an analysis of the me
	need, age Education backgeround, language and Culture of the target
	audience, Their body Janguage
	oudience, Their body language instantly gives the Speaker the required feedback.
1 2	. A good Presentation should be fouged
	on the topic. It should not more of.
9	ositive to Convey the required information
	Positive to Convey the required information
V	Positive to Convey the required information. The fewer should be transferenced into Positive energy during the Presentation. Be calm and relevant while giveing a
	l'osifire energy during the bresentation.
	Presentation and releived while giveing a

5.	To Communicate the desired information,
	the speaker should use more of vigual aids a such as framparencies diagrams
	aids a such as parsparencies diagrams
	ing of the control of the spatial
	Slike Should Contain limited and essential
	information only.
6	A good Presentation and how to to end
	the Presentation without laring audience
٦.	interests at any point of fine.
('	The will half the Charter II
	Rehouse and fractive the Presentiotion. The will help the Speaker to be more Confident and Seft assured. The more the Speaker reherance the better
	more the She alsor represent the batter
	the Presentarition turn to be.
8.	The speaker encouge more questions from
	the audieces, the should be honest enough
(4)	to grever there question
9.	for anway there question at the end, give
	the finel Comments.
6.	The speaker must have a resentable
1.	apprecion ce while giving a presention
11.	Try to gain a maintain audience
	interset by using Positive queautes, humour
12.	In charles must be officered tive
1.1.	Ihe speaker must to be offisimative and optimistic before giving Presentation
and the same of th	and office store advant

The Speaker must state the Objectives of the Presentation of beginning of the Presentation. (11) Difference between Phone and Walterin khome interviews are generally conducted by himmy managers in an effort to Save time and quickly eliminate Candidates who he to not ment the Organization's requirements. The aim of a shone interipiew is not necessarily ofto identify the Strongert Candidates. but to eliminate the weatest ones. Given that a Single open job or com attract 0 hundreds of resumes It is understotable why employers wont to screen cadidates as efficiently as Possible over the Phone According to the expects at Algrim. co. telephone interview are an integeral Parts of buriness fractices today, some Campanies require only one telephone interview while other might request two or three depending on the situation.

Walfe-in-interview are fermal meeting that happen in Person between the hining manager and the Candidate
They are often more in depth than
fellphone interview - In-Person interview enable himing manager to better evaluate and Candidate's attitude and and Preferences, as well as a sees Vital non- verbal Cues.

You want to give the best answers law Can to interview question, but sometimes Yours first attempt is n't as good as
You'd like it to be. The good
news is that in-ferror in territing
question. Be cause these conversation go
deeper then those interviews you would
have the Chance to build on your 6 answells and even ask your own clarifying question. if necessary. Ans3 (ili) = Social media Tools (Facebook and fwitter) facebook with about 2.38 billion monthly active as of April 2019

Egcebook is one of the most porpular

flatforms. not only for Personal ux but buriness as well. for burinesses facilities is a flace to shore shore shore, up deaths, and general menes with there who follow or like you fans. of your buriness come to your tacebooks longe to find out what's going on with you company see pretwees of what's going on, or explore events. How to ux facebook for mountaing. It's imparteent to Start by building Your tyn base on facebook. Publicine Vouve lage and Post a clink to it anywhere los can including adding a Social icon onto Your website. once Voy'se created a Strong following. it is imperetant to use status entires or & shows to Shave your Product offers Services. You Should also lost things that get your audience to engage with your Rosts.

Tool to citilite: Advortising facebook is one of the most comprehensive online advertising platferms to day.

It was sociall greeth and activities to limpoint those who feel into your buyer demongraphics making facebook Adva Incredibly effective. Facebook advance most cliptly to bring in Stong clocky that are that are actually clocking for your services.

Twiffer - is fest faced concise and easy way to connect with your audience with over 310 mileion registrered uses (and genoving), Twiffer is a sea of importantism of 140 character or luss content auditing to be read, clicked following and re-faverled.

Tool to citillize - Hoish tags.

Hersh tages (#) are you key tool on twitten

There tages allow you to reach a wider

audience that just your followers by

getting invalved in existing Conversation

Ans 9 = Salesman - Hello welcome six! How may 2 help You.

Me! hello! I was looking foor an Android

Smoot TV.

Salemen! - Sign, Swe bleese hope asit there.

Tell me what brand are you looking for. Me. Les brond it is sir! I searched in other . locamative stores, but they weren't Smoot models.

Saleman of sir, got it 'll be earier for me to you best model if you fell me what sine you'll brogger clooping for or any dimensions you have Me. I ve no clear I hea about dimensions but Yes, it Should be 56 inches.

And I've doubt on the board or well.

What do You think? Salesman: Yes Sign. La boand is one of the fourtworthy boands in may electronic world. You'll even get warranties extended borsed on the loodnet you chook.

Me: Yes Sive. Refore that. Show me Some of the madels.

Saleman: Actually Sier Z just now searched in the fill there's no Android smurt TV here available night now.

Me:- Oh. So this is the Corse of no Iroldom. Aven't you guys awave about the Android smoot TV and Customers attraction to words it now a docy!

Saleman: We are six, the thing is Android Smoot TV models are currently anavailable due to delay in manufacture and transpart.

0

Me:- Oh akay no Boblen I understand. It's due to havy rains Probably

Saleman: Yes Sig, But if You want You Can go through other LEDS of S6 inches here

Me! Oh Okay no Problem I understand. It's due to heavy raine Probably. Saleman: Yes Si'n Rut It you want You Can Jo through other LEDs of 56 inches Leve. Me: No. it alright, Just let me know once the models avoire this Place. Salemen: - Yes vive. Here a great day and Visit again. I'll inform you futher about ut. Me. Yes thomp you. Any 5 2 As in creening gradution rates and levels of education attainment will accompaint little if students do not learn efferts over the lest several years have focused much more on increasing the number of oftudents who go to to Callege them on improving the education they receive once they get there.

Some Immediate Improvement Oreating a teaching faculty! - The Seeds of Such a Change absended exist

through the Proliferation of instructors
who are not on the known pack but are hired on a Year to Year baric or a Somewhat longer ferm to teach basic undergraduler course. Rethinking the undergraduate avoiculum.
The familiare division into fields of Concentration electives and general education leaves too little room for Students to Pursue of the objectives that for a well rounded Callege Shuestion. Improving graduate education: Assisting
Callage instructors also need to know
much more now in also teach effectivity
A large and increasing body of custual
knowledge hers accumulate about
cleaving and lediagogy.

The sommeed for Research! Ainally, there is an argent need for more and better research both to improve the quality of undergreadute education at the Study Centre and to increase the number of Students who Complete their Studies. Toin the Company six year ago. ii) What was You job Profit! I was an office assistent. Twoofed in After Sales. (v) flow long here You worked in that depositment? I worked in that depositment fee 18 months. V) Where way it: It was just 6kms from my home.

A -	
Ary 72	i) IBM is one of the Biggest (big) Computer Companies in America.
	A notebook Competer is more expensive (expensive) Them a desktop one.
s iii)	I think a diesktop computor is better (good) then a Notebook.
	In my opinion relephone is the most impossed (imposternt) liece of office equipment.
(N)	The fastest (fast) way to Cornteret & dient is by shoke.
Ans 82	Like doting loveres, the robot reseachery worry about the inner clives of their Machines and how best to quite them through Sticky Social Situation, Bullying by Children has already been a Iroblem. Researchers of the University of California. San Diego were homified when toddles clearing rocabularly at the University is early childhood education. Centre took only minutes to
	Coulous or 100/ 0197 v mirujes 70

to boun apoved a robotic arm assembled over more than six monthy. Aug : Assistant: Sales department. Good morning You: Good morning. I want some chetails about filing Cabinets. Assifant! Certainly, What exactly would clike to know about oney filing Carboinets! You! - What is the Cost of the Cabinet'. Hosifant: They Cost hs. 9000 each. You! - Okay are the available in black Calor? Assitant I am Sorry, but they're not available in back.
You: okey one more thing, by the end of the week. Assifant: We Can Leliver by the end of the You: Okay thanks you so much. Assistant: Youx welcom. Thenk You for Calling. Anglo. i. Hello Sist I gon Govoar, Cureuntly
a Student of BCA. I have neared
a clot about you that's one of the
resons of me Stunding here.
I have seen all your mostivational
video. You are my sole madel and
also my inspiration. It is a pleasure
meeting you

ii) broad offermoon Sig, my name is papil.
I am a student of M. Com. Iam

li) bjood offermoon Sier, my name is kapil.

I am a Student of M. Com. Iam

Very big fen of Jour as I am Very

much interested in astronomy. I

here read most of Yours with les

and Your interviews. You turly are an

inspirations for many students like

me. I never thought I would

meet You here like this. It is a

great pleaser Sier.