

MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY BHOPAL
DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES
END-TERM EXAMINATION

Course: B.Tech, Semester I

Section: D, E

Subject: Oral and Written Communication Skills (HUM24106)

Total Marks: 40

Date: 21/12/2024

Time: 2 hours

Note: All questions are compulsory.

- I. A. Your classroom is multilingual and multicultural, and you have students from different parts of the country in your class. Discuss the communication barriers you face when talking to your classmates from different regions. Suggest ways to eliminate those barriers. (5 marks)
B. What are the channels of communication? Give examples. (5 marks)
- II. A. Bacon said: "Some books are to be tasted, others to be swallowed, and some few to be chewed and digested." What does the metaphor in line imply in terms of reading techniques? Discuss how reading techniques depend on the purpose of reading. Give examples. (5 marks)
B. In the context of a business presentation, how can non-verbal communication be used strategically to engage the audience and reinforce key messages? Discuss the impact of eye contact, gestures, and posture on audience perception and retention of information. (5 marks)
- III. A. What are Grice's maxims of conversation? How are these maxims applicable to participating in group discussions effectively? Give examples. (5 marks)
B. What are the strategies that we can adopt for effective communication? What role does effective communication play in one's academic career? (5 marks)
- IV. A. You are a student in the first year of B.Tech at MANIT Bhopal. Your brother, who has completed his training, is shortly going to be commissioned as an officer in the Indian Army. Write a letter to the subject coordinator requesting him/her to grant you three days leave so that you could be present at your brother's passing-out ceremony at the National Defense Academy, Khadakwasla, Pune. Write in about 150 words. (5 marks)
B. Write a paragraph in about 125 words on the topic "Green Campus, clean campus". (5 marks)