Paper Id: | 214105 | **Roll No:** | | | | | | | | | | | | | |

MCA
(SEM-I) THEORY EXAMINATION 2019-20
PROFESSIONAL COMMUNICATION

Time: 3 Hours   *Total Marks: 70*

Note: 1. Attempt all Sections. If require any missing data; then choose suitably.

SECTION A

1. **Attempt *all* questions in brief.**   **2 x 7 = 14**

a.	State three differences between General and Technical Communication.
b.	Define Chronological Method of Paragraph Writing.
c.	Define Analytical Report.
d.	Define Audience and Locale with suitable examples.
e.	Write the antonym of the words: *Prosperity, Daring, Implode, Haphazard*
f.	Differentiate between Solicited and Unsolicited Proposal?
g.	Elaborate the statement *"Man is a part of Nature"*

SECTION B

2. **Attempt any *three* of the following:**   **7 x 3 = 21**

a.	Define *Noise* in communication. Discuss different types of Barriers to Communication with suitable examples.
b.	**Correct the following sentences:** 1. He finds faults with others. 2. This is not my house. It is her. 3. The people of India are better than Canada. 4. This book comprises of five units. 5. Neither Vipin nor Apporv were present in the meeting. 6. Smoking is injurious for health. 7. It is the final conclusion.
c.	Define a Report. Discuss the types and features of Report.
d.	Elaborate Kinesics and its elements. Discuss its importance during Presentation.
e.	How far do you agree with A.J. Bahm's view *"Philosophy criticizes the sciences….. and is the mother of all sciences"?*

SECTION C

3. **Attempt any *one* part of the following:**   **7 x 1 = 7**

(a)	Discuss various Levels at which communication takes place for the smooth functioning of an organization.
(b)	Define Art of Condensation and suggest various steps to make it more effective.

4. **Attempt any *one* part of the following:**   **7 x 1 = 7**

(a)	What is the difference between the language of literature and science? Discuss with special reference to the essay "The Language of Literature and Science".
(b)	Discuss different requisites of a good sentence construction.

5.　　**Attempt any *one* part of the following:**　　　　　　　**7 x 1 = 7**

(a)	Define various types of Listening. Identify various ways to improve Listening skills.
(b)	Draft a Technical Proposal for establishing Research and Development (R&D) Centre in your organization. Invent necessary details.

6.　　**Attempt any *one* part of the following:**　　　　　　　**7 x 1 = 7**

(a)	How can nuances of voice dynamics help the speaker to make his presentation impressive? Discuss.
(b)	Discuss the humanistic and scientific approaches to human activity as propounded by Moody E. Prior in "Humanistic and Scientific Approaches to Human Activity"

7.　　**Attempt any *one* part of the following:**　　　　　　　**7 x 1 = 7**

(a)	Elaborate Negotiation and Presentation Skills. Discuss their significance in the present scenario.
(b)	Define Job Application? Draft Job Application and Resume for the post of software engineer in HCL, Mumbai.