



Q.2

a)

Q.2. 2+3=5

i) Go to Google Meet

ii) Click new meeting

iii) Select an option

- Create an instant meeting : creates a new meeting and join the meeting directly

- Create a meeting for later : creates a meeting link for a future meeting. copy the link and share with participants.

c) 'One cannot not communicate' means that any behaviour or gesture of yours, when observed by another person might be considered communication from you even if you do not intend for it to be looked upon that way. We are always communicating in verbal and non-verbal ways. Even the lack of action sends a message. One cannot respond in a communication, though this is communicating too.

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