

Roll No:

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

NATIONAL INSTITUTE OF TECHNOLOG DELHI
Department of Applied Sciences
MID SEMESTER EXAMINATION

B. Tech (1st Year): Semester-1 (2022)

Course Name: PROFESSIONAL COMMUNICATION

Time: 1 ½ hours

Course Code: HMB 100

Date: 24-12-2022

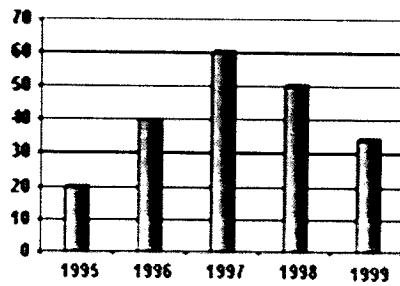
Max. Marks: 25

Instruction

1. All the questions are compulsory.

| PART-A | | Marks |
|---------------|--|--------------|
| 1 | Explain the difference between a Résumé and a CV | 2 |
| 2 | Mention four innovative ways of Introducing a topic in a presentation. | 2 |
| 3 | Discuss email opening and closing salutation. | 2 |
| 4 | How can a good paralinguistic communication help you to improve your verbal communication? Explain with examples. or Define proxemics with examples. | 3 |
| 5 | How do you define communication? Discuss ways to improve the communication skills with examples. or Verbal and Non-verbal communication go hand in hand. Support this statement with examples. | 3 |
| 6 | What are the important aspects of handling questions during/after the presentation? | 3 |
| PART-B | | Marks |
| 7 | <p>Suggest ways to improve the following slides.</p> <div style="background-color: black; width: 100%; height: 150px; margin: 10px 0;"></div> <ul style="list-style-type: none"> It is also very useful to understand and practise the rules. | 5 |

Visitors to the Park



or

Explain the types of resume styles and mention which resume style will suit to your profession.

8

Write a one page resume for an internship in a MNC based in Delhi.

or

Write an email to the Institute hostel Warden requesting him to allot a room to you, mentioning the problems you face outside the hostel.

5
