

Or

- (b) What is the importance of feedback skills in effective listening ? How can you get a feedback of listeners ?

14

Section-E

Compulsory Question

5. Write short notes any *seven* out of the following :

- (i) Effective use of Kinesics
- (ii) Vowel sounds.
- (iii) Importance of feedback in communication.
- (iv) Dealing with nervousness while speaking in public.
- (v) Role of initiative in group discussion.
- (vi) Define stress and intonation.
- (vii) Types of reports
- (viii) What is a memorandum ?
- (ix) Presentation plan.
- (x) Body Language

7×2=14

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(4)

Roll No.

Total No. of Questions : 5]
(1047)

[Total No. of Printed Pages : 4

**B.C.A. (CBCS) RUSA IInd Semester
Examination**

3758

COMMUNICATIVE ENGLISH

Paper : BCA-202

Time : 3 Hours]

[Maximum Marks : 70

Note :- Candidates are required to attempt *five* questions in all, selecting *one* question from each of the Section-A, B, C and D of the question paper and all the sub-parts of the questions in Section-E which is compulsory.

Section-A

1. Do as directed :

- (i) He (speak) to me about this matter earlier. (Use the correct form of the verb)

C-537

(1)

Turn Over

(ii) He walks
(Use correct form of the adverb)

(iii) It is a day.
(Fill in the blank using an appropriate adjective.)

(iv) Give the meaning of the idiom '*blessing in disguise*' and use it in your own sentence.

(v) Give the antonym of '*peace*' and use both, the given word and its antonym in a single sentence.

(vi) Did you warn him ? (Change the voice.)

(vii) He said, "What is the matter ?"
(Change the narration)

(viii) They wished him good luck.
(Change the voice)

(ix) I prefer tea coffee.
(Use appropriate preposition)

(x) His writing is so bad that I can
read it. (Use appropriate adverb)

(xi) All the dishes have been cooked by Gopalan.
(Change the voice)

(xii) The train arrived the station two
hours ago. (Use appropriate preposition)

(xiii) The doctor asked him whether he was feeling
better. (Change the narration)

(xiv) Did you write an application ? 14×1=14
(Change the voice)

Section-B

2. (a) Distinguish clearly between an informational and interpretive report.

Or

(b) Write a paragraph on Role of Media in Democracy. (200 words) 14

Section-C

3. (a) What are the barriers to effective listening?

Or

(b) What techniques will you use to handle difficult calls ? 14

Section-D

4. (a) What are the various types of barriers to communication in a professional organization ?
How can these be removed ?