

2072

B.E. (Bio-Technology) Second Semester
HSMC-X01: Professional Communication
(Common with EEE, MEC and Civil)

Time allowed: 3 Hours

Max. Marks: 50

NOTE: Attempt five questions in all, including Question No. 1 which is compulsory and selecting two questions from each Unit.

x-x-x

I. Attempt the following:-

a) Fill in the blanks with the article a / an

There isinsect and.....sparrow in the garden.

b) Identify the noun's in the following sentence and write them:

The class was full of students.

c) Convert to future continuous

I am playing the match

d) Convert to passive voice

The army is repairing the bridge

e) Name two types of reports

f) Write two email etiquettes

g) What is meant by "Grape Vine "

h) Give one word substitute for " One who believes in God"

i) Give the meaning of the Idiom " To play fast and loose "

j) Draw a communication network of your choice

(10x1)

UNIT - I

II. What are the 7 C's of Communication? Discuss in detail?

(10)

III. Discuss the Barriers to Communication?

(10)

IV. Write a letter to your friend inviting him / her to spend the summer vacations with you. Give details of all important tourist places in your city / nearby city, which you together will be visiting.

(10)

P.T.O.

(2)

UNIT - II

- V. You are the Chief of Army Staff. Write a memo in 450 words to all Officer Commanding in Chief of all the commands in the country. The memo should highlight the following :
- a) The troops must be motivated and ready for combat
 - b) All the arms and ammunition must be in fighting fit condition
 - c) Telecommunication systems must be ready for combat
- Also Discuss three other important points which come to your mind. (10)
- VI. What are the latest developments in media for communication? As the head of an organization how will you utilize these media for designing communication channels in the organization? (10)
- VII. Write short notes on:-
- a) Delivering an effective presentation
 - b) Cross Culture Communication (2x5)

x-x-x