

COMMUNICATION SKILLS - I**Time : 2.30 Hours]****[Maximum Marks : 50****[Minimum Marks : 17****NOTES :**

- i) Attempt all questions.
- ii) Students are advised to specially check the Numerical Data of question paper in both versions. If there is any difference in Hindi Translation of any question, the students should answer the question according to the English version.
- iii) Use of Pager and Mobil: Phone by the students is not allowed.

Q1) Answer any three of the following questions:**[3 × 4 = 12]**

- a) What do you understand by barriers to communication? Discuss any one of them?
- b) Discuss the merits and limitations of Non-verbal communication.
- c) What is meant by oral communication?
- d) What are the merits of written communication?
- e) What are the various types of written communication?

Q2) a) Define Noun with two examples.**[1+1=2]****b) Fill in the blanks with the correct form of the verbs given in brackets in the following sentences:****[4×1=4]**

- i) When they reached station, the train (leave).
- ii) We shall resume our journey as soon as weather (improve).
- iii) I have not (buy) the book yet.
- iv) If he (come) to me, I will help him.

c) Change the following sentences as indicated against each:**[8×1=8]**

- i) Why have you sold your car? (passive voice)
- ii) How can the kidnapped child be rescued by us? (Active Voice)
- iii) I have been advised by my uncle to wait for the doctor (Active voice)
- iv) Who has done this? (Passive Voice)
- v) Father said to me, "why are you not going to college to day?" (Indirect speech)
- vi) The doctor advised the patient not to smoke. (Direct speech).
- vii) The policeman said to the stranger "Stay where you are" Indirect Speech.
- viii) The teacher said "two and two make four" (Indirect speech)

Write a paragraph on any one of the following:

- i) A friend in need is a friend indeed.
- ii) Time and tide wait for none.
- iii) Work is worship.

Q5) As the secretary of the literary club of your college, write a notice, inviting articles for your college magazine.

[6]

OR

Write a notice, inviting the names of the students who want to take part in the debate 'Hard work is more important than talent' scheduled to be held on next Saturday.



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