

Roll No.....

Total No. of Printed Pages: [01]

Total No. of Questions: [09]

B. Sc. FT (Semester – 1st)
COMMUNICATION AND SOFT SKILLS
Subject Code: BFTE2-102
Paper ID: [130202]

Time: 03 Hours

Maximum Marks: 60

Instruction for candidates:

1. Section A is compulsory. It consists of 10 parts of two marks each.
2. Section B consist of 5 questions of 5 marks each. The student has to attempt any 4 questions out of it.
3. Section C consist of 3 questions of 10 marks each. The student has to attempt any 2 questions.

Section – A

(2 marks each)

Q1. Attempt the following:

- a. What is the difference between one and two way communication?
- b. List out four examples of written communication.
- c. Explain personal barriers in communication.
- d. What is the importance of body language in communication?
- e. List any four examples of adjectives.
- f. Give antonyms for the following:-
 - (i) Happy
 - (ii) Combine
 - (iii) Dawn
 - (iv) East
- g. Give synonyms for the following:-
 - (i) People
 - (ii) Easy
 - (iii) Hard
 - (iv) Big
- h. What are homonyms?
- i. What is job application form?
- j. List out four main types of comprehension.

Section – B

(5 marks each)

- Q2. Define communication. Explain the objectives of communication in an organization.
- Q3. Explain personal barriers in communication.
- Q4. Explain active and passive voice, with suitable examples of each.
- Q5. State and explain the two main ways of reporting the words of a speaker with suitable examples.
- Q6. What are the different types of creative writing?

Section – C

(10 marks each)

- Q7. Explain various types of communication, in detail.
- Q8. What are the basic parts of speech? Explain with examples.
- Q9. What is creative writing? What are some techniques used in creative writing?