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[3]

No. of printed pages: 01

SARDAR PATEL UNIVERSITY B.A. EXAMINATION, 1stSEMESTER 20th June, 2022 MONDAY 09:00 a.m. to 11:00 a.m.

UA01SENG51 :COMMUNICATION SKILLS-I [NC] ON DEMAND

Total Marks: 50

 $In structions: \ 1. Figures to the right indicate full marks.$

2. Mention clearly the options you attempt.

Q.1. Answer ANY TWO of the following in detail:

(30)

- a) Explain in detail the Communication Process.
- b) Explain in detail the Barriers to Communication.
- c) Explain the difference between Verbal and Non-verbal communication.
- d) What is Communication? Explain with suitable definitions of communication.

Q.2. Write short notes on ANY TWO of the following:

(20)

- a) Explain the meaning and components of Effective Speaking.
- b) Why is listening for specific information important and how it impacts on overall communication process.
- c) Explain in detail what is word stress and intonation in effective speaking.
- d) Explain the meaning of Active listening and the barriers to effective listening.
