

(3 & A-2) Seat No.: _____

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SARDAR PATEL UNIVERSITY
BBA (GEN) (SEMESTER - I) (CBCS) EXAMINATION
COMMUNICATION SKILLS FOR MANAGEMENT – I
UM01FBBA05

Date : 15 NOVEMBER, 2016, *Tuesday*

Time : 10:00 A.M. to 12:00 P.M.

Total Marks: 60

NOTE: Figures to the right indicate full marks.

Q-1 Answer the following: [15]

- [1] What did the Baroness find when she went to the old governess's room?
- [2] How did Andrew show his nervousness and inexperience between the time he got to the sports ground and the time his race started?
- [3] What finally led to the break between Jaganath and Brindaban and why was Jaganath glad when Brindaban left?

OR

Q-1 Answer the following: [15]

- [1] Why did the Police want to arrest Locomotive 38? Why did they not arrest him?
- [2] What did Connie find under her bed and Why didn't Connie telephone the Police?
- [3] Why did Nitai Pal stay with Jaganath and how did Nitai Pal die?

Q-2 [A] Fill in the blanks with appropriate forms of verbs given in brackets. [05]

- [1] Mehul always _____ to work by car. [Go]
- [2] The Police _____ me on my way home yesterday. [Stop]
- [3] Jalpa _____ a new house next month. [Buy]
- [4] Look! that man _____ your mobile from the car. [Steal]
- [5] Nitiksha _____ television when the phone rang. [Watch]

Q-2 [B] Rewrite the following sentences with appropriate Modal Auxiliaries given in brackets. [05]

- [1] _____ her soul rest in peace! [May, Must, Can]
- [2] We _____ help the victims of the Tsunami tragedy. [Could, Should, Might]
- [3] Rinkal _____ easily lift this box. [Can, Must, Ought to]
- [4] How _____ you touch my mobile? [Should, Will, Dare]
- [5] Mishti _____ dance for hours when she was young. [Could, Must, Have to]

①

(P.T.O.)

Q-2 [C] Write a Paragraph on: Social Networking Sites [05]

OR

Q-2 [A] Rewrite the sentences with right forms of the verbs given in the brackets. [05]

- [1] Priyanka _____ just _____ her lunch. [Finish]
- [2] Bharti knew all about that film because she _____ it thrice. [See]
- [3] _____ you _____ time to write the letter yesterday? [Get]
- [4] Usually A Bird _____ in the sky. [Fly]
- [5] The Children _____ the Museum last Sunday. [Visit]

Q-2 [B] Change the voice. [05]

- [1] Bhoomi eats an apple everyday.
- [2] Will our sins be forgiven by God?
- [3] Meghna heard my story.
- [4] Ami was singing the songs.
- [5] My Purse had been stolen.

Q-2 [C] Write a Paragraph on: My First day in College [05]

Q-3 [A] Choose the most suitable Synonym of the underlined word and rewrite the sentences. [05]

[Goal, Courageous, Pleasure, Frank, Approve]

- [1] My Grandmother is a very brave lady.
- [2] Every person should have an aim in his life.
- [3] One should be candid while seeing a doctor.
- [4] Everybody wants comfort in life.
- [5] The Chief Guest accepted the invitation of the programme.

Q-3 [B] Fill in the blanks with appropriate Phrasal Verbs given within the brackets making necessary changes. [05]

[Bark out, Account for, Blackouts, Break down, Buzz off]

- [1] Can you _____ your absence last month?
- [2] The Police officers expect you to act the moment they _____ the orders.

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- [3] When Harish told Priya the news, she _____ .
- [4] Vikram suffers from _____ and isn't allowed to drive.
- [5] Hiten has got some stuff to do at home so he is going to _____ now.

Q-3 [C] Rewrite the following sentences selecting the correct Antonym from the brackets.

[05]

[Dull, Rough, Reveal, Fair, Reject]

- [1] Bhavesh has accepted my decision.
- [2] Children should conceal everything from their Parents.
- [3] Principal should be partial in his approach to staff.
- [4] You should be gentle in your behaviour with women.
- [5] Krutika is an intelligent girl of the class.

OR

Q-3 [A] Select the appropriate meanings of the underlined Idioms from the options given and rewrite the sentences.

[05]

- [1] Sonal is in deep water and needs your help. That's why she comes here to work.

[A] In great difficulties [B] In great joy
[C] By majority [D] In a good time

- [2] Climb to the top of Qutub Minar if you want to have a bird's eye view of Delhi.

[A] Lack of importance [B] To Praise oneself
[C] A General view of Something [D] Ambiguous information

- [3] I hope you will come off with flying colours in your interview.

[A] To be looser [B] To be victorious
[C] To Regret [D] None of the above

- [4] At whatever level the problem may arise, the Department incharge has to face the music.

[A] to feel comfortable [B] to feel honourable
[C] to face criticism [D] a deception

- [5] Chirag is completely at sea with this new system of filing the income-tax returns.

[A] Relax [B] Confused
[C] Easy [D] Annoyed

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(P.T.O.)

Q-3 [B] Give one word substitutes of the following and rewrite it with appropriate answer. [05]

[1] One who cannot read and write

[A] Pessimist [B] Illiterate [C] Literate [D] Omnipotent

[2] One who walks on foot

[A] Pedestrian [B] Bankrupt [C] Theist [D] Corrupt

[3] A Professional rider in horse races

[A] Rocky [B] Jockey [C] Psychologist [D] Atheist

[4] A Man whose wife is dead

[A] Widower [B] Leader [C] Artist [D] Banker

[5] That which can be heard

[A] Audible [B] Utopia [C] Elegant [D] Inaudible

Q-3 [C] Make Suffixes by using the correct forms of the words given in brackets. [05]

[1] _____ is the best time of life. [Child]

[2] There should be _____ in the heart of every citizen of the country. [Patriot]

[3] _____ is necessary to live a comfortable life. [Adjust]

[4] At the end of the match, India was declared as _____ of the tournament. [Win]

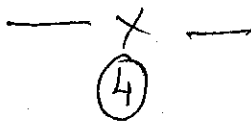
[5] It is _____ that one should respect soldiers of the country. [Desire]

Q-4 [A] Describe Concept and Attributes of Communication in detail. [10]

Q-4 [B] Write a note on the importance of Internal Communication in Business. [05]

OR

Q-4 [A] Elucidate the Process of Communication with a suitable diagram. [15]



All the Best