

**GUJARAT TECHNOLOGICAL UNIVERSITY**  
**BE SEMESTER– 1<sup>st</sup> / 2<sup>nd</sup> (SPFU) EXAMINATION – SUMMER 2018**

**Subject Code: COS001**

**Date:26/05/2018**

**Subject Name: Elementary Communication Skills**

**Time:02:30 PM TO 5:00 PM**

**Total Marks: 70**

**Instructions:**

1. Attempt any five questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.

- Q.1** (a) Define communication and explain the process of communication. **07**  
(b) Elaborate on barriers to communication **07**
- Q.2** (a) Write in detail regarding Kinesics and Paralinguistics. **07**  
(b) What are the pros and cons of methods of delivering speech? **07**
- Q.3** (a) State the reasons for poor listening. **07**  
(b) Elaborate on the strategies to develop the reading skills. **07**
- Q.4** (a) Develop a paragraph on 'Causes behind the current steep rise in the temperature.' **07**  
(b) Explain Chronemics and Proxemics. **07**
- Q.5** (a) State the strategies to overcome barriers to communication. **07**  
(b) Explain Intensive Listening, Intensive reading, Extensive Listening, and Extensive reading. **07**
- Q.6** (a) Elaborate on features of a good speech. **07**  
(b) Elaborate on characteristics of a good listener. **07**
- Q.7** (a) Elaborate on different types of speeches. **07**  
(b) State methods of preparing good notes. **07**

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