

[illegible]

BAMT (Sem.-2)
COMMUNICATION SKILL
Subject Code : AMT-201
Paper ID : [F0329]

Max. Marks : 60

1. **SECTION-A** is **COMPULSORY** consisting of **TEN** questions carrying **TWO** marks each.
2. **SECTION-B** contains **FIVE** questions carrying **FIVE** marks each and students have to attempt any **FOUR** questions.
3. **SECTION-C** contains **THREE** questions carrying **TEN** marks each and students have to attempt any **TWO** questions.

- a) Communication
- b) Noise
- c) Encoder
- d) Receiver
- e) Feedback
- f) Clarity
- g) Credibility
- h) Content
- i) Document
- j) Formal communication

SECTION-B

2. What are the components of communication?
3. Enumerate different kinds of communication.
4. What is meant by decoding communication skills?
5. Highlight the importance of punctuations in written communication.
6. What are listening skills?

SECTION-C

7. Discuss the process of communication.
8. What are the do's and don'ts of planning and writing documents?
9. What strategies are used for improving oral presentations?