

**B. TECH.****THEORY EXAMINATION (SEM-II) 2016-17  
PROFESSIONAL COMMUNICATION****Time : 3 Hours****Max. Marks : 70****Note : Be precise in your answer. In case of numerical problem assume data wherever not provided.****SECTION – A****1. Attempt all parts of the following questions: 7 x 2 = 14**

- (a) What is Topic sentence?
- (b) What is Mass Communication?
- (c) What is the difference between bibliography and reference?
- (d) What do you mean by active listening?
- (e) Differentiate the homophones using them in your sentences of your own: Maize and Maze
- (f) Make plural of the following words: i) Crisis ii) Phenomenon
- (g) Give meaning of the following idioms and used them in your own sentences:
  - (i) At Sixes and Sevens
  - (ii) Blessing in Disguise

**SECTION – B****2. Attempt any three of the following questions: 3 x 7 = 21**

- (a) Distinguish between upward and downward communication along with its merits and demerits.
- (b) What are the techniques used to make a paragraph coherent?
- (c) Write a report on workers' discontent at company's Auxiliary unit. Invent necessary details by yourself.
- (d) What is Negotiation? Describe the characteristics of a good negotiator?
- (e) What is a rose? Answer the question from the point of view of a scientist and a literary artist.

**SECTION – C****Attempt all of the following questions: 5 x 7 = 35****3. Comment on body language as a presentation strategy.****OR**

Write a note on paralinguistic features.

**4. What are the causes of interpersonal barriers?****OR**

What are the distinguishing features of technical communication?

**5. What aspects of a report are dealt with in 'front matter' and 'back matter'?****OR**

What are the qualities of a sales letter? Support your answer with an example.

**6. Write a paragraph using Deductive method and underline the Topic sentence. (Invent necessary details yourself)****OR**

What are the requisites of sentence construction?

**7. What are different humanistic and scientific approaches to human activity?****OR**

Man is a part of Nature, in the same sense that a stone is, or a cactus, or a camel. Discuss