

(4) Seat No.: _____

NO. of Printed Pages: 03

SARDARPATELUNIVERSITY

BBA ISM I Semester Examination (NC)

Thursday, 9th March, 2017

02:00 PM to 04:00 PM

Communication Skills for Management-I UM01FBBS05

Total Marks: 60

Note: Figures to the right indicates full marks:

Que. 1 Attempt the following: (15)

1. What was the story of old governess?
2. What mistakes did Andrew make during the race?
3. Why did police want to arrest Locomotive 38? Why did they not arrest him?

OR

Que. 1 Attempt the following: (15)

1. What happened to Amalie before the New Year, and what was the Baroness' reaction to this?
2. Why did the village people envy Nitai Pal? How did they show this envy?
3. Why did Connie not go to Mrs. Winston's house?

Que. 2 a). Fill in the blanks with appropriate verb given in the bracket: (05)

1. Rahul always _____ to office by auto. (go)
2. Look! The children _____ on the bed. (jump)
3. My sister _____ new mobile next Sunday. (buy)
4. We _____ for USA on Monday. (leave)
5. Sneha _____ in honour of the Chief Guest. (Sing)

Que. 2 b). Change the Voice: (05)

1. Shivam can write a letter.
2. Dr. Trevidi taught us English.
3. I was given an apple.
4. Can you manage it?
5. Ronny will sing a song.

Que. 2 c). write a Paragraph on : (05)
My favorite Game

OR

(1)

(P.T.O.)

Que. 2 a). Fill in the blanks with appropriate Modal given the bracket: (05)

1. _____ I borrow your Phone? (Can, Shall, May)
2. _____ you help me to start ma car? (Will, Should, May)
3. We _____ follow the traffic rules. (Used to, would, Must)
4. Study hard that you _____ get a First Class. (Should, May, Must)
5. You have worked whole day, you _____ be tired. (Must, Should, Could)

Que. 2 b). Rewrite the sentences with right forms of the verbs given in the bracket: (05)

1. Our collage _____ at 11 o'clock every day. (Start)
2. I see a man outside. He _____ to say something. (try)
3. My grandmother always _____ to lock the door. (forget)
4. Dr. Mishra _____ her lecture in the morning. (give)
5. Mohit _____ our new hostel tomorrow. (visit)

Que. 2 c). Write a Paragraph on: (05)

Friendship

Que.3 a). Fill in the blanks in the following sentences with the Phrasal Verbs: (05)

1. Please _____ the lights. (put after, put out, put up)
2. I cannot _____ his handwriting. (make out, make by, make away)
3. If he is lazy, why don't you _____ him _____. (turn in, turn up, turn off)
4. I hope he will _____ to our views. (come round, come about, come up)
5. The fire _____ a dense smoke. (gave up, gave aside, gave off)

Que.3 b). Match A with B: Antonyms (05)

- | A | B |
|-------------|------------|
| 1. Care | fair |
| 2. external | particular |
| 3. general | rural |
| 4. partial | neglect |
| 5. urban | internal |

Que.3 c). Match A with B: Synonyms (05)

- | A | B |
|------------|-----------|
| 1. accuse | rich |
| 2. elegant | repulsive |
| 3. panic | terror |
| 4. ugly | refined |
| 5. wealthy | blame |

OR

Que.3 a) Rewrite the sentences giving the right meaning of the underlined idioms: (05)

(gradually, a deception, something easy to perform, to feel comfortable, to follow wrong path)

1. Getting admission to an IIM is not a child's Play.
2. Don't lose patience; things will improve by and by.
3. The office environment is so good that the employees feel perfectly at home there.
4. The authorities had already decided which candidates to appoint. The interview was only an eye-wash.
5. The children of estranged parents are likely to go astray for want of sound ethical values.

Que.3 b) Write one word substitution: (05)

1. One who cannot read or write -
2. Free from infection-
3. A place for improving health -
4. A study of plants -
5. The property left to someone by a will-

Que.3c) Fill in the by using the correct forms of the words given in the bracket: (05)

1. Let us find a _____ to the problem. (solve)
2. We supply _____ reply cards to all our customers. (print)
3. This is the right time to _____ it. (place)
4. There is _____ appears at the side of account department. (calculate)
5. My friend had develop interesting _____ computer software. (purpose)

Que.4 a) Describe Concept and Attributes of Communication in detail. (10)

b) Write a note on the Importance of Business Communication. (05)

OR

Que.4 a) Explain the process of communication cycle with suitable diagram. (15)

All the Best

