

Roll No.

Total Pages : 3

434102

December, 2019

B.Sc. (Animation) - 1 SEMESTER

Oral Communication. (BSC-AM-19-102)

Time : 3 Hours]

[Max. Marks : 75

Instructions :

1. *It is compulsory to answer all the questions (1.5 marks each) of Part-A in short.*
2. *Answer any four questions from Part-B in detail.*
3. *Different sub-parts of a question are to be attempted adjacent to each other.*

PART - A

1. (a) Define Communication. (1.5)
- (b) Expand PPT. (1.5)
- (c) What does clarity mean in communication? (1.5)
- (d) Define listening. (1.5)
- (e) What do you mean by Aesthetics? (1.5)
- (f) Define etiquettes. (1.5)

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- (g) Define Sign language. (1.5)
- (h) Role of channel in communication. (1.5)
- (i) Define the effect of noise in communication. (1.5)
- (j) Distinguish between verbal and non-verbal communication. (1.5)

PART - B

- 2. (a) Explain in detail the role and functions of Communication. (10)
- (b) Explain the process of communication with its elements. (5)

- 3. (a) What are the objectives of communication? (5)
- (b) How communication is considered as effective communication? Discuss the basic principles of effective communication. (10)

- 4. Write short notes on the following :
 - 1. Gestures,
 - 2. Stage speaking,
 - 3. Extempore (15)

- 5. (a) Discuss in detail the various Cs of communication. (5)
- (b) Discuss the importance of 6 × 6 rule in PPT. Explain the Do's and Don'ts for effective PPT. (10)

- 6. (a) What are the ways to improve presentation? (5)
- (b) What is the difference between oral and written presentation? (10)

- 7. What do you mean by etiquettes? Why etiquettes are important in our life? Explain with the help of suitable examples and compare it with your body language. (15)