

BACHELOR'S DEGREE PROGRAMME / BHM

Term-End Examination

08671

December, 2018

ELECTIVE COURSE : ENGLISH

BEGE-103 : COMMUNICATION SKILLS IN ENGLISH

Time : 3 hours

Maximum Marks : 100

Note : Answer any *five* of the following questions. All questions carry equal marks.

1. (a) Write a short note on proxemics. 8
(b) Explain the importance of body language in communication. 12

2. How would you make enquiries about 'procedures'? Write your answer in the form of a conversation. Use wh-questions but also statements that function as questions. 20

3. Provide five suitable examples for each of the expressions often used in 10+10
 - (a) expressing agreement, and
 - (b) expressing disagreement.

Use them in sentences of your own.

4. Your brother/sister has to go for group discussion at a corporate house for employment. What would be your advice to him/her ? 20

 5. Write a letter of enquiry to a firm that provides security personnel/watchmen, for your office and then write a letter in response to your enquiry. 10+10

 6. Describe the process of building a site map for the world wide web. 20

 7. What is 'Epideictic Rhetoric' or 'Eulogy' ? Provide a few examples of the genre from your lessons. 20
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