

No. of Printed Pages : 2

**MMPC-007**

**MANAGEMENT PROGRAMME  
(MBA)**

**Term-End Examination  
December, 2022**

**MMPC-007 : BUSINESS COMMUNICATION**

*Time : 3 Hours*

*Maximum Marks : 100*

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**Note :** *Attempt any **five** questions. All questions carry equal marks.*

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1. Differentiate between Proxemics and Chronemics giving examples.
2. What are the 7C's of communication ? Explain each of them briefly.
3. Classify different types of verbal communication and discuss them in brief.
4. List and explain different types of reading skills giving suitable examples.

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5. Explain the functional theory of communication and its role in effective decision-making process.
6. What do you understand by Glossophobia ? How can it be overcome ? Discuss.
7. Discuss different types of Business Correspondence used in organisations.
8. Distinguish between a written resume and a video resume giving examples.