**BCA-27**

**Second Semester Bachelor in Computer Application**

**Examination Aug/Sep-2015**

**Communication in English**

**Time:-3Hours** **Max. Marks: - 80**

**SECTION-A**

**Answer any five questions. (6\*5)**

1. Write a short note on Telegram.
2. What are the keys to affective feedback?
3. Give a brief introduction of Effective Team Communication.
4. Define E-mail.
5. Briefly define Reserved Communicator.
6. What do you mean by Suggestion Box?
7. How can we develop our Personality through communication?

**SECTION-B**

**Answer any two questions. (10\*2)**

1. Write a detail note on the following:
2. Channel
3. Decoding
4. Noise
5. Write a detail note on Barriers to the Communication.
6. What are the functions of Communication in an organization?

**SECTION-C**

**Answer any two questions. (15\*2)**

1. How communication can be improved through English language?
2. Mention the different types of Interpersonal Skills.
3. Discuss the causes of Communication break-down.