**MAMT-105**

**First Semester M.Sc. in Animation &Multimedia**

**Examination Aug/Sep-2015**

**English Communication & Soft Skills**

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

 **SECTION-A**

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

1. Mention the uses of verb.
2. Write a short note on indirect narration.
3. Define the term non-verbal communication.
4. What do you understand by public speaking?
5. Enlist the style of report writing.
6. Clarify the concept of soft skills.
7. Define the term Noun with the help of examples.

**SECTION-B**

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

1. Enumerate the basic forms of communication.
2. Write a detail note on planning, drafting and writing of business reports.
3. Elaborate the concept of Seminars and Conferences.

**SECTION-C**

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

1. Describe the significance of knowledge of grammar in business communication.
2. Trace out various barriers and bottlenecks in communication. How you can overcome these barriers?
3. Give an overview of formal and informal communication network.