

1/2019

11/15/10/1009

Roll no- 1115101009

SCHOOL OF UNANI MEDICAL EDUCATION & RESEARCH
JAMIA HAMDARD – 110062
PAPER NO- BUM-301
BUMS 3rd YEAR ANNUAL EXAMINATION-2019
COMMUNICATION SKILLS

Time: 3 Hours

Max marks: 75

Note: Write your Roll no. on the top on the receipt of this question paper.

SECTION-A

Attempt all questions. All questions carry **ONE** mark each.

(1x10=10)

Q. Fill in the blanks with appropriate answers.

- i. Gesture, body language, posture, tone of voice or facial expressions, are called _____.
- ii. Nonverbal communication is all about the _____ of the speaker.
- iii. A sender _____ information.
- iv. _____ persuades the audience.
- v. Concrete messages are used for _____ communication.
- vi. The _____ is used when a person wants to express a sudden outcry or add emphasis.
- vii. _____ is used to indicate the omission of a letter or letters from a word.
- viii. The synonyms for bliss are _____.
- ix. Liberty also means _____.
- x. The antonym for ample is _____.

SECTION-B

Attempt any 5 questions. All questions carry **TWO** marks each.

(2x5=10)

Q.1. What is group discussion?

Q.2. What is paralanguage?

Q.3. What is e-mail?

Q.4. What is Chronemics?

Q.5. What is Proxemics?

Q.6. What is Oclusics?

Roll no-

SECTION-C

Attempt any 5 questions. All questions carry **FIVE** marks each.

(5x5=25)

- Q.1. Write a brief note on 7 C's of communication?
- Q.2. Write 10 positive and 10 negative cues of non-verbal communication?
- Q.3. What is communication and what are types of communication?
- Q.4. What are guidelines of writing an email?
- Q.5. What are the guidelines to prepare for group discussion?
- Q.6. What is 'tactilics and why is it important in communication process?

SECTION-D

Attempt any 3 questions. All questions carry **TEN** marks each.

(3x10=30)

- Q.1. What are the guidelines of resume and cover letter. Make the format.
- Q.2. What is the difference between interpersonal and intrapersonal communication skills. Give examples.
- Q.3. Write a short note on what kind of qualities is required for a good listener.
- Q.4. Discuss in detail about the barriers of effective listening?

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