

## Communication Skill Course Guess Paper

### Paper Pattern (Questions)

8 Questions (Short) 4 Questions (Medium) 2 Questions (Long)

### Long Answer Type Questions

1. What is Communication, Definition & its Scope
2. Process of Communication
3. Define Some Barriers to Communication
4. Define Verbal & Non Verbal Communication 5. Personality Development & Emotional Intelligence in Soft Skills
6. Interpersonal Relation in Soft skills
7. What are Formal and Informal Letters & Differentiations 8. Write a Short Note On (Minutes, Memoranda, Email)
9. Some Questions on (Letter Writing, Report Writing, Email, Short speech)

### Short Answer questions

1. What Exactly are soft skills? ENTS
2. Difference Between Email & Message
3. Difference Between Memoranda & Notice
4. What is Communication
5. Semantic or Linguistic Barrier to Communication
6. What is interpersonal Relation 7. What is Time MANAGEMENT

## 8. Short Note On Speech

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