

MBA-1 Semester-2 (D/E) (Reg/Rept) Examination

MC

Time : 2-30 Hours]

May-2024

[Max. Marks : 70

Q.1[A] Evaluate the impact of digital communication tools on our Personal as well as Professional life. [07]

Q.1 [B] Identify and analyze common barriers to effective communication. [07]

Q.2 “One of most sincere forms of respect is actually listening to what another has to say”
: Discuss this statement in context to features of good listener. [14]

OR

Q.2 Discuss the diverse forms of communication observed within an organization, Highlighting their significance and impact on organizational dynamics. [14]

Q.3 Which are spoken communication Etiquettes to deliver intended message?
Also discuss challenges associated with it. [14]

OR

Q.3 Analyze the key steps involved in planning and delivering an effective presentation in professional setting. Provide practical examples to illustrate your points. [14]

Q.4 List down objectives of meeting in an organization and outline the key steps you Would take to conduct meeting effectively. [14]

OR

Q.4[A] Write the opening and closing paragraph for the following topic:
“Happiness is not something readymade. It comes from your own Actions.” [07]

Q.4[B] Imagine you are conducting an interview for a managerial role. What qualities of a candidate will you evaluate? [07]

Q.5 Imagine yourself to be the sales manager of Hitachi. Your company has recently Launched a new model of A.C. in the market. In order to promote the sale of this model, Draft a sales letter to be sent to corporate offices, universities and other organizations. [14]