

No. of Printed Pages : 03

Roll No.

2035

B. Arch. EXAMINATION, May 2018

(Fourth Semester)

(Old Scheme) (Re-appear Only)

(Arch.)

AR214G

COMMUNICATION SKILLS-IV

Time : 3 Hours]

[Maximum Marks : 50

Before answering the question-paper candidates should ensure that they have been supplied to correct and complete question-paper. No complaint, in this regard, will be entertained after the examination.

Note : Attempt *Five* questions in all, selecting at least *one* question from each Unit. Each question carries equal marks.

(3-58/11)M-2035

P.T.O.

Unit I

1. What principles of communication should be kept in mind while composing effective written or in oral messages ? **10**
2. Suppose a client has asked for your services as architect to prepare a design for the school on 20 acres of land. Write a reply letter to him highlighting the main features of your design and promising to submit the drawing soon. **10**

Unit II

3. Discuss the factors you would keep in mind in making your oral presentation effective. **10**
4. How will you conduct yourself before and during the interview. (For job) ? Give some tips to create good impression on the interviewer. **10**

M-2035

2

Unit III

5. Suppose you want to give a presentation on the topic 'Appeal for Eye Donation' to some social gathering. Prepare a draft of speech of 150 to 200 words. **10**
6. What factors will you keep in mind to make the office meetings successful and effective ? Answer the question assuming that you are the Presiding Officer. **10**

Unit IV

7. Write your views either in favour or against the motion—Brain Drain will affect the development of the country. **10**
8. Creative a paragraph of about **150** words on any *one* of the following ideas : **10**
 - (a) Growing trees be made compulsory for whom, why and how ?
 - (b) Write anything you have done in life and you feel proud of.

(3-58/12)M-2035

3

80