

No. of Printed Pages : 03

Roll No.

D156

B.B.A. EXAMINATION, May 2019

(Fourth Semester)

(Main & Re-appear)

(BBA)

BBA212

PRESENTATION SKILLS

Time : 3 Hours]

[Maximum Marks : 70

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. All questions carry equal marks.

(2-11/9) M-D156

P.T.O.

Unit I

1. What do you understand by Presentation ?
What is the purpose of making a presentation ?
Also, explain the various types of presentations
in brief. **14**
2. “It is not necessary to be a comedian to use
humour in presentation.” Comment. **14**

Unit II

3. Differentiate between planned and unplanned
presentations. What are the types of planned
presentations ? Explain the factors that help in
effective planning of a presentation. **14**
4. Why researching a topic is a crucial step for
preparing a presentation ? What are the sources
of research for presentations ? **14**

Unit III

5. Define Motivation. How can you motivate your
audience ? List various methods used for
grabbing the audience attention. **14**

6. Write short notes on the following :

- (a) Brainstorming **7**
- (b) Group discussion. **7**

Unit IV

7. Elaborate the steps involved in preparing and
delivering an inspiring presentation. **14**
8. How can you persuade the people for decision-
making through presentation ? Explain with
the help of an example. **14**