D 51671	(Pages : 2)	Name
		Reg. No

THIRD SEMESTER (CBCSS—UG) DEGREE EXAMINATION NOVEMBER 2023

B.Com./B.B.A.

A12—PROFESSIONAL BUSINESS SKILLS

(2019—2022 Admissions)

Time: Two Hours and a Half

Maximum: 80 Marks

Answers should be written in English only.

Part A

Answer all questions.

- 1. Who is a good professional?
- 2. What is professionalism in business?
- 3. What are soft skills?
- 4. Define verbal communication.
- 5. What are different presentation postures?
- 6. Define e mail etiquette.
- 7. Define *e*-learning.
- 8. Write the advantages of online education?
- 9. What is meant by digital age learners?
- 10. What is meant by MOOCS?
- 11. What is business data analysis?
- 12. What is e waste?
- 13. Define online advertising
- 14. What is technical documentation?
- 15. Define Banner ads.

 $(15 \times 2 = 30 \text{ Maximum ceiling } 25 \text{ Marks})$

Turn over

2 **D 51671**

Part B

Answer all questions.

- 16. E Learning is a service industry. Justify.
- 17. Explain the methods to be taken care while handling data.
- 18. Explain the role of data scientist in a society.
- 19. What is the role of artificial intelligence in E business?
- 20. What are cyber crimes, explain its types.
- 21. Describe cyber addiction.
- 22. Explain different types of data analysis.
- 23. Explain business to business model in digital marketing.

 $(8 \times 5 = 40 \text{ Maximum ceiling } 35 \text{ Marks})$

Part C

Answer any two questions.

- 24. Explain E learning in India.
- 25. Write a short note on the areas where cyber laws are used the most?
- 26. Explain the features of new generation computers.
- 27. Explain different business models in digital marketing.

 $(2 \times 10 = 20 \text{ marks})$