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FIRST SEMESTER M.B.A. DEGREE EXAMINATION, JANUARY 2025

M.B.A. (CUCSS)

BUS IC 01—BUSINESS COMMUNICATION

Time: One Hour and a Half

Maximum: 18 Weightage

Part A

Answer all questions.

 $Each\ question\ carries\ 1\ weightage.$

- 1. What is noise in communication?
- 2. What is Proxemics?
- 3. Explain active listening.
- 4. Explain the offers and quotations.
- 5. Explain stress interview.
- 6. What is a press release?

 $(6 \times 1 = 6 \text{ weightage})$

Part B

Answer any **four** of the following questions. Each question carries 3 weightage.

- 7. Discuss the different methods of communication.
- 8. Elaborate on the characteristics of a good letter.
- 9. Explain the physical and linguistics barriers to communication.
- 10. Elaborate on the different types of reports.
- 11. Explain how agenda helps in smooth conducting of a meeting.
- 12. Explain the various audio visual aids to business presentations.

 $(4 \times 3 = 12 \text{ weightage})$