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SCHOOL OF LAW
Barasat, Kolkata- 700125

Term End Examination 2024-2025

Programme – BBA LL.B.-2020/BBA LL.B.-2021/BBA LL.B.-2022/BBA LL.B.-2023

Course Name – Business Communication

Course Code - BBALLB402

(Semester IV)

Full Marks : 60

Time : 2:30 Hours

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable.]

Group-A

(Multiple Choice Type Question)

1 x 15=15

1. Choose the correct alternative from the following :

- (i) Select the right answer: When giving a presentation in front of an audience you should do all of the following except for _____.
- a) Speak loud and clear
b) Provide handouts if needed
c) Look to the screen and talk
d) Dress professionally
- (ii) Identify, what was the original name of the story, "Jimmy Valentine".
- a) The China Gate
b) The Lost Love
c) Channel 6
d) The Retrieved Reformation
- (iii) Recall, how long did Jimmy stay or serve in the jail.
- a) 5 weeks
b) 6 months
c) 1 year
d) nearly 10 months
- (iv) Identify, power, status and authority can be symbolized through _____.
- a) gestures
b) thoughts
c) emotions
d) space
- (v) Select which of these applies to Horizontal communication.
- a) Face-to-face discussion between two CEO's
b) Telephonic talk between two supervisors
c) Periodical meeting among team members
d) All of the above
- (vi) The _____ is rather an elimination round than a selection round in a whole interview process.' Identify the missing term.
- a) Debate
b) Screening
c) Group Discussion
d) Eligibility test
- (vii) Identify, what is important in public speaking.
- a) to motivate
b) to promote one's career
c) to demonstrate knowledge
d) All of these
- (viii) Indicate, which is not true about the benefits of public speaking.
- a) It boosts confidence
b) It helps improve communication skills

OR

Construct the Education related part and an Extra-curricular Activities part of your own CV. (5)

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(b) Select the right answer. What does a paragraph do? (1 mark)

- a) To provide a topic sentence
- b) To provide a topic sentence and a topic sentence
- c) To provide a topic sentence and a topic sentence
- d) To provide a topic sentence and a topic sentence

(c) How many words are there in a paragraph?

- a) 5 words
- b) 1 word

(d) How many words are there in a paragraph?

- a) 5 words
- b) 1 word

(e) How many words are there in a paragraph?

- a) 5 words
- b) 1 word

(f) How many words are there in a paragraph?

- a) 5 words
- b) 1 word