

Department of Electrical Engineering(B.Tech)

Assignment

Date: 23/09/2020

Course Details

Course Title: Communication Skills I

Module: 1

Instructor:

Total Marks: 50

Student Details

Name:

Student ID:

Note: **Plagiarized work is not acceptable.**

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| Q1 | Describe in detail the Poor listening, Lack of planning and Language problem as barriers in communication. | Mark 10 |
| Q2. | Write a comprehensive note on written communication. | Mark 10 |
| Q3 | How does Conciseness, Completeness, and Clarity come in a message? | Marks 10 |
| Q4 | Define listening. What techniques would you suggest to improve listening skills? | Marks 10 |
| Q5 | What is speaking? Explain the purpose of speech. | Marks 10 |