

**NEP - Semester End Examination – October 2025**

Program: FYB.Sc. IT SEM I Course: Communication Skills in English I  
 Program Code: UGIT01 Course Code: NUEN101

**Duration: 1 Hour** **Max. Marks: 30**

**Instructions:**

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Draw neat diagrams wherever necessary.

<b>Q. 1</b>	<b>Attempt any one from the following:</b>	<b>[15]</b>	<b>Course Outcome</b>	<b>Knowledge Level</b>
	<p>(a) On behalf of Mr. Karan Mehta, write a letter of application in response to the following advertisement. Also draft the bio-data assuming that you have the requisite qualifications and experience.</p> <p>A reputed IT company is looking for a Software Developer with at least two years of experience. The candidate should be well-versed in Python and Java and should be able to work independently. Good communication skills are a must. Apply to Digital Core Pvt. Ltd., Andheri, Mumbai – 400053.</p>		CO3,CO4	L3-L4
	<b>OR</b>			
	(b) Write an RTI letter to the Election Commission regarding delay in issuing your Voter ID card.		CO1, CO3,CO4	L2-L3
<b>Q. 2</b>	<b>Attempt either A and B or C and D from the following:</b>	<b>[15]</b>	<b>Course Outcome</b>	<b>Knowledge Level</b>
	(a) State the characteristics of an effective speech.	8	CO2,CO3	L1 – L3
	(b) Discuss different techniques of introducing oneself in formal and informal settings.	7	CO2,CO3	L2 – L3
	<b>OR</b>			
	(c) Explain the role of public speaking in enhancing confidence	8	CO2,CO3	L2 – L3
	(d) Explain the difference between listening for gist and listening for details. Illustrate with examples.	7	CO1,CO3	L2 – L3