

# 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.

Q. 1		Attempt any one from the following:	[15]	Course Outcome	Knowledge Level
	(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.  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.		CO3,CO4	L3-L4
		OR			
	(b)	Write an RTI letter to the Election Commission regarding delay in issuing your Voter ID card.		CO1, CO3,CO4	L2-L3
Q. 2		Attempt either A and B or C and D from the following:	[15]	Course Outcome	Knowledge Level
	(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
		OR			
	(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