



**NAVVRACHANA
UNIVERSITY**
a UGC recognized University

School: School of Engineering & Technology
Program: Bachelor of Computer Application
Year: 2nd **Semester:** 3rd
Examination: End Semester Examination
Examination year: December - 2021

Course Code: PS235
Date: 09/12/2021
Time: 8.30am – 10.30am

Course Name: Presentation Skills

Total Marks: 40
Total Pages: 2

Instructions:

Write each answer on a new page.

Q. No.	Details	Marks	COs	BTL
Q.1	<p>Select the correct option from the given:</p> <p>1. _____ theory argues that by speaking we perform an activity, we act. a. Communication b. Cooperative principle c. Speech act d. Performative</p> <p>2. Even before the presentation starts, the audience will judge you by your _____. a. Name b. Content c. Appearance d. All of the above</p> <p>3. Following cannot be a purpose of presentation. a. To entertain b. To inform c. To inspire d. None of the above</p> <p>4. The most neutral facial expression for the presentation should be a. Anger b. Disgust c. Happiness d. Surprise</p> <p>5. Identifying and informing other members various points for meeting is also known as: a. Agenda of the meeting b. Invitation of the Meeting c. Minutes of the Meeting d. Meeting document</p> <p>6. Before the interview, we must research the company based on a. Internet and Catalogues b. Advertisements c. Rival companies d. None of the above</p> <p>7. Following is not part of paralinguistic features: a. Tempo b. Pronunciation c. Voice quality d. Intonation</p>	8	CO1 CO2 CO3 CO4	1,2,3,4,5

	8. Meaning of the French word 'Resume' is a. To start again b. Summary c. Details d. Bio-data			
Q.2	Define the Following concepts with appropriate examples: 1. Maxims of Conversation, 2. Cover letter, 3. Positive Gesture, 4. Delphi-technique	8	CO1 CO2 CO4	1,2,3,5
Q.3	Read the following statements carefully and state whether they are true or false. Justify your answer. 1. Having good technical knowledge makes you a good presenter. 2. Knowing the job profile is not very important in interview. 3. Every communication has a specific structure. 4. Words mean the same for everyone.	8	CO2 CO4	3,4,5
Q.4	What is Ethnomethodology? Explain the Adjacency Pair and Turn Taking with examples. OR What do you understand by Presentation? What can be different purposes of Presentation? Explain with examples.	8	CO1 CO2	1,2,3,5
Q.5	Do as directed: 1. She goes to the temple in _____ mornings. (a, an, the) 2. Harishchandra was _____ honest man. (a, an, the) 3. I _____ sorry for him. (feeled, felt, feelled) 4. Birds _____ high in the sky. (flew, flowed, flown) 5. I don't think there is any _____ for you to come again. (necessary, necessitate, necessity) 6. The master's _____ had great effect on his disciple. (exhort, exhortation, exhortion) 7. Why are you yelling at _____? (I, me, my) 8. He has done a lot _____ me. (to, for)	8	CO2	3,5

All the Best