

- Note :** 1) All Questions are compulsory .  
2) Figures to the right indicate marks.

**Q.1 Explain the following concept****(Any 5)**

- 1) Encoding    2) Paralanguage    3) Skimming    4) Interpretation  
5) Verbal Communication    6) Public Speaking  
7) Critical Listening    8) Intensive reading

**Q.2 Attempt any two of the following**

- A) Explain the process of communication with the help of a diagram.  
B) What is meant by semantic barriers? Explain with examples from your own experiences.  
C) List advantages and disadvantages of oral communication.  
D) What is panel discussion? How would you prepare yourself for participating in a panel discussion?

**Q.3 Attempt any two of the following**

- A) What are the different types of listening? Which one do you need the most in your present occupation?  
B) Explain SQ3R method of reading, with examples.  
C) What is meant by critical thinking? How does it differ from creative thinking?  
D) What are the key elements of a presentation?

**Q.4**

- A) What are the problems in translation faced by translator? How translator can overcome those problem?

**OR**

- B) Translate the following article in Marathi or Hindi language.

**The value of linguistic pluralism****The PM's emphasis on India's diversity is laudable. It will cement unity**

The here has been a common thread in Prime Minister Narendra Modi's recent speeches, across geographies and venues. In Houston, addressing a strong Indian- American gathering, in the presence of the United States (US) President Donald Trump, Mr. Modi spoke in many Indian languages to convey to the audience, and to the millions watching on television, that all was well back home. In New York, during his United Nations General Assembly speech, the PM quoted the Tamil poet, Kaniyan Pungundranar, and said that Tamil was the most ancient language in the world. And on Monday, in Chennai, Mr. Modi referred to how Tamil was echoing across the US.

Mr. Modi's statements come soon after Union Home Minister, Amit Shah, spoke of how India must preserve all its languages, but Hindi could serve as a possible language of unity, and be India's identity globally. To be sure, Mr. Shah clarified that he had never sought Hindi's imposition over regional languages. But it did generate a controversy. The response in south India in general, and Tamil Nadu in particular, was negative- and this was no surprise given the state's long history of resistance to any attempts to impose Hindi upon it.

That is why the PM's remarks are important. For one, they will help quell any apprehensions in the non-Hindi speaking areas of the country that this government is planning to impose linguistic homogeneity. The recognition of diversity will, in fact, strengthen unity. Two, the PM's framing of the issue is apt. Having linguistic diversity is India's strength, not weakness. And this must be preserved. And finally, there is a clear political subtext. The Bharatiya Janata Party is seeking to make inroads in the south, and is well aware that being seen as a party of the north, promoting only Hindi, would be counterproductive. The PM's message must be internalised by his party, and citizens at large.

**Q.5. Write Short Notes (Any Three)**

- 1) Technical and General Communication  
2) Listening process  
3) Need of translation  
4) Voice modulation  
5) Errors in thinking

## Effective Communication Skills -

- सुचना - १) सर्व प्रश्न अनिवार्य आहेत.  
२) उजवीकडील अंक प्रश्नाच गुण दर्शवितात.

- प्रश्न १ खाली दिलेल्या प्रकरणाचा अभ्यास करून थोडक्यात माहिती द्या. (कोणतेही तीन) १५
- १) सादरीकरण म्हणजे काय? थोडक्यात स्पष्ट करा.
  - २) भाषांतर विषयी माहिती द्या.
  - ३) भाषेचे विविध पैलू स्पष्ट करा.
  - ४) वृत्तलेखणाची माहिती वैशिष्ट्यासह स्पष्ट करा.
  - ५) स्मृती म्हणजे काय? प्रकारासह स्पष्ट करा.
- प्रश्न २ कोणत्याही दोन प्रश्नांची थोडक्यात उत्तरे लिहा. १५
- १) मौखिक संप्रेषणाची वैशिष्ट्ये व फायदे लिहा.
  - २) प्रभावी सार्वजनिक संवादाचे मार्ग स्पष्ट करा.
  - ३) रिपोर्ट म्हणजे काय? प्रकारासह स्पष्ट करा.
  - ४) वाचन प्रक्रिया प्रकारासह स्पष्ट करा.
- प्रश्न ३ कोणत्याही दोन प्रश्नाची थोडक्यात उत्तरे लिहा. १५
- १) सुत्रसंचालन (Anchoring) या घटकाला थोडक्यात स्पष्ट करा.
  - २) उत्कृष्ट सारांश लेखणाचे गुणधर्म लिहा.
  - ३) विचार प्रक्रिया म्हणजे काय? विचार प्रक्रियेचे प्रकार स्पष्ट करा.
  - ४) महाविद्यालयीन गणपती महोत्सव विषयी अहवाल लिहा.
- प्रश्न ४ संप्रेषणाची प्रक्रिया म्हणजे काय? संप्रेषणातील घटक व संप्रेषणावर परिणाम करणारे मानसशास्त्रीय घटक थोडक्यात स्पष्ट करा. १५
- किंवा
- प्रश्न ४ श्रवण प्रक्रिया म्हणजे काय? श्रवण प्रक्रियेचे उद्देश, अडथळे व अपुऱ्या श्रवण सवयी या विषयी थोडक्यात माहिती लिहा १५
- प्रश्न ५ टिपा लिहा. (कोणत्याही तीन) १५
- १) तटस्थ स्वर व उपरोधक स्वर
  - २) बातमी अहवाल लेखण
  - ३) संगणक
  - ४) फिचर लेखण
  - ५) जाहीरात लेखण

\*\*\*\*\*