

Seat No.: _____

Enrolment No. _____

GUJARAT TECHNOLOGICAL UNIVERSITY

M.E. SEMESTER I (old course)–EXAMINATION (Remedial) – WINTER 2015

Subject code: 710001

Date: 11/12/2015

Subject Name: Communication and Research Skills

Time: 10:30 AM to 1:00 AM

Total Marks: 70

Instructions:

1. Attempt all questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.

- Q.1** (a) Define "Communication". Explain in detail its process. **07**
(b) Describe the steps involved in research process. **07**

- Q.2** (a) Explain Active listening V/s Passive listening **07**
(b) Define Hypothesis. Explain steps of testing of Hypothesis. **07**

OR

- (b) Discuss the various types of Interviews. **07**

- Q.3** (a) Your best friend is going for Group Discussion. Provide necessary guidelines for an effective Group Discussion. **07**
(b) A reputed MNC Religare, Noida, Delhi is looking for Mechanical Engineering Graduates with 1-4 years of experience in respective organizations. Apply immediately in own handwriting to the HR Manager with your resume before 15th January 2013. Use Chronological Format. **07**

OR

- Q.3** (a) Discuss the structure of report in detail **07**
(b) Explain the following terms: 1.Abstract 2.Footnote 3.Index 4.Bibliography **07**

- Q.4** (a) Assuming that you are a management Faculty, write an email to your class representative informing them to prepare for the Presentation on any of the topics for which the time limit would be 2-3 minutes. **07**
(b) Draft a letter cancelling your order for readymade garments as your suppliers have not sent the goods in time. **07**

OR

- Q.4** (a) Define primary data. Explain various sources of primary data collection. **07**
(b) Explain methods of probability sampling with suitable examples. **07**

- Q.5** (a) Discuss ways and means of conducting meetings effectively. **07**
(b) Royal Furniture Baroda wish to purchase steel furniture from Uttam Steels, Bombay. Draft a suitable letter of inquiry from Royal furnitures. **07**

OR

- Q.5** (a) What do you mean by non parametric test? Explain various non parametric tests. **07**
(b) What do you mean by type I and type II errors references to hypothesis? **07**
