

B.A Semester - 3 (NEP-2020) Examination**OCT/NOV-2024****ENG: Presentation Skills (Skill Enhancement Course)****Time: 1:00 Hour****Marks: 25****Instructions:**

1. All questions are compulsory.
 2. Figures to the right indicate marks.
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Que-1 Write any two answers from the given questions: (10)

- 1) Throw light on the salient features of a presentation.
- 2) Discuss the format and structure of a presentation.
- 3) What do you mean by Audience and Space in a presentation?
- 4) The language plays a vital role in a presentation. Do you agree with this statement? Justify.

Que-2 Write any two answers from the given questions: (10)

- 1) How to use space in a presentation?
- 2) Discuss importance of a chart while making a presentation.
- 3) Explain the skill of using props in a presentation.
- 4) Throw light on the proper use of audio and video in a presentation.

Que-3 Select any one option from the bracket from the given questions: (any five) (05)

- 1) The subject of any presentation should be learnt by (Heart or Head).
- 2) What is the most important in a presentation? (practice or pleasure).
- 3) Know your audience is the basic need of any presentation. (True or False).
- 4) (Survey of Venue or Survey of Menu) is a major aspect of any presentation.
- 5) You can overcome the fear of presentation through (Positivity or Passion).
- 6) (Sense of Humour or little arrogance) is required during presentation.
- 7) One should be (flexible or rigid) during a presentation.
