

B.B.A. Semester - 4 (CBCS) Examination
March/April-2025 [NEW COURSE]
Corporate Communication(Foundation)

Time: 2:30 Hours**Marks: 70****Instructions:**

1. All questions are compulsory.
2. Figures to the right indicate marks.

-
- Que.1(A) Answer the questions (Any Two) (10)
1. Why is Morris interested in detective fiction?
 2. Why is it important to find a suitable candidate for the lighthouse keeper's job in twelve hours?
 3. What system of wage payment does the gas company have?
- Que.1(B) Attempt short notes (Any One) (04)
1. Govind Singh
 2. William Morris
- Que.2 Answer the questions (Any Two) (14)
1. What is the need of developing adaptability skill? Discuss in detail.
 2. What are the benefits of having positive attitude? Discuss.
 3. How can smile be helpful in one's life?
- Que.3 Answer the questions (Any Two) (14)
1. Prepare a speech for a welcome function in your college.
 2. What are the qualities of good speaker? Explain.
 3. Why is a group discussion important for a management student? Discuss.
- Que.4(A) Write an application for the post of a Marketing Manager in Amol Plastic Industry, Pune. (06)
- Que.4(B) Draft a resume for a Marketing Manager. (08)
- Que.5(A) Turn the sentences into indirect speech (07)
1. Pratik said, "She is dancing."
 2. Rohit said to Hiren, "You saw museum yesterday."
 3. Darshana asked Alpa, "When will we go to Goa?"
 4. Amrut says to Dinesh, "Do you like swimming?"
 5. Roshni said to Trupti, "Please lend me Rs. 10000."
 6. Rahim said to Mayur, "Did you notice the board?"
 7. Kamlesh said to Hiren, "Have you filed my documents?"
- Que.5(B) Punctuate the following sentences. (07)
1. where are you going
 2. the dog ran jumped and barked
 3. wow thats amazing
 4. i love reading books especially mysteries
 5. she exclaimed what a picture
 6. he asked do you know the answer
 7. please bring me the following items milk eggs and bread
