

Course Code :BCA

Course: Title: Communication Skills & Personality Development

Note: Attempt All Questions.

- (1) What are The Types of Speech in English Language?
- (2) Give 5 Examples of Countable and Uncountable Roans ?
- (3) Fill The blanks With Correct or title :-
 1. Chain Printer Has a Steel Bond
 2. Popular Printer is Called a “ Dot Matrix “ Printer .
 3. Drom can Mutate in only Direction
 4. Cables are Meant for one Way Down Loading of Programs
- (4) What is Meant by Body Language ?
- (5) What are The Basic Rules For Writing a Covering Letter ?
- (6) Define Motivation ?
- (7) What Do You Mean by Inter Personal Communication ?
- (8) Why is Time Management Needed You Successful Life ?
- (9) What is Meant by Stress Management ?
- (10) Define :-
 - a. Meditation
 - b. Say hypnotism .