

Third Year Second Semester Examination –December/January 2017

ESS 301 – 1 Communication Skills

Instructions to candidates:

Answer two (02) questions by selecting at least one (01) question from Part A and one (01) question from Part B of your choice

No. of pages	: One (01)
No. of questions	: Four (04) Essays
Time allocation:	: One (01) Hour
Marks allocated	: 40 Marks

Part A

- 01) Speaking in public is a learnable skill. Explain. (20 Marks)
- 02) 'In today's competitive world, communication skills are an essential skill for an educated person'. How far do you agree with this? Write an essay in about 150 words. (20 Marks)

Part B

- 03) The 21st century skills are a set of abilities that students need to develop in order to succeed in the information age. Discuss the importance of communication skills in contemporary world of work. (20 Marks)
- 04) Good presentation skills require organization and confidence. Discuss how to organize a presentation for a business purpose and the way to present it with confidence. (20 Marks)

