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**NOIDA INSTITUTE OF ENGINEERING AND TECHNOLOGY, GREATER NOIDA****(An Autonomous Institute Affiliated to AKTU, Lucknow)****BACHELOR OF TECHNOLOGY (B. Tech)****(SEM: I Theory Examination (2020-2021))****SUBJECT: BUSINESS COMMUNICATION AND VALUE SCIENCE-I****Time: 3 Hours****Max. Marks: 50****General Instructions:**

- All questions are compulsory. Answers should be brief and to the point.
- This Question paper consists of 02 pages & 7 questions.
- It comprises of three Sections, A, B, and C. You are to attempt all the sections.
- **Section A** - Question No- 1 is objective type questions carrying 1 mark each, Question No- 2 is very short answer type carrying 2 mark each. You are expected to answer them as directed.
- **Section B** - Question No-3 is Long answer type -I questions with external choice carrying 4 marks each. You need to attempt any four out of six questions given.
- **Section C** - Question No. 4-7 are Long answer type -II (within unit choice) questions carrying 5 marks each. You need to attempt any one-part a or b.
- Students are instructed to cross the blank sheets before handing over the answer sheet to the invigilator.
- No sheet should be left blank. Any written material after a blank sheet will not be evaluated/checked.

**SECTION – A**

1. Answer **all** the parts- [6×1=6] CO
- a. Many core values are learned \_\_\_\_\_ in life. (1) CO 1
- b. People are not born with a particular set of values. Instead, people \_\_\_\_\_ values (1) CO 1
- c. Which part of the sentence has error? (1) CO 2
- If I had known/ this yesterday. / I will have helped him. / No error
- d. Expand: NGO (1) CO 3
- e. Listening is an \_\_\_\_\_ process. (1) CO 5
- f. The child said, "I am famished!" Famished means... (1) CO 2
- a. Tired.  
b. Hungry.  
c. Enthusiastic.  
d. Blessed.
2. Answer **all** the parts- [4×2=8] CO
- a. What is the full form of LOL? (2) CO 1
- b. Give five adjectives to describe the personality of your maid or car cleaner. (2) CO 3
- c. What is the difference between a podcast and a video? (2) CO 4
- d. Define Life skills. (2) CO 3

**SECTION – B**

3. Answer **any four** of the following- [4×4=16] CO
- a. Your friend tells you that he committed a crime. He explains that he is having trouble sleeping at night and feels that you are the only one he can trust with his confession. A few days later, you read in the paper that someone has been arrested for your friend's crime. Do you:
- Go to the police and tell them what you know? (4) CO 1
- Encourage your friend to confess and warn him if he does not do so, you will tell?
- 
- Say nothing because you will not betray a friend's confidence?
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- Give reasons for your answer.

- b. Write a summary in about 70-80 words for the following passage:** Children today live in a world where smartphones are ubiquitous. For them access to smartphones is natural and they are eager to have their own. There are many discussions about the ideal age for children to have their first smartphone. Obviously every child is different and so are their circumstances. However, experts agree on the need for children to be mature and understand the scope of what they have in the hand. Children must be able to understand the dangers of sharing too many details of their life and personal data on the internet. They have to be aware that the information published online remains publicly available and can be easily found. Last but not the least they need to understand that following good manners matters. In other words, what in the online world is known as 'netiquette' is important. Experts usually agree on the fact that children may have reached the point of maturity necessary to have their own smartphone around 11 to 12 years. Nonetheless mobiles will require parental supervision for many reasons - to protect children, to teach them how to properly use smartphones, to avoid possible problems and finally to take responsibility for its eventual misuse.
- Among the advantages parents find in mobile phones for kids is that they can call their parents in case of emergency. Many parents give their children a very basic feature phone when they begin to walk home from school alone. But children ask the parents for smartphones because their classmates already have one. These smartphones are not for socializing purposes only, children can learn a lot through the mobile, specially because as parents we teach them to take advantage of mobile educational opportunities. The age at which kids should have their own smartphones can be a difficult decision for parents but you have to measure the advantages and disadvantages in each particular case.
- c.** By being empathetic, we understand others' feelings. Explain the given statement by giving suitable examples. (4) CO 2
- d.** Your friend has a great sense of humour. However, sometimes his jokes involve making fun of others in inappropriate ways. He will point out a physical flaw or look for something odd or different about a person and make an unkind comment. You feel uncomfortable when your friend does this. Do you say something or just laugh along with him? Give reasons for your answer. (4) CO 3
- e.** How one can overcome the barriers of cross-cultural communication. (4) CO 5
- f.** What qualities and values will you look for in any candidate to recruit him/her as a team leader. (4) CO 5

### SECTION – C

- 4. Answer any one of the following-** [4×5=20] CO
- a.** Morning meditation helps in discovering the person you are meant to be. How? (5) CO 1
- b.** You are going to interview a social activist Ms Sonal Giani. She fights for LGBT rights in rural India. The interview will be of 30 mins. Frame the relevant questions for the interview. (You should have at least 5-7 questions ready for the interview). (5) CO 5
- 5. Answer any one of the following-**
- a.** Today no one has enough patience to listen to others. How can you improve your listening capacity? (5) CO 5
- b.** You are a project manager for a team of 20 resource persons. Write an email to your team, enquiring about the irregularity in submitting their weekly timesheets and stressing the importance of the same. Please limit the word count between 70 and 100. (5) CO 3
- 6. Answer any one of the following-**
- a.** You are participating in a discussion where there are 9 other candidates. But 2 of the candidates are speaking a lot and not letting others speak/participate. What would be your plan of action to show your knowledge? Moreover, mention some tips to participate in a GD. (5) CO 5
- b.** Write a story on any one of the given themes: (5) CO 1
- i. Revenge
- ii. Isolation
- iii. Forgiveness
- 7. Answer any one of the following-**
- a.** What are values? What is the need of it? (5) CO 1
- b.** You purchased a pile of clothing items on sale from your favourite departmental store. When you reached home, you realized one of the items is not on the receipt. Will you go back to the store and pay for it or just let it go? Give reasons for your answer. (5) CO 3