

QP CODE: 24900220



Reg No:.....

Name:.....

MAHATMA GANDHI UNIVERSITY, KOTTAYAM
FIRST SEMESTER MGU-UGP (HONOURS) REGULAR
EXAMINATION NOVEMBER 2024

First Semester

**Multi-Disciplinary Course - MG1MDCPSY100 - COMMUNICATE WITH
CONFIDENCE**

(2024 ADMISSION ONWARDS)

Duration: 1.5 Hours

Maximum Marks: 50

**Remember (K), Understand (U), Apply (A), Analyse (An), Evaluate (E), Create (C), Interest (I),
Appreciation (Ap), and Skill (S)**

*Students should attempt atleast one question from each course outcome to enhance their overall
outcome attainability.*

[Learning Domain][CO No(s)]

Part A

Fill in the Blanks.

Answer all questions.

Each question carries 1 mark

1	_____ can create barriers to understand the cross-cultural communication.	[K]	[4]
2	Regular rehearsal can help build _____ in public speaking.	[K]	[2]
3	The ---- phase of communication involves the sender encoding the message	[K]	[1]
4	Effective use of PowerPoint requires _____ to know how to leverage its features.	[U]	[3]
5	Making a _____ recording of your presentation allows you to review your performance later.	[U]	[2]
6	Distortion in communication can occur due to ---- barriers.	[K]	[4]
7	_____ is the fear or anxiety caused by having to talk with others	[U]	[1]
8	The size of the cells and the _____ available reduce readability.	[K]	[3]

9	A good presenter should maintainwith the audience while using audio-visual aids.	[K]	[6]
10	Effective presentations often include.....aids, such as slides , videos, and handout	[K]	[5]

(10 × 1 = 10)

Part B

Multiple Choice Questions.

Answer all questions.

Each question carries 1 Marks

11	What is the primary purpose of feedback during rehearsal?		[U]	[2]
	a)	To criticize	b)	To improve skills
	c)	To finalize the presentation	d)	To make friends
12	The home action button is used for		[U]	[3]
	a)	Go to the First slide	b)	Go to the next slide
	c)	Go to the previous slide	d)	Go to the very first slide of the presentation
13	Knowing your audience's preferences can help you to		[K]	[2]
	a)	Use irrelevant examples	b)	Avoid addressing their concern
	c)	Tailor your message to their interests	d)	Ignore their feedback
14	Which among the following is a potential cause of distortion in communication?		[U]	[4]
	a)	Clear thought process	b)	Familiarity with language
	c)	Lack of subject matter expertise	d)	Effective feedback
15	Which type of space is typically used for formal interactions, such as meetings or interviews?		[K]	[1]
	a)	Intimate space	b)	Personal space
	c)	Social space	d)	Public space
16	What should be avoided during effective communication?		[U]	[4]
	a)	Maintaining eye contact	b)	Interrupting the speaker

	c)	Asking open-ended questions	d)	Giving feedback		
17	Which of the following is an audio-visual aid?				[U]	[6]
	a)	PowerPoint slide	b)	Charts and graphs		
	c)	Handwritten notes	d)	Videos		
18	Adding pop-up's to PowerPoint presentation comes under				[U]	[5]
	a)	Action Buttons	b)	Icons and Pictures for transition		
	c)	Embedded objects	d)	Tables		
19	When asked an unexpected question during a presentation, the best approach is to				[A]	[4]
	a)	Ignore the question	b)	Rephrase and clarify the question		
	c)	Apologize for not knowing the answer	d)	Deflect the question to someone else		
20	Analyse the following statements. 1. Graphics leave a better impact on the audience 2. Transitions leave a better impact on audience				[An]	[2]
	a)	Statement 1 is true but 2 is false	b)	Statement 1 is false but 2 is true		
	c)	Both statements are false	d)	Both statements are true		

(10 × 1 = 10)

Part C

Short Answer Questions.

Answer any **eight** out of **thirteen**.

Each question carries 2 marks

21	Write on the use of embedded objects in PowerPoint with the help of an example	[A]	[4]
22	List any two sources from which lack of articulation can arise	[K]	[2]
23	Identify the primary factors that contribute distortion in presentation	[K]	[4]
24	Define nonverbal communication	[K]	[1]
25	Distinguish personal space from social space	[U]	[1]
26	Assess the impact of stage fright on a speaker's credibility.	[E]	[4]

27	List three common types of visual aids used in presentations.	[K]	[5]
28	Discuss the importance of articulation and pronunciation in effective communication	[U]	[1]
29	Analyze the impact of language and cultural barriers on the feedback loop in the communication process	[An]	[4]
30	Define organizational barriers.	[K]	[4]
31	Why feedback is important in the communication cycle?	[U]	[1]
32	Reflect on your experiences in public speaking. How these experiences shaped your confidence and ability to deliver effective presentations?	[E]	[3]
33	Identify methods to minimize distortion at formulation phase of communication.	[K]	[4]

(8 × 2 = 16)

Part D

Essay type Questions.

Answer any 2 questions.

Each question carries 7 marks

34	Critically evaluate the impact of technology on professional communication. Consider both positive and negative aspects.	[E]	[3]
35	Discuss the role of nonverbal communication in building and maintaining relationship.	[U]	[1]
36	Analyze the various stages of communication process where distortion can occur. Discuss strategies to minimize distortion in communication.	[An]	[1]
37	Explain the role of eye contact and posture in active listening in educational and counseling settings.	[An]	[2]

(2 × 7 = 14)

END OF THE QUESTION PAPER
