

(Following Paper ID and Roll No. to be filled in your Answer Books)

Paper ID : 15065

Roll No.

B. PHARMA

Theory Examination (Semester-VI) 2015-16

PROFESSIONAL COMMUNICATION -II

Time : 3 Hours

Max. Marks : 100

1. Attempt any two parts of the following: (10×2 = 20)
- (A) Write an application for municipal corporation regarding improper water supply in your area.
- (B) Why time management is important? Discuss effective time management techniques.
- (C) Write a letter to your drug distributor about the complaint received by you from your retailer for delay in delivery of life saving drugs.
2. Attempt any two parts of the following: (10×2 = 20)
- (A) Define interview. Discuss various types of interview.
- (B) What is the difference between abstract and summary in formal report? Write the importance of a report.

(C) What do you mean by productivity? How employee productivity can be improved?

3. Attempt any four parts of the following: (4×5 = 20)

(A) State the qualities of a successful leader.

(B) What do you mean by the term "extempore"? Write its importance.

(C) What do you mean by group discussion? Write its importance.

(D) Write about the importance of leadership skills.

(E) Write any five FAQs (Frequently Asked Questions).

4. Attempt any four parts of the following: (4×5 = 20)

(A) What do you mean by simulation exercise.

(B) What do you understand by the term "BSC" in reference to Team work?

(C) Write some tips for a better interview.

(D) What are the basic components of report writing?

(E) Write a short note on the basic principles of professional communications.

(2)

P.T.O.

5. **Attempt any two parts of the following:** (10×2 = 20)

- (A) Record (write) a Group Discussion on "The Internet has increased crimes all over the globe". (Invent necessary details by yourself).
- (B) Define a business proposal. Explain solicited and unsolicited proposal.
- (C) Define the term "Communication"; How communication becomes significant part in today's era? Write some suitable examples.

