

Subject: Business communication

Chapter: Unit 2

Category: Practice question 2





Chapter 1

- 1. List down the steps to master the art of Public speaking and explain each in brief.
- 2. What is difference between a business presentation and public speaking.
- 3. Discuss the various approaches used by the speaker to motivate the audience.

Chapter 2

- 1. How can one understand the mindset of the audience?
- 2. Explain the different types of presentations.
- 3. How to make your presentation effective?

Chapter 3

- 1. What strategies could be suggested to someone who finds it difficult to communicate with stranger?
- 2. Distinguish between interpersonal and intrapersonal communication.
- 3. Brief on:
 - i. William Schutz 3 interpersonal needs.
 - ii. Johari window
- 4. List and explain the 3 ego states identified by Berne
- 5. What are the different styles of communication? Explain each with an example.

Chapter 4

- 1. List down a few barriers to effective cross cultural communication.
- 2. Brief on Trompenaars and Hampden-Turner' proposed four corporate cultural models.
- 3. Define:
 - i. Enculturation
 - ii. Acculturation
 - iii. Cultural intelligence
- 4. Define Iceberg metaphor

Chapter 5

- 1. List some do's and don'ts of interview.
- 2. What are the different factors taken into consideration while group discussion?
- 3. Define resume and CV. Difference between Resume and CV.
- 4. What is a group discussion? Explain the different types of group discussion.
- 5. How to ace an interview?