

Worksheet

Name:

Roll No: Class: Section:

Date:

COMMUNICATION SKILLS-II

Chapter-1

1. Answer the following questions:

- (a) What is communication?
- (b) What is sender in communication?
- (c) What is decoding?
- (d) What is a mechanical barrier?
- (e) Define any two principles of effective communication.
- (f) What are the 7C's of communication?

2. Write the kind of following sentences:

- (a) I love my car.
- (b) May I see your book?
- (c) Have you felt pain in your left arm?
- (d) Wow! This is a brilliant idea.
- (e) I am very fond of this place.
- (f) Why are you late?
- (g) You need to follow the rules and regulations to be a part of this organisation.

3. Write the type of phrase in the following underlined words:

- (a) I am out of station right now.
- (b) A singer sings with passion.
- (c) A person smarter than me needs to figure this out.
- (d) I enjoy watching movie.

4. Identify the parts of speech in the underlined words:

- (a) I want to sell my two months old car.
- (b) I want to go now.
- (c) What are you doing there?
- (d) He is an old man.
- (e) The movie was fantastic.