



Communication Basics

ASSESSMENT # 1

Total Marks: 30

Answer the following questions:

Q:1: Short Questions: (20)

- I. Outline some techniques for developing stronger and positive relations with other people.
- II. "Words are the building blocks of good communication". Discuss
- III. What is the difference between open and closed questions?
- IV. How do open questions help in the communication?

Q:2: Discuss some probing techniques. (10)