

Roll No.

57045

BBA 5th Semester (N.S)

Examination–November, 2014

Workshop on Presentation Skill

Paper-bba-505

Time : 3 hours

Max. Marks : 50

Before answering the questions, candidates should ensure that they have been supplied the correct and complete question paper. No complaint in this regard will be entertained after the examination.

Note : There are two sections. Section A comprises of eight short answer type questions which is **compulsory**. Section B comprises 8 questions (2 questions from each unit). You are to attempt **four** questions selecting **one** question from each unit. All questions carry equal marks.

SECTION A

1. (a) Give the meaning of a presentation.

- (b) What are the advantages of a presentation?
- (c) Describe a planned presentation.
- (d) What are clinics?
- (e) Discuss the advantages of conferences.
- (f) List some outcomes of presentation.
- (g) How can a presentation offer solution?
- (h) What do you understand by attention?

SECTION B

Unit I

- 2. Discuss the various types of presentations.
- 3. Describe a persuasive presentation giving suitable examples.

Unit II

- 4. How does one plan a presentation?
- 5. What is the importance of presentation notes and session.

Unit III

- 6. Write short notes on the following:**
 - (a) Fish bowl and role plays
 - (b) Simulations and games
- 7. What steps can be taken to improve presenter effectiveness?**

Unit IV

- 8. Describe a presentation that builds trust giving examples.**
 - 9. Explain a value-added presentation.**
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