



RAN-2008000106010002

T.Y.B.Com. (Sem. - VI) Examination October - 2025

Written and Spoken Communication Skills

Time: 2 Hours]

[Total Marks: 50

સૂચના : / Instructions (1) ઉપરોક્ત દર્શાવેલ વિગતો ઉત્તરવહી પર અવશ્ય લખવી. Fill up strictly the above details on your answer book	Seat No.: <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> Student's Signature						

- Q. 1 Answer briefly any five** **10**
- i. Why is reliability a key investment in any business?
 - ii. State at least five qualities of good leaders.
 - iii. Why do some professionals behave unprofessionally sometimes?
 - iv. Is a positive attitude important in living a good life? Why?
 - v. How do you think a person who has recently got a job feels about himself and the world?
 - vi. What can you do to expand your business and earn more profits?
 - vii. How do you manage critical situations?
- Q. 2. A. Write dialogue on the following situation given below (Any one)** **7**
- i. Shyam asks Alpa about her husband's retirement plans.
 - ii. Aarti cannot get through to Shilpa on the phone. So she goes to Shilpa's house to find out why there's no response.
- B. i Explain the proverb- "A man who lacks reliability is utterly useless."** **7**
- OR**
- B. ii In a paragraph of 150 words write about someone you know who had to face a lot of hardships in their professional life but managed to make the best of a bad situation with a positive attitude.** **7**
- Q. 3. A. i Draft the notice and agenda of the Cultural Association of Rajkot.** **9**
- OR**
- ii Draft the Minutes of the Annual General Meeting of Suman Pharmaceuticals Pvt. Ltd.** **9**
- B. i Prepare a presentation of five slides on one of the skills you studied in the Sem. -VI.** **9**
- OR**
- B. ii Prepare a presentation of five slides on the launching of any one electronic product.** **9**

Q. 4. A. Give meaning of the following phrasal verbs and make meaningful sentences. (Any two)

4

1. put down
2. get out
3. resort to
4. work out

B. Give meaning of the following idioms and make meaningful sentences. (Any two) 4

1. neck and neck
 2. in one's good books
 3. paint the town red
 4. left-handed compliment
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