



**PAPER STYLE AND IMP [SEC WPS-116] SEM-1 WRITING AND
PRESENTATION SKILL**

Q.1 Write a detailed note on any one of the following: (10 Marks)

- (a) Principles of Good Writing
- (b) Process of Writing
- (c) Types of writing

Q.2 Write a detailed note on any one of the following: (10 Marks)

- (a) Presentation: Introduction, Importance
- (b) need of presentation
- (c) Use of Non-verbal Communication in Presentation
- (d) Types of Presentation

SECTION - B

Q.3 Select the correct option from the given alternatives:

[5 out of 7] (5 × 1 = 5 Marks)

JAIN INSTITUTE OF COMMERCE
"Quality Without Compromise"