

Unit 4 - Week-2: Communication skills 2 : presentation and interaction

Course outline

How does an NPTEL online course work?

week 0

Week 1: Communication skills 1: the basics

Week-2: Communication skills 2 : presentation and interaction

- Lecture 6: What to Present and How Part – I

- Lecture 7: What to Present and How Part – II

- Lecture 8: Multimedia Presentation: Understanding the Basics

- Lecture 9: Communication Styles

- Lecture 10: Speaking in Groups

- Quiz : Assignment 2

- Week 2 Feedback Form

- Week 2 Lecture Material

Week 3: Communication skills 3 : Visual, nonverbal and aural communication

Week-4: Interpersonal communication 1: individuals, groups and cultures

Week 5: Interpersonal communication 2: emotional and social skills

Week 6: Developing key traits 1: creativity, critical thinking and problem solving

Week 7: Motivation, persuasion, negotiation and leadership

Week 8: Essential and vocational skills: survival strategies

Text Transcripts

Books

Download Videos

Detailed Assignment Solution

Assignment 2

The due date for submitting this assignment has passed.

Due on 2020-02-12, 23:59 IST.

As per our records you have not submitted this assignment.

1) A presentation is a form of oral communication in which a person shares factual information with an audience that is generally: 1 point

- i. Specific
- ii. Small
- iii. Large
- iv. Mixed

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

2) To make a presentation effective and impressive, you should use: 1 point

- A. Technical sentences beyond the comprehension of audience
- B. Simple and active form of sentences
- C. Complex sentences
- D. Sentences with many jargons

- i. Only B & D are correct.
- ii. Only B, C & D are correct.
- iii. Only B is correct.
- iv. Only B & C are correct.

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

iii.

3) To be able to give a good presentation, a full rehearsal is 1 point

- A. Necessary
- B. Useless
- C. Audience based
- D. Optional

- i. Only A is correct.
- ii. Only A, C & D are correct.
- iii. Only A & B are correct.
- iv. Only C is correct.

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

4) When the audience is very large, it is wise to 1 point

- A. Look into eyes of every individual
- B. Divide audience into units in space and look at those units
- C. Just look at straight direction
- D. Just look towards the ceiling

- i. Only B is correct
- ii. Only A, C & D are correct
- iii. All A, B, C & D are correct
- iv. Only B, C & D are correct

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

5) Which of the following indicates that your presentation is not interesting? 1 point

- A. Blank stares of audience
- B. Heads of audience in their hands
- C. Crossed legged
- D. Proper eye contact

- i. Only D is correct.
- ii. Only A, B & C are correct
- iii. All A, B, C & D are correct.
- iv. Only B, C & D are correct.

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

ii.

6) The first impression of the presenter, his/her clothes, style, voice etc. plays a very important role in impressing the audience 1 point

- i. True
- ii. False

- i.
- ii.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

7) Which of the following is an ideal posture while presenting? 1 point

- i. Leaning on things
- ii. Hiding behind the lectern
- iii. Folding your arms across your chest
- iv. Standing up straight

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

iv.

8) Which of the following statement is INCORRECT? 1 point

- i. Images can express sense of priority.
- ii. Images can express sense of order.
- iii. Images can express emotion.
- iv. None of the above.

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

iv.

9) Read the following statements and choose the CORRECT option. 1 point

- i. If the position of the images and texts are changed, they might produce different interpretations.
- ii. Static texts can act as images and as actors.
- iii. In concrete poetry, texts act as actors.
- iv. None of the above.

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

10) Which of the following word is communication derived from? 1 point

- i. Communis
- ii. Common
- iii. Communicate
- iv. Interact

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

11) Which types of communicators are direct, straightforward and like to express their honest opinions? 1 point

- i. Noble communicator
- ii. Socratic communicator
- iii. Reflective communicator
- iv. None of the above

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

12) Which kind of communicator is good listener? 1 point

- i. Noble communicator
- ii. Socratic communicator
- iii. Reflective communicator
- iv. All of the above

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

i.

13) An effective group occurs when the members have _____ and recognize that their personal success is dependent on the success of others. 1 point

- i. similar jobs
- ii. a common work environment
- iii. the same leader
- iv. a common goal

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

iii.

14) In Fisher's model of group progression, in which stage does the group members get to know one another and come up with the problems they have convened to deal with? 1 point

- i. Conflicts
- ii. Emergence
- iii. Orientation
- iv. Reinforcement

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

iii.

15) _____ is an important factor which helps a group to function effectively. 1 point

- i. Attitude
- ii. Good relationship
- iii. Personality
- iv. Presentation skill

- i.
- ii.
- iii.
- iv.

No, the answer is incorrect.

Score: 0

Accepted Answers:

ii.