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Which of the following is an example of oral communication?

Phone call

What are the types of words we should use for verbal communication?

Simple

Why do we need emails?

To share documents and files

List the different types of verbal communication.  
Include examples for each verbal communication type.

Interpersonal :- Two friends discussing HW.

Written :- Writing a letter to grandmother enquiring about health

Small Group :- Press conference

Public - Election campaigns

### Non-Verbal Communication

Our message becomes more effective if we use the right gestures while communicating.

If we know about non-verbal communication, we can understand our audience's reaction and adjust our interaction accordingly.

### Types of Verbal Communication

Touch

Space

Eye Contact

Paralanguage

Which of the following statement is true about communication?

20/ communication is done using body movements, face, arms etc.

- 5/ X
- X
- ✓
- ✓
- ✓
- X
- ✓
- ✓
- X
- X
- X
- X
- X

Which one of these is a positive facial expression?

2/ smiling continuously

What does an upright body posture convey or show?

Confidence

Which of these is not an appropriate non verbal communication at work?

keeping hands in pockets while talking

Which of these are ways to overcome communication

Using a translator  
~~respecting each other's differences~~

Write down the common communication barriers you may come across when you move to a new city or country.

- Use simple language
- Do not form assumption on culture, religion or geography.
- Try to communicate in person as much as possible
- Be respectful of other's opinions

1) In which of the following the underlined word is an adjective?

a) Radha has a red dress

2) Which of these sentences is capitalised correctly?

a) She is arriving on Monday.

3) Which of these sentences are punctuated correctly?

I had bread omelette and a Banana for breakfast

4) In which of these sentences can you find an adverb?

Sita is 5 feet tall

By 1) The boy is swimming

The children are playing

The students are writing

Mr Sen is driving the car

or Conjunction

Preposition

And

At

or

on

Although

In

Because

Since

Beside

Under

Up

Identify the subject in the sentence the children played football

The children

Identify the object in the children played football

Football

Which of these sentences has both direct and indirect objects?

He wrote his sister a letter

44 Which of these sentences is in passive voice?

The clock was repaired by Raju

54 Identify the object, verb and subject in the sentence "The car crashed into a tree"

Object - tree, verb - crashed, Subject - the car

64 Identify the indirect object in the sentence "The band played music for the audience"

Audience

74 Which of these is an imperative sentence?

Switch off the fan

84 Which of these is in active voice?

He is reading a book.