

Hari Vidya Bhawan
Worksheet - 1
Class-X
Subject: Information Technology
L-1 Communication Skills

Date: 21.03.20

Q1. Choose the correct answer:-

1) Which of the greatest means of conveying information?

- a) Writing b) words c) signs d) pictures

2) To convert a messages into groups of words, symbols, gestures or sounds that present ideas or concepts is called:-

- a) Encoding b) feedback c) noise d) media

3) A smile is a _____ feedback.

- a) Positive non verbal b) positive verbal c) negative non-verbal
d) none of above

4) What is communication problem otherwise known as:

- a) Enquire b) Barriers c) encoding d) decoding

5) He plays cricket and badminton with my brother.

- a) Simple sentence b) compound complex sentence c) compound sentence
d) complete sentence.

Q2. Answer the following questions:-

- 1) Explain any two types of communication.
- 2) Name the elements of communication process.
- 3) Write any two advantages of written communication.
- 4) Explain any two barriers of an effective communication.
- 5) What is the role of body language in communication?

Activity:-

Draw any four common road safety sign that are used for visual communication.

HARI VIDYA BHAWAN

Subject: English

Work sheet-1

Chapter:3 Two stories of flying(prose-Beehive)

DATE:- 21/03/2020,

Questions for practice:-Learn and write.

Q1. Describe the first flight of the young seagull.

Q2. Describe the authors feeling and thoughts while he was flying his Aeroplane back to England.

Q 3. How much fuel was there in the Aeroplane when the writer started flying?

Q 4. What did the writer experience inside the clouds?

Q 5. Why did the writer follow the pilot of another Aeroplane?

ACTIVITY:-Write about the author's life and achievement on A4 sheet from both 1st,2nd part. 2020