

# BUSINESS COMMUNICATION



**Brand:** Mehta Solutions

**Product Code:** case809

**Weight:** 0.00kg

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## Short Description

## BUSINESS COMMUNICATION case study

## Description

### Part One:

#### Q1. Improve the sentences in sense of attitude:

1. You failed to sign your check.
2. Your error on your tax form will result in a penalty to you.
3. Don't drop in without an appointment. Your counselor or caseworker may be unavailable.
4. If you have submitted a travel request, as you claim, we have failed to receive it.

#### Q2. In which country children are taught to look at neck while facing somebody or

## **listening**

1. **India**
2. **Korea**
3. **Puerto Rican**
4. **Japan**

### **Q3. Diagonal Communication is**

1. **Communication across boundaries**
2. **Communication between the CEO and the managers**
3. **Communication through body language**
4. **Communication within a department**

### **Q4. According to Italians the circle formed with the thumb and first finger means**

1. **OK**
2. **Beautiful**
3. **Delicious**
4. **Worthless**

### **Q5. In china 'white' color indicates**

1. **Peace**
2. **Growth**
3. **War**
4. **Mourning**

**Q6. Kinesics is a study on body movements of an individual which includes gestures, facial configurations. This study relates to**

- 1. Verbal communication**
- 2. Non verbal communication**
- 3. Informal communication**
- 4. Formal communication**

**Q7. If the audience is of extrovert type then**

- 1. One should write a memo and let the reader think about the proposal.**
- 2. One should try to put the proposal more oral than writing.**
- 3. One should put the proposal with step by step reasoning.**
- 4. One should present the proposal quickly.**

**Part Two:**

**Q1. Write something about ‘Culture’ and its types.**

**Q2. What do understand by ‘Nonsexist language’?**

**Q3. Write a short note on ‘Justification report’.**

**Q4. What are ‘T’ letters?**

**Q5. Do you agree with Saleem that “Such luxuries are for big companies, but not for us”? Why or why not?**

**Q6. How should Kartik handle the current situation?**

**Q7. How do you tackle this type of situation as manager?**

**Q8. What leadership style of communication would you suggest in the**

**following situation to deal the problem?**

**Q9. “Downward communication is like water streaming down from a waterfall or stream head. It pours easily with great force and wets a large area, while upward communication is like a small spurt of water shooting up from a fountain against the pull of gravity. The higher it travels, the more it loses its force. Elucidate.**

**Q10. In dynamic interpersonal aspects of communication interactive way of communication is considered to be more relevant and appropriate. Elucidate.**

## **Details**

**1. Case study solved answers**

**2. pdf/word**

**3. Fully Solved with answers**