**Daffodil International University**

**Department of Information Technology and Management (ITM)**

**Faculty of Science & Information Technology (FSIT)**

**Quiz 1, Semester: Spring, 2022**

**Course Code: ITM 202 Course Title: Business Communication**

**Section: A**

**Course Teacher: Mala Mitra (MM)**

**Time: 1hour Full Marks: 15**

**Answer all the questions**

**Questions:**

1. a) Define the Effective Communication. (3\*5)

 b) What is Newcomb’s Communication Model? Explain with

 example.

2. Describe the role of Communication in Management.

3. Explain the Process of Communication showing flow chart.