



DEPARTMENT OF ENGLISH
PUB BONGSOR COLLEGE
P.O.: Pacharia, Dist.: Kamrup, Assam, PIN: 781104

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Ref : B.A. 1st SEM/AEC/Assignment/2026/2

Date: 07/10/2026

NOTICE

ASSIGNMENT TASK:
CLASS : BA 2nd SEM
SUBJECT - AEC Communication English

All the students are asked to prepare an assignment on the following topics:

UNIT I - Understanding Communication

1. What do you mean by the Process of Communication? What are the components of the Communication Process? What do you mean by message encoding and decoding.
2. What are types of Communication? What are the mode of Non Verbal Communication? What are the key Elements of visual Communication?
3. What are the qualities of Effective Communication? What are the barriers of effective communication?
4. What are the categories of Listening ? What are the essentials of effective Speaking in Communication? What are the key qualities of a confident Speaker? Write in details.

Note:

1. Assignments given are compulsory for AEC Subject
2. The assignment will have to be hand written in the A4 Paper Sheet.
2. There should be a gap of 1.5 cm gap between the lines and a margin of a scale of 0.5 inch Right, 1 inch Top and 1 inch Left margin and Bottom 0.5 inch.
3. The students will have to cite the reference of the books, i.e. Name of the Author, Publication Year and Publishing Company/ Publishers at the end page of the assignment.
4. The deadlines of submitting the assignment is **on 27th of October, 2026** and in the same Day **Viva Voce** will be conducted from 10 am positively.
5. The Students are asked to submit a well knit Binding assignment.
6. Failing of which internal exam will be considered failed.

Teacher Concerned


(Sekh Abdul Hamid)
Dept. of English