

Shri H.K. Commerce College, Ahmedabad-09.

Assignment: 2025-2026

B.Com. Sem-2 (Minor)

(Eng. & Guj. Medium)

DSC-M-CC-123: Commercial Communication-II

- Write short notes on the following.
 1. Physical appearance of a business letter
 2. Regular parts of a business letter
 3. Guidelines for an Effective Job Application
 4. Tips for Facing an Interview