

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

Assignment: – 2023-2024

B.Com. Sem-1

Skill Enhancement Course

SEC - WPS – 116

Writing and Presentation Skills

Write Short Notes on the Following.

1. Importance and Components of Writing.
2. Explain Different Punctuation Marks.
3. Use of Non-Verbal Communication in the Presentation.
4. Introduction and Importance of Presentation.