

Shri Harihar Pratishtan's

Govindlal Kanhaiyalal Joshi
(Night) Commerce College, Latur
Assignment Summer – 2023-24

Class :- B.com FY Sem – II

Subject :- Modern Business Communication

Q. 1. Write note on -

- 1) Principles of Effective Listening
- 2) Principal of Effective Speaking

Q. 2. Write the Meaning Of Business Letters? & Explain its Types & Importance?