

## COMMUNICATION SKILLS IN ENGLISH

Time : 3:00 Hours]

[Maximum Marks : 60

## NOTES:

- i) Attempt all questions.
- ii) Use of Pager and Mobile Phone by the students is not allowed.

## Part - A

## Objective Type Questions

Answer any ten questions. Each carries equal marks.

[10 × 1 = 10]

- Q1) Sohan is wasting his money \_\_\_\_\_ his parents are starving.
- |             |            |
|-------------|------------|
| (i) than    | (ii) then  |
| (iii) while | (iv) since |
- Q2) Anil was absent from the office \_\_\_\_\_ he was dismissed.
- |               |                |
|---------------|----------------|
| (i) since     | (ii) for       |
| (iii) however | (iv) therefore |
- Q3) Do you know \_\_\_\_\_ the magician performed the trick?
- |                |              |
|----------------|--------------|
| (i) how        | (ii) however |
| (iii) whenever | (iv) that    |
- Q4) The boy was crying \_\_\_\_\_ he was hungry.
- |              |              |
|--------------|--------------|
| (i) yet      | (ii) because |
| (iii) though | (iv) or      |

Fill in the blanks with suitable word/words :

- Q5) The doctor gave me a prescription \_\_\_\_\_ my cough. (for, with, at, to)
- Q6) My watch is \_\_\_\_\_ the table. (in, at, on, of)
- Q7) The children were freed \_\_\_\_\_ the danger. (of, from, with, in)
- Q8) Let us travel \_\_\_\_\_ night, it will be cool, then. (by, in, during, at)

One word/one sentence questions :

- Q9) Which of the following is an action verb? (am, is, jump, are)
- Q10) I like this book. (change into passive voice)
- Q11) He writes a letter. (change into past continuous tense)
- Q12) Open the window. (change into passive voice)

## Part - B

## (Very Short Questions)

Answer any five questions. Each question carries equal marks :

[5 × 2 = 10]

- Q1) Punctuate the following:
- i) He said to me are you a scout.
  - ii) Leave the room said the teacher to Sohan.
- Q2) Substitute one word for the following:
- i) A person who looks at the dark side of things.
  - ii) A women whose husband is dead.

- Q3) Use any two of the following idioms or phrases in your own sentences so as to bring out their meaning :
- At the eleventh hour
  - A man of letters.
  - To beat about the bush.
- Q4) Define adjective with an example.
- Q5) What is the basic form of communication?
- Q6) What are the 4C's of soft skills?
- Q7) What is an Agenda?

**Part - C**  
(Short Questions)

Answer any Eight of the following questions.

[2 × 2½ = 20]

- Q1) What is a space bridge programme? How was it important for the world?
- Q2) Name some forms of communication.
- Q3) What do you understand by soft skills and hard skills?
- Q4) What did the sight of the Mediterranean sea lead Sri C.V. Raman to?
- Q5) What is the purpose of a C.V.?
- Q6) What is the difference between internal and external communication?
- Q7) Briefly describe some modern tools (machines) used for communication.
- Q8) How can we improve our skill of reading?
- Q9) Which soft skill do you think is the most important and why?
- Q10) What is the basic rule of report writing?

**Part - D**  
(Descriptive and Narrative Questions)

Answer any four questions. Each question carries equal marks :

[4 × 5 = 20]

- Q1) "Communication has always been a basic need for members of society" Why?
- Q2) How is the education of technicians the backbone of the industry? Explain.
- Q3) How did the forms of communication change from ancient to modern age? What does this fact show?
- Q4) How do you know that Raman was a kind hearted man? Give an example of his kindness.
- Q5) Your school is organizing a blood donation camp in association with the red-cross society of India. Write a notice giving essential details about the same. Sign your self as the principal of the school.
- Q6) As a student representative of your college write an e-mail to the principal of professional engineering college, Prof. Harish Tiwari, inviting his institute to participate in the technical symposium being organized in your college. Sign the e-mail as Manish.

