

First Semester

**Auto / Chemical / ETE / Opto Elex. / Elect. Elex. / Mech. /
RAC / MOM / Ophthalmic / Arch. Asstt. / Com. Sc. /
CHM / IT / M.S. / M.&M.S. / F.T. / App.video. / Elex. &
Instru. / PTDC CME**

Second Semester

**Cement Tech. / Civil / CTM/Elect. / PRPC / Production
Engg. / Plastic Tech. / Printing Tech. / Textile Tech. /
Arch. & I.D.**

COMMUNICATION SKILL**Time : Three Hours****Maximum Marks : 100****Note : Attempt all questions.**

1. Choose the correct answer. 2 each
- i) Artificial lake where water is stored is called
 - (a) Cistern
 - (b) River
 - (c) Repository
 - (d) Reservoir
 - ii) Scientific word for 'slanting' is
 - (a) Lateral
 - (b) Oblique
 - (c) Base
 - (d) Vertical
 - iii) One word for 'mischievous trick' is
 - (a) Punch
 - (b) Scuffle
 - (c) Horseplay
 - (d) Prank
 - iv) What is the name of William Sidney Porter?
 - (a) Rabindranath
 - (b) Saki
 - (c) O. Henry
 - (d) R.K. Narayan
 - v) Communicating with subordinates is
 - (a) Upward channel
 - (b) Grape-vine channel
 - (c) Horizontal channel
 - (d) Downward channel

2. a) Explain principles of effective communication. 10

OR

Describe barriers in communication and ways to overcome them.

- b) Fill in the blanks in the following sentences using the appropriate forms of the words given below. 4

equipment, awareness, undertake, injured.

- i) I was _____ of the safety measures.
 ii) The worker sustained an _____ in his head due to carelessness.
 iii) In every Government _____ safety practices are strictly adhered to.
 iv) The management should try and _____ the factory with the latest safety devices.
- c) Match each of the following phrases/expressions in List 'A' with an appropriate word in List 'B'. 4

List A

List B

- | | |
|--|-----------------|
| A) a situation or time that is extremely important | i) combustion |
| B) act of burning something | ii) critical |
| C) to make or become greater in number or quantity | iii) inadequate |
| D) something insufficient | iv) enhance |

3. a) Give the summary of any one of the stories. 10

- i) A Letter to God
 ii) The Selfish Giant
 iii) The Last Leaf

- b) Write an application for the post of an engineer with resume. 8

4. Do as directed: 1 each

- a) Rewrite the following sentences into plural.

- i) A pen is filled with ink.
 ii) A fuel tank is built to store petrol.
 iii) An engineer works out a route.

- b) Change the following statements into negative question. 1 each
- You transmit the message.
 - The contractors must finish the work today.
 - You can talk on phone.
- c) Add 'since' or 'for' whichever is appropriate. 1 each
- He hasn't been here _____ three weeks.
 - Nobody has written to me _____ my birthday.
 - I have been teaching in this institute _____ 1983.
- d) Rewrite the following sentences choosing the correct verb in each case from the parentheses. 1 each
- None of the petrol (has, have) been saved.
 - One thousand rupees (is, are) too much for me to pay.
 - Village folk (is, are) simple by nature.
- e) Put the following sentences into passive voice. 1 each
- The Government has given up the project to build the road.
 - They promised us higher wages.
 - The artisan decided to report the matter to the supervisor.
- f) Fill in the blanks with appropriate preposition. 1 each
- India became a free country _____ 15th August 1947.
 - The thief climbed _____ the wall.
 - He was born _____ Mumbai in Maharashtra.
5. a) Write a paragraph on any one topic 8
- Ragging in colleges
 - Pollution
 - Solar Energy
- b) Translate the following sentences into Hindi. 1 each
- Tides are generated twice a day.
 - Environmental problems have attracted the attention of people.
 - Entrepreneurs are leaders.
 - College students must read books written in English.

- c) Read the following passage and give answer of the questions given below it.

We know that man is social by nature and therefore, our work or the work of a businessman depends upon a thousand people. He may have never seen. The modern businessman knows that the business of his company grows big by helping the little business to succeed. He can achieve this only through his letters. Letters keep their goodwill and build it into solid relationship. By means of letters, they maintain contacts, so that each will enlarge its own volume of business and that will flow into one's own organisation. 2 each

- i) What does the work of a business man depends upon?
- ii) What does the modern businessman know?
- iii) How are letters helpful in the modern business?

6. a) Write short notes on any two of the following. 5 each

- i) Risk taking
- ii) Biomass
- iii) Safety awareness

- b) Answer the following questions (any four) 2 each

- i) Why does the scientist use special words?
- ii) What gave rise to organised safety movement?
- iii) What does the term 'biosphere' describe?
- iv) How can an idea be changed into reality?
- v) In what area India has done pioneering work?

