

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

- A) a situation or time that is extremely important
 B) act of burning something
 C) to make or become greater in number or quantity
 D) something insufficient

List B

- i) combustion
 ii) critical
 iii) inadequate
 iv) enhance

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

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

- b) Write an application for a job enclosed with your resume. 8

4. Do as directed. 1 each

- a) Rewrite the following sentences into plural

- i) There is a lot of milk in this can
 ii) Does a mango grow on a tree?
 iii) A soldier fights for his nation.

- b) Add mustn't or needn't in the blank spaces.

- i) I _____ tell you the answer because I promised not to.
 ii) You _____ study as the examination is over.
 iii) You _____ smoke, it is injurious to health.

- c) Rewrite the following sentences using appropriate forms of the verbs within brackets.
- The train (leave) as soon as we reached the station.
 - I _____ in the institution from 2001 to 2017 (work).
 - He (work) in this college as a technician.
- d) Rewrite the following sentences choosing the correct verb in each case from the parenthesis.
- Some of the work (remain, remains) unfinished.
 - Apple pie and custard (is, are) my favourite dish.
 - The Thirty-Nine steps (was, were) written by John Buchan.
- e) Fill in the blanks with appropriate prepositions.
- It has been raining _____ morning.
 - He died _____ cholera.
 - He has to reach office _____ 10 O' clock.
- f) Change the following sentences into passive voice.
- He gave me a gift.
 - She is playing chess.
 - Someone has stolen my pen.

5. Do as directed.

- a) Give one word for the following: 1 each
- Make worse or more serious
 - State of having knowledge or realization
 - A situation or time that is extremely important
 - A class of plants or animals
- b) Correct the spelling of the words given below 1 each
- Enveroment
 - Inadaquate
- c) Change the following statements into negative questions. 1 each
- You transmit the message
 - I would be available tomorrow
- d) Write an application for job with resume 10

6. a) Translate the following sentences into hindi. 2 each
- My friend has become a politician.
 - Elephants are huge animals.
 - Before 1911 industrial safety rules were almost nonexistent.

- b) Make a precis of the following passage. 6

I take it that the whole object of education is, in the first place, to train the faculties of the young in such a manner as to give their possessors the best chance of being happy and useful in their generation; and, in the second place, to furnish them with the most important portions of that immense capitalized experience of the human race which we call knowledge of various kinds. I am using the term knowledge in its widest possible sense and the question is, what subjects to select by training and discipline, in which the object I have just defined may be attained.

- c) Read the following passage carefully and answer the questions given below:

The population of India is increasing at a very fast rate. This sudden increase is very alarming and is called population explosion. In a developing country like ours it is very harmful. No doubt we have made great progress in almost all fields of industry, agriculture and trade, but still we are unable to eliminate poverty due to the multiplication of human population. The progress made in the field of medical science has decreased the death rate. The fear of diseases, epidemics and untimely deaths are fast disappearing and the average life of man has increased. It is good, but for the progress of the nation we must control our birth rate also. Steps should be taken to control the growth of the population. People should be educated about the methods of family planning and should be made aware of the advantages of small family. The important task before the nation is to check the increase of the population to raise our standard of life.

- i) What is 'Population Explosion'? 2
 ii) Why are we unable to eliminate poverty? 2
 iii) What is the most important task before the nation? 2

