

F/2025/5161

[Total No. of Printed Pages : 5

Enrolment No.

First Semester

Auto/Chemical/ETE/Opto Electronics/Electrical

Electronics/Mechanical/RAC/MOM/Ophthalmic/

Architecture Assistant/Computer Science/CHM/IT/Mine

Surveying/Mining & Mine Surveying/Fashion Technology/

App.video./Electronics & Instrumentation/PTDC CME

Second Semester

Cement Technology/Civil/CTM/Electrical/PRPC/

Production Engineering/Plastic Technology/Printing

Technology/Textile Technology/Arch.&I.D.

COMMUNICATION SKILL

Time : Three Hours]

[Maximum Marks : 100

Note : Attempt *all* questions.

Question 1 (20 Marks)

Note : Choose the correct answer:

- (i) The exchange of ideas and feelings is called:
- (a) Discussion
 - (b) Communication
 - (c) Conversation
 - (d) Meeting

- (ii) Which is an example of verbal communication?
- (a) Facial expressions
 - (b) Gestures
 - (c) Speaking
 - (d) Posture
- (iii) The poet of 'Night of the Scorpion' is:
- (a) Robert Frost
 - (b) Rabindranath Tagore
 - (c) Nissim Ezekiel
 - (d) R.K. Narayan
- (iv) The meaning of 'repository' is:
- (a) A place for storage
 - (b) A building
 - (c) A room
 - (d) An office
- (v) Who wrote 'Stopping by Woods on a Snowy Evening'?
- (a) O. Henry
 - (b) R.K. Narayan
 - (c) Robert Frost
 - (d) Nissim Ezekiel
- (vi) CV stands for:
- (a) Career Vitae
 - (b) Curriculum Vitae
 - (c) Current Vitae
 - (d) Complete Vitae
- (vii) One word for 'A person who does not eat meat':
- (a) Herbivore
 - (b) Vegetarian
 - (c) Carnivore
 - (d) Omnivore

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(viii) The opposite of 'horizontal' is:

- (a) Flat
- (b) Vertical
- (c) Level
- (d) Parallel

(ix) A group of related words is called:

- (a) Sentence
- (b) Phrase
- (c) Clause
- (d) Paragraph

(x) The poem 'Where the Mind is Without Fear' is written by:

- (a) Sarojini Naidu
- (b) Rabindranath Tagore
- (c) Nissim Ezekiel
- (d) Robert Frost

Question 2 (20 Marks)

2. (a) Explain the seven principles (7 C's) of effective communication.

OR

What are the barriers to effective communication? How can we overcome them? **(10 marks)**

(b) Write a letter to a supplier placing an order for computer accessories for your organisation. **(10 marks)**

Question 3 (20 Marks)

3. (a) Write the summary of any ONE of the following story:

(10 marks)

- (i) The Last Leaf
- (ii) The Selfish Giant
- (iii) The Malefactor

(b) Answer the following questions (any 5) - (10 marks)

- (i) What are non-renewable sources of energy?
- (ii) Explain the two basic components of environment?
- (iii) What does an entrepreneur do for others?
- (iv) How can an idea be changed into reality?
- (v) Why is sea water unfit for human consumption?
- (vi) Why does the scientist use special words?

Question 4 (20 Marks)

4. (a) Do as directed: (10 marks, 1 mark each)
- (i) Change into passive voice: We respect our teachers.
 - (ii) Change into passive voice: They are building a new bridge.
 - (iii) Change into singular: Children are playing in the park.
 - (iv) Use correct tense: She ____ (read) a book now.
 - (v) Use correct tense: He ____ (complete) his work yesterday.
 - (vi) Choose correct verb: Each student ____ (has/have) a book.
 - (vii) Choose correct verb: Neither Ram nor his friends ____ (is/are) present.
 - (viii) Add 'can' or 'could': ____ you help me, please?
 - (ix) Add 'must' or 'should': You ____ work hard for success.
 - (x) Change into active voice: The letter was written by him.
- (b) Match the words in Column A with their synonyms in Column

B: (10 marks)

Column A	Column B
Innovation	New idea
Consumption	Using up
Enhance	Stop
Prevent	Improve
Reference	Mention

Question 5 (20 Marks)

5. (a) Write a paragraph on any ONE topic
(minimum 150 words): (8 marks)
- (i) Ragging in College - An Evil Practice
 - (ii) Importance of AI
 - (iii) Entrepreneurship and Youth
- (b) Translate the following sentences into Hindi: (4 marks)
- (i) Time is money.
 - (ii) Education is the key to success.
 - (iii) We should help poor people.
 - (iv) Health is wealth.
- (c) Read the following passage and answer the questions:
(8 marks)

"Safety practices are very important in factories and industries. Many accidents happen because workers do not follow safety rules. Wearing safety equipment like helmets, gloves, and safety shoes can prevent injuries. Workers should be properly trained and aware of all safety measures. Regular safety checks and maintenance of machines are also necessary to avoid accidents. "

- (i) Why are safety practices important?
- (ii) What happens when workers don't follow safety rules?
- (iii) Name any two safety equipment mentioned in the passage.
- (iv) What should be done regularly to avoid accidents?

