

**First Semester**

**Elect /ETE/Opto Elex./ Elect. Elex./ Elex.& Instru./ PRPC/  
Plastic Tech /Com. SC/IT/CHM/ M.&M.S.**

**Second Semester**

**Auto/ Mech./RAC/Chemical/ Cement Tech./ Civil / CTM./  
Printing Tech./Textile Tech./ Production Engg.**

**COMMUNICATION SKILLS IN ENGLISH****Time : Three Hours****Maximum Marks : 70****Note : Attempt all questions.**


Q.	CO	KL	Questions	Marks
1.	CO1 CO3	R U	<p>a) Answer the following questions in one or two sentences each (any five)</p> <p>i) Why do the Scientists use special words?</p> <p>ii) What are Non-Renewable sources of energy?</p> <p>iii) Who are Effective Leaders?</p> <p>iv) Why should factory workers not play pranks on each other while on duty?</p> <p>v) What is the writer's advice to the students of science for learning new words?</p> <p>vi) Who is Lencho?</p> <p>vii) Who is the main character of the story 'The Astrologer's Day'?</p> <p>viii) Why do entrepreneurs avoid high risk situations?</p>	5



Q.	CO	KL	Questions	Marks
			<p>c) Use appropriate forms of the verbs given within the brackets:</p> <p>i) He _____ (win) the badminton championship last year.</p> <p>ii) She _____ (teach) in this institute since 2010.</p> <p>iii) Rice and curry _____ (is/are) my favourite meal.</p> <p>iv) It is I who _____ (am/is) to blame.</p>	4
			<p>d) i) Choose appropriate question tag from those given within brackets and complete the sentence:</p> <p>He was driving fast, _____ he? (was he/wasn't he)</p> <p>ii) Write short answer: for the following sentence using 'No':</p> <p>It is raining? _____.</p>	2
			<p>e) Rewrite the following sentences in passive voice:</p> <p>i) The police gave him Rs.500/- reward.</p> <p>ii) They will answer all the questions.</p>	2
			<p>f) Insert appropriate prepositions in the blanks:</p> <p>i) She is afraid _____ snakes.</p> <p>ii) He will meet us _____ 10 O'clock.</p>	2
3.	CO3 CO4	R U	<p>a) Define communication and describe principles of effective communication.</p> <p style="text-align: center;">OR</p>	7

Q.	CO	KL	Questions	Marks
		R A	<p>What are barriers to effective communication? Explain physical and psychological barriers.</p> <p>b) Draft an application for job, for the post of Junior Engineer. Enclose your Resume.</p> <p style="text-align: center;">OR</p> <p>Draft a letter of enquiry for purchase of furniture items.</p>	7
4.	CO3 CO4	R U	<p>a) Describe a Technical Report and explain various types of technical reports.</p> <p style="text-align: center;">OR</p> <p>Write salient features of a good technical report.</p>	7
		R A	<p>b) Draft a Progress Report in the letter form about installation of computer machines in your company.</p> <p style="text-align: center;">OR</p> <p>Write a Trouble Report in the letter form on a fire accident in your unit.</p>	7
5.	CO3	A	<p>a) Write a paragraph of about 120 words on any one of the following topics:</p> <p>i) Ragging in colleges</p> <p>ii) Importance of communication skills</p> <p>iii) Water pollution</p> <p>iv) Role of internet in our lives</p>	6

Q.	CO	KL	Questions	Marks
	CO1 CO3	U A	<p>b) Read the following passage attentively and attempt the comprehension exercises that follow:</p> <p>Many think that the course of a man's life on earth is decided by fate. Such people do not exert and leave everything to fate. This is a wrong idea. A man's future depends on his own self. If he wastes his time in idleness or depends too much on others, or loses heart in the face of difficulties, he will fail in life. If on the other hand, he makes proper use of his time and opportunities and follows his aim in life with patience and perseverance, he will surely succeed. In fact history abounds in examples of men rising to greatness from a humble beginning merely by their own efforts. We often come across men and women endowed with abilities failing in life. This is because they did not make proper use of their time and opportunities, but wasted them in idleness. Their abilities thus got rusted and hence became useless. Hence instead of wasting our time in unnecessary arguments and debates about self effort or destiny, we should strive hard to carve out our own destiny.</p> <p>i) Make a precis of the above passage and give a suitable title to it.</p> <p style="text-align: center;">OR</p>	6+2

Q.	CO	KL	Questions	Marks
			<p>Answer the following questions based on the above passage:</p> <ul style="list-style-type: none"> <li>i) What do people feel about the course of man's life?</li> <li>ii) Why does a man fail in life?</li> <li>iii) What is the secret of success in life?</li> <li>iv) Give a suitable title to the passage.</li> </ul> 	14

CO - Course Outcome, KL - Knowledge Level, R - Remembering, U - Understanding, A - Application