

Maulana Azad National Urdu University
UG - I Semester Examination, February – March 2022
UGEN101AET: English Communication Skills

Time: 3 Hours

Total Marks: 70

Note: This question paper consists of two parts : Part – A and Part-B. Number of words to answers each question is only indicative. Attempt all parts.

Part-A contains **10** questions of which students are supposed to answer **08** questions. Answer each question in approximately 100 words. Each question carries **05** marks. **(8x5=40 marks)**

Part-B contains **05** questions of which students are supposed to answer **03** questions. Answer each question in approximately 250 words. Each question carries **10** marks. **(3x10=30 marks)**

Part – A

1. Enlist any five monophthongs, with one example word for each.
2. Define diphthongs. Give four diphthongs, with one example word for each.
3. Write five sentences using any five different phrasal verbs. Underline the five different phrasal verbs used.
4. Explain any five different rules of subject-verb agreement, with one example for each.
5. Give any five different rules for the use of capitalization, with one example for each.
6. What is a complex sentence? Explain it with one example.
7. Compose an email to your Professor seeking permission to submit an assignment late.
8. Give five tips for successful conversation skills. Write complete sentences.
9. Discuss five suggestions for an impressive performance in a group discussion.
10. Explain five ways to make effective PowerPoint slides.

Part- B

11. Enlist any twenty consonant sounds, with one example word for each.
12. Give any five idioms, with their meanings. Use each idiom in a sentence of your own.
13. Imagine you have not been issued the hall ticket to write the external exams due to the shortage of attendance in all the courses. Draft a letter to the Dean of your School and request for his kind permission to allow you to appear for the exams.
14. Write a paragraph on the benefits of technology in the field of education.
15. Explain any five dos and five don'ts for public speaking.
