

Maulana Azad National Urdu University
UG - I Semester Examination, February – March 2022
UGEN111AET: Communicative English

Time: 2 Hours

Maximum Marks: 35

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. **(5x5=25 marks)**

Part-B contains **02** questions of which students are supposed to answer **01** question. Answer each question in approximately 250 words. Each question carries **10** marks. **(1x10=10 marks)**

Part – A

1. What is a compound sentence. Explain it with an example.
2. Draft a paragraph on the importance of English language in today's world.
3. Compose an email to your Professor with a request to conduct your missed test.
4. Write five tips for a successful conversation.
5. Discuss five dos to become an effective public speaker.
6. Explain five ways to make effective PowerPoint slides.
7. Imagine you have not received a product ordered online although it shows delivered. Write a telephonic conversation between the customer care staff and you.
8. Explain these terms: *subject*, *predicate*, *verb*, *object* and *phrase*, with one example for each.

Part- B

9. 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.
10. Explain any five do's and five don'ts for effective performance in a group discussion.
