

Maulana Azad National Urdu University

Programme: B.Tech

II Semester Examination, July 2023

Paper Code: BTCS211HST Paper Title: English Communication

Total Time : 2hrs

Total Marks:35

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

Part-A contains (5) compulsory questions of multiple choice/ fill in the blank/very short answer type question. Answer all questions. Each question carries (1) mark. (5x1=5 Marks)

Part-B contains (8) questions of which students are supposed to answer (5) questions. Answer each question in approximately 200 words. Each question carries (4) marks. (5x4=20 Marks)

Part-C contains (2) questions of which students are supposed to answer (1) questions. Answer each question in approximately 500 words. Each question carries (10) marks. (1x10=10 Marks)

PART-A

1. Fill in the blanks with suitable alternatives from the brackets.
 - i. Communication comes from the Latin word (Communicare/commune)
 - ii. Non-verbal communication means
 - iii. What expression do you use *when you ask someone for their opinion?*
 - iv. The teacher, as well as his students, is going to visit the museum. (Correct the sentence)
 - v. Write an expression on how to *check that someone understands or agrees with you?*

PART-B

2. Write a short essay on verbal and non-verbal communication.
3. Explain how "*communication is a multi-dimensional interactive process of sharing*".
4. Discuss the *elements of a paragraph*.
5. Write a short essay on any festival celebrated in your place.
6. What are the things to be considered when reading the text and then writing a précis?
7. Write a short essay on *how to communicate effectively*.
8. Correct the following sentences and explain why?
 - a. One of the players are missing today.
 - b. Everyone has their own way of thinking.
 - c. Ten pounds are good for a weekly pocket money.
 - d. Those toys, including the red car, is old.
9. Discuss the steps in planning a presentation.

PART-C

10. What are the steps involved in writing an essay?
11. Write an essay on any one of the following:
 - a. Communication skills and soft skills
 - b. Use of mobile phones in classrooms: advantages and disadvantages
