

**Maulana Azad National Urdu University Hyderabad**

**Odd Semester End Examinations- Nov/Dec 2024**

**Programme: Diploma in Engineering**

**Year/Semester: I / I Branch: Common to All**

**Subject: Communication Skills in English**

**Code: DPCC111HST**

Max Marks: 30

Time: 2 hrs

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

**Part-A** contains 05 compulsory questions of multiple choice/fill in the blank/very short answer type question. Answer all questions. **Each question carries 1 mark.** (05x1=05 marks)

**Part-B** contains 05 questions, of which students are supposed to answer 03 questions. Answer a descriptive question in approximately 100 words. **Each question carries 05 marks.** (3x5=15 marks)

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

**Part A**

Q1. Choose the correct answer:

1. A sceptic who needs physical or personal evidence in order to believe something is called a \_\_\_\_\_. (Doubting Thomas, Doubting Player)
2. I remember the night my mother was stung by a \_\_\_\_\_. (snake, scorpion)
3. Uncle Podger was written by \_\_\_\_\_. (Nissim Ezekiel, Jerome K Jerome)
4. \_\_\_\_\_ was Leela's only friend who she loved a lot. (Bagga, Sidda)
5. \_\_\_\_\_ skills make a person valued and develop them into good human beings. (soft, hard)

### **Part B**

- Q6. Explain any three barriers that make communication ineffective generating misunderstanding.
- Q7. Draw a model of the communication process explaining all the elements in it.
- Q8. Write down five administrative words with meanings and five idioms with meanings.
- Q9. Explain the meaning of these lines: 'The woods are lovely, dark and deep/ But I have promises to keep/And miles to go before I sleep'.
- Q10. Give definitions of soft & hard skills. Explain technical communication.

### **Part C**

- Q11. Define 7 Cs of communication in detail.
- Q12. Write a letter to your father asking for permission to go on a trip to the Salar Jung museum. Invent the necessary details.