

# Maulana Azad National Urdu University

Programmes: All PG Courses

III Semester Examinations, November/December-2024

Paper Code: PGEN301AET

Paper Title: Communicative English-II

Time: 2 Hours

Total Marks: 35

**Note:** This question paper consists of (3) parts : Part – A, Part-B and Part-C. Number of words to answers 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 (8) questions of which students are supposed to answer (5) questions. Answer each question in approximately 200 words. Each question carries 04 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

**Q.1. Attempt all. Each one carries one mark.**

- i. What is the main purpose of paraphrasing?
  - a) To copy text verbatim
  - b) To express someone's idea in your own words
  - c) To shorten a long article
  - d) To add unnecessary information
- ii. Which of the following is a key element of report writing?
  - a) Rhyming schemes
  - b) Narrative style
  - c) Introduction, body, and conclusion
  - d) Metaphors and similes
- iii. What is persuasive speech?
  - a) A speech that informs the audience
  - b) A speech that changes or reinforces opinions
  - c) A speech that entertains the listeners
  - d) A speech with no clear purpose
- iv. Which of the following is important in a group discussion?
  - a) Interrupting frequently
  - b) Dominating the conversation
  - c) Listening actively and participating
  - d) Avoiding the discussion topic
- v. Which citation style is commonly used for academic writing?
  - a) APA
  - b) MLA
  - c) Chicago
  - d) All of the above

## Part-B

2. Explain the process and importance of paraphrasing.
3. What are the key components of a report? Explain.
4. Describe the skills required for persuasive public speaking.
5. What is the role of quoting, citing, and referencing in academic writing?
6. Discuss the importance of group discussion skills and how they can be improved.
7. Explain summarising and its importance.
8. How can students prepare effectively for interviews? Provide some useful tips.
9. What are the essential elements of a good presentation?

## Part-C

10. Write a detailed report on a cultural event or seminar that you recently attended. Include all the key components of report writing.
11. Discuss the challenges students face in public speaking and suggest practical solutions for overcoming them.

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