

III Semester B.Tech. Examination, Feb./March 2010
COMMUNICATION SKILLS IN ENGLISH

Time : 3 Hours

Max. Marks : 80

Instructions : 1) Answer *all* questions in Part A, 6 out of 8 questions in Part B and 3 out of 5 questions in Part C.

2) Part A : Questions from 1 to 8 carry 1 mark each and 9 to 14 carry 2 marks each.

3) Part B : *Each* question carries 5 marks.

4) Part C : *Each* question carries 10 marks.

PART – A

1. Define “Reading for Pleasure”.
2. Mention the Barriers for Good Listening.
3. What is Gambits?
4. Explain the parts of Sentence.
5. Define Interview.
6. What do you mean by “Phrase”?
7. State any six power Verbs for your resume.
8. Explain Brainstorm.
9. What are the uses of English ?
10. What are the key objectives of listening?
11. Define Sentence.
12. Define Linkage and Cohesion.
13. Why do we write Essays ?
14. Define Mind Mapping.

P.T.O.

PART – B

1. What is listening and effective listening?
2. Explain Skimming and Scanning.
3. Define Writing. Explain types of sentences.
4. Define Memo with example.
5. Explain Types of Communication.
6. English for News and Information. Justify.
7. What do you mean by conversation ?
8. Write a short paragraph for “Fly-over- a nuisance for general public”.

PART – C

1. List out the various types of listening and briefly explain the traits of good listening.
 2. Define Communication. Explain the barriers of communication .
 3. Define Time Management with tips.
 4. Write a letter, applying for the job, giving details of your qualification.
 5. Write a Resume with a neat format.
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