B.Tech. / B.Sc. (Hons.) / BA (J & MC) / BCA Examination, 2024-25

(Odd Semester)

COMMUNICATIVE ENGLISH

Time : Three Hours] ***[Maximum Marks : 60***

Note :– Attempt all questions.

SECTION–A

1. Attempt all parts of the following : $8 \times 1 = 8$

   (a) Define the term recipient.

   (b) Cliche.

   (c) Lateral communication.

(d) Give synonym of "Stress".

(e) What do you mean by chronemics?

(f) Give one example of homonyms.

(g) Give two quality of a good listener.

(h) What is a paragraph?

SECTION – B

2. Attempt any two parts of the following : 2×6=12

(a) What is active listening? Explain the three and five steps of active listening in details.

(b) "Critical thinking involves a complex combination of skills". Justify statement.

(c) Explain the process of communication clearly in detail.

(d) Difference between listening and hearing.

SECTION – C

Note :– Attempt all questions. Attempt any two parts from each questions. 8×5=40

3. (a) Explain the following terms in deail :

(i) Audience and locals

(ii) Public speaking

(iii) Intrapersonal barriers

(b) What is icebreaking? Discuss in detail.

(c) What is the effective flow of communication is an organisation? Explain clearly.

4. (a) Explain the four types of word formation.

(b) Discuss in detail the various techniques used in paragraph development.

(c) What is technical report? What is the importance of reports? Discuss.

5. (a) What are the seven C's of effective communication? Explain.

(b) What are the types of speech delivery? Explain elaborately.

(c) Explain methods of paragraph writing.

6. (a) Write a detailed note on non-verbal communication.

(b) Write a job application for the post of manager. Enclose your resume.

(c) Explain the essentials of good sentences.

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