

JK LAKSHMIPAT UNIVERSITY, JAIPUR

INSTITUTE OF ENGINEERING AND TECHNOLOGY

End Term Examination (Regular/Backlog), November 2016

B. Tech. (All Branches) Semester I

Roll No.....

COURSE CODE: LA 101

Time: 3 hours

Max. Marks: 100

COURSE TITLE: English Communication Skills

Instructions to students:

1. Do not write anything other than your roll number on question paper.
2. Assume suitable data wherever required and mention it clearly.
3. Writing appropriate units, nomenclature, and drawing neat sketches/schematics/ flow chart wherever, required are an integral part of the answer.

Q.1A Study the following statements and tick true or false against each of them. 10
(10 questions @ 1 mark)

- i. Communication involves only words. (a) True (b) False
- ii. In order to achieve desired objectives, the sender and the receiver must share common understanding. (a) True (b) False
- iii. When the purpose is to accept or reject the message or to evaluate it critically, one requires comprehensive listening. (a) True (b) False
- iv. Expository essay is mostly informative. (a) True (b) False
- v. Listening happens automatically as it is an involuntary physical act. (a) True (b) False
- vi. "Every time I have a meeting with Mr. Gupta, I end up disagreeing with him about a particular topic". This utterance reflects attitudinal clash of the two parties. (a) True (b) False
- vii. The process of communication begins when the sender converts the idea into words or gestures. (a) True (b) False
- viii. Sensing is the first stage of listening process. (a) True (b) False
- ix. Non-verbal cues help the speaker to display vitality, confidence, enthusiasm and friendliness during a speech. (a) True (b) False
- x. Decoding relates to the sender of a message. (a) True (b) False

Q.2 Justify each of the following statements in about 125 words. (4 questions @ 2.5 marks) 10

- (a) To sustain a good relationship one needs to have emotional maturity and balance.
- (b) Personality of a candidate is quite often and rightly judged by his/her appearance.
- (c) Lack of proper listening can sometimes lead to embarrassment.
- (d) Compared to physical barriers, psychological barriers are far more damaging.

Q.3A Fill in the blanks with the correct forms of verbs and rewrite the sentences : 05

- (a) The town is very different now. It.....(change) a lot.
- (b) Alan says he's 80 years old, but nobody.....(believe) him.
- (c) The film(start) by the time we got to the cinema.
- (d) We must do something soon before it.....(be) too late.
- (e) At three o'clock tomorrow, I.....(work) in my office.

Q.3B Convert the following sentences into passive voice and rewrite them: 05

- (a) He told the child a story.
- (b) Someone built this bridge last year.
- (c) The workers pulled down all the posters.
- (d) They will explain the process to us in detail.
- (e) She has donated a large sum of money for the flood victims.

Q.4A Write the following sentences in reported speech. 05

- (a) David said to me, 'Don't park your car here.'
- (b) The teacher said to Rama, 'When will you submit the project report?'
- (c) James said to Anita, 'Are you interested in watching the sound and light show?'
- (d) Alfred said, 'Necessity is the mother of invention.'
- (e) He said, 'Can you swim?'

Q.4B Many a time communication fails because of 05

- (a) Selection of a wrong variety of language
- (b) Lack of knowledge of each other's cultural background
- (c) Incongruity between verbal and non-verbal messages
- (d) Disturbance in transmission channels
- (e) Poor listening skills

Illustrate the above mentioned statements with suitable examples from your personal as well as academic life.

Q.5A Transcribe the following words into IPA. 05

- (a) Confuse (b) Blade (c) Among (d) Steam (e) Pardon

Q.5B Transcribe the following words into English. 05

- (a) /kɒntekst/ (b) /ɔ:də/ (c) /nɔ:ti/ (d) /əprəʊts/
(e) /prɒdʒekt/

- Q.6A Give one word for the following: 05
- A person who believes in God
 - Easily convinced, cheated and gulled
 - Someone's life history written by another person
 - A tendency to favour one's relatives
 - A series of three novels/works of art produced by a writer/artist

- Q.6B Write a synonym for each word given below: 05
- Infallible
 - Impeccable
 - Incorrigible
 - Intractable
 - Intrepid

OR

- Q.6B Write an antonym for each word given below: 05
- Introvert
 - Enviably
 - Exculpate
 - Intemperate
 - Illegitimate

- Q.7A Rewrite the following sentences using standard English Usage: 05
- You missed something! The speech was too good.
 - We took our lunch in a hotel on the way.
 - We are expecting thirty more visitors to join us on lunch.
 - We are sorry to announce that the shopkeeper has expired.
 - Why don't you off the lights when you go somewhere?

- Q.7B What are the traits of a good listener? How can you make out if the other person is listening to you properly or not? 05

OR

- Q.7B Distinguish between an argumentative and a descriptive essay. 05

- Q.8A Develop the following topic sentence into a complete paragraph using the most appropriate technique. 10

(a) The internet is fast becoming the communication tool of choice.

- Q.9A Make a précis of the following text and also give a suitable title to your précis. 10

Motivation, the buzzword in the modern day organization, as many theorists propose is first and foremost the willingness to exert high levels of efforts to reach organizational goals conditioned by the effort's ability to satisfy some individual need. Although general motivation refers to effort toward any goal, here it refers to organizational goals because our focus is on work related behaviour. The three key definitions of motivation then overboard are effort, organizational goals and needs. The malady of our times as regards motivation

is that there cannot be any definite definition of motivation since one definition of motivation gets de-motivated the moment there is another innovative experience waiting to motivate many and de-motivate some. Another problem that repeatedly seems to surface again and again is, that it is guided by individual and personal perceptions, which are shaped by our encounter with different and varied experience. Group goals fail to motivate you, me and us because of many reasons, the chief being the absence of 'I' factor, as the moment I sense my absence at the centre. People indulge in the process of de-motivation. Finally, motivation works well with those whom boss considers being his/her pet and scorn seems to favour those who are neck deep in motivation but blissfully deprived of approval. (212 words)

Q.9B Describe a place, either of a natural beauty or of historical importance to which you intend to take your pen friend, to whom you wish to provide with an interesting and memorable impression. 10 (500 words)

OR

Q.9B Write an essay on the following topic: 10
Technology creates more problems than it solves. (500 words)