

2022

(CBCS)

(1st Semester)

ENGLISH

Paper Code : AECC-1

(English Communication)

Full Marks : 37½

Pass Marks : 40%

Time : 2 hours

(PART : B—DESCRIPTIVE)

(Marks : 25)

The questions are of equal value

1. What is the difference between one-way and two-way communication?

Or

What is the importance of channel in the process of communication?

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(Turn Over)

2. What is verbal and nonverbal communication?

Or

Explain the process through which communication takes place. Give three barriers that prevent the flow of communication.

3. Write a dialogue between an autodriver and a passenger.

Or

What are the required qualities of a good speaker? Elaborate.

4. What is paraphrasing? How is it different from summarizing?

Or

What are the difficulties in translating from source language to target language?

5. What is a report? Explain the steps involved in report writing.

Or

As a member of the College Students' Union, write a report to the Principal on the facilities and problems in your college canteen. Suggest what should be done to improve the situation.

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ENGLISH

Paper Code : AECC-1

(**English Communication**)

(PART : A—OBJECTIVE)

(Marks : 12½)

The figures in the margin indicate full marks for the questions

I. Choose the correct answer and put a Tick (✓) mark against the brackets provided : $\frac{1}{2} \times 15 = 7\frac{1}{2}$

1. The word 'commune' has its roots in the

(a) Latin word, 'communis' ()

(b) Greek word, 'communis' ()

(c) French word, 'communis' ()

2. Receiver is the party to whom

(a) the message is encoded ()

(b) the message is taught ()

(c) the message is directed ()

3. Feedback is

- (a) the act of interpretation ()
- (b) the response/reaction ()
- (c) the action of sending messages ()

4. Verbal communication means

- (a) expressing in words ()
- (b) you are reading a newspaper ()
- (c) anything that is communicated through sign language ()

5. Personal space allows

- (a) common friends, colleagues and co-workers ()
- (b) all the officials and professional relationships ()
- (c) everyone to enter ()

6. Chronemics means

- (a) the region close around a person ()
- (b) the study of usage of time ()
- (c) touch language ()

7. The term 'monologue' has its roots in the

- (a) German word, 'monologos' ()
- (b) French word, 'monologos' ()
- (c) Greek word, 'monologos' ()

8. Interview is

- (a) a written examination ()
- (b) a form of oral communication ()
- (c) a problem-solving activity ()

9. Noise leads to

- (a) noise pollution ()
- (b) communication ()
- (c) miscommunication ()

10. Close reading refers to

- (a) reading closely ()
- (b) the purpose of reading ()
- (c) analyzing a text to identify what the text expresses ()

11. Translation is a process of

- (a) changing topics ()
- (b) transforming a text from one language to another ()
- (c) analysis ()

12. Comprehension relates to

- (a) the ability to write ()
- (b) the ability to understand ()
- (c) the ability to speak ()

13. Periodic reports are

- (a) short reports written for an official purpose ()
- (b) the reports written for internal communication ()
- (c) the reports that are prepared at regular intervals of time on specific dates ()

14. Letters are a means of

- (a) oral communication ()
- (b) verbal communication ()
- (c) written communication ()

15. The main purpose of documenting is

- (a) to provide information ()
- (b) to serve as a record or evidence ()
- (c) Both of the above ()

II. Give short answers (any five) :

1×5=5

1. What do you mean by encoding?

(7)

2. Write a brief note on formal communication.

3. What is body language? *Write a brief note*

4. Define paralanguage.

(10)

5. What do you understand by group discussion?

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6. What is analysis?

7. Briefly describe note-making.

