

monthly technical newsletter for the university. Draft a proposal for submission to the HOD of your university, giving details of the proposed publication, its benefits, viability and the cost involved.

(CO4)

5. (a) What is business correspondence ? Explain the principles of business correspondence. (CO5)
- (b) Assume that you have the required qualification and skills for the post of a Computer Engineer at Wipro for its Bangalore Branch. Prepare a resume for the aforesaid post. (CO5)
- (c) Define presentation skills. Elaborate the tips for delivering a good presentation. (CO5)

THU-201

B. TECH. (SECOND SEMESTER) END SEMESTER EXAMINATION, July/Aug., 2022

ADVANCED PROFESSIONAL
COMMUNICATION

Time : Three Hours

Maximum Marks : 100

- Note : (i) All questions are compulsory.
(ii) Answer any *two* sub-questions among (a), (b) and (c) in each main question.
(iii) Total marks in each main question are **twenty**.
(iv) Each sub-question carries 10 marks.
1. (a) Write a precise on the following passage :
Everybody knows what a "good" man means and how he should be. Our definition of a good man is the one who does not smoke or drink or avoids the

P. T. O.

(2)

THU-201

usage of bad language. A good man is ideally expected to converse in front of men as he would in front of women. He is also expected to attend the Church regularly and have correct opinions on all subjects. He has a wholesome horror of wrong-doing and realizes that it is our painful duty to reprimand sin. He is not anticipated to have wrong thinking and has the authority to protect the young. His duties are not just restricted to the professional front but also needs to spend quality time doing good deeds. He must be patriotic and a keen believer of military training, he should promote industry, must be sober and have virtue among wage earners and their children. He must be a role model for all and it is expected that he leads a way which the younger generation would willingly follow. Above all, of course, his "morals" in the narrow sense must be admirable.

(CO1)

(3)

THU-201

(b) Write an essay on "Cybercrime and how not to be its victim" in 200 to 250 words.

(CO1)

(c) What is a paragraph ? Write a detailed note on different types of paragraphs.

(CO1)

2. (a) Out of four alternatives given for idioms underlined in the following sentences, choose one which expresses the meaning.

(CO1)

(1) A fair weather friend always tries to fish in troubled waters of his friends and benefactors.

(a) To borrow money

(b) To steal belongings of

(c) To get benefit in bad situation.

(d) To extend a helping hand

(2) His arrogant behavior with others has left him high and dry :

(a) To be penniless

(b) To be very sick.

(c) To be very famous

(d) Isolated

P. T. O.

(4)

THU-201

- (3) All the residents of the colony painted the town red on the eve of festival.
- (a) To white wash buildings
 - (b) To renovate buildings
 - (c) To celebrate nosily in public places.
 - (d) To create nuisances.
- (4) The chairman pulled a long face when the house did, not accept the suggestions put forth by him.
- (a) To look disappointed
 - (b) To get annoyed
 - (c) To be agitated
 - (d) To make a quarrel.
- (5) The fair and square policy of the chairman of the committee has made him very popular among the residents of the town.
- (a) Clever and Deceitful
 - (b) Honest
 - (c) Ambiguous
 - (d) Relevant and practical.

(5)

THU-201

- (6) Due to his bad habit of borrowing money from others, he will be in the mire one day.
- (a) To be punished
 - (b) To be imprisoned
 - (c) To be insulted
 - (d) To be in trouble.
- (7) I do not like his habit of mincing matters
- (a) Not to speak plainly.
 - (b) To brag about
 - (c) To be talkative
 - (d) To show off.
8. The chairman of the corporation plays a second fiddle to the minister.
- (a) To extend a helping hand
 - (b) To play a secondary role.
 - (c) To be guiding person.
 - (d) To be facilitator.

P. T. O.

(6)

THU-201

(9) In order to become a successful administrator in the office, an executive has to keep his ears to the ground.

- (a) To be very polite
- (b) To encourage backbiting
- (c) To keep informed about happening in surrounding.
- (d) To have a strict control over all.

(10) He had to go through the motion of starting with this new project as he was least interested to take up it.

- (a) To complete quickly.
- (b) To do a work without enthusiasm
- (c) To do without any interest.
- (d) To work at a slow speed.

(7)

THU-201

(b) Write a paragraph using any 10 phrasal verbs. The paragraph should be logically connected. (CO2)

(c) Write any 10 commonly used oxymoron (words) and make a sentence for each one of them, (CO2)

3. (a) Define an interview. How do you prepare for an interview? (CO3)

(b) Define soft skill and explain its any four important attributes in a personality. (CO3)

(c) What is group discussion? Discuss its do's and don'ts for an effective group discussion. (CO3)

4. (a) What is a research paper? Discuss the important parameters to write an ideal research paper. (CO4)

(b) Write a report on "The Impact of 'Corona-Lockdown' in the World Economy." (CO4)

(c) You are the President of the Technical Club of your university. The members of the club vote for the publication of a

P. T. O.