

297

13-  
2- Scene - Tense  
3- Spell - Due  
HU-101

60  
~~11~~

B. Tech (1st Semester) Examination - 2008

Professional Communication

Time : Three Hours

Maximum Marks - 100

Section - A

Note :- Attempt any ten (10) of the following, Each question carries equal marks.  $(10 \times 4 = 40)$

1. Correct any four of the following sentences:

- i. All the furniture in the room ~~were~~ <sup>was</sup> destroyed
- ii. We wish you will help her
- iii. I forbade you not to smoke here.
- iv. Dog is faithful animal
- v. Kali Das is ~~a~~ <sup>the</sup> Shakespeare of India
- vi. There ~~is~~ <sup>are</sup> many points to discuss

4

2. Give the meaning of the following pair of homophones and use them in your words: (Any four) 2

- i. Accept?    ii. cite (~~say~~)    iii. Bale <sup>Bind</sup>    iv. cell

v. Dual ~~double~~

Except    site (~~vit~~)    bail' <sup>Society</sup>    sell    Duel

3. Give suitable one word substitute for the following expressions:  
(Any four)

- i. Disease that ends in death
- ii. The plants and vegetation of a region.
- iii. Not to believe in God
- iv. A book of accounts showing debits & credits
- v. One who lives on human flesh

4

a. Give the suitable synonyms of the following words (Any four)

- i. Ouest      ii. System      iii. mist      iv enjoy.
- v. Fortitude      vi. Believe

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b. give the suitable Antonyms of the following words: (Any four)

- i. Beautiful      ii. Honour      iii. Invest      iv. Majestic
- v. guilty      vi. Happy

2

5

Attempt any two of the following:

- i. Write a short note on communication
- ii. What do you mean by language?
- iii. Write a short note on written Communication.

6.

Give the meaning of the following.

Prefix/suffixes and use them. (Any four)

- i. an      ii. Ale      iii. ier      iv. A      v. Mis      vi. Un

7.

Attempt any two of the following:

- i. Stress      ii. Intonation      iii. Rhythm

2

8.

Make a character sketch of Della.

9.

Who is Mr. Woodigield? Comment on his role in the story.

10.

Who is chandu? Does he belong to the younger generation of

3.

### India in thinking?

11. Write a short theme of the story 'the Eyes Are not Here'
12. According to A.L. Basham, what are the predominant features of Indian Civilization which enabled it to retain its continuity over the ages?
13. What are the distinguishing features of gandhian out look?
14. What are the uses and boses of studies. Discuss
15. Write an application for the post of Research Associate in a leading National Institution.

### **Section - B**

#### Note"

- i. Attempt any three (03) of the following:
- ii. Each questions carries equal marks.  $(20 \times 3 = 60)$
- Y Attempt any two of the following
- i. Write a short theme of the Mulk Raj Anands short story, The Barbers Trade union.
- ii. Justify the title of the Rabindranath Tagore story "The Renunciation"
- iii. What are R.K. Narayans Views on Book Piracy?
2. i. What, according to Francis Bacon should be the main purposes of readings?
- ii. Write a short note on essay 'Heritage of India'
3. 10. What do you mean by phonetic transcription?

4. Write a paragraph on any two of the following:

- i. Indian culture and tradition
- ii. Wonder of science
- iii. Importance of Internet in our life
- iv. Work is worship
- v. The use and Abuse of Electronic media

5. Write a letter of inquiry to the Director of continuing education, Indian Institute of Agriculture. Request him to provide some relevant information about orientation courses for chemical Engineers.

6. Read the following paragraph and answer the questions that are given below:

Fuel cells convert the energy stored in the chemical bonds of fuels directly into electrical power. In these direct energy conversion devices, the intermediate steps of conversion of chemical energy to heat followed by conversion of heat to mechanical work are completely eliminated. In these electrochemical devices, the chemical energy of the fuel is directly converted into low voltage direct current electrical energy. Because energy conversion can be carried out isothermally, fuel cell efficiency is not subject to the limitation of Carnot efficiency.

- i. Find the topic sentence of the paragraph
- ii. What is the logical order adopted in this paragraph?
- iii. Write a short theme of the paragraph.

HU-201/1870

B. Tech. (Semester II) Exam. - 2012

Professional Communication

*Time: Three Hours*

*Maximum Marks: 100*

Note: Attempt all the sections.

Section-A

(Short Answer Type Questions)

Note: Attempt any ten questions. Each question carries  
4 marks.  $(4 \times 10 = 40)$

1. Give the synonyms of the following-

- Deny      (b) Banish  
(c) Brief      (d) Conceal

2. Give the antonyms of the following words-

- (a) Poverty      (b) Introvert  
(c) Ordinary      (d) Foreign

*1st Ques.* 3. Give the meaning of the following Homophones and use them in your own sentence. Attempt any four.

- (a) Chord, Cord
- (b) Marry, Merry
- (c) Jealous, Zealous
- (d) Pray, Prey
- (e) Ideal, Idle
- (f) Soar, Sour

*2nd Ques.* 4. What are the requirements of a good sentence making? *Type - 100*

*3rd Ques.* 5. Explain the flow of communication. *1L*

*4th Ques.* 6. How would a literary artist define a Rose? *2nd Essay*

*5th Ques.* 7. What is the role of body language during presentation? *262*

*6th Ques.* 8. What is the theme of the essay "Man and Nature"? *3rd Essay*

*7th Ques.* 9. Explain the format of a report. *193*

*8th Ques.* 10. According to A.J. Bahm, what is the mother of all sciences? *4th Essay*

11

*9th Ques.* 11. Explain the following methods of paragraph development. *105*

- (a) Inductive method
- (b) Deductive method

*10th Ques.* 12

How do works of literature extend the range of human emotions?

13

*11th Ques.* 13. What is the basic difference between science and the humanities? *6th Essay*

*12th Ques.* 14.

Write in brief the types of presentation. *260*

*13th Ques.* 15.

What are the features of a good and precise writing? *116*

### Section-B

Note: Attempt any three questions. Each question carries 20 marks.  $(20 \times 3 = 60)$

*14th Ques.* 1.

How can you make your presentation more effective?

2. Elucidate the essay 'Science and Survival' by Barry Commoner.

3. What is the importance of business correspondence?  
Explain various types of business letter.

125

4. What is a resume? Give the guidelines for writing a  
good resume.

138

*Ques*  
5. Write a letter of Apology for being late in the  
delivery of merchandise to a customer.

169

**HU-101/1849-N**

**B. Tech. (Semester-I) Exam.-2014**

**Professional Communications**

*Ms  
1.30*

*Time: Three Hours*

*Maximum Marks: 100*

**Note:** Attempt questions from all the sections.

**Section -A**

**(Short Answer Type Questions)**

**Note:** Attempt any ten questions. Each question carries 4 marks.  $(4 \times 10 = 40)$

1. What is technical communication? Write its chief characteristics.
2. What is 'Body Language'? What is its importance?
3. Write the difference between circular and notice.
4. What are the main components of a business letter?

5. What skills are required for a good presentation?
6. What are the chief characteristics of an official letter?
7. Write the importance of 'descriptions and specification' in technical writing.
8. How is Science and Humanity are interrelated as propounded by Prior?
9. Fill in the blanks from the words given in brackets in the following sentences-
- Slow down we have \_\_\_\_\_ time. (plenty of/lot of)
  - I love \_\_\_\_\_ flowers in your garden. (a/the)
  - After this you have \_\_\_\_\_ whole afternoon to explore the city. (a/the)
  - The books are \_\_\_\_\_ the shelf. (in/on)
10. What are the Humanistic and Scientific approaches as given by Prior? *(Ans - 215)*

11. What are the main ideas in the essay 'Man and Nature'?
12. What are the effects of scientific temper on man as given by Russell?
13. What is 'Proposals' in technical writings?
14. What are the main features of Report writing?
15. What are Homophones? Give two examples.

### Section -B

#### (Long Answer Type Questions)

Note: Attempt any three questions. Each question carries 20 marks.  $(20 \times 3 = 60)$

- Write a cover letter with a resume for the post of a technical engineer in a reputed organization.
- What is the difference between speeches and presentation? Prepare a presentation to be delivered in a seminar.

3. What is 'Technical Report'? Prepare an evaluation report on the findings of a technical research of a company.
4. What are the main ideas that are given by Bahm in his essay, 'The Mother of Sciences'?
5. Write the theme of essay 'Science and Survival'. *Bahm 1103*
6. Write the chief characteristics that are required during writing a Dissertation.

*Sagar*  
HU-1863

(44)

## B.Tech. (Semester-II) Examination-2015

### Professional Communication

*Time : Three Hours*

*Maximum Marks : 100*

**Note :- Attempt questions from all the sections.**

#### **SECTION - A**

**(Short Answer Type Questions)**

**Note :** Attempt any ten questions. Each question carry 4 marks                           $4 \times 10 = 40$

1. Why is professional communication important for business?
2. What are the main barriers to communication? ✓✓✓
3. What is a letter of quotation? Answer briefly with example.
4. Give the Synonyms of the following :
  - a. Patience
  - b. Obstinate
  - c. Thrift
  - d. Eternal

[P. T. O.]

5. Give the Antonyms of the following :
- Blunt
  - Extravagant
  - Lend
  - Knowledge
6. Define a project. Why is it significant? ✓✓
7. Discuss the different techniques of paragraph development. ✓✓
8. Give the plural form the following words:
- Focüs
  - Criterion
  - Index
  - Mouse
9. Give the meanings of the following words and use them in sentences :
- Authentic
  - Berth
  - Characteristic
  - Futile
10. Describe the use of voice dynamics in presentation strategies.
11. Very briefly describe Bertrand Russell's views of the effect of Science on Man.
12. Explain the use of Audio-visual aids in a presentation. ✓✓✓

13. What are the different parts of a technical proposal? ✓✓
14. Differentiate between general and technical courses.
15. What are the different types of reports?

### SECTION - B

(Long-answer Type Questions)

Note : Attempt any three questions. Each question carries 20 marks.  $20 \times 3 = 60$

- Describe the role of paragraph development in technical communication. What are the different techniques and methods of paragraph development?
- Define the purpose of presentation strategies. What is the role of the Audience and locale while preparing presentation?

[P. T. O.]

3. What are the views of Barry Commoner regarding the role of scientists in preserving the environment?
4. What are the similarities and dissimilarities between Sciences and the Humanities.
5. Write short notes on :
  - a. Language as a tool of communication.
  - b. Technical projects.
6. Write an application, stating your qualifications, for appointment as a Branch Sales Manager of an industrial concern.

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**HU-201/1863**

**B.Tech (IInd Sem) EXAM.-2016**

**Professional Communication**

*Time : Three Hours*

*Maximum Marks : 100*

**Note : Attempt questions from all sections.**

**SECTION - A**

(Short-answer Type Questions)

Note : Attempt any 10 questions. Each question carries 4 marks.  $10 \times 4 = 40$

1. What do you mean by the flow of communication?

x 2. Write a short note on the role of body language in presentation strategy.

3. Write the point of differences between general and technical communication.

[P. T. O.]

\*4. Write a note on language and perceptual differences as a barrier to communication.

\*5. Write the synonyms of -

- a. Anger — wrath
- b. Jealousy —
- c. Meagre —
- d. Legend — myth

\*6. Write the antonyms of-

- a. Conceal
- b. Dwarf — tall
- c. Civilized
- d. Malevolent

\*7. Write the steps for condensation.

\*8. State the guidelines for writing a good resume.

\*9. What according to A.J. Bahm is the mother of philosophy? Why?

10. Give some tips for oral presentation.

11. What are the various purposes of presentation?

12. Write a short theme of the essay The Aims of science and Humanities.

13. What is the basic difference between a proposal and a report?

\*14. What do you mean by credit letter? Explain its various types.

15. Write a job application for the post of an assistant engineer advertised in the Dainik Jagaran.

## SECTION - B

(Long Answer type questions)

Note : Attempt any 3 questions. Each question carries 20 marks.  $(20 \times 3 = 60)$

1. What is the need of Technical communication ?  
Mention its main features.

2. Give the features and structure of a business letter.
3. Write an enquiry letter to a hotel about their facility and tarriff for a three days stay of the delegate of your company.
4. What are reports and their significance? Give the various types of report.
5. What is the theme of the essay Science and Survival.
6. Explain in detail about developing a paragraph.

*S*

*Ansari*

**HU-101/1849-N**

**B. Tech (Semester-I) Examination-2018**

**Professional Communication**

$$\frac{1}{2} \times 80 = 60$$

*Time: Three Hours*

*Maximum Marks: 100*

**Note: Attempt questions from all the sections.**

**Section-A**

**(Short Answer Type Questions)**

**Note: Attempt any ten questions. Each question carries 4 marks.  $(4 \times 10 = 40)$**

1. What are the features of technical communication?

*QUESTION*

2

2. How language is used as a tool for communication?
3. What are different levels of communications?
4. What is downward flow of communication?
5. What is upward flow of communication?
6. Write synonyms of the following words- Expert, legal, valid, good.
7. Write antonyms of the following words – greater, tall, superior, kind.
8. How to write proposals?

3

9. What are audio-visual aids?
10. What do you know about voice dynamics?
11. What do you understand by time dimensions?
12. Define audience.
13. Write a note on body language.
14. What are the contents of thesis writing?
15. What are inductive and deductive methods of writing?

#### **Section-B**

#### **(Long Answer Type Questions)**

**Note: Attempt any three questions. Each question carries 20 marks.**  $(20 \times 3 = 60)$

1. Write a letter to your Register for fees to be paid in instalments.

2. Write a letter to a bookseller asking him to provide you some of your textbooks by VPP.

~~3~~ Discuss J. Bronowski's "Man and Nature".

- ~~4~~ Describe the meaning of A. Huxley's "The language of literature and science".

~~5~~ Describe "Mother of Sciences" by A.J. Bahm.

~~6~~ What is the effect of scientific temper on man as per Bertrand Russell?

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**HU-201/1863**

**B. Tech. (Second Semester)  
EXAMINATION, 2019  
PROFESSIONAL COMMUNICATION**

*Time : Three Hours*

*Maximum Marks : 100*

**Note : Attempt questions from all the Sections.**

**Section—A**

**(Short Answer Type Questions)**

**Note : Attempt all the ten questions. Each question carries 4 marks.**

$$10 \times 4 = 40$$

1. 'Brevity is the soul of wit'. Explain in reference to art of condensation.
2. What is the difference between authorized and voluntary reports ?

3. What is the role of Body Language during presentation ?
4. How is Philosophy the mother of all Sciences ?
5. Write the antonyms of :
- Advance
  - Defeat
  - Artificial
  - Construct
6. Write the synonyms of :
- Candid
  - Benevolent
  - Brief
  - Apprehension
7. Give meanings of the following similar sounding words (homophones) :
- Fair              Fare
  - Defy              Deify
  - Patrol            Petrol
  - Principal        Principle

8. Write a complaint letter to Nokia for the problem you are facing with your newly purchased mobile phone.
9. What are the dos and don't of writing a job application ?
10. Explain the use of audio-visual aids during presentation.

### Section—B

#### (Long Answer Type Questions)

Note : Attempt any *three* questions. Each question carries 20 marks.  $3 \times 20 = 60$

- What is the significance of report writing ? Explain its structure.
- What are the various levels of communication ? Explain in detail.
- Write short notes on the following :
  - Proposal
  - Barriers to communication
  - Credit letters

- A. What are the views of Barry commoner in Science and Survival ?
5. How are man and nature dependent on each other ?
6. Write a job application to HCL to apply for the post of a software engineer in response to an advertisement in The Times of India.