



**MAULANA ABUL KALAM AZAD UNIVERSITY OF
TECHNOLOGY, WEST BENGAL**

Paper Code : HU-101

**ENGLISH LANGUAGE AND TECHNICAL
COMMUNICATION**

Time Allotted : 3 Hours

Full Marks : 70

The figures in the margin indicate full marks.

*Candidates are required to give their answers in their own
words as far as practicable.*

GROUP – A

(Multiple Choice Type Questions)

1. Choose the correct alternatives for the following :

10 × 1 = 10

- i) That which cannot be corrected is
a) Unintelligible b) Indelible
c) Illegible d) Incurable
- ii) I depended on you for support. But you let me
a) out b) off
c) down d) of.

- iii) The word 'bite' and 'bytes' are examples of
a) Homonyms b) Kinesics
c) Homophones d) Acronyms.
- iv) The antonym of the word 'Indelible' is
a) Lasting b) Fixed
c) Erasable d) Unforgettable.
- v) The meaning of reticent is
a) Quiet b) Quite
c) Quit d) Quotient.
- vi) Laudable means
a) Commendable b) Dependable
c) Explicable d) Debatable.
- vii) V. S. Naipaul is a/an writer.
a) eminent b) imminent
c) prominent d) dominant.
- viii) He succeeded perseverance and sheer
hard work.
a) by reason of b) instead of
c) in the event of d) by dint of.
- ix) Everybody entitled to one month's
salary as bonus.
a) were b) is
c) are d) be.
- x) The word 'forsake' means
a) Punish b) Benefit
c) Forgive d) Abandon.

GROUP – B**(Short Answer Type Questions)**

Answer the following questions :

2. Read the following passage and answer the questions in your own words : 15

The temperature of the Sun is over 5,000 degrees Fahrenheit at the surface, but it rises to perhaps more than 16 million degrees at the centre. The Sun is so much hotter than the Earth that matter can exist only as a gas, except at the core. In the core of the Sun, the pressures are so great against the gases that, despite the high temperature, there may be a small solid core. However, no one really knows, since the centre of the Sun can never be directly observed.

Solar astronomers do know that the Sun is divided into five layers or zones. Starting at the outside and going down into the Sun, the zones are the corona, chromospheres, photosphere, convection zone, and finally the core. The first three zones are regarded as the Sun's atmosphere. But since the Sun has no solid surface, it is hard to tell where the atmosphere ends and the main body of the Sun begins.

The Sun's outermost layer begins about 10,000 miles above the visible surface and can be seen during an eclipse such as the one in February 1979 and goes outward for millions of miles.

The corona is a brilliant, pearly white, filmy light about as bright as the full Moon. Its beautiful rays are a sensational sight during an eclipse. The corona's rays flash out in a brilliant fan that has wispy spike-like rays near the Sun's north and south poles. The corona is thickest at the sun's equator.

The corona rays are made up of gases streaming outward at tremendous speeds and reaching a temperature of more than 2 million degrees Fahrenheit. The rays of gas thin out as they reach the space around the planets. By the time the Sun's corona rays reach the Earth, they are weak and invisible.

- a) Why is there a small solid core in the sun ? 2
- b) How many zones is the sun divided into ? Explain. 2
- c) Give a vivid description of the outer appearance of the corona. 2
- d) Why are the rays of the sun weak when they reach the Earth ? 2
- e) The paragraphs following the passage most likely discuss which of the following ? 2
 - A) The remaining layers of the Sun form
 - B) The evolution of the Sun to its present
 - C) The eclipse of February 1979
 - D) The scientists who study astronomy.
- f) Write a précis on the passage above and provide a suitable title. 5

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GROUP – C

(Long Answer Type Questions)

Answer any *three* of the following. 3 × 15 = 45

3. Imagine yourself to have completed your B. Tech degree in the year June, 2017. Write a letter of application enclosing your CV to the HR Manager, Angfur Solutions Pvt. Ltd., Sterling Road, Nungam Bakkam, Chennai – 600031 for the post of Executive Trainee. Invent necessary details to write an impressive application letter and CV. 7 + 8
4. Assume you are the Head of the anti-ragging committee of your college. You are asked to head the anti-ragging committee formed by your college. Write an Investigation Report to the Director of your college regarding the ragging that took place in your college recently.
5. Your college is going to organize the 5th Technical Carnival entitled *Tech Craze*. You are the secretary of the students' Tech Fest committee and wish to call a meeting with the *Tech Craze* committee for the organization of the carnival. The meeting will be

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attended by the Director of your college, and all the Heads of the Departments along with the Student representatives.

- a) Write a Notice to be circulated to all members concerned. 5
 - b) Prepare the Agenda. 3
 - c) Prepare the Minutes of the Meeting to be circulated to the Chairman and the Trust members of your college. 7
6. Write an essay in around 300 words on any *one* of the following topics :
 - a) Digital India : the need of the day
 - b) The making of Smart Cities.
 - c) Terrorism is a menace to society.
 7. Assume that you are the Sales Manager of a Tourist Agency. Prepare a memo report for the General Manager of your Branch on the new package tours to be introduced in the festive season and how they can improve the sales of the company.

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8. Write a sales letter to Arihant Jewellers Ltd. on behalf of Dazzle Works Ltd. inviting distribution rights for a new set of light weight diamond jewellery named 'DIALITES'. Mention the reason for the search for new distributors, mention the USP of the product, the promotion strategy, the commission and the pricing and the goodwill of the producer.
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