



## Indian Institute of Information Technology Vadodra

**Course Name: Spoken and Written Communication**  
**Course Code: HS101**  
**Total Marks: 90**

**Time: 03 hrs**  
**Semester: I**

**N.B: For essay-type answers, the word limit is 150 to 200 words (minimum).**

**Answer the following questions -**

1. List five alveolar sounds. (5)
2. What is the function of CC and BCC in Emails? Distinguish between formal and informal Emails. (5)
3. What is the purpose of Chronemics in communication? (5)
4. What is proxemics? What are the typical distances for personal space in social interactions? (5)
5. What do you understand by diphthongs and monophthongs? Give examples. (5)
6. Explain Discriminatory and Critical listening with examples. (5)
7. What is Lateral communication? How is it essential in an organization? (5)
8. Differentiate between Internal and External communication. Illustrate with examples with respect to different kinds of communications in an organization. (5)
9. Let's say there's a company where management is considering layoffs due to financial difficulties. The official communication channels may not have addressed this issue yet, but employees start hearing rumors through informal channels. Employees may hear from their colleagues or friends within the company that there might be layoffs in the near future. What type of communication is it? Elaborate. (5)
10. What is a Fishbone diagram? Draw the diagram and explain the same. (5)
11. Discuss the significance of the cave where the Dead Poets Society meetings occurred. (5)
12. Even though we did not experience colonial rule firsthand, in what ways do you believe the British colonial legacy in India has shaped our generation's apprehension of language, culture, and traditions? (5)



13. Analyze how cultural shifts, particularly the clash between traditional Indian values and Western influences, are depicted in *An Astrologer's Day*. What symbols or events highlight this clash? (5)
14. How does the setting of *Genes* make a transition from the concept of an ideal world to the brutal and harsh realities? (5)
15. In what ways does *The Gift of the Magi* resonate with universal themes that transcend its specific time and place? (5)
16. Water is the elixir of life. Substantiate the statement with reference to the story of *Life Of Pi*. (5)
17. Discuss the transformation in Mrs. White's character as the story *The Monkey's Paw* progresses. How does her attitude change after the first wish is made? (5)
18. Galaxies are immense systems composed of stars, planetary systems, gas, dust, and dark matter, held together by gravitational forces. They are primarily categorized into three shapes: spiral, elliptical, and irregular. Spiral galaxies, such as the Milky Way, have rotating arms extending from a dense central bulge, often rich in young, bright stars. Elliptical galaxies, by contrast, appear as smooth, elongated spheres with little gas or dust and predominantly older stars. Irregular galaxies are chaotic in structure, often shaped by gravitational interactions or collisions with other galaxies. The Andromeda Galaxy, another spiral galaxy, is located about 2.5 million light-years away and is on a collision course with the Milky Way, set to merge in approximately 4.5 billion years. This study of galaxies not only provides insights into their formation but also helps decode the universe's origins and the influence of dark matter on cosmic structures. (5)

1. What are the primary forces that hold galaxies together?
2. How far is the Andromeda Galaxy from the Milky Way in light-years?
3. Which type of galaxy has a dense central bulge with rotating arms?
4. What causes irregular galaxies to have chaotic structures?
5. How many billion years will it take for the Milky Way and Andromeda to collide?