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F.E. Semester-I (Revised Course 2016-17)
EXAMINATION FEBRUARY 2021
Technical English

[Duration : Two Hours]

[Total Marks :60]

Instructions:-

- 1) Answer THREE FULL QUESTIONS with ONE QUESTION FROM EACH PART.
- 2) Figures to the right indicate full marks.

PART - A

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| Q1 | a) Elaborate on any Six Qualities that an interviewee is not supposed to display on the interview table. | (10) |
| | b) You are asked to give a presentation on a topic in your classroom. As a student, what skills would you showcase to make the presentation effective? | (10) |
| Q2 | a) Write short notes on the following:
i) What do good listeners do?
ii) Technology enabled communication. | 2x5=10 |
| | b) Draw a tree diagram showcasing the concept of emotional intelligence and elaborate on any four aspects of EI. | (10) |
| Q3 | a) Why is it important to understand the complexities of culture in communication? | (10) |
| | b) Elaborate on any six habits that need to be avoided to be a good listener. | (10) |

PART B

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|----|--|-------|
| Q4 | a) You are Raj Singhal, BE, MBA from a reputed Institute. Having garnered the required experience, you are now applying to Pedilite Industries Limited as Sales Manager. Draft a covering letter and a resume. | (5+7) |
| | b) Elaborate on the criteria of evaluating an assignment. | (8) |
| Q5 | a) What according to Chetan Bhagat should be one's approach to life as revealed in 'Sparks'? | (10) |
| | b) What are the limitations of evaluating a student merely on the basis of an assignment? Write a note on any two methods of evaluation besides assignment. | (10) |

- Q6 a) Argue 'Either FOR or AGAINST' the topic below:
The right to own a gun. (10)
- b) Write a letter to the head of Institution asking for leave of absence. (10)

PART C

- Q7 a) Do as directed: (10)
- 1) Lead is the heaviest of metals.
(Change to positive and comparative degree) (2)
 - 2) Is the flight – time? (Insert a suitable preposition) (1)
 - 3) Social Discriminate (Add a prefix to the given words) (2)
 - 4) Bogus Energy (Provide for two Synonyms for each of the given words) (2)
 - 5) To become a good teacher requires lot of knowledge and compassion.
(Use Gerund in the given sentence) (1)
 - 6) Technology aids communication. (Add a Question tag) (1)
 - 7) Radha's mother is not well. (Make affirmative) (1)
- b) Make six slide presentations on the theme, 'Soft Skills'. Provide a title to each of the slides. (10)
- Q8 a) Write a detailed note on ethics and privacy with reference to communication in the social media (10)
- b) Write short notes on the following: 2x5=10
- i) Turn taking strategies in a Group Discussion.
 - ii) Benefits of Ergonomics.