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F.E. (Sem - I) (Revised Course 2016-17)
EXAMINATION Nov/Dec 2019
Technical English

[Duration : Three Hours]

[Total Marks : 100]

Instructions:

- 1) Attempt any five questions in all
- 2) It is compulsory to answer two questions each from Part- A and Part – B
- 3) Answer any one questions from part – C
- 4) Figures to the right indicate full marks.

Part – A

Answer any two questions from the following:

- | | | |
|------------|----------------------------------------------------------------------------------|-----------|
| Q.1 | a) Write a note on Ethics and Communication and Social Media. | 10 |
| | b) How can one be good in a Group Discussion? | 10 |
| Q.2 | a) Explain psychological and emotional barriers to communication | 10 |
| | b) State the importance of body language in an interview and a group discussion. | 10 |
| Q.3 | a) How can one be good in a job interview? | 10 |
| | b) What is the importance of developing soft skills? | 10 |

Part- B

Answer any two questions from the following :

- | | | |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Q.4 | a) You are a recent graduate from your engineering college. You wish to apply for the post of Graduate Engineer Trainee at CodeOn Tech Ltd. Write a cover letter curriculum vitae for the same. | 5+7 |
| | b) What are the four storms of life that Chetan Bhagat mentions in his speech ? | 8 |
| Q.5 | a) What are some of the techniques one can use to write a good assignment? | 10 |
| | b) You are the President of C- Tech Industries Limited. The employees of your company are frequently absent from work without prior notice. Draft a reprimand memo for the same. | 10 |
| Q.6 | a) What are some of the lessons one can obtain from Kalam's Three Great Hearts Resolve a problem? | 10 |
| | b) Write a letter to the Head of your institution asking for a Duplicate Marksheet. | 10 |

PART- C

Answer any one question from the following:

- Q.7** a) Write a note on leadership, decision making and conflict resolution. **10**
 b) What is the importance of emotional intelligence in our daily lives? **10**
- Q.8** a) Write a note on ergonomics at the workplace **10**
 b) Give one word for: **10**
1. A government by the people – D _ _ O _ _ A C Y
 2. Money given to a woman who divorces her husband – A L I _ _ _ Y
 3. Living on land and water – A M P H _ _ I _ _
 4. The air surrounding the earth – A T _ _ S P _ _ R E
 5. One who studies the science of plants – B O T _ _ _ ST
 6. The process of blood purification when the kidneys malfunction – D I _ _ Y _ I S
 7. A disease that can spread – I N F E _ _ _ _ N
 8. One who believes in God – T H E I _ _
 9. An unmarried woman – S P I N _ _ _ R
 10. An unmarried man – B A C H _ _ _ R