Model Question Paper

Course & Branch	BE	Semester:	I
Subject	**Communication Skills**	**Max. Marks:**	**50**
Subject Code	**1BENG106**	**Duration:**	2 Hours

Instructions to Candidates

1. **This question paper consists of Multiple-Choice Questions (MCQs) carrying a total of 50 marks.**
2. **All questions are compulsory.**
3. **Each question carries 1 mark.** The question paper contains **50 MCQs × 1 mark = 50 marks.**
4. **Read each question carefully** before selecting the most appropriate answer.
5. **Each question has four alternatives (A, B, C, and D).** Only **one option is correct**.
6. **Choose the correct answer and mark it clearly**:
   o In OMR-based exams: darken the appropriate bubble completely.
   o In written exams: write only the option letter (A/B/C/D) or the full answer as instructed.
7. **No marks will be awarded for partially correct answers.**
8. **There is no negative marking** for incorrect answers.

Multiple Choice Questions		CO's	LO	Marks	Duration
Q No.	Choose the correct option for the following.	1-5	Lo1	50X1=50	1 Hour
Unit 1					
1	An engineer explaining a project to a client adjusts language and tone based on the listener. This reflects which element of communication? a) Noise b) Context c) Feedback d) Encoding				
2	Folding arms, avoiding eye contact, and leaning back during a meeting mainly relate to: a) Verbal communication b) Written communication c) Non-verbal communication d) Formal communication				
3	**Standing too close to a colleague during a discussion may create discomfort due to poor use of:** a) Chronemics b) Proxemics c) Kinesics d) Paralanguage				
4	**Arriving late to a professional meeting shows lack of awareness of:** a) Proxemics b) Chronemics c) Phonemics d) Semantics				
5	**A message becomes unclear due to poor pronunciation and background noise. This is an example of:** a) Feedback b) Channel c) Barrier to communication d) Encoding				

6	**Choosing the correct form of a word such as *noun* or *verb* while writing a report relates to:**
	a) Sentence stress b) Parts of speech c) Intonation d) Voice
7	**"The report was submitted on time" is an example of:**
	a) Simple sentence b) Active voice c) Passive voice d) Compound sentence
8	**Misunderstanding between *record* (noun) and *record* (verb) mainly occurs due to change in:**
	a) Intonation b) Stress c) Syllable structure d) Tone
9	**Stress placed incorrectly on technical words may affect**:
	a) Grammar accuracy b) Speech intelligibility c) Writing style d) Vocabulary range
10	**Rising and falling voice patterns while speaking mainly refer to:**
	a) Accent b) Intonation c) Rhythm d) Pitch
	Unit 2
11	**Introducing yourself confidently during campus recruitment reflects skill in:**
	a) Reading b) Writing c) Speaking d) Proofreading
12	**A role-play where an employee handles a dissatisfied client mainly develops**:
	a) Memorization b) Interpersonal communication c) Grammar accuracy d) Vocabulary recall
13	**Participating in a group discussion requires mainly:**
	a) Speaking continuously b) Listening and responding logically
	c) Dominating others d) Memorizing facts
14	**While delivering a PEP Talk, the speaker focuses on motivation and confidence. This supports:**
	a) Personal empowerment b) Technical accuracy
	c) Grammar correction d) Pronunciation drills
15	**Skimming an interview article helps a reader to:**
	a) Understand every detail b) Identify main ideas quickly
	c) Analyze grammar d) Learn vocabulary
16	**Scanning a case study is useful mainly to:**
	a) Read emotionally b) Locate specific information
	c) Enjoy narration d) Improve pronunciation
17	**Writing a short biography of an achiever mainly develops**:
	a) Creative writing b) Reflective and structured writing
	c) Technical documentation d) Email drafting
18	**"He has completed the project successfully" represents which sentence pattern?**
	a) S + V b) S + V + O c) S + V + O + C d) S + V + Adj
19	**Understanding idioms like *"break the ice"* helps in:**
	a) Literal translation b) Vocabulary development

	c) Grammar correction d) Pronunciation practice
20	**Using appropriate idioms during presentations improves:** a) Accent b) Fluency and natural expression c) Speed of speech d) Formal tone
	Unit 3
21	**Writing a formal enquiry letter requires primarily:** a) Informal tone b) Polite and structured language c) Emotional expressions d) Slang
22	**Reporting someone's words indirectly involves:** a) Active voice b) Passive voice c) Reported speech d) Conditional clauses
23	**The issue has been resolved by the team" is an example of:** a) Active voice b) Passive voice c) Simple present d) Future tense
24	**Writing a professional email requires clarity in:** a) Font size only b) Subject, tone, and structure c) Length only d) Emotional language
25	**Replying late to professional emails mainly affects:** a) Grammar b) Digital etiquette c) Vocabulary d) Accent
26	**Writing a paragraph that argues for renewable energy is an example of:** a) Narrative writing b) Descriptive writing c) Argumentative writing d) Story writing
27	**Blog writing mainly encourages:** a) Rigid structure b) Personal voice with clarity c) Formal reporting d) Technical documentation
28	**Proofreading helps to identify errors in:** a) Content only b) Spelling, punctuation, and grammar c) Tone only d) Formatting only
29	**Identifying incorrect verb tense in a sentence relates to:** a) Editing b) Error identification c) Summarising d) Skimming
30	**Using question tags like *"isn't it?"* helps in:** a) Giving commands b) Confirming information politely c) Avoiding interaction d) Giving instructions
	Unit 4
31	**Framing effective search keywords improves**: a) Typing speed b) Accuracy of search results c) Grammar skills d) Pronunciation
32	**Using quotation marks in online search mainly helps to:** a) Increase speed b) Narrow search results c) Add emotion d) Avoid plagiarism
33	**Webinars mainly support which type of communication?** a) Asynchronous b) Synchronous c) Written d) One-way

34	**Discussion forums are examples of**:
	a) Synchronous communication b) Asynchronous communication
	c) Face-to-face communication d) Formal interviews
35	**Posting respectful comments online reflects:**
	a) Digital literacy b) Netiquette c) Coding skills d) Technical writing
36	**Excessive informal language on professional platforms may affect:**
	a) Speed b) Online reputation c) Grammar accuracy d) File size
37	**Tools like Grammarly primarily help in**:
	a) Content creation b) Grammar and clarity checking
	c) Voice modulation d) Plagiarism creation
38	**Using others' ideas without citation is called:**
	a) Referencing b) Paraphrasing c) Plagiarism d) Quoting
39	**Academic integrity mainly promotes**:
	a) Speed of writing b) Ethical use of information c) Creative freedom d) Informal tone
40	**Proper citation helps to:**
	a) Increase word count b) Avoid infringement c) Improve pronunciation d) Add complexity

Unit 5

41	**Listening to TED Talks mainly improves:**
	a) Grammar accuracy b) Listening comprehension and ideas
	c) Writing speed d) Vocabulary memorization
42	**Maintaining eye contact during interviews reflects:**
	a) Nervousness b) Non-verbal confidence c) Aggression d) Informality
43	**Telephone interviews mainly assess:**
	a) Body language b) Pronunciation and clarity c) Writing skills d) Dressing style
44	**Formal professional language is best used when:**
	a) Talking with friends b) Writing job applications c) Posting on social media d) Casual texting
45	**A Statement of Purpose mainly highlights:**
	a) Personal background only b) Career goals and motivation
	c) Technical errors d) Informal achievements
46	**Reading a company profile before interviews help to:**
	a) Increase confidence b) Answer questions relevantly
	c) Improve accent d) Memorize facts
47	**A well-structured resume mainly improves:**
	a) Pronunciation b) First impression c) Writing speed d) Grammar rules

48	**Conditional clauses are commonly used when discussing:** a) Past facts b) Possibilities and outcomes c) Commands d) Descriptions
49	**Modal verbs like *should* and *must* express:** a) Time b) Obligation and advice c) Condition d) Voice
50	**Using appropriate technical vocabulary in interviews reflects:** a) Memorization b) Professional competence c) Informality d) Emotional appeal

First Semester B E. Degree Examination. Dec.2025/Jan.2026
Communication Skills
VTU MODEL QUESTION PAPER
(WITH SCHEME & SOLUTION)

Time: 1hr.   Max. Mark: 50
INSTRUCTIONS TO THE CANDIDATE
1. Answer all fifty questions; each question carries ONE mark.
2. After selecting your answer, tick the appropriate circle corresponding to the same question number on the answer sheet.
3. Ticking two circles for the same question makes the answer invalid.

1. What does **"Communicative English" refer to?**
    A. Fluent reading skills
    B. Ability to write essays
    C. Effective use of English for communication
    D. Learning English vocabulary
Answer: (C)

2. Why is English important for global interaction?
    A. It's a universal language for business.
    B. It's a native language in most countries.
    C. It's the easiest language to learn.
    D. It has a simple grammar structure.

Answer: (A)

3. What does the term 'communication' refer to?
    A. Conveying information only
    B. Conveying feelings and emotions
    C. Conveying information, ideas, thoughts, and more
    D. Nonverbal communication only

Answer: (C)

4. Non-verbal communication does not include

    A. Gestures
    B. Posture
    C. Silence

D. Words

Answer: (D)

5. Which of the following is a psychological barrier to effective communication?

      A. Background noise

      B. Lack of attention

      C. Limited vocabulary

      D. Technical jargon

Answer: (B)

6. An employee sends a suggestion about improving a process directly to the CEO. This is an example of:

      A. Downward communication

      B. Horizontal communication

      C. Diagonal communication

      D. Upward communication

Answer: (D)

7. Chronemics refers to:

      A. Use of physical touch

      B. Study of time in communication

      C. Facial expressions

      D. Writing style and structure

Answer: (B)

8. She is still a _____.

      A. bachelor

      B. spinster

      C. female bachelor

      D. becheloress

Answer: (B)

9. What is the syllabic structure of the word "dictionary"?

      A. CVC-V-CVC

      B. VC-CVC

      C. V-CV-CV-CV

      D. CVC-CVC-VCV

Answer: (D)

10. What is one of the most common mistakes among new English learners related to pronunciation?

        A. Vocabulary usage

        B. Punctuation errors

        C. Misuse of prepositions

        D. Mispronunciation

Answer: (D)

11. Which of the following is most essential in delivering an effective PEP Talk?

        A. Use of complex vocabulary

        B. Clear and inspiring message

        C. Lengthy explanations

        D. Reading directly from notes

Answer: (B)

12. Which of these qualities is important in a group discussion?

        A. Hostility

        B. Aggressiveness

        C. Emotional stability

        D. Ignorance

Answer: (C)

13. In a group discussion, we should be _____.

        A. Assertive

        B. Dominating

        C. Subjective

        D. Ignorant

Answer: (A)

14. A presentation is a form of oral communication in which a person shares factual information with a _____ audience.

        A. Mixed

        B. Large

        C. Specific

        D. Small

Answer: (C)

15. When using scanning to read an achiever's interview, the reader should:

        A. Look for the general mood of the passage

B. Read slowly and carefully for each sentence

C. Search for specific details such as dates, achievements, or quotes

D. Summarize the entire text in their own words

Answer: (C)

16. To select the content of a presentation, you should know:

A. The available material

B. Your time limit

C. The audience's needs

D. Your purpose

Answer: (D)

17. What is the correct sequence when writing a short biography based on reflections?

A. Achievements → Death → Early life → Advice

B. Early life → Education → Career/achievements → Reflections/advice

C. Advice → Early life → Achievements → Education

D. Career → Early life → Reflections → Education

Answer: (B)

18. Identify the sentence pattern: "She reads books."

A. S + V

B. S + V + O

C. S + V + IO + DO

D. S + V + C

Answer: (B)

19. Choose the sentence that follows the pattern S + V + C (Subject + Verb + Complement):

A. He wrote a letter.

B. She is a doctor.

C. The boy kicked the ball.

D. They offered him a job.

Answer: (B)

20. You really hit the nail _____ in your speech.

A. in your head

B. over the head

C. above the head

D. on the head

Answer: (D)

21. Which among these should not be present in a formal letter?

    A. The name of the firm

    B. The date

    C. Business jargon

    D. Courteous leave-taking

Answer: (C)

22. When responding to an email, what is considered best practice?

    A. Reply as soon as possible, preferably 24 hours

    B. Wait at least a week before replying

    C. Only respond if you agree with the content

    D. Forward the email to others before replying

Answer: (A)

23. What is the main purpose of a concluding sentence?

    A. Introduce a new idea

    B. Summarize the paragraph and provide closure

    C. Confuse the reader

    D. Make the paragraph

Answer: (B)

24. Identify the grammatical error in the sentence:

    "He don't know the answer."

    A. Spelling error

    B. Subject-verb agreement error

    C. Punctuation error

    D. Word choice error

Answer: (B)

25. Which tool can assist in proofreading but should not be fully relied upon?

    A. Dictionary

    B. Spell check/Grammar check software

    C. Thesaurus

    D. Notebook

Answer: (B)

26. Which of the following is a non-Wh question?

    A. Where are you going?

    B. Why is she late?

    C. Do you like coffee?

D. What is your name?

Answer: (C)

27. Identify the correct question tag:

"You are a student, _____?"

A. are you

B. aren't you

C. is you

D. isn't you

Answer: (B)

28. I shall be _____ the paper then.

A. reading

B. read

C. readed

 D. red

Answer: (A)

29. The correct form of reported speech of - She said him, "What did you say?"

A. She asked him what he said

B. She asked him what he had said

C. She asked him what he say

D. She asked him what did you say.

Answer: (B)

30. I said to him, "Who are you?"

A. I enquired of him who he was

B. I enquired who I was

C. I enquired him who was he

D. I enquired of him who I was

Answer: (A)

31. What is the function of using a quote (" ") around a search phrase?

A. Highlight keywords in results

B. Search for synonyms.

C. Search for an exact match of the phrase

D. Exclude the phrase from results

Answer: (C)

32. Which of the following is a synchronous communication tool?

    A. Moodle Forum

    B. Zoom Webinar

    C. Email

    D. LinkedIn Group

Answer: (B)

33. A company wants to create a permanent discussion space where employees can post suggestions anytime and HR can respond later. Which tool is MOST appropriate?

    A. Zoom

    B. Slack video call

    C. Email thread

    D. Discussion forum

Answer: (D)

34. Which of these tools supports both synchronous and asynchronous communication?

    A. WhatsApp

    B. Google Docs

    C. Email

    D. Forum

Answer: (A)

35. Why is using ALL CAPS in online communication discouraged?

    A. It uses too much data

    B. It is difficult to read

    C. It is considered shouting or aggressive

    D. It is informal

Answer: (C)

36. Which of the following is NOT an advantage of online communication?

    A. Connects people across geographies

    B. Cost savings on travel and logistics

    C. Guarantees no misinterpretation of tone

    D. Supports multimedia and collaboration

37. Posting confidential company data on social media without permission violates which principle of netiquette?

    A. Respect for privacy

    B. Respect for diversity

    C. Avoiding spam

D. Using proper grammar

Answer: (A)

38. **What is a major challenge for students in rural areas when accessing digital resources?**
    A. Too many books in the library
    B. Poor internet connectivity and lack of devices
    C. High cost of printing physical copies
    D. Difficulty using shelves

Answer: (B)

39. **Which of the following is a popular online grammar-checking tool that also offers plagiarism detection?**
    A. Canva
    B. Grammarly
    C. Photoshop
    D. Trello

Answer: (B)

40. **Which of the following best defines plagiarism?**
    A. Using open-access materials from the internet.
    B. Using someone else's ideas or words without giving credit.
    C. Writing your own ideas in your own words.
    D. Quoting a source with proper citation.

Answer: (B)

41. **Which of the following is NOT a benefit of mock interviews?**
    A. Boosting confidence
    B. Receiving constructive feedback
    C. Learning how to answer common interview questions
    D. Ensuring you are hired by the company

Answer: (D)

42. **A good mock interview should include:**
    A. Realistic interview questions
    B. Feedback on verbal and non-verbal communication
    C. Time management practice
    D. All of the above

Answer: (D)

43. Telephone interviews are often used as:

     A. The final stage of the hiring process

     B. A casual conversation with HR

     C. A screening step before face-to-face interviews

     D. A group discussion replacement

Answer: (C)

44. In a formal job interview, which of the following greetings is most appropriate?

     A. Hey, what's up?

     B. Good morning, Sir/Madam.

     C. Hi buddy!

     D. Yo, how's it going?

Answer: (B)

45. For a fresher, the ideal length of a resume is:

     A. 3–4 pages

     B. 2–3 pages

     C. 1 page

     D. 5 pages

Answer: (C)

46. Which of these is a common mistake in resume?

     A. Using action verbs

     B. Tailoring a resume for each job

     C. Including irrelevant details.

     D. Highlighting measurable achievements

Answer: (C)

47. Primary requirements for an interview are

     A. A good cover letter and updated Curriculum Vitae

     B. wearing formal attire

     C. knowledge about the company

     D. all the above

48. Fill in the blank with the correct modal auxiliary verb: "You ---- wear a helmet while riding a bike."

     A. may

     B. must

     C. could

D. might

Answer: (B)

49. Which modal auxiliary verb best fits the give sentence? "Employees ----- submit their reports before Friday."

A. should
B. may
C. might
D. can

Answer: (A)

50. Which of the following words belongs to technical vocabulary in engineering?

A. Algorithm
B. Happiness
C. Beautiful
D. Quickly

Answer: (A)

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