

Jharkhand University of Technology, Ranchi**1st Semester Diploma Examination, 2022****Subject : Communication Skill-I****Subject Code : 101****Time Allowed : 3 Hours****Full Marks : 80****Pass Marks : 26**

*Answer in your own words.**Answer all questions.**Read instruction carefully.*

1. Answer any four from the following:**2×4=8**

- (i) What is important to become a good public speaker?
- (ii) How did Shaw come out of his nervousness?
- (iii) According to Dr. Kalam what is essential for happiness, peace and prosperity?
- (iv) State the qualities of a magnetic leader.
- (v) Why was Gandhijee against modern machinery?
- (vi) How was the Singer Sewing Machine invented?
- (vii) Who inspired Kalpana Chawla?
- (viii) What is the technical definition of fossil fuel? What is its importance?
- (ix) Which areas did Kiran Bedi prefer to work?
- (x) How does A. G. Gardiner elaborate the beauty of sunrise and sunset?

2. Write a short paragraph on any one in about 200 words:**1×8=8**

- (i) Fit India Movement
- (ii) Swachh Bharat Abhiyan
- (iii) A burning candle can light another
- (iv) If you look to do something it is always possible

3. Classify the following *any four* words as noun, adverb, adjective and verb: 1×4=4
emolument, decipher, dazzle, obviously, salvation, snatch, fantasize, rescue, atmospheric, smog, amateur, triumphantly
4. Write short notes on *any four* of the following: 2×4=8
(i) Body language
(ii) Soft skill
(iii) Verbal/Oral etiquettes
(iv) Problems of telephonic conversation
(v) Telephonic etiquettes
5. Do as directed: 1×8=8
(i) He said, "I came late today." (Change into indirect speech)
(ii) Your friends are good. (Add question tag)
(iii) hurrah i won the match. (Punctuate)
(iv) Bring all the files. (Change into passive voice)
(v) You are sometime unwise. (Make negative sentence)
(vi) America is the richest country in the world. (Change the degree)
(vii) the man is too lazy to be perfect. (Remove 'too')
(viii) He will come — you call him. (Use suitable conjunction)
6. (A) Fill in the blanks with suitable articles: 1×4=4
(i) Copper is _____ useful metal.
(ii) Yesterday _____ European came to my office.
(iii) Honest men speak _____ truth.
(iv) He is _____ MBA student but his sister is _____ doctor.
- (B) Fill in the blanks with suitable adjectives given in the brackets: 1×6=6
(i) Every cloud has a _____ lining. (white/silver)
(ii) Here is ₹ 100; pay the fare and keep the _____ money. (more/rest)
(iii) Have you any _____ reason to give? (good/ simple)
(iv) It is a _____ lie. (black/white)
(v) _____ errors are not easily corrected. (Many/Some)
(vi) That old lady knows some _____ magic. (red/black)

7. (A) Give the antonyms of the following: (*Any four*)

1×4=4

- (i) boon
- (ii) honour
- (iii) arrival
- (iv) punishment
- (v) transparent

(B) Give the synonyms of the following: (*Any four*)

1×4=4

- (i) reply
- (ii) path
- (iii) lazy
- (iv) knowledge
- (v) postpone

(C) Fill in the blanks with appropriate homophones given in the brackets: (*Any four*)

1×4=4

- (i) Most of the earth's surface is covered by the _____. (see/sea)
- (ii) I went to the bank to clear the _____. (check/cheque)
- (iii) _____ a minute. (Weight/Wait)
- (iv) I _____ that he was a cheat. (new/knew)
- (v) He saw me through _____. (hole/whole)

8. Answer the following questions: (*Any two*)

8×2=16

- (a) What is group discussion? Explain the process of group discussion.
- (b) What is leadership skill? Explain the different ways by which leadership skill can be developed.
- (c) What do you mean by speaking skill? Explain instant public speaking.

9. Answer *any one* from the following questions in 100 words:

6×1=6

- (a) Narrate "Vision for 2020" in your own words.
 - (b) Explain the impact of fossil fuels on the environment.
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