

Total No. of Questions: 6

Total No. of Printed Pages: 3

Enrollment No.....



Knowledge is Power

Faculty of Pharmacy / Law  
End Sem Examination Dec 2024  
PY3HS04/ LW3SE01 / LW3SE05  
Communication Skills

Programme: B.Pharm./ Branch/Specialisation: Pharmacy/  
LL.B. (Hons.)/ Law  
B.A. LL.B. (Hons.)/  
B.B.A. LL.B. (Hons.)

Duration: 3 Hrs.

Maximum Marks: 60

Note: All questions are compulsory. Internal choices, if any, are indicated. Answers of Q.1 (MCQs) should be written in full instead of only a, b, c or d. Assume suitable data if necessary. Notations and symbols have their usual meaning.

	Marks	BL	PO	CO	PSO
Q.1 i. The correct structure for a sentence in the simple past tense is:	<b>1</b>	1	10	1	
(a) Subject + was + base verb					
(b) Subject + base verb + ing					
(c) Subject + base verb + ed					
(d) Subject + will + base verb					
ii. Which of the following words is a synonym of "Difficult"?	<b>1</b>	1	10	1	
(a) Easy	(b) Simple				
(c) Arduous	(d) Quick				
iii. The Seven Cs of communication help to improve:	<b>1</b>	1	10	2	
(a) Complexity					
(b) Clarity					
(c) Redundancy					
(d) Ambiguity					
iv. Effective listening does NOT include:	<b>1</b>	1	10	2	
(a) Focusing fully on the speaker					
(b) Ignoring nonverbal cues					
(c) Providing feedback					
(d) Avoiding distractions					



## Marking Scheme

### PY3HS04/ LW3SE01 / LW3SE05 Communication Skills

Q.1	i) (c) Subject + base verb + ed  ii) (c) Arduous  iii) (b) Clarity  iv) (b) Ignoring nonverbal cues  v) (c) Smiling and nodding  vi) (b) Using small fonts  vii) (c) Reading comprehension  viii) (b) Emotional bias  ix) (b) Hobbies and interests  x) (c) Be concise and clear	1  1  1  1  1  1  1  1  1	OR	iii. Steps 4 marks, flowchart 3 marks	7
Q.2	i. <b>Idioms:</b> 2 marks (1 mark for each idiom and its correct usage)  ii. <b>Modal Auxiliaries:</b> 3 marks (1 mark for definition, 1 mark for examples, 1 mark for explanation)  iii. <b>Homophones and Homonyms:</b> 5 marks (2.5 marks for each concept, including examples)	2  3  5	Q.4	i. <b>Audio-Visual Aids:</b> 3 marks (Role of aids, types, and their effective use)  ii. 7 points with explanation 7 marks	3  7
OR	iv. <b>Single-Word Substitutions:</b> 5 marks (1 mark for each correct answer)  1. Music composer 2. Library 3. thermometer 4. Fatalist	5	OR	iii. <b>Audience Analysis:</b> 7 marks (Explanation of importance and factors to consider)	7
Q.3	i. <b>Communication Process and Feedback:</b> 3 marks (1 marks for each part)  ii. <b>Seven Cs of Communication:</b> 7 marks (1 mark for each C and a brief explanation)	3  7	Q.5	i. <b>Note-Taking and Note-Making:</b> 4 marks (Brief explanation of both concepts) <b>2 mark for each note</b>  ii. <b>Barriers to Effective Listening:</b> 6 marks (Explanation of various barriers)	4  6
			OR	iii. <b>Reading Skills and SQ3R:</b> 6 marks (Explanation of reading skills and steps in SQ3R) <b>3+3 mark</b>	6
			Q.6	i. <b>Paragraph Writing:</b> 5 marks (Content, organization, grammar, and vocabulary)  ii. <b>Letter Writing:</b> 5 marks (Elements of letter writing, format, and content)  iii. <b>Email Etiquette:</b> 5 marks (Explanation of etiquette rules, examples, and impact on professional communication) <b>2+3</b>	5  5  5
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