

Q.18 Prepare a conversation while introducing yourself as well as giving a peer introduction.

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SECTION-C

Note: Long answer type questions. Attempt any one question out of two questions. (10x1=10)

Q.19 What is communication. Explain its types.

Q.20 Write a resume for the post of a lecturer in an institution.

**3rd Sem / Mech Engg (MSIL)
Subject:- Communication Skills - III**

Time : 3Hrs.

M.M. : 50

SECTION-A

Note: Multiple choice questions. All questions are compulsory (10x1=10)

Q.1 Choose the correct spelling:

- a) Excellent
- b) excellant
- c) excillent
- d) ecsillent

Q.2 Synonym of 'afraid' is

- a) Weep
- b) shy
- c) scared
- d) weird

Q.3 Antonym of 'divide' is :

- a) Share
- b) part
- c) unite
- d) single

Q.4 Appropriate transcription for 'fill' is:

- a) fil
- b) fel
- c) feil
- d) fi:l

Q.5 Correct noun of adjective 'honest' is

- a) Honour
- b) honesty
- c) dishonest
- d) more honest

Q.6 Fill in the blank:

A _____ of sheep

- a) Murder
- b) hive
- c) army
- d) flock

Q.7 The term 'oral' means

- a) Anything pertaining to mouth
- b) Anything pertaining to head
- c) Anything pertaining to ear
- d) Anything pertaining to neck

Q.8 The word 'verbal' means

- a) With words
- b) Without words
- c) Silent
- d) serious

Q.9 Full form of CV is

- a) Curriculum vitae
- b) Curriculum vision
- c) Creative vision
- d) Curriculum variety

Q.10 Give one word for:

- A government by people
- a) Autocracy
 - b) Democracy
 - c) Aristocracy
 - d) Bureaucracy

SECTION-B

Note: Short answer type questions. Attempt any six questions out of eight questions. (6x5=30)

Q.11 What is an entry level resume. How is it different from other resume?

Q.12 What do you mean by communication skills? Write a short note on its importance during an interview

Q.13 What are do's and don'ts while preparing a CV.

Q.14 What is the difference between voice and accent?

Q.15 What do you mean by GD? What type of movements and gestures should be avoided in a GD?

Q.16 Prepare a conversation greeting your friend who comes to attend your birthday party.

Q.17 Which points must be kept in mind while designing a resume?