

- Q.9 Full form of 'CV' is
 a) Curriculum Vitae b) creative vision
 c) curriculum view d) curriculum virsion
- Q.10 Give one word for
 'A person who eats too much'
 a) Glutton b) miser
 c) spendthrift d) hungry

SECTION-B

- Note:** Short answer type questions. Attempt any six questions out of eight questions. (6x5=30)
- Q.11 What do you mean by GD? Give some tips for effective GD.
- Q.12 List some movements and gestures to be avoided in GD.
- Q.13 What is the difference between CV and Resume?
- Q.14 What is an Entry Level Resume? How is it different from Targeted Resume?
- Q.15 What do you mean by verbal communication? Write a short note on its importance in an organisation.
- Q.16 Prepare a conversation about your experience in an interview with your friend.
- Q.17 Prepare a conversation asking your uncle to attend your birthday party.
- Q.18 What is the difference between voice and accent?

SECTION-C

- Note:** Long answer type questions. Attempt any one questions out of two questions. (1x10=10)
- Q.19 Write a resume for the post of a manager in an IT company.
- Q.20 Explain in detail about the essential elements of GD.

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MSIL-130933

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

Time : 3 Hrs.

M.M. : 50

SECTION-A

Note: Very short answer type questions. All questions are compulsory (10x1=10)

- Q.1 Choose correct spelling
 a) behaviour b) behaveour
 c) behavour d) beahaviour
- Q.2 Synonym of 'cold' is
 a) Hard b) Soft
 c) Chilly d) Simple
- Q.3 Antonym of 'cheap' is
 a) Mean b) Expensive
 c) Beautiful d) Sharp
- Q.4 Appropriate transcription for 'grass' is
 a) Gras b) gra:s
 c) gre:s d) gr:s
- Q.5 Correct noun for the verb 'able' is
 a) Abler b) Ability
 c) Ablest d) Able
- Q.6 Fill in the blank : A _____ of flowers
 a) Herd b) set
 c) class d) bouquet
- Q.7 Choose the correct word formed by using prefix 'dis'-
 a) Discipline b) Discourage
 c) disappropriate d) disemployed
- Q.8 There are _____ types of communication
 a) one b) two
 c) three d) four