

# Indian Institute of Technology Hyderabad

## Quiz 1

Communication Skills (LA5180)

Maximum Marks: 50

Name:

Roll No.:

### General Instructions; please read very carefully:

- This question paper has 2 sections, A and B
- Read instructions very carefully and answer all questions
- Write your name, email id, and roll number
- **All submissions must be complete by 10.05 am. Delayed submissions will not be accepted and there will be no repeat assignments**

A. Carefully read the following questions on academic/scholarly communication and choose the most appropriate option for each question (1X30=30 marks)

I. Scholarly/formal writing can afford to be

- a. **Undecided yet informed**
- b. Misinformed yet exciting
- c. Unbiased but rigid
- d. None of the above

II. For writing acceptable journal essays, one should

- a. Write only about research already conducted
- b. Stick only to self-referencing
- c. **Refer to others and cite them from acceptable sources**
- d. Rarely refer to others and only present one's own findings

III. If you diverge from existing literature in your journal essay, you should

- a. Simply reject existing data
- b. **Support your claims with evidence**
- c. Never discuss data you plan to question
- d. All of the above

IV. If you want to build on existing information through your review essay, you should

- a. Only focus on your own position without referring to existing literature
- b. **Address where you find a gap in existing scholarship**
- c. Avoid all existing scholarly references on the topic
- d. None of the above

- V. Technical and scientific journal articles usually aim at
- Undergraduate students
  - Corporate managers
  - Specialists in a field**
  - None of the above
- VI. In a specialized essay from a journal of repute, you may find
- Generic information for all segments of readers
  - Technical jargon and scholarly references**
  - Uncited research and references
  - Controversial and sensational news on a given topic
- VII. In most academic writing, review of literature should
- Focus only on your own standpoint as a researcher
  - Focus on general and related topics and then narrow down**
  - Focus on most recent topics related only your area of study
  - All of the above
- VIII. While framing your research topic for your thesis, you must ideally work on an issue that is
- Entirely unknown to your research community
  - Over examined across your research community
  - Breaking the norms of your research community
  - Acceptable to your larger research community**
- IX. In writing your journal paper, you should
- Advertise how great your ideas are
  - Discuss how existing literature is useless
  - Never mention the shortcomings of your research
  - List out the limitations of your research**
- X. While choosing a journal to publish your work, you should
- Select the most prestigious journal in your broad area of research
  - Select a less prestigious journal because your work has greater chances of acceptance there
  - Select a reputable journal your professional colleagues pay closest attention to**
  - Select only those journals that are advertised by social media
- XI. General rules of writing a journal paper *do not* include:
- Selecting a topic of significance
  - Using data with questionable validity**
  - Organized presentation and referencing
  - All of the above

- XII. The title of your journal essay should
- Imply the major findings of the research**
  - Not give away information about your research
  - Refer to scholarship that is unused
  - None of the above
- XIII. The 'methodology' section of your research article is important because
- It helps you reach the word limit expected of your article
  - It shows that you are thorough and without mistakes**
  - It makes your article unique since others may not write this
  - All of the above
- XIV. The abstract of your research article is important because
- It helps readers screen your work
  - It helps readers summarize your work
  - It helps indexing your research work
  - All of the above**
- XV. Journal articles often get rejected because they are
- Too narrow or too broad; lacking a core argument
  - Off topic for the journal
  - Too defensive and not thorough
  - All of the above**
- XVI. If you are an empathetic and reflective listener, you will
- Try to strongly intervene to help the speaker if she/he is getting complex
  - Try to understand and repeat what the speaker has said**
  - Never intervene because the setting is formal
  - Try to redirect the speaker to another topic
- XVII. To be an empathetic communicator, one needs to
- Try continuously rectifying the other person's mistakes
  - Entertain the other person
  - Try avoiding the other person
  - Try being in the other person's shoes**
- XVIII. Which of the following make professional writing effective?
- Use of different voices successively (first/second/third/omniscient)
  - Use of active voice and action verbs**
  - Use of passive voice with past tense
  - None of the above
- XIX. Generally, a review articles is meant to
- Summarize existing literature

- b. Point out gaps in scholarship
- c. Notes possible points of intervention
- d. All of the above

XX. One of the key factors that ensure success in publishing a journal article is

- a. Mentioning all famous names in your field of study
- b. Locating a model article and following it carefully
- c. Redefining your own writing style and modelling it after someone established in your field
- d. Regularly contacting the journal's editor before submission

XXI. Memos are generally written for consumption within

- a. A social media group
- b. One's own organization
- c. Newspaper reporting
- d. An organization where one is a job applicant

XXII. While writing your Resume you should be mindful of

- a. Your friends and competitors
- b. Your high school teachers
- c. Your long and short term goals
- d. Your ancestral origins

XXIII. In a cover letter submitted with your resume to your prospective employer, you need to stress on

- a. The employer's accomplishments and fame
- b. Your familial connections and net worth
- c. Your childhood experiences and what they mean to you
- d. Your possible contributions, in case you get hired

XXIV. While reaching out to a referee for professional recommendation, you ideally should

- a. Not disturb the referee by contacting her/him in advance
- b. Keep the referee informed of your application
- c. Choose a referee who is related and close to you
- d. Choose a referee who does not know you too well

XXV. Which of the following is a myth about publishing journal articles?

- a. Articles that pair old and new ideas in novel ways get published
- b. Only articles with catchy topics find publishing success
- c. Publishable articles present old data in a new way
- d. All of the above

XXVI. The abstract of your journal article should ideally avoid

- a. A lot of data without analysis or conclusion
- b. Footnotes and endnotes
- c. Extensive quotations from other scholars
- d. All of the above

XXVII. During virtual meetings, it is important to

- a. Keep presentations ready in advance

- b. Maintain composure in one's voice and tone
- c. Stick to the main point of discussion
- d. **All of the above**

**XXVIII. According to the Harvard Negotiation Project, Principled Negotiation leads to**

- a. Excessive arguments on official issues
- b. Ownership of one party over another
- c. Focus on one party's interest over another
- d. **Possible options being created for mutual gain**

**XXIX. In the Conclusion section of your journal article, you must**

- a. Refer to a barrage of data
- b. Refer fully to all existing literature you have reviewed
- c. **Repeat your findings but differently**
- d. All of the above

**XXX. In formal/academic writing it is advisable to avoid**

- a. **Complex roundabout sentences**
- b. Simple and direct sentences
- c. Sentences with active voice
- d. Jargon acceptable to your academic community

**B. Read the following passage and chose the most appropriate answers for the questions that follow. Your responses must be in relation to what is stated in the passage below. (2X10=20 marks)**

Millions of people in the United States are affected by eating disorders. More than 90% of those afflicted are adolescents or young adult women. Although all eating disorders share some common manifestations, anorexia nervosa, bulimia nervosa, and binge eating each have distinctive symptoms and risks.

People who intentionally starve themselves (even while experiencing severe hunger pains) suffer from anorexia nervosa. The disorder, which usually begins around the time of puberty, involves extreme weight loss to at least 15% below the individual's normal body weight. Many people with the disorder look emaciated but are convinced they are overweight. In patients with anorexia nervosa, starvation can damage vital organs such as the heart and brain. To protect itself, the body shifts into slow gear: Menstrual periods stop, blood pressure rates drop, and thyroid function slows. Excessive thirst and frequent urination may occur. Dehydration contributes to constipation, and reduced body fat leads to lowered body temperature and the inability to withstand cold. Mild anaemia, swollen joints, reduced muscle mass, and light-headedness also commonly occur in anorexia nervosa.

Anorexia nervosa sufferers can exhibit sudden angry outbursts or become socially withdrawn. One in ten cases of anorexia nervosa leads to death from starvation, cardiac arrest, other medical complications, or suicide. Clinical depression and anxiety place many individuals with eating disorders at risk for suicidal behavior.

People with bulimia nervosa consume large amounts of food and then rid their bodies of the excess calories by vomiting, abusing laxatives or diuretics, taking enemas, or exercising obsessively. Some use a combination of all these forms of purging. Individuals with bulimia who use drugs to stimulate vomiting, bowel movements, or urination may be in considerable danger, as this practice increases the risk of heart failure. Dieting heavily between episodes of bingeing and purging is common.

Because many individuals with bulimia binge and purge in secret and maintain normal or above normal body weight, they can often successfully hide their problem for years. But bulimia nervosa patients—even those of normal weight—can severely damage their bodies by frequent binge eating and purging. In rare instances, binge eating causes the stomach to rupture; purging may result in heart failure due to loss of vital minerals such as potassium. Vomiting can cause the oesophagus to become inflamed and glands near the cheeks to become swollen. As in anorexia nervosa, bulimia may lead to irregular menstrual periods. Psychological effects include compulsive stealing as well as possible indications of obsessive-compulsive disorder, an illness characterized by repetitive thoughts and behaviors. Obsessive-compulsive disorder can also accompany anorexia nervosa. As with anorexia nervosa, bulimia typically begins during adolescence. Eventually, half of those with anorexia nervosa will develop bulimia. The condition occurs most often in women but is also found in men.

Binge-eating disorder is found in about 2% of the general population. As many as one-third of this group are men. It also affects older women, though with less frequency. Recent research shows that binge-eating disorder occurs in about 30% of people participating in medically supervised weight-control programs. This disorder differs from bulimia because its sufferers do not purge. Individuals with binge-eating disorder feel that they lose control of themselves when eating. They eat large quantities of food and do not stop until they are uncomfortably full. Most sufferers are overweight or obese and have a history of weight fluctuations. As a result, they are prone to the serious medical problems associated with obesity, such as high cholesterol, high blood pressure, and diabetes. Obese individuals also have a higher risk for gallbladder disease, heart disease, and some types of cancer. Usually they have more difficulty losing weight and keeping it off than do people with other serious weight problems. Like anorexic and bulimic sufferers who exhibit psychological problems, individuals with binge-eating disorder have high rates of simultaneously occurring psychiatric illnesses, especially depression.

**XXXI** Fatalities occur in what percent of people with anorexia nervosa?

- a. 2%
- b. 10%**
- c. 15%
- d. 30%

**XXXII** Which of the following consequences do all the eating disorders mentioned in the passage have in common?

- a. heart ailments**
- b. stomach rupture
- c. swollen joints
- d. diabetes

**XXXIII** According to the passage, people with binge eating disorder are prone to all of the following EXCEPT

- a. loss of control.
- b. depression.
- c. low blood pressure.**
- d. high cholesterol.

**XXXIV** Which of the following is NOT a statement about people with eating disorders?

- a. People with anorexia nervosa commonly have a blood-related deficiency.
- b. People with anorexia nervosa perceive themselves as overweight.
- c. The female population is the primary group affected by eating disorders.
- d. Fifty percent of people with bulimia have had anorexia nervosa.

**XXXV** People who have an eating disorder but nevertheless appear to be of normal weight are most likely to have

- a. obsessive-compulsive disorder.
- b. bulimia nervosa.
- c. binge-eating disorder.
- d. anorexia nervosa.

**XXXVI** Glandular functions of eating-disorder patients slow down as a result of

- a. lowering body temperatures.
- b. excessive thirst and urination.
- c. protective measures taken by the body.
- d. the loss of essential minerals.

**XXXVII** The inability to eliminate body waste is related to

- a. dehydration.
- b. an inflamed esophagus.
- c. the abuse of laxatives.
- d. weight-control programs.

**XXXVIII** According to the passage, which of the following is true of bulimia patients?

- a. They may demonstrate unpredictable social behavior.
- b. They often engage in compulsive exercise.
- c. They are less susceptible to dehydration than are anorexia patients.
- d. They frequently experience stomach ruptures.

**XXXIX** Which of the following represent up to two thirds of the binge-eating disorder population?

- a. older males
- b. older females
- c. younger males
- d. younger females

**XL** According to the passage, obese people are not particularly at a risk of which of the following:

- a. Cerebral palsy
- b. Heart ailments
- c. Cancer
- d. Gall bladder problems