

E 6751

(Pages : 3)

Reg. No.....

Name.....

UNDERGRADUATE (C.B.C.S.S.) EXAMINATION, NOVEMBER 2013

First Semester

Common Course—English

COMMUNICATION SKILLS IN ENGLISH

(2013 Admissions)

Time : Three Hours

Maximum : 80 Marks

Part A

Answer all the following questions in not more than a sentence.

Each question carries 1 mark.

1. Write the following words in phonetic symbols/script :
 - (a) Time.
 - (b) Team.
 - (c) Tame.
 - (d) Teem.
2. Which of the following words have the short vowel sound /u/ ?
 - (a) Chew.
 - (b) Wolf.
 - (c) Too.
 - (d) Foot.
 - (e) Butcher.
3. What is intonation ? Give an example.
4. Rewrite the following words with (') indicating a stressed syllable :
 - (a) Educate.
 - (b) Education.
 - (c) Music.
 - (d) Musician.
5. What is the difference between listening and hearing ?
6. Who is an 'active' listener ?
7. Yes – No questions are normally spoken in ——— tone. (rising, Falling, Neutral).
8. What is the difference between interactional and transactional forms of conversation ?
9. What is Scanning ?
10. Give phonetic transcription of the following words in both British and American styles of pronunciation:
 - (a) Confidence.
 - (ii) Doctor.

(10 × 1 = 10)

Turn over

Part B

*Answer any eight of the following, each in two or three sentences.
Each question carries 2 marks.*

11. English is said to be an 'unphonetic' language. Why ?
12. Define weak and strong forms of words. Give examples.
13. What is 'standard' pronunciation of English ?
14. Give four sentences which can be used as greetings.
15. Give four phrases which can be used to close a conversation.
16. What is small talk ?
17. What are the key differences between formal and informal styles of speaking ?
18. What are the three stages involved in making a short formal speech ?
19. What are people skills ?
20. Give four sentences as examples of asking permission.
21. Give four sentences as examples of making requests.
22. What is pitch and rhythm in speech ? Give examples.

(8 × 2 = 16)

Part C

*Answer in a short paragraph of about 100 words on any six of the following.
Each question carries 4 marks.*

23. Conversation is an art which plays a significant role in building social relations. Explain.
24. What is telephone etiquette ?
25. Suppose your boss has made a mistake. Briefly mention some ways of correcting him.
26. Describe formal conversation and informal conversation. Give examples.
27. Discuss intensive and extensive reading.
28. Describe some qualities of a good leader.
29. Write a short conversation between a taxi car driver and his passenger.
30. Write a conversation between two teachers about their students.
31. Mention some discussion etiquettes.

(6 × 4 = 24)

Part D

*Answer any two of the following.
Each question carries 15 marks.*

32. (a) Briefly elaborate on verbal and non-verbal communications.
(b) In the airport a passenger who is going to board an aeroplane for the first time is asking for help from a fellow passenger. Prepare a conversation between the two.
33. (a) Prepare a formal speech to be delivered in the PTA meeting of the school in which your daughter is studying.
(b) Propose a vote of thanks at the validatory function of a seminar.
34. (a) Imagine you are participating in a group discussion on "Road Accidents" in which there are three more participants. Write the discussion.
(b) Evaluate the group discussion mentioned about highlighting the Strength and weakness of each participant.
35. (a) Imagine you are the chairman of your College Union. Make a presidential address on the occasion of the inauguration of the College Day.
(b) You have applied for a job as a receptionist of a reputed hotel. Write the interview that is conducted by the manager over telephone.

(2 × 15 = 30)