



QP CODE: 22101850

Reg No : .....

Name : .....

**UNDER GRADUATE (CBCS) SPECIAL SUPPLEMENTARY EXAMINATIONS,  
MAY 2022**

**Fifth Semester**

(Offered by the Board of Studies in English)

**OPEN COURSE - EN5OPT03 - ENGLISH FOR CAREERS**

**For Regular Candidates : 2019 Admission Only**

**For Private Candidates : 2017 & 2018 Admissions**

A10C1CB1

Time: 3 Hours

Max. Marks : 80

**Instructions to Private candidates only:** This question paper contains two sections. Answer **SECTION I** questions in the answer-book provided. **SECTION II**, Internal examination questions must be answered in the question paper itself. Follow the detailed instructions given under **SECTION II**

**SECTION I**

**Part A**

Answer any **ten** questions.

Each question carries **2** marks.

1. How does linguistic barrier occur in communication?
2. What is the primary aim of a resume?
3. State any two tips for post-interview follow up.
4. How does the body cues help in judging a person during a GD?
5. Identify the organs of speech involved in the production of "v" sound.
6. Write two words derived from the root word "tele".
7. Use these phrases in sentences
  1. Alpha and omega
  2. Upset the applecart
  3. Birds of a feather
  4. Bitter pill to swallow
  5. At the eleventh hour





8. What is the importance of creating rapport in public relation?
9. Which are the five phases of a presentation?
10. Vertical communication.
11. Workplace ethics.
12. Mention 2 etiquettes of hosting a business meeting.

(10×2=20)

### **Part B**

*Answer any **six** questions.*

*Each question carries **5** marks.*

13. Discuss various questions at interviews.
14. State the use of language in a GD.
15. Non verbal communication during a presentation.
16. Re write the sentences in the most appropriate form.
  1. I am working at Pearson
  2. If I were you, I will go ahead
  3. Rahul has been working since four years
  4. I am driving rash
  5. The examination has been preponed.
17. Correct the following sentences.
  1. ATM machines are plenty in cities.
  2. Raj and me are going to France.
  3. The book has it's views.
  4. They will came tomorrow.
  5. She have to catch the bus.
18. Write a coversation with your teacher about your career plans.
19. Professional ethics





20. Characteristics of a good team

21. What are the ways to hone English speaking skills?

(6×5=30)

**Part C**

*Answer any **two** questions.*

*Each question carries **15** marks.*

22. What are the different barriers to communication and the ways to overcome it?

23. Prepare a resume to apply for the post of an office assistant in Nalanda College of Arts and Science.

24. Prepare a Group Discussion on the topic "Pollution and Diseases"

25. Evaluate the need and ways of keeping relationships in the professional world.

(2×15=30)

