Reg. No. \_\_\_\_\_\_\_\_\_\_\_\_\_

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**End Semester Examination – Nov / Dec – 2019**

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| **Code :** | **18EN2001** | **Duration :** | **3hrs** |
| **Sub. Name :** | **COMMUNICATION SKILLS AND PERSONALITY DEVELOPMENT** | **Max. Marks :** | **100** |

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| **Q. No.** | **Questions** | **Course Outcome** | **Marks** |
| **PART – A (20 X 1 = 20 MARKS)** | | | |
| 1. | What is structural grammar? | CO1 | 1 |
| 2. | What do you meant by communication? | CO2 | 1 |
| 3. | Give the meaning of non-verbal communication. | CO2 | 1 |
| 4. | What is meant by skimming? | CO3 | 1 |
| 5. | Among the four language skills, which is the primary skill? | CO3 | 1 |
| 6. | What is the act of hearing? | CO3 | 1 |
| 7. | What is Public speaking? | CO4 | 1 |
| 8. | Name any two important attributes of group discussion. | CO4 | 1 |
| 9. | What is personality? | CO4 | 1 |
| 10. | How will you introduce yourself? | CO4 | 1 |
| 11. | What enhances writing? | CO3 | 1 |
| 12. | What is the meaning of a precis? | CO4 | 1 |
| 13. | Give the meaning of an abstract. | CO5 | 1 |
| 14. | How will you distinguish note taking from note making? | CO5 | 1 |
| 15. | What is mini presentation? | CO5 | 1 |
| 16. | What do you meant by imprompt presentation? | CO6 | 1 |
| 17. | Who is the head to conduct a seminar? | CO6 | 1 |
| 18. | What is a conference? | CO6 | 1 |
| 19. | Give the note on Bibliography. | CO6 | 1 |
| 20. | Give an example of foot note. | C05 | 1 |

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| **PART – B (10 X 5 = 50 MARKS)**  **(Answer any 10 from the following)** | | | |
| 21. | Give an account on structural grammar. | CO1 | 5 |
| 22. | Represent the process of communication in a diagram. | CO2 | 5 |
| 23. | Write the difference between verbal and non-verbal communication. | CO2 | 5 |
| 24. | What is active listening? | CO3 | 5 |
| 25. | What are the steps to write a good precis? | CO4 | 5 |
| 26. | Give a short note on listening skills. | CO3 | 5 |
| 27. | What is summarizing? | CO4 | 5 |
| 28. | Write a paragraph on note taking. | CO4 | 5 |
| 29. | Give any 5 points of public speaking. | CO4 | 5 |
| 30. | What do you know about Extensive Reading? | CO6 | 5 |
| 31. | How will you write a lab record? | CO6 | 5 |
| 32. | Write a model field diary of your recent trip. | CO6 | 5 |

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| **PART – C (2 X 15 = 30 MARKS)**  **(Answer any 2 from the following)** | | | | |
| 33. | a. | Distinguish structural from functional grammar. | CO1 | 15 |
| b. | Write an essay on communication. | CO2 |
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| 34. | a. | Read the given passage and answer the questions.    When most of us think of forests, we think of trees. True, trees are the most prominent form of life in a forest. But there’s much more to a forest than the eye can see. Each forest is a growing, changing community made up of many different plants and animals that interact with each other in a variety of ways.Associated with trees are thousands of other kinds of plants- shrubs, vines, leaves, herbs, ferns and mosses. These use trees for support, for shade and for moisture to grow. It is all the green plants that make food for the animals, birds, reptiles, amphibians and insects. These, in return, pollinate flowers, distribute seeds, aerate the soil and carry out many other important functions. Even fungi, bacteria and other microscopic organisms play a vital role in the forest. They break down plant and animal material and turn it into a rich layer of soil called humus. Thus all are tied together in many ways- interdependent for food, living conditions and cooperation for survival.The different kinds of plants in a forest make up layers of forest stores. The branches and leaves of the tallest trees make up the roof or the canopy. This is the food factory where photosynthesis takes place. Growing in the shadow under the canopy are the shorter trees and shrubs. These form the understorey. On the forest floor where it is darker and more humid grow the grasses, ferns, wildflowers, lichens and mosses. With the fallen leaves and rotting logs, these make up the forest floor.  Each layer has its own special set of residents- birds, animals, insects that find food and shelter there. Together they weave the rich tapestry of forest life.  **Questions:**   1. **What is the most prominent form of life in a forest?** 2. **How is human formed?** 3. **Name the three different layers in a forest?** 4. **Who all are associated with trees? What do they use the trees for?** 5. **How do the green plants and birds and animals help each other?** | CO3 | 15 |
| b. | Write a precis for the given passage.    We all know what we mean by a "good" man. The ideally good man does not drink or smoke, avoids bad language, converses in the presence of men only exactly as he would if there were ladies present, attends church regularly and holds the correct opinion on all subjects. He has a wholesome horror of wrong-doing and realizes that it is our painful duty to castigate sin. He has a still greater horror of wrong thinking, and considers it the business of the authorities to safeguard the young against those who question the wisdom of the views generally accepted by middle-aged successful citizens. Apart from his professional duties, at which he is assiduous, he spends much time in good works: he may encourage patriotism and military training; he may promote industry, sobriety and virtue among wage earners and their children by seeing to it that failures in these respects receive due punishment; he may be a trustee of a university and prevent an ill-judged respect for learning from allowing the employment of professors with subversive ideas. Above all, of course, his "morals" in the narrow sense must be irreproachable. | CO4 |
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| 35. | a. | How will you present on rain water harvesting in an individual presentation? | CO5 | 15 |
| b. | Explain the steps of organizing the seminar. | CO6 |