

Reg. No .....

Name .....

**B A DEGREE END SEMESTER EXAMINATION - OCTOBER 2019****SEMESTER 5 : ENGLISH****COURSE : 15U5OCENG1 ; ENGLISH FOR CAREERS***(For Regular - 2017 Admission & Improvement 2016 / Supplementary 2016, 2015 Admissions)*

Time : Three Hours

Max. Marks: 75

**Section A****Answer any 10 (1 marks each)**

1. I think I left my umbrella . . . the bus. I'd better write . . . the Lost Property Office. [Insert appropriate prepositions]
2. Professor Jones, . . . man who discovered . . . new drug that everyone is talking about, refused to give . . . press conference. [Insert articles if necessary]
3. 'Could I have your name and address, please?' said the travel agent. [Change into indirect speech]
4. Make a sentence using 'From now on...'
5. Annie and her brothers (is, are) at school. [Rewrite using the appropriate verb form]
6. want / Do / me / see / you / you / at / to / the / airport? / off [Arrange the words to form a meaningful sentence]
7. The burglars had cut an enormous hole in the steel door. [Change into passive voice]
8. The runways are being lengthened at all the main airports. [Change into active voice]
9. And it wouldn't be any use running away. [Add appropriate question tag]
10. Make a sentence using 'Lately...'

(1 x 10 = 10)

**Section B****Answer any 8 (2 marks each)**

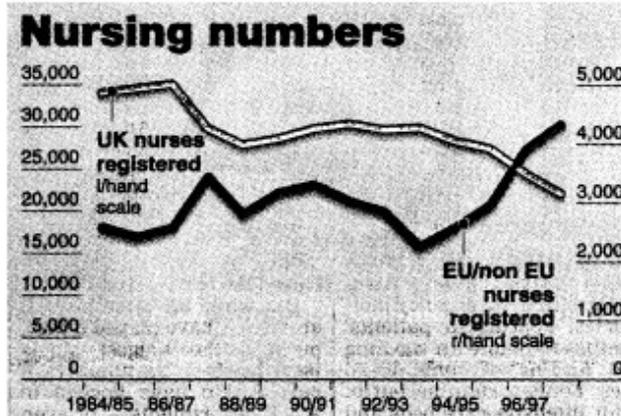
11. Characteristics of a good team.
12. What is netiquette?
13. What is salutation in a letter?
14. What is critical thinking?
15. What is a jargon?
16. What are the differences between listening and hearing?
17. Write a note on intonation.
18. What is horizontal communication?
19. Define sender in communication
20. Distinguish between interactional conversation and transactional conversation.

(2 x 8 = 16)

### Section C

Answer any 5 (5 marks each)

21. Write a note on Interpersonal skills.
22. Give the phases of a presentation.
23. Characteristics of a good team
24. Prepare a conversation with your neighbour, during which you complain to him that you are not able to study at night due to the loud music from his house.
25. You want an appointment with your doctor in a city hospital. Prepare a telephone conversation between you and the receptionist at the hospital.
26. The following chart shows the data of the registration of nurses in UK. Write a report (100 words) based on the information provided in the chart.



27. Imagine you are the General Manager of Surya Foods, Cochin. Write an interoffice memo letter requesting your Marketing Officer to provide information about the possibility of the export of Jam and Jelly in Western countries.

(5 x 5 = 25)

### Section D

Answer any 2 (12 marks each)

28. Prepare curriculum vitae for applying to the post of Probationary Officer in State Bank of India.
29. Prepare a group discussion on 'Threats to Indian Secularism' with atleast five participants.
30. Write a letter of complaint to the local body on the increasing menace of street dogs in your vicinity.
31. Draft a report on the "Suggestions for the improvement of Traffic in your city".

(12 x 2 = 24)