

UNDERGRADUATE END SEMESTER EXAMINATION - OCTOBER 2024**SEMESTER 5 : ENGLISH (OPEN COURSE)****COURSE : 19U5OCENG01 : ENGLISH FOR CAREERS***(For Regular 2022 Admission and Supplementary 2021/2020/2019/2018/2017/2016 Admissions)*

Time : Three Hours

Max. Marks: 75

PART A**Answer All (1 mark each)**

1. 'Could I have your name and address, please?' said the travel agent. [Change into indirect speech]
2. All of the CDs, even the scratched one, (is, are) in this case.
3. But mine is not . . . typical story. In my story . . . Scotsman is generous, . . . Irishman is logical and . . . Englishman is romantic. [Insert articles if necessary]
4. Make a sentence using 'Lately..'
5. They feed the seals at the zoo twice a day. [Change into passive voice]
6. The area was evacuated at once. [Add appropriate question tag]
7. It'd be unpleasant to be attacked by a lion. [Add appropriate question tag]
8. Carlos is the only one of those students who (has, have) lived up to the potential described in the yearbook.
9. want / Do / me / see / you / you / at / to / the / airport? / off [Arrange the words to form a meaningful sentence]
10. He is always . . . a hurry. He drives . . . a tremendous speed. [Insert appropriate prepositions]

(1 x 10 = 10)**PART B****Answer any 8 (2 marks each)**

11. What is meant by professional ethics?
12. Differentiate between academic and professional presentations.
13. What do you mean by 'inference'?
14. Write a note on the nature and importance of Group Discussion.
15. Write a note on intonation.
16. What is noise?
17. Define 'Brain Storming'.
18. Write a note on pre-interview preparation techniques.
19. Write a note on the negative behaviour in Group Discussion.
20. What are problem solving skills?

(2 x 8 = 16)**PART C****Answer any 5 (5 marks each)**

21. Write a note on group building and maintenance roles.
22. What are the barriers to effective communication?
23. You have received a complaint letter from your customer who claims that the Panasonic oven he purchased from your shop. He wants a replacement. Write a letter refusing his claim.

24. You have been invited by an NGO to inaugurate a medical aid centre for the poor and the needy in your area. Write a letter accepting the invitation.
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. Prepare five slides for a presentation on the topic 'Demonitisation'.
27. Assume that you are a receptionist in an academic institution. Produce a possible conversation regarding the enquiry on the courses offered there.

(5 x 5 = 25)

PART D

Answer any 2 (12 marks each)

28. Prepare a Group Discussion on 'Faith and Superstition in the Indian Society' with atleast four participants.
29. Write a letter of complaint to the local body on the increasing menace of street dogs in your vicinity.
30. Write a essay on Etiquette and basic rules of interview.
31. Prepare a resume for the post of Journalist trainee in a reputed firm.

(12 x 2 = 24)