

UNDERGRADUATE END SEMESTER EXAMINATION - OCTOBER 2025**SEMESTER 5 : ENGLISH (OPEN COURSE)****COURSE : 19U5OCENG1 : ENGLISH FOR CAREERS***(For Regular 2023 Admission and Supplementary 2022/2021/2020/2019/2018/2017/2016 Admissions)*

Time : Three Hours

Max. Marks: 75

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

1. We use this room only on special occasions. [Change into passive voice]
2. want / Do / me / see / you / at / to / the / airport? / off [Arrange the words to form a meaningful sentence]
3. And it wouldn't be any use running away. [Add appropriate question tag]
4. 'Could I have your name and address, please?' said the travel agent. [Change into indirect speech]
5. 'Shall I have to do the whole exam again if I fail in one paper?' said the student. 'Yes,' said the teacher. [Change into indirect speech]
6. An uneasy silence succeeded the shot. [Change into passive voice]
7. Carlos is the only one of those students who (has, have) lived up to the potential described in the yearbook.
8. One of my best friends (is, are) an extra on Seinfeld this week.
9. He got . . . job in . . . south and spent . . . next two years doing . . . work he really enjoyed. [Insert articles if necessary]
10. I want two seats . . . *Romeo and Juliet* . . . Friday night. [insert appropriate prepositions]

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

11. What are the leadership skills required in a Group Discussion?
12. What is proxemics?
13. Define multi-point video conferencing?
14. Explain briefly " individual contribution " in Group Discussion
15. Define Group presentations?
16. Define communication.
17. Write a note on nature and importance of Group Discussion.
18. Explain the role of body language in an interview?
19. What is horizontal communication?
20. Differentiate between academic and professional presentations?

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

21. 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.
22. You want an appointment with your doctor in a city hospital. Prepare a telephone conversation between you and the receptionist at the hospital.

23. Write a note on group building and maintenance roles.
24. What are the barriers to effective communication?
25. Explain the characteristics of a good team.
26. 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.
27. Write a note on audio-visual aids.

(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. Prepare curriculum vitae for applying to the post of Probationary Officer in State Bank of India.
30. Illustrate the etiquettes followed during a video conference?
31. Draft a report on the "Suggestions for the improvement of Traffic in your city".

(12 x 2 = 24)