

Please check that this question paper contains 09 questions and 02 printed pages within first ten

[Total No. of Questions: 09]

MORNING

[Total No. of Pages: 02]

Uni. Roll No.

08 JUL 2022

Program: B. Tech. (Batch 2018 onward)

Semester: Second

Name of Subject: English

Subject Code: HSMC-101

Paper ID: 15938

Time Allowed: 03 Hours

Max. Marks: 60

NOTE:

- 1) Parts A and B are compulsory
- 2) Part-C has Two Questions Q8 and Q9. Both are compulsory, but with internal choice
- 3) Any missing data may be assumed appropriately

Part – A

[Marks: 02 each]

Q1.

- a) Highlight any two advantages of oral communication.
- b) What do you understand by unity and coherence in a written text?
- c) Define empathetic listening.
- d) What is difference between informational report and analytical report?
- e) In business writing, why is it important to identify the purpose of writing and audience?
- f) "The informal communication plays a crucial role in the functioning of a professional organization" What do you think?

Part – B

[Marks: 04 each]

- Q2. How can sender oriented barriers be overcome?
- Q3. Explain skimming as a reading strategy.
- Q4. Discuss poor listening as the chief barrier to face-to-face communication.
- Q5. According to you, how significant is communication in business world?

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Q6. In each of the following sentences, underline the dependent clause and also specify whether it is a noun clause/adjective clause/ adverb clause.

- i) The little boy told his mother that he was feeling hungry.
- ii) Albert Einstein, who put forward the theory of relativity, is well known scientist.
- iii) That he was alone was matter of concern for all.
- iv) The doctors regretted that they could not save the patients.

Q7. Do as Directed

- i) Let us discuss on the matter. (Suitably use the preposition)
- ii) Either of the sisters is coming /are coming. (Choose the correct verb form)
- iii) While playing in the garden, an insect stung him. (Suitably place the modifier)
- iv) It is I/me who protested the move in the meeting. (Choose the correct pronoun)

Part – C

[Marks: 12 each]

Q8. a) "Non verbal communication has many dimensions." Explain. (4)

b) "Non-verbal communication plays more important role in making communicative process effective." Do you agree? Yes / No? Why? (8)

OR

Write a detailed note on various reading strategies highlighting the role of each strategy in making the reading process effective?

Q9. Suppose you are Anil Verma, Sales Manager of Sportily Pvt. Ltd. which manufactures sports products. Recently your company has launched new fitness products. As sales manager, write a sales letter to your prospective buyers promoting the sale of newly launched sports products. Assume necessary details.

OR

Write a paragraph on the following topic in 300 words.

Cyber Crimes
