



MBO-004-015106 Seat No. _____

B. Ed. (English) (Sem. I) (CBCS) Examination

November / December – 2016

Elective Course : Communicative English
(New Course)

Faculty Code : 004

Subject Code : 015106

Time : $1\frac{1}{2}$ Hours]

[Total Marks : 35

1 Fill in the blanks with appropriate words **6x1=06**

(any 6 out of 8)

(1) Accuracy deals with _____ of language.

(A) Correctness (B) Pronunciation

(C) Grammar (D) Natural Presentation

(2) _____ is a type of letter which reflects important decisions.

(A) Informal (B) Personal

(C) Official (D) Formal

(3) _____ is a powerful process for thinking about your ideal future.

(A) Motivation (B) Self confidence

(C) Goal setting (D) Career

(4) Poor speakers pay little or no attention to their _____.

(A) Dress (B) Posture

(C) Expressions (D) Audience

- (5) Feedback is the main component of communication process as it permits the _____ to analyse the efficacy of the message.
- (A) Receiver (B) Sender
(C) Messenger (D) Decoder
- (6) Proficiency in grammar and vocabulary is important for _____.
- (A) Writing reports (B) Writing CV
(C) Developing personality (D) Effective communication
- (7) A _____ on the part of the listener or speaker may lead to a failure of communication.
- (A) False start (B) stubborn attitude
(C) misbehaviour (D) repetition
- (8) During _____ communication one thinks and introspects.
- (A) Mobile (B) Group
(C) Telephone (D) Interpersonal

2 Answer in not more than 50 words (any 3 out of 5) **3x3=09**

- (1) What are the factors of communication ?
- (2) What are the fundamental features of an E-Mail ?
- (3) How can we remove the barrier of Noise ?
- (4) What is the significance of body language in presentation skills ?
- (5) What are some of the interview skills ?

3 Attempt any **ONE** in not more than 200 words. **1x10=10**

- (1) Write an application for the post of an office clerk in a bank.
- (2) Prepare a situational dialogue between a police man and a lady who lost her bag.

4 Short Note in 100 words (Any **2** out of 4) **2x5=10**

- (1) Presentation skills
 - (2) Proficiency in spoken English.
 - (3) Self-esteem
 - (4) Features of writing an agenda.
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