Roll No:-_____

(Sem- I / II (Old Syll.)) Diploma Exam 2024 (Odd)

[Time: 3 Hours] **(Common Branch) (Theory)** **[Full. Marks: 70]**

Communication Skills in English (P2001104)

- All questions are compulsory. (सभी प्रश्न अनिवार्य है|)

- Marks are mentioned on the right side of each question. (अंक सभी प्रश्न के दाई ओर अंकित किये है|)

Group (A) (ग्रुप -ए)

Q.1	**Answer all questions as directed. (निर्देशानुसार सभी प्रश्नों के उत्तर दें)** **(2x10=20)**	**Marks**	**CO**	**BL**
a)	Fill in the blanks with the most suitable option from the given options: .. is not an element of communication? (Sender/Receiver/Medium/Noise)	2	1	2
b)	Fill in the blank with the most suitable option from the given options: .. is a barrier to communication. (Clear language /prejudice /Concise message/Proper feedback)	2	2	2
c)	Fill in the blank with the most suitable option from the given options: The term "Kinesics" refers to….. (Body language/Use of space/Touch/ Time)	2	3	1
d)	Fill in the blank with the most suitable option from the given options: Vocalics is also known as…. (Paralanguage/Chronemics/Proxemics/Haptics)	2	3	2
e)	Select the synonym for the word "Optimist": (Hopeful/Negative/ Pessimistic/fearful)	2	4	1
f)	Select the correct indirect speech, from the given options, of the sentence given below: The teacher said, "The sun rises in the east." (The teacher said that the sun rises in the east. / The teacher said that the sun rose in the east. / The teacher said that the sun has risen in the east. / The teacher said that the sun had risen in the east.)	2	4	3
g)	Fill in the blank with the most suitable option from the given options: A "complaint letter" is typically used for: (Lodging a complaint/ Requesting information/Placing a purchase order/Offering a job)	2	5	3
h)	विराम चिन्ह' का उद्देश्य……..है। (वाक्यों को समझने में सहायता देना/ वाक्यों को लंबा करना/लेख को संक्षिप्त बनाना/लेख को रोचक बनाना)	2	5	1

i)	'प्रभावशाली सम्प्रेषण कौशल' में स्वर परिवर्तन का कार्य ..... है । (आवाज़ की गति बदलना/ शब्दों की संख्या बढ़ाना/संदेश का विस्तार करना/संदेश को सरल बनाना)	2	2	1
j)	'मन जहां भय से मुक्त हो' के कवि का नाम ..... है । (रविंद्रनाथ टैगोर/महात्मा गांधी/ कबीर दास / रहीम)	2	3	1

Group (B) (ग्रुप -बी)

Answer all five questions. (सभी पाँच प्रश्नों के उत्तर दें|) **4x5=20**

Read the stanza and answer the questions (2,3 & 4)

Lives of great men all remind us
We can make our lives sublime,
And, departing, leave behind us
Footprints on the sands of time;

Q.2	Explain the message the poet is conveying with the phrase "Footprints on the sands of time"?	4	4	2
Q.3	Elaborate the phrase "Lives of great men all remind us".	4	4	2
Q.4	Write the name of the writer and the poet.	4	4	1
Q.5	सम्प्रेषण की प्रक्रिया को समझाएँ।	4	1	2
	OR (अथवा)			
	लिखित एवं मौखिक सम्प्रेषण मे सोदाहरण अंतर बताएं।	4	1	2
Q.6	'तकनीकी कौशल' और 'व्यवहार कौशल' में अंतर स्पष्ट करें।	4	1	2
	OR (अथवा)			
	आत्म जागरूकता एवं आत्म विश्लेषण में सोदाहरण अंतर स्पष्ट करें ।	4	1	2

Group (C) (ग्रुप - सी)

Answer all five questions. (सभी पाँच प्रश्नों के उत्तर दें |) **6x5=30**

Q.7	Explain the importance of feedback in the communication process.	6	1	2
	OR			
	Explain communication as a cyclic process with examples.	6	1	2
Q.8	Write a detailed note on the art of effective communication with examples.	6	2	2
	OR			
	Discuss common barriers to communication.	6	2	2
Q.9	Discuss the role of non-verbal communication in oral communication.	6	3	2
	OR			
	Discuss the importance of vocalics in making communication effective.	6	3	2

Q.10	Write an application to librarian to purchase books on a topic of your syllabus in your library.	6	5	3
	OR			
	Write a report covering the event of farewell party 'Sayonara' celebrated at your institute.	6	5	3
Q.11	'नमक का दारोगा' कहानी का सारांश लिखें और इसका सामाजिक संदेश स्पष्ट करें।	6	4	2
	(अथवा)			
	प्रेमचंद की 'शतरंज के खिलाड़ी' कहानी का सारांश लिखें ।	6	4	2

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