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53 (HU 101) COSK

2018

## COMMUNICATION SKILLS

Paper : HU 101

Full Marks : 100

Time : Three hours

***The figures in the margin indicate full marks for the questions.***

***Answer all questions.***

1. (a) Write the structure of the following words in terms of stem(s), prefix(es) and suffix(es) : 1×4=4

- (i) uncovered
- (ii) television
- (iii) construction
- (iv) ungentlemanliness.

- (b) Write the antonyms of the following words : 1×3=3

- (i) Add
- (ii) Introvert
- (iii) Public.

*Contd.*

(c) Frame meaningful sentences with the following phrasal verbs :  $1 \times 3 = 3$

- (i) carry on
- (ii) bring forward
- (iii) put across.

2. (a) Fill in the blanks with correct verb in agreement with its subject :  $1 \times 4 = 4$

- (i) Bread and butter \_\_\_\_\_ what they usually have for breakfast.
- (ii) Either my brother or my sisters \_\_\_\_\_ going to the wedding.
- (iii) The United States of America \_\_\_\_\_ the largest army in the world.
- (iv) None of us \_\_\_\_\_ coming for the movie.

(b) Do as directed : (Transformation of Sentences)  $1 \times 4 = 4$

- (i) He stated his innocence. (Turn into complex sentence)
- (ii) You have a lot of work and must do it now. (Turn into simple sentence)
- (iii) If only you could understand me ! (Turn into Assertive sentence)
- (iv) I am not so intelligent as my brother. (Turn into Affirmative sentence)

(c) Rewrite the following sentences to make more effective. (Change the word order)  $1 \times 2 = 2$

- (i) They decided, if they were too late for the train, to go home by bus.
- (ii) Most of us have had experience as harrowing as this one, to some extent at least.

3. (a) Attempt a phonemic transcription of the following words and indicate their syllable division with a hyphen.  $2 \times 5 = 10$

- (i) about
- (ii) father
- (iii) purpose
- (iv) sentence
- (v) electricity.

(b) Transcribe the following words and show the structure of the syllables constituting them in terms of CVC.  $2 \times 5 = 10$

- (i) earth
- (ii) pretty
- (iii) nice
- (iv) text
- (v) bottle.

4. Draw a diagram and show the organs of speech. Explain the function of soft palate in the production of oral, nasal and nasalized sounds.  $5 + 5 = 10$

5. Explain the following terms : 5×2=10

(a) Kinesics

(b) Proxemics.

6. (a) Point out the difference between CV, Resume and Biodata. Prepare a Resume of yours assuming to be a graduate.

5+5=10

(b) Do you think group discussion is a good selection tool? What are the various purposes for which group discussion is held?

5+5=10

7. (a) Write an essay on **any one** of the following topics within **500** words :

10

(i) Internet kills communication

(ii) Science and Human Happiness.

(b) Imagine you are the hostel warden of a residential college. Recently, a case of ragging has been reported in your college. You have been asked to be a part of a Fact Finding Committee on the incident. Now, submit a report to the Principal of your college. 10

**Or**

Write a job application letter for the post of field supervisor of Tata Consultancy Service. 10