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53 (HU 101) CMSK

**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) Read the passage carefully and answer the following questions :  $1 \times 6 = 6$

Archaeology is a source of history, not just a humble auxiliary discipline. Archaeological data are historical documents in their own right, not mere illustrations to written texts. Just as much as any other historian an archaeologist studies and tries to reconstitute the process that has created the human world in which we live—and us ourselves in so far as we are each creatures of our age and social

*Contd.*

environment. Archaeological data are all changes in the material world resulting from human action or more succinctly the fossilized results of human behaviour. The sum total of these constitute what may be called the archaeological record. This record exhibits certain peculiarities and deficiencies the consequences of which produce a rather superficial contrast between archaeological history and the more familiar kind based upon written records.

Not all human behaviour fossilizes. The words I utter and you hear as vibrations in the air are certainly human changes in the material world, any may be of great historical significance. Yet they have no sort of trace in the archaeological records unless they are captured by a dictaphone or written down by a clerk. The movement of troops on the battlefield may "change the course of history," but this is equally ephemeral from the archaeologist's standpoint. What is perhaps worse, most organic materials are perishable. Everything made of wood, hide wool, linen, gross hair and similar materials will decay and vanish

in dust in a few years or centuries, save under very exceptional conditions. In a relatively brief period the archaeological record is reduced to mere scraps of stone, bone, glass, metal and earthenware. Still modern archaeology, by applying appropriate techniques and comparative methods aided by a few lucky finds from peat bogs, deserts and frozen soils is able to fill up a good deal of the gap.

- (i) What is the author's main purpose in the passage ?
- (A) To point out the importance of recent advances in archaeology.
  - (B) To describe an archaeologist's education.
  - (C) To explain how archaeology is a source of history.
  - (D) To encourage more people to become archaeologists.
- (ii) According to the passage, the archaeological record consists of
- (A) spoken words of great historical significance
  - (B) the fossilized results of human activity
  - (C) organic materials
  - (D) ephemeral ideas.

(iii) The word 'they' in second paragraph refers to —

- (A) scraps
- (B) words
- (C) troops
- (D) humans.

(iv) Which of the following is not mentioned as an example of an organic material?

- (A) Stone
- (B) Wool
- (C) Grass
- (D) Hair.

(v) The author mentions all of the following archaeological discovery sites except —

- (A) urban areas
- (B) pet dogs
- (C) very hot and dry lands
- (D) earth that has been frozen.

(vi) The paragraph following the passage most probably discusses —

- (A) techniques for recording oral histories
- (B) certain battlefield excavation methods

(C) some specific archaeological discoveries

(D) building materials of the nineteenth and twentieth centuries.

(vii) Write a brief summary of the passage given above. 4

(b) How can we overcome the barriers of communication? Discuss. 10

2. (a) Fill in the blanks with appropriate verbs in such a manner that the verb is in agreement with the subject. 6

Once upon a time, kings or queens \_\_\_\_\_ sworn in with a great deal of pomp and ceremony. In that sense, US president elect Barack Obama's inauguration in January \_\_\_\_\_ harked back memory of those times. Obama's swearing in \_\_\_\_\_ brought millions of people to Washington to celebrate the new American President. What \_\_\_\_\_ remarkable \_\_\_\_\_ the number of people who \_\_\_\_\_ expected to brave the inhospitable Washington weather to stand in long queues and listen to the President.

- (b) Change the word class of the following words by adding appropriate suffixes :
- (i) construct (make it noun)
  - (ii) beauty (make it adjective)
  - (iii) broad (make it verb)
  - (iv) nice (make it adverb) 4
- (c) Define adverb. Explain with examples its various kinds. 10
3. (a) Fill in the blanks with suitable prepositions : 1×5=5
- (i) He usually, travels to Chennai \_\_\_\_\_ train.
  - (ii) I'll see you \_\_\_\_\_ home when I get there.
  - (iii) He held his breath \_\_\_\_\_ seven minutes.
  - (iv) Ramesh comes to work by car, but I prefer to come \_\_\_\_\_ foot.
  - (v) This is the worst earthquake-hit area \_\_\_\_\_ the country.
- (b) Rewrite the following sentences by avoiding needless repetitions. 2×5=10
- (i) Such an act of kindness could be expected of any living mortal.
  - (ii) Her future prospects are full of promise.

- (iii) He again made another attack.
- (iv) It was a fine bright sunny morning.
- (v) She went home full of a great many serious reflections.

(c) Give a single word for the following expressions : 1×5=5

- (i) a large quantity that is more than enough.
- (ii) to succeed in doing or completing something.
- (iii) the ability or qualities necessary to do something.
- (iv) the quality of being expressed clearly.
- (v) a strong desire to know about something.

4. (a) What are the reasons for poor interpersonal skills and how do we overcome them? 10

(b) (i) Transcribe the following words into phonetic script using IPA symbols :  
**(any five)** 1×5=5

- (i) table (ii) man (iii) girl (iv) school
- (v) boy (vi) electricity (vii) teacher

(ii) Write appropriate words with the following diphthongs :  $1 \times 5 = 5$

/e\/, /ɔ\/, /a\ / /əʊ/, /aʊ/

5. (a) Write an observation report as Junior Engineer to the Director of your Institute on the damaged road conditions of the Institute. 10

(b) Write short notes on : **(any two)** 10

(i) Kinesics

(ii) CV

(iii) Cover letter

(iv) Punctuation.

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