

Total number of printed pages—7

53 (HU 101) COSK

2014

COMMUNICATION SKILLS

Paper : HU 101

Full Marks : 100

Time : Three hours

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

Answer any five questions.

1. (a) Rewrite the following sentences with the given clues, 1×5=5

(i) The old man died in the village where he was born.

..... native village.

(ii) He stated his innocence.

..... innocent.

(iii) He has grown rich. He wants more money.

In spite of

Contd.

- (iv) My best friend always gave good advice on how to lead my life. (Use the verb form of 'advice')

My best friend always

- (v) As soon as Caesar put on the crown, he was stabbed by Cassius.

No sooner

- (b) Rewrite the following sentences to make more effective. (change the word order)

1×5=5

- (i) Mohan's mother serves always an excellent dinner.

- (ii) They decided, if they were too late for the train, to go home by bus.

- (iii) Most of us have had experience as harrowing as this one, to some extent at least.

- (iv) They have been studying at home hard all the day.

- (v) Prince watched the approaching officer, whistling to keep up his courage.

(c) Write about the importance of Report Writing and the features of a good Business Report.

10.

2. (a) Fill in the gaps with correct past forms of verbs in the box. Choose between active and passive. $1 \times 12 = 12$

Hit, steal, release, meet, offer, rob, catch, arrest, escape, chase, begin, kill.
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Clyde Barrow's life of crime _____ in December 1926, when he _____ some Christmas Turkeys from a farm. He _____ by the police, but he _____ soon afterwards, because he was only 16 years old.

He _____ Bonnie Parker in 1930. Together they _____ a large number of shops and banks. Innocent people (often) _____ in these robberies. Large rewards _____ for their capture, and they _____ from state to state by hundreds of police, but they (always) _____. Eventually, in 1934, Bonnie and Clyde _____ in a police ambush. Their car _____ by a hail of bullets, and they were killed.

(b) Write the correct form of the verbs :

$$1 \times 8 = 8$$

(i) _____ (you write) that letter yet ?

— Yes, I _____ (post) it last night.

(ii) He _____ (be) very thin, but now

he _____ (grow) quite fat.

(iii) If I _____ (have) enough money

I'd buy a Picasso.

(iv) You _____ (not like) it if some one

spoke to you like that.

(v) By this time next week we _____

(finish) all our exams, and we

_____ (lie) on the bed watching

football match.

3. (a) Identify the roots / stems, prefixes and suffixes of the following words : $2 \times 7 = 14$

(i) Compilation (ii) Ungentlemanliness

(iii) slowly (iv) indefinable (v) ecosystem

(vi) telecommunication (vii) disconnect

(b) Fill in the gaps with *one* suitable word :

1×6=6

My flatmate is a very difficult person to live with. He _____ his things lying all over the place. He never _____ anything away. His room's always in a terrible _____. He wastes electricity too. He always forgets to switch the light _____ when he goes out of the room, and when he washes up he leaves the hot _____ running and uses _____ all the water.

4. (a) Human communication takes place at different levels. How can you distinguish between intrapersonal and interpersonal communication? 10

(b) What is non-verbal communication? Do you think you can manage any communication situation just with non-verbal cues? 5+5=10

5. (a) What are the psychological barriers to effective communication? 6

(b) Proxemics play a prominent role in communication. Do you agree? Justify your answer. 6

(c) Supply the phonetic symbols for the consonant sounds italicised in the following words : 1×8=8

- (i) pleasure (ii) touch (iii) there (iv) think
(v) short (vi) Long (vii) Please (viii) jug.

6. (a) Write an essay on **any one** of the following : 10

- (i) India's expedition to Mars
(ii) The prospect of internet
(iii) Sports in India.

(b) Expand the following into an explanatory paragraph : 10

One minute of a sports event.

Or

A dangerous experience.

7. Read the following passage carefully and answer the given questions :

Erosion of America's farmland by wind and water has been a problem since settlers first put the prairies and grasslands under the plow in the

nineteenth century. By the 1930s, more than 282 million acres of farmland were damaged by erosion. After 40 years of conservation efforts, soil erosion has accelerated due to new demands placed on the land by heavy crop production. In the years ahead, soil erosion and the pollution problems it causes are likely to replace petroleum scarcity as the nation's most critical natural resource problem.

- (i) What is the matter of concern in the passage? 5
- (ii) What are the reasons of erosion according to the author? 5
- (iii) What conclusion does the writer draw in the passage? 5
- (iv) Give a list of suggestion to reduce soil erosion. 5