

Term End External Examination 1st Semester (Session-Feb 2025)

Subject: Ability Enhancement Course

Course No and Title: CNS022A/ English Communication Skills

Time: 1.15 hours

Max Marks: 50

Min. Marks: 20

Section A: Objective Type Questions

Q1. Choose the appropriate Answer: (4x1.5=06)

i. The communication that flows from higher levels of an organization to lower levels is:

- A Downward communication B Upward communication
C Horizontal communication D None of the above

ii. Difference in language, vocabulary creates which barrier in the flow of communication?

- A Cultural barrier B Psychological barrier
C Technical barrier D Linguistic barrier

iii. Spam email is also known as:

- A Draft mail B Spoof
C Junk email D Virus

iv. Which of these is a key feature of scanning?

- A Reading at a low pace B Looking for specific words, numbers or phrases
C Understanding every sentence in detail D None of the above

Section-B: Descriptive Type Questions (Short Type)

Q2: Answer all the Questions (4 x 4 =16)

- i. Define encoding, channel and feedback.
- ii. Define horizontal communication with examples.
- iii. Explain extensive reading with examples.
- iv. Write down the features of power point presentation.

Section – C: Descriptive Type Questions (Medium Type)

Answer all the questions: (2 x 7=14)

Q3. Differentiate between verbal and non-verbal communication.

OR

Explain different barriers to communication.

Q4. Write a letter to the principal of the college for establishing a gym centre in the college.

OR

Design a poster on “Say No to Drugs” for an awareness campaign.

Section – D: Descriptive Type Questions (Long Type)

Answer any one of the following: (1 x 14=15)

Q5. Explain the different levels of communication with examples.

Q6. As a member of NSS unit of the college, write a detailed report on a plantation drive conducted in the college campus.