



Murugesh

Avinashilingam Institute for Home Science and Higher Education for Women

(Deemed to be University Estd. u/s 3 of UGC Act 1956, Category 'A' by MHRD)
Re-accredited with 'A++' Grade by NAAC. Recognised by UGC Under Section 12B
Coimbatore - 641 043, Tamil Nadu, India

Bachelor's Degree Examination - December 2023

I Semester

Class : I UG

Major : All Majors

Time: 3 Hours

Max. Marks: 100

23BAEEC1 English for communication

Course Outcomes

At the end of the course, the student will:

- Apply the skills and strategies of a successful listener
- Write with clarity, accuracy, and relevance for various purpose
- Use language appropriately to suit formal and informal contexts
- Differentiate between ways of reading
- Use effective communication skills essential for academic and professional context

Part A

10 x 1 = 10

Choose the Correct Answer

1. Listening is an _____ process CO1 K1
a. active b. Passive
c. Free d. slow
2. Listening refers to the ability to receive and comprehend communications CO1 K2
a. pack b. receive
c. say d. respond
3. A key difference between professional and personal phone calls is obvious CO1 K1
a. behaviour b. tone
c. the language d. grammar
4. Always be mindful and _____ when on the phone. CO2 K2
a. respectful b. encouraging
c. disrespectful d. confident
5. The best way of improving your reading ability is to read every CO2 K2
a. day b. detail
c. news d. job
6. _____ is a technique that allows you to quickly read through a text CO2 K2
a. Scanning b. Planning
c. Skimming d. Reading
7. Letter writing is a skill people need for personal, professional and _____ purposes. CO2 K2
a. formal b. academic
c. textual d. multi
8. Salutation is essential for _____ letters. CO5K2
a. formal b. academic
c. professional d. informal
9. Make sure to _____ Biodata before applying for new jobs. CO3K2
a. update b. add
c. clarify d. identify
10. Reading skill is the ability to _____ from the written text. CO4K2
a. assume meaning b. derive meaning
c. add meaning d. add flavour

Part B
Answer all questions **5 x 6 = 30**
Each answer should not exceed 400 words or two pages

- 11.a. Explain the key features of listening skills. CO1 K3
(or)
- 11.b. What are examples of speaking skills? CO1 K1
- 12.a. Write your Bio-data. CO5 K3
(or)
- 12.b. Explain the importance of Self-Introduction in Job Interviews: CO2 K2
- 13.a. Write a note on Skimming. CO4 K3
(or)
- 13.b. Write a book review of your own choice. CO1 K1
- 14.a. Write a format of a formal letter. CO3 K3
(or)
- 14.b. Write a letter of application for the job of an Assistant Professor in the University. CO2 K3
- 15.a. Write a model dialogue of a reporter interviewing the Prime Minister. CO3 K3
(or)
- 15.b. Write a dialogue between Bank Manager and a customer enquiring about housing loan. CO3 K3

Part C
Answer all questions **5 x 12 = 60**
Each answer should not exceed 800 words or four pages

- 16.a. Examine the importance of listening skills ? CO2 K3
(or)
- 16.b. Write an essay on the types of reading. CO4 K3
- 17.a. Write an informal letter to your friend about your trip to abroad. CO3 K3
(or)
- 17.b. Write a dialogue between school principal and a parent discussing about the course. CO3 K3
- 18.a. How to enhance your reading skills? CO2 K2
(or)
- 18.b. Identify the steps for active reading. CO2 K3
- 19.a. Write a telephone conversation between a daughter in a college hostel and a mother. CO5 K3
(or)
- 19.b. Write an essay about your ambition in life. CO2K3
- 20.a. What are the barriers of listening. CO1K4
(or)
20. b. Imagine yourself a reporter and interview a celebrity of your own choice. CO2K6
