

Ba/BSc AECC-1

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(CBCS)

(1st Semester)

ENGLISH

Paper Code : AECC-1

(English Communication)

Full Marks : 37½ : Pass Marks : 40%

Time : 2 hours

(PART : B—DESCRIPTIVE)

(Marks : 25)

The questions are of equal value

- 1. What is the difference between one-way and two-way communication?**

Or

What is the importance of channel in the process of communication?

L23/151a

(Turn Over)

2. What is verbal and nonverbal communication?

Or

Explain the process through which communication takes place. Give three barriers that prevent the flow of communication.

3. Write a dialogue between an autodriver and a passenger.

Or

What are the required qualities of a good speaker? Elaborate.

4. What is paraphrasing? How is it different from summarizing?

Or

What are the difficulties in translating from source language to target language?

5. What is a report? Explain the steps involved in report writing.

Or

As a member of the College Students' Union, write a report to the Principal on the facilities and problems in your college canteen. Suggest what should be done to improve the situation.

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2022

(CBCS)

(1st Semester)

ENGLISH

Paper Code : AECC-1

(**English Communication**)

(PART : A—OBJECTIVE)

(Marks : 12½)

The figures in the margin indicate full marks for the questions

I. Choose the correct answer and put a Tick (✓) mark against the brackets provided : $\frac{1}{2} \times 15 = 7\frac{1}{2}$

1. The word 'commune' has its roots in the

- (a) Latin word, 'communis' ()
- (b) Greek word, 'communis' ()
- (c) French word, 'communis' ()

2. Receiver is the party to whom

- (a) the message is encoded ()
- (b) the message is taught ()
- (c) the message is directed ()

3. Feedback is

- (a) the act of interpretation ()
- (b) the response/reaction ()
- (c) the action of sending messages ()

4. Verbal communication means

- (a) expressing in words ()
- (b) you are reading a newspaper ()
- (c) anything that is communicated through sign language ()

5. Personal space allows

- (a) common friends, colleagues and co-workers ()
- (b) all the officials and professional relationships ()
- (c) everyone to enter ()

6. Chronemics means

- (a) the region close around a person ()
- (b) the study of usage of time ()
- (c) touch language ()

7. The term 'monologue' has its roots in the

- (a) German word, 'monologos' ()
- (b) French word, 'monologos' ()
- (c) Greek word, 'monologos' ()

8. Interview is

- (a) a written examination ()
- (b) a form of oral communication ()
- (c) a problem-solving activity ()

9. Noise leads to

- (a) noise pollution ()
- (b) communication ()
- (c) miscommunication ()

10. Close reading refers to

- (a) reading closely ()
- (b) the purpose of reading ()
- (c) analyzing a text to identify what the text expresses ()

11. Translation is a process of

- (a) changing topics ()
- (b) transforming a text from one language to another ()
- (c) analysis ()

12. Comprehension relates to

- (a) the ability to write ()
- (b) the ability to understand ()
- (c) the ability to speak ()

13. Periodic reports are

- (a) short reports written for an official purpose ()
- (b) the reports written for internal communication ()
- (c) the reports that are prepared at regular intervals of time on specific dates ()

14. Letters are a means of

- (a) oral communication ()
- (b) verbal communication ()
- (c) written communication ()

15. The main purpose of documenting is

- (a) to provide information ()
- (b) to serve as a record or evidence ()
- (c) Both of the above ()

II. Give short answers (any *five*): 1×5=5

1. What do you mean by encoding?

(7)

2. Write a brief note on formal communication.

Ba/BSc AECC-1/151

3. What is body language? *Write a brief note*

4. Define paralanguage.

(10)

5. What do you understand by group discussion?

6

Ba/BSc AECC-1/151

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6. What is analysis?

7. Briefly describe note-making.
