

QP CODE: 20100101



Reg No :

Name :

UNDERGRADUATE (CBCS) EXAMINATION, FEBRUARY 2020

Fifth Semester

(Offered by the Board of Studies in English)

Open Course - EN5OPT03 - ENGLISH FOR CAREERS

2017 Admission Onwards

D7B282B3

Time: 3 Hours

Maximum Marks :80

Part A

*Answer any **ten** questions.*

*Each question carries **2** marks.*

1. Define the channel of communication.
2. Define a resume.
3. What is the purpose of conducting a GD?
4. What are the advantages of visual aids in presentation?
5. What is stress in pronunciation?
6. Differentiate these words by using them in sentences.
 1. compliment-complement
 2. classical-classic
 3. canvass-canvas
 3. desert-dessert
7. What are the features of a good listener?
8. Use punctuation marks
It was a long severe summer in Paris France.
Severe malnutrition has been documented in two countries Zaire and Sudan
9. Which are the main parts in the preparation of a presentation?
10. Downward communication
11. Define Ethics.
12. How to respond to criticism in the professional world?

(10×2=20)





Part B

Answer any **six** questions.

Each question carries **5** marks.

13. How to overcome the barriers in communication process?
14. State any five etiquettes of an interview.
15. State the importance of body language in GD
16. Make one sentence each using the words with following prefixes.
 1. meta-
 2. inter-
 3. anti-
 4. demi-
 5. post-
17. Fill in the blanks using appropriate forms of the given verbs in their past tense.

Edward (is) a British scientist who (live) in the eighteenth century. He (is) a well known doctor in Gloucestershire who (study)surgery and anatomy in St. George Hospital. He (shoot)to fame in 1796 for creating the small-pox vaccine.

18. Write a coversation with your teacher about your career plans.
19. What are the things to be taken care of while making a business call?
20. Elaborate the softskills for team buliding
21. Write a conversation between A and B in which A tells B the way to reach a church nearby.

(6×5=30)

Part C

Answer any **two** questions.

Each question carries **15** marks.

22. Prepare a resume to apply for the job of a sales assistant in C&C Emporium.
23. Write a telephonic interview conducted by Jones & Smith to select a candidate for the post of Assistant manager in the sales department.
24. Prepare a Group Discussion on the topic "Flood and Climate Change"
25. Describe the rights and responsibilities of a person in his professional world.

(2×15=30)

