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(Held in 2022)

ENGLISH

Paper : AECC–1

(English Communication)

Full Marks : 50

Time : 2 hours

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

1. Choose the most appropriate option from the
   following : 1×5=5

   (a) What is the full form of 'SL'?

   (i) Select Language

   (ii) Source Language

   (iii) Sender's Language

   (iv) None of the above

(b) 'Scanning' is one of the main

    (i) reading techniques

    (ii) writing techniques

    (iii) listening techniques

    (iv) speaking techniques

(c) 'Grapevine' is the other name of

    (i) verbal communication

    (ii) formal communication

    (iii) informal communication

    (iv) non-verbal communication

(d) Which of the following is essential in interview?

    (i) 'Etiquette' to wish people

    (ii) Good sense of chronemics

    (iii) Leadership quality

    (iv) Both (i) and (ii)

(e) The word 'communication' has been derived from ـــــ words 'communis' and 'communicare'.

    (i) Latin

    (ii) Greek

    (iii) French

    (iv) Danish

2. Write short notes on the following :   2×5=10

    (a) Intrapersonal communication

    (b) Encoding

    (c) Close reading

    (d) Monologue

    (e) Paraphrase

3. Answer any *five* from the following :   5×5=25

    (a) What is non-verbal communication? What are the different cues of non-verbal communication?

    (b) Discuss the role of feedback in effective communication.

    (c) "Communication is a two-way process." Explain this statement.

    (d) Explain group discussion as a means of assessing leadership qualities.

    (e) What are the characteristics of reading?

    (f) Elaborate the difference between public speech and presentation.

    (g) List the parts of a formal letter.

4. Answer any *one* from the following :   10

(a) Why is note-making a significant academic exercise? Illustrate the techniques of note-making.   4+6=10

(b) What are the barriers to communication? How can one overcome them?   5+5=10

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