

**U.G. 1st Semester Examination-2023**

**ENGLISH**

**[PROGRAMME]**

**Ability Enhancement Compulsory Courses (AECC)**

**Course Code : ENGP-AECC(MIL)-T-1**

**[Old CBCS Syllabus]**

Full Marks : 40

Time : 2 Hours

**Guidelines For Filling up Question-cum-Answer Booklet**

- Candidates will be provided with a Question-cum-Answer Booklet.
- The booklet contains 25 multiple choice questions, each carrying 2 marks. Candidate will attempt 20 questions from the following (MCQ).
- Candidates must fill up his/her Roll Number in the space provided.
- Do not make any stray mark/s on the answer booklet.
- At the end of the examination please return the answer booklet to the invigilator.

**Roll Number**

**Signature of the Invigilator**

*[Turn Over]*

Choose the correct alternative and put tick (✓) mark beside the given box of the following (any twenty) :

2×20=40

1. Which of the following is essential for effective writing?
  - a) knowledge of grammar and punctuation ☐
  - b) ability to plan, draft and revise ☐
  - c) logical thinking and critical analysis ☐
  - d) All of the above ☐
2. The two types of written communications are
  - a) cave paintings and pictograms ☐
  - b) symbols and charts ☐
  - c) graphics and pictures ☐
  - d) handwritten and printed documents ☐
3. Paralanguage is an example of
  - a) Intrapersonal communication ☐
  - b) Non-verbal communication ☐
  - c) Group communication ☐
  - d) Psychological communication ☐
4. Project reports and research reports are examples of
  - a) Official report ☐
  - b) Business report ☐
  - c) Newspaper report ☐
  - d) Academic report ☐
5. Body language is a type of
  - a) verbal communication ☐
  - b) intrapersonal communication ☐
  - c) psychological communication ☐
  - d) non-verbal communication ☐

[Turn over]

6. Which of the following is the correct pattern in academic report?
- a) Conclusion>Introduction>Title page>Main body> Table of content ☐
  - b) Title page> Table of content> Introduction> Main body> Conclusion ☐
  - c) Title page> Introduction> Table of content> Main body> Conclusion ☐
  - d) Introduction> Title page> Table of content> Main body> Conclusion ☐
7. Communication is the means of sending and receiving
- a) goods ☐
  - b) documents ☐
  - c) messages ☐
  - d) officials ☐
8. Effective communication has the power of producing the
- a) Required effort ☐
  - b) Required capacity ☐
  - c) Required effect ☐
  - d) Required achievement ☐
9. Dramatic Monologue is a speech made by a single fictional character in order to reveal an aspect of his own character in front of the
- a) speakers ☐
  - b) listeners ☐
  - c) readers ☐
  - d) writers ☐
10. Which of the following is an example of attitudinal barrier to communication?
- a) Personal conflict and resistance to change ☐
  - b) Vision impairment and hearing impairment ☐
  - c) Physical disabilities ☐
  - d) Speech disorder ☐

11. Tone, pitch, volume of voice, gestures, facial expressions etc. are all aspects of
- a) verbal communication ☐
  - b) meta language ☐
  - c) interpersonal communication ☐
  - d) non-verbal communication ☐
12. Grapevine is a/an
- a) Formal communication ☐
  - b) Non-verbal communication ☐
  - c) Informal communication ☐
  - d) Monologue ☐
13. Offline Group Discussion takes place among the members of a group
- a) without using the Internet ☐
  - b) without using voice ☐
  - c) without using speech ☐
  - d) without using a microphone ☐
14. Formal communication happens at
- a) Workplaces ☐
  - b) Market ☐
  - c) Home ☐
  - d) All the above ☐
15. Which of the following statements is true?
- a) A personal letter is written to officials on personal matters ☐
  - b) A cover letter accompanies a résumé ☐
  - c) A cover letter is an informal letter ☐
  - d) Digital communication has made business letters irrelevant ☐
16. In intrapersonal communication we use
- a) First person pronouns only ☐
  - b) Second person pronouns only ☐
  - c) First and second person pronouns ☐
  - d) Third person pronoun only ☐



17. Organizations insist on written documents as they:

- a) are permanent records ☐
- b) are acceptable in courts of law ☐
- c) make it easy to disseminate information ☐
- d) All of the above ☐

18. Which type of dialogue completely ignores the speaker's social status or position?

- a) Structured dialogue ☐
- b) Dialogical leadership ☐
- c) Classroom dialogue ☐
- d) Egalitarian dialogue ☐

19. In which reading technique does the reader look for specific information in a text?

- a) Skimming ☐
- b) Scanning ☐
- c) Note-making ☐
- d) Highlighting ☐

20. Which of the following expresses the meaning of 'Analysis'?

- a) Translating a text from one language to another ☐
- b) Breaking down a text into components ☐
- c) Comparing different elements in a text ☐
- d) Reading the text aloud ☐

21. An informal and unofficial channel of communication that gets used in organizations is often referred to as

- a) Grid line ☐
- b) Grapevine ☐
- c) Phone line ☐
- d) Online ☐

22. Choose the correct option:

- a) Both summary and paraphrasing are same ☐
- b) The length of paraphrase should be one-third of the original passage ☐
- c) A paraphrase always subverts the original ideas ☐
- d) Summary highlights the central idea of the original passage ☐

23. A good report is one in which the author has convincingly \_\_\_\_\_.

- a) argued in favour of a decision ☐
- b) covered up important information ☐
- c) presented numerical data ☐
- d) interpreted his or her findings ☐

24. \_\_\_\_\_ is a fundamental strategy employed for critical reading.

- a) Comprehension ☐
- b) Translation ☐
- c) Highlighting ☐
- d) Close reading ☐

25. Cover letters are attached with

- a) Business report ☐
- b) Résumé/ bio-data ☐
- c) Academic report ☐
- d) Personal letters ☐