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Total Number of Pages : 02

IMBA
16IMN101

1st Semester Regular/Back Examination 2019-20

ENGLISH LANGUAGE COMM-I

BRANCH : IMBA

Max Marks : 100

Time : 3 Hours

Q.CODE : HRB564

Answer Question No.1 (Part-1) which is compulsory, any EIGHT from Part-II and any TWO from Part-III.

The figures in the right hand margin indicate marks.

Part-I

Q1 Only Short Answer Type Questions (Answer All-10) (2 x 10)

- What is 'summary'? How it is different from a 'précis'?
- Which reading strategy is applied While searching for particular information from any bulk text file?
- 'Distance' comes under which kind of barrier?
- What is tonal variation?
- How do you identify the difference between Rising and falling tone?
- Define 'syllable'
- What is a communication Network?
- What do you mean by-IPA
- What is a diphthong?
- Differentiate between primary stress and secondary stress. [With example]

Part-II

Q2 Only Focused-Short Answer Type Questions- (Answer Any Eight out of Twelve) (6 x 8)

- Explain 'coherence' and its usefulness in paragraph building
- "I won't be able to tell the truth right now" [explain the change in meaning due to stress shift]
- Differentiate between a verb of state and verb of event
- Differentiate between sign language and paralanguage
- least, paramount, test [make syllable division and identify the primary stress
- nest, cute, flatter, education, ship, huge,[make phonemic transcription of the given words]
- Distinguish between sign language and paralanguage.
- Explain 'punctuation'and state preferential difference between a colon and a semicolon with example
- State the context when falling tone is used instead of rising tone.
- What are the conductive stage behaviour while giving oral presentation
- What is concord? Explain with example
- Write a short note on the role of ' prediction in reading

Part-III

Q3 Only Long Answer Type Questions (Answer Any Two out of Four) (16)
Distinguish between filters and barriers in relation to both verbal and nonverbal communications and state ways to overcome those.

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Q4 What are the salient features of effective communication? Highlight the areas of conflict between communication Networks in an organization. **(16)**

258 **Q5** 258 The role of audience is crucial in achieving effectiveness in our communication, do you agree: Discuss various strategies of effective listening. **(16)** 258

Q6 What are the stages of communication process? Explain other connected factors that influence communication. **(16)**

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Total Number of Pages : 02

IMBA
16IMN101

1st Semester Regular Examination 2018-19
ENGLISH LANGUAGE COMM-I

BRANCH : IMBA

Time : 3 Hours

Max Marks : 100

Q.CODE : E636

Answer Question No.1 (Part-1) which is compulsory, any EIGHT from Part-II and any TWO from Part-III.

The figures in the right hand margin indicate marks.

Part- I

Q1 Short Answer Type Questions (Answer All-10) (2 x 10)

- What are the different channels that help in the flow during the process of communication?
- What do you understand by code in communication?
- The number of consonant sounds present in IPA is _____. (24/20/44/26)
- Stephen is driving the bus. (Change into in-finite verb)
- Re-write the sentence with proper tense form: Sun will rise tomorrow morning at 5:00 a.m. in the east.
- What should be the speed of delivery while giving a presentation?
- According to 'RP' total number of phonetic sounds are _____.
- What do you mean by an audience profile?
- Which reading skill help us in comprehending a given text in less amount of time?
- In any communication the contribution of non-verbal communication can be up to _____ %.

Part- II

Q2 Focused-Short Answer Type Questions- (Answer Any Eight out of Twelve) (6 x 8)

- What are the different purposes involved in communication?
- Without feedback the process of communication is incomplete. Justify.
- Differentiate between verbal and non-verbal communication.
- What are the factors that creates obstruction in the process of communication? Explain with examples.
- How written communication is more powerful than oral communication in a business context?
- What is the role of intonation during conversation in an official context?
- Mark the stressed syllable in the given words.
i) Accept, ii) Louder, iii) Education, iv) Typology, v) People, vi) Management.
- Differentiate between transitive verb and intransitive verb along with examples.
- Construct a narrative paragraph on the topic "Welcome day celebrations in college"
- Explain the process of writing. How is it different from speaking? Analyze.
- Write short notes on the topic: 'Stylistic variation in writing.'
- What is the importance of eye contact in business communication?

Part-III**Long Answer Type Questions (Answer Any Two out of Four)**

Q3 What are the different types of channels that exist in a business organization? Discuss. (16)

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Q4 What do you understand by a communication loop? Explain the process of communication along with the elements using a diagram. (16)

Q5 What are the 7 C's of effective communication? Elaborate whether there is any relevance between theory and practice with respect to present day organizational communication. (16)

Q6 Explain the role of non-verbal communication for a Manager. How do you think it impacts the way a manager communicates? (16)

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1st Semester Regular/Back Examination 2017-18

ENGLISH LANGUAGE COMM – I

BRANCH(S): IMBA

Time: 3 Hours

Max Marks: 100

Q.CODE: B741

Answer Question No.1& 2 which are compulsory and any four from the rest.
The figures in the right hand margin indicate marks.

- Q1 Fill in the blanks :** (2x10)
- a) Grammatical error in the process of oral communication is an example of ____ barrier.
 - b) ____ is known as the study of the role of time in communication.
 - c) The goal of ____ listening is to understand the speaker's feelings, needs, and wants so that you can appreciate his or her point of view.
 - d) The process of converting a message into thoughts by translating the received stimuli into an interpreted meaning in order to understand the message communicated is known as ____.
 - e) ____ is a reading technique which is often used to get specific information.
 - f) Developing teamwork and promoting group coordination within an organization is the main objective of ____ communication.
 - g) Haptics refers to ____.
 - h) The various changes in pitch or intonation refer to ____.
 - i) In the pronunciation of some words, two vowels combine together to form a single sound which is known as ____.
 - j) The number of syllables in the word "Management" is ____.
- Q2 Answer the following questions briefly :** (2x10)
- a) Define communication.
 - b) Outline two characteristics of a well-written paragraph.
 - c) The grapevine communication cannot be completely eliminated from organization. Explain.
 - d) How do filters affect the communication?
 - e) How is active listening different from passive listening?
 - f) What do you mean by phoneme?
 - g) Why is it important to communicate through English at the present time?
 - h) Define information overload with an example.
 - i) What is mother-tongue interference?
 - j) Divide the following words into syllables.
Student, Organization
- Q3** Lack of effective listening skills results in loss of time, lowering of productivity and missed opportunities. Do you agree with the statement? If yes, substantiate your answer with appropriate examples. (15)
- Q4** Discuss any four barriers that lead to communication breakdown in an organization. (15)
- Q5** Define non-verbal communication in your own words, giving an appropriate example. Discuss at least three ways in which non-verbal communication helps managers to interact with their subordinates effectively. (15)

- Q6 a) Describe the characteristics of effective speech and clear articulation. (10)
b) Correct the following sentences if necessary. (1x5)
- i) The cat was licking it's tail.
 - ii) I will not go to school, if *it shall rain tomorrow*.
 - iii) The police is investigating the murder.
 - iv) The hockey players as well as the mascot volunteers at the school.
 - v) The herd of horses gallop wildly across the field.
- Q7 How does formal communication differ from informal communication? In what directions can information travel within an organization's formal hierarchy? (15)
- Q8 **Write short notes on any THREE :** (5x3)
- a) Stress and intonation
 - b) Principles of effective writing
 - c) Reasons for incorrect pronunciation
 - d) Skimming reading technique versus scanning reading technique