

**B.Tech. SEM -II (Chemical/ Civil/ Electrical/ Mechanical/ Production/
Computer/ Info. Tech./ Electronics / Bio Medical / E & TC) 2014
Course (CBCS) : SUMMER - 2019
SUBJECT: PROFESSIONAL SKILLS DEVELOPMENT - II**

Day: Monday
Date: 03/06/2019

S-2019-2544

Time: 10.00 AM TO 11:30 AM
Max Marks. 50

N.B. :

- 1) All questions are **COMPULSORY**.
 - 2) Figures to the right indicate **FULL** marks.
 - 3) Both the sections should be written in **SAME** answer book.
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SECTION – A
(English Grammar, Vocabulary, English Communication)

Q.1 Each of the following sentences has a word or phrase italicized. Below each sentence there are four other words or phrases. Choose one word or a phrase, which should not change the meaning of the original sentence. **(05)**

- 1) I don't see why he should be so *obsequious* to his brother just because the latter is rich.
 - a) Unfriendly
 - b) Unusually kind
 - c) Offensive
 - d) Excessively respectful
- 2) It is difficult to *authenticate* these old manuscripts.
 - a) Elucidate
 - b) Illustrate
 - c) Establish the genuineness of
 - d) Edit properly
- 3) He is *under duress* to finish the work in time.
 - a) Under pressure
 - b) Under request
 - c) Under orders
 - d) Under obligation
- 4) Few teachers have been spared the problem of an *obstreperous* pupil in the class.
 - a) Sullen
 - b) Unruly
 - c) Lazy
 - d) Awkward
- 5) By signing this bond, I have *brunt all my boats*.
 - a) Relieved myself or worries
 - b) Risked everything
 - c) Utilized all my resources
 - d) Tried my best

P.T.O.

Q.2 Transform the following sentences according to the instructions given. **(05)**

- 1) My brother is elder than me although he looks younger.
(Rewrite the correct sentence)
- 2) She is the best and beautiful girl of our class.
(Rewrite the correct sentence)
- 3) My notes are superior than yours although I have prepared them in a hurry.
(Rewrite the correct sentence)
- 4) Speak!
(Change the voice)
- 5) “What makes the sunshine?” the voice asked.
(Change the narration)

Q.3 Write two words for each root word given below. **(05)**

- | | | |
|----------|-----------|---------|
| 1) mono | 2) morpho | 3) anim |
| 4) Multi | 5) Mot | 6) anti |
| 7) Ambi | 8) algo | 9) aqua |
| 10) ante | | |

Q.4 What are the netiquettes of e-mail writing to draft a professional email? **(05)**

Q.5 Elaborate the term technical communication and its advantages in the professional world? **(05)**

SECTION – B
(Soft Skills)

Q.6 Elaborate the principles of effective communication in an organization. **(05)**

Q.7 What are the different characteristics of good team leadership? Justify your answer with appropriate illustrations. **(05)**

Q.8 In today’s world, we use new technologies to meet traditional communication goals. Do you agree or disagree. Explain your answer with special focus on the power point presentation of your organization. **(05)**

Q.9 What are the similarities and differences of nonverbal communication in formal environments compared to informal situations? **(05)**

Q.10 What is corporate grooming? How does it complement to a professional behavior at a workplace? Justify your answer with appropriate examples. **(05)**

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