Seat No.: _____ Enrolment No._____

GUJARAT TECHNOLOGICAL UNIVERSITY

BE SEMESTER- Ist /IInd (SPFU)• REMEDIAL EXAMINATION – SUMMER-2015

Subject Code: COS001 **Date:15/06/2015**

Subject Name: ELEMENTARY COMMUNICATION SKILLS

Time: 10.30AM-01.00PM **Total Marks: 70**

Instructions: Question paper of Remedial Examination is divided into two parts: Objective Section and Subjective Section. Both the sections are in the form of PAPER BASED TEST only.

PART-1

Objective Section

Note:

This section carries 35 marks. There are total 30 questions. Question No. 1 to 25 carry 1 mark each & 26 to 30 carry 2 marks each. Write only CORRECT OPTION in your answer book.

1. Choose the correct statement about listening.
   a) Listening is a process.
   b) Listening does not require training.
   c) Listening happens every time you receive a sound.
   d) Listening need not to be learnt.
2. Critical Listening is also known as…….
   a) passive listening
   b) evaluative listening
   c) superficial listening
   d) content listening
3. Watching a movie or listening to a musical item is an example of …….
   a) Appreciative Listening
   b) Comprehensive Listening
   c) Critical Listening
   d) Empathetic Listening
4. State if the following statements are facts or opinion.
   1. According to a research carried out, our communication is 80% non-verbal and 20% verbal.
   2. Communication is a process.

   a) Both are opinions.
   b) Both are facts.
   c) First statement is a fact and the second is an opinion.
   d) First statement is an opinion and second is a fact.
5. …….. should be done for detecting typographical errors in a printed text.
   a) Vocalised reading
   b) Photo reading
   c) Speed Reading
   d) Proof reading
6. The technique to locate specific information or facts from the book is called _____.
   a) Skimming
   b) scanning
   c) visual perception
   d) prediction

7. I am used to indicate 'or'. Who am I?

a) Comma (,) b) Slash (/)
c) Inverted Commas (‘ ’) d) Semi-Colon (;)

8. **Read the passage and answer the question given below:**

It might not seem important, but a growing body of research suggests that smells and sounds can have an impact on learning, performance and creativity. Indeed, some head teachers have recently taken to broadcasting noises and pumping whiffs into their schools to see whether it can boost grades. Is there anything in it? And if so, what are the implications for the way we all work and study?

Question: According the passage, which two elements have an impact on learning?

a) Songs and Sounds b) Songs and Smells
c) Smells and Sounds d) Noise and Smells

9. **What should be the most suitable title for the given paragraph?**

All passages have a central idea or main idea which becomes very important for us to understand. Therefore attempting a passage without understanding the main or central idea of the passage is like fighting a battle without knowing with whom or what it is being fought for.

a) How to write a paragraph b) Identifying the central idea
c) Understanding a passage d) Attempting a passage

10. **Fill in the blanks by choosing the correct option:**

Many insects feed by ……. blood from living animals and plants. They …… parasites.

a) sucking, are called b) suck, call
c) sucked, called d) sucking, calling

11. During correspondence, when you were writing first formal letter, it would be good to begin your letter with

a) Hi!!! b) Dear Fred
c) Dear Sir/Madam d) Hey!

12. Which of the following is not the quality of full block lay out?

a) Requirement of indentation b) All elements left aligned
c) Open punctuation pattern d) Simple to draft and easy to read

13. I refer to the recipient of the letter and is written after dateline. Who am I?

a) Letterhead b) Salutation
c) Inside Address d) Subject Line

14. Notes must ……

a) be to the point b) use flowery language
c) have description and examples d) include each and every detail

15. A narrative is can be written on the basis of

a) experience and/or imagination b) experience only
c) imagination only d) either imagination or experience

16. Which of the following is the first step of communication process?

a) Idea becomes a message b) Message is transmitted
c) Message is encoded d) Sender has an idea

17. I am one of the purposes of communication. I am authoritative communication. I am used

to give direction to somebody, always a subordinate to do something. Who am I?

a) Giving orders b) Advising
c) Counselling d) Marketing

18. The famous story of six blind men and the description of an elephant is a good example of ……..

a) Wrong assumptions b) Closed mind
c) Differing background d) Varied perceptions

19. Which of the following barrier can be overcome by sending the data only to those persons who require them?

a) Information overload b) Emotional outburst
c) Categorical Thinking d) Language barrier

20. The message of our Prime Minister was broadcast on all news channels all over India. It is an example of…….

a) One to One Communication b) Single Strand Network
c) Group Communication d) Mass Communication

21. Which of the following is the advantage of grapevine?

a) Information through this channel is extremely fast b) It carries partial information.
c) Information received might be incorrect. d) It can have serious implication.

22. Non - Verbal Communication consists of _____.

a) Gestures and Postures b) Postures and Facial Expressions
c) Gestures or Postures d) Facial Expressions only

23. Study of physical space in interpersonal relations is known as

a) Proxemics b) Chronemics
c) Paralinguistics d) Kinesics

24. Intentions can be expressed very clearly by learning……..

a) articulation b) pronunciation
c) modulation d) intonation

25. _____ refer to the way one sits, stands and carries oneself.

a) Gestures b) Visual aids
c) Postures d) Dance

26. Isaac Newton was one of the greatest scientific geniuses in history. He helped people to understand the physical forces that govern all matter, from the stars in the sky to the apple on a backyard tree. He was born in England and educated at Trinity College, Cambridge. He had invented the binomial theorem and functional calculus, discovered the spectrum of light and had written his 'Theory of Gravitation' before he was 24. In 1667, when he was 25, Newton was elected a fellow at Trinity College where he developed 'Three Laws of Motion'.

What is not said in the passage?

a) Newton was elected fellow in the same college where he studied.
b) Newton wrote his ‘Theory of Gravitation’ at the age of 25.
c) Newton developed ‘Three Laws of Motion’ at Trinity College.
d) Newton invented functional calculus.

27. In this question, jumbled parts of sentences are given. Rearrange them to make a

meaningful sentence**.**

P. shopping Q. went R. yesterday S. Mohit and Preeti

a) SPQR b) SQPR

c) QRPS d) QRPS

28. This question expects you to arrange the jumbled sentences. The first one (P) and the last one (T) are in order.

P. Life is a journey. Q. During journey, we come across new people, places and experiences. R. Sometimes, we are made to tread a jerky, bumpy road. S. It starts with a single breath or cry. T. However, once committed to the journey, one should keep moving.

a) SRQ b) RQS

c) SQR d) RSQ

29. Rahul and his friend Mehul have made a plan to go for a movie at 6.30. At 06.00 Rahul's boss Mr. Patil calls a staff meeting. Rahul, although present in the meeting, frequently looks at the wrist-watch and is unable to follow the discussion in the meeting. The communication here likely to be hindered by_____

a) Interpersonal Barrier b) Physical Barrier

c) Psychological Barrier d) Linguistic Barrier

30. 'British are punctual everywhere while Americans are only at professional front.' What is it referring to?

a) Kinesics b) Proxemics

c) Chronemics d) Paralinguistic

Part II
Subjective Section

This section carries 35 Marks. There are seven questions of seven marks each. A student has to attempt any five questions.

1. Differentiate between *hearing* and *listening.* Write a note on any three types of listening giving suitable examples. **(07)**
2. Write a note on various strategies that one can employ to improve his/her reading comprehension. **(07)**
3. 'Education should be without examination.' – Give your opinion in around 200 words. **(07)**
4. 'Feedback is important in communication process.' – Explain giving suitable examples. **(07)**
5. Your friend is studying in another engineering college. He faces some problems in learning communication skills. Write a letter giving him/her tips to improve communication skills and encouraging him/her to improve language skills as well. **(07)**
6. 'Kinesics plays an important role in communication.' – Explain **(07)**
7. Read the given paragraph and prepare notes: **(07)**

Energy exists in many different forms. Examples of these are: light energy, heat energy, mechanical energy, gravitational energy, electrical energy, sound energy, chemical energy, nuclear or atomic energy and so on. These forms of energy can be transferred and transformed between one another. This is of immense benefit to us. For a source of energy to end up as electricity it may undergo many transformations before it can power the light bulb in your home.

Although there are many specific types of energy, the two major forms are Kinetic Energy and Potential Energy.

Kinetic energy is the energy in moving objects or mass. Wind energy is an example. The molecules of gas within the air, are moving giving them kinetic energy.

Potential energy is any form of energy that has stored potential that can be put to future use. For example, water stored in a dam for hydroelectricity generation is a form of potential energy. When valves are opened the force of gravity cause water to begin to flow. The gravitational potential energy of the water is converting to kinetic energy. The flowing water can turn a turbine, which will further convert the kinetic energy of the water into useable mechanical energy. An alternator or generator then converts the mechanical energy from the turbine into electrical energy. This electricity is then sent to the electricity grid and to our homes where it is converted into light energy (lights and televisions), sound energy (televisions, stereos), heat energy (hot water, toasters, ovens), mechanical energy (fans, vacuum cleaners, fridge and air conditioner compressors) and so on.
(Source: http://www.solarschools.net/resources/stuff/different_forms_of_energy.aspx)