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## GIET UNIVERSITY, GUNUPUR – 765022

B. Tech (Second Semester – Regular) Examinations, September – 2021

### BHSBS2050 – Communicative English and Technical Communication

(Common to all branches)

Time: 2 hrs

Maximum: 50 Marks

#### Answer ALL Questions

The figures in the right hand margin indicate marks.

#### PART – A: (Multiple Choice Questions)

(1 x 10 = 10 Marks)

#### Q.1. Answer ALL questions

[CO#] [PO#]

- |  |      |       |
|--|------|-------|
| a. I in ICT stands for   | CO-1 | PO-10 |
| (i) Internet   |      |       |
| (ii) Intranet  |      |       |
| (iii) Information  |      |       |
| (iv) Informant   |      |       |
| b. Which kind of interview includes a process in which the employability of the job applicant is evaluated?  | CO-2 | PO-10 |
| (i) Stress interview   |      |       |
| (ii) Screening interview   |      |       |
| (iii) Group interview  |      |       |
| (iv) Behavioural interview   |      |       |
| c. CALL helps in   | CO-1 | PO-10 |
| (i) Developing LSRW skills   |      |       |
| (ii) Use of computer technology in the domain of language learning   |      |       |
| (iii) Learners to find authentic audio and video for both language and culture for listening practice  |      |       |
| (iv) All of the above  |      |       |
| d. The first objective in a group discussion is to   | CO-2 | PO-10 |
| (i) Catch the group's attention  |      |       |
| (ii) Act as a self-appointed leader of the group   |      |       |
| (iii) Create sub-groups  |      |       |
| (iv) Prove your superiority  |      |       |
| e. The best way to apply for a job is to submit a resume that is   | CO-2 | PO-10 |
| (i) Specifically written for that particular job   |      |       |
| (ii) Suitable for any job  |      |       |
| (iii) Full of Personal information   |      |       |
| (iv) Self recommending   |      |       |
| f. when the reader concentrates on the important parts of a text, think ahead, predict and motivates himself/herself to read further while reading a text can be viewed as | CO-3 | PO-10 |
| (i) Efficient reading  |      |       |
| (ii) Overview  |      |       |
| (iii) Inefficient reading  |      |       |
| (iv) None.   |      |       |
| g. Intensive Reading Skill involves detailed reading which demands better concentration and motivation   | CO-3 | PO-10 |
| (i) True   |      |       |
| (ii) partially true  |      |       |
| (iii) False  |      |       |
| (iv) None  |      |       |
| h. Q in SQ4R stands for  | CO-3 | PO-10 |
| (i) Quick  |      |       |
| (ii) Question  |      |       |
| (iii) Query  |      |       |
| (iv) None  |      |       |
| i. The terms of reference for producing a specific report are given by the   | CO-4 | PO-10 |
| (i) Reader   |      |       |
| (ii) Expert  |      |       |
| (iii) Organisation   |      |       |
| (iv) Writer  |      |       |

j. Reports present conclusions based on		
(i) Impression	(ii) Belief	CO-4 PO-10
(iii) Intuition	(iv) Investigation	

**PART – B: (Short Answer Questions)**

**(2 x 5 = 10 Marks)**

Q.2. Answer *ALL* questions

	[CO#]	[PO#]
a. Define Technical Communication with an example.?	CO-1	PO-10
b. State the role of a moderator in Group Discussion.	CO-2	PO-10
c. What does SQ4R stand for?	CO-3	PO-10
d. State the difference between Informational report and Analytical report.	CO-4	PO-10
e. Define Coherence with an example.	CO-3	PO-10

**PART – C: (Long Answer Questions)**

**(6 x 5 = 30 Marks)**

Answer *ANY FIVE* questions

	Marks	[CO#]	[PO#]
3. State how technical communication is ethical, political and cultural in nature?	(6)	CO-1	PO-10
4. ICT plays an important role in building the career of technical students. Justify the statement.	(6)	CO-1	PO-10
5. What is SWOT Analysis? Why is it important in business and workplace?	(6)	CO-2	PO-10
6. State the tips to be followed by the professionals to make the oral presentation an effective one.	(6)	CO-2	PO-10
7. Write short notes on	(6)	CO-3	PO-10
i. Global Comprehension ii. Local Comprehension			
8. State the difference between Skimming and Scanning.	(6)	CO-3	PO-10
9. You took your aged mother to a private hospital for a check- up, as she was complaining of pain in the chest. The consulting doctor advised various diagnostic tests and prescribed medicines which only made her condition worse. A second doctor, who is a well-known specialist, informed to you that the diagnosis and treatment have been faulty.  Write a letter of complaint to the superintendent of the hospital.	(6)	Co-4	Po-10
10. The District Collector, of your district is concerned about the rapid increase in the number of road accidents in the district. Assume that you happen to be the Chairman of your Municipal Corporation and has been asked by the District Collector to submit a report investigating the causes and suggesting measures to improve the situation.	(6)	CO-4	PO-10

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