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Course Code

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Second Semester B.E. Degree Examinations, Sept/ Oct 2023
PROFESSIONAL WRITING SKILLS IN ENGLISH
(Common to all Branches)

Duration: 1 hr

Max. Marks: 50

Instructions to the Candidates:

- All questions are compulsory
- Each question carries 1 mark
- Use only black ball point pen
- Darkening more than one circles for the same question makes the answer invalid
- Damaging/overwriting, using whiteners on the OMR are strictly prohibited.

- | Q. No | Question |
|-------|---|
| 1. | Most people are used in abiding by the rules while cohabiting with others.
A) Most of the people are used in B) used in abiding by the rules C) while cohabiting with others. D) No error |
| 2. | She is the smartest and the most tallest student in our class.
A) She is the smartest B) and the most tallest C) student in our class. D) No error |
| 3. | I did not say nothing wrong to offend her during our argument.
A) I did not say nothing B) wrong to offend her C) during our argument. D) No error |
| 4. | Unless you don't practice, you cannot master the skill of singing.
A) Unless you don't practice B) you cannot master C) the skill of singing. D) No error |
| 5. | She is not capable of going through such an intense trial.
A) She is not capable B) going through C) such an intense trial. D) No error |
| 6. | I should have asked you before taking this decision
A) I should have B) asked you before C) taking this decision D) No error |
| 7. | Nowadays, a number of students is choosing Humanities and Commerce streams.
A) Nowadays, a number of B) students are choosing C) Humanities and Commerce streams. D) No error |
| 8. | We live in ____ Nagpur.
A) An B) A C) The D) None |
| 9. | This cloth is ____ to that.
A) better B) superior C) fine D) good |
| 10. | She doesn't obey ____ parents.
A) her B) her's C) his D) theirs |

11. take care/mother/I/need/of/to/my aging.
 A) I need to take care of my mother aging. B) need I to take care of my aging mother. C) I need to take care of my aging mother. D) I need aging mother to take care of my.
12. the college/I/at/waited/for you/gate.
 A) I waited for you at the college gate. B) I waited at the college gate for you. C) At the college gate I waited for you. D) for you I waited at the college gate.
13. Precis is a form of
 A) condensation B) expansion C) summarisation D) None
14. _____ ladder helps in writing an effective precis.
 A) 7 stage B) 7 stage C) 5 stage D) 7 step
15. The little girl has a _____ face.
 A) loveable B) lovely C) love's D) loved
16. Haunted by media, the poet took _____ in a small village.
 A) refuse B) refute C) refund D) refuge
17. Etymology of the word paragraph is _____.
 A) Paragraf B) Paragraphics C) Paragraphy D) Paragraphein
18. The _____ topic sentence shapes opening of a paragraph.
 A) Terminator B) Structural C) Developers D) Interpretive
19. An essay must be incoherent in nature.
 A) True B) False C) Partially true D) None
20. The word "Essay" is originated from _____ language.
 A) French B) Greek C) German D) Sanskrit
21. Portare means _____.
 A) to carry back B) to carry forward C) to carry D) all of the above
22. _____ reports are prepared at regular intervals.
 A) Periodic B) Analytical C) Formal D) Special
23. Project report by a student to his/her guide is an example of _____.
 A) Individual B) Group C) Oral D) Evaluative
24. They and I am scared of the storm.
 A) was B) is C) are D) has
25. A proposal sought by a company/agency is called _____ proposal.
 A) Solicited B) unsolicited C) Uninvited D) Technical
26. _____ proposals are initiated independently.
 A) Invited B) Solicited C) Research D) Unsolicited
27. _____ proposals are academic in nature.
 A) Business B) Marketing C) Research D) Technical

28. Deforestation results from removal of trees without sufficient reforestation; however, even with reforestation, significant biodiversity loss may occur. There are many causes, ranging from slow forest degradation to sudden and catastrophic wildfires
- A) modeling study shows that reforesting the Lower Mississippi Alluvial Valley can significantly reduce runoff from agricultural lands B) A new study warns that the world's largest tropical desert, the Sahara, has suffered a catastrophic collapse of its wildlife C) It's not just the total number of species preserved that matters; it's the number of key species D) In developing countries, massive deforestation is ongoing and is shaping climate and geography.
29. Wow! What an interesting trip you have planned?
A) Wow! B) What an interesting trip C) you have planned? D) No error
30. The children's story books are in the library of their school.
A) The children's story books B) are in the library C) of their school. D) No error
31. _____ is the basic and only natural step in a listening process.
A) Hearing B) Listening C) Responding D) Remembering
32. _____ listening is therapeutical in nature.
A) Informative B) Appreciative C) Analytical D) Relationship
33. Psychological barrier occurs in the mind of speaker.
A) True B) False C) Partially true D) None
34. A resume includes
A) Work experience B) Educational qualifications C) Personal information D) All of the above
35. Leave taking is called as _____ in business letters.
A) Complimentary close B) Signature block C) Enclosure D) Gratitude
36. Cover letter is written to apply for a specific job position.
A) True B) False C) Partially true D) None
37. _____ letter is written to decline somebody's request
A) Apology B) Rejection C) Adjustment D) Memo
38. The Amazon Rainforest is a vast expanse of tropical rainforest in South America, covering an area of over 6 million square kilometres. It is home to an astonishing diversity of flora and fauna, including over 2,000 species of fish and over 400 species of mammals. The Amazon rainforest is an important source of oxygen for the planet, as it produces more than 20% of the world's oxygen
- Where is amazon rainforest located?
- A) India B) South America C) North -America D) China
39. How much of the world's oxygen does the Amazon rainforest produce?
A) Less than 20 B) More than 20 % C) More than 25% D) More than 80%
40. _____ is home to an astonishing diversity of flora and fauna.
A) Forest B) Rain forest C) Amazon Rain Forest D) None

41. Group discussion involves _____ number of people.
A) _____ B) _____ C) _____ D) _____
42. _____ group discussion helps to assess emotional maturity of candidates
A) Factual B) Case-based C) Controversial D) Abstract
43. A leader doesn't emerge but is chosen by the group.
A) _____ B) _____ C) _____ D) _____
44. _____ interview is based on the subject knowledge.
A) _____ B) _____ C) _____ D) _____
45. The word interview means _____.
A) _____ B) _____ C) _____ D) _____
46. Group discussion is part of job interview.
A) True B) False C) Partially true D) None
47. The ppt presentation requires _____.
A) Laser B) LCD C) Projector D) All
48. The volume of the speaker depends on _____.
A) Distance B) Interest C) Importance D) Topic
49. When verbal and non-verbal cues clash, the listener follows _____ communication.
A) Verbal B) Non-verbal C) Both D) None
50. Self-motivation is example of _____ communication.
A) Intrapersonal B) Interpersonal C) Personal D) Impersonal

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