

Enrollment No: _____ Exam Seat No: _____

C.U.SHAH UNIVERSITY
Winter Examination-2019

Subject Name: Communication Skills in English -I

Subject Code: 4CO03CSE1

Branch: B.Com

Semester : 3

Date : 20/11/2019

Time : 02:30 To 05:30

Marks : 70

Instructions:

- (1) Use of Programmable calculator & any other electronic instrument is prohibited.
- (2) Instructions written on main answer book are strictly to be obeyed.
- (3) Draw neat diagrams and figures (if necessary) at right places.
- (4) Assume suitable data if needed.

Q-1 Attempt the following questions

14

- a) *The oldman and the Sea* tells the story of a battle between _____
i. a husband and wife ii. a king and his enemy iii. a fisherman and a large marlin
- b) Santiago failed to catch a fish for long ____ days.
i. 82 ii. 83 iii. 84
- c) The word 'Salao' in the story *The oldman and the Sea* refers to _____.
i. fortunate ii. unlucky iii. happiness
- d) Who has written *The Old Man and the Sea*?
i) Arther Miller ii) Ernest Hemingway iii) William Faulkner
- e) *The oldman and the Sea* was written in in the year _____.
i) 1951 ii) 1952 iii) 1954
- f) Santiago is a _____ fisherman.
i) Cuban ii) American iii) Egyptian
- g) Which of the followings can be the exact meaning of the word *skiff*?
i) small boat ii) ship iii) steamer
- h) Converting thoughts into suitable words is called _____.



- b) Write short notes on notice and circular. 7
- Q-5 Attempt all questions (14)**
- a) What do you understand by the words posture, proxemics and paralanguage? Explain with examples. 7
- b) Write a circular to your staff regarding a Teachers' Training Programme at your University. 7
- Q- 6 Attempt all questions (14)**
- a) Write the advantages and disadvantages of oral and written communication. 7
- b) Write about the levels of communication. 7
- Q- 7 Attempt all questions (14)**
- a) Being the Administrative Officer of Shakti Construction Pvt. Ltd, draft a memo against the junior clerk for reporting late in office. 7
- b) Draft a notice inviting your staff and students for the 25th Annual Day Function of your department. 7
- Q- 8 Attempt all questions (14)**
- a) Even after a long struggle the story *The Old Man and the Sea* ends with an unhappy ending. Elaborate. 7
- b) *The Old Man and the Sea* contributed much to the award of the Nobel Prize in Literature. Write your answer to support the view. 7

