

- iv)noun
- g) To ___ the environment more and more trees should be grown . 1
 i)pollute
 ii)save
 iii)imbalance
 iv)destroy
- h) She is very punctual. The underlined word is _____. 1
 i) noun
 ii)pronoun
 iii) common noun
 iv)interjection
- i) Structure of the simple future tense is _____. 1
 i) S+shall/will+V
 ii)S+will+be+ing.V
 iii)S+V+O
 iv)S+will+have+V3
- j) The superlative degree of powerful is _____. 1
 i)more powerful
 ii)most powerful
 iii)too powerful
 iv)less powerful
- k) The past participle of the verb run is _____. 1
 i)run
 ii)ran
 iii)running
 iv) to run
- l) Haptics is related to _____ touch. 1
 i)spoken
 ii)written
 iii)human
 iv)audio
- m) There are two types of letters the first is _____ and the second is 1
 business letters.
 i)informational
 ii)communicational
 iii)personal informal
 iv)formal
- n) ‘Communication’ means to share _____. 1
 i)Data
 ii)information
 iii)thoughts
 iv)all of these

Attempt any four questions from Q-2 to Q-8

- Q-2 Attempt all questions (14)**
- a Explain the process of communication with neat and labelled diagram. **07**
- b What is flow of communication? Discuss any four **07**
- Q-3 Attempt all questions (14)**
- a Fill in the blanks using the appropriate word/s from the given brackets. **07**



	1. Mrs. Sharma _____ come. (has/have)	
	2. Tarun had _____ vadodara last years. (visits/visited)	
	3. I _____ about to reach there. (am/is)	
	4. Either Somesh _____ Suresh informed her. (nor/or)	
	5. A little star _____ in the sky (be+shine/is+shining)	
	6. I shall _____ Kerla next year. (visit/visited)	
	7. Bindu _____ Brinda are twins. (and/or)	
b	Use the following word in your own sentences.	07
	1. Die-dye	
	2. vain-vein	
	3. Fair –Fare	
	4. break-brake	
	5. Wet-Wait	
	6. Role-Roll	
	7. Lace-Less	
Q-4	Attempt all questions	(14)
a	Write antonyms for the words given below.	07
	1. Practical X	
	2. Understood X	
	3. Coloured X	
	4. Well-behaving X	
	5. Intelligent X	
	6. Polite X	
	7. Mis-interpretation X	
b	Write the tense:	07
	1. The cat catches the mice.	
	2. I am writing a letter.	
	3. You have done your work.	
	4. Who has ordered the parcel?	
	5. Will you come with me?	
	6. He went on describing the scene.	
	7. I received an amazing gift on my birthday.	
Q-5	Attempt all questions	(14)
a	How Formal writing is different than Informal writing?	07
b	What is a report ? Explain the types of report.	07
Q-6	Attempt all questions	(14)
a	Describe the scene of the house where Sudha Murthy goes to express her condolence.	07
b	Differentiate between active listening and passive listening	07
Q-7	Attempt all questions	(14)
a	Construct a coherent paragraph on 'COVID-19'.	07
b	Define listening and explain its process.	07
Q-8	Explain the structure of report.	14

