

31015

M.A. DEGREE EXAMINATION, OCTOBER/NOVEMBER 2018.

THIRD SEMESTER

English : Elective II (Core)

ESSENTIAL COMMUNICATION SKILLS IN ENGLISH

Time : Three hours

Maximum : 75 marks

(No additional sheet will be supplied)

PART A — (3 × 5 = 15 marks)

Answer any THREE questions.

Each question carries 5 marks.

Each answer should not exceed 2 pages.

1. Communication Process.
2. Listening and Note taking.
3. Interpretative Reading.
4. Barriers of Communication.
5. E-mail etiquette.
6. Reports.

PART B — (4 × 15 = 60 marks)

Answer ALL questions.

Each question carries 15 marks.

Each answer should not exceed 6 pages.

7. Write a note on types of Communication.
Or
8. Explain the types and barriers to Listening.
9. Describe the features of a Group Discussion.
Or
10. Discuss the importance of Body language in Communication.

11. Write an essay on Reading skills.

Or

12. Write a note on Reading graphs.

13. Discuss the features of Paragraph writing.

Or

14. Write a note on the features of a Resume with the help of an example.

