

31016

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

THIRD SEMESTER

English

Paper VI: ESSENTIAL COMMUNICATION SKILLS IN ENGLISH

(NON-CORE)

Time : Three hours

Maximum : 75 marks

(No additional sheet will be supplied)

I Answer any THREE of the following : (3 × 5 = 15)

1. Major Obstacles to Listening
2. Types of Communication
3. Importance of Body Language in Communication
4. Reading types
5. Features of report writing

II Answer any TWO of the following : (2 × 10 = 20)

6. What is communication and explain the process of communication
7. Attempt an essay on Listening strategies
8. Write an essay on Presentation skills.

9. Examine the importance of eye contact in communication.

III Answer any TWO of the following : (2 × 10 = 20)

10. Attempt an essay on strategies for effective Reading
11. Write an essay on Reading narratives.
12. Attempt an essay on interview skills.
13. Write a note on Note Making and Paragraph writing.

IV Answer any TWO of the following :

(2 × 10 = 20)

14. Write a note on writing academic English.
15. Prepare resume for the post of a research assistant in Aurobindo company along with a covering letter.
16. What are e—mail and letter writing skills? Explain.
17. Write a report on the feasibility of extending your library facilities to the nearby villages of your campus.

