

Janata Shikshan Sanstha's
Kisan Veer Mahavidyalaya, Wai
Shivaji University, Kolhapur
M. Sc. II Semester III

AEC-II: Communicative English-II

Day & Date: Thu 08/04/2021

Time : 10 To 11

Mark: 50

Seat No			Supervisor's Sign.	
PRN No.			Obtained Marks	
Students Sign.			Examiner's Sign	

Q.1 Rewrite the following sentences choosing the correct alternative 8

- 1) People appear for interview mostly for _____.
a) Enjoyment b) job c) knowing people d) passing time
- 2) Group Discussion basically checks our _____.
a) knowledge b) time management
c) leadership qualities d) documentation
- 3) Documents should be carried in _____.
a) a folder file b) a carry bag c) in hands d) a basket
- 4) One should not attach _____ to the application.
a) duplicate documents b) Xerox copies of documents
c) original documents d) attested copies of documents
- 5) _____ is expected at the end of a good C.V.
a) Undertaking b) Work experience
c) Educational qualification d) Name
- 6) _____ should be omitted from C.V. if not specified.
a) Name and address b) Caste and religion
c) Academic Qualification d) Hobbies and inter
- 7) The skill of is the most important requisite of the current

times.

- a) writing b) reading c) listening d) presentation

8) The successful presentation is based upon the principles of.....

- a) oral communication b) written communication
c) mobile communication d) telephonic communication

Q. 2. Answer the following in one word, phrase or sentence. 7

- 1) What is interview?
- 2) What are the basic qualities of a good team leader?
- 3) What does eye contact improve?
- 4) Which is the most suitable dress code for an interview?
- 5) What is the most important tool of communication?
- 6) What does communication mean?
- 7) Who should decide the length of the presentation?

Q. 3. Short answer questions. (Any 3) 15

- 1) Is it possible for a candidate to control an interview? How?
- 2) What are your strengths?
- 3) What are your weaknesses?
- 4) Explain the three broad categories of communication?
- 5) What are the visual aspects of good presentation?

Q. 4) Answer the following question. 10

- 1) Chose a topic of your choice and prepare a presentation of at least 10 slides in PPT?
- 2) Which documents will you attach to your C.V. for the above post?

Q. 5 Write short notes. 10

- 1) Introduce yourself.
- 2) Body language