

<b>A-8922</b>
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<b>Sub. Code</b>
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<b>4BENA1</b>
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**U.G. DEGREE EXAMINATION, NOVEMBER 2019**

**English Literature**

**Allied — FUNCTIONAL ENGLISH**

**(CBCS – 2014 onwards)**

Time : 3 Hours

Maximum : 75 Marks

**Part A**

(10 × 2 = 20)

Answer **all** questions.

1. Explain adjective with suitable examples.
2. Write on interjection with suitable examples.
3. 'Thank you very much for the timely help.' This is a \_\_\_\_\_ expression.
4. 'Can I take this medicine, doctor?' This expression is \_\_\_\_\_. Write an answer for this expression.
5. How do you make an effective presentation?
6. What do you mean by telephone skill?
7. Write any two frequently asked questions in interview.
8. How do you present your educational qualification in front of the interviewers?
9. Why is personality development important?
10. How is a person tested in group discussion?

**Part B**

(5 × 5 = 25)

Answer **all** the questions.

11. (a) Write a brief note on adverbs.

Or

- (b) Explain nouns and pronouns with suitable examples.

12. (a) Use the expression, 'asking for advice' and write a dialogue of your own.

Or

- (b) Develop the following conversation.

Mohan : I heartily congratulate you for your recent achievement in Civil Service Examination.

Sheela : Thank you....

13. (a) Present the investigative information to your higher officer.

Or

- (b) Is speaking on telephone a skill? If so, how do you develop the skill?

14. (a) How do the interviewers prepare for interviews — Explain.

Or

- (b) Can you apply 'SWOT' analysis while you prepare yourself for interview?

15. (a) How do you relate psychology and personality?

Or

- (b) Mention the dos and don'ts to be followed in group discussion.

**Part C**

(3 × 10 = 30)

Answer any **three** of the following questions.

16. Explain sentence pattern with suitable examples.
  17. Use the expressions, 'asking for advice' and 'congratulating' and write a dialogue of your own.
  18. Write an essay on presentation skill.
  19. Why is it necessary to develop interview skills? Mention any ten frequently asked questions in interviews.
  20. Write a group discussion on 'freebies given by government'.
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