

**Second Semester B.F. Degree Examination, June / July 2019****Technical English — II****(COMMON TO ALL BRANCHES)**

Time: 3 hrs.]

[Max. Marks: 100

**INSTRUCTIONS TO THE CANDIDATES**

1. Answer all the hundred questions, each question carries **ONE mark**.
2. Use only **Black ball point pen** for writing / darkening the circles.
3. For each question, after selecting your answer, darken the appropriate circle corresponding to the same question number on the OMR sheet.
4. Darkening two circles for the same question makes the answer invalid.
5. **Damaging/overwriting, using whiteners** on the **OMR** sheets are strictly prohibited.

**Choose the appropriate verb that agrees with the subject: (Q.No.1 to Q.No.4)**

The adventures of Tom Sawyer \_\_\_\_\_ written by Twain.

- a) were                      b) was being                      c) was                      d) are

2. All seats in the bus \_\_\_\_\_ numbers.

- a) have                      b) has                      c) had                      d) having

3. Justice, as well as mercy \_\_\_\_\_ it.

- a) allow                      b) allowed                      c) allows                      d) will allow

4. Time and tide \_\_\_\_\_ for none.

- a) waits                      b) wait                      c) waiting                      d) waited

**Choose the correct pronoun that agrees with the noun: (Q.No.5 to Q.No.7)**

5. The committee has appended a note to \_\_\_\_\_ report.

- a) their                      b) its                      c) them                      d) there

6. The Jury were at sixes and sevens \_\_\_\_\_ could not decide a thing.

- a) It                      b) They                      c) Their                      d) He

7. He was the man \_\_\_\_\_ they thought was dead.

- a) of                      b) who                      c) whom                      d) none

Fill in the blanks with appropriate adjectives : (Q.No.8 to Q.No.10)

8. The flowers smell \_\_\_\_\_.  
a) Sweetly                      b) Sweeter                      c) Sweet                      d) Sweetest
9. Patricia is the \_\_\_\_\_ of the Vicar's family.  
a) oldest                      b) Eldest                      c) Elder                      d) Older
10. She has \_\_\_\_\_ dresses.  
a) many                      b) much                      c) more                      d) low

**Choose the appropriate adverbs: (Q.No.11 to Q.No.13)**

11. The king treated the beggar \_\_\_\_\_.  
a) royal                      b) royally                      c) more royally                      d) most royally
12. I went through the books \_\_\_\_\_.  
a) quickly                      b) quick                      c) quicker                      d) quickest
13. \_\_\_\_\_ you work the better you achieve.  
a) Harder                      b) The harder                      c) Hard                      d) Smart

**Choose the right form of the verb: (Q.No.14 to Q.No.16)**

14. Prakhyaathi \_\_\_\_\_ lunch and thanked me.  
a) eat                      b) eating                      c) ate                      d) had eaten
15. This exit \_\_\_\_\_ only when there is fire.  
a) is used                      h) is to used                      c) was used                      d) was to be used
16. I some times \_\_\_\_\_ to the cinema.  
a) to go                      b) go                      c) goes                      d) will go

**Select the correct tense form of the verb: (Q.No.17 to Q.No.18)**

17. One of the houses \_\_\_\_\_ to Swathi.  
a) is belonging                      b) belong                      c) belongs                      d) to belong
18. Praveen \_\_\_\_\_ to college everyday.  
a) comes                      b) come                      c) is coming                      d) came

**Choose the correct article from the given options: (Q.No.19 to Q.No.21)**

19. \_\_\_\_\_ oranges are grown in Nagpur.  
a) a                      b) an                      c) the                      d) no article
20. \_\_\_\_\_ Island Express is very popular.  
a) The                      b) An                      c) A                      d) no article
21. He is \_\_\_\_\_ honest man and deserves a reward.  
a) an                      b) a                      c) the                      d) no article

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**Select the correct preposition from the given option to complete the gap :**  
**(Q.No.22 to Q.No.25)**

22. We need the entire payment \_\_\_\_\_ advance.  
 a) for                                      b) with                                      c) in                                      d) on
23. They arrived in this city thirty years \_\_\_\_\_.  
 a) ago                                      b) by                                      c) before                                      d) later
24. Don't you know, \_\_\_\_\_ holidays all schools remain closed?  
 a) between                                      b) during                                      c) of                                      d) on
25. She has been working here \_\_\_\_\_ 10 years.  
 a) for                                      b) since                                      c) from                                      d) of

**Choose the right conjunction from the given options to complete the gap :**  
**(Q.No.26 to Q.No.28)**

26. We stayed at home \_\_\_\_\_ watched a movie.  
 a) and                                      b) but                                      c) so                                      d) or
27. \_\_\_\_\_ she speaks often seldom. She says motivational words.  
 a) Even                                      b) Amer                                      c) As long as                                      d) Although
28. I was wexed \_\_\_\_\_ you did that.  
 a) if                                      b) when                                      c) till                                      d) because

**Select the correct meaning of the underlined idiom : (Q.No.29 to Q.No.31)**

29. This is the time to take stock of the whole situation.  
 a) to update inventory                                      b) to assess  
 c) to collect stock                                      d) to verify stock
30. As she is only girl in a big family, she is all in all in her home.  
 a) every person                                      b) particularly same in all                                      c) call all at once                                      d) most important
31. He gave his cold shoulder at my bad times.  
 a) Shiver                                      b) cold meat                                      c) to ignore                                      d) to support

**Choose the appropriate phrases from the given options to fill in the blanks : (Q.No.32 to Q.No.33)**

32. The union has \_\_\_\_\_ the strike.  
 a) called of                                      b) called off                                      c) called in                                      d) called into
33. Don't \_\_\_\_\_ the milk.  
 a) boil up                                      b) boil over                                      c) boil in                                      d) boil off

**Select the correct gender of the underlined words : (Q.No.34 to Q.No.36)**

34. Two cocks were made to fight with each other.  
 a) male                                      b) female                                      c) neuter                                      d) common

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35. An elephant was trumpeting in the jungle.  
 a) male                      b) female                      c) neuter                      d) common \,
36. The doctor called for an ambulance.  
 a) common                      b) neuter                      c) female                      d) male
- Choose the correct word which indicates the right option to complete the gap: (Q.No.37 to Q.No.38)
37. I saw herd of \_\_\_\_\_  
 a) cattle                      b) tattles                      c) catle                      d) cattl
38. Kashmir Valley has many beautiful \_\_\_\_\_  
 a) Scenary                      b) Scenarios                      c) sees                      d) seen
39. Which of the following sentences does not contain misplaced modifier?  
 a) Dyed purple, Bella enjoys the blanket.      b) Pulled apart, Chris ate the kettle corn bag.  
 b) Jumping up, the kitten caught the treat. d) Eating the kettle corn, the bag crunched.
40. Choose the best option in the following sets of sentences:  
 a) At his arrival, the spectators greeted the superstar.  
 b) On his arrival, the spectators greeted the superstar.  
 c) With his arrival, the spectators greeted the superstar.  
 d) In his arrival, the spectators greeted the super star.
41. The sentence that introduces the main idea in a paragraph is called \_\_\_\_\_  
 a) The introduction sentence                      b) The exclusive sentence  
 c) The topic sentence                      d) The first sentence.
42. Which of the following is not a kind of paragraph?  
 a) Narrative                      b) Persuasive                      c) Descriptive                      d) Expansion
43. The following is not a punctuation mark:  
 a) Ellipsis (...)                      b) Parenthesis (0)                      c) Star (\*)                      d) Colon ( : )
44. Choose the appropriate punctuation marks required in the following sentences : Wow \_\_\_\_\_  
 That's amazing \_\_\_\_\_  
 a) ? .                      h) ! !                      c)                      d) ! ?
45. The following form of condensation involves the writing to highlight the purpose and scope of work.  
 a) Synopsis                      b) Abstract                      c) Paraphrase                      d) Summary
46. What is the order of writing an effective precis?  
 P Read and comprehend                      R —> Prepare a skeleton of main ideas  
 Q —> Edit and revise                      S —> Prepare the first draft  
 a) PQRS                      b) SRQP                      c) RSQP                      d) PRSQ

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47. Which type of essay often reviews a book, movie or topic?  
a) Argumentative Essay b) Analytical Essay c) Descriptive Essay d) Philosophical Essay
48. An Essay can be divided into \_\_\_\_\_ distinct parts.  
a) 2 b) 4 c) 5 d) 3
49. Which of the following sentences is / are example/examples for errors due to Indianism.  
a) What is the time on your watch? b) Are you going in the train?  
c) His father is an excellent IHow d) All of these
50. 'My father does cloth selling business'. It is being an example for error due to Indianism, can be corrected as,  
a) My father deals in cloth b) My father sells clothes  
c) Cloth selling is my father's business d) All the these
51. The characteristics of Technical Report are,  
a) Clarity and Preciseness h) Coherence and Objectivity  
c) Both (a) and (b) d) Neither (a) nor (b)
52. 'Annual report' is an example for,  
a) Periodic report b) Informal report c) Formal report d) Group report
53. The following is not a format of technical report writing?  
a) Printed forms b) Memo format c) Letter format d) None of these

**Choose the pair of word / phrase from the options given that best expresses a similar relationship to that of the given pair : (Q.No.54 to Q.No.56)**

54. Sport : Soccer  
a) fish : water b) stadium : game c) volleyball : net d) literature : sonnet
55. Patient : Hospital  
a) Teacher : School b) Pilot : Aeroplane c) Litigant : Court d) Priest : Church
56. Skyscraper : Shack  
a) Elevator : Escalator b) Village : Town  
c) Jetliner : Biplane d) Chimney : Fireplace

**Choose the correct form of Active/Passive voice of the following sentences: (Q.No.57 to Q.No.61)**

57. The king gave him a reward.  
a) A reward was given by him to the king b) He was given a reward by the king.  
c) He was given the reward by a king d) He was given by a king the reward.
58. Do you understand what I mean?  
a) What I mean is understood by you? h) Was what I mean understood by you?  
c) What I mean .. is that understood by you? d) Is what I mean understood by you?

59. Before festivals the shops are thronged with men, women and children making various purchases.  
a) During festivals people throng the shops.  
b) The shops are thronged by people making purchases.  
c) Men, women and children make purchases during festivals.  
d) Men, women and children throng the shops before festivals making various purchases.
60. Don't laugh at me.  
a) Let me be not laughed at. h) I am laughed at.  
c) Let me be laughed at. d) Let me be not laughed
61. Has a dog ever bitten you?  
a) You are bitten by a dog. b) Have you ever been bitten by a dog?  
c) Has a dog ever bites you? d) Have you ever being bitten by a dog?

**Select the correct form of Reported Speech of the following sentences:  
(Q.No.62 to Q.No.67)**

62. He said to the interviewer "Could you please repeat the question?"  
a) He requested to the interviewer if he could repeat the question.  
b) He requested the interviewer to please repeat the question.  
c) He requested the interviewer to repeat the question.  
d) He requested the interviewer if he could repeat the question.
63. He said to them, "Be quiet and listen to my words".  
a) He urged them to be quite and listen to his words.  
b) He urged them and said be quiet and listen to his words.  
c) He urged they should be quite and listen to his words.  
d) He said you should be quite and listen to his words.
64. David said to Anna, "Mona will leave for her native place tomorrow."  
a) David told Anna that Mona will leave for her native place tomorrow.  
b) David told Anna that Mona left for her native place the next day.  
c) David told Anna that Mona would be leaving for her native place the next day.  
d) David told Anna that Mona would leave for her native place the next day.
65. He said, "I cannot help you now as I am in trouble."  
a) He said, that he cannot help him now as he was in trouble.  
b) He said, that he could not help him then as he was in trouble.  
c) He said, that he would not help him as he was in trouble.  
d) He said, that he could not help you then as he was himself in trouble.
66. Fathima said to Geetha, "Could you lend me a pen?"  
a) Fathima asked to Geetha if she can lend her a pen.  
b) Fathima asked Geetha if she could lend me a pen.  
c) Fathima asked Geetha whether she could lend her a pen.  
d) Fathima questioned Geetha whether she can lend her a pen.

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67. "Are you alone, my son?" said a soft voice behind me.
- A soft voice from my back asked if I was alone.
  - A soft voice from behind me asked whether you are alone.
  - A soft voice asked behind me if you are alone.
  - A soft voice behind me asked if I was alone.

**Choose the part of the sentences in which grammatical error is noticed :**  
**(Q.No.68 to Q.No.71)**

68. One of the members/expressed doubt if/the minister was an atheist.  
 a) One of the members b) expressed doubt if c) the minister was an atheist d) No error
69. We discussed about the problem/so thoroughly/on the even of the examination.  
 a) We discussed about the problem b) So thoroughly  
 c) On the even of the examination d) No error.
70. If suppose/you take my car today,/will you return it tomorrow?  
 a) If suppose b) you take my car today c) will you return it tomorrow d) No error.
71. My friend is/more better than/my sister in studies.  
 a) My friend is b) more better than c) my sister in studies d) No error

**Choose the correct word to fill the gaps in the following : (Q.No.72 to Q.No.73)**

72. When Mr. Jones died, we went to pay our (1) to him. The (2) house was in the row opposite (3). However, it took us longer to reach there as the street was filled with many visitors (4) had come there.
- |                |             |              |             |
|----------------|-------------|--------------|-------------|
| (1) (A) regard | (B) regards | (C) respects | (D) respect |
| (2) (A) Jones' | (B) Jones   | (C) Jone's   | (D) John's  |
| (3) (A) our    | (B) ours    | (C) us       | (D) we      |
| (4) (A) who    | (B) whom    | (C) that     | (D) which   |
- a) D, A, B, A      h) D, A, C, A      c) A, B, C, A      d) A, A, B, A
73. If you really want to grow in life, you need to be (1) reader. It is in this sense that (2) helps you in every possible way. It is easily said than done however. It is so because we all want to tell others how we feel but there aren't many who really think that listening to others or reading what others have written can give them a good outlet. That is why, more of us rather than listening and reading, are keen to speak. We must watch out for this habit of ours. Being (3) is certainly an asset but without content you are more likely to sound like a worthless (4) man.
- |                  |               |               |               |
|------------------|---------------|---------------|---------------|
| (1) A) Vicarious | B) voracious  | C) avaricious | D) Pernicious |
| (2) A) Soliloquy | B) Solicitude | C) solitude   | D) lassitude  |
| (3) A) garrulous | B) eloquent   | C) loquacious | D) capricious |
| (4) A) Voracious | B) Careless   | C) placating  | D) garrulous  |
- a) A, C, B, D      b) B, C, A D      c) C, A, D, D      d) B, C, B, D

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74. What is the position of 'details of the recipient' in a formal letter?  
a) Left hand side b) Top right side c) Below the salutation d) Can be placed anywhere
75. How do you end the main body of a formal letter?  
a) By telling the recipient what he should be doing next.  
b) By talking about the weather in your city.  
c) By talking about the weather in the recipient's city.  
d) By expressing your love for the recipient.
76. Which of the following elements is not included in 'standard elements' in a business letter?  
a) Letter head and date b) Salutation c) Signature block d) Subject line
77. How should a business letter look like?  
a) It has to be professional and effective by using the templates.  
b) It should be written using easy words so that an illiterate also can understand.  
c) It has to be written similar to informal letter.  
d) It should be written brief and short.
78. The following element should not be included in letter of application.  
a) Mentioning the position for which you wish to apply.  
b) The information that is included in your resume.  
c) Emphasize the qualification that the prospective employer would like to seek in you.  
d) Let the employers know how you came to know about the vacancy in their company.
79. Why do we write letter of application?  
a) To request the employer to do a favour by giving a job.  
b) To let the employers know of our address so that they can send offer letter.  
c) To let the employer know of our writing skills.  
d) To provide the true information of ours and to mention why and how we are the suitable candidates for the job.
80. The cover letter is written,  
a) to introduce oneself as the suitable candidate for the job.  
b) to give biographical details of the candidate.  
c) to try for the job.  
d) to let the employer know how good candidate is in different languages.
81. What is the standard font size in a resume?  
a) 10 — 12 b) 8-10 c) 12— 14 d) 6 — 8
82. Curriculum Vitae (CV) is used by  
a) Experienced professionals b) Freshers  
c) Trainers d) Candidates with 1 or 2 years of experience
83. Which of the following is not an essential information in resume?  
a) Name & Address b) Educational qualification c) Job objective d) Family background
84. The following is not an essential element in Email header.  
a) The e-address of the sender b) BCC (Blind Carbon Copy)  
c) The e-address of the receiver d) Greetings

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85. Email stands for,  
 a) Electronic mail      b) Electric mail      c) Emergency mail      d) Essential mail
86. Identify the false statement about Blog writing.  
 a) Blogs can be in any language      b) A person can't maintain multiple blogs  
 c) Blog is a personal/online diary      d) Blog is also called weblog.
87. Identify the factor which is not important while planning a presentation.  
 a) Objective of the presentation      b) Audience  
 c) Structure of the presentation      d) Minimum education qualification for presenter
88. A typical presentation would have the following part in its structure.  
 a) Main body      b) Conclusion      c) Questions and responses      d) All of these
89. Which of the following statements about facing an interview is false?  
 a) Greet people with a smile and firm hand shake. h) Make good eye contact.  
 c) Express your weaknesses more positively.  
 d) Don't make an attempt to read the body language of the interviewers.
90. Which of the following should be adapted at an interview?  
 a) Using hand gestures  
 b) Crossing hands together  
 c) Fiercely nodding head continuously  
 d) Expressing the disagreement in too much negative way.
91. Which of the following is not an element of Group discussion?  
 a) Group size      b) Subject knowledge  
 c) Evaluation of candidates      d) Unnecessary Argument.
92. Group discussion is \_\_\_\_\_  
 a) a form of group communication      b) an example for formal communication  
 c) oral in nature      d) meant only for conducting interviews
93. Non-verbal communication is not concerned with \_\_\_\_\_  
 a) Kinesics      b) Messages      c) Proxemics      d) Paralinguistic
94. \_\_\_\_\_ is an example for non-verbal communication media.  
 a) time      b) bulletin board      c) space      d) a and c
95. Which of the following is not a tip on non-verbal communication for Group Discussion?  
 a) Being formally and neatly dressed      b) Staying alert all the time  
 c) Keep on fiddling with pen      d) Maintaining a pleasing disposition
96. Non-verbal communication does not involve \_\_\_\_\_  
 a) Silence      b) gestures      c) posture      d) words
97. What are the types of Interpersonal communication skills?  
 a) Direct & Indirect      b) Verbal & Ordinary      c) Direct & Passive      d) Verbal & Non Verbal

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98. Which of the following is not a barrier to inter-personal communication?  
a) wrong assumption b) limited vocabulary c) emotional outburst d) poor listening skills
99. Identify the false statement about inter-personal communication.  
a) Inter-personal communication is sharing of information among people.  
b) It can be formal or informal communication  
c) It is a communication between human beings and animals  
d) It is helpful to give immediate feedback and to clarify.
100. Which of the following is not a tip to improve inter personal communication skills?  
a) Think before you speak  
b) Don't be defensive or attacking  
c) Be open to receive feedback  
d) Be dominate over others

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