

Code: 9FHS102

MCA I Semester Regular & Supplementary February 2014 Examinations

**ENGLISH LANGUAGE COMMUNICAITON SKILLS**

(For 2009, 2010, 2011, 2012 & 2013 admitted batches only)

Time: 3 hours

Max. Marks: 60

Answer any FIVE questions  
All questions carry equal marks

\*\*\*\*\*

- 1 (a) Write synonyms for the following words:
  - (i) Patriot.
  - (ii) Enhance.
  - (iii) Sufficient.(b) Write antonyms for the following words:
  - (i) Lament.
  - (ii) Quiet.
  - (iii) Foe(c) Write one word substitutes for the following words:
  - (i) One who believes in God.
  - (ii) The murder of king/queen.
  - (iii) One who has no money.(d) Use the following idioms in your own sentences:
  - (i) Spread like a wild fire.
  - (ii) Gift of the gab.
  - (iii) Out of spirits.
- 2 Discuss various barriers to the effective communication.
- 3 How do you incorporate LSRW skills for bringing effectiveness to communication?
- 4 (a) What are the different strategies of presentation skills?  
(b) How do you handle the stage fright?
- 5 Discuss the advantages and disadvantages of video conferencing.
- 6 Bring out the differences between oral communication and written communication.
- 7 Explain the characteristic features of a business letter.
- 8 As a lab-in-charge of infotech computers, write a report to the proprietor on the accident that had resulted in the burning of ten computers.

\*\*\*\*\*