



DEPARTMENT OF HUMANITIES & APPLIED SCIENCES

1FY1-04: COMMUNICATION SKILLS

GUESS PAPER (Session: 2025-26)

UNIT-1: COMMUNICATION

SHORT ANSWER TYPE

Q.No.	Questions	CO	BLT
1.	What do you mean by interpersonal communication?	1	1
2.	Mention two implications of communication gap ?	1	2
3.	Mention the divisions of Human Communication in Short.	1	2
4.	What is Grapevine ?	1	1
5.	What are the qualities of Good Communication?	1	1

LONG ANSWER TYPE

Q. No.	Questions	CO	BLT
1.	What do you mean when you use the word "communication"? Describe its goals (features/functions) and importance (significance) in our personal and professional lives.	1	2
2.	Using a labeled diagram, describe the communication cycle (process).	1	6
3.	Explain the terms of media and communication types. Talk in depth on a few human communication divides.	1	6
4.	Describe the differences between verbal and nonverbal communication in their entirety.	1	1
5.	Describe in detail the traits, forms, benefits, and drawbacks of both written and oral communication.	1	1
6.	Explain formal and informal channels of communication with the help of identifying their advantages and disadvantages.	1	4
7.	Clearly describe the following obstacles: Physical & mechanical; organizational; semantic	1	5



UNIT-2 GRAMMAR

SHORT ANSWER TYPE

Q.No.	Questions	CO	BLT
1.	<p>Change the following into passive voice.</p> <ol style="list-style-type: none"> They have decided to make some changes into regulations The authorities have taken away his documents. Someone helped the old man to out of the traffic You must remember that America will never mediate with the peace issue. 	2	3
2.	<p>Change the sentences into indirect speech.</p> <ol style="list-style-type: none"> He said, "I need help with my work". She said, "My mother isn't very well". They said, "They have taken exercise". I'm waiting for Michael, she said. 	2	3
3.	<p>Give an appropriate model in each blank with the help of words provided in the bracket.</p> <ol style="list-style-type: none"> I _____ play a guitar when I was a child. (Ability) Susan _____ be ten years old next week (Future) You _____ eat more fruits and vegetables (Advice) If she won the lottery, she _____ travel the world (Conditional) 	2	3
4.	<p>Fill up the following conditional sentences</p> <ol style="list-style-type: none"> If I _____ (stay) in America, I would find a new job. She _____ (Buy) a new car if she has the money. They will talk to Jane if he _____ (come). Kate _____ (become) a university lecturer if she studies hard. 	2	3
5.	<p>Fill in the blanks with linking words (Conjunctions)</p> <ol style="list-style-type: none"> If Yoko were me, she _____ (go) to Manchester immediately. They will talk to Jane if he _____ (come). Bozena comes to work 30 minutes late if her child _____ (miss) the bus to school. If Peter _____ (think) twice, he wouldn't have made such a stupid mistake. Kate _____ (become) a university lecturer if she studies hard. 	2	3

LONG ANSWER TYPE

Q. No.	Questions	CO	BLT
1.	Identify and Explain the different types of conditional sentences and demonstrate how each type is used?	2	6
2.	Name the various types of conjunctions Explain.?	2	1
3.	Explain Modal Verbs?	2	1
4.	Explain Passive Voice?	2	1



5.	Explain Indirect Speech?	2	1
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UNIT-3 COMPOSITION

SHORT ANSWER TYPE

1.	What exactly is a paragraph writing? Write the main qualities (components or pieces), and then some acceptable and effective paragraphs.	3	2
2.	Write a paragraph or report on any of the aforementioned subjects.	3	2
3.	Write a letter of complaint about the air conditioner or washing machine you bought from Hind Electronics, Jaipur, and last month.	3	3
4.	Pretend you are Amritpal Singh of Jalandhar and create a job application for the position of associate professor in the English department at the Arya Group of Colleges in Jaipur.	3	6
5.	Corona virus and the college's annual function (iii) Engineering education in the future (iv) Water conservation (v) Scientific marvels.	3	2
6.	What is the meaning of resume?	3	2

LONG ANSWER TYPE

1	Explain the meaning, goal, components, and importance (importance) of report writing. List the many types of Reports as well.	3	1
2	What does Curriculum Vitae (CV) mean to you? Mention a few things Gurgaon should keep in mind. An instance of a decent CV that you can use while applying for the position of assistant manager at an MNC.	3	2
3	Write a Job Application Explaining your Qualification & Experiences ?	3	3
4	What is the purpose of business Letter? What are the 4 types of Business Letter.	3	2
5	Prepare a detailed CV for an individual with five years of experience in the IT industry . Include Sections on technical skills, projects and professional development.	3	2
6.	Write a report on the Annual Science fair. Include the purpose, event details (date , time, venue, participants), activities, highlights (special guests, award winners, notable projects), and conclusion (overall experience , feedback, recommendations).	3	3



UNIT-4 & 5 SHORT STORIES & POEMS

SHORT ANSWER TYPE

1.	Write a critical analysis of the story for question six "At Deoli, the Night Train.	4	2
2.	How can we be certain that the basket girl and the narrator were one and the same person?	4	3
3.	Describe the following character sketch: (The Lady; The Author; and) (iii) Pahom (iv) The Basket Woman.	4	2
4.	Write the names of the Writers of the three stories and give their description?	4	2
5.	How harmful are "narrow domestic walls"? How can it be eliminated?	5	3
6.	What purpose does the poem "Where The Mind Is Without Fear" serve? Describe the poem's central idea.	5	4
7.	Using the context as a guide, explain the following: i) "One body breathes beneath all uniforms" ii) "If you can dream, don't let dreams be your master." iii) "Remember that neither men nor nations are strange."	5	5
8.	Write a brief synopsis of the poem "No Men Are Foreign."	5	6
9.	Main Theme of the Poem "IF" The need for inculcating good qualities become a man.	5	3
10.	What is Luncheon?	4	1

LONG ANSWER TYPE

1	Evaluate Rudyard Kipling's poetic and comprehensible language critically.	5	5
2	Identify the characteristics that, according to the poet, transform a boy into a man.	5	4
3.	. Write the short story's summary in question one "Your own words about "The Luncheon."	4	2
4.	Using the context as a guide, explain the following lines: I was too young to have learned how to say no to a woman, but I was flattered. (ii) "But I finally got my comeuppance." Explain how irony and humour are used in "The Luncheon."	4	1



5.	Describe Pahom's tragic demise in the final scene of the story "How Much Land Does A Man Need". What was the Bashkirs' requirement for selling their land? Describe their way of life as well. (summary)	4	1
6.	Give an example of a moral lesson from "How much Land Does a Man Need"?		