

Reg. No. : .....

Code No. : 10105

Sub. Code : SNEN 3 A/  
ANEN 31

U.G. (CBCS) DEGREE EXAMINATION,  
NOVEMBER 2022.

Third Semester

English

Non-Major Elective — ENGLISH FOR  
EMPLOYABILITY

(For those who joined in July 2017-2020)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 1 = 10 marks)

Answer ALL questions.

Choose the correct answer :

1. Fill in the blanks with the correct form of the verb:  
The snake went away without \_\_\_\_\_ the  
child.  
(a) harming                      (b) harm  
(c) will harm                    (d) had harm

2. Unscramble the sentences and make a proper sentence structure : secret / Stash / of / sweets / hidden / the boy / had / a / in / his / bedroom
3. Fill in the blanks with the correct concord: The slaughter of animals for their fur \_\_\_\_\_ caused controversy.  
 (a) has (b) have  
 (c) will have (d) will has
4. Spot the error in the following sentence: Since the lion was (a)/ very illness, all the other animals (b) / in the forest gave the lion (c) / a lot of medicines (d) / No error  
 (a) a (b) b  
 (c) c (d) d
5. \_\_\_\_\_ letters are strictly kept professional in nature, and directly address the issues concerned.  
 (a) Informal (b) Formal  
 (c) Sales (d) Business
6. \_\_\_\_\_ is a professional document that summarizes your work history, education, and skills.  
 (a) Record (b) Interview  
 (c) Curriculum Vitae (d) Report

7. \_\_\_\_\_ is written for a clear purpose and to a particular audience.  
 (a) Record (b) Interview  
 (c) Report (d) Curriculum Vitae
8. \_\_\_\_\_ is essentially a structured conversation where one participant asks questions, and the other provides answers..  
 (a) Record (b) Report  
 (c) Interview (d) Curriculum Vitae
9. \_\_\_\_\_ is the means by which an individual spontaneously and independently communicates the wants and needs and socializes with others.  
 (a) Group Discussion  
 (b) Public Speaking  
 (c) Interview  
 (d) Functional communication
10. \_\_\_\_\_ has a significant role in the business.  
 (a) Functional communication  
 (b) Public Speaking  
 (c) Interview  
 (d) Group Discussion

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).  
Each answer should not exceed 250 words.

11. (a) Fill in the blanks with the correct form of the verb :
- (i) He refused \_\_\_\_\_ me into his room. (admit)
  - (ii) I am willing to beg that I may be \_\_\_\_\_ (forgive)
  - (iii) \_\_\_\_\_ and do not leave off in a hurry. (begin)
  - (iv) His speech was \_\_\_\_\_ universally. (applaud)
  - (v) He \_\_\_\_\_ for his watch for a long time, but in vain. (search)

Or

- (b) Arrange the words in the correct order to form meaningful sentences :
- (i) do / Rahul / with his / Pet / Playing / enjoys
  - (ii) to / the company / good / Vietnam / exports

- (iii) every / delicious / father cooks / evening / pasta
- (iv) Brother / an / wants / be / my / astronaut / to
- (v) Everything / will / sense / make / perfect / someday.

12. (a) Choose the correct form of the verb that agrees with the subject :
- (i) Annie and her brothers (is, are) at school.
  - (ii) Either my mother or my father (is, are) coming to the meeting.
  - (iii) The dog or the cats (is, are) outside
  - (iv) Either my shoes or your coat (is, are) always on the floor.
  - (v) George and Tamara (doesn't, don't) want to see that movie.

Or

- (b) Spot the error in the following sentences :
- (i) My brother-in-laws (a) / who live in Delhi (b) / have come to stay with us (c) / for a fortnight (d) / Nor error (e)
  - (ii) The king as well as his daughters (a) / were invited (b) / for the archery competition (c) / to be held at the Oklands's ground (d) / No error (e)

(iii) He is smarter (a) / enough to get (b) / selected for this (c) / prestigious post (d) / No error (e)

(iv) I enjoy eating (a) / in good restaurants (b) / and to go to the (c) / theatre afterwards (d) / No error (e)

(v) They could not understand (a) / why all of us (b) / started laughing as (c) / soon as their entry (d) / No error (e)

13. (a) Write a note on the Letter of Enquiry.

Or

(b) Give a brief account on Chronological Curriculum Vitae.

14. (a) Write a note on Formal and Informal Reports.

Or

(b) Mention the best personality traits employers want to see in an interview.

15. (a) State the steps to promote functional communication.

Or

(b) Write a note on Group Discussion and specify its purpose.

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PART C — (5 × 8 = 40 marks)

Answer ALL questions, choosing either (a) or (b)

Each answer should not exceed 600 words.

16. (a) Fill in the blanks with the correct verb forms, choosing from the alternatives given in the brackets :

(i) He and his brother \_\_\_\_\_ (was/were) present in the function.

(ii) Time and tide \_\_\_\_\_ (waits/wait) for none.

(iii) Bread and butter \_\_\_\_\_ (is/are) a wholesome food.

(iv) The poet and philosopher \_\_\_\_\_ (are/is) dead.

(v) The orator and the statesman \_\_\_\_\_ (has/have) arrived.

(vi) Each day and each hour \_\_\_\_\_ (brings/bring) as a fresh anxiety.

(vii) Either Mohan or Sohan \_\_\_\_\_ (are/is) in the wrong.

(viii) Neither iron nor coal \_\_\_\_\_ (is/are) to be found in that country.

Or

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(b) Unscramble the sentences and write the words in the correct order :

- (i) did / black / you / the / raincoat / the / one / or / blue / get
- (ii) have / machines / that / do / many factories / a lot of / the / work .
- (iii) he / the / race / a / to / challenged / athlete
- (iv) patient / the / spent / two / elderly / hospital in / weeks
- (v) sea / has / many / millions / the / deep blue / of / animals / in / it
- (vi) chaotic / was / scene / it / ticket / at / the / desk / a
- (vii) enjoyable / pastime / fishing / is / an / for some / people
- (viii) dangerous / as / the / water / it became / rose / rapidly.

17. (a) Choose the correct form of the verb that agrees with the subject :

- (i) Everyone \_\_\_\_\_ (has / have) done his or her homework.
- (ii) Each of the students \_\_\_\_\_ (is / are) responsible for doing his or her work.

(iii) Either my father or my brothers \_\_\_\_\_ (is / are) going to sell the car.

(iv) Neither my sisters nor my mother \_\_\_\_\_ (is / are) going to sell the house.

(v) The samples on the tray in the lab \_\_\_\_\_ (need / needs) testing.

(vi) Mary and John usually \_\_\_\_\_ (plays / play) together.

(vii) Both of the dogs \_\_\_\_\_ (has / have) collars.

(viii) Neither the dogs nor the cat \_\_\_\_\_ (is / are) very hungry.

Or

(b) Spot the error in the following sentences :

- (i) Despite of the pills (a) / which are available (b) / many people still (c) / have trouble in sleeping (d) / Nor error (e)
- (ii) Jayesh had hardly (a) / started reading the magazine (b) / than the managing director (c) / in their own abilities (d) / No error (e)
- (iii) People resort to (a) / malpractices because (b) / they do not have faithful (c) / in their own abilities (d) / No error (e)

(iv) We can't handle (a) / this complicated case today (b) / unless full details are not given (c) / to us right now (d) / No error (e)

(v) One of his many (a) / good traits that (b) / come to my mind (c) / is his modesty (d) / No error (e)

(vi) People should decide (a) / to not give (b) / or (c) / take dowry (d) / No error

(vii) He proved to his own (a) / satisfaction that he was (b) / as shrewed as (c) / if not shrewder than, she (d) / No error (e)

(viii) My brother along with his children (a) / are going this evening (b) / to see the sunset (c) / at Kovalam (d) / No error (e)

18. (a) Explicate the format of a Formal Letter.

Or

(b) Explain CV. What are the particulars to be included in CV?

19. (a) Explain the structure of the Report.

Or

(b) Explicate the positive characteristics for a Job Interview.

20. (a) How do you assess functional communication skills?

Or

(b) Exuberate the salient features of Group Discussion.