

DR. BABASAHEB AMBEDKAR TECHNOLOGICAL UNIVERSITY, LONERE

Supplementary Examination Winter – 2025

Course: B. Tech.

Branch: All Branches

Semester: I/II

Subject Code & Name: (BTHM104/BTHM204/BTHM1204/CS1204) Communication Skills

Max. Marks: 60

Date: 24/01/2026

Duration: 3 Hrs.

Instructions to the Students:

- 1. Each question carries 12 marks.*
- 2. Question No. 1 will be compulsory and include objective-type questions.*
- 3. Candidates are required to attempt any four questions from Question No. 2 to Question No. 6.*
- 4. The level of question/expected answer as per OBE or the Course Outcome (CO) on which the question is based is mentioned in () in front of the question.*
- 5. Use of non-programmable scientific calculators is allowed.*
- 6. Assume suitable data wherever necessary and mention it clearly.*

	(Level/CO)	Marks
Q. 1) Objective type questions. (Compulsory Question)		12
i) Which of the following is a barrier to effective communication?	CO1	1
a) Using simple language		
b) Using jargon		
c) Active listening		
d) Clarifying doubts		
ii) involves quickly glancing over a text to identify main ideas.	CO1	1
a) Skimming		
b) Scanning		
c) Intensive reading		
d) Extensive reading		
iii) is the process of understanding and interpreting a message.	CO1	1
a) Decoding		
b) Encoding		
c) Feedback		
d) Noise		
iv) is one of characteristics of effective public speaking.	CO1	1
a) Speaking in a monotone voice		
b) Avoiding eye contact		
c) Using persuasive language		
d) Reading from a script		
v) The purpose of an extempore speech is	CO1	1
a) To speak on a topic without preparation		

	b) To deliver a prepared speech c) To read from a script d) To answer questions		
vi)	Which article is used before a noun starting with a vowel sound? a) A b) An c) The d) None	CO1	1
vii)	What is the main difference between technical and literary style? a) Tone b) Purpose c) Audience d) All of the above	CO1	1
viii)	The format of a formal email is a) Salutation, body, signature b) Introduction, body, conclusion c) Greeting, body, closing d) None of the above	CO1	1
ix)	Purpose of a report is a) To inform b) To persuade c) To analyze d) All of the above	CO1	1
x)	Synonym of the word 'big' is a) Small b) Large c) Happy d) Sad	CO1	1
xi)	Which of the following is a speech organ? a) Larynx b) Lungs c) Tongue d) All of the above	CO1	1
xii)	Which of the following is a type of listening? a) Selective listening b) Evaluative listening	CO1	1

- c) Empathic listening
- d) All of the above

Q. 2) Solve the following:		12
A) Explain the cycle of communication.	CO2	6
B) Elaborate any three types of communication.	CO2	6
Q. 3) Solve the following:		12
A) Explain the DOs and DON'Ts of group discussion.	CO5	6
B) Write a critical note on 'use of non-verbal communication in interview'.	CO5	6
Q. 4) Solve any TWO of the following:		12
A) Transcribe the following:	CO3	6
i) Supplement ii) Technological iii) Pen		
iv) State v) Colonel vi) Village		
B) Spell the following:	CO3	6
i) /'fəʊtəgrɑ:f/ ii) /ə'baʊt/ iii) /fɪp/		
iv) /'nɒlɪdʒ/ v) /fu:d/ vi) /tʃɜ:tʃ/		
C) Explain any six organs of speech.	CO3	6
Q. 5) Solve any TWO of the following:		12
A) Use appropriate article and fill-in the blanks:	CO1	6
i) Pacific Ocean is the largest ocean		
ii) Swaraj is university student.		
iii) Arti is expert in mathematics.		
iv) Taj Mahal is in Agra.		
v) Rishan is engineer.		
vi) Rajiv needs pencil to write.		
B) i) Use appropriate preposition and rewrite the following sentences:	CO2	6
a) The train travels Delhi to Mumbai		
b) He is responsible the marketing team.		
c) She is her vacation in Goa.		
ii) Use appropriate modal auxiliaries and rewrite the following sentences:		
a) She (can/could) speak three languages fluently.		

- b) I (will/would) meet you at 5 PM.
 c) They (may/might) arrive late due to traffic.
- C)** i) Suggest synonyms for: Perfect, Fast, Corrupt **CO2** **6**
 ii) Suggest antonyms for: Cultured, Entire, Antonym
- Q. 6) Solve any TWO of the following:** **12**
- A)** Write an application for the post of Engineer in Wipro Ltd.,
 Doddakannelli, Sarjapur Road, Bengaluru (Bangalore) – 560 035.
 (The Indian Express; January 18, 2026) **CO4** **6**
- B)** Write a well-composed resume for the above mentioned
 application. **CO4** **6**
- C)** Differentiate between the technical writing and literary writing. **CO4** **6**

***** End *****