01HUN102052006 B

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Reg No.:	Name:	
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APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

Second Semester B.Tech Degree Examination July 2021 (2019 scheme)

Max. Marks: 50 (AN Session) Duration: 2 Hours PART A		Course Code: HUN102	
Max. Marks: 50 PART A Answer all Questions. Find the suitable synonym for the underlined words from the words given in brackets. a) There is tremendous opportunity for personal and professional development in our company. (trivial / amazing) b) The policy is superficially attractive, but unlikely to work. (frivolously / sensibly) Write the definition for the following compound words. a) Note-making b) Dark room c) Post office d) Middle class Find the misspelt words from each set of words given. a) Sophisticated, sophisticated, sofistikated, sophistikated b) Embarras, embaras, embarrasse c) Liason, liasson, liasone, liaison Complete the sentence as directed. a) He enquired whether his designation was not PRO. (Change into Direct speech.) b) My teacher often says to me, "If you don't work hard, you will fail." (Rewrite the sentence into Indirect speech.) c) Manners reveal character. (Rewrite the sentence using 'Character')		Course Name: PROFESSIONAL COMMUNICATION	
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(Rewrite the sentence using 'Friction')		(Rewrite the sentence using 'Friction')	

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5	Fill in the blanks with suitable form of the words from the given options.	
	a) The mounting pressure was so over whelming that he ultimately	
	to the authorities demands.	
	i) Yielded in ii) Gave in iii) Cowed in iv) Agreed in	
	b) Two thirds of the city in ruins.	
× .	i) Is ii) are iii) had iv) were	
	c) If you well, you will get the Championship.	
T.	i) Practice ii) practise iii) practiced iv) had practiced	
	d) The actor and music director won the award.	
•	i) Is ii) has iii) are iv) have	
	PART B	
6	Answer all questions Define Technical Communication and explain its significance.	(4)
7		
	Explain steps in critical reading.	(2) (4)
8	Describe the techniques involved in listening to Technical talks.	
9	Discuss the various stages involved while attending a Group Discussion.	
10	Write a note on Technology based communication.	(3)
11.	What are the preparatory steps that a candidate should follow before attending a	
. No.	job interview?	
12	You have seen an advertisement for the post of Marketing Manager in a reputed	(6)
	firm in Mumbai. Write a letter to the Public Relations Officer, C&C Enterprises,	
	Mumbai, applying for the job. Write the letter in 125-150 words.	
13	Explain SQ3R method and PQRST method.	(4)

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