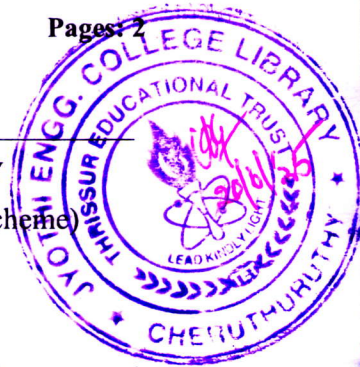


Reg No.: _____

Name: _____

APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

B.Tech Degree S1 (S,FE) S2 (S,FE) Examination May 2025 (2019 Scheme)

**Course Code: HUN102****Course Name: PROFESSIONAL COMMUNICATION (Common to all programs)****Max. Marks: 50****Duration: 2 Hours****PART A***Answer all Questions.***Marks**

- | | | |
|---|--|-----|
| 1 | Choose the word with correct spelling. | (2) |
| | <ul style="list-style-type: none"> a) absense, absentse, absence, abcense b) harrass, harras, harraz, harass | |
| 2 | Expand the following compound nouns. | (1) |
| | <ul style="list-style-type: none"> a) Computer technology b) policeman | |
| 3 | Write two synonyms each for the following words. | (2) |
| | <ul style="list-style-type: none"> a) Goal b) benefit | |
| 4 | Fill in the blanks suitably. | (3) |
| | <ul style="list-style-type: none"> a) Thousand Rupees..... (is/ are) a big amount for them. b) Please add..... (some / a few) sugar to the tea. c) If you..... (pay) a little attention, this mistake would not have happened. | |
| 5 | Rewrite the sentences as directed. | (2) |
| | <ul style="list-style-type: none"> a) Someone rang the electric bell. (Change the voice) b) He says, " I am very busy. " (Change into indirect speech) | |
| 6 | Read the passage below and prepare notes. | (5) |

The revolution in computer technology has been going on for about forty years. In the first generation, during the Second World War, computers employed vacuum tubes and relays as switching devices. The collection of switches routed electrical currents in a manner that produced calculated results. As a matter of fact, all digital computers today still perform calculations using switching techniques.

In the second generation, which started in the late 1950 s, tubes and relays were replaced by transistors. Transistors were faster, cheaper, smaller required less energy and produced less heat than tubes.

The third generation born in 1964, replaced transistors with integrated circuits. An integrated circuit arranges thousands of switches on circuit boards small enough to be completely hidden by the tip of a finger. These became known as chips. Chips too were cheaper, cooler and faster than their transistor forbears.

Starting in early 1970, a fourth generation of computers saw the shrinkage of computer components to microscopic dimensions. Chips contained a very large

number of components on a very small chip. Once again computer switches became smaller, less expensive, cooler and faster.

PART B

Answer all Questions.

- 7 Explain the strategies for reading technical materials. (3)
- 8 a. A well prepared speech given to the wrong audience is disastrous . Judge (3)
 - b. Why are visual aids important in a presentation? (4)
- 9 a. Briefly explain the techniques for initiating a group discussion and making the first impression. (4)
 - b. Analyze the role of communication, respect for others and various brainstorming techniques in a group discussion. (4)
- 10 a. Identify the importance of active listening as an interactive communication process (4)
 - b. What are the advantages of stress interviews? (4)
- 11 a. Draft the minutes of the executive committee meeting of the technical fest in your college, at which, among other things, the following items were on the agenda. (5)
 - . Inauguration Ceremony
 - . Technical Events
 - . Financial matters
 - . Discipline
 - b. Prepare at least four instructions for using a hair dye. Make use of the following hints. (4)

Bowl, spoon, warm water, glove, comb.
