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2 SEM TDC CMEN (CBCS) WS II (A/C)

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(May)

ENGLISH

(For Non-Honours)

WRITING SKILLS—2

Paper : Com Eng-2

(**Communicative English**)

Full Marks : 80

Pass Marks : 32

Time : 3 hours

*The figures in the margin indicate full marks
for the questions*

UNIT—I

1. Answer any *one* of the following : 10

(a) Elaborate how an interview is not just an assessment of the candidate but also an opportunity for the candidate to evaluate the organisation.

(b) Discuss how technology has transformed the interview process.

(2)

UNIT—II

2. Answer any *one* of the following : 10
- (a) Explain the typical structure of a feature article.
 - (b) Discuss the importance of the writer's observation, creativity and adaptability in feature writing.

UNIT—III

3. Answer any *one* of the following : 10
- (a) Elaborately discuss different types of questionnaires.
 - (b) Illustrate the key steps involved in designing and conducting a survey.

UNIT—IV

4. Answer any *one* of the following : 10
- (a) Discuss the unique characteristics of essay writing which set it apart from other types of writing.
 - (b) Write a speech on any *one* of the following :
 - (i) The role of education in shaping the future
 - (ii) Overcoming failure—a path to success
 - (iii) The art of time management

(3)

UNIT—V

5. Answer any *one* of the following : 10
- (a) Explain the key components of a formal report.
 - (b) Prepare a report on the observation of Republic Day at your college this year (use ABC as the name of your college).

UNIT—VI

6. Answer any *one* of the following : 10
- (a) What is a dialogue? Explain why it is an essential element in creative writing such as short stories, novels, screenwriting, playwriting, etc.
 - (b) Write a dialogue between a Library Assistant and an Assistant Professor of English at a college library on the collection of books on English literature.

UNIT—VII

7. Answer any *four* of the following : 5×4=20
- (a) Write a short note on the role of communication in an interview.
 - (b) Write a paragraph on the importance of the narrative technique in a feature article.

(4)

- (c) Discuss the importance of clarity in designing a questionnaire.
- (d) Explain the importance of sampling methods in conducting surveys.
- (e) Briefly discuss the role of research in essay writing.
