

Code :06MC106

MCA I Semester Supplementary Examinations, February 2011
ENGLISH LANGUAGE & COMMUNICATION SKILLS
(For students admitted in 2006,2007 & 2008 only)

Time: 3 hours

Max Marks: 60

Answer any FIVE questions
All questions carry equal marks

1. Correct the following sentences:

- (a) I have gone to the college yesterday.
- (b) This is one of the best novel I have read.
- (c) The five brothers shared their father's property equally between themselves.
- (d) Our college is considered as one of the best colleges in the university.
- (e) He completed the pending work beside his routine work.
- (f) She said that she may proceed on leave.

2. "Body language forms 70% of the communication Act." Discuss.

3. Discuss the salient features of written communication.

4. How do technical presentations differ from general presentations?

5. Discuss various aspects of preparation for facing an interview.

6. How does communication in formal contexts differ from informal contexts?

7. Write a letter to place an order for the purchase of five Pentium IV Desktop computers.

8. Write a report on the feasibility report on the establishment of a new computer center in your college.
