

POLYTECHNIC ENGLISH QUESTION PAPER

First Year – Set 1

Subject: Communication in English – I

Time: 3 Hours

Maximum Marks: 100

General Instructions

1. Read all the questions carefully before answering.
 2. Attempt all questions unless otherwise instructed.
 3. Write your answers clearly and neatly.
 4. Marks are indicated against each question.
 5. Use correct grammar, spelling and punctuation.
 6. Answer long questions in complete sentences.
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SECTION – A : VOCABULARY

Q.1. Choose the correct synonym of the word “**Rapid**”.

- (a) Slow
- (b) Quick
- (c) Weak
- (d) Late

Q.2. Choose the correct antonym of “**Ancient**”.

- (a) Old
- (b) Historic
- (c) Modern
- (d) Past

Q.3. Choose the correctly spelt word.

- (a) Recieve
- (b) Receive
- (c) Receeve
- (d) Receve

Q.4. Give one word for: **A person who writes books.**

- (a) Author
- (b) Reader
- (c) Editor
- (d) Publisher

Q.5. Choose the word closest in meaning to **“Honest”**.

- (a) Truthful
- (b) Clever
- (c) Proud
- (d) Angry

Q.6. Choose the appropriate meaning of the idiom **“A piece of cake.”**

- (a) Very difficult
- (b) Very easy
- (c) Very expensive
- (d) Very dangerous

Q.7. Fill in the blank with the suitable word:

The manager was pleased _____ the student's performance.

- (a) at
- (b) with
- (c) from
- (d) by

Q.8. Write the antonym of **“Expand”**.

Q.9. Write the synonym of **“Brave”**.

Q.10. Make a meaningful sentence using the word **“Success”**.

SECTION – B : GRAMMAR

Q.11. Choose the correct article:

He is _____ honest student.

- (a) a
- (b) an
- (c) the
- (d) no article

Q.12. Choose the correct tense:

She _____ to college every day.

- (a) go
- (b) goes
- (c) went
- (d) going

Q.13. Fill in the blank:

They have been studying _____ morning.

- (a) for
- (b) since
- (c) from
- (d) by

Q.14. Choose the correct preposition:

The book is _____ the table.

- (a) on
- (b) at
- (c) by
- (d) into

Q.15. Change into passive voice:

The student completed the assignment.

Q.16. Change into indirect speech:

He said, "I am busy."

Q.17. Correct the following sentence:

She do not like coffee.

Q.18. Fill in the blank with the correct modal:

You _____ obey the rules of the institution.

- (a) should
- (b) may
- (c) might
- (d) would

Q.19. Identify the part of speech of the underlined word:

He runs **quickly**.

- (a) Noun
- (b) Adjective
- (c) Adverb
- (d) Pronoun

Q.20. Combine the sentences using a suitable conjunction:

He was tired. He continued working.

SECTION – C : READING COMPREHENSION

Read the following passage carefully and answer the questions given below.

Communication is an important part of everyday life. It helps people share ideas, information, feelings and opinions. Good communication requires clear language and careful listening. In professional life, effective communication helps employees work together and solve problems. A person who can communicate clearly can build better relationships with colleagues and customers. Therefore, communication skills are essential for students as well as working professionals.

Q.21. What is an important part of everyday life?

Q.22. What does communication help people share?

Q.23. What is required for good communication?

Q.24. How does effective communication help employees?

Q.25. Why are communication skills important?

SECTION – D : COMMUNICATION SKILLS

Q.26. What is communication?

Q.27. Write any four elements of communication.

Q.28. What is verbal communication?

Q.29. What is non-verbal communication?

Q.30. Mention any four barriers to effective communication.

SECTION – E : WRITING SKILLS

Q.31. Write an application to the Principal requesting leave for three days.

Q.32. Write a formal letter to the manager of a company applying for industrial training.

Q.33. Write a notice for a college technical event.

Q.34. Write an email to your teacher requesting guidance for an upcoming examination.

SECTION – F : SHORT ANSWER QUESTIONS

Q.35. Define listening skills.

Q.36. Why is active listening important?

Q.37. What is body language?

Q.38. What is eye contact?

Q.39. What is group discussion?

Q.40. Write two qualities of a good speaker.

SECTION – G : LONG ANSWER QUESTIONS

Q.41. Explain the importance of communication skills in professional life.

Q.42. Explain the difference between verbal and non-verbal communication with suitable examples.

Q.43. Describe the qualities of an effective communicator.

Q.44. Explain the different barriers to communication and suggest ways to overcome them.

Q.45. Explain the importance of listening skills for a student.

SECTION – H : PROFESSIONAL ENGLISH

Q.46. What is a resume? Mention its important components.

Q.47. Write five important points to remember during a job interview.

Q.48. Write a short dialogue between a student and a teacher about examination preparation.

Q.49. Write a short paragraph on “**Importance of Technical Education.**”

Q.50. Write a short paragraph on **“Role of English in Career Development.”**

END OF QUESTION PAPER