

POLYTECHNIC ENGLISH QUESTION PAPER

First Year – Set 4

Subject: Communication in English – I

Time: 3 Hours

Maximum Marks: 100

General Instructions

1. Read all questions carefully before answering.
2. Attempt all questions as instructed.
3. Write your answers clearly and neatly.
4. Use correct grammar, spelling and punctuation.
5. Marks are indicated against the questions.
6. Answer descriptive questions in complete sentences.

SECTION – A : VOCABULARY

Q.1. Choose the synonym of “**Assist**”.

- (a) Help
- (b) Refuse
- (c) Prevent
- (d) Oppose

Q.2. Choose the antonym of “**Increase**”.

- (a) Improve
- (b) Decrease
- (c) Develop
- (d) Grow

Q.3. Choose the correctly spelt word.

- (a) Environment
- (b) Enviroment

- (c) Envirenment
- (d) Environmant

Q.4. Give one word for: **A person who designs buildings.**

- (a) Engineer
- (b) Architect
- (c) Carpenter
- (d) Mason

Q.5. Choose the word nearest in meaning to **“Purchase”**.

- (a) Sell
- (b) Buy
- (c) Borrow
- (d) Return

Q.6. Choose the correct meaning of the idiom **“Hit the nail on the head.”**

- (a) To make a mistake
- (b) To say exactly the right thing
- (c) To work slowly
- (d) To become angry

Q.7. Fill in the blank: The students are proud _____ their college.

- (a) of
- (b) at
- (c) for
- (d) by

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

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

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

SECTION – B : GRAMMAR

Q.11. Choose the correct article: He is _____ excellent technician.

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

Q.12. Choose the correct verb: The sun _____ in the east.

- (a) rise
- (b) rises
- (c) rising
- (d) rose

Q.13. Fill in the blank: She has worked here _____ five years.

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

Q.14. Choose the correct preposition: The students arrived _____ the station early.

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

Q.15. Change into passive voice: **The company offered him a job.**

Q.16. Change into indirect speech: **He said, "I will attend the meeting."**

Q.17. Correct the following sentence: **She has went to the laboratory.**

Q.18. Choose the correct modal: We _____ respect the laws of our country.

- (a) must
- (b) might
- (c) could
- (d) would

Q.19. Identify the part of speech of the underlined word: The students completed the task **carefully**.

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

Q.20. Join the following sentences using a suitable conjunction: **He was ill. He attended the examination.**

SECTION – C : READING COMPREHENSION

Read the following passage carefully and answer the questions.

Time is one of the most valuable resources in a student's life. Once time is lost, it cannot be recovered. Students who manage their time properly can complete their studies, assignments and other activities without unnecessary stress. Good time management requires planning, setting priorities and avoiding unnecessary delays. It also helps students develop discipline and become more responsible. Therefore, every student should learn to use time wisely.

Q.21. Why is time considered valuable?

Q.22. What can students complete through proper time management?

Q.23. What does good time management require?

Q.24. How does time management help students?

Q.25. What should every student learn?

SECTION – D : COMMUNICATION SKILLS

Q.26. What is listening?

Q.27. Explain the difference between hearing and listening.

Q.28. What is oral communication? Give two examples.

Q.29. Write any four barriers that can affect communication.

Q.30. Why is feedback important in communication?

SECTION – E : WRITING SKILLS

Q.31. Write an application to the Principal requesting permission to attend a technical workshop.

Q.32. Write a formal letter to the library in-charge requesting additional reference books for technical students.

Q.33. Prepare a notice regarding a college sports event.

Q.34. Write an email to your teacher informing him or her about your absence from class due to a personal reason.

SECTION – F : SHORT ANSWER QUESTIONS

Q.35. What is non-verbal communication?

Q.36. Mention two examples of non-verbal communication.

Q.37. What is a group discussion?

Q.38. Why is eye contact important during communication?

Q.39. What is a telephone conversation?

Q.40. Write two advantages of effective communication.

SECTION – G : LONG ANSWER QUESTIONS

Q.41. Explain the importance of time management for technical students.

Q.42. Explain the importance of listening skills in professional communication.

Q.43. Discuss the role of body language in effective communication.

Q.44. Explain how students can improve their English speaking skills.

Q.45. Describe the importance of communication skills in technical education.

SECTION – H : PROFESSIONAL ENGLISH

Q.46. What is a formal letter? Mention its main parts.

Q.47. Write five points that a candidate should remember before attending a job interview.

Q.48. Write a dialogue between two students discussing preparation for their practical examination.

Q.49. Write a paragraph on “**Role of Technology in Education.**”

Q.50. Write a paragraph on “**Importance of Teamwork in Technical Education.**”

END OF QUESTION PAPER