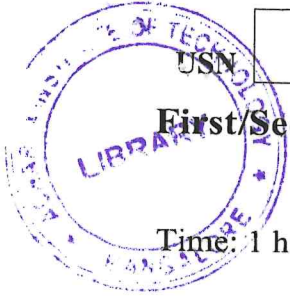


CBCS SCHEME

1BENG106/206



USN

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Question Paper Version : A

First/Second Semester B.E./B.Tech. Degree Examination, June/July 2026 Communication Skills

Time: 1 hr.

Max. Marks: 50

INSTRUCTIONS TO THE CANDIDATES

1. Answer all the **fifty** questions, each question carries one mark.
2. Use only **Black ball point pen** for writing / darkening the circles.
3. **For each question, after selecting your answer, darken the appropriate circle corresponding to the same question number on the OMR sheet.**
4. Darkening two circles for the same question makes the answer invalid.
5. **Damaging/overwriting, using whiteners** on the **OMR** sheets are strictly prohibited.

1. Standing too close to a colleague during a discussion may create discomfort due to poor use of:
a) Chronemics
b) Proxemics
c) Kinesics
d) Paralanguage
2. Arriving late to a professional meeting shows lack of awareness of:
a) Proxemics
b) Chronemics
c) Phonemics
d) Semantics
3. "The report was submitted on time" is an example of:
a) Simple sentence
b) Active voice
c) Passive voice
d) Compound sentence
4. Why is English important for global interaction?
a) It's a universal language for business.
b) It's a native language in most countries.
c) It's the easiest language to learn.
d) It has a simple grammar structure.
5. Non-verbal communication does not include
a) Gestures
b) Posture
c) Silence
d) Words
6. Which of the following is a psychological barrier to effective communication?
a) Background noise
b) Lack of attention
c) Limited vocabulary
d) Technical jargon

7. Chronemics refers to:
a) Use of physical touch
b) Study of time in communication
c) Facial expressions
d) Writing style and structure
8. Rising and falling voice patterns while speaking mainly refer to:
a) Accent
b) Intonation
c) Rhythm
d) Pitch
9. Which element ensures communication is complete?
a) Encoding
b) Sender
c) Feedback
d) Channel
10. Which of these qualities is important in a group discussion?
a) Hostility
b) Aggressiveness
c) Emotional stability
d) Ignorance
11. When using scanning to read an achiever's interview, the reader should:
a) Look for the general mood of the passage
b) Read slowly and carefully for each sentence
c) Search for specific details such as dates, achievements, or quotes
d) Summarize the entire text in their own words
12. What is the correct sequence when writing a short biography based on reflections?
a) Achievements → Death → Early life → Advice
b) Early life → Education → Career/achievements → Reflections/advice
c) Advice → Early life → Achievements → Education
d) Career → Early life → Reflections → Education
13. Choose the sentence that follows the pattern S + V + C (Subject + Verb + Complement):
a) He wrote a letter.
b) She is a doctor.
c) The boy kicked the ball.
d) They offered him a job.
14. You really hit the nail _____ in your speech.
a) In your head
b) Over the head
c) Above the head
d) On the head
15. Introducing yourself confidently during campus recruitment reflects skill in:
a) Reading
b) Writing
c) Speaking
d) Proofreading
16. When responding to an email, what is considered best practice?
a) Reply as soon as possible, preferably 24 hours
b) Wait at least a week before replying
c) Only respond if you agree with the content
d) Forward the email to others before replying
17. Identify the correct question tag: "You are a student, _____?"
a) are you
b) aren't you
c) is you
d) isn't you

18. A role-play where an employee handles a dissatisfied client mainly develops:
a) Memorization
b) Interpersonal communication
c) Grammar accuracy
d) Vocabulary recall
19. Participating in a group discussion requires mainly:
a) Speaking continuously
b) Listening and responding logically
c) Dominating others
d) Memorizing facts
20. Understanding idioms like "break the ice" helps in:
a) Literal translation
b) Vocabulary development
c) Grammar correction
d) Pronunciation practice
21. Writing a formal enquiry letter requires primarily:
a) Informal tone
b) Polite and structured language
c) Emotional expressions
d) Slang
22. Replying late to professional emails mainly affects:
a) Grammar
b) Digital etiquette
c) Vocabulary
d) Accent
23. Writing a paragraph that argues for renewable energy is an example of:
a) Narrative writing
b) Descriptive writing
c) Argumentative writing
d) Story writing
24. Blog writing mainly encourages:
a) Rigid structure
b) Personal voice with clarity
c) Formal reporting
d) Technical documentation
25. Which of the following is a non-Wh question?
a) Where are you going?
b) Why is she late?
c) Do you like coffee?
d) What is your name?
26. The correct form of reported speech of - She said him, "What did you say?"
a) She asked him what he said
b) She asked him what he had said
c) She asked him what he say
d) She asked him what did you say.
27. I Shall be _____ the paper then.
a) reading
b) read
c) readed
d) red
28. The correct form of reported speech of - She said him, "What did you say?"
a) She asked him what he said
b) She asked him what he had said
c) She asked him what he say
d) She asked him what did you say.
29. Using quotation marks in a search engine helps to:
a) Find synonyms
b) Exclude words
c) Search exact phrases
d) Translate text

30. Identify the correct tense: "She ____ working here since 2020."
a) is
b) was
c) has been
d) had been
31. Discussion forums are examples of:
a) Synchronous communication
b) Asynchronous communication
c) Face-to-face communication
d) Formal interviews
32. Tools like Grammarly primarily help in:
a) Content creation
b) Grammar and clarity checking
c) Voice modulation
d) Plagiarism creation
33. Which of the following best defines plagiarism?
a) Using open-access materials from the internet.
b) Using someone else's ideas or words without giving credit.
c) Writing your own ideas in your own words.
d) Quoting a source with proper citation.
34. Posting confidential company data on social media without permission violates which principle of netiquette?
a) Respect for privacy
b) Respect for diversity
c) Avoiding spam
d) Using proper grammar
35. Which of these tools supports both synchronous and asynchronous communication?
a) WhatsApp
b) Google Docs
c) Email
d) Forum
36. Which is an example of non-verbal communication?
a) Email
b) Telephone call
c) Facial expression
d) Letter
37. Digital literacy means:
a) Ability to type fast
b) Ability to use digital tools responsibly
c) Using social media
d) Watching online videos
38. A major problem in handling digital resources is:
a) Easy storage
b) Quick sharing
c) Copyright infringement
d) Availability
39. A good social media etiquette includes:
a) Sharing fake news
b) Checking facts before posting
c) Commenting aggressively
d) Ignoring privacy settings
40. Online communication reduces:
a) Written records
b) Geographical barriers
c) Digital dependency
d) Screen time

41. A good mock interview should include:
a) Realistic interview questions
b) Feedback on verbal and non-verbal communication
c) Time management practice
d) All of the above
42. For a fresher, the ideal length of a resume is:
a) 3–4 pages
b) 2–3 pages
c) 1 page
d) 5 pages
43. Which of the following words belongs to technical vocabulary in engineering?
a) Algorithm
b) Happiness
c) Beautiful
d) Quickly
44. Maintaining eye contact during interviews reflects:
a) Nervousness
b) Non-verbal confidence
c) Aggression
d) Informality
45. A well-structured resume mainly improves:
a) Pronunciation
b) First impression
c) Writing speed
d) Grammar rules
46. Modal verbs like should and must express:
a) Time
b) Obligation and advice
c) Condition
d) Voice
47. Language used in job interviews generally follows which tone?
a) Informal
b) Casual
c) Emotional
d) Formal and professional
48. Which document gives detailed information about an organization's mission and activities?
a) Resume
b) Job application
c) SOP
d) Company profile
49. Modal verbs are commonly used to express:
a) Sentence length
b) Vocabulary meaning
c) Ability, permission and obligation
d) Punctuation rules
50. Which listening material is commonly used to improve comprehension of professional communication?
a) News headlines
b) Story books
c) TED Talks
d) Comic strips
