

M.A. (2022) (SEM/CR) CBCS Part-I Semester-I Examination: Oct/Nov.-2023
Geography (Non Credit) Paper-I

GAEC1: AEC: Communicative English-I (New Pattern 2022)

Day and Date: Saturday, 02/12/2023

Total Marks: 50

Time: 2.30 PM To 4.30 PM

Instructions:

1. All Questions are Compulsory.
2. Each Question carries two marks.
3. Write your answer in the given box

Student Signature	Junior Supervisor Signature	Marks Obtained
		Sign. of the Examiner

Q. Choose the Correct alternatives from the following.

15

1 A personal letter is a type of letter (or informal composition) that usually concerns with _____.

- 1) personal matters 2) social matters 3) national matters 4) International matters

Answer		
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2 Formal letters follow a certain _____.

- 1) pattern and formality 2) informality 3) variety of patterns 4) no set of rules

Answer		
--------	--	--

3 Informal letters are generally written to _____.

- 1) friends 2) acquaintances 3) relatives 4) all of these

Answer		
--------	--	--

4 _____ is used while writing informal letters.

- 1) Casual language 2) formal language 3) artistic language 4) figurative language

Answer		
--------	--	--

5 Telephone communication first came into existence in _____.

- 1) 1976 2) 1876 3) 1882 4) 1875

Answer		
--------	--	--

6 Telephone communication was invented by _____.

- 1) Alexander Pushkin 2) Graham Green 3) Alexander Graham Bell 4) Thomas Green

Answer		
--------	--	--

7 One of the important things to remember during a phone call is to maintain _____.

- 1) a polite and friendly tone 2) aggressive tone 3) a pessimistic approach 4) aloofness

Answer		
--------	--	--

8 A negative reply should not sound _____.

- 1) polite 2) rude 3) generous 4) moderate

Answer		
--------	--	--

9 Whenever you are dealing with clients over the phone, remain _____ and all that you can to satisfy them.

- 1) negative 2) positive 3) indifferent 4) passive

Answer		
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10 _____ is a general term which is used for communication by means of electronic media.

- 1) e-communication 2) facial communication 3) non-verbal communication 4) None of these

Answer		
--------	--	--

11 _____ uses advanced techniques such as computer modems, facsimile machines, voice mail, electronic mail, teleconferencing, video cassettes or private television networks.

- 1) facial communication 2) e-communication 3) non-verbal communication 4) Non of these

Answer		
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12 _____ means a type of mail delivered through electronic means and being transmitted electronically.

- 1) office notice 2) Memo 3) e-mail 4) business letters

Answer		
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13 You can send a large quantity of files, documents, images etc. through _____.

- 1) phone 2) post 3) person 4) e-mail

Answer		
--------	--	--

14 The benefit of e-mail is eco-friendly, as it reduces the use of _____.

- 1) papers 2) woods 3) water 4) light

Answer		
--------	--	--

15 The most essential things for email communication is that you must have your _____.

- 1) postal address 2) email address 3) own house 4) none of these

Answer		
--------	--	--

16 The function _____ denotes the email address of the persons when you are to send the same mail to more than one person.

- 1) 'Bc' 2) 'Ac'' 3) 'Cc' 4) 'Pc'

Answer		
--------	--	--

17 In e-mail there is option Bcc which means _____.

- 1) Blind Carbon Copy 2) Black Colour Copy 3) Brown Colour Copy 4) Bad Colour Copy

Answer		
--------	--	--

18 The emails written to friends, relatives, colleagues etc. can be considered as _____.

- 1) informal emails 2) formal emails 3) business emails 4) official emails

Answer		
--------	--	--

19 For _____ correspondence, you write formal e-mails.

- 1) business 2) family 3) friendly 4) none of these

Answer		
--------	--	--

20 E-mail pals are a kind of friendship built and maintained through _____.

- 1) phone 2) post 3) person 4) e-mail

Answer		
--------	--	--

21 Blog is a blended word of the original word _____.

- 1) weblog 2) login 3) internet 4) website

Answer		
--------	--	--

22 The Professional Blogs unlike Personal Blogs are _____.

- 1) content oriented 2) blank 3) meaningless 4) none of these

Answer		
--------	--	--

23 A _____ is a person who writes blogs.

- 1) Blogging 2) blogger 3) blog 4) All of these

Answer		
--------	--	--

24 _____ is an activity to run and control Blog.

- 1) Blogging 2) Blogger 3) Blog 4) All of these

Answer		
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25 _____ is one of the most vital features of professional communication.

- 1) Clarity 2) Accuracy 3) Segmentation 4) Brevity

Answer		
--------	--	--

Model Answer Paper
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Option 1

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Option 1

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Option 1

5 Telephone communication first came into existence in _____.

- 1) 1976 2) 1876 3) 1882 4) 1875

Option 2

6 Telephone communication was invented by _____.

- 1) Alexander Pushkin 2) Graham Green 3) Alexander Graham Bell 4) Thomas Green

Option 3

7 One of the important things to remember during a phone call is to maintain _____.

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Option 1

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Option 2

9 Whenever you are dealing with clients over the phone, remain _____ and all that you can to satisfy them.

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Option 2

10 _____ is a general term which is used for communication by means of electronic media.

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Option 1

11 _____ uses advanced techniques such as computer modems, facsimile machines, voice mail, electronic mail, teleconferencing, video cassettes or private television networks.

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Option 2

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Option 3

13 You can send a large quantity of files, documents, images etc. through _____.

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Option 4

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Option 1

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16 The function _____ denotes the email address of the persons when you are to send the same mail to more than one person.

- 1) 'Bc' 2) 'Ac'" 3) 'Cc' 4) 'Pc'

Option 3

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24 _____ is an activity to run and control Blog.

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Option 1

25 _____ is one of the most vital features of professional communication.

- 1) Clarity 2) Accuracy 3) Segmentation 4) Brevity

Option 4
