

**SECOND SEMESTER BA DEGREE EXAMINATION, APRIL 2023****(Regular/Improvement/Supplementary)****FUNCTIONAL ENGLISH: COMPLEMENTARY COURSE FOR JOURNALISAM AND MASS  
COMMUNICATION****GFEN2C10T: ENGLISH FOR COMMUNICATION: PLATFORM SKILLS****Time:1 ½ Hours****Maximum Marks: 40****SECTION A: Answer the following questions. Each carries *two* marks.****(Ceiling 12 Marks)**

1. Fill in the blanks using correct tenses.
  - a. When Carol (call) ..... last night, I (watch) .....my favorite show on television.
  - b. Sharon (love) .....to travel. She (go) ..... abroad almost every summer. Next year, she plans to go to Peru.
2. Change the sentences into passive voice
  - a. They probably won't attend lecture tomorrow.
  - b. John returned the money last night.
3. Write the one word substitution for the following
  - a. One who eats human beings' flesh
  - b. A medicine which makes the effect of poison zero
4. What is portmanteau word? Give an example.
5. Characteristics of written communication.
6. Write two phrases to be used while you make enquiries.
7. How do you grab the attention of the audience in public speaking?

**SECTION B: Answer the following questions. Each carries *five* marks.****(Ceiling 18 Marks)**

8. Mention some situations where you use a comma.
9. Differentiate between homonyms and homophones with suitable examples.
10. What is non-verbal communication? Elaborate on its significance in communication.
11. How does the seating arrangement in an organization affect communication?
12. Discuss the etiquette to be followed while answering a call.

**SECTION C: Answer any one question. Each carries *ten* marks.**

13. Importance of listening in Communication.
14. What are platform skills? Describe some of the effective platform skills and their benefits.

**(1 x 10 = 10 Marks)**