	Α	Reg. No. :										
		Question Pape	r Code:	520	01	]						
B.E. / B.Tech. DEGREE EXAMINATION, MAY 2018 Second Semester Civil Engineering 15UEN201 - BUSINESS ENGLISH AND PRESENTATION SKILLS (Common to ALL Branches) (Regulation 2015)												
Duration: Three hours Answer ALL Questions							Max	ximu	m: 1	00 N	/larks	
		PART A - (10 x										
1.	-	ntence with suitable comparative than Vikram.	e adjective	es.							CO	01 <b>-</b> R
	(a) tallest	(b) taller	(c) ta	ller th	nan			(d	) tall			
2.	-	or the blanks given. hotel where I stayed.									CO	D1- R
	(a) a	(b) an	(c) th	e				(d	) it			
3.	-	ntence with suitable modal: of tomatoes in the fridge. You _	buy	any.							CO	02- R
	(a) need not	(b) may not	(c) m	ust no	ot			(d	) sho	uld	not	
4.	Choose the suita	ble meaning:									CO	02- R
	Line Manager											
	(a) executive	(b) subordinate	(c) te	am m	emb	er		(d	) tea	m		
5.		ble preposition and fill in the bla m are you talking?	anks:								CO	03- R
	(a) to	(b) up	(c) or	1				(d	) upc	on		
6.	Choose the suita Transaction	ble meaning:									CO	03- R
	(a) vicinity	(b) deal	(c) tra	ansfei	r			(d	) cor	nme	rcial	

7.	Combine the following statement using connectives. The temperature of the gas increases. The volume of the gas increases.									
	(a) therefore	(b) however	(c) nevertheless	(d) yet						
8.	Choose the suitable meaning: Invoice				CO4- R					
	(a) Bill	(b) money	(c) cost	(d) list						
9.	I asked her what her problem was but she quiet									
	(a) kept	(b) took	(c) saved	(d) save						
10.	Choose the suitable meaning: Negotiate				CO5- R					
	(a) Agree	(b) connect	(c) saved	(d) list						
	$PART - B (5 \times 2 = 10 Marks)$									
11.	Read the passage and fill in the blanks with suitable words given in brackets.									
	(unlike	e, week, watching,	together)							
	Sunday is my favorite day because I spend the day watching football with my dad. On Sunday,1the other days of the2 when he works, my dad spends the whole day with me3 football on TV. We even eat lunch4 while watching.									
12.	Write a short note on Transcoding	g?			CO2 -R					
13.	Rewrite the following conversation David: I'm David. Robert: Oh hi David, you must be David: Yes I am. Robert: I'm Robert. Nice to meet David:	e Rita's brother.	reported speech:		CO3- R					
14.	Prepare an agenda for a Business meeting?									
15.	What is a role play?									

## $PART - C (5 \times 16 = 80 Marks)$

- 16. (a) You are a Director of a Manufacturing company. A foreign delegation will CO1- App (16) soon be visiting the company. You are responsible for supervising arrangements for the visit. Write an e-mail to the Office Manager of your company.
  - Saying when the delegates will arrive
  - Explaining what he should show them
  - Telling him the arrangements for lunch

## Or

(b) Fill in the blanks with the suitable words given in the box.

CO1- App (16)

				1	
oral	seminars	brilliant	Product		
deliver	academician	engineers	Business		
proposal	speakers	presentation	Executive		
point	student	different	sales		
We may not a	Ill be professional pu	blic bu	t we may have to		
	at some				
one is a stude	nt, a professional eng	gineer, an	, or a business		
,	one may have to ma	ike pres	sentations in front		
	agues or professional				
be required to	make presentations i	n the form of progre	ss reports, student		
,	research presentat	ions, and so on.	Professionals in		
f	fields, including scient	ntists and	, have also to		
make oral repo	orts, present seminars	, projec	t presentations, or		
present a	orally. Sin	milarly,	_ executives may		
have to introdu	uce a new	that their company	y has launched, to		
	plan th				
they may just	have a	idea that they would	like to share with		
their colleague	es.				
(i) Write a para	agraph on self introdu	uction?		CO2 -U	(
•					`

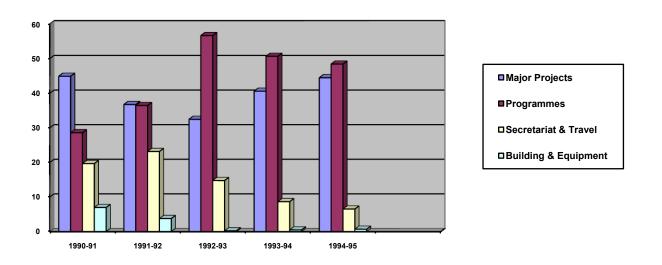
17. (a) (i) Write a paragraph on self introduction?CO2 -U(8)(ii) Bring out the important aspects of Speaking Skills.CO2 -U(8)

Or

- (b) Write briefly on the techniques of Presentation on given topic, Mini CO2 -U (16) Presentation, and Group Discussion.
- 18. (a) Draft an open testimonial for your Marketing Engineer who is applying for CO3- Ana (16) the post of the Executive Engineer to the following address:

The Personnel Manager, Crompton Greaves Ltd., 124 GB road, Cochin – 634001. Or

- (b) As a fresh graduate in Engineering you have decided to establish a CO3- Ana (16) manufacturing unit in your town. You wish to avail the liberalized loan facility under the self-employment scheme. Draft a proposal for the manufacture of the item of your choice, seeking loan from the State Industrial Development Finance Corporation.
- 19. (a) Write two paragraphs on improving effective written Skills in today's CO4-U (16) business scenario.
  - Or
  - (b) Write a report on the working conditions of your workshop paying special CO4- Ana (16) attention to the problems that workers face. Suggest measures that should be adopted to bring about improvement.
- 20. (a) Prepare a web page for a new washing machine. CO5- U (16) Or
  - (b) Write an essay using the data given below: CO5- U <u>Distribution of expenditure by the Rajasthan State Council for Science and</u> Technology



(16)