

Department of Humanities & Social Sciences
Major Term Examination
PG Course- HUL 810

Time- 2hrs

Maximum Marks-40

Instructions- Answer **all questions**.

Q-1 Define Informal Communication. Why do we need Informal Communication? Bring out the merits and limitations of Informal Communication. (10Marks)

Q-2. Reading a technical document is entirely different from reading a newspaper. Comment. Discuss the various skills of reading a technical document. (10Marks)

Q-3. Write Short Note. (300 words)
Audio Visual aids in Technical Communication. (5 Marks)

Q-4. Revise each incorrect sentence to eliminate the misplaced & dangling modifier-

- (i) Using a pair of forceps, the skin of the rat's abdomen was lifted and a small cut was made into the body with scissors.
- (ii) To make his paper more accurate, all references were checked twice.
- (iii) The manager explained the sales figures to the board members using a graph.
- (iv) After reading the original study, the article remains unconvincing.
- (v) The decision will only be made after all data are compiled. (5 Marks)

Q-5. Insert Comma where necessary in the following sentences-

- (i) Oil which is lighter than water rises to the surface.
- (ii) Mr. and Mrs. Prasad my parents' best friends sat in front of us at the football game.
- (iii) *Femina* the woman's fashion magazine recently incorporated with *Charm* another fashion magazine.
- (iv) We were unfortunately too late.
- (v) Henry James' early novels I believe stand the test of time. (5Marks)

Q-6. Give two pairs of words to distinguish between each of the following pairs of vowel/diphthong.

(1) /ɪə/, /ɜː/, (ii) /eə/, /æ/

(iii) /ɒ/, /ɔɪ/, (iv) /i/, /au/

(v) /aɪ/, /u/

(5Marks)