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B.M.S. College of Engineering, Bengaluru-560019

Autonomous Institute Affiliated to VTU

September / October 2023 Semester End Main Examinations

Programme: B.E.

Branch: Common to all Branches

Course Code: 21MA2HSPWS

Course: Professional Writing Skills in English

Semester: II

Duration: 2 hrs.

Max Marks: 50

Date: 27.09.2023

Instructions: 1. Answer all the questions

2. Internal choice is provided in Units III, IV and V.

		UNIT - I	CO	Marks
1			1, 4	5
	a)	Subject Verb Agreement. My Family _____ to go hiking together. i) loves ii) love		
	b)	Subject Verb Agreement. One of my _____ likes to cook Italian food. i) friend ii) friends		
	c)	Identify the tense. She has just entered the room. i) Present perfect tense ii) Future tense iii) Past Simple		
	d)	Identify the tense. The whole day yesterday the boys listened to the cricket commentary. i) Past Simple ii) Present tense iii) Future tense		
	e)	Choose the correct synonym: Embellish i) Oppose ii) Decorate III) Identify iv) Attract		
		UNIT - II		
2		Write a precis for the following passage reducing it to one-third of its length. Fox and Stork met one day beside the lake. Stork lifted his long beak	4	5

	<p>out of the water and said, "Good day."</p> <p>"Good day to you" answered Fox with a low bow. "And a very fine day it is. You're just the fellow was looking for. Why not come along to my place this evening and have supper?"</p> <p>"With pleasure," answered Stork. 'I'll be with you at dusk."</p> <p>Now Reynard thought he would play a trick on Stork and make a fool of him when he could tell all the other animals about it, and show them what a clever fellow he was, He made some rich soup, and served it in two shallow dishes. He took one himself and set the other in front of Stork.</p> <p>T think you'll enjoy this," said Reynard, as soon as Stork was ready for supper. "Don't wait, my dear Stork or the soup will be cold."</p> <p>He licked his own supper up with much enjoyment and watched poor Stork trying to drink from the shallow dish with his long thin beak. Of course, Stork had almost no supper.</p> <p>"Aren't you enjoying it?" asked Fox.</p> <p>Stork answered that he wasn't feeling especially hungry, and had really enjoyed his supper immensely. Before he went, he asked Reynard to come to supper with him the following day.</p> <p>With the greatest of pleasure!" answered Reynard.</p> <p>Next evening, when Fox came to supper with Stork, he found that once more the meal was soup, and very good it smelt, But Stork had served it in two tall jars with narrow necks. Stork dipped his long beak into his jar, but Reynard got scarcely a drop and had to be content with licking the top. He was very angry indeed and went home without saying good night.</p> <p>But afterwards, Reynard saw that he had been treated just as he deserved - and he did not boast to the other animals of how he had tricked Stork.</p>	
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	UNIT - II		
3	<p>Read the following excerpt and answer the questions that follow. Each question carries one mark.</p> <p>Sitting on the branch of a tree, Crow had a piece of cheese in his beak. He had just stolen it from a farm kitchen, where he had seen it through the open window. Reynard the Fox looked up and saw Crow on the branch, and he thought how much he would enjoy that fine fresh piece of cheese.</p> <p>"Good day, Crow" said Reynard. But Crow said nothing. He had the cheese in his beak.</p> <p>"You know,' Reynard went on, "I've never really noticed what a beautiful bird you are."</p> <p>Crow bent down slightly in order to hear better.</p>	4	5

	<p>"The smoothness and blackness of your coat is so handsome, so dignified. Your feathers are much lovelier- to my mind than Peacock's. His are so gaudy, don't you think?"</p> <p>Still, Crow said nothing. But he was most interested.</p> <p>"Then your neck," Reynard continued, "why, it is as proud and noble as Eagle's, and everyone knows that he is King of Birds. As for your eye - not even Hawk has a brighter and more resplendent eye! Yes indeed, but for one thing, I would say you are worthy to be King of all the birds."</p> <p>Crow was preening himself and grooming himself with pride. He had never been so flattered in all his life.</p> <p>"Yes," sighed Fox, "what a pity it is that with all your beauty you should have no voice! If only you knew how to sing."</p> <p>This was too much for poor Crow. Perhaps he hadn't a voice like Nightingale's, but at least he could "caw" in a way that some listeners might not think too bad. He would show Reynard! So taking a deep breath and closing his eyes, he opened his beak and gave out loud "Caw, caw!"</p> <p>Of course, the cheese instantly fell out of his mouth, and Reynard caught it and gobbled it up.</p> <p>a) Where did the crow go with the cheese? b) What did the fox tell the crow? c) Why did the crow want to sing for the fox? d) What happened to the piece of cheese? e) What lesson did the crow learn that day?</p>	
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	UNIT - III	4	15
4	Answer the following in about 250 words.		
	a) Distinguish between Formal and Informal reports.		5
	b) Expound on the characteristics of Reports.		10
	OR		
	c) Define Technical Proposal. What is its significance?		5
	d) Expound on the characteristics of a Technical Proposal.		10
	UNIT - IV	4	10
5	a) Explain the types of Listening with examples		5
	b) Discuss on the traits of a good listener.		5
	OR		
	c) Discuss on the etiquette of email.		10

UNIT – V			4	10
6	a)	Discuss on the significance of body language in a Group Communication.		10
OR				
	b)	Exound on the types of Interviews.		10

REAPPEAR EXAMS 2022-23