

Maulana Azad National Urdu University

Directorate of Distance Education

Programme: UG English

Semester: 2

Course: *Integrated Skills in English –I* (mandatory)

Batch: 2020

Assignment 1

(Block 1-8)

Part A

1. Answer the following questions:

5 x 2 =10

- a) What is communication?
- b) What are some of the barriers to effective communication?
- c) What is Proxemics?
- d) What is subject verb agreement? Give examples.
- e) Define Clause with examples.

Part-B

2 x 5 =10

Answer any **two** questions from the following:

1. What are homonyms and homophones? Give examples.
2. Write five Imperative sentences.
3. Discuss Chronemics and Haptics.
4. What is meant by “encoding” and “decoding” in the process of communication.

Part-C

1x 10 =10

Answer any **one** question from the following:

1. What is Non-Verbal Communication? Explain the various types of Non-Verbal Communication.
2. What are the four basic language skills? How skills are important to acquire a language?

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Assignment 2

(Block 9-16)

1. Answer the following questions: 5 x 2 =10

- a) There are _____ consonant sounds in the English IPA? (24/22)
- b) Reading is a _____ Skill. (Receptive/ Productive)
- c) Which is the most neglected or seldom taught skill among the following?
(Listening/Reading)
- d) Nonverbal communication uses (Signs/Words)
- e) The writing which describes the person is (Narrative/Descriptive)

Part-B

2 x 5 =10

Answer any **two** questions from the following:

1. What is expository writing?
2. What is meant by syntax in grammar?
3. What is effective listening?
4. Define syllable with examples

Part-C

1 x 10 =10

Answer any **one** question from the following:

1. Write a detailed note on Skimming and Scanning?
2. Highlight the importance of speaking skills.

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Assignment 3

(Block 17-24)

1. Answer the following questions:

5 x 2 =10

- a) ESL means English as Second Language_____True/False
- b) Skimming improves our understanding_____ (True/False)
- c) EFL means English as Foreign Language_____True/False
- d) Scanning is used to grasp the central idea of something_____(True/False)
- e) ESP means English for Specific Purpose_____True/False

Part-B

2 x 5 =10

Answer any **two** questions from the following:

1. What are business letters?
2. What is an unstructured interview?
3. What is the difference between a circular and a notice?
4. Why is Group Discussion important?

Part-C

1 x 10 =10

Answer any **one** question from the following:

1. How can audio-visual advertisements be used to teach grammar in the language classroom?
2. What are the important points that need to be remembered while drafting a good resume?