

DiplETE – ET/CS (Current & New Scheme)

Time: 3 Hours

JUNE 2017

Max. Marks: 80

PLEASE WRITE YOUR ROLL NO. IN THE SPACE PROVIDED ON EACH PAGE IMMEDIATELY AFTER RECEIVING THE QUESTION PAPER.

NOTE: There are 9 Questions in all.

- Question 1 is compulsory and carries 20 marks. Answer to Q.1 must be written in the space provided for it in the answer book supplied and nowhere else.
- The answer sheet for the Q.1 will be collected by the invigilator after 45 minutes of the commencement of the examination.
- Out of the remaining EIGHT Questions answer any FIVE. Each question carries 12 marks.
- Any required data not explicitly given, may be suitably assumed and stated.

Q.1 Choose the correct or the best alternative in the following: (2 × 10)

- a. Grapevine is a form of
(A) Formal Communication (B) Drink
(C) Medicine (D) Informal Communication
- b. The SQ3R stands for
(A) Survey, Question, Read, Recite, Revise
(B) Survey, Question, Recite, Revise, Read
(C) Survey, Question, Revise, Read, Recite
(D) Survey, Question, Read, Revise, Recite
- c. _____ is the skill of providing short account giving the main points of a text, a speech or a talk.
(A) Technical Writing (B) Precis Writing
(C) Journalistic Writing (D) Financial Writing
- d. the noun “bear” and the verb “bear” are
(A) Homonyms (B) Homosapiens
(C) Homophones (D) None of these
- e. In transforming sentences from Direct to Indirect, the reporting verb and reported speech are joined by _____
(A) and (B) in
(C) then (D) None of these
- f. The ability to use power effectively and in a responsible manner is a _____
(A) Technical Skill (B) Hard Skill
(C) Soft Skill (D) Cultural trait

- g. The speakers normally _____ to enhance the vocal aspects of their speeches.
 (A) vary their tone of voice (B) do some acting while speaking
 (C) wait for response from audience (D) All of these
- h. The preface to a book is written by _____, whereas the forward is written by _____
 (A) Publisher, author, (B) author, somebody else
 (C) author, publisher (D) somebody else, author
- i. Which of the following is not a leadership quality
 (A) Using knowledge for popularity (B) Taking initiative
 (C) Ability to give direction (D) Taking the team along
- j. The statement: "I think we need to consider some fresh ideas" can be best used as a tool for _____ in the process of negotiation
 (A) Rejecting (B) Dealing with conflict
 (C) Ending negotiations (D) Breaking off negotiations

Answer any FIVE out of the following EIGHT questions.
Each question carries 12 marks.

- Q.2** a. How should we communicate in a pluralistic society like India? (6)
 b. What are some of the tips for effective global communication? (6)
- Q.3** a. What are some of the most important words which may belong to different parts of speech according to the way in which they are used? (6)
 b. What does the term concord mean? Distinguish between three types of concord: grammatical, proximity and notional concord. (6)
- Q.4** a. Specify the rules to convert direct to indirect speech in case of *interrogative sentence* with examples. (6)
 b. Describe the Transformation of Sentences with examples. (6)
- Q.5** a. What is Comfort Zone Speed? Describe. (6)
 b. What are the Strategies for developing reading fluency? (6)
- Q.6** a. What is the role of the Chairperson in conducting a meeting? (6)
 b. Write a précis of the following passage to one-third of its length and also give a suitable title.

Today there are 3000 million people in the world. Fifty years ago only about 2000 million people lived in it. If earth's population were evenly distributed over its land surface, there would be about 550 persons to the square mile. But Earth has vast areas of forest, mountains and desert which are almost totally uninhabited. On the other hand, it has great cities each with millions of people living in a few square miles.

To feed the fast growing population of our earth, scientists and planners have to discover new ways to produce more. One possible way is to bring more land not under cultivation. This can be done only in places where there is lot of land not used for productive purposes. In many places it is not possible since all the arable land is already cultivated. A second way is to make use of new types of seeds to produce more. Already a number of new strains of paddy and wheat have been developed in different parts of the world. India is one of the countries where a lot of useful work has been done in the field of agriculture research. (6)

- Q.7** a. Explain six stages of the listening process. (6)
b. How to make speech effective and interesting? (6)
- Q.8** a. What are the methods of collecting data? (6)
b. What are some of the important tips for writing your Business Report? (6)
- Q.9** a. What are the six post questions to be prepared for in an interview? How to respond to these questions? (6)
b. What are the four essential ingredients for leadership? (6)