


VIT

Vellore Institute of Technology

Final Assessment Test – November 2025

Course: UENG101L - Effective English Communication

Class NBR(s): 5615 / 5621 / 5624 / 5627 / 5629

Slot: B1

Max. Marks: 100

Time: Three Hours

- KEEPING MOBILE PHONE/ANY ELECTRONIC GADGETS, EVEN IN 'OFF' POSITION IS TREATED AS EXAM MALPRACTICE
- DON'T WRITE ANYTHING ON THE QUESTION PAPER

COs	CO Statements
CO1	Apply appropriate grammar and vocabulary in basic communication skills
CO2	Compose effective letters and paragraphs
CO3	Analyse reading passages using suitable strategies
CO4	Demonstrate clear understanding of listening and speaking sub-skills

BL – Blooms Taxonomy Level (1 – Remember, 2 – Understand, 3 – Apply, 4 – Analyse, 5 – Evaluate, 6 – Create)

 Answer ALL Questions

(10 X 10 = 100 Marks)

1. I. Fill in the blanks with the correct word from the pair of homophones given in brackets. CO1 BL2

- i) The rose had a pleasant _____. (cent / scent / sent)
- ii) The bread is made of wheat _____. (flour / flower)
- iii) My grandmother told me a funny _____ (tail / tale) last night.
- iv) I will visit you next _____. (week / weak)
- v) Be careful not to _____ the glass. (break / brake)

II. Fill in the blanks with the correct prefix.

- vi) He looked _____ after hearing the bad news. (happy)
- vii) She became _____ when her flight was delayed. (patient)
- viii) The evidence is _____ to prove the case. (sufficient)
- ix) It is wrong to be _____ to your parents. (honest)
- x) The fan rotates _____ to reduce speed. (clockwise)

2. I. Fill in the blanks with the correct synonyms of the words in brackets. CO1 BL2

- i) Life is short and _____. (Ephemeral)
- ii) He plays cricket just for fun; he is _____. (Amateur)
- iii) He works only for money; he is truly _____. (Mercenary)
- iv) Being _____ by nature, he loves company and enjoys parties. (Gregarious)
- v) After his wife's death, he became a _____ and lived in the hills. (Recluse)

II. Fill in the blanks with the correct one-word substitution.

- vi) A sentimental longing for the past is known as _____.
- vii) A universal remedy or cure for all diseases or problems is called a _____.

viii) A thing kept as a reminder of a person or event is called a _____.

ix) A system of government by one person with absolute power is called an _____.

x) A leader who sways his followers by his oratory is called a _____.

3. I. Choose the correct forms of the verbs from the options given.

CO1 BL2

i) They _____ football when it started to rain.

- a) played
- b) are playing
- c) were playing
- d) have played

ii) I _____ my homework before dinner yesterday.

- a) finish
- b) finished
- c) had finished
- d) have finished

iii) By the time we reached the station, the train _____.

- a) left
- b) was leaving
- c) had left
- d) leaves

iv) He _____ lunch when I called him.

- a) had
- b) was having
- c) has had
- d) had had

v) If it _____ tomorrow, we will stay at home.

- a) rains
- b) rained
- c) has rained
- d) will rain

II. Choose the correct article.

vi) He is ____ best player in the team.

- a) a
- b) an
- c) the
- d) no article

vii) We stayed at ____ hotel near the beach.

- a) a
- b) an
- c) the
- d) no article

viii) I need ____ hour to finish my homework.

- a) a
- b) an
- c) the
- d) no article

ix) He doesn't eat ____ meat.

- a) a
- b) an
- c) the
- d) no article

x) Do you want ____ cup of tea or coffee?

- a) a
- b) an
- c) the
- d) no article

4. **I. Identify the types of sentence.**

CO1 BL2

i) "Close the door."

- a) Affirmative
- b) Interrogative
- c) Exclamatory
- d) Imperative

ii) Did you complete your homework?

- a) Affirmative
- b) Interrogative
- c) Exclamatory
- d) Imperative

iii) They went to the park yesterday.

- a) Affirmative
- b) Interrogative
- c) Exclamatory
- d) Imperative

iv) What a beautiful painting it is!

- a) Affirmative
- b) Interrogative
- c) Exclamatory
- d) Imperative

v) I do not like spicy food.

- a) Affirmative
- b) Negative
- c) Interrogative
- d) Exclamatory

II. Choose the correct parts of speech for the underlined words.

vi) He speaks English fluently.

- a) Verb
- b) Adjective
- c) Adverb
- d) Noun

vii) Books are our best companions.

- a) Noun
- b) Verb
- c) Adjective
- d) Pronoun

viii) The birds flew over the lake.

- a) Adverb
- b) Preposition
- c) Conjunction
- d) Verb

ix) He writes with a blue pen.

- a) Adjective
- b) Noun
- c) Verb
- d) Adverb

x) They went to the zoo and saw many animals.

- a) Conjunction
- b) Adjective
- c) Adverb
- d) Pronoun

5. Develop a well-organised paragraph using the hints given below. Include a topic sentence, relevant supporting details, and a concluding sentence.

CO2 BL3

Hints:

- Pollution – a major environmental problem today
- Types: air, water, noise, and land pollution
- Causes: smoke from vehicles and factories, improper waste disposal, use of plastics, deforestation, loudspeakers, and urbanisation
- Effects: respiratory diseases, contamination of water bodies, harm to animals, global warming, and climate change
- Need for public awareness and government action
- Possible solutions: use of public transport, recycling, reducing plastic use, planting trees, and adopting eco-friendly habits
- Concluding idea: every individual must act responsibly to protect the environment

6. The following sentences form a part of a paragraph, but are jumbled. Rearrange them in the correct logical order.

CO2 BL3

“The Importance of Trees”

1. Trees provide us with oxygen and absorb carbon dioxide from the atmosphere.
2. Without trees, life on Earth would be difficult to sustain.
3. They also give us fruits, shade, and timber for our daily needs.
4. Trees are an essential part of our environment.
5. They help maintain ecological balance and prevent soil erosion.
6. Unfortunately, many trees are being cut down for construction and industrial use.
7. This deforestation leads to climate change and loss of wildlife habitats.
8. We must take serious steps to plant more trees and protect the existing ones.
9. Every citizen should understand the importance of trees and act responsibly.
10. Let us all join hands to make the earth greener and healthier.

7. Assuming that you are a student of BBA at ABC College, Chennai, write a letter to the principal of your college requesting to issue a bonafide certificate to apply for an educational loan.

CO2 BL3

8. Read the following caselet carefully and answer the questions that follow:

CO4 BL3

Arjun, a newly promoted team lead in a software development firm, is conducting his first mandatory weekly meeting with his diverse team. His team includes veteran programmer, Ms. Veda, who has two decades of experience, and Mr. Krish, a new intern straight out of university.

Arjun begins his presentation on a new project that involves integrating a complex, cutting-edge machine learning model. He is nervous, so he speaks very quickly and in a low monotone. He uses highly technical jargon and many

acronyms that are common in the field, but are not used often in their specific domain.

Ms. Veda, the veteran, listens for a few minutes and then begins scrolling through code on her laptop, occasionally sighing and muttering, "I practically wrote the book on this stuff." She feels that her vast experience means this part of the project is trivial and that Arjun is overcomplicating a simple task. She's also a bit annoyed by Arjun's fidgeting and the constant humming sound from the old air conditioner near her seat.

Meanwhile, Mr. Krish, the intern, is struggling to keep up. The content is too advanced, and he's completely lost by the technical terms. He feels intensely uncomfortable and mentally checks out, focusing instead on the interesting poster about company values hanging on the wall. He decides to only pretend to listen until Arjun reaches the part about task assignments, hoping he can just get a simple task that doesn't require understanding the core technical details.

1. Explain how Arjun's use of highly technical jargon and acronyms constitutes a language barrier in this meeting. Propose one specific action Arjun could take during the meeting to mitigate this language barrier and ensure the intern (Mr. Krish) and others understand the complex technical content.
2. Beyond the technical content, what two other distinct types of barriers are impeding Ms. Veda's and Mr. Krish's listening, respectively?

- 9.a) **Read the passage carefully and fill in the blanks using the words provided in the parentheses. Each word can be used only once.**

CO3 BL3

(protect, disasters, plants, increase, pollution, global, consequences, mitigate, adopt, accumulation)

Global warming is one of the most serious (1) _____ facing the world today. Scientists warn that the (2) _____ of greenhouse gases in the atmosphere is causing temperatures to (3) _____ steadily. If no action is taken, the rise in temperature could (4) _____ severe floods, droughts, and other natural (5) _____. Governments and communities must work together to (6) _____ the effects by adopting cleaner energy sources and reducing (7) _____. Individuals can also contribute by conserving water, using public transport, and planting (8) _____. Education and awareness campaigns play a key role in encouraging people to (9) _____ sustainable lifestyles. Only through collective effort can we (10) _____ the future of our planet.

OR

- 9.b) **Read the passage carefully and answer the questions that follow.**

CO3 BL3

In today's fast-paced world, communication has become more crucial than ever before. With the advent of smartphones, social media, and instant messaging, people are able to connect across continents within seconds. However, this convenience has also created a paradox: while people are more connected digitally, they are often more disconnected emotionally. Many individuals spend hours online but have little time for genuine face-to-face conversations.

Effective communication is not merely about exchanging words; it involves understanding emotions, intentions, and contexts. Listening is an equally important component of communication, yet it is often neglected. Most people listen to reply rather than to understand. This results in misunderstandings, conflicts, and a breakdown in relationships. Developing the habit of active listening can help bridge this gap.

Workplaces also benefit greatly from strong communication skills. Employees who can express their ideas clearly and respectfully are often more successful. In contrast, poor communication can lead to confusion, delays, and reduced productivity. For this reason, many organisations now include communication training as part of employee development programmes.

In educational institutions too, communication plays a vital role. Teachers who communicate effectively are better able to engage their students and make complex ideas easier to grasp. Similarly, students who can express their thoughts confidently are more likely to perform well academically and socially.

Thus, communication is not just a professional skill; it is a life skill. Whether in personal relationships, at the workplace, or in society at large, the ability to communicate with clarity, empathy, and confidence remains one of the most valuable qualities a person can possess in this 21st century.

Multiple-Choice Questions:

- i) What is the main idea of the passage?
 - a) The importance of technology in education
 - b) The value of effective communication in all areas of life
 - c) The decline of social media platforms
 - d) The challenges of working in modern offices

- ii) According to the passage, modern technology has made communication:
 - a) Slower but more meaningful
 - b) Easier but less personal
 - c) Harder and more confusing
 - d) Completely emotionless

- iii) What is often neglected in the process of communication?
 - a) Writing skills
 - b) Listening skills
 - c) Speaking fluency
 - d) Non-verbal gestures

iv) The author suggests that most people listen in order to:

- a) Understand
- b) Argue
- c) Reply
- d) Avoid conflict

v) Which of the following can result from poor communication at the workplace?

- a) Better teamwork
- b) Faster decision-making
- c) Confusion and low productivity
- d) Improved relationships

vi) Why do organisations include communication training in employee development programmes?

- a) To help employees learn foreign languages
- b) To enhance productivity and clarity in expression
- c) To reduce the need for meetings
- d) To improve technical skills

vii) How does effective communication help teachers?

- a) It helps them avoid difficult topics
- b) It enables them to engage students better
- c) It reduces their workload
- d) It allows them to depend on textbooks

viii) According to the passage, what kind of students are more likely to perform well?

- a) Those who memorise information
- b) Those who avoid speaking in class
- c) Those who can express their thoughts confidently
- d) Those who focus only on written exams

ix) Which word in the passage is closest in meaning to "contradiction"?

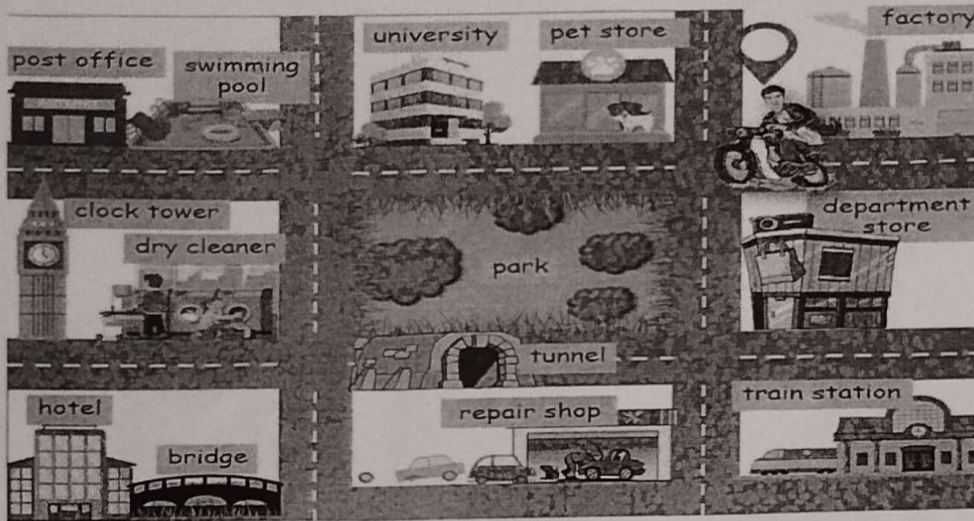
- a) Paradox
- b) Habit
- c) Component
- d) Context

x) What does the author conclude about communication?

- a) It is only useful for professional success
- b) It is a life skill essential for personal and social growth
- c) It is becoming less important in modern society
- d) It is mainly about speaking fluently

10.a) Mohan is near the factory. Help him to reach the repair shop by giving directions.

CO4 BL3



OR

10.b) You have booked a hotel room online for two nights during your vacation. When you arrive at the hotel, the receptionist checks the system and says there is no record of your booking. You are sure that you completed the online payment and received a confirmation email. Prepare a conversation between you and the receptionist.

CO4 BL3

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