UNIVERSITY OF CALICUT
SCHOOL OF DISTANCE EDUCATION
Common Course in English
For
BA/B Sc/B Com/BBA
I Semester
2011 Admission

A01-COMMUNICATION SKILLS IN ENGLISH

QUESTION BANK

1. There are .......... speech sounds in the phonetic alphabet.
   a) 40        b) 42
   c) 41        d) 44

2. There are .......... vowels in the phonetic alphabet.
   a) 10        b) 15
   c) 20        d) 21

3. There are .......... consonants in the phonetic alphabet.
   a) 24        b) 26
   c) 20        d) 21

4. The phonetic alphabet consists of .......... pure vowels and .......... diphthongs.
   a) 12,8       b) 14,6
   c) 12,4       d) 10,8

5. Pure vowels are also known as .......... 
   a) Triphthongs   b) Diphthongs
   c) Monophthongs  d) Phonemes

6. Identify the initial sound in the word ‘ooze’.
   a) /u:/        b) /ɔ:/
   c) /ʌ/        d) /ə/

7. Pick out the vowel sound in the word ‘jaw’.
   a) /æ/        b) /ɔ:/
   c) /ʌ/        d) /ə/

8. Identify the middle sound in the word ‘rack’.
   a) /ə:/        b) /ʌ/
   c) /ɔ/        d) /æ/
9. Identify the final sound in the word ‘mixer’.
   a) /ə/   b) /ʌ/   c) /æ/   d) /e/

10. Identify the diphthong in the word ‘wide’.
    a) /ei/   b) /ɔi/   c) /ai/   d) /aʊ/

11. Pick out the diphthong in the word ‘gold’.
    a) /au/   b) /ɔu/   c) /ai/   d) /ia/

12. The diphthong /ia/ occurs in .........
    a) cow   b) cheer   c) fare   d) play

13. The diphthong /eə/ occurs in .........
    a) now   b) south   c) share   d) foil

14. The last sound in ‘lower’ is .......
    a) /əʊ/   b) /ʌʊ/   c) /aɪ/   d) /eɪ/

15. Identify the correct transcription of ‘think’.
    a) /θɪŋk/   b) /ðɪŋk/   c) /θi:nk/   d) /θɪŋk/

16. Which is the normal spelling of /kʌt/.
    a) cut   b) kut   c) chut   d) khut

17. Choose the right transcription of ‘nature’.
    a) /neɪʃə/   b) /neɪʃe/   c) /naɪʃə/   d) /neɪtə/

18. Identify the consonant sounds in the word ‘spark’.
    a) /s/,/ɑ:/,/k/   b) /s/,/p/,/k/
    c) /s/,/p/,/r/,/k/   d) /s/,/p/,/ŋ/

19. Identify the initial consonant sound in the word ‘thank’.
    a) /θ/   b) /ð/   c) /d/   d) /k/

20. Choose the right spelling of /mɪʃən/.
    a) Mission   b) Mission   c) Machine   d) Mishion

21. Identify the spelling for /ŋ/ in the word ‘sing’.
    a) ng   b) ing   c) g   d) n

22. Words which have only one syllable are known as ......words.
    a) Mono-syllabic   b) Tri-syllabic
    c) di-syllabic   d) Poly-syllabic
23. Tri-syllabic words consist of .......... syllables.
   a) 1  b) 2  c) 3  d) 4

24. The word ‘doctor’ consists of ........ syllables.
   a) 3  b) 1  c) 2  d) 4

25. The word ‘conventional’ is a ........... word.
   a) Poly-syllabic  b) Di-syllabic
      c) Tri-syllabic  d) Mono-syllabic

26. In the word ‘writer’ the stress is on the .......... syllable.
   a) Second  b) First  c) Third  d) Fourth

27. In the word ‘recover’ the stress is on the ........syllable.
   a) Second  b) First  c) Third  d) Fourth

28. Identify the first sound in the word ‘psychology’.
   a) /s/  b) /p/  c) /k/  d) /j/

29. When the word ‘subject’ is used as verb, the stress is on the ....syllable.
   a) First  b) Second  c) Third  d) Fourth

30. When the word ‘absent’ is used as noun, the stress is on the ......syllable.
   a) Second  b) First  c) Third  d) Fourth

31. The weak form of ‘a’ is ...........
   a) /ə/  b) /eɪ/  c) /e/  d) /æ/

32. The strong form of ‘have’ is ........
   a) /hæv/  b) /həv/  c) /əv/  d) /v/

33. Identify the last sound in the word ‘floor’.
   a) /ɔ:/  b) /h/  c) /v/  d) /ɒ/

34. Identify the last sound in the word ‘wash’.
   a) /dʒ/  b) /s/  c) /ʃ/  d) /tʃ/

35. Choose the correct phonemic transcription of ‘don’t’.
   a) /dəʊnt/  b) /dɔːnt/  c) /dʌnt/  d) /daʊnt/

36. Which is the correct spelling of /pɑːk/.
   a) Park  b) Pack  c) Parc  d) Parck

37. Choose the right phonemic transcription of the word ‘tongue’.
   a) /tʌŋ/  b) /tʌŋɡ/  c) /təŋ/  d) /teŋ/
38. Identify the diphthong in the word ‘air’.
   a) /ɪə/  
   b) /aɪ/  
   c) /eə/  
   d) /eɪ/

39. Identify the initial sound in the word ‘out’.
   a) /sʊ/  
   b) /aʊ/  
   c) /aɪ/  
   d) /eɪ/

40. Which is the weak form of ‘can’.
   a) /kæn/  
   b) /kʌn/  
   c) /kən/  
   d) /kɛɪn/

41. Listening is ...........
   a) Involuntary  
   b) Voluntary  
   c) Casual  
   d) None of these

42. Hearing is ...........
   a) Involuntary  
   b) Voluntary  
   c) Casual  
   d) None of these

43. To be an active listener you must
   a) Make eye contact with the speaker.  
   b) Communicate your response through expressions and gestures.  
   c) Sit upright, more leaning forward than leaning backward.  
   d) All of these.

44. Which one of the following is a barrier to listening?
   a) Lack of interest on the part of the listener.  
   b) Partial listening  
   c) External noise  
   d) All of these

45. Academic listening involves ...........
   a) Note-taking  
   b) Buying notes  
   c) Wearing sunglasses  
   d) All of these

46. The reasonable guesses you make while listening are called ........
   a) Premises  
   b) Inferences  
   c) Arguments  
   d) Statements

47. A text which classifies things can be shown by a ........
   a) Tree diagram  
   b) Graph  
   c) Table  
   d) Flow chart

48. A text which describes a process can be represented by a .......
   a) Graph  
   b) Table  
   c) Tree diagram  
   d) Flow chart

49. A text which compares two or more things can be represented by a .......
   a) Table  
   b) Graph  
   c) Flow chart  
   d) Tree diagram
50. A text which gives description of acyclic process can be represented by a .......... 
   a) Graph b) Cyclic chart c) Flow chart d) Table

51. .......... a text means reading to obtain a general idea of its contents. 
   a) Scanning b) Skimming c) Surveying d) Sampling

52. .......... is used to quickly identify the main ideas of a text. 
   a) Skimming b) Scanning c) Surveying d) Sampling

53. .......... is used to find specific information. 
   a) Scanning b) Skimming c) Surveying d) Sampling

54. A .......... gives you some important details like the title, the author and the year of publication. 
   a) Introduction b) Title c) Catalogue d) Conclusion

55. .......... is a linking word for ‘reason’. 
   a) Hence b) For instance c) Because d) Besides

56. Which one of the following is a linking word for ‘example’? 
   a) For example b) Hence c) Besides d) From

57. ‘Consequently’ is a linking word for ........ 
   a) Rephrasing b) Conclusion c) Contrast d) Reason

58. .......... is a linking word for ‘rephrasing’. 
   a) In other words b) Hence c) As d) For

59. ‘Therefore’ is a linking word for ........ 
   a) Example b) Contrast c) Conclusion d) Reason

60. .......... is a linking word for ‘contrast’? 
   a) Whereas b) Hence c) Since d) For

61. Which one of the following is a linking word for ‘addition’? 
   a) Hence b) Since c) Furthermore d) For

62. .......... refers to the characteristic co-occurrence patterns of words. 
   a) Collocation b) Abbreviation c) Synonym d) Acronym

63. .......... are clues which help you to find the important parts of a text? 
   a) Punctuation marks b) Collocation c) Synonyms d) Signpost expressions
64. ……… is a signpost expression for ‘conclusion’?
   a) In other words   b) In conclusion
   c) Such as          d) For example

65. Which one of the following is a signpost expression used to repeat an important point?
   a) In other words   b) Since
   c) For             d) Hence

66. The noun form of ‘illustrate’ is ………
   a) Illustrated           b) Illustration
   c) Illustrates           d) None of these

67. The noun form of ‘define’ is ………
   a) Defines               b) Defining
   c) Definition             d) Defined

68. A text which explains how two variables relate to each other can be represented by a …
   a) Table
   b) Graph
   c) Flow chart
   d) Tree diagram

69. A text which describes a process can be represented by a …
   a) Table
   b) Tree diagram
   c) Graph
   d) Flow chart

70. A text which classifies things can be shown by a …
   a) Tree diagram
   b) Graph
   c) Table
   d) Flow chart

71. ……… are words or phrases used to produce maximum effect in favour of an argument or point of the writer.
   a) Minimisers
   b) Maximisers
   c) Key words
   d) Signposts

72. ……… are words or phrases used to minimize points which are against the opinion of the writer.
   a) Maximisers
   b) Minimisers
   c) Synonyms
   d) Signposts

73. A text which shows quantities or percentages for each item can be represented by a …
   a) Graph
   b) Pie chart
   c) Flow chart
   d) Table

74. What is the noun form of ‘signify’?
   a) Significant
   b) Signified
   c) Significance
   d) Signifies

75. What is the noun form of ‘react’?
   a) Reacts
   b) Reaction
   c) Reacting
   d) Reacted

76. The word ‘inactive’ is a/an ………
   a) Adverb
   b) Noun
   c) Adjective
   d) Preposition

77. The word ‘irrelevance’ is a ………
   a) Noun
   b) Verb
   c) Preposition
   d) Conjunction
78. The prefix 'anti-' gives the meaning
   a) Bad          b) Between    c) Against    d) Wrong

79. The prefix 'anti-' gives the meaning
   a) Bad          b) Between    c) Against    d) Without

80. Which of the following can be used as a maximiser?
   a) Merely       b) Simply     c) Completely d) Only

81. Which of the following can be used as a minimiser?
   a) Only         b) Altogether c) Entirely   d) Fully

82. Which one of the following is an example of an adverbial as maximiser?
   a) Must         b) Clearly    c) In other words d) Hence

83. While saying words of more than one syllable one of the syllables is said with more
    force than the other. This is called _______
   a) Accent       b) Stress     c) Rhythm     d) Pitch

84. What happens to the stress of a word when suffixes like –ful, -less, -ness etc are added?
   a) No change    b) Stress comes in the suffixes
   c) Second syllable is stressed d) First syllable is stressed.

85. Where does the stress come in the word 'understanding'?
   a) Understan1ding b) Un1derstanding
   c) Understanding  d) Under1standing

86. When the first part of the compound word is an adjective, the .......... part is stressed.
   a) First        b) Second     c) Middle     d) Both

87. Find out the stress for the word 'old-fashioned'
   a) Old-fashio1ned b) Old-fashio4ned
   c) Old-fashio ned d) Old-fa1shioned

88. Mark the stress for the word 'object' (Noun)
   a) Obj@ct       b) Obje4ct     c) Obje@ct    d) Obje4ct

89. Mark the stress for the word 'transfer' (verb)
   a) Trans@fer    b) Tran4fer   c) Tran@fer   d) Tran4fer
90. Usually ........... words are stressed in a sentence
   a) Grammatical           b) Pronouns
   c) Articles               d) Information carrying

91. Two sentences are given below:
   i) It was good you saw her
   ii) It would have been better if you had seen her

   The first sentence has six words and the second is longer – it has ten words. But it took almost the same time to say both sentences. Can you make out the reason for that?
   a) Both sentences have the same number of unstressed syllables
   b) Some words are there in both the sentences.
   c) Pronoun and articles are same for both the sentences.
   d) Both sentences have the same number of stressed syllables.

92. When two stressed syllables come close together, the speed of utterance is...........
   a) Slow
   b) Rapid
   c) Random
   d) Medium speed

93. When stressed syllables are separated by unstressed syllables, the unstressed syllables are said........
   a) Rapidly
   b) Slowly
   c) Sluggishly
   d) In medium speed

94. Find out which weak form is correct for the phrase 'bread and butter'
   a) /bredʌnbʌta/           b) /bredʌnbʌta/
   c) /bredxnbʌta/           d) /brednbʌta/

95. The second elements of the two-part verbs such as turn off, put up, get on, etc., are called............
   a) Adverbial phrases
   b) Adverbial particles
   c) Adverbial words
   d) Adverbial prepositions

96. A sentence without any pause is given below:
   Could you tell me when I can meet you at your city office.
   a) Could you tell / me when I can / meet you at your city office //
   b) Could you tell me / when I can meet you / at your city office?
   c) Could you tell / me when / I can meet you / at your city office //
   d) Could you tell me / when I can / meet you at your city office //

97. In reading aloud a long sentence, we pause at the end of ..........
   a) Consonant clusters
   b) Comas
   c) Sense – groups
   d) A new equilibrium with nature

98. ........... Is the change in the pitch of the voice
   a) Tone
   b) Intonation
   c) Rhythm
   d) Stress
99. A change in the pitch occurs on a ......... syllable
   a) First               b) Unstressed
   c) Last               d) Stressed

100. A falling tone begins with a pitch fairly ......... on the first syllable
   a) Medium             b) High
   c) Low                d) None

101. If you want to make your statements more friendly, soothing and encouraging, you can use the ......... tone.
   a) Rising             b) Medium
   c) Falling            d) Fast

102. Wh-questions are normally spoken in the ......... tone.
   a) Rising             b) Medium
   c) Falling            d) Fast

103. If you want to make your commands polite and more like pleading, you can use the ......... tone.
   a) Medium             b) Falling
   c) Rising             d) Ordering

104. Yes – No questions are normally spoken in the ......... tone.
   a) Falling            b) Rising
   c) Medium             d) None

105. A fluent speech is .........
   a) Neither too fast nor too slow               b) Fast
   c) Slow                                         d) Rapid

106. Which one of the given below features does not belong to formal style of speaking?
   a) Using high pitch               b) Slow, steady pace of speech
   c) Using rising tone more often   d) Using falling tone more often

107. Which one of the given below features does not belong to informal style of speaking?
   a) Speaker does not hesitate
   b) Speaker pauses at the end of sense-groups
   c) No gaps in the middle of sense-groups
   d) Usually use high pitch and rising tone

108. While presenting items of information that are important, unfamiliar, unusual or difficult, the speaker have to ......... His speech.
   a) Raise               b) Slow down
   c) Use falling tone during   d) Stop

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Communication Skills in English
109. The clauses that express the speaker’s personal views on what is being said are called……...
   a) Comment clauses  
   b) Opinion clauses
   c) Personal clauses  
   d) Main clauses

110. ‘Comment clauses’ are usually said ........ than the rest of the sentences.
   a) Slowly  
   b) With greater force
   c) Faster  
   d) Stressed

111. English is ....... language
   a) Phonetic  
   b) An unphonetic
   c) Linking  
   d) Difficult

112. Choose the correct answer that suits the sentence
   He’s been ...... horses
   a) Releasing  
   b) Racing
   c) Rising  
   d) Raising

113. Which phonetic symbol comes for the underlined sound ‘garage’
   a) /ʒ/  
   b) /dʒ/
   c) /ʃ/  
   d) /tʃ/

114. Which phonetic symbol comes for the underlined sound ‘missionary’
   a) /s/  
   b) /z/
   c) /ʒ/  
   d) /ʃ/

115. –s / ‐es is pronounced ............ If the singular noun ends in voiced sounds / b /, / d /, /
   g /, / v /, / d /, / m /, / n /, / ŋ /, / ℓ /
   a) / s /  
   b) / es / 
   c) / ɪs /  
   d) / z /

116. –s / ‐es is pronounced ............ if the singular noun ends in /s/, /z/, /t/, /dʒ/, /ʃ/, /ʒ/
   a) / ɪs /  
   b) / s /  
   c) / ɪz /  
   d) / z /

117. If the base verb ends in voiceless sounds –d / ‐ed is pronounced .........
   a) / t /  
   b) / ʊ /
   c) / d /  
   d) / ə /

118. If the base verb ends in /t/ and /d/ -d / ‐ed is pronounced ...........
   a) / ɪt /  
   b) / d /  
   c) / ɪd / 
   d) / t /

119. Which one of the given below transcriptions is correct for the word ‘enjoyed’
   a) / endʒɔɪd /  
   b) / ɪndʒɔɪt / 
   c) / ɪndʒɔɪd /  
   d) / enʤɔɪd /

120. Which one of the given below transcription is correct for the word ‘leaped’
   a) / lɛp/  
   b) / lɪːpɪd /
   c) / lɪːp/  
   d) / lɪːpt /
121. The way English is spoken in one region of Britain .......... Slightly and sometimes greatly from the way it is spoken in another region of the country.
   a) Same  
   b) Varies  
   c) Resembles  
   d) Identifies

122. In large number of words, when British English uses the /a:/ sound, American English uses the .......... sound
   a) /æ/  
   b) /a:/  
   c) /ʌ/  
   d) /ɔ:/

123. What is the British English pronunciation for the word ‘dance’?
   a) /dæns/  
   b) /dʌns/  
   c) /daːns/  
   d) /da:ns/

124. How will you pronounce the word ‘rocket’ in American English?
   a) /raːket/  
   b) /raːkɪt/  
   c) /rɔːkɪt/  
   d) /rɔɔkɪt/

125. How is the word ‘news’ pronounced in American English?
   a) /njuːk/  
   b) /nuːz/  
   c) /njuːs/  
   d) /njʊz/

126. What is the correct pronunciation of the word ‘filling’?
   a) /fɪllɪŋ/  
   b) /fiːllɪŋ/  
   c) /fɪllɪŋ/  
   d) /fɪlɪŋ/

127. For a speaker who speaks the regional variety of English, there is always the influence of the .......... 
   a) Mother tongue  
   b) American English  
   c) Standard English  
   d) British English

128. Which sound is silent in the word ‘physiognomy’?
   a) /θ/  
   b) /g/  
   c) /n/  
   d) /ɪ/

129. How is the word ‘buds’ pronounced?
   a) /bʌds/  
   b) /bʌds/  
   c) /bads/  
   d) /bʌdz/

130. Mark the stress for the word ‘admit’
   a) ʻAdmit  
   b) Admiıt  
   c) Admıt  
   d) Admit

131. Various changes in pitch or intonation is called .......... 
   a) Stress  
   b) Voice modulation  
   c) Rhythm  
   d) Rising intonation
132. Which one of the following sentences is correctly stressed?
   a) 'This is your last chance
   b) This is your last chance
   c) 'This is your last chance
   d) 'This is your last chance

133. Communication is the exchange of ............
   a) Money
   b) Information
   c) Goods
   d) Voice

134. Which one of the following does not belong to the chain of communication?
   a) Telephone
   b) Receiver
   c) Message
   d) Sender

135. Effective communication does not involves:
   a) Understanding the message being communicated
   b) Using appropriate dress that suits the situation
   c) Responding appropriately
   d) Using appropriate voice and body language

136. Pick the most appropriate usage to the following situation
   You were absent for two days and you want the notebook of one of your friends.
   a) Give me your notebook
   b) Give me your book otherwise I will beat you
   c) You can write later
   d) Could you please lend me your notebook?

137. The written form of this dialogue – ‘Once you are done with your degree, you can apply’
   a) If your degree is over, then apply
   b) You can apply on the completion of your final year exams.
   c) Apply after taking degree
   d) Complete your degree and then apply

138. Which one of the following is not a reason for gaps in communication?
   a) Incorrect sentence
   b) Inappropriate use of language
   c) Ability to hear
   d) Non-standard accents

139. Which one would be your appropriate response when your neighbour is playing music at a high volume, while you are studying for your exams?
   a) Listen to music later
   b) Could you please turn down the volume a little?
   c) I can’t study for my exams
   d) Don’t play music now

140. Your lecturer has given you an assignment. You have forgotten to bring your completed assignment sheets to college. What would be your appropriate response?
   a) I’ll give my assignment tomorrow
   b) I can’t give you my assignment today. I don’t have it
   c) I left behind my completed assignment at home. Could I submit it tomorrow?
   d) I haven’t brought my assignment today.
141. Which of the following is an informal / friendly greetings
   a) Good morning                       b) Hi!
   c) Pleased to meet you                d) Well done

142. The most common expression for making request is .......... 
   a) Sorry                               b) Of course
   c) Please                              d) Certainly

143. Which one of the following is not a request?
   a) Can you shut the window?           b) Do you mind shutting the window?
   c) Shut the window                    d) Could you shut the window?

144. Which one of the following is not an expression used for giving permission?
   a) OK                                  b) Sure, go ahead
   c) Sorry                               d) Yes, I guess so

145. It is useful to explain the .......... Before asking permission
   a) Purpose                             b) Expression
   c) Response                            d) Plan

146. The expressions used for making requests are also used for seeking ......:
   a) Expression                          b) Situation
   c) Purpose                             d) Permission

147. We offer help to those who .......... it
   a) Aim                                 b) Plan
   c) Expect                              d) Need

148. I’m very thirsty. You may respond to it by saying
   a) Can I get you a drink?              b) Can I get you some cold water?
   c) Do you want me to buy some water for you?
   d) All these.

149. Which is the expression that cannot be used for offering help?
   a) Can/May I help you?                b) I will help you
   c) Do you need any help?              d) Would you like me to do that for you?

150. The head of a group is giving .......... to the members of the group.
   a) Instructions                       b) Suggestions
   c) Purpose                            d) Aims
151. A group discussion is the communication between members of a .......... group on a topic of common concern.
   a) Common  
   b) General  
   c) Individual  
   d) Specific

152. Which is not the common purpose for holding group discussion
   a) To explore ideas and exchange information  
   b) To critique proposals or new ideas  
   c) To prepare existing policies  
   d) To look for the best solution to a problem

153. Which one is not considered to be a skill required for effective participation in group discussions
   a) Good communication skills  
   b) Interpersonal skills  
   c) Planning  
   d) Leadership skills

154. For effective participation in group discussions primarily ought to be a good .......... 
   a) Communicator  
   b) Critic  
   c) Listener  
   d) Schemer

155. Interpersonal skills refer to our ability to ........ with other members and carry on the conversation in a pleasant way.
   a) Speak  
   b) Communicate  
   c) Interact  
   d) Discuss

156. Leadership skills are the skills to ...........
   a) To lead and inspire the team  
   b) To initiate and give the discussion a sense of direction  
   c) To summarize the discussion  
   d) All the above statement

157. We need ...... skills to solve problems
   a) To think creatively  
   b) To think out of the box  
   c) To think for innovative solutions  
   d) All these

158. If someone disagrees with your views or ideas, do not jump to the conclusion that he or she is your ........
   a) Enemy  
   b) Friend  
   c) Partner  
   d) Advisor

159. Wear a ...... on your face when you speak. It is an effective ice-break.
   a) Scorn  
   b) Smile  
   c) Surprise  
   d) Shock

160. A......... topic gives scope for argument and debate
   a) Factual  
   b) Controversial  
   c) Abstract  
   d) Subjective
161. Towards the end of the group discussion, it is necessary for one of the members to conclude the discussion.
   a) Conclude  
   b) Introduce  
   c) Summarize  
   d) Criticise

162. We make telephone calls for purpose
   a) Personal  
   b) Official  
   c) Business  
   d) All these

163. On certain occasions when the person you have called is unavailable, it may be necessary to leave a message for the person. The items of information included in the message.
   a) Message for  
   b) Message from  
   c) re:(Subject)  
   d) Call him on  
   e) All these

164. Which one of the following are not instructions you see at public places.
   a) Pull the chain to stop the train  
   b) Break the glass in case of fire  
   c) Turn off the lights before you leave  
   d) None of these

165. If you are giving instructions, you need to do a few things. Which one of the following is right
   a) Ensure that you give them slowly and clearly  
   b) Check that the listener has understood your instructions  
   c) Offer to repeat instructions  
   d) All these

166. A group discussion is the communication between members of a specific group.
   a) Leaders  
   b) Members  
   c) Agents  
   d) Directors

167. A group discussion is the communication between members of a specific group on a topic of interest.
   a) Common  
   b) Personal  
   c) Universal  
   d) Particular

168. Group discussions take place among student groups or teacher groups in institutions.
   a) Business  
   b) Academic  
   c) Formal  
   d) Informal

169. Group discussions are a communication between members of a specific group and usually they are formal discussions on a topic.
   a) Spontaneous  
   b) Planned  
   c) Pre-determined  
   d) Discussed
170. You should need .......... Attitude, besides having right skills in being a leader.
   a) Positive       b) Negative
   c) Progressive    d) Promoting

171. Believe that a few heads together can .......... issues quicker and better.
   a) Resolve       b) Conclude
   c) Create        d) Adjust

172. Every individual has an .......... just like you. Respect it.
   a) Idea          b) Honour
   c) Ego           d) Ambition

173. Accept rejection of your ideas, as long as it is reasonable and .......... 
   a) Logical       b) Determined
   c) Idealistic    d) Sensible

174. .......... and case-based are the two kinds of group discussions 
   a) Idea-based    b) Topic-based
   c) Discussion-based d) Belief-based

175. The topic ‘Literacy Programmes’ in India is a .......... topic 
   a) Information   b) Current
   c) Factual       d) Meaningful

176. Every member of a group plays .......... roles with different objectives in mind. 
   a) Purpose       b) Individual
   c) Problem       d) Productive

177. In every group discussion, the .......... Presents the topic 
   a) Initiator     b) Secretary
   c) Leader        d) Promotor

178. If someone has an interesting idea but is unable to express it, it may be useful for 
     another member to explain and .......... 
   a) Conclude      b) Initiate
   c) Identify      d) Elaborate

179. If we do not understand a speaker well, we should not hesitate to seek .......... 
   a) Conclusion    b) Repetition
   c) Opportunity   d) Clarification

180. .......... the contribution made by other speakers 
   a) Regard        b) Consider
   c) Contribute    d) Respect
181. .......... the discussion is not considered a positive quality
   a) Dominating                b) Honouring
   c) Respecting                d) Promoting

182. Situation in which communication does not take place
   a) Formal                    b) Social
   c) Informal                  d) Semi-formal
**ANSWER KEY**

1. d 2. c 3. a 4. a 5. c 6. a 7. b 8. d
9. a 10. c 11. b 12. b 13. c 14. a 15. a 16. a
17. a 18. b 19. a 20. a 21. a 22. a 23. c 24. c
25. a 26. b 27. a 28. a 29. b 30. b 31. a 32. a
33. a 34. c 35. a 36. a 37. a 38. c 39. b 40. c
41. b 42. a 43. d 44. d 45. a 46. b 47. a 48. d
49. a 50. b 51. c 52. a 53. a 54. c 55. c 56. a
57. b 58. a 59. c 60. a 61. c 62. a 63. d 64. b
65. a 66. b 67. c 68. b 69. d 70. a 71. b 72. b
73. b 74. c 75. b 76. c 77. a 78. b 79. c 80. c
81. a 82. b 83. b 84. a 85. d 86. b 87. c 88. c
89. a 90. d 91. d 92. a 93. a 94. b 95. b 96. b
97. c 98. a 99. d 100. b 102. a 102. c 103. c 104. b
105. a 106. d 107. d 108. b 109. a 110. c 111. b 112. b
113. a 114. d 115. d 116. c 117. a 118. c 119. c 120. d
121. b 122. a 123. d 124. b 125. b 126. d 127. a 128. b
129. d 130. c 131. b 132. a 133. b 134. a 135. b 136. d
137. b 138. c 139. b 140. c 141. b 142. c 143. c 144. c
145. a 146. d 147. d 148. d 149. b 150. a 151. d 152. c
153. c 154. a 155. c 156. d 157. d 158. a 159. b 160. b
161. c 162. d 163. e 164. d 165. d 166. b 167. a 168. b
169. c 170. a 171. a 172. c 173. a 174. b 175. c 176. d
177. a 178. d 179. d 180. d 181. a 182. b

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