



OEEN – 2010

II Semester All U.G. Courses Examination, August/September 2023
(NEP – Freshers and Repeaters)
ENGLISH (Open Elective)
Spoken English for Corporate Jobs

Time : 2½ Hours

Max. Marks : 60

Instruction : Answer **all** the Sections.

SECTION – I

I. Answer **any five** of the following in **a** sentence or **two**. **(5×2=10)**

- 1) In Brazil, showing the thumb held upwards means everything is 'ok' and in France it means _____.
- 2) What are the two types of questions ?
- 3) Define Social Etiquette.
- 4) List two examples of unusual business etiquette around the world.
- 5) Write the importance of time management in effective presentation.
- 6) Write a note on Front Desk Management.
- 7) Name some phrases that are used to apologize.

SECTION – II

II. Answer **any four** of the following questions in **a** page **each**. **(4×5=20)**

- 1) Explain the advantages of problem-solving behavior.
- 2) Write a note on the levels of language fluency.
- 3) Draft a vote of thanks speech to be delivered on the occasion of Teachers Day.
- 4) Write the guidelines for preparing Audio and Visual aids in a presentation.
- 5) Cross-Cultural Communication is essential in a corporate sector. Give reasons.
- 6) Briefly explain any five tips to make a business presentation more effective.



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SECTION – III

III. Answer **any three** of the following questions in about **two** pages. **(3×10=30)**

- 1) Describe in detail the common cultural challenges faced in the work place.
- 2) Explain the strategies required in problem solving.
- 3) Explain the different kinds of persuasive speech.
- 4) Write the importance of Etiquette in business.
- 5) How to improve cross-cultural communication ?



SECTION – II

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- 6) Briefly explain any five tips to make a business presentation more effective.