Unit IV

8. Write an essay on effective writing skills, focusing on vocabulary expansion, sentence structure and clarity. **14**

9. Write an essay on the importance of brevity and clarity in writing, especially in professional communication. **14**

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(T) Roll No. .....

PAPER ID—11475

B.Tech. EXAMINATION, 2026

(Sixth Semester)

OPEN ELECTIVE COURSE-II

Technical English and Report Writing

Time : 3 *Hours* *Maximum Marks* : 70

Before answering the question-paper candidates should ensure that they have been supplied to correct and complete question-paper. No complaint, in this regard, will be entertained after the examination.

Note : Attempt *Five* questions in all, selecting *one* question from each Unit. Q. No. **1** is compulsory. All questions carry equal marks.

1. Write short notes on the following : 7×2=14

   (a) What is the difference between Hearing and Listening ?

   (b) What is empathetic listening ?

   (c) What is Phonetics ?

   (d) What are leadership skills in GD ?

   (e) What is intonation ?

   (f) Write a short note on Note-Making.

   (g) What is comprehension ?

Unit I

2. Explain different types of listening. Elaborate on superficial, appreciative, focused, evaluative, attentive and empathetic listening with examples. 14

3. Explain the role of listening in interviews (face to face, telephonic and video conferencing). 14

Unit II

4. What are the common barriers to speaking ? Suggest best ways to overcome them. 14

5. What are the key aspects of listening and responding, asking questions and note taking ? 14

Unit III

6. Write an essay on summarizing and paraphrasing as essential academic reading skills. How are they different yet complementary ? 14

7. Discuss the significance of Critical Reading and how does it help in analyzing texts like newspaper articles and academic content. 14