

[Total No. of Questions - 9]  
(2063)

[Total No. of Printed Pages - 4]

934

**B. Pharmacy 2nd Semester Examination**  
**Communication & Professional Skills in English (O.S.)**  
**HBP-112**

**Time : 3 Hours**

**Max. Marks : 80**

*The candidates shall limit their answers precisely within the answer-book (40 pages) issued to them and no supplementary/continuation sheet will be issued.*

**Note :** The question paper consists of five sections A, B, C, D and E. Section E is compulsory. Candidates are required to attempt five questions in all selecting one question from each of the section A, B, C and D of the question paper and all the subparts of the question in section E.

**SECTION - A**

1. (a) What are the various skills of effective reading?  
(b) What are the factors effecting the style of reading? **(8×2=16)**
2. (a) Do as directed:
  - (i) will you marry her asked vijay  
(punctuate the sentence)
  - ii. cows sheep goats and camels are domestic animals. (punctuate the sentence)
  - iii. slow and steady win the race.  
(correct the sentence)

**934/400**

**[P.T.O.]**

- (iv) He is ..... one eyed man. (fill in suitable article)
- (v) A place where cakes, pastries and biscuits are made. (substitute the sentence with one word)
- (vi) A quick brown fox jumped..... the lazy dog. (fill in a suitable preposition)
- (vii) They.....(go) to the market tomorrow. (write the correct tense)
- (viii) The abbreviation LPG stands for? **(1×8=8)**
2. (b) Write the phonetic transcription of the following words along with the primary and secondary stress:
- Hundred, table, paper, refrigerator, treasure. **(8)**

### SECTION - B

3. (a) Write a letter to a firm for placing an order of LCD TVS for your hotel at Manali.
3. (b) Write a precis of the following passage and give a suitable title to the passage.
- Trees give shade for the benefit of others, and while they themselves stand in the sun and endure the scorching heat, they produce the fruit of which others profit. The character of good men is like that of trees. What is the use of this perishable body if no use is made of it for the benefit of mankind? Sandalwood, the more it is

rubbed, the more scent does it yield. Sugarcane, the more it is peeled and cut up into pieces, the more juice does it produce. The men who are noble at heart do not lose their qualities even in losing their lives. What matters whether men praise them or not? What difference does it make whether they die at this moment or whether lives are prolonged? Happen what may, those who tread in the right path will not set foot in any other. Life itself is unprofitable to a man who does not live for others. To live for the mere sake of living one's life is to live the life of dog and crows. Those who lay down their lives for the sake of others will assuredly dwell forever in a world of bliss. **(8×2=16)**

4. (a) Compose a report of the annual cultural function of your college.
- (b) What are the various steps for planning and organizing an effective meeting? **(8×2=16)**

### SECTION - C

5. (a) What are the barriers to effective listening?
- (b) How will you handle difficult callers? What techniques will you use to handle difficult calls? **(8×2=16)**
6. (a) How can you control the call follow up action?

**[P.T.O.]**

6. (b) What are the principles of effective listening? (8×2=16)

**SECTION - D**

7. How important is voice modulation in communication? (16)
8. Write a detailed note on the skills required to participate in group discussion. (16)

**SECTION - E**

9. Write short notes on the following:
- (i) Regression and visual wandering.
  - (ii) Role of memory and retention in reading skills.
  - (iii) What is a memo?
  - (iv) Importance of body language in effective communication.
  - (v) Use of audio-visual aids in a presentation.
  - (vi) Vowel sounds.
  - (vii) Diphthongs.
  - (viii) Role of initiative in group discussion. (2×8=16)