



বিদ্যাসাগর বিশ্ববিদ্যালয়
VIDYASAGAR UNIVERSITY

Question Paper

**B.A./B.Sc./B.Com. (Honours + General)/ Major
Examinations 2020**

(Under CBCS Pattern)

Semester - I

Subject: ENGLISH (AECC-Elective)

Paper: AECC (MIL)

English Communication

Full Marks : 40

Time : 2 Hours

*Candidates are required to give their answer in their own
words as far as practicable.*

The figures in the margin indicate full marks.

Answer any *two* of the following questions :

2×20=40

1. What are the major elements of communication process? Mention the major barriers to effective communication and the ways to overcome them.
2. Explain the terms 'turn-taking' and 'turn-giving' in a group discussion. What is the role of a moderator in a group discussion?
3. Compare and contrast 'paraphrasing' and 'summarising'.

4. (a) List any five key principles of business letter writing with examples.

or

(b) Explain in detail the process and methods of report writing with examples.

Vidyasagar University