

(8 pages)

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B.A. (CBCS) DEGREE EXAMINATION, APRIL 2025

Third Semester

English – Core

Skill Enhancement Course – ENGLISH FOR CAREER

(For those who joined in July 2023 onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 1 = 10 marks)

Answer ALL questions.

Choose the correct answer :

1. Most of the people of India _____ (believe) in God.
(a) Believe (b) Believed
(c) Was believing (d) Had believing
2. His decision to invest in stocks is _____ him.
(a) Upon (b) On
(c) Over (d) Between

3. _____ is a document used by individuals to present their background and skillsets.

(a) Resume (b) Letter
(c) Address (d) None

4. The first paragraph of the job application should provide,

(a) Educational information
(b) Personal information
(c) Professional information
(d) All of these

5. Which of the following is a correct order

(a) Job analysis, recruitment, selection, placement, induction
(b) Job analysis, selection, recruitment, placement, induction
(c) Selection, recruitment, induction, job analysis, placement
(d) Selection, recruitment, placement, job analysis, induction

6. _____ is defined as the process of choosing the most suitable candidate for a job from among the available candidates.

(a) Selection (b) Recruitment
(c) Placement (d) Evaluation

7. 'Blue subscriber service' is a premium service of which social media company

- (a) Facebook (b) Twitter
(c) Whatsapp (d) Instagram

8. The primary purpose of advertising in English is to

- (a) Inform
(b) Persuade
(c) Remind
(d) All of the above

9. _____ platforms have made English content readily accessible to a global audience, fostering cultural exchange and understanding.

- (a) Digital (b) Social
(c) Political (d) Economic

10. Blog posts allow to publish insights, thoughts, and stories on your website about any topic.

- (a) Content (b) Blog
(c) Stories (d) News

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).
Each answer should not exceed 250 words.

11. (a) Fill in the blanks :

- (i) Each of the books _____ (is/are) interesting in its own way.
(ii) She wants to be _____ astronaut when she grows up. (a, an, the)
(iii) They did not know where they _____ from. (come)
(iv) She excels _____ mathematics. (in/at)
(v) The gift is _____ her aunt. (to/from)

Or

(b) Rewrite the sentences by using correct tense form.

- (i) The boy along with his friends play football every evening
(ii) Mathematics are my favorite subject
(iii) Neither the principle nor the teacher know the correct answer
(iv) The furniture have been moved to the new house
(v) The group of dancers perform exceptionally well.

12. (a) What is a Resume? List out the steps that should be followed while writing a resume.

Or

- (b) List out the situations for writing formal letters.

13. (a) Match the following

Column A	Column B
Interview	A fixed amount of compensation paid regularly for services
Resume	A formal meeting where an applicant's qualifications are assessed
Background	Things that are needed
Salary	A brief summary of a person's work experience and qualifica
Requirements	A person's experience, training, and education

Or

- (b) List out some questions that might be asked during an interview for an examination-related position.

Or

14. (a) Discuss the significant role of advertisements being broadcasted in English.

- (b) How to write a LinkedIn summary for a student?

15. (a) List out the key steps to writing a blog in English.

Or

- (b) Write a vlog script for a place you visited recently.

PART C — (5 × 8 = 40 marks)

Answer ALL questions, choosing either (a) or (b)
Each answer should not exceed 600 words.

16. (a) Fill in the blanks :

- (i) It———outside for half an hour. (hail)
- (ii) The storm———since 4 O'clock. (howl)
- (iii) I———for the bus since morning. (wait)
- (iv) Since when———you —— in this school? (read)

- (v) It ——— not ——— since midnight.
(rain)
- (vi) She ——— midnight oil for five years.
(burn)
- (vii) I ——— for the examination for one year.
(prepare)
- (viii) Malaria ——— in this city since July.
(rage)

Or

(b) Fill in the blanks

- (i) I bought ——— umbrella to go out in the rain. (a, an, the)
- (ii) My daughter is learning to play ——— violin at her school. (a, an, the)
- (iii) Please give me ——— cake that is on the counter. (a, an, the)
- (iv) ——— ink in my pen is red. (a, an, the)
- (v) She is used to confiding her secrets ——— others. (suitable preposition)
- (vi) The boy is devoid ——— sense. (suitable preposition)
- (vi) Her friends prevailed ——— her to withdraw her resignation. (suitable preposition)
- (viii) The final decision rests ——— our grandfather. (suitable preposition)

17. (a) What is a letter of application? Write about the types and steps for writing it.

Or

- (b) Write a professional letter of application for a pet shop assistant.

18. (a) Define group discussion. Elaborate on the importance, tips and rules of group discussion.

Or

- (b) Define Paralinguistics and its importance a workplace.

19. (a) Write a WhatsApp and Twitter (with appropriate format) to your classmates and inform them about the postponement of Election for Student Secretary or any other event in your school.

Or

- (b) Create a poster advertisement for a new English Class with a memorable title, meaningful lines and short rhymes

20. (a) Explain Media writing. List out the types and techniques.

Or

- (b) Write an email to the manager of a supermarket you visited on the last day to share your experience.