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(Pages : 2)

Name.....

Reg. No.....

**THIRD SEMESTER B.VOC. DEGREE EXAMINATION
NOVEMBER 2023**

Common Course—English

GEC 3EG 06—WRITING FOR ACADEMIC AND PROFESSIONAL SUCCESS

(2019 Admissions)

Time : Two Hours and a Half

Maximum : 80 Marks

I. Answer the following questions in two or three sentences. 2 marks each :

- 1 Define Netiquette.
- 2 What is a cover letter ?
- 3 What is a Questionnaire ?
- 4 Define Feasibility Report.
- 5 What is a product review ?
- 6 What do you mean by argumentative writing ?
- 7 Define Plagiarism.
- 8 What are the writing skills expected at the college level ?
- 9 Revise the following wordy sentences :
 - a) I have spoken to each and every person here.
 - b) Everyone at the conference received a free gift.
- 10 What is an Honor Code ?
- 11 How can we eliminate wordiness in writing ?
- 12 Give one-word substitutes for the following expressions :
 - a) Carry on.
 - b) Take after.
 - c) In the event that.
 - d) Is aware of the fact that.

Turn over

- 13 What is the objective of literature review ?
- 14 What is the purpose of division or classification of essays ?
- 15 What are fictional narratives ?

(Ceiling 25 marks)

II. Answer the following questions in a *paragraph* of 100 words. 5 marks each :

- 16 Elaborate on Discourse markers and its use in academic writing.
- 17 Write a report on the Annual Food fest conducted in your college during the current academic year.
- 18 Write a paragraph describing the uniqueness of your institution.
- 19 What are the kinds of sentences used in an academic essay ? Explain their functions.
- 20 What are the different rhetorical modes ? State their function.
- 21 Explain the various genres in academic writing and their distinctive uses.
- 22 Distinguish between academic and non-academic writing.
- 23 Write a short blog on your experience in a 'Thattukada'.

(Ceiling 35 marks)

III. Write essays on any *two* of the following questions in 200 words :

- 24 Discuss the methodology to be followed while writing an academic assignment.
- 25 Write a five-paragraph essay on any one of the following topics employing the rules and techniques of writing academic paragraph and essay :
 - a) Youth and Social Media.
 - b) Artificial Intelligence.
 - c) Kerala Tourism.
 - d) Covid 19 pandemic and Lockdown.
- 26 Prepare a Cover letter and CV to apply for the post of a Sales Executive in a Spice company.
- 27 Write a review of a book that you have read recently employing the skills of critical evaluation.

(2 × 10 = 20 marks)