

**23U222S**

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Name: .....

Reg. No: .....

**SECOND SEMESTER UG DEGREE, EXAMINATION, APRIL 2024**

(CUCBCSS-UG)

**CC17U ENG2 A03 – WRITING FOR ACADEMIC AND PROFESSIONAL SUCCESS**

(English – Common Course)

(2017, 2018 Admissions – Supplementary)

Time: Three Hours

Maximum: 80 Marks

I. Answer the following questions:

1. A \_\_\_\_\_ sentence comprises of one independent clause and one or more dependent clauses connected to it.
  - a. Compound
  - b. Complex
  - c. Simple
  - d. Compound – Complex
2. The word ‘case’ in case study refers to a/an \_\_\_\_\_.
  - a. Place
  - b. Knowledge
  - c. Problem
  - d. Idea
3. The first paragraph of academic essay is \_\_\_\_\_.
  - a. concluding paragraph
  - b. introductory paragraph
  - c. body paragraph
  - d. content
4. Any kind of writing that brings out a story, fictional or real, can be called \_\_\_\_\_.
  - a. description
  - b. definition
  - c. analysis
  - d. narrative
5. \_\_\_\_\_ is used as method to generate innovative ideas.
  - a. outlining
  - b organizing
  - c. brainstorming
  - d. revising
6. The simplest format of an essay includes \_\_\_\_\_ body paragraphs.
  - a. Two
  - b. Three
  - c. Four
  - d. Five
7. \_\_\_\_\_ is a way of explaining a word or phrase.
  - a. description
  - b. definition
  - c. argument
  - d. statement
8. \_\_\_\_\_ is a non-academic material.
  - a. Theses
  - b. Books
  - c. Seminar
  - d. Magazines
9. \_\_\_\_\_ is an example for non-fictional narrative.
  - a. story
  - b. novel
  - c. novella
  - d. news report
10. MLA stands for \_\_\_\_\_.
  - a. Modern Linguists Association
  - b. Modern Language Association
  - c. Modern Literature Association
  - d. Mexican Literates Association

**(10 × 1 = 10 Marks)**

II. Answer any *ten* of the following questions in a sentence or two:

11. What is honor code?
12. Define Academic writing.
13. What is a review?
14. What is proof reading?
15. Explain fragment.
16. What is Verbal garbage?
17. What is blind peer reviewing?
18. What is a survey?
19. Differentiate between resume and C V
20. Define Punctuation marks.
21. What is 'em dash' and 'en dash'?
22. What is a summary?

**(10 × 2 = 20 Marks)**

III. Describe any *four* of the following, each in a paragraph:

23. Write a review of a book you have read recently.
24. What are the pre-requisites of academic writing?
25. List the main steps in planning an essay.
26. Explain the elements of e-mail etiquette.
27. What are the features of APA and MLA style of documentations?
28. Find out one-word substitutes for the following stock phrases in English
  - a) at all times
  - b) in close proximity to
  - c) has the ability to
  - d) at the present time
  - e) each and every one

**(4 × 5 = 20 Marks)**

IV. Write essays on any *two* of the following:

29. Explain different types of academic writing.
30. Briefly explain the structure of a report.
31. Prepare a cover letter and resume to apply for a sales manager in a reputed company.
32. Discuss the importance of punctuation in an academic essay.

**(2 × 15 = 30 Marks)**

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