

bi 1. Which of the following is not a form of verbal communication?

- (A) Telephone Conversation
- (B) Skype Chat
- (C) Traffic Signalling
- (D) Video Conferencing

2. The channel or mode of communication used in railway traffic is

- (A) Tactile
- (B) Auditory
- (C) Haptic
- (D) Visual

3. Which of the following expressions cannot be used in formal communication?

- (A) I am not gonna listen to you.
- (B) Your words of advice do not signify anything to me.
- (C) I simply cannot understand what you say.
- (D) I cannot decipher your words of advice.

4. When should a person say, "Good bye! See you again"?

- (A) At the beginning of the speech
- (B) In the middle of the speech
- (C) At the time of taking leave
- (D) While introducing herself/himself

5. Which of the following expressions is a form of Phatic communication?

- (A) How do you do?
- (B) Where are you coming from?
- (C) Where were you, last week?
- (D) Please, do me a favour.

6. Which of the following options generally denotes a disadvantage of oral communication?

- (A) Quick feedback.
- (B) Ease in deciphering the addresser's body language.
- (C) Better awareness of the context.
- (D) Use for future reference.

7. In normal circumstances, 'shrugging' is a means of showing

- (A) respect
- (B) indifference
- (C) disagreement
- (D) agreement

8. If the audience is failing to pick up the pronunciation of the speaker, what should the speaker do to be intelligible?

- (A) Try to speak in a more elegant manner.
- (B) Try to explain or translate every word in the language the audience understands.
- (C) Try to speak slowly and audibly using simple expression and effective body language.
- (D) None of the above

9. We generally use 'I'm' for 'I am' when we
- (A) set question papers.
 - (B) write job application.
 - (C) use English in a formal situation.
 - (D) use English in an informal situation.
10. A person talking to herself/himself is an example of
- (A) Interpersonal Communication
 - (B) Intrapersonal Communication
 - (C) Group Communication
 - (D) International Communication
11. We can improve our speaking skill by
- (A) Thinking
 - (B) Meditation
 - (C) Sending SMS
 - (D) Participating in communication activities like Group Discussion
12. If an interview board is not satisfied with your response to a tricky question, the best way of facing the board would be by saying that
- (A) You do not know the answer, I know I am right.
 - (B) Upon God, it is correct.
 - (C) I challenge you, prove me wrong.
 - (D) I think I am right, but as you disagree I will explore it further.
13. Which of the greetings listed below should an interviewee use upon her/his first entry into the interview room?
- (A) Good Morning/Afternoon/Evening Madam(s)/Sir(s)!
 - (B) How are you doing, Madam(s)/Sir(s)!
 - (C) How do you do?
 - (D) May I take my seat?
14. What one should normally avoid while appearing in an interview for a job?
- (A) Wearing casual outfits
 - (B) Speaking in a loud voice
 - (C) Standing with hands in the pocket
 - (D) All of the above
15. A Group Discussion is normally arranged to observe a candidate's
- (A) oratory skills
 - (B) leadership quality
 - (C) ability to argue with logic
 - (D) All of the above
16. If anyone says 'Thank you', in exchange you are expected to say
- (A) very nice
 - (B) you are welcome
 - (C) very good
 - (D) cheers

17. Which of these is the correct way of grasping the meaning of an unknown word?

- (A) Making a wild guess
- (B) Reading the particular word again and again
- (C) Constructing the meaning from the context
- (D) Asking someone who does not know the language

18. When should one undertake 'skimming' of a text?

- (A) To note only the important points from the text
- (B) To make comprehensive understanding of the text
- (C) To learn grammatical lessons from the text
- (D) To make error corrections in the text

19. Which subscription should a business letter end with?

- (A) Yours faithfully
- (B) Yours lovingly
- (C) Yours ever
- (D) Yours affectionately

20. Which noun from the following list cannot have 'Dear' precede it?

- (A) Sir(s)
- (B) Madam
- (C) Gentlemen
- (D) Prime Minister

21. To invite a senior to a subordinate officer's cabin, the sub-officer would say

- (A) Come in
- (B) You may come in, Sir
- (C) May I come in, Sir?
- (D) Would you come in Sir?

22. A passage containing philosophical ideas should be read

- (A) closely and carefully
- (B) hurriedly and in parts
- (C) casually and carelessly
- (D) with a summary

23. Which skill must a précis writer possess?

- (A) The ability to be precise and focused.
- (B) The skill to elaborate and explain.
- (C) The skill to use figurative language.
- (D) None of the above

24. We should use skills of précis writing while

- (A) broadcasting sports commentary.
- (B) writing a sales report.
- (C) briefing company meetings.
- (D) making presentations.

25. To start a conversation with a stranger, one must begin with

- (A) May I ask your name?
- (B) Excuse me.
- (C) May I ask you a question?
- (D) Can you answer my question?