

Department of Management Studies

Academic year 2025-26

Programme: BBA GEN	Year & Semester: 2026& 2nd SEM
Course Name: ENGLISH-II	Course Code: AEC-201-V
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Unit I

Short answer questions

Q.N.	Question	KL
1	Write a note on narration?	KL/2
2	Importance of precise writing.	KL/2
3	Explain reading comprehension?	KL/2
4	Provide a short overview on job application letter?	KL/2
5	Explain report writing?	KL/2

Long answer questions

Q.N.	Question	KL
1	Explain the different forms of narration and writing.	KL/2
2	Write the structure of a job application letter.	KL/2
3	What are the characteristics of precise writing?	KL/1
4	Describe the process of report writing.	KL/2
5	Differentiate between descriptive and argumentative writing.	KL/2

Unit II

Short answer questions

Q.N.	Question	KL
1	What is oratory?	KL/1
2	Describe extemporaneous speech.	KL/2
3	What is brainstorming?	KL/1
4	What is audience analysis?	KL/1
5	Explain the importance of voice modulation?	KL/2

Long answer questions

Q.N.	Question	KL
1	Describe techniques for effective public speaking.	KL/2
2	Differentiate between prepared and extemporaneous speeches.	KL/2
3	How does brainstorming help in speech preparation?	KL/2
4	Discuss the importance of audience engagement.	KL/1
5	Write a short speech outline on any topic.	KL/2

Unit-III

Short answer questions

Q.N.	Question	KL
1	What is progression of thought?	KL/1
2	Give a brief outline on paragraphs.	KL/2
3	What is a topic sentence?	KL/1
4	Explain types of essays.	KL/2
5	What is coherence?	KL/1

Long answer questions

Q.N.	Question	KL
1	Discuss the structure of a paragraph.	KL/2
2	Describe the structure of an essay.	KL/2
3	Explain the importance of coherence and unity.	KL/2
4	Write the types of essays.	KL/1
5	Explain progression of thought in writing.	KL/2

Unit IV

Short answer questions

Q.N.	Question	KL
1	Describe op-ed?	KL/2
2	What is a feature article?	KL/1
3	What is an editorial?	KL/1
4	Write a detailed note on team performance.	KL/2
5	Explain solo performance.	KL/2

Long answer questions

Q.N.	Question	KL
1	Explain the features of op-eds.	KL/2
2	Differentiate between editorials and articles.	KL/2
3	Discuss speaking drills and their benefits.	KL/1
4	What are team-performance drills?	KL/2
5	Describe the role of solo performance drills.	KL/2

