

BEGAE 182

B.A. GENERAL (BAG)

ASSIGNMENT

**(For July 2020 and January 2021 Sessions)
SECOND SEMESTER**

English Communication Skills (BEGAE 182)



School of Humanities
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110 068

ASSIGNMENT

ENGLISH COMMUNICATION SKILLS BEGAE 182

Programme: BAG/2020-2021

Course Code: BEGAE 182

Dear Student,

You are required to do **one** assignment for the course 'English Communication Skills'. It is a Tutor Marked Assignment (TMA) and carries 100 marks. It covers four blocks of the course.

Aims: The TMA is primarily concerned with assessing your proficiency in English. You should not reproduce chunks of information from the passage(s) but effectively use the skills of reading and writing that you may have acquired during the course of study to compose your answers. These assignments aim to teach as well as to assess your performance.

Guidelines: You will be required to answer the questions on reading comprehension, vocabulary, grammar and composition.

As in day-to-day life, **planning** is important in attempting the assignment as well. Read the assignment carefully; go through the units on which the questions are based; jot down some points regarding each question and then re-arrange them in a logical order. In the essay-type answers, pay attention to your introduction and conclusion. The introduction must tell you how to interpret the given topic and how you propose to develop it. The conclusion must summarize your views on the topic. **You should write in your own handwriting.**

Make sure that your answer:

- a) is logical
- b) is written in simple and correct English
- c) does not exceed the number of words indicated in your questions
- d) is written neatly and clearly.

Please remember that it is compulsory to submit your assignment before you can take the Term End Examination. Also remember to keep a copy of your assignment with you and to take a receipt from your Study Centre when you submit the assignment.

Last Date for Submission of Assignment:

For June Examination: 30th April, 2021

For December Examination: 31st October, 2021

Good Luck!

Note: Remember the submission of assignment is a precondition for appearing in the examination. If you do not submit the assignment on time, you will not be allowed to appear in the examination.

ENGLISH COMMUNICATION SKILLS

BEGAE182

Programme: BAG/2020
Course Code: BEGAE182
Maximum Marks 100

Answer all questions.

Section A

I. Answer **any four** of the following in about 150 words each:

1. What do you understand by the term ‘non-verbal communication’? What are its advantages?
2. What are the characteristics of a conversation?
3. What are the four levels of meaning that you should be aware of as a reader?
4. Explain with suitable examples, how new words are built in English through “affixation” and “compounding”.
5. What are the aspects to be taken care of before you attend a meeting?
6. What are “homonyms” and “homophones”? Explain with suitable examples.

5x4=20

Section B

II. A construction company is planning to cut down several trees in your locality to build a new flat. As the President of your Residential Association write a formal letter to the editor of your local newspaper highlighting this issue.

10

III. Prepare a presentation on the topic:

- Effects of the COVID-19 pandemic on the Indian economy.

10

Section C

IV What are the semantic and linguistic barriers to communication? How can they be overcome? (Answer in around 300 words)

20

V What are the different forms of discourse that you need to be aware of before you start a writing project? Describe these forms of discourse briefly with suitable examples. (Answer in around 300 words).

20

VI A group of five students have been given the topic “Online Learning and the Higher Education Scenario in India,” for group discussion. Write out the discussion in around 300 words.

20