

Indian Maritime University
(A Central University, Govt of India)
March/April 2024 Supplementary Examinations
Programme Name: B Sc (NS)

Semester: I

Subject Code: UG21T5101

Subject Name: English & Human Factors

Date: 10.04.2024	Max Marks: 70
Duration: 03 Hrs	Pass Marks: 35

General Instructions

- (i) All Sections (A, B & C) are to be attempted.
- (ii) Options, if any, are specified in respective section.
- (iii) Scientific Calculator is permitted.
- (iv) (Norrie's Table, Nautical Almanac, Hindship Hyd. Particulars, Weather coding booklet, Tide Tables, permitted as per the subject concerned)
- (v) (World Map, Tidal curve, Radar Plotting sheets, Charts, Illumination range curve chart will be supplied by the Examination Centre)

Section A

Ten Objective Questions [MCQ / True -False / Fill up the blanks] of 01 Mark each (10 x 01 Mark)

Choose the correct answer.

1. Communication that takes place between the members of the same organization is called -----
A. Internal communication B. External communication
C. Formal communication D. Informal communication

2. Waving hand is called as -----
A. Verbal communication B. Body position C. Distance D. Gesture

3. Change the voice (Passive to Active):
'All the necessary precautions were taken by them.'
(a) They have taken all the necessary precautions.
(b) They take all the necessary precautions.
(c) They took all the necessary precautions.
(d) They had taken all the necessary precautions.

4. Paralanguage refers to -----
A. Words spoken B. various meaning in different languages C. The vocal messages of pitch, rate & loudness
D. Languages passed on from parent to child

Section C
Answer five out of seven questions.
(10 Marks Each)

16. Explain the following terms (in 100-120 words each) of nonverbal communication with appropriate examples of each: (5+5 marks)
- (i) Kinesics
 - (ii) Paralinguistics
17. Briefly explain SQ3R in reading technique. (10 marks)
18. Write any two paragraphs on the following topics in about 100 words: (5 +5 marks) A. The Sagarmala Project B. Ports of India C. Role of shipping on national economic development.
19. Explain the communication process with an example (10 marks)
20. You are the secretary of the Planning Department of S.T. EduTech Pvt. Ltd. Your department is planning to offer a new study-abroad course. The course will be held in Singapore for three months in the summer of 2024. To discuss the plan, a departmental meeting was held on 12th January 2024. Prepare the narrative minutes of the meeting. The minutes must include:
- Company's name, date, time and venue,
 - Members present and members absent,
 - Announcements, suggestions, recommendations, action points, etc. (use at least 4 agenda points)
- Assume suitable data wherever necessary.
21. Explain the principles of effective letter writing. (10 marks)
22. Make a diagram of the shipboard organisational chart and explain the functions of the deck department onboard in 150-200 words. (4+6 Marks)

