

Communication Skill

Multiple Choice Question & Answers:-

1. Communication is a non-stop_____.

- (A) Paper
- (B) process**
- (C) programme
- (D) plan

Answer:-B

2. Communication is a part of _____ skills.

- (A) Soft**
- (B) hard
- (C) rough
- (D) short

Answer:-A

3. The _____ is the person who transmits the message.

- (A) Receiver
- (B) driver
- (C) sender**
- (D) cleaner

Answer:-

4. _____ is the person who notices and decodes and attaches some meaning to a message.

- (A) Receiver**
- (B) driver
- (C) sender
- (D) cleaner

Answer:- A

5. Message is any signal that triggers the response of a _____

- (A) Receiver**
- (B) driver
- (C) sender
- (D) cleaner

Answer:- A

6. The response to a sender's message is called _____

- (A) Food bank
- (B) feedback**
- (C) food
- (D) back

Answer:-B

7. _____ context refers to the relationship between the sender and the receiver

- (A) Social**
- (B) physical
- (C) cultural
- (D) chronological

Answer:-A

8. _____ context refers to the similarity of backgrounds between the sender and the receiver.

- (A) Physical
- (B) social
- (C) chronological
- (D) cultural**

Answer:-D

9. _____ refers to all these factors that disrupt the communication.

- (A) Nonsense
- (B) noise**
- (C) nowhere
- (D) nobody

Answer:-B

10. Environmental barriers are the same as _____ noise.

- A) Physiological
- (B) psychological
- (C) physical**
- (D) sociological

Answer:-C

11. Our dress code is an example of _____ communication.

- (A) Verbal
- (B) nonverbal**
- (C) written
- (D) spoken

Answer:-B

12. Communication strengthens _____ & _____ relationship in an organization.

- (A) employer-father
- (B) employer-employee**
- (C) mother-employee
- (D) mother-child

Answer:-B

13. _____ communication includes tone of voice body language, facial expressions etc.

- (A) Nonverbal**
- (B) verbal
- (C) letter
- (D) notice

Answer:-A

14. When there is similarity of background between the sender and the receiver such as age, language nationality, religion, gender then this is called _____ context.

- (A) social
- (B) cultural**
- (C) physical
- (D) dynamic

Answer:-B

15. Letter, e-mail telephone are examples of _____

- (A) message
- (B) feedback
- (C) channel**
- (D) encoding

Answer: -C

16. Understanding _____ different parts of speech forms the base of leaning grammar

- (A) Five
- (B) Eight**
- (C) Six
- (D) Seven

Answer: -B

17. It is of paramount importance that one need to construct a _____ sentence in the day to day affairs

- (A) Wrong
- (B) Correct**
- (C) Incorrect
- (D) Night

Answer: -B

18. A _____ way be defined as the name of a person place or thing

- (A) Verb
- (B) Noun**
- (C) Pronoun
- (D) Adverb

Answer: -B

19. According to hoben, a communication is the _____ nituchange of thought or idea.

- (A) Visual
- (B) Audio
- (C) Verbal**
- (D) Written

Answer: -C

20. The person who transmits the message is called the _____ or

- (A) Sender**
- (B) Gives
- (C) Taker
- (D) Receiver

Answer:-A

21. Proper nouns always begin with _____ letters

- (A) Running
- (B) Capital**
- (C) Small
- (D) Numerical

Answer:- B

22. _____ nouns require capitalization only if they start the sentence or are part of a title

- (A) Common**
- (B) Proper
- (C) Abstract
- (D) Collective

Answer:-A

23. Once the message is encoded in a desired format it is transferred through a medium called _____

- A) Channel**
- (B) Medium
- (C) Media
- (D) Way

Answer:-A

24. The nouns which cannot be felt, seen or heard are called _____

- (A) Common
- (B) Proper
- (C) Abstract**
- (D) Collective

Answer:-C

25. The information which is transferred to the receiver has to be interpreted this process is called _____

- (A) Encoding
- (B) Decoding**
- (C) Opening

(D) Closing

Answer:- B

26. All communication events have a _____.

- (A) Resource
- (B) Source**
- (C) Start
- (D) End

Answer:- B

27. Personifications of strength and violence are considered as _____ gender.

- (A) masculine**
- (B) Feminine
- (C) common
- (D) Neuter

Answer:-A

28. The message may be misinterpreted because of _____

- (A) Barriers**
- (B) Distortions
- (C) Distractions
- (D) Noise

Answer:- A

29. The environment in which the transmitter or receiver are should be _____

- (A) Complex
- (B) Competent
- (C) Complete
- (D) Compatible**

Answer:-D

30. A noun that dandies neither a male or a female is _____gender

- (A) Masculine
- (B) Feminine
- (C) Common
- (D) Neuter**

Answer:-D

31. Countries when referred to by names are also considered _____

- (A) Masculine
- (B) Feminine**
- (C) Common
- (D) Neuter

Answer:-B

32. The Christian sign of the ____ is a gesture pertaining to religion and spirituality.

- (A) Plus
- (B) Minus
- (C) Division
- (D) Cross**

Answer:-D

33. In oral communication there is a possibility of immediate _____

- (A) Reaction
- (B) Response**
- (C) Rejection
- (D) Reset

Answer:- B

34. In oral communication the speaker can observe the listener's _____ to what is being related.

- (A) Reaction**
- (B) Response
- (C) Rejection
- (D) Reset

Answer:- A

35. Nouns that end in *-us* but have a constant before *-us* form their plural by dropping *-us* and adding ____

- (A) *-ves*
- (B) *-es*
- (C) *-s*
- (D) *-ies***

Answer:- D

36. While talking to friends you do not pay attention to the skills of ____ Communication.

- (A) Written
- (B) Oral**
- (C) audio
- (D) visual

Answer:-B

37. In oral presentation outside your organisation you must first give the audience a ____ of your organization.

- (A) Flash back
- (B) Background**
- (C) Front view
- (D) Forward view

Answer:-B

38. "A" and "an" are the ____ articles

- (A) Definite
- (B) Indefinite**
- (C) Particular
- (D) Specified

Answer:-B

39. The ____ are used to present using overhead projectors.

- (A) Acetate film transparent sheet**
- (B) Paper sheets
- (C) Polythene sheet
- (D) Butter paper

Answer:-A

40. Any word that adds more meaning to the noun is called an ____

- (A) Adverb
- (B) Verb
- (C) Adjective**
- (D) Noun

Answer:- C

41. A _____ indicates the action done by the subject

- (A) Verb
- (B) **Adverb**
- (C) Noun
- (D) Pronoun

Answer:-B

42. A _____ is a word which connects words phrases , clauses or sentences

- (A) Preposition
- (B) **Conjunction**
- (C) Interjection
- (D) Verb

Answer:-B

43. During presentation using an OHP. One can read information line by line using an opaque sheet to cover the transparency with a view to minimize distraction. This technology is called _____

- (A) Positive disclosure
- (B) Zero disclosure
- (C) Negative disclosure
- (D) **Progressive disclosure**

Answer:-D

44. Another thing that you have to avoid is adding to OHPs with a _____ during a talk.

- (A) Chalk
- (B) Pencil
- (C) **Pen**
- (D) Marker

Answer:-C

45. It is important to consider proper _____ room where you are giving your presentation.

- (A) Darkness
- (B) **lighting**
- (C) Lightning
- (D) ventilation

Answer:- B

46. _____ Listening means learning through conversation

- (A) Evaluative
- (B) Appreciative
- (C) **Dialogic**
- (D) Empathetic

Answer:- C

47. In _____ Listening the difference between the sounds is identified

- (A) **Discriminative**
- (B) Comprehension
- (C) Dialogic
- (D) Empathetic

Answer:-A

48. The _____ is an exclamation mark

- (A) ?
- (B) .
- (C) ,
- (D) **!**

Answer:-D

49. Evaluative listening is also called _____

- (A) **Therapeutic**
- (B) Evaluative
- (C) Dialogic
- (D) Impathetic

Answer:- A

50. The _____ is the action or description that occur in the sentence

- (A) **Predicate**
- (B) Subject
- (C) Object
- (D) Complement

Answer:-A

51. The _____ speech is also called as reported speech

- (A) Direct
- (B) Indirect**
- (C) Indefinite
- (D) Definite

Answer:- B

MGM Dr.G.Y.P.C.C.S&I.T