ENG-201 Final Term Exams Preparation Virtual University

Sr	Questions	Answers Choice
1	How can we create motivation among the audience during the presentation?	A. Through visual aids B. Through simple use of language C. Through verbose language D. Through skill
2	Which form is correct in most situations?	A. Could you help me? B. Help me? C. Excuse me; I was wondering if you could possibly help me? D. I need help
3	Which type of Visual aid is three-dimensional?	A. Objects B. Graphs C. Graphics D. Pictures
4	"Many students who have to take out loans, have a heavy debt load on graduation."	A. Punctuation error B. Run-on sentence C. Pronoun case error D. Pronoun-antecedent agreement error
5	Which Three types of readers usually exist?	A. Phantom Readers, Future Readers, Complicated Readers B. Future Readers, Complex Readers, Complicated Readers C. Future Readers, Complex Readers, Technical Readers D. Phantom Readers, Future Readers, Complex Readers
6	Software functional specs usually contain.	A. Assumptions, resources B. Cost target, Maintenance C. A & b D. Orientation specs and Functional specs
7	When I was called upon to give an on-the-spot speech in class, I was so surprised that I stood up and recited nothing but gibberish.	A. Nonsense B. Lies C. Clichés D. Jokes
8	What should be the purpose of visual aids?	A. To make the document interesting B. To provide information C. To simplify the data D. All of the above
9	Airport x-ray devices _____ designed more carefully in order to detect the more sophisticated forms of explosive materials that are now produced.	A. must have been being B. must C. must be D. must have been
10	You might hurt yourself if you don't watch out	A. It contains an appositive phrase B. It contains an adjectival clause C. It contains an adverbial clause D. It contains a noun clause
11	If you go to a Mexican restaurant, you can infer that	A. They will not serve tea B. They will have hot dogs on the menu C. They have specialized in Mexican food D. They will have the best food in the town
12	“An attachment notation is included to remind the reader to check additional pages of information.This is typed single or double space below the reference initials.” Match the above statement with one of the followings:	A. Copy Notation B. Enclosure C. Attention line D. Postscript
13	Which of the following report is often used when sending information to a reader outside the organization?	A. Letter reports B. Business reports C. Formal reports D. Informal reports

14	To ensure clarity, place your ----------carefully	A. articles B. modifiers C. semicolon D. exclamation marks
15	“Why is the baby crying?” “_____ she is hungry _____ her nappy needs changing.”	A. Neither…nor B. Either…or C. Neither…and D. Either…nor
16	Which of the following is a nonverbal communication conveyed by posture and movement?	A. Expressions B. Body language C. Nodding of head D. Smile
17	Ever since he married Jane, he's had a new ____ on life	A. title B. rent C. lease D. loan E.
18	“Would you like to have fruits _____ ice-cream for dessert?” the waitress asked us.	A. for B. as C. but D. or
19	A letter or report to a customer from an employer belongs to which kind of communication?	A. official communication B. officer communication C. administrator communication D. manager communication
20	Which of the following should be essentially considered during speeches and presentations?	A. Dress B. Time C. Microphone D. None of above