

QP Code: D142169		Total Pages:1	Name:
		Register No.	
SECOND SEMESTER (CUFYUGP) DEGREE EXAMINATION, APRIL 2026			
FUNCTIONAL ENGLISH			
FEN2VN102 Professional English for Career Development			
2025 Admission onwards			
Maximum Time :2 Hours			Maximum Marks :40
Section A			
I Answer anyone. Each question carries 10 marks (1x10=10 marks)			
1	You are asked to introduce a new product to clients. Prepare a presentation outline including introduction, features, benefits, and conclusion.		
2	Analyse a situation where there is miscommunication between departments in an organization. Identify the underlying issues, propose potential solutions, and outline the steps that would take to facilitate a resolution.		
Section B			
II Answer any three of the following. Each question carries 6 marks (Ceiling:18 Marks)			
3	You are applying for the post of manager in a multinational company. Draft an email to express your interest in the position, highlight your relevant experience and request an interview.		
4	In a review meeting, a team member presents an idea that you disagree with. Explain how you can offer constructive criticism without creating potential conflict.		
5	What is personal branding? Explain how it contributes to career growth.		
6	Describe two effective job search strategies for fresh graduates		
Section C			
III Answer any four. Each question carries 3 marks (Ceiling:12 Marks)			
7	Mention three benefits of teamwork.		
8	How do visual aids support communication?		
9	List three barriers to effective communication.		
10	Provide three examples of formal business communication.		
11	How would you handle a conflict in the workplace? Suggest three methods to resolve conflicts in a workplace.		
12	Explain three examples of how active listening can be demonstrated in a professional environment.		