KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY

UG ENGLISH

Four Year Degree Course

SEMESTER: 01

Reading and Writing Skills

Inter Disciplinary Course (IDC)

SLM Code: UG ENG S1 01 (IDC 1)

YEAR: 2023

Last Date: 10.01.2024

TOTAL MARKS: 50 MARKS

Assignments are required to be written in your own language. Copying in total from the learning material will carry less score

Q1. Answer the following questions in your own words: **(10x3=30)**

a) i. Discuss the skills required for effective writing. (5+5)

ii. Highlight the features of good writing.

b) Write a detailed note on punctuation and its importance.

c) i. Discuss the structure of a Formal Letter. (5+5)

ii. Provide a structure or format of a D.O. Letter.

Q2. Answer the following question in your own words: **(10x1=10)**

a) Write a report on the issue of environmental pollution in your town or city.

Q3. Answer the following question in your own words: **(10x1=10)**

a) i. Briefly describe the importance of communication.

ii. Write a note on listening and speaking skills.