

Reg No :

Name :

**MAR ATHANASIOUS COLLEGE OF ENGINEERING, KOTHAMANGALAM**

(Govt. Aided Autonomous Institution)

Second Semester B.Tech. Degree Examination, May, 2026

Course Code: B24MC1T03

Course Name: PROFESSIONAL COMMUNICATION AND ETHICS

(Common to all Branches)

Max. Marks: 50

Duration:2 Hours

PART A: 20 Marks (4 Qns × 5 Marks)**Answer all questions.**

1. Paraphrase the given paragraph:

Good communication is an essential part of daily life and plays a key role in building strong connections between people. It allows individuals to share their ideas, thoughts, and feelings clearly, which helps others understand messages accurately. When communication is clear and effective, confusion and misunderstandings are greatly reduced. This leads to better relationships based on trust and mutual understanding. In professional environments, good communication helps employees cooperate smoothly and work as a team. It improves productivity by ensuring that tasks and responsibilities are clearly understood. Overall, effective communication contributes to harmony, efficiency, and success in both personal and professional life.

2. List out different types of public speaking and explain any one of them.
3. Explain the role of sharing and caring in the work environment.
4. Discuss the role of customs and religion in engineering ethics.

PART B: 30 Marks (2 Qns × 15 Marks)**Answer any one full question from each SET**

5. a. Explain any four types of reading. (8 Marks)
- b. Explain the key sections included in the format of a proposal and why these sections are important. (7 Marks)

OR

6. a. A manager is conducting a meeting with her team to discuss a new project. One of the team members, John, is distracted by his phone and misses an important instruction. (7 Marks)

Later, when the manager asks John to clarify his understanding of the task, he provides an incorrect response.

Explain how passive listening (in this case, John's distraction) can lead to communication breakdown. Suggest two strategies the manager can use to encourage active listening among team members.

- b. Construct a letter to the HR Manager of a leading Company, requesting permission to do two weeks internship as a part of the academic curriculum. (8 Marks)
7. a. Explain how integrity contributes to work ethics and provide two examples that illustrate its importance. (8 Marks)
- b. Discuss in detail about the moral and ethical issues involved in the use of computers and the internet with examples. (7 Marks)

OR

8. a. "Self confidence in a person develops a sense of partnership, respect and accountability". Enumerate the key characteristics of people with self confidence and list the methodologies in developing the same. (8 Marks)
- b. " Environmental pollution affects both present and future generations". Discuss the ethical responsibilities in controlling environmental pollution. (7 Marks)
