



SLIATE

SRI LANKA INSTITUTE OF ADVANCED TECHNOLOGICAL EDUCATION

(Established in the Ministry of Higher Education, vide in Act No. 29 of 1995)

Higher National Diploma in Information Technology

First Year, First Semester Examination – 2022

HNDIT 1062 Communication Skills

Instructions for Candidates:

Answer four (04) questions only.

All questions carry equal marks

Question number 01 is compulsory

No. of questions : 05

No. of pages : 05

Time : 2 hours

Question No. 01 (compulsory)

Write an essay using 200 words on **one** of the following topics.

- Forest destruction: Consequences
- Is the invention of Artificial Intelligence fruitful or dangerous?
- Effect of violence shown on television and in movies on society.

(Total 25 marks)

Question No. 02

- (i) Use the correct form of the verb given within brackets to make a meaningful sentence. (1 x 10 = 10 marks)

- Janani always (watch) TV and her mother is angry about it.
- Yugani..... (wait) for me when I arrived at the bus-stand.
- Adil was a dedicated student. He (pass) the exam with flying colours.
- I'm tired. I (study) for three hours.
- We (go) to the cinema when we met them.
- He (leave) for Singapore tomorrow.
- I (want) to see you yesterday but you didn't turn up.
- He (work) in a firm for the last five years.
- The house is closed. They (go) out.
- I (have) a bath when I heard a loud noise.

(ii) Convert the following active voice sentences into passive voice.

(1.5x 10 = 15 marks)

- a) The boy is ringing the bell.
- b) The baby broke the plate.
- c) He sold his old house for a song.
- d) They will have finished the work by the evening.
- e) They have postponed the concert.
- f) He is using the computer at the moment.
- g) Somebody was recording our conversation.
- h) They had cancelled the programme due to an unavoidable circumstance.
- i) They are building a new ring road around the city.
- j) My lecturers never punish us.

(Total 25 Marks)

Question No. 03

(i) Fill in the blanks with 'can/can't/could/couldn't/ may or might'

(1 x 10 = 10 marks)

- a) Can you speak up a bit? I hear you very well.
- b) "Are you in a hurry?" "No, I've got plenty of time. I wait.
- c) I was feeling sick yesterday. I eat anything.
- d) Look at the sky. Dark clouds are coming down. It rain in the evening.
- e) Be careful. You meet with an accident.
- f) Don't get wet. You fall ill.
- g) He said that he..... get late.
- h) Oh, I am sorry. Actually I make you out at once.
- i) I am not a rich person. So, I afford to a car.

(ii) Complete the sentences. Choose from the box.

(1.5 x 10 = 15 marks)

- | | |
|--|-----------------------------------|
| (1) when you are in Kurunegala again | (6) while we were playing |
| (2) when I find somewhere to live | (7) before you go out |
| (3) after I do the shopping | (8) before I go to work |
| (4) before it's going to start raining | (9) after our visit to the museum |
| (5) while I was reading a newspaper | (10) before eating the apple |

- (a) I will give you my address
- (b) Let's go home
- (c) My parents marked our scores
- (d) Don't forget to close the window.....
- (e) I will come straight back home
- (f) I always have breakfast
- (g) We were very tired
- (h) You must come and see us
- (i) I washed it carefully
- (j) The telephone rang.....

(Total 25 Marks)

Question No. 04

- (i) Imagine that the Department of Information Technology of your ATI has organized a blood donation campaign to be held in the ATI premises on the 3rd of February 2024, and you need to seek permission from the director. Write a letter to the director asking for permission for the above-said purpose.

(15 marks)

- (ii) Imagine that the director of your ATI has permitted you to hold the above blood donation campaign on your ATI premises. Now, write an email to be sent to all the government and non-government organizations in your area. In your email, you **must include** the following information.

Date, time, venue, and purpose

(10 marks)

(Total 25 Marks)

Question No. 05

Read the following text and answer the questions given below.

While I was walking along the road the other day I happened to notice a small brown leather purse lying on the pavement. I picked it up and opened it to see if I could find out the owner's name. There was nothing inside it except some small change and a rather old photograph – a picture of a woman and a young girl about twelve years old, who looked like the woman's daughter. I put the photograph back and took the purse to the police station, where I handed it to the sergeant in charge. Before I left, the sergeant made a note of my name and address in case the owner of the purse wanted to write and thank me.

That evening I went to have dinner with an uncle and aunt of mine. They had also invited another person, a young woman so that there would be four people at the table. The young woman's face was familiar, but I could not remember where I had seen it. I was quite sure that we had not met before. In the course of the conversation, however, the young woman happened to remark that she had lost her purse that afternoon. I at once remembered where I had seen her face. She was the young girl in the photograph, although she was now much older. Of course, she was very surprised when I was able to describe her purse to her. Then I explained that I had recognized her face from the photograph I had found in the purse. My uncle insisted on going round to the police station immediately to claim the purse. As the police sergeant handed it over, he said that it was a remarkable coincidence that I had found not only the purse but also the person who had lost it.

(i) Say whether the following statements are true or false by writing **T** or **F** against them.

- | | |
|---|---------|
| (a) The writer found the name of the owner of the purse | (.....) |
| (b) The writer kept the photograph in his possession. | (.....) |
| (c) The girl in the photograph is much older now. | (.....) |
| (d) The owner could receive the purse at the end. | (.....) |
- (04 Marks)

(ii) What did the writer look for first when he found the purse? (02 marks)

.....

(iii) Why did the sergeant make a note of the writer's name and address? (02 marks)

.....

(iv) How did the writer recognize the young woman? (02 marks)

.....

(v) Write the sentence that says the writer had not known the woman in the photograph before.

(02 marks)

.....
(vi) Find words which have the same meaning as the following from the text.

Submitted -
Identified -

(02 marks)

(vii) What do the following bold-typed words refer to?

it -
she -

(01 mark)

(viii) Write five meaningful sentences using the words taken from the text. You will not receive marks for copied sentences from the original text.

- (a) pavement
- (b) except
- (c) describe
- (d) immediately
- (e) familiar

(5x2=10 marks)

(Total 25 Marks)