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**Presidency University**

**Bengaluru**

**School of Law**

**Summer Term End-Term Examination, August 2024**

**Semester:** 2

**Course Code**: ENG102

**Course Name**: Legal Professional Communication skills

**Department:** Languages

**Date**: 06-08-2024

**Time**: 09:30AM– 12:30 PM

**Max Marks**: 100

**Weightage**: 50%

**Instructions:**

1. *Read all questions carefully and answer accordingly.*
2. *Do not write any matter on the question paper other than roll number.*

**Part A**

**Answer any 10 questions. Each question carries 2 marks. (10Qx2M=20M)**

1. Mention the name of the author and the protagonist of the novel ‘Crime and Punishment’.

(CO:4 Bloom’s Level: Remember)

1. List two differences between an abstract and an executive summary.

(CO:5 Bloom’s Level: Remember)

1. Mention four sources of data collection.

(CO:5 Bloom’s Level: Remember)

1. State any two similarities between law and language.

(CO:1 Bloom’s Level: Remember)

1. Outline two problems of legal language arising because law is an inexact science.

(CO:1 Bloom’s Level: Remember)

1. Translate and define: Actio Personalis Moritur Cum Persona (L).

(CO:3 Bloom’s Level: Understand)

1. Mention four essential components of a legal notice.

(CO:2 Bloom’s Level: Remember)

1. What is a Memo? (CO:2 Bloom’s Level: Remember)

1. Mention two significances of an Agenda.

(CO:2 Bloom’s Level: Remember)

1. Mention two features of successful professional communication.

(CO:1 Bloom’s Level: Remember)

1. Where and when is the novel Crime and Punishment set?

(CO:4 Bloom’s Level: Remember)

1. List the differences between Bibliography and List of references.

(CO:5 Bloom’s Level: Remember)

**Part B**

**Answer any 4 questions. Each question carries 10 marks. (4Qx10M=40M)**

1. Outline the plot structure of Fyodor Dostoevsky's "Crime and Punishment." (CO: 4 Bloom’s Level:Understand )
2. In the modern digital age, the way we consume news has drastically changed. Traditional newspapers and television broadcasts are no longer the primary sources of information for many people. Instead, social media platforms, online news sites, and digital subscriptions have become prevalent. This shift has both positive and negative implications. On the one hand, news is more accessible than ever before, allowing people to stay informed in real-time. On the other hand, the rise of misinformation and the echo chamber effect, where individuals only encounter information that reinforces their existing beliefs, pose significant challenges. Furthermore, the decline of traditional journalism raises concerns about the future of investigative reporting and the maintenance of journalistic standards. In this evolving landscape, it is crucial for consumers to critically evaluate their news sources and for journalists to adapt to new mediums while upholding the integrity of their profession.

What is a precis? Explain some of the essential features you need to keep in mind while writing a precis. Using the paragraph given above, give an example of a precis. (CO:5 Bloom’s Level: Apply)

1. Explain the legal maxim “Actus Dei Nemini Facit Injurium” drawing examples from past court cases.

(CO:3 Bloom’s Level: Understand)

1. Explain the purpose of a Show Cause Notice with the help of an example. How would you respond to it?

(CO:2 Bloom’s Level: Understand)

1. Write a short note on the various methods of data collection.

(CO:5 Bloom’s Level: Understand)

1. Should college education be free for all students? Write a paragraph, arguing for your position, using evidence/examples to support your point.

(CO:5 Bloom’s Level: Apply)

**Part C**

**Answer any 2 questions. Each question carries 20 marks. (2Qx20M=40M)**

1. You are the HR manager at a company where an employee has failed to meet performance targets for the past three months despite several meetings and support provided. Write a show cause notice to the employee, asking them to explain about their performance drop. Include details about the specific performance targets not met, any previous discussions or warnings, and outline the potential consequences if a satisfactory explanation is not provided.

(CO:2 Bloom’s Level: Apply)

1. Discuss the essential components of a formal report and analyze the purpose and importance of each section in ensuring effective communication of information. Provide examples to illustrate how each section contributes to the overall clarity and professionalism of the report.

(CO:5 Bloom’s Level: Understand)

1. What is an annual confidential report?

As a department head, you are required to prepare an annual confidential report for one of your employees. Write a comprehensive report that evaluates the employee's performance over the past year. Additionally, offer constructive feedback and recommendations for the employee's future development.

(CO:5 Bloom’s Level: Apply)