



COMSATS University Islamabad
HUM120 Expository Writing
Terminal Examination Spring 2026

Class:
Subject: Expository Writing
Moderator:

Date: June 3rd, 2026
Time allowed: 3 Hours
Marks: 50

Instructions:

- 1) Read the questions carefully before you answer them.
- 2) Return the question paper with the answer sheet.
- 3) Attempt all questions on the answer sheet.
- 4) Mention your program in front of class

Section A – Multiple Choice Questions

Question 1 [05 marks, CLO1-C1]

Answer the following MCQs on your answer sheet. Do not mark the answer on the question paper. Each question carries one mark.

- i. Which of the following exemplifies a **socio-psychological barrier** to effective communication?
 - a. Information overload
 - b. Noise in the environment
 - c. Cultural differences due to space
 - d. Self-centered attitudes
- ii. Which of the following is an example of **Future Perfect** tense?
 - a. I ate an apple
 - b. I will have eaten an apple
 - c. I have eaten an apple
 - d. I will eat an apple
- iii. Which type of interview is used to eliminate incompetent candidates?
 - a. Screening interview
 - b. Selection interview
 - c. Follow-up interview
 - d. Search Committee Interview
- iv. Identify the problem with this sentence: It is not possible for us to extend locker facility to you since you do not have a fixed/term deposit in our bank.
 - a. Lack of Conciseness
 - b. Lack of Clarity
 - c. Lack of Consideration
 - d. Lack of Concreteness
- v. In context of presentation skills, which of the following belongs to the 'Preparation Stage' of the three-stage process?
 - a. Conducting research
 - b. Audience analysis
 - c. Asking a Rhetorical Question
 - d. Rehearsal



Section B- Short Questions

Question 2 [5x2=10 marks, CLO1-C1]

Answer the questions given below briefly:

- i. 'Defensiveness' is a socio-psychological barrier to effective communication. Define it and give an example for clarification.
- ii. What are speech marks and how do we use them in a sentence? Explain with the help of an example.

Section C- Long Questions

Question 3 [10 marks, CLO3-C3]

Imagine that students at CUI are experiencing frequent internet connectivity issues and an insufficient number of computer labs on campus, particularly during assignment submission weeks and online assessments.

Your task is to write a **persuasive email** to the Campus Incharge, requesting the university administration to upgrade the campus digital infrastructure by improving Wi-Fi services and expanding computer lab facilities. Your email should explain the problems students currently face, discuss how these improvements would enhance academic performance and student productivity, and recommend practical measures the university could adopt to address this issue.

P.S: The email should have three paragraphs comprising of a clear beginning, middle and end.

Question 4 [10marks, CLO3-C3]

Suppose you are the Head of the Computer Science Department at CUI. Over the past semester, many students have complained about overcrowded parking areas on campus. Due to the limited parking space, students and faculty members often arrive late to classes, face unnecessary stress, and waste valuable time searching for parking spots.

Your task is to write a **problem-solving memorandum** addressed to the university administration. In the first part, identify the parking problem and its seriousness. In the second part, discuss its effects on students, faculty, and campus activities. In the final part, suggest practical solutions and end on a positive note.

Question 5 [15 marks, CLO3-C3]

Imagine that you graduated from CUI three years ago and have since gained three years of professional experience in your field. Your task is to prepare a **chronological CV** that presents your qualifications and career progression in reverse chronological order.

Along with the basic elements, you must also include relevant professional certifications, training courses, or workshops completed during the past three years to strengthen your profile.

Ensure that your CV reflects professional growth, practical experience, and skills appropriate for someone with three years of industry experience.

Good Luck