

2024

COMMUNICATIVE ENGLISH — MAJOR

Paper : CC-12

(On Job Training and Internship Report Writing)

Full Marks : 50

The figures in the margin indicate full marks.

*Candidates are required to give their answers in their own words
as far as practicable.*

1. Answer **any one** question : 20×1
 - (a) What are the Aims and Objectives of On-The-Job Training for an employee? Give an example to justify.
 - (b) What is the role of a Trainer in a company? How would you ensure that the training is effective for an employee within the company?
 - (c) What is Work Experience? Highlight the benefits of Work Experience.
2. Answer **any three** questions : 5×3
 - (a) What is Off-The-Job Training?
 - (b) What are the differences between internship and externship?
 - (c) What is Co-op?
 - (d) What are Employability Skills?
 - (e) Discuss the types of Internship.
 - (f) What is Experiential Learning?
3. Answer **any five** questions : 3×5
 - (a) What is job-shadowing and how is it beneficial for an intern?
 - (b) Highlight the difference between training and development.
 - (c) What are the advantages of OJT?
 - (d) Briefly highlight your job profile.
 - (e) How would you ensure that the training is effective for an employee within the company?
 - (f) How does OJT help to focus on increasing career opportunities for low skilled, low income workers?
 - (g) Briefly discuss the methods of effective training.

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