Paragraph on Facing a Viva-voce

Question: Write instructions for your younger sister who is going to face a viva-voce to get herself admitted into a college.

Facing a Viva-voce

Answer: As you are going to face a viva-voce to get yourself admitted to a college, you need to know some instructions to be successful. You may be nervous to face viva-voce. So first of all, remove your nervousness thinking it easy. If you are nervous, you will not be able to answer the questions asked by the interview board. Be attentive to your serial number. Respond to your call earnestly. Show due respect and reverence appearing before the interview board. Take your seat gently if you are asked to do so. Answer the questions asked by the interview board by showing courtesy. Don't exaggerate your answer. Just answer them what they ask. Finally, leave them if you are asked to do so.