



Name :

Roll No. :

Invigilator's Signature :

**CS/BOPTM/SEM-1/BO-105/2012-13
2012**

PROFESSIONAL COMMUNICATION IN ENGLISH

Time Allotted : 3 Hours

Full Marks : 70

The figures in the margin indicate full marks.

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

GROUP - A

(Multiple Choice Type Questions)

1. Read the following passage and answer the following questions : 5 × 1 = 5

A. Some religious teachers have taught that the man is made up of a body and a soul : but they have been silent about the intellect. Their followers try to feed the body on earth and to save the soul from perdition after death but they neglected the claims of the mind. Bread for the body and the virtue for the soul : these are regarded as the indispensable requisites of human welfare here and hereafter. Nothing is said about knowledge and education. Thus Jesus Christ spoke much of feeding the hungry, healing the sick and converting the sinners : but he never taught the duty of



teaching the ignorant and increasing the scientific knowledge. He himself was not a well educated man; an intellectual pursuit was beyond his horizon. Gautam Buddha also laid stress on morality, medication and asceticism, but did not attach great importance to history, science, arts or literature. St. Ambrose deprecated scientific studies and wrote, "To discuss the nature and position of earth does not help us in our hope for life to come." St. Basil said very frankly and foolishly, "It is not a matter of interest for us whether the earth is a sphere or a cylinder or disc." Thomas Carlyle also followed the Christian traditions when he declared that he honoured only two men and no third : the manual labour and the religious teacher. He forgot the scientist, the scholar and the artist. The cynics of Greece despised education at last.

- i) What have the religious teachers taught in the past ?
 - a) That man is made up of body only
 - b) That man is made up of soul only
 - c) That man is made up of bubbles
 - d) That man is made up of body and soil together.
- ii) What is the food for soul ?
 - a) Bread
 - b) Virtue
 - c) Vice
 - d) Education.



iii) The following names are not in correct order. Correct the order as in the passage above.

- a) Jesus Christ b) Gautam Buddha
- c) St. Ambrose d) Thomas Carlyle
- e) St. Basil.

iv) Intellectual pursuits have been neglected because

- a) they are unnecessary and superfluous
- b) they make people dwarf
- c) they lead people to hell
- d) none of these.

v) The style of the passage is

- a) Narrative b) Expository
- c) Critical d) Analytical.

B. Fill in the gaps with the correct words you consider appropriate : 5 × 1 = 5

vi) Authority when it is supported by the moral purity of the user.

- a) empowers b) crumbles
- c) prevails d) waits.

vii) Speeding and blocking are offences which lead to accidents.

- a) moral b) intellectual
- c) traffic d) international.



- viii) learning does help in the mental growth of a child.
- a) Guided b) Fat
c) Assisted d) Rote.
- ix) of his best efforts he failed.
- a) However b) In spite
c) Because d) Though.
- x) An optiminst is a person who is habitually
- a) sad b) angry
c) full of hope d) silent.

GROUP - B

(Short Answer Type Questions)

Answer any *three* of the following. $3 \times 5 = 15$

2. Reduce this short passage to one-third their llength.

What convinces a reader about your claims on behalf of your product or services ? Is the name in itself a gurantee ? Are there testimonies from people whom the readers refer and trust, like great public figures ? What is the experience of users elsewhere ? How many numbers have been sold ? What about the reputation of the technology used ? Is there a warranty to back up the product or an assurance of after sales service ? Can you give a demonstration or a free trial offer ? Can give a money back guarantee ? What is the standing of other products from your company ? These are the questions to ask and answer in making your sales pitch. (111 words).



3. State whether the following sentences are true or false :

- I. You can use abbreviations in business letters.
- II. Bullets and numbers can't be used in letters, as they are too informal.
- III. E-mails have a different structure to letters.
- IV. In modern business documents punctuation is not used in the receiver's address.
- V. Formal language, such as with reference to, is used in modern business letters to show respect for the readers.

4. Each of the following sentences has four parts underlined. In some sentences there is an error in one of these parts. No sentence has more than one error. If you find an error, write the number of that underlined part in which you find the error. If you find no error, write 5.

1. The ticking of the only sound no error
clock was to hear.

1 2 3 4 5

2. You had better to repeat in order not to no error
them forget
every them.
day

1 2 3 4 5



3. If anything is to come work be no error
from the should started
plan at once.

1 2 3 4 5

4. When he had what he he has home. no error
got wanted gone

1 2 3 4 5

5. She told her she is busy. no error
sister

1 2 3 4 5

5. Fill in the blanks with appropriate prepositions : 5 × 1 = 5

a) Mohan is arriving January 26
 2'O clock the afternoon.

b) The printer is the table
 the computer.

6. Rewrite the following sentences correctly : 5 × 1 = 5

a) The manager called Shyam and I to the boardroom.

b) I and Rita is going to Delhi tomorrow.

c) Did you pay your rent yet ?

d) Thee committee on students' welfare are about to
 announce its decision.

e) The more profit one makes, the more you want.

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GROUP - C
(Long Answer Type Questions)

Answer any *three* of the following. $3 \times 15 = 45$

7. Write an essay on any *one* of the following topics :
 - a) English in India
 - b) Society and Tele-serials in India
 - c) Blindness.
8. Write an application to the principal of D.A.V. Public School, Moga for the post of P.G.T. in English. Attach your bio-data along with this application.
9. What is an advertisement ? What are the important elements that have to be remembered while drafting an advertisement of a free eye check up camp ?
10. As a senior optometrist you feel that your juniors are not performing well. How would you handle the situation to mutual satisfaction ?

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