CHRIST UNIVERSITY, BENGALURU - 560029

End Semester Examination March - 2017 Bachelor of Computer Applications II SEMESTER

Code: BCA221 Max.Marks: 100
Subject: COMMUNICATIVE ENGLISH Duration: 3Hrs

SECTION A

Answer any FIVE questions

5X5=25

- 1 Trace the development of communication from one way process to two way process.
- **2** What are the basic principles of communication?
- **3** Expand and explain IMPRESS.
- 4 Discuss the importance of verbal communication skill.
- 5 How does an effective written communication skill help you profession?
- **6** Write the phonetic transcription for the following words.
 - 1. Wish, 2. Sea, 3. Fun, 4. Glass and 5. Cute
- A meeting has been convened to discuss the plan for University Dance Day. This includes planning for events, schedule, venues, chief guest and gifts. Officials, members of Student Welfare Office, and students' representatives attend this meeting. Write a minute of this meeting.

SECTION B

Answer the following questions

2X15 = 30

- 8 Write an essay on the need for protecting and preserving endangered animals.
- 9 Your Department has organised a trip to tribal villages near the Karnataka-Kerela border in order to make aware of their lifestyle, occupation, agriculture methods, children's games, rituals, art forms and so on. Write a report on your visit to the tribal villages.

SECTION C

Answer the following questions

3X15=45

- 10 As a supplier, write an email to the manager of M/S Big wheel Manufacturing Company, Mr.Aditya, intimating of their payment that is due for the products delivered to them three months ago. Sign the email as Rajani.
- **11** Write a letter of application for the post of project assistant at the Centre for Development of Advanced Computing.
- **12** Write a letter of application for the post of software development engineer at Microsoft in India.