



209

AAI-6104

Seat No. 1131

B. C. A. (Sem. II) Examination

April / May - 2018

BCA - 204 : Communication Skill

Time : 3 Hours]

[Total Marks : 70

- 1 (a) Write an application for the post of lecturer 6
in IBM College, Ahmdabad.

OR

- (a) Write an application for the post of Librarian 6
in BCA College, Ahmedabad.
- (b) Write an application for the manager of SBI, 6
Visnagar, asking for home loan.

OR

- (b) Write an application to the manager of 6
ICICI Bank, Ahmedabad demanding vehicle
loan for purchase of a new Bajaj Bike.
- (c) Write an application on behalf of student to 6
principal demanding leave on medical ground.

OR

- (c) Write an application addressing your 6
principal demanding the original certificates as
you have applied for visa.

2 (a) Fill in the gap choosing the right option : 4

(1) There is a boy _____ the garden. (in, on, under)

(2) He is fond _____ ice-cream. (in, of, over)

(3) Hat is _____ the table. (on, under, in to)

(4) She is sitting _____ the bench (for, on, into)

(b) Make abstract noun from the following : 2

Believe, See, Live Hate

(c) Fill in the blanks using appropriate pronouns. 3

(1) Student said, "_____ shall pass." (We, our)

(2) He did the task _____. (herself, himself)

(3) Raj is a student _____ is my brother. (she, he)

(d) Do as directed : 4

(1) All is well (make question)

(2) We reached college at 9 O'clock (make question using 'When')

(3) They can climb the Everest (make negative)

(4) He has a friend (Make negative)

201

(c) Fill in the blank using appropriate conjunctions. 4

- (1) _____ he is fat, he is active. (though, as)
- (2) Man propose _____ God dispose. (And, But)
- (3) He is fat _____ he is active, (but, and)
- (4) Work hard _____ you will fail. (or, and)
- (5) Stay here silently _____ go out. (and, or)
- (6) I want _____ pen and pencils. (both, either)
- (7) _____ he is poor, he is happy. (even if, both)
- (8) He talked _____ he were a great (as, as if)

3 (a) Read the following passage and answer the 10 questions that follow :

The question here is not just whether you will accept the change or not, the real issues is whether you will let the change, whether it is, affect you in a positive or in an adverse way. No matter what the change, it is always up to you to accept dealing with it or reject dealing with it. So we are not talking here about denying the change when things do not go your way; we are working instead with your acceptance or refusal to either allow the change to happen, or to allow the change to affect you in a negative way. Some people quietly go along with almost

209

everything that happens to them, as though they had no control or no voice in the matter at all. Other people want to be in charge of everything, even when they can't be. A reasonable middle ground is the most sensible position to take when it comes to dealing with change. The rule might be: "Don't give in unless you want to give in. Don't waste your time and your life fighting the changes you cannot stop. But always take the time to choose."

Questions :

- (1) What is the real issue ?
- (2) What actually depends on a person as far as change is concerned ?
- (3) How do some people react to change ?
- (4) What might be the rule ?
- (5) Give a suitable title.

OR

- 3 (a) Read the following passage and answer the questions that follow :

10

The industrial progress of a country is the correct measure to assess its development. A country that is not industrial advance is not strong in any sense. Although agriculture provides the basic necessities of life, the maximization of agricultural income is possible only through sustain industrial growth.

The modern equipments required for mass production in agriculture are to be manufactured in modernized industries. India, the industrial sector contributes to more than half of our national income. The consumer item used in daily life such as soaps, toothpastes, medicines, etc. that are produce in large quantities, cater to a very large populace and are manufactured in industries. This mass production is required to satisfy demand as well as to maintain prices at economically feasible rates.

India is a large exporter of various items such as textiles, food grains, medicine, etc. They have to compete in the world market and consequently are to superior in quality and highly sophisticated. Hence industries are required to maintain standard in cost and quality.

Questions :

- (1) Which is the correct measure to assess the development of any country ?
- (2) What is manufactured in industries ?
- (3) What are the consumer items produced by India ?
- (4) Why is mass production required ?
- (5) Why are industries required ?

- 20
(b) Translate the following into Gujarati or Hindi : 8

The test of the great book is whether to read it once. When we read great book again and again we find new meanings new beauties in it. A book that a person of education and good test does not read more than once is probably not of much worth. But we can't consider the judgement of simple individual without any fault.

OR

- (b) Translate the following into Gujarati or Hindi. 8

The opinion that make a great book must be opinion of man. Even critics fail to judge books properly. Carlyle for example could not tolerate Bowring. Byron criticized many English poets. A man must be many side to doubt the judgement of the critics at time. The best library for poor man would be a library having such books which have passed the test of time.

- 4 (a) What is Group Discussion ? 6

OR

- (a) A key skill of Group Discussion. 6

- (b) (i) Indicate the key skill of presentation. 6

OR

- (i) Indicate the interview technique for employee. 6

209
(ii) Write a dialogue at college between two 5
students.

OR

(ii) Write a dialogue between doctor and 5
patient.
