

Q: 1. Answer any ten of the following :

A: Please provide the ten questions you would like me to answer.

Q: 2. Write the plural of the following words : Fish , deer , sheep , formula , study .

A: * **Fish:** fish (both singular and plural)

* **Deer:** deer (both singular and plural)

* **Sheep:** sheep (both singular and plural)

* **Formula:** formulas

* **Study:** studies

Q: 3. Write the past form of the following words : forget , set , build , spend , arrive .

A: * **forget:** forgot

* **set:** set (the past tense is the same as the present tense)

* **build:** built

* **spend:** spent

* **arrive:** arrived

Q: 4. How do you identify soft skills ?

A: Identifying soft skills can be tricky because they're less tangible than hard skills.

There's no single test or certification. Instead, you need to look for evidence of these skills in action. Here's a breakdown of how to identify soft skills in yourself and others:

1. Look for Behavioral Indicators: Instead of just asking someone "Are you a good communicator?", observe their actions and listen to their words. Look for evidence in:

* **Communication:** Do they listen actively? Do they articulate their thoughts clearly and concisely, both verbally and in writing? Do they adapt their communication style to

their audience? Do they effectively give and receive feedback?

* **Teamwork:** Do they collaborate effectively with others? Do they share credit and take responsibility for their actions? Are they supportive and encouraging of team members? Do they contribute constructively to group discussions?

* **Problem-solving:** How do they approach challenges? Do they analyze situations effectively? Do they develop creative solutions? Do they learn from mistakes?

* **Time management:** Do they meet deadlines consistently? Do they prioritize tasks effectively? Do they seem organized and efficient?

* **Adaptability:** How do they respond to change? Are they flexible and willing to learn new things? Do they adjust their approach as needed?

* **Leadership:** Do they inspire and motivate others? Do they delegate effectively? Do they take initiative? Do they provide guidance and support? (Note: Leadership isn't always about a formal title.)

* **Work ethic:** Are they reliable and dependable? Do they show initiative and go above and beyond? Are they committed to their work?

* **Interpersonal skills:** Are they empathetic and respectful? Do they build rapport easily? Do they handle conflict constructively?

2. Review Past Experiences: Analyze past projects, jobs, volunteer experiences, or even personal accomplishments. Look for instances where you or someone else demonstrated soft skills. Use the STAR method (Situation, Task, Action, Result) to describe specific examples.

3. Use Self-Assessment Tools: There are many online self-assessment questionnaires and personality tests that can help you identify your strengths and weaknesses in various soft skills areas. However, treat these as guides, not definitive

measures.

****4. Seek Feedback from Others:**** Ask colleagues, supervisors, friends, family, or mentors for honest feedback on your soft skills. This can provide valuable insights you might miss on your own.

****5. Consider Context:**** Soft skills are context-dependent. A skill that's highly effective in one situation might not be as useful in another. Consider the specific environment and requirements when assessing soft skills.

By combining behavioral observation, experience review, self-assessment, and feedback, you can build a much clearer picture of someone's soft skills and identify areas for improvement. Remember that soft skills are developed over time through practice and experience.

Q: 5. What are skills questions ?

A: Skills questions are interview questions designed to assess a candidate's abilities and experience related to specific skills relevant to the job. Unlike behavioral questions (which focus on past experiences), skills questions directly evaluate a candidate's **current** capabilities. They might involve:

*** **Demonstrations:**** The interviewer might ask you to perform a task, such as writing a short piece of code, creating a presentation outline, or solving a problem on the spot.

*** **Technical assessments:**** These are often used for technical roles and can include coding tests, quizzes, or practical exercises.

* **Scenario-based questions:** These present hypothetical situations requiring you to explain how you'd use your skills to address them. For example, "How would you handle a situation where a critical system goes down?"

* **Direct questions about skills:** These are straightforward inquiries about your proficiency in specific areas. Examples include: "What is your experience with Python?" or "Rate your proficiency in Excel on a scale of 1-5."

* **Portfolio review:** If applicable, the interviewer might ask you to showcase examples of your work that demonstrate your skills.

The purpose of skills questions is to determine if you possess the necessary technical and soft skills to succeed in the role. They aim to go beyond simply claiming to have a skill and instead prove you can actually apply it.

Q: 6. What are the steps followed in writing a composition ?

A: The steps in writing a composition can vary slightly depending on the type of composition (e.g., essay, short story, poem), but a general process usually includes these stages:

1. Pre-writing/Brainstorming:

* **Choose a topic:** Select a subject you're interested in and knowledgeable about, or one that's assigned to you.

* **Brainstorm ideas:** Generate ideas related to your topic using techniques like freewriting, mind mapping, outlining, or listing. Explore different angles and

perspectives.

- * **Develop a thesis statement (for essays):** This is a concise statement that summarizes your main argument or point. It's the central idea your entire composition will support.

- * **Research (if necessary):** Gather information from reliable sources if your composition requires factual accuracy.

- * **Outline:** Create a structured plan for your composition. This could be a simple list of points or a more detailed outline with sub-points and supporting evidence.

2. Drafting:

- * **Write a first draft:** Focus on getting your ideas down on paper. Don't worry too much about grammar or style at this stage. Just write!

- * **Develop your paragraphs:** Each paragraph should focus on a single idea and support your thesis statement.

- * **Use transitions:** Connect your ideas smoothly using transitional words and phrases.

3. Revising:

- * **Review your content:** Check if your composition is clear, focused, and supports your thesis statement. Are there any gaps in your argument or evidence?

- * **Check for coherence and flow:** Does the composition flow logically from one point to the next? Are the ideas well-connected?

- * **Strengthen your argument (for essays):** Ensure your evidence strongly supports

your claims and addresses potential counterarguments.

****4. Editing:****

* ****Proofread for grammar and mechanics:**** Check for errors in spelling, punctuation, grammar, and sentence structure.

* ****Check for style and tone:**** Ensure your writing style is appropriate for your audience and purpose.

* ****Check for clarity and conciseness:**** Make sure your language is clear, concise, and easy to understand.

****5. Publishing/Submitting:****

* ****Prepare your final copy:**** Make any final revisions and format your composition according to the required guidelines.

* ****Submit your work:**** Submit your composition to your teacher, editor, or publisher.

These steps are iterative; you may find yourself going back and forth between different stages as you refine your composition. The process is not always linear. For example, you might discover a new idea while revising that requires you to revisit the brainstorming or drafting stages.

Q: 7. (a) Write an essay in about 300-350 words on India after Pandemic . [10 + 5]

A: ## India After the Pandemic: A Nation Transformed

The COVID-19 pandemic left an indelible mark on India, accelerating pre-existing trends while simultaneously triggering unforeseen societal and economic shifts. The immediate aftermath was characterized by widespread devastation: a healthcare system stretched to its breaking point, a crippling economic downturn, and a surge in unemployment. However, the post-pandemic landscape also reveals a nation grappling with its vulnerabilities and striving for resilience.

One of the most significant transformations occurred in the digital sphere. The pandemic forced a rapid adoption of digital technologies across various sectors, from education and healthcare to commerce and governance. Online education platforms flourished, digital payment systems gained wider acceptance, and remote work became a viable option for many. This digital leap, while unevenly distributed, has the potential to bridge geographical disparities and improve access to essential services in the long run.

The pandemic also exposed deep-seated inequalities. Millions lost their livelihoods, and the already marginalized sections of society bore the brunt of the crisis. The pandemic highlighted the need for strengthening social safety nets and investing in robust public healthcare infrastructure. While the government implemented various relief measures, the effectiveness and reach of these initiatives remain a subject of debate.

Economically, India showed remarkable resilience, bouncing back faster than many anticipated. However, the recovery has been uneven, with certain sectors still struggling. The pandemic spurred a renewed focus on domestic manufacturing and self-reliance ('Atmanirbhar Bharat'), although the long-term impact of this initiative remains to be seen. The informal sector, which employs a large portion of the

population, continues to face significant challenges.

Looking ahead, India faces the challenge of building a more inclusive and sustainable future. This requires addressing the persistent inequalities, investing in human capital through education and skill development, and promoting sustainable economic growth. The pandemic served as a stark reminder of the interconnectedness of global health and national security, emphasizing the need for proactive measures to prevent future crises. Ultimately, India's post-pandemic trajectory will be shaped by its ability to learn from its experiences and build a more resilient and equitable society.

Q: 8. (a) Write a job application to the Manager of XYZ Company for the post of Economic Advisor .

A: [Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]

[Date]

Manager

XYZ Company

[Company Address]

Dear Hiring Manager,

I am writing to express my keen interest in the Economic Advisor position advertised on [Platform where you saw the advertisement - e.g., company website, LinkedIn]. With

my [Number] years of experience in economic analysis, forecasting, and policy advising, I am confident I possess the skills and expertise to make a significant contribution to XYZ Company.

In my previous role as [Your Previous Role] at [Your Previous Company], I was responsible for [Briefly describe 2-3 key responsibilities and accomplishments, quantifying them whenever possible. For example: "developing and implementing economic models that improved sales forecasting accuracy by 15%," or "advising senior management on strategic investments resulting in a 10% increase in ROI"]. My expertise encompasses [List relevant areas of expertise, e.g., macroeconomic analysis, econometrics, financial modeling, industry analysis, regulatory compliance]. I am proficient in using various econometric software packages, including [List software, e.g., Stata, R, EViews].

I am particularly drawn to XYZ Company because of [Mention something specific that interests you about the company - e.g., its innovative approach to [industry], its commitment to sustainable practices, its reputation for excellence]. I believe my understanding of [Mention relevant economic trends or issues] aligns perfectly with XYZ Company's strategic objectives, and I am eager to contribute my skills to help the company achieve its goals.

My resume, attached for your review, provides further detail on my qualifications and accomplishments. Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

[Your Name]

Q: 9. (a) What is report ? [5 + 10]

A: A report is a structured document that presents information in a clear, concise, and objective manner. It typically includes an introduction outlining the purpose and scope, a body presenting findings and analysis, and a conclusion summarizing key takeaways and recommendations. The style and format vary depending on the purpose and audience. A report aims to inform, persuade, or recommend action based on presented evidence.

Q: 10. (a) Write an essay in about 300-350 words on the topic ' Black Hole and Stephen Hawking ' .

A: ## Black Holes and Stephen Hawking: A Legacy of Revelation

Stephen Hawking's name is inextricably linked with the enigmatic phenomenon of black holes. His contributions to our understanding of these cosmic behemoths weren't merely incremental; they fundamentally reshaped our perception of gravity, spacetime, and the universe itself. While black holes had been theoretically predicted by Einstein's General Theory of Relativity, Hawking's work provided the crucial bridge between theoretical physics and observable reality.

Before Hawking, black holes were considered solely as regions of spacetime from which nothing, not even light, could escape. His groundbreaking work, however, introduced the concept of Hawking radiation. This theoretical prediction suggested that black holes are not entirely "black" but instead emit a faint thermal radiation due to quantum effects near the event horizon. This radiation, incredibly weak and difficult to detect, implies a slow, but inevitable, evaporation of black holes over unimaginable timescales. This revolutionary idea reconciled the seemingly irreconcilable worlds of general

relativity and quantum mechanics, a feat that continues to inspire physicists today.

Hawking's work extended beyond radiation. He explored the information paradox, a perplexing issue surrounding the fate of information swallowed by a black hole. Classical physics dictates that information is lost, violating fundamental principles of quantum mechanics. Hawking initially believed information was lost, leading to spirited debates with other physicists. Later in his career, he revisited this position, suggesting a mechanism – albeit still theoretical – for information to escape, though the exact mechanism remains a subject of intense research.

His contributions weren't limited to purely theoretical considerations. Hawking also delved into the implications of black hole thermodynamics, proposing analogies between black hole properties and thermodynamic concepts like entropy and temperature. This further strengthened the connection between seemingly disparate fields, highlighting the elegant unity underlying the universe.

In summary, Stephen Hawking's legacy extends far beyond his personal struggles; it's a testament to the power of human intellect to grapple with the most profound mysteries of the cosmos. His work on black holes, particularly the proposal of Hawking radiation and the exploration of the information paradox, remains a cornerstone of modern astrophysics and continues to drive research into the deepest recesses of space and time. His indelible mark on the understanding of black holes solidifies his place as one of the most significant scientific minds of our time.

Q: 11. (a) Write a letter to the Chairperson of KMC on the necessity of the clearance of garbage in your locality .

A: [Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]

[Date]

The Chairperson

Kolkata Municipal Corporation

[KMC Address]

Subject: Urgent Need for Garbage Clearance in [Your Locality Name]

Dear Chairperson,

I am writing to bring to your urgent attention the increasingly serious issue of inadequate garbage clearance in [Your Locality Name], specifically in the area of [Street Name/Landmark]. The accumulation of garbage is posing significant health and environmental hazards to the residents of this locality.

[Specifically describe the problem. Be clear and factual. Examples below – choose and add relevant details:]

* **Overflowing bins:** The designated garbage bins are consistently overflowing, with waste spilling onto the streets and pavements. This attracts stray animals, creating unsanitary conditions and posing a risk of disease.

* **Uncollected garbage:** Garbage remains uncollected for [Number] days/weeks at a time, leading to a build-up of refuse and emitting foul odours.

* **Illegal dumping:** Illegal dumping of waste is prevalent in [Specific location], exacerbating the problem.

* **Specific health concerns:** [Mention specific health problems e.g., increase in mosquito-borne illnesses, rodent infestation].

This situation is causing considerable distress and inconvenience to the residents. It is not only unsightly but also a serious threat to public health and hygiene. We urge the KMC to take immediate action to address this issue by:

- * Increasing the frequency of garbage collection in our area.
- * Providing additional bins or larger bins to accommodate the volume of waste generated.
- * Enforcing stricter regulations against illegal dumping and littering.
- * Ensuring that the existing garbage collection system is functioning efficiently.

We request a prompt response and a concrete plan of action to resolve this pressing problem. We look forward to hearing from you soon and witnessing a significant improvement in the cleanliness of our locality.

Sincerely,

[Your Name]

[Your Signature]