

SECTION-D

Note: Long answer type questions. Attempt any two questions out of three questions. (2x8=16)

- Q.23 State the rule regarding R and L hook to straight and curved strokes with examples.
- Q.24 Explain the rules regarding upward and downward R with suitable examples.
- Q.25 Explain upward and Downward L and Sh with examples.

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3rd Sem / Office Management & Computer Application

Subject : Stenography -II

Time : 3 Hrs.

M.M. : 60

SECTION-A

Note: Multiple choice questions. All questions are compulsory (6x1=6)

- Q.1 _____ form of H is most commonly used.
- a) Dot H b) Tick H
- c) Downward H d) Upward H
- Q.2 After the stroke N and Ng _____ is written downward.
- a) initial L b) Final L
- c) Medial L d) none of these
- Q.3 The aspirate is added to W by enlarging the _____.
- a) Circle b) Curve
- c) Hook d) Loop

Q.4 A small initial hook written with the left motion adds

- a) L b) R
- c) N d) F

Q.5 _____ is represented by a large hook.

- a) N/F Hook b) Shun Hook
- c) Initial hook d) F/V hook

Q.6 A small final Hook , Struck by the Right motion adds _____ to all straight Strokes.

- a) f/V Hook b) Shun Hook
- c) N d) ST loop

SECTION-B

Note: Objective/ Completion type questions. All questions are compulsory. (6x1=6)

Q.7 The _____ form of H is used when standing alone .

Q.8 Initial R followed by M is always written _____.

Q.9 A small initial hook written with the _____ adds R to Simple Straight strokes.

Q.10 Define LN and SH N

Q.11 The tick H is Written initially to _____, _____, _____

Q.12 Define SHR and SHL

SECTION-C

Note: Short answer type questions. Attempt any eight questions out of ten questions. (8x4=32)

Q.13 Write the rules regarding the use of Tick H .

Q.14 Define Initial W. Rules of vowel Preceding W

Q.15 Explain small hook to NG with example

Q.16 Write a detailed note on F/V hooks to straight and curve strokes with examples.

Q.17 Explain medial R with example.

Q.18 State the use of stroke L and Circle .

Q.19 What do you know about the use of Upward H ?

Q.20 Explain the double consonants with examples.

Q.21 Explain use of NG to small hook

Q.22 Explain the final Hook N with examples.