

- Q.29 Discuss the large circles in Phraseography.
Q.30 Explain the Double Consonants with examples.

- Q.31 Explain use of NG to small hook.
Q.32 Make outline of grammalogues:

- i) Number ii) Truth
iii) Call iv) over
v) been

- Q.33 Make outline of strokes:
i) Steam ii) sweet
iii) passes iv) face
v) fry

Q.34 Explain the right curves for FL and VI

Q.35 Discuss the points to straight strokes followed by NS

SECTION-D

Note: Long answer type questions. Attempt any two questions out of three questions. (2x10=20)

- Q.36 State the rule regarding R and L hook to Straight and curved strokes with examples.
Q.37 Write a detailed note on N hook. Explain the use of N and F/V hooks medially.
Q.38 Explain Large circle SW and SS with examples.

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2nd Sem./ Office Management & Computer Application Subject:- Stenography English - II

Time : 3Hrs.

M.M. : 100

SECTION-A

Note: Multiple choice questions. All questions are compulsory (10x1=10)

- Q.1 The Consonants S and Z are represented not only by a stroke but also by a
a) Loop b) Hook
c) Small Circle d) Large Circle
- Q.2 Final circle S always read
a) First b) Last
c) Middle d) None of these
- Q.3 A Large loop, extending two-third of the length of the stroke to which it is attached
a) ST b) SS
c) STR d) SW
- Q.4 There is an initial or a final vowel-sound, there must be a _____
a) Stroke Consonant b) STR
c) SS d) SW
- Q.5 The ST Loop is written with left motion to

- a) Straight Strokes b) Inside Curve
 - c) Both A & B d) None of these
- Q.6 A small initial hook written with the Right motion adds
- a) L b) R
 - c) N d) F
- Q.7 A large initial hook written inside the curve adds-
- a) L b) R
 - c) LR d) F
- Q.8 _____ is represented by a large hook
- a) N/F Hook b) Shun Hook
 - c) Initial hook d) F/V hook
- Q.9 A small final Hooks, struck by the Right Motion adds N to all straight strokes.
- a) F/V Hook b) Shun Hook
 - c) N Hook d) ST Loop
- Q.10 The ST Loop is written with left motion to
- a) Straight Strokes b) Inside Curve
 - c) Both A & B d) None of these

SECTION-B

Note: Objective type questions. All questions are compulsory. (10x1=10)

- Q.11 A small circle used _____ represents s only.
- Q.12 The _____ must be written when initial s is immediately followed by a triphone.

- Q.13 A _____ Written with same motion as the circle s represents double consonants SW
- Q.14 St loop is written with the left motion to straight strokes and inside curves.(T/F)
- Q.15 A small initial hook written with the _____ adds R to simple straight strokes.
- Q.16 Define LN and SH N
- Q.17 Size of loop ST
- Q.18 Define SHR and SHL
- Q.19 Define L Hook to straight strokes.
- Q.20 Define FL and VL

SECTION-C

- Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)
- Q.21 State the use of stroke S and Z with examples.
- Q.22 State the rule of large circle in Plurals and Possessives.
- Q.23 Explain Loop ST with examples.
- Q.24 Define Double Consonants and Vowels to initial hooks.
- Q.25 Explain small hook to NG with example.
- Q.26 Write a detailed note on F/V hooks to straight and curve strokes with examples
- Q.27 Briefly Explain Stroke S and Z.
- Q.28 State the use of Stroke L and Circle.