

- Q25 Write a letter to your friend inviting her to your birthday party.
- Q.26 You are late for the dance class. Ask for permission to come in. Frame the conversation between you and your teacher in dialogue.
- Q.27 How will you admonish a clerk who has misbehaved with the public in your office?
- Q.28 What is the purpose of listening?
- Q.29 Change the voice of the following sentences.
- Mother is cooking food.
 - Students do not write a letter.
 - He has invited me to the party.
 - The masons are building the house.
 - We use this hall for assembly
- Q.30 Change the following noun into the verb.
- Behaviour
 - Admiration
 - Marriage
 - Significance
 - Sadness
 - Achievement
- Q.31 Describe the meaning of listening. How is it different from hearing?
- Q.32 Write any three barriers to listening.
- Q.33 What do you know about mail etiquettes?
- Q.34 Describe a monument that you have recently visited.
- Q.35 Describe the youth festival in your college.

SECTION-D

- Note:** Long answer questions. Attempt any two questions out of three Questions. (2x10=20)
- Q.36 Write a paragraph in 100 words on "India at the Olympics".
- Q.37 Write a paragraph on 'the importance of computers in our life'.
- Q.38 Explain the various barriers to listening.

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**4th Sem.
Branch : OMCA
Sub. English And Communications Skills-UU**

Time : 3 Hrs. M.M. : 100

SECTION-A

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

- Q.1 The phrase a hard nut to crack means.
- An interesting problems
 - A difficult problem
 - A unique problem
 - A simple problem
- Q.2 E-Mail stands for :
- Electrical mail
 - Electronic messaging service
 - Electronic mail
 - None of these
- Q.3 Complete idiom: A wild goose.
- Face
 - Chess
 - Fake
 - Chase
- Q.4 Make a verb from noun. admiration.
- Admirable
 - Admire
 - Appreciate
 - None of these
- Q.5 The phrase 'By hook or by crook' means.
- Force fully
 - To be obstinate
 - By heart
 - By using any fair or foul means.
- Q.6 Complete the idiom : To burn midnight-
- Fire
 - Water
 - Oil
 - Light

- Q.7 Choose the correct spelling

 - a) Scriptur
 - b) Scripture
 - c) Skripture
 - d) Scripcter

Q.8 To give up the ghost mean.

 - a) To die
 - b) To make false appearance
 - c) To leave useless pursuits
 - d) To terrify other by acting in suspicious manner.

Q.9 Make verb from noun. Decision.

 - a) Decision
 - b) Decide
 - c) Deceive
 - d) Decisive

Q.10 Choose the correct spelling

 - a) Academic
 - b) Accdamic
 - c) Acedamic
 - d) Academic

SECTION-B

Note: Very short answer type questions. Attempt any ten questions out of twelve questions (10x1=10)

Read the following passage and answer the questions that follow.

We don't eat food only to tickle our taste buds, but also to get nutrients for running our body, making it grow and repairing the inevitable wear and tear. The food that we eat contains these nutrients, but these have to be extracted by the digestive system through a complex biochemical process.

Unless it is properly digested, the food that we eat is not of much use to us.

All food must be suitably broken down before it can be absorbed into the blood stream. Contrary to popular belief, digestion does not start in the stomach but in the mouth itself. The elaborate process is carried out by the amazing system in the human body that mixes nearly eight litres of various chemicals and enzymes in our food. Ironically, wrongly eaten food first causes stress and then this stress further hampers the digestive process. Thus, a

vicious cycle starts with one problem aggravating the other. How our stomach and intestine behave is beyond our control, But we can certainly control what happens in our mouth.

- Q.11 Why do we eat food?

Q.12 Where does the digestion process start?

Q.13 What will happen if food is not digested properly?

Q.14 What is the impact of wrong eating habits?

Q.15 Can we control the process of our stomach and intestine?

Q.16 Give antonyms of the given words (a) Grow, (b) Complex.

Q.17 Give synonyms of the given words (a) Contrary, (b) Hamper.

Q.18 Use following words in your own sentences (a) Repair, (b) Belief.

Q.19 List any two words from the passage that have a prefix used in them.

Q.20 List two words from the passage that have suffixes used in them.

SECTION-C

Note: Short answer type Questions. Attempt any twelve questions out of fifteen Questions. (12x5=60)

- Q.21 Re-Write the correct spelling of the misspelled words.

a) Grieff b) Judiceous
c) Discourege d) Fabulus
e) Cheapines f) Schdule

Q.22 Give the meaning of the following idioms and use them in the sentence of your own.

a) Crocodile tears b) Castles in the air
c) To cry over spilt milk d) To call a spade a spade
e) All fuel to fire

Q.23 Describe 'Taj Mahal' as a monument.

Q.24 What are the skills of effective listening?