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**1st Year / Common
Subject : English**

Time : 3 Hrs.

M.M. : 60

SECTION-A

Note: Multiple Choice Questions. All Questions are compulsory. (6x1=6)

- Q.1 What is the full form of e-mail?
a) Elegant mail b) Elementary mail
c) Elaborated mail d) Electronic mail
- Q.2 _____ communication refers to the process of conveying a message through written symbols, Text messages, Memo, Written on the board.
a) Oral b) Written
c) None Verbal d) None of above
- Q.3 My car is white _____ colour
a) of b) in
c) for d) None of above
- Q.4 As you sow, _____ shall you reap.
a) as b) so
c) when d) None of above

- Q.5 On the basis of nature, communication can be of _____ types.

- a) 2 b) 3
c) 4 d) None of above

- Q.6 Give the correct measurements _____ you will eng up with oversized uniforms.

- a) Else b) Otherwise
c) Both A & B d) Because

Section-B

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

Red the following passage:

But deep in the hearts of Indian people, one name is held even dearer than those I have mentioned - the name of Vikramaditya, who became king of Malwa, it is said in the year 57 before Christ. How many, many years ago must that be! But so clearly is he remembered that to this day when a Hindu wants to write a letter, after putting something religious at the top- "The name of the Lord", or 'Call on the Lord' or something of the sort and after writing his address, as we all do at the beginning of a letter, when the states the date, he would not say, 'Of the year of the Lord 1900', for instance meaning 1900 years after Christ, and we might, but he would say, 'Of the year 1957 of the Era of Viramaditya', so we can judge for our selves whether that name is ever likely to be forgotten in India.

- Q.7 What is the place of Vikramaditya in the hearts of the Indian people?
- Q.8 When did Vikramaditya become the king?
- Q.9 How does a Hindu begin his letter?
- Q.10 Can his name be forgotten in India?
- Q.11 Use the following word in the sentence of your own : Deep.
- Q.12 Write down the synonym of 'Era'.

Section-C

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

- Q.13 What is Grapevine?
- Q.14 Write demerits of Oral Communication.
- Q.15 Write down four advantages of Non-verbal communication.
- Q.16 Write down a short note on Communication.
- Q.17 **Fill in the blanks with appropriate preposition:**
- Don't shout _____ me.
 - He is suffering _____ malaria.
 - I have sent a reply _____ his letter.
 - Radhika has a dislike _____ oranges.
- Q.18 **Fill in the blanks with appropriate Conjunctions.**
- _____ the place was clean, I didn't like it.
 - He is neither a rogue _____ a fool.
 - The pen is mightier _____ the sword.
 - No sooner did the bell ring _____ the boys left the class

Q.19 **Identify the main verbs and the auxiliary verbs in the following sentences:**

- The Chandrayaan-3 mission was launched by ISRO.
- Sanushka had submitted her assignment by evening.
- Ranvijay can speak both Spanish and Japanese.
- They are waiting for the train.

Q.20 Differentiate between Verbal and Non Verbal communication.

Q.21 What is Resume? Write down any 3 important guidelines while drafting a Resume.

Q.22 Write briefly about the following terms:

- Proxemics
- Pralanguage

Section-D

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

- Q.23 As Mr Sarvodya Mahajan, the Sales Executive Officer, Sudershan Electronics Ltd., Delhi write an email to Mr Amit, Lab Technician, for his habit of reading the newspaper and magazines during office hours.
- Q.24 As Ms Latika Bakshi, the Vice president of Sahra Group of Institution, New Delhi, issue a circular to the customers about announcing the establishment of a new branch at Kolkata
- Q25 Write down a paragraph on Chandrayan 3 mission.