

- Q.26 What are the things to be considered while indicating the vowels?
- Q.27 Write the rules of upward and downward SH with examples.
- Q.28 How the doubling principle can be used?
- Q.29 What is unequal length of strokes.
- Q.30 State its application of "THE".
- Q.31 How the Halving principle is used in phraseography?
- Q.32 What is Aspirate and how its forms are used?
- Q.33 State the application of final hooks in the middle of the words.
- Q.34 What is abbreviated W? how it is used.
- Q.35 What are the diaphonic sounds?

SECTION-D

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

- Q.36 How Halving principle is implied with the strokes M,N,L,R?
- Q.37 What are the alternative forms and how they are used?
- Q.38 How the having principle is used in straight and curve strokes? Explain with examples.

No. of Printed Pages : 4
Roll No.

183035/123035

OMCA Subject:- Stenography Eng II

Time : 3Hrs.

M.M. : 100

SECTION-A

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

- Q.1 How H is written, when followed by K and g
a) upward b) downward
c) Horizontal d) None of above
- Q.2 Vowels can be represented by signs of _____
a) Dots b) Dashes
c) Both above d) None of above
- Q.3 Medial R is always written _____
a) Upward b) Downward
c) Dot d) Dash
- Q.4 When standing alone, H is written _____
a) upward b) downward
c) Horizontal d) None of above
- Q.5 When a large initial hook adds w to K and G it is called
a) Compound b) Two Syllable

- c) Diphone d) Abbreviation
- Q.6 How L is written after S circle
- a) right b) left
- c) same d) opposite
- Q.7 Straight strokes are halved and thicked for the sound of _____
- a) T and D b) Ch and J
- c) K and G d) All above
- Q.8 Joining must be written _____ lifting the pen or pencil.
- a) without b) with
- c) Circle d) Hook
- Q.9 When followed by vowel R is written upward
- a) upward b) hooked
- c) Downward d) Circled
- Q.10 After D Sh is written
- a) downward b) Straight
- c) Curve d) Upward

SECTION-B

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

- Q.11 R is written down word when preceded by vowel. (True/False)
- Q.12 Strokes can be double in length for the sound of _____

(2) 183035/123035

- Q.13 Write in shorthand: perhaps, Vehicle.
- Q.14 There are _____ long vowels _____ short vowels in shorthand.
- Q.15 H can not be written in form of Dot and Dash. (True/False)
- Q.16 Thickened form of Mp is not used when Pr, Br immediately follows _____.
- Q.17 Initial or final l is most commonly written _____.
- Q.18 Half length of R can be used only when it occurs with final circle s. (True/False)
- Q.19 In words of more than one syllable stroke may be halved for either t or d. (True/False)
- Q.20 Doubling can be used for the sounds of tr, dr, thr, (True/False)

SECTION-C

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

- Q.21 Write the following words in shorthand
If it is, I am not, you may not, we would be, at all times
- Q.22 "A final vowel requires a final stroke always" Explain.
- Q.23 Where the having principle cannot be applied?
- Q.24 Explain two forms of medial semi circle.
- Q.25 State the use of upward and downward R.

(3) 183035/123035