

- Q.20 Fill in the blanks with suitable articles- (CO-3)

 - Copper is _____ useful metal.
 - Gita is _____ sacred book of Hindus
 - He gave me _____ best apple.
 - Honesty is _____ best policy.

Q.21 Fill in the blanks with suitable conjunction- (CO-3)

 - Worked hard _____ you should fail.
 - Please wait here _____ I Come.
 - We eat _____ we may live.
 - I must help him _____ he is in trouble.

Q.22 Draw the format of notice writing. (CO-6)

SECTION-D

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

- Q.23 Write a letter to the General Manager of state electricity board about low supply of electricity in your locality. (CO-5)

Q.24 Write a paragraph on 'Importance of technical education'. (CO-5)

Q.25 Write a memo to an employee asking for explanation for proceeding on leave without prior permission of competent authority. (CO-6)

(Note: Course outcome/CO is for office use only)

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No. of Printed Pages : 4
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**1st Year / Branch : Advance Diploma in Tool
and Die Making**

Subject:- English and Communication skills

Time : 3 Hrs.

M.M. : 60

SECTION-A

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

- Q.1 The main technique of reading is _____ (CO-4)
a) Skimming b) Scanning
c) Intensive d) All of these

Q.2 Which of the following tense is used to express universal truth? (CO-3)
a) Past Continuous Tense
b) Future Indefinite Tense
c) Present Indefinite Tense
d) Present Continuous Tense

Q.3 Which is the auxiliary verb in below given sentence?
'He has broken the chair.' (CO-3)
a) He b) Broken
c) Has d) Chair

Q.4 In resume, where should you keep your career goal? (CO-6)
a) Objective b) Skills
c) Profile d) Summary

Q.5 Communication means- (CO-2)
a) Transfer of message b) Exchange of ideas
c) Facts d) All of the above

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- Q.6 The example of proper noun is _____ (CO-3)
a) City b) Movie
c) Chair d) Rahul

SECTION-B

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

Read the passage given below and answer the questions. (CO-4)

The word community joins two Latin words com ("together" or "with") and unus ("one"). A community, then, is both one and many. It is a unified multitude and not a mere group of people. As it is said in the Vedas: Man can live individually, but can survive only collectively. Hence, the challenge is to form a progressive community by balancing the interests of the individual and that of the society. To meet this, we need to develop a value system where people accept modest sacrifices for the common good.

What is a value system? It is the protocol for behavior that enhances the trust, confidence and commitment of members of the community. It goes beyond the domain of legality - it is about decent and desirable behavior. Further, it includes putting the community interests ahead of your own. Thus, our collective survival and progress is predicted on sound values.

There are two pillars of the culture value system loyalty to family and loyalty to community. One should not be in isolation to the other, because successful societies are those which combine both harmoniously. It is in this context that I will discuss the role of Western values in contemporary Indian society.

- Q.7 Name the chapter and writer from which this passage has been taken?

- Q.8 What is said in Vedas?
Q.9 How can a progressive community formed?
Q.10 What do you mean by value system?
Q.11 What is the meaning of 'enhances'?
Q.12 Give a synonym for the word 'predicated'.

SECTION-C

- Note:** Short answer type questions. Attempt any eight questions out of ten questions. (8x4=32)
- Q.13 Write four differences between Oral and Written communication. (CO-1)
- Q.14 What is the message of the story "The Bet"? (CO-4)
- Q.15 Give a pen-portrait of Phatik. (CO-4)
- Q.16 How intensive reading is different from extensive reading? (CO-4)
- Q.17 What are the characteristics of communication? (CO-2)
- Q.18 Fill in the blanks with suitable prepositions- (CO-3)
a) Sita is laying _____ her bed.
b) I am fond _____ music.
c) He is not eligible _____ this post.
d) He is suffering _____ fever
- Q.19 Fill in the blanks with suitable forms of verb- (CO-3)
a) Regular work _____ success. (bring)
b) He _____ T.V. when I reached his place. (watch)
c) The sun _____ in the east (Rise)
d) My brother often _____ to see English movie. (go)