

- Q.25 How stroke S is different from circle S and how it is used?
- Q.26 What is logogram how they are used?
- Q.27 Write five names of the cities in shorthand.
- Q.28 What are the intervening sounds?
- Q.29 In compound words how vowels are indicated?
- Q.30 Writ two pairs of words in which strokes are same.
- Q.31 Explain upward and downward R with rules.
- Q.32 What is difference between large and small circle
- Q.33 Write the signs of punctuations in shorthand.
- Q.34 Make five outlines of phrases.
- Q.35 What is abbreviated W?

SECTION-D

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

- Q.36 Explain circle S with Rules and examples.
- Q.37 Explain Diphthongs and triphones with rules
- Q.38 Explain phraseography with examples.

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1st Sem / Branch : OMCA

Subject:- Stenography Eng-I

Time : 3Hrs.

M.M. : 100

SECTION-A

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

- Q.1 The light vowels are represented in Impression
a) thick b) thin
c) dark d) light
- Q.2 If the mouth passage is left so open as not to cause audible friction and voiced breadth is sent through it we have a.....
a) Dipthong b) Vowel
c) Triphone d) Consonant
- Q.3 The vowel places are counted in upward strokes
a) Top downward b) Down to top
c) Where stroke begins d) Left to right
- Q.4 Grammalogues are the words which occurs,
a) Frequently b) Some times
c) Oftenly d) Maximum
- Q.5 When the third place vowels occurs after the first strokes in multiple words it is written:-
a) before the second stroke
b) at the end of second stoke
c) before the first stroke
d) After the second stroke

- Q.6 When first sounded vowel in a word having a second place vowel the outline is written on:
 a) second place b) first place
 c) third place d) none of above
- Q.7 Full stop is written in shorthand by the sign
 a) dot b) cross
 c) dash d) hook
- Q.8 Vowel is a combination of
 a) Two or more words
 b) Two or more sounds
 c) Two different sounds
 d) None of above
- Q.9 If the initial R is preceded by vowel it is written
 a) Upward b) Downward
 c) Horizontal d) Other
- Q.10 "The" can be represented in shorthand by
 a) dot and dash b) dot and tick
 c) hook and loop d) circle and hook

SECTION-B

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

- Q.11 Write following terms in shorthand.
 Why, How, Beyond, You, What
- Q.12 When there is vowel after the stroke S then it should be written as
 Stroke, Small Circle, Larger Circle, Middle Circle

- Q.13 When there is vowel after the stroke L is written _____
- Q.14 The result of audible friction is called _____
- Q.15 Normally S is written with _____ motion when stands alone.
- Q.16 Str loop cover the _____ the length of the stroke .
- Q.17 There are _____ upstraight strokes in shorthand.
- Q.18 Other name of H is _____
- Q.19 make outline for whom of her.
- Q.20 Most commonly R is written _____ in the middle of the word.

SECTION-C

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

- Q.21 Write the outline of the following short forms
 a. because b. itself c. next
 d. First e Different
- Q.22 Write the following terms in shorthand.
 a.Nasals, b.Wiser c. Wear,
 d.Value e.Awake.
- Q.23 Write correct phrases of the following:
 a) If he should b) as early as possible
 c) I am sure there is d) they were
 e) this would be
- Q.24 Write the following terms in shorthand:
 whose, influenced, satisfactory, remarkable, representation