

2023

COMPUTER APPLICATION

Paper : MCA-M11

(Soft Skills)

Full Marks : 70

The figures in the margin indicate full marks.

*Candidates are required to give their answers in their own words
as far as practicable.*

1×10

1. Answer **any ten** of the following questions :

(a) Correct the following sentences :

- (i) The police has arrested the thief.
- (ii) My father is in the teaching line.

(b) Fill in the blanks using the correct form of the word in brackets:

- (i) T.V. has _____ the game of cricket. (popular)
- (ii) Nobody likes a person who is _____. (pride)

~~(c)~~ Give the synonym of :

- (i) Gratitude
- (ii) Imitate.

~~(d)~~ Give the antonym of :

- (i) Expand
- (ii) Modern.

~~(e)~~ Give one word substitute for :

- (i) One who walks on foot
- (ii) Of one's own free will.

~~(f)~~ Do as directed :

- (i) All of us have been invited _____ tea. (Write the correct preposition)
- (ii) This is _____ University that gives scholarships to Indians. (Write the correct article)

(g) Write the :

- (i) French word for 'Coffee'
- (ii) Latin word for 'nothing'.

Please Turn Over

(h) Differentiate between the given pair of words by using them in sentences of your own :

(i) Peace-Piece

(ii) Umpire-Empire.

(i) Make sentences with the following phrases :

(i) To make up one's mind

(ii) Once in a blue moon.

(j) Identify the error in the sentences below :

(i) Students as well as the teacher was absent.

(ii) Neither she nor her sisters is present.

(k) Form a new word by using a prefix or suffix to the root word:

(i) Understand

(ii) Free.

(l) Complete the following Idioms and Phrasal verbs :

(i) _____ the midnight oil.

(ii) Eliza has taken _____ her father in looks.

2. Write short notes on *any three* of the following :

5×3

(a) Ideation and Feedback

(b) SWOT

(c) Proxemics

(d) Listening as a skill.

3. Answer *any three* of the following :

(a) Discuss in detail any five of the Barriers in Professional Communication.

15

(b) Write an essay of about 500 words on one of the following topics :

15

(i) The basic traits of a true Professional

(ii) Is Ethical Hacking truly ethical? Analyze.

(c) Diagrammatically explain the different forms of Professional Communication. Provide relevant examples.

15

(d) Explain the sub-skills of a leader and also mention the strategies to be adopted by every participant in a Group Discussion.

15

(e) Read the passage carefully and answer the questions that follow :

He went off feeling confused and, in a childish way, looking for the secret to 'luck'. Thinking of nothing else, taking no notice of other people, he went about keeping to himself, looking for luck. He wanted luck, he needed it. When the two girls were playing dolls in the play-room, he would

sit on his big rocking-horse and ride it madly with such energy that worried the little girls. Wildly the horse rode on, the waving dark hair of the boy going up and down, his eyes with a strange fire in them. The little girls were too scared to speak to him.

When he had ridden to the end of his mad little journey, he climbed down and stood for a long time in front of the rocking-horse, looking into its face. It looked wild with its red mouth slightly open and wide and bright glass eyes. 'Now!' he would silently command the horse. "Now, take me to where there is luck! Take me!" And he would hit the horse on the neck with the little whip he had got from his Uncle Oscar. He knew the horse could take him to where there was luck, if only he forced it. So he would get on again, and start on his wild ride, hoping at last to get there. He knew he could get there.

"You'll break your horse, Paul!" said the nurse.

"He always rides like that! I wish he'd stop!" said his sister Joan. But he only looked angrily down on them in silence.

The nurse gave him up. She could make nothing of him. Anyhow, he was growing too old to be in her care. (280 words)

- (i) Attempt a precis of the above extract. Suggest a title for it and justify.
- (ii) Analyze why in the given passage Paul is the only child among the three whose name is mentioned. Why do you think the two girls are scared to talk to him? (7+3)+(3+2)
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