

Roll No.

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B. C. A. (Part I) EXAMINATION, 2020

(Old Course)

Paper Eighth

COMMUNICATION SKILLS

(106)

Time : Three Hours]

[Maximum Marks : 50

Note : Attempt all questions.

Unit—I

1. Do as directed : 10
 - (A) Use the following phrases and idiomatic expressions in meaningful sentence :
 - (i) Take away
 - (ii) Take off
 - (iii) High spirits
 - (iv) As far as
 - (B) Give antonyms (any *three*) :
 - (i) Timid
 - (ii) Courageous
 - (iii) Modern
 - (iv) Joy

(C) Give synonyms (any *three*) :

- (i) Discourse
- (ii) Selfish
- (iii) Counterfeit
- (iv) False

Unit—II

2. (A) Convert the following compound sentences into simple sentence (any *five*) : 5
 - (i) My friend arrived and we went for a walk.
 - (ii) I continually invited him to visit me, but he never came.
 - (iii) The ink had dried up and I could not write.
 - (iv) I ordered him to halt but he took no notice.
 - (v) He found himself getting weaker and weaker, so he consulted a doctor.
 - (vi) He escaped several times but was finally caught.
 - (vii) He is a good steady worker, only he is rather slow.
- (B) Convert the following simple sentences into complex sentences (any *five*) : 5
 - (i) I expect to meet Rama tonight.
 - (ii) I request your help.
 - (iii) He confessed his fault.
 - (iv) I wish you to be quiet.
 - (v) He hoped to win the prize.
 - (vi) The man near me is my brother.
 - (vii) I was the first to hear the news.

(A-67) P. T. O.

(A-67)

Unit—III

3. (A) Choose the correct or more suitable forms of the verbs to in the blanks (any *five*) : 5
- (i) I will phone you when he back.
(comes, will come)
- (ii) I the Joshi's this evening.
(visit, am visiting)
- (iii) Hurry up! the programme
(will start, about to start)
- (iv) I a lot of work today.
(did, have done, had done)
- (v) She unconscious since four o'clock.
(is, was, has been)
- (vi) Did you think you me somewhere before.
(have seen, had seen, were seeing)
- (vii) When I my dinner I went to bed.
(had, have, had had)
- (B) Combine together the following pairs of sentences (by using infinitives) : 5
- (i) He could not have even a rupee with him.
He could not buy a loaf of bread.
- (ii) Every cricket team has a captain.
He directs the other players.
- (iii) He has five children.
He must provide for them.
- (iv) I speak the truth.
I am not afraid of it.
- (v) He went to Amritsar.
He wanted to visit the Golden Temple.

(A-67) P. T. O.

Unit—IV

4. Change the voice (any *ten*) : 10
- (i) Premchand wrote novel.
- (ii) He made his wife do the work.
- (iii) Shall I ever forget those happy days ?
- (iv) We must listen to his words.
- (v) Somebody has put out the light.
- (vi) I have kept the money in the safe.
- (vii) Did you never hear that name ?
- (viii) I saw him opening the box.
- (ix) He ordered police to pursue the thief.
- (x) Do not insult the weak.
- (xi) This question will be discussed at the meeting tomorrow.
- (xii) I was offered a chair.
- (xiii) By whom was this jug broken ?

Unit—V

5. (A) Write a letter from a mother to her daughter on receiving a bad report from her boarding school. 5
- Or*
- Write a letter to your friend, giving a brief description of a holding four you intend to make.
- (B) Write an application to the Director of Education, applying for appointment as a teacher in the Educational Service. 5
- Or*
- Write an application to the Municipal Commissioner on the necessity of public parks in your town.

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