

Tribhuvan University
Faculty of Humanities & Social Sciences
OFFICE OF THE DEAN
2018

Bachelor in Computer Applications
Course Title: English II
Code No: CAEN 153
Semester: II

Full Marks: 60
Pass Marks: 24
Time: 3 hours

Centre:

Symbol No:

Candidates are required to answer the questions in their own words as far as possible.

Group A

Attempt all the questions.

[10×1 = 10]

Circle (O) the correct answer.

25. The world of science fiction is a world that
a) could never be b) could be c) seems improbable d) seems fantastic
26. Which of the following words is an argument indicator word?
a) although b) therefore c) despite d) moreover
27. Which of the following categories is not used in a business letter?
b) enquiry b) reply c) confirmation d) collection of data
28. One should not use in a fax message,
a) salutation b) fax letter head c) fax number d) copy to
29. The introductory part of a memo explains
c) Facts and figures b) reasons for writing c) action to be taken d) deadline
30. A special report is written
c) regarding a change of policy b) regarding a progress
c) regarding an accident d) regarding sales visit
31. Main heading of minutes includes
c) apologies for absence b) minutes of last meeting
c) matters discussed d) place, day, date, and the time of the meeting held
32. An impromptu presentation is
c) prepared in advance.
d) given on the spot without prior preparation.
e) given looking at the prepared text.
f) given only by bosses in front of new employees.
33. In the story "the Land Ironclads", the young lieutenant lay beside the
c) war until b) war correspondent
c) the defender general d) young engineers
34. An argument can have
f) only one reason supporting a conclusion
g) two or more reasons, each of which independently supporting the conclusion
h) only the stated assumptions
i) only the unstated assumption

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Group B

Attempt any SIX questions.

[6×5 = 30]

35. How do you distinguish a science fiction from other kinds of fiction? Explain basing on the stories given in your textbook
36. What are the basic components of arguments? Explain with appropriate examples.
13. Lists are used in letters, e-mails, fax message, and memos. What are the major objectives and advantages of using lists and bullets? Explain.
25. In the story, "But Who Can Replace A Man", the penner claims to have class three brain. Why do the tractors and the field minder leave the penner behind rejecting his request for help? Why he becomes useless after crashing down to the ground? Explain.
26. What are the guidelines to be followed while designing leaflets? Explain basing on the text prescribed in your course.
27. What do you mean by brainstorming a topic? Explain with an appropriate example.
28. An argument states with a basic reason. Read the following sentence and draw an intermediate and then a main conclusion.
If Cigarette advertising were banned, Cigarette manufacturers would save the money they would otherwise have spent on advertising.
29. A lot can be done to make meetings effective. What measures would you suggest to make meeting effective if you were a member of a meeting? Explain.

Group-C

Attempt any two questions

[2x10=20]

30. Of late, major cities, especially the capital city, of Nepal have become notorious because of frequent traffic congestion. In this context, write an argumentative essay about the benefits and disadvantages of our widespread use of the motor cars. Come to a conclusion as to whether the motor can be a good thing or bad thing in light of daily problem faced by the commuters in the capital city and elsewhere in Nepal.
31. You work for Aurora Holdings Plc, a large manufacturing company. In a recent board meeting, it was decided to review the company's staff benefits. At present they include only a company pension scheme and a subsidized canteen. The human resource director asks you to research the additional benefits which could be introduced. You should also recommend three benefits which you consider would be most welcome by all members of staff. Compile a formal report following the prescribed series of headings as discussed in your text of Communication for Business.
32. In the story "The Land Ironclads", the young lieutenant believes that there are other things in life better worth having than proficiency in war. However, the war

correspondent argues that civilization has science, which has invented rifles and guns used by us. What happens after the guns are fired at the illusion of the lieutenant? Does it mean the war correspondent is more realistic than the lieutenant? Discuss.

OR

Discuss "Billennium" by J.G. Ballard as a story of for future where it is not war, but overpopulation that threatens the human race.

Best of Luck!