



Full Marks : 35

Time : 2 hrs.

Answer the questions as required.

1. IIEST Shibpur proposes to organize a six-week training program in English for Professional Communication for the Engineering students. As the Secretary of Training, you have been asked to examine the suitability and importance of conducting this program at the Institute, during the ensuing summer vacation and submit a report to the Director of the Institute.

- a) Write an index to the report.
- b) Write a brief introduction in about 150 words.

[8+8]

OR

You are the Librarian of the Institute. Last night at about 10.30 pm you got a call from the Security Guard that there was a fire inside the Library. He along with others could extinguish the fire, but he was sure of huge damage. Next morning you intimated the Director about the incident. He asked you to submit a report.

Your Report should include:

- Terms of Reference
- Topic
- Sources of information
- Procedure followed – interrogating people, visiting the spot
- Findings – negligence / accident / the loss
- Conclusion
- Recommendation

2. Read the following text and then make notes of it:

[7+7]

- a) Linear Method
- b) Tabular or Mapping Method.

Statesman news service:

KOLKATA, 4 March: The officials of state tourism department will visit Digha on Monday to inspect the area for starting toy train services from Udaypur beach on the Bengal-Odisha border to Digha.

Chief Minister Mamata Banerjee wants to convert Digha, which is a weekend seaside tourism spot to a major tourist destination of the state and she has given her consent to the project. Presently, tourists hire cars to travel between Udaypur and Digha. In view of the immense popularity of Digha among tourists, the department hopes that visitors will avail it.

The two Km toy train route will run between the coastline and NH-116B connecting Digha to Udaypur. The toy train will have two to three coaches. The estimated cost of the project has been pegged at Rs. two crore.

A tender for laying tracks and construction of terminal stations on both ends will be floated after getting the necessary clearances and bids would be invited from firms with expertise in executing railway track projects.

This apart, a ropeway is also being planned from Digha to Sankarpur to enable tourists to view the beautiful coastline from above. In tune with Miss Banerjee's drive to turn Digha into Goa, state government is set to come up with a convention centre at Digha. Likewise Goa, the convention centre will have adjacent cottages so that after conducting seminars participants can stay there.

3. Make sentences of your own with the following idiomatic expressions.

[5]

- a) Turn your back on
- b) Take on board
- c) A change of heart
- d) Fish for compliments
- e) Have your head in the clouds