

then said, "Let him buy what he wants, it's his choice that matters". "Okay", said Arun. "Thank you", said Manish with a smile.

Part-C 10 each

3. Write a letter to the customer care executive of a company regarding a fault in your computer.

Or

Write a paragraph of about 200 words on the "Importance of Sports".

Part-D 10 each

4. Write a summary of the new skills you have learnt in the current semester.

Or

Give the importance of listening and feedback for effective communication.

Part-E 10 each

5. What is group discussion? Give the main features of a successful group discussion.

Or

Explain audience analysis with examples that illustrate its importance.

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(4)

Roll No.

Total No. of Questions : 5]
(1049)

[Total No. of Printed Pages : 4

**BCA (CBCS) RUSA IIInd Semester
Examination**

4386

COMMUNICATIVE ENGLISH

Paper : BCA-0202

Time : 3 Hours]

[Maximum Marks : 70

Note :- Attempt five questions in all. Part-A is compulsory.
Select one question each from Parts B, C, D and E.

Part-A

- I. (A) Do as directed :

(i) He is (drive) too fast.

(Fill in the blank with the correct form of the verb)

(ii) Finish your work

(Fill in the blank with an appropriate adverb)

(iii) The scenery enchanted the travellers.

(Fill in the blank with a suitable adjective)

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(1)

Turn Over

- (iv) Give a synonym of the word 'strong'.
Use the synonym in a sentence to convey a meaning slightly different from 'strong'.
- (v) Use the idiom "half-baked" in a sentence to bring out its meaning.
- (vi) "How kind of you to invite us!" Rewrite the sentence in the affirmative form.
- (vii) An analytical report given conclusions and recommendations.
(State Whether True or False)
- (viii) When answering a telephone call, one should not tell one's name.
(State whether True or False)
- (ix) Communication by body movement is called
- (x) Anger is an instance of barrier to effective communication.
(a) Psychological (b) Physical
(c) Linguistic (d) Cultural 1×10=10

(B) Answer the following in 25-50 words each :

- (i) Write a notice for a staff meeting of a department.
- (ii) Write a brief note on the importance of preparing for a meeting.

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(2)

- (iii) In a technical report, how effective are tables in providing information ?
- (iv) Give the most important points to be considered while planning an interview.
- (v) What is a summary ? How is it different from a precis ? 4×5=20

Part-B

10 each

2. Rewrite the following passage using the correct tenses of the underlined words :

Gender inequality starts early and keeping women at a disadvantage. In some countries, infant girls is less likely to survived than infant boys because their parents favouring the boys and neglected the girls. Girls are more likely to dropped out of school and to receiving less education. In 1995, governments around the world sign the Beijing platform for action, promise to took action to prevent discrimination against women.

Or

Rewrite the following passage in indirect speech :

"What a lovely shirt!" said Manish. "No, it is made of cheap material," said Arun. "I like the style, I'll buy it" said Manish. "Don't. It's not of good quality. I don't think you should buy it," Arun said. Shalini

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(3)

Turn Over