

Roll No.

Total No. of Questions : 5]
(2043)

[Total No. of Printed Pages : 4

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

4206

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

(Compulsory Question)

1. (A) Do as directed :

(i) He (be) unwell lately.

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

(ii) We were welcomed (Fill in the
blank with an appropriate adverb)

(iii) We crossed a bridge on the
way.

(Fill in the blank with a
suitable adjective)

CA-742

(1)

Turn Over

(iv) Give an antonym of the word 'afraid'. brave
Use the antonym in a sentence.

(v) Use the idiom 'better late than never' in a sentence.

(vi) It is a beautiful place.

(Rewrite as an exclamatory sentence)

(vii) Periodic reports are routine reports.

(State whether true or false) True

(viii) While listening you should prepare your responses while the speaker is speaking. False

(State whether true or false)

(ix) Nonverbal is the study of how human beings communicate through their use of body movements.

(x) Restriction of feedback in large companies is an barrier to communication.

(a) effective

☒ (b) organizational

(c) avoidable

(d) expected

1×10=10

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

(i) What is a Circular ?

(ii) What are the challenges of Telephone Communication ?

(iii) How is phonetics important to good communication ?

(iv) Write a brief note on exit interviews.

(v) How can tables and graphs improve a technical report ? 4×5=20

Part-B

10

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

The last generation knows one language. The next will probably knew three. 'Most tribal children only knows their own dialect. So to teaching one English word, we first have to told them the word in their dialect, then translates it into Hindi', said DR Maurya, who teach at a primary school. Thanks to cable TV, Maurya say, the students are having a basic understanding of Hindi, so it can be use as a bridge language. The results are encouraging.

Or

Rewrite the following passage in indirect speech :

"What's LOL, Beta ?" Reema asked.

"Laugh out loud. It's an abbreviation commonly used on Facebook and Twitter."

Amit replied.

"Yes, I've come across it but didn't know what is meant."

"You have a Facebook account, Aunty ? Send me a friend request."

Part-C

10

3. Write a letter to a company inquiring about the delivery of an order that you had placed.

Or

Write a paragraph of about 200 words on the purpose of Education.

Part-D

10

4. Write a detailed note on feedback skills.

Or

What skills are required for problem solving ?

Part-E

10

5. Write a note on leadership skills.

Or

How can one take the initiative in group discussions ?