

Seat No.	
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B.Com. (Part - I) (Semester - I) Examination, November - 2016

**ENGLISH (Compulsory) (Paper - I)
English for Business Communication
Sub. Code : 59637**

Day and Date : Wednesday, 23 - 11 - 2016

Total Marks : 50

Time : 03.00 p.m. to 05.00 p.m.

- Instructions :** 1) All questions are compulsory
2) Figures to the right indicate full marks.

SECTION - I

Reading Comprehension

Q1) A) Complete the following sentences by choosing the correct alternative. [5]

- a) Kate was _____ year/s old.
- i) twelve ii) eleven
iii) thirteen iv) one
- b) To Kamala Das, _____ seemed meaningless at that time.
- i) popularity ii) generosity
iii) property iv) austerity
- c) One day the children will be judged by _____.
- i) their degrees ii) their character
iii) their innocence iv) the status of their parents
- d) The blind boy feels the existence of the sun by _____.
- i) its light ii) its warmth
iii) the sounds of the sky iv) the movements of the people

- e) In the third stanza of the poem, *Money* the poet wants _____.
- i) others will spend your money
 - ii) the value of money will go down
 - iii) you won't be able to buy a house
 - iv) your money may be stolen

B) Do as directed :

[5]

- a) Give the antonym of 'tall'
- b) Give the synonym of 'refuse'.
- c) Form a new word by using suffix 'ment'.
- d) Form a new word by using Prefix 'mis'.
- e) Give the verb form of 'suggestion'.

Q2) a) Answer the following questions in 3 to 4 sentences each. (**Any Three**) [9]

- i) How did Snort react when Jenny hurled a bamboo at it?
- ii) Describe the scene to the South of the Nalapat House.
- iii) What is now the time for the Negroes to do?
- iv) What does Money advise us to do?
- v) How does the blind boy react to the sympathy of the people?

b) Write short notes on **Any Two** of the following in about 50-60 words each. [6]

- i) Quick's garden.
- ii) Ammini.
- iii) Martin Luther King's advice to the Negroes.

SECTION - II**Communication Skills**

- Q3)** a) Suppose you are manager of Sony Company. Send fax to your Sales Manager asking him to send the details of sales T.V. and Mobile during the last five months. Imagine necessary details. [6]
- b) Write an e-mail to your supplier asking him to send the latest price quotation of cell phones, washing machines and schemes of Gudi Padawa offer. Imagine necessary details. [6]
- Q4)** a) Write an office order asking employee to submit their monthly work report within stipulated time. [6]
- b) Imagine that you are commerce graduate and prepare your own standard C.V. [7]

