

- b) A car cannot be driven by me.
- x) How will you take permission from your parents to visit a zoo?
- xi) How will you seek permission from your friend to leave his marriage party?
- xii) Write a short note on oral communication.
- xiii) How will you describe 'Golden Temple'?
- xiv) Use Simple Present Tense both in Active and Passive forms. Give two sentences.
- xv) Use Simple Present Tense in a Negative form to make two sentences.

SECTION-C

Note: Long answer type questions. Attempt any three questions. 3x10=30

- Q.3 Write a paragraph of 150 words on 'The Importance of Computers'.
- Q.4 Write a paragraph of 150 words on 'India at Olympics'.
- Q.5 How will you send E-mail? Explain.
- Q.6 Describe in about 150 words the 'Youth festival held in your College'.
- Q.7 Describe in detail the Barriers to Listening.

No. of Printed Pages : 4

Roll No.

123041

4th Sem. / OMCA

Subject : English and Communication Skills-II

Time : 3 Hrs.

M.M. : 100

SECTION-A

Note: Very Short Answer type questions. Attempt any 15 parts. (15x2=30)

- Q.1 a) Define Attentive Listening.
- b) Define face-to-face communication.
- c) Define and give the importance of Reading Skill.
- d) What is the importance of E-mail?
- e) Define Topic sentence in a paragraph.
- f) Make sentences from idioms: take the bull by the horns, apple of the eye.
- g) Change into Negative Sentence:
- i) She writes a letter.
- ii) You will miss me.
- h) Change into interrogative sentence:
- i) The train reached the station.
- ii) He had broken the window.
- i) Change into passive voice:
- i) Someone cleaned the room.
- ii) The masons are building the house.

- j) Make verbs from Nouns:
 - i) Behaviour
 - ii) Obedience
- k) Make the sentences using the words given:
 - i) incite, insight
 - ii) precede, proceed
- l) Change into Active voice:
 - i) Duty must be done
 - ii) Milk is contained in this jug.
- m) Explain meaning of misspelt words.
 - i) Berth, Birth
 - ii) Coarse, course
- n) How will you maintain unity in Paragraph writing?
- o) Define Barriers to Listening.
- p) Define Passive voice.
- q) Give an example of changing Negative sentence into Interrogative sentence.
- r) Define Communication Skills.

SECTION-B

Note: Short answer type questions. Attempt any ten parts
10x4=40

Q.2 Read the following passage carefully and answer the questions given below from (i) to (vi):

Gandhiji believed in truth and non-violence. He was against untouchability. He did not believe in any

caste-distinctions. Gandhiji used to see goodness in every person. Today when India is passing through a crisis-ridden situations, Gandhiji's principle of non-violence is the only panacea which can save India from heading towards destruction. He exhorted the people to be fearless in mind, truthful in thoughts, words and actions, and practical in life. He wanted them to work towards the welfare of humanity.

- i) What was Gandhiji's belief?
- ii) Who was against untouchability?
- iii) Which can save India from destruction?
- iv) What did Gandhiji tell people?
- v) Give the antonyms of given words:
 - a) destruction
 - b) humanity
- vi) Use the following words to make sentences:
 - a) crisis
 - b) principle
- vii) Explain the idioms:
 - i) Cock and bull story
 - ii) A red Letter day
- viii) Explain meaning of misspelt words using sentences:
 - a) Bridal, Bridle
 - b) Cannon, Canon
- ix) Change Passive voice into Active voice:
 - a) Let the Letter be posted.