



B.A. (Part 1) Examination, 2017-2018

General English

Essential Language Skills

Set-A

Time allowed: Three hours

Maximum Marks: 100

Minimum Pass Marks: 36

All questions are compulsory.

Unit A

1. Write the phonetic transcription of the following words: (5)

- Oil ---- ɔɪ l
- Doubt ---- daʊ t
- Taste ---- teɪ st
- File ---- faɪ l
- Here ---- hɪ ə

2. Translate the following sentences : (5)

- हमारी ट्रेन अचानक रुक गई।
Our train suddenly stopped.
- उसको कहानी पहले से ही पता थी।
He already knew the story.
- हमें नहीं पता हम कहाँ हैं।
We don't know where we are.
- तुम्हें अपनी बीमार माँ का खयाल रखना चाहिए।
You should look after your mother.
- लगातार तीन दिनों से बारिश हो रही है।
It has been raining for two days.

3. Re-translate the following sentences: (5)

- You always come late.



तुमहमेशादेरसेआतेहो

b. We are going to Manali.

हममनालीजारहेहैं

c. I will not send my son abroad for studies.

मेंअध्ययनकेलिएविदेशमेंअपनेबेटेकोनहींभेजूंगा

d. They had not been living together since 1987.

1987 केबादसेवेएकसाथनहींजीरहेथे

e. We did not travel by train.

हमट्रेनसेयात्रानहींकरते

4. Translate the following words from English to Hindi (5)

a. Responsibility ---- ज़िम्मेदारी

b. Slavery ---- गुलामी

c. Strengthen ---- मजबूतबनाना

d. Eliminate ---- हटादें

e. Vital ---- महत्वपूर्ण

Unit B

5. Do as directed:(5)

a) He said," Honesty is the best policy." (Change into indirect speech)

He said that honesty is the best policy.

b) She said," Where are you going?" (Change into indirect speech)

She asked where I was going.

c) He visited the museum. (Change into passive voice)

The museum was visited by him.

d) His duty was performed by him. (Change into active voice)

He performed his duty.

e) Who encourages you? . (Change into passive voice)

By whom are you encouraged?

6. Fill in the blanks with appropriate modals:(5)

a) We had a lovely room in the hotel. We _____ see the lake.

could

b) We haven't got much time. We _____ hurry.

must



- c) The government _____ do more to reduce the crime.
should
- d) _____ you speak any foreign languages?
can
- e) It _____ be nice to buy a new car.
would

7. Fill in the blanks using correct form of verb:(5)

- a) Tenzing had done all that _____ necessary. (is)
was
- b) She was so weak that she _____ not stand. (can)
could
- c) They did all that _____ (require)
Was required
- d) She _____ since childhood. (sing)
Has been singing
- e) I _____ food by then. (prepare)
Had prepared

8. Complete the following sentences by adding suitable clauses:(5)

- a) Grapes won't grow until _____ we water the plant.
- b) She is so pretty that _____ everyone falls for her.
- c) You may go home _____ as soon as you have completed your work.
- d) I worked hard to _____ achieve my goals..
- e) We eat so that _____ we remain healthy.

9. Punctuate the following passage with appropriate punctuation marks. (5)

Excuse me sir she murmured in a low trembling voice could you tell me to whom to apply for compensation in case of damage by fire also suggest any alternatives to that

“Excuse me, sir”, she murmured in a low trembling voice. “Could you tell me to whom to apply for compensation in case of damage by fire? Also suggest any alternatives to that.”

Unit- C

10. Answer any five questions:

(5*2)

- a) What does Kalam mean by 'a nation of billion people think'? Elaborate.



By this, he meant that India had a huge population but only a few thought productively. Indian minds were capable of absorbing the best of cultures from successive invasions.

- b) What is 'the achievement' Nehru is referring to? What has it brought?
The achievement Nehru is referring to is getting freedom. Freedom has brought with it responsibility. The responsibility rests upon the Assembly, a sovereign body representing the sovereign people of India.
- c) Describe the girl the author met at Deoli station.
The girl had a shawl thrown across her shoulders. Her feet were bare and her clothes were old but she was a young girl, walking gracefully and with dignity.
- d) What object did they set before themselves? What did they do to achieve it?
The object that they set before themselves was to be able to clothe themselves entirely in cloth manufactured by their own hands. They therefore forthwith discarded the use of mill-woven cloth, and all the members of the Ashram resolved to wear hand-woven cloth made from Indian yarn only.
- e) What happened at the platform of Deoli when the author was returning back to Delhi?
When the author was returning back to Delhi, he saw the same girl standing at the platform. He felt the impulse to put her on the train there and then, and take her away with him. He took the baskets from her hand and put them down on the ground. He asked her if she wanted to go with him but she refused to go anywhere.
- f) Describe the scene in the autopsy room.
In the autopsy room, no one wanted to touch the killed foetus. It looked like a sliced pomegranate, a fruit that was never touched. The head was measured and bent cut apart.

11. Read the passage below and answer the questions that follow: (5*2)

You are endowed with certain naughtiness as a child. Keep it alive. Humour will grease all tough situations. One who has humour can sail through any conflict. Humour is the buffer that saves you from humiliation. If you refuse to be humiliated, you become invincible. Humour brings everyone together, while humiliation tears them apart. In a society torn with humiliation and insult, humour is like a breath of fresh air.

Humour should be coupled with care and concern. Humor can keep the spirit high, yet if overdone it leaves a bad taste. Humour without wisdom is shallow. Humour without sensitivity is satire—it comes back to you with more problems.



The wise use humour to bring wisdom and to lighten situations. The intelligent use humour as a shield against humiliation. The cruel use humour as a sword to insult others. The irresponsible use humour to escape from responsibility. And fools take humour too seriously!

How does one cultivate a sense of humour? Humour is not just words, it is the Lightness of your being. You do not have to read and repeat jokes. Humour can be cultivated by taking life not too seriously (because you will never come out of it alive), having a sense of belongingness with everybody, including those who are not friendly, practising Yoga and meditation, having unshakable faith in the Divine and in the laws of Karma, being in the company of those who live in knowledge and are humorous, a willingness to be a clown.

- a) What can save you from humiliation?
Humour is the buffer that saves you from humiliation.
- b) What do wise people use humor for?
The wise use humour to bring wisdom and to lighten situations.
- c) What can humor without sensitivity result in?
Humour without sensitivity is satire—it comes back to you with more problems.
- d) Who uses the humor to escape from duties?
The irresponsible use humor to escape from responsibility.
- e) How can the sense of humor be cultivated?
- f) Humour can be cultivated by taking life not too seriously (because you will never come out of it alive), having a sense of belongingness with everybody, including those who are not friendly, practising Yoga and meditation, having unshakable faith in the Divine and in the laws of Karma, being in the company of those who live in knowledge and are humorous, a willingness to be a clown.

Give the meanings of the following words: (5)

- a. Invincible --- Unconquerable
- b. Unshakable --- unwavering
- c. Shield ---- a protective covering
- d. Satire ---- sarcasm
- e. Shallow ---- not deep or strong

Unit -D



12. A year ago, you lent your favorite book to a friend who you thought would enjoy it. Unfortunately, your friend has forgotten to return it. The book has sentimental value to you as it had been presented by your grandmother. Write a letter to your friend. In the letter:

- ask how he or she is doing
- remind him / her about the book
- explain why you need it back

(10)

Dear Peter,

It has been such a long time since your last visit to my hometown. I hope you are doing well with your job and your family. I am just a bit worried for your back pain. Is it still giving you great pains every morning? If yes, I think it is worth for you taking some Yoga classes. My friends had the same problem before they joined the class. Now they are getting much better.

Furthermore, I hope you still remember the book that I gave you when you were here. That book is really important to me since it was my grandmother's gift for my birthday. I hope you are still keeping it safely with you. Because this book has been passed down for many generations in my family, I really need the book back. Can you try your best to find the book and post it to my home address?

I look forward to hearing from you.

Best Wishes,

13. Suppose you are Heena. You are a commerce graduate. You want to apply for the post of accountant in an organization. Prepare a CV to apply for the post. (10)

Heena

123, Main St

Boston, MA 02109,

(123)-456 7890.

email@domain.com

OBJECTIVE:

Seeking a position as an Accounting Assistant where extensive experience will be further developed and utilized.



CAREER PROFILE:

- Detail-oriented, efficient and organized professional with extensive experience in accounting systems.
- Possess strong analytical and problem solving skills, with the ability to make well thought out decisions.
- Excellent written and verbal communication skills.
- Highly trustworthy, discreet and ethical.
- Resourceful in the completion of projects, effective at multi-tasking.

EXPERIENCE:

Glen Dara Construction Co., Cambridge, MA

2000 – Present

Accounting Assistant

- Performed accounts payable functions for construction expenses.
- Managed vendor accounts, generating weekly on demand cheques.
- Managed financial departments with responsibility for Budgets, Forecasting, Payroll, Accounts Payable and Receivable.
- Created budgets and forecasts for the management group.
- Ensured compliance with accounting deadlines.
- Prepared company accounts and tax returns for audit.
- Coordinated monthly payroll functions for 200+ employees.
- Liaised with bankers, insurers and solicitors regarding financial transactions.

Stonepark Web Design Inc., Boston, MA

1997 – 2000

Accounting Assistant

- Managed accounts payable, accounts receivable, and payroll departments.
- Generated budgets and forecasts on a quarterly basis and presented to the management team.



- Reported on variances in quarterly costing reports.
- Prepared annual company accounts and reports.
- Administered online banking functions.
- Reduced credit period from 90 days to 60 days.
- Managed payroll function for 140 employees.
- Monitored and recorded company expenses.

Lancer Industries, Copley, Boston, MA

1995 – 1997

Administrative Assistant

- Performed general office duties and administrative tasks.
- Prepared weekly confidential sales reports for presentation to management.
- Managed the internal and external mail functions.
- Provided telephone support.
- Scheduled client appointments and maintained up-to-date confidential client files.

EDUCATION:

BS in Computer Science:

Boston College, Boston, MA 1999 – 2001

BS in Accounting

Boston University, Boston, MA 1992 – 1995

COMPUTER SKILLS:

Microsoft Word, Excel, Access, PowerPoint, Outlook Express, Microsoft Windows XP and Microsoft Office XP Professional.

14. Write a paragraph in about 150 words on anyone of the following. (10)

a. Brain Drain.



b. Rising prices.

c. Impact of cinema on society

Brain Drain

Migration of a significant number of educated and talented people from a country is referred to as Brain Drain. It occurs because of better job prospects in other countries as compared to one's own country. Besides, brain drain may even occur at industrial or organizational levels when there is mass exodus from a company or industry as the other offers a better pay and other benefits. Brain Drain is a loss for the country, organization and industry as it takes away the most talented individuals of the lot.

The term, brain drain is often used to describe the emigration of scientists, doctors, engineers and other high profile professionals such as those in the banking and finance sector. Their emigration has a negative impact on their places of origin. In case of geographic brain drain, in addition to the loss of expertise, the consumer spending in the country also suffers immense loss. Hence, it can be a major loss for the country's economy.

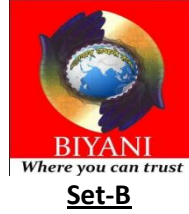
While the geographic brain drain occurs due to better financial prospects and standard of living in other countries, organizational brain drain may be caused due to various reasons including poor leadership, unreasonable work pressure, low salary package and lack of professional growth.

GU
No. 1 Educational

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General English

Essential Language Skills



Time allowed: Three hours

Maximum Marks: 100

Minimum Pass Marks: 36

All questions are compulsory.

Unit A

1. Write the phonetic transcription of the following words: (5)

- Share --- ʃ eə
- Voice --- vɔɪ s
- Eight --- eɪ t
- Try --- traɪ
- Seat ----- siː t

2. Translate the following sentences : (5)

- तुम्हे अपनी बीमार माँ का खयाल रखना चाहिए।
You should look after your ill mother.
- वह अपने कुत्ते को खिलाना भूल गई।
She forgot to feed her dog.
- आप गलत ट्रेन पर हैं।
You are on the wrong train.
- उसने अचानक से दरवाजा बंद किया।
He suddenly shut the door.
- मैं उसके साथ सैर के लिए गया।
I went for walk with her.

3. Re-translate the following sentences: (5)

- I have been living in Delhi since 1990.
मैं 1990 से दिल्ली में रह रहा हूँ
- We have told you everything.
हमने आपको सब कुछ बताया है
- His condition has not improved.
उनकी स्थिति में सुधार नहीं हुआ है।



d. Are girls taking part in the competition?

क्या लड़कियां प्रतियोगिता में भाग लेने वाली हैं?

e. We play a match every week.

हम हर हफ्ते एक मैच खेलते हैं

4. Translate the following words from English to Hindi

(5)

- Sacrifice ---- त्याग
- Senseless ----- व्यर्थ
- Flourishing ---- समृद्धि
- Exploitation ---- शोषण
- Admire ---- प्रशंसा

Unit- B

5. Do as directed:

(5)

- He said, "It is raining heavily." (Change into indirect speech)
He said that it was raining heavily.
- She said to me, "Please help me." (Change into indirect speech)
She requested me to help her.
- The dog jumped at me. (Change into passive voice)
I was jumped at by the dog.
- An essay is being written by me. (Change into active voice)
I am writing an essay.
- Who has cheated you? . (Change into passive voice)
By whom have you been cheated?

6. Fill in the blanks with appropriate modals:

(5)

- Gary has travelled a lot. He _____ speak five languages.
can
- It _____ be true.
may
- Applications for the job _____ be received by 18 May.
will
- You look tired. You _____ go to bed now.
Should
- The story _____ be true.



may

7. Fill in the blanks using correct form of verb:

(5)

- f) Tenzing had done all that __was__ necessary. (is)
- g) She was so weak that she __could__ not stand. (can)
- h) They did all that _was required__ (require)
- i) She _has been singing __ since childhood.(sing)
- j) I _had prepared_ food by then. (prepare)

8. Complete the following sentences by adding suitable clauses:(5)

- a. Put on your warm clothes, otherwise _____you will catch cold_.
- b. I paint because _____ I love making portraits.
- c. He looks as if _____he has worked quite hard for this..
- d. The boy who stole the watch _____has been caught by the police..
- e. When the policemen came, _____ he had already fled.

9. Punctuate the following passage with appropriate punctuation marks.

(5)

Jawaharlal nehru said in his last willwhen I die I would like my bodyto be cremated if I die in a foreign country my body should be cremated there and my ashes sent to Allahabad.

Jawaharlal Nehru said in his last will, "When I die I would like my body to be cremated. If I die in a foreign country, my body should be cremated there and my ashes sent to Allahabad."

Unit- C

10. Answer any five questions:

(5*2)

- a. What are the five key areas of integrated action required for developed India?
Five key areas identified for integrated action are as follows:
 - Agriculture and food processing, with a target of 360 million tonnes of food and agricultural products in a year.
 - Education and healthcare aimed in increasing the employment potential leading to social security.
 - Infrastructure development, including reliable and quality electric power.
 - Information and communications technology.
 - Critical technologies and strategic industries

- b. What are the qualities of magnetic leader?



A leader should exercise changes in the traditional role from commander to coach, from manager to mentor, from director to delegator and from one who demands respect to the one who facilitates self-respect.

- c. What does the 'service of India' mean?
The service of India means the service of millions who suffer. It means ending of the poverty and ignorance, and poverty and disease, and inequality of opportunity.
- d. What does Gandhi mean by 'world of experience'?
By world of experience, he meant to become aware of the conditions of life among weavers, the extent of their production, the handicaps in the way of their obtaining their yarn supply and their ever growing indebtedness.
- e. Describe the girl. What did she sell to make a living?
The girl had a shawl thrown across her shoulders. Her feet were bare and her clothes were old but she was a young girl, walking gracefully and with dignity.
- f. How does the voice of the unwanted girl question the mother's conscience?
She questions by asking her mother how she was least affected by the killing of the fetus. She didn't bother because as soon as possible she wore her grass green sari and adorned her hair with the orange stems of the parijatak blossoms.

11. Read the passage below and answer the questions that follow: (5*2)

BPOs have often been faulted for the lack of women in their senior managerial positions. "Communication and self-expression are the key challenges that women working in the BPO sector face today. These problems arise from lack of confidence," says the CEO of a blog for women who work in BPOs.

Not all BPO women are considered to be confident and on par with their male colleagues. Women at the senior level may be very confident but lower rung employees have a long way to go. Another interesting angle to the debate on female self-expression is the number of women from small towns and conservative backgrounds who are new to the BPO culture. What awaits them at the industry is a complete cross cultural dilemma—a new work culture pressure of deadline and never experienced before graveyard shifts. Such dilemmas tend to worsen when self-expression is curtailed or not encouraged. Employers do not present the full picture of the industry to prospective candidates. All is not rosy at the hiring stage. No employer comes forward to tell the flip side of the story. "Life has taken a turn since I started blogging. I hardly get time to talk to friends or family members because of work pressure. But my blog helps me express my thoughts and feelings to so many people who are facing problems similar to mine," says a BPO employee.



The sector wants more women to join. The companies, especially, are looking at women for the stability factor. The current man-woman ratio in the BPO sector is 63:31 and the number of women is set to rise. So the blog is a platform that women can use to express their concerns.

- a. Why BPOs are often criticized?
BPOs have often been faulted for the lack of women in their senior managerial positions.
- b. Why according to the CEO of a blog, all women are not fit for BPOs?
According to the CEO "Communication and self-expression are the key challenges that women working in the BPO sector face today. These problems arise from lack of confidence". This makes some women unfit for the job.
- c. What are the two problems faced by small town women?
Low confidence is one of the problems faced by women. Women at the senior level may be very confident but lower rung employees have a long way to go. Another interesting angle to the debate on female self-expression is the number of women from small towns and conservative backgrounds who are new to the BPO culture.
- d. What is one advantage of 'blogging'?
Blogging helps to express thoughts and feelings to so many people who are facing problems similar. Blog is a platform that women can use to express their concerns.
- e. What do you mean by the BPO culture?
The BPO culture is a complete cross cultural dilemma—a new work culture pressure of deadline and never experienced before graveyard shifts. Such dilemmas tend to worsen when self-expression is curtailed or not encouraged.

Give the meanings of the following words: (5)

- a. Challenges --- a demanding or stimulating situation
- b. Dilemma ---- state of uncertainty
- c. Flip side --- a different aspect of something
- d. Curtail ---- cut back
- e. Lack ---- deficiency

Unit-D

12. You have recently been to stay with an old friend for a few days. You hadn't seen each other for a long time. Write a letter to the friend. In your letter:

- say how you felt about the visit



- refer to something enjoyable that you did while staying with him / her
- invite your friend to visit you

Dear Karan,

Hope you are doing good, I am doing well here. It was indeed a great pleasure to visit you. I can never forget those moments in my life as those were the happiest and memorable moments for me.

The way you treated me during my visit is really appreciated. I would like to meet with all our old friends one day. When we went to 'Wonderland', I was simply mesmerised and those are unforgettable moments. We enjoyed there like we were in our school days. I still remember the way you were afraid of water when you were a child. But your personality has been changed with time and you have turned into a very influential person, in my opinion.

It would be a great pleasure to invite you to my home for my birthday next month. We will go to the nearby hill station and have a great fun there. I will expect you to be with me at that time.

Best Wishes,
Ram.

13. Suppose you are Himani. Being a science post graduate, prepare a CV to apply for the post of a lecturer in a college. (10)

Himani
10, 60 place,
PIP 4, WI 53***
Contact no: 32645858
Email id: mz****@mail.com

Career Objective

Seeking a career to share my knowledge and experience with students and gain more experience into the education and teaching field.

Skills Set



- Confident
- Excellent communication skills
- Excellent interpersonal skills
- Patience
- Keen observer
- Good listener

Professional Experience

H college as lecturer from 20** till date

- Taught College Algebra, Trigonometry and Developmental Mathematics.
- Taught Pre-calculus, Algebra II, Trigonometry and Statistics.
- Served as advisor for Wisconsin State Math Meet.
- Taught Pre-Tech Math and Algebra.
- Taught Business Math and Introduction to college Math and GED Math in open lab environment for adults with diverse backgrounds.
- Coordinated Mathematics Department
- Taught AP Calculus, Pre-Calculus, Algebra, Geometry, and Physics
- Served as cooperating teacher for Carthage College
- Served as coordinator and advisor for Math Olympics.
- Taught all levels of Developmental Mathematics
- Served as Director of Studies to Coordinate Curriculum Development, advising, and exam/class scheduling.
- Taught various Mathematics courses at G.C.E A' Level and O 'Level classes.

Education

- Professional Development Courses
- Education Courses/Teaching Certification
- B.S. Degree in Physics, Mathematics and Chemistry
- Master's Degree in Mathematics

Certification

- Reader-Advanced Placement Program by College Board, Princeton, New Jersey
- Teaching License, 400 Mathematics
- W.T.C.S Certification



Activities

- Member of IF Teachers
- Member of WI Mathematics Council
- Committed to innovation of college level teaching and learning and to challenge students to be knowledgeable by promoting critical thinking skills.

Personal Details

DOB: 09/07/19**

Languages known: English, Hindi

Hobbies: Playing Scrabble

14 .Write a paragraph in about 150 words on anyone of the following. (10)

- a. Role of libraries
- b. Life in a big city
- c. Road accidents

Road accidents

Accidents have become daily happening in modern life. Every day our newspapers bring us of accident on the road, water or rail. People have come to accept them as part of life. But only by witnessing an accident can one understand the horror of it.

In big cities accidents are common during the peak hours. Some of these accidents are fatal. The main causes of accidents are rash driving and overcrowding on roads. The drivers of vehicles do not observe the traffic rules while driving. Last Monday I saw a very tragic accident on Mahatma Gandhi road. It was 5 p.m and I was returning home by city bus. The road was crowded with people and vehicles. There was a great rush of trucks, cars, buses and scooters. Soon a motorbike with two youngsters overtook our bus at top speed. All the passengers in the vehicles and pedestrians were watching them. They approached the next bend, tried to take a short cut across it and collided with a bus coming from the other direction.

There was a big crash and loud noise. A fast running truck came and hit the bus from behind. All the traffic came to a standstill. People rushed to rescue the passengers of the bus which had over turned. One of the motorcyclists was lying unconscious on the road. The other youngster who was riding the motorbike was run over by the bus and was dead. There was a pool of blood. The smashed motorbike lay by the side of the dead man. Many passengers in the bus sustained serious injuries. I could not bear the sight.



The injured people were rushed to the hospital nearby. One of the passengers in the bus also died. Our bus which had stopped for a while due to the accident then proceeded on its journey. But to this day I cannot forget that horrible sight which was due to the over speed and carelessness of the young motorcyclist who lost his life.

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