N.B. — All questions are compulsory.

1. (A) Read the following passage carefully and answer the questions given under it:

The Great Wall of China is said to be the one structure built by man on earth which would be visible to observers on the moon. It covers a distance of 1,500 miles as the crow flies. From the Liotung Peninsula westward to the last fortress in Central Asia, it crosses the northern provinces of China. But its actual course, twisting and turning, sweeping across deep valleys, covers over 2,000 miles.

In the eastern section its height varies from 15 to 13 feet and its width from about 25 feet at the bottom to 15 feet at the top, where there is a pathway wide enough for six horsemen to ride side by side protected by parapets. When the wall was first built about 25,000 towers, each 40 feet high projecting from it every few hundred yards with holes from which the defenders could shoot at attackers.

The great emperor Shih Huang Ji joined three earlier frontier walls to form a great wall which was to act as a boundary between China and the north, and keep out the feared norads of Mongolia.

The wall was designed to strengthen the nation's defences; it was not them, as it later became in Ming times, a substitute for a strong army and state.

Questions:
(i) In what way is the Great Wall of China unique?
(ii) What is the actual distance that the Great Wall of China covers?
(iii) How wide is the Wall?
(iv) How was the Great Wall formed?
(v) What did the Wall become in Ming times?

(B) (i) Match any two of the following words in column A with their correct synonyms given in column B:

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
</tr>
</thead>
<tbody>
<tr>
<td>confess</td>
<td>custom</td>
</tr>
<tr>
<td>excuse</td>
<td>admit</td>
</tr>
<tr>
<td>liberty</td>
<td>pardon</td>
</tr>
<tr>
<td>tradition</td>
<td>freedom</td>
</tr>
</tbody>
</table>

(ii) Match any two of the following words in column A with their correct antonyms given in column B:

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
</tr>
</thead>
<tbody>
<tr>
<td>agree</td>
<td>rural</td>
</tr>
<tr>
<td>bright</td>
<td>differ</td>
</tr>
<tr>
<td>remember</td>
<td>dull</td>
</tr>
<tr>
<td>urban</td>
<td>forget</td>
</tr>
</tbody>
</table>

(iii) Give one word substitution for the following group of words (any two):
(a) A place where coins are made.
(b) Someone who travels in space.
(c) A place where fruit-trees are grown.
(d) A person who always thinks that good things will happen.
(iv) Change the following nouns into adjectives (any two):
  (a) courage
  (b) man
  (c) drama
  (d) skill.

(v) Change the following adjectives into nouns (any two):
  (a) active
  (b) long
  (c) perfect
  (d) kind.

2. (A) Write a job application for the post of Junior Clerk to the Manager of Ashok Leyland Ltd., Bhandara by providing your Bio-data in response to an advertisement in 'The Hitadava' recently.

   OR

   You are the Manager of Big Bazar, Nagpur. Write a job offer letter to a candidate who has been shortlisted in an interview held recently for the post of Computer Programmer by inventing all details regarding the post.

   10

(B) Write a letter of inquiry to the Manager of Bajaj Auto Ltd., Pune for the procedure of gaining an agency of the company in your locality.

   OR

   You are a dealer of Samsug Electronic Goods. As per your order placed before 15 days, you have received the consignment from the company and found 4 TV sets in complete damaged condition. Write a letter to the Manager of the company claiming the replacement of the damaged TV sets.

   10

3. (A) Answer the following question in about 150 words:
   What is the difference between oral and written communication? State the advantages and disadvantages of written communication.

   OR

   Discuss the elements of communication process.

   10

(B) Answer any two of the following questions in about 75 words each:
   (i) What is the importance of feedback in the process of communication?
   (ii) Mention the types of communication according to direction.
   (iii) Give a short note on the electronic medium of communication.

   OR

   Answer the following questions in about 75 words each:
   (i) Why was Stephen Leacock angry with the photographer?

     OR

     Enumerate the humorous instances described by Leacock in 'With the Photographer'.

     (ii) How can a schoolmaster influence the village?

     OR

     What, according to Socrates, does 'practical education' mean?

     (iii) Describe Nehru's vision of India.

     OR

     How does Nehru describe the past of India?

     15

(B) Answer the following question in about 75 words:
   Why does the poet want to keep children away from television?

   OR

   What are the benefits of staying calm?
Bachelor of Commerce (Computer Application) (B.C.C.A.) Semester-I (CBCS) Examination
(New & Old)

ENGLISH–I (Communication Skills)

Compulsory Paper–1

(Old)

Time : Three Hours

[Maximum Marks : 80

N.B. :— All questions are compulsory.

PART–A

N.B. :— (1) All questions carry 2 marks.
(2) Answers to questions 5, 6, 7 and 8 should not be in more than 5 lines.

1. Fill in the blanks with suitable articles:
   (a) Honest boys always follow ______ path of truth.
   (b) She is ____ ugly girl.

2. Fill in the blanks with suitable prepositions:
   (a) I am very fond ____ good food.
   (b) He is blessed _____ intuition.

3. Correct the error in the following sentences and rewrite them:
   (a) Your best bet are free tickets.
   (b) He said that he will come tomorrow.

4. Make one sentence each using the following homophones:
   (a) adapt
   (b) adopt

5. What are the main elements of non-verbal communication?

6. Assume that you are the General Manager of a software company. Prepare a notice for an urgent staff meeting.

7. Mention the characteristics of an advertisement.

8. What are the barriers to listening?

PART–B

N.B. :— (1) All questions carry 3 marks.
(2) Answers to questions 5, 6, 7 and 8 should not be in more than 10 lines.

1. Fill in the blanks with the correct form of the verb given in the brackets:
   (a) I ______ him only one letter up to now. (send)
   (b) It ____ for two hours yesterday. (rain)
   (c) This paper _____ twice a week. (come)

2. Do as directed:
   (a) I an not as intelligent as you. (change into an affirmative sentence)
   (b) Why would not love his country? (change into an assertive sentence)
   (c) The night is very charming. (change into an exclamatory sentence)

3. Give the abbreviations for the following terms:
   (a) Not Applicable
   (b) Managing Director
   (c) Highest Common Factor.

4. Correct the error in the following sentences and rewrite them:
   (a) No news are bad news.
   (b) Each of the sisters are very fat.
   (c) One of the girl was present.
5. Explain the features of a paragraph.
6. What are the parameters of oral presentation?
7. Write a note on the preparation for the job interview.
8. How can one become a good listener?

**PART–C**

N.B. :- Answers should not be more than 400 words for 5 marks questions and 600 words for 10 marks questions.

1. (a) Define language and mention its characteristics. 5
   (b) What are the essential characteristics of a business letter? 5
   
   **OR**

   (c) Mention the objectives of proposal and write a note on the content of proposal. 10

2. (a) As a retailer of a cement company, write a letter to the manager placing an order for 1000 bags of cement. 5
   (b) You are the Sales Manager of Honda Motors Ltd. Write a letter to the authorised dealers of the company informing them about the launching of a new product by giving details of new features of the product. 5
   
   **OR**

   (c) Write a job application letter for the post of computer operator to the Manager of Indorama Synthetics Ltd. Nagpur by giving details of your qualifications, achievements and experience. 10

3. (a) You want to sell your 3 BHK flat at a prime location in Nagpur. Draft a classified advertisement for publication in the local newspapers, inventing necessary details. 5
   (b) Make a precis of the following passage and suggest suitable title:

   The King of Sicillia, Leontes, invited his childhood friend, Polixenes, the king of Bohemia to his castle. Polixenes arrived and Leontes told his wife, Hermione, to look after their guest. After a few days of hospitality, Polixenes decided to leave. He was not even dissuaded by his friend Leontes, who asked Hermione to intervene. Polixenes decided to stay when Hermione requested him. This aroused Leontes's suspicion. He told a trusted Lord, Camillo, to poison Polixenes, and refused to be swayed when Camillo told him that he was making a mistake. Camillo vowed to kill Polixenes in order to save his own life, but he escaped with Polixenes from Sicilia. 5
   
   **OR**

   (c) Write the agenda and the minutes of a meeting conducted by you as the Secretary of the Students' Union of the college regarding the Annual Social Gathering. 10

4. (a) Write a note on how to prepare a PowerPoint presentation. 5
   (b) Write a short story with a moral. 5
   
   **OR**

   (c) Write an essay on 'My Aim in Life'. 10