

This question paper contains 7 printed pages]

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S. No. of Question Paper : 8662

Unique Paper Code : 72032801

GC-4

Name of the Paper : English 'A'

Name of the Course : B.A. CBCS (AECC—I)

Semester : II

Duration : 3 Hours

Maximum Marks : 75

(Write your Roll No. on the top immediately on receipt of this question paper.)

Attempt All questions.

I. Write short notes on any five of the following in not more than 30-40 words :  $5 \times 2 = 10$

- (a) Oral Communication
- (b) Merits of written communication
- (c) Psychological barrier to communication
- (d) Body Language
- (e) Listening
- (f) Grapevine
- (g) Downward Communication.

P.T.O.

2. Answer any *two* of the following : 2×5=10

- (a) Explain any *two* types of non-verbal communication.
- (b) Explain the functions and merits of diagonal communication.
- (c) What are the merits and demerits of the formal channel of communication ?
- (d) How can one overcome the barriers to communication ?

3. Read the questions very carefully before answering and keep to the point :

- (a) Write a short dialogue between the Receptionist at a hotel and a Tourist.

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Or

Write a short dialogue between a Doctor and a Patient who is suffering from a headache ?

- (b) Imagine you are the Principal of a school interviewing the parents for their child's admission to the First Standard. What questions would you ask. Write appropriate answer. 10

Or

Imagine you are a journalist, write an interview with your favorite Sports person.

- (c) Write a public speech (in about 100-150 words) on any one of the following : 5

The Social Evil of Child Labour.

Or

The Importance of Education in Life.

4. (a) Read the passage given below and answer the questions that follow :

Socrates taught that 'the man who is master of himself is truly free'. By being master of oneself he meant first

P.T.O.

knowing oneself, one's own faults and weaknesses and one's own good points, without making any pretence and without being vain, and then being able to control oneself. This knowledge of himself was what helped a man to be courageous, and the courageous man has a very important sort of freedom from fear. Socrates himself, because he was not afraid of the consequences, always felt free to teach what he thought was right, however unpopular this might make him with the powerful people in Athens.

**Questions :**

- (i) Who is truly 'free' according to Socrates ? 2
- (ii) How does knowledge of oneself help a person ? 3
- (iii) How did Socrates apply the above principle ? 3
- (iv) Give antonyms (words with opposite meanings) of the following words : 2

- (1) Weakness

(2) Important

(3) Fear

(4) Unpopular.

(b) Do any *one* of the following :

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Using your own words, write a summary of the following passage in about 50 words :

Money can be abused as any other thing can be abused.

Money in our day means power, and if a man uses that power to buy off men so that they may betray their homes,

their friends or their country, or if a man uses his money

for purely selfish purposes, he is abusing his power. All

young people want money, but money to be worthwhile,

must be earned. A person who inherits money or gets

money from gambling or profiteering in any other way

in which he does not earn it, never knows the real value

P.T.O.

and purpose of money. Often he abuses it rather than uses it. What are the uses of money ? Money is a medium of exchange. It is to be saved not hoarded, for sickness, old-age, investment and service to others. It is to be given away to relieve suffering, for study, for mission, for welfare work, for anything that will make the world a better and happier place to live in.

Or

Briefly discuss the various types of translation.

5. (a) Write a letter to the Editor of a Newspaper regarding rash and reckless driving by the drivers of DTC buses. 10

Or

You are the Purchase Manager in a company. You ordered 20 computers from M/s Gupta Traders, New Delhi. On delivery, 5 (five) computers arrived in a damaged condition. Write a complaint letter in this regard.

- (b) On behalf of the Students' Union of your College, submit a report to the Principal on the shortcomings of the College Canteen with your recommendations on how to overcome them.

Or

As the Administrative Officer of a company, write a Report to the Managing Director on the general inefficiency and neglect of duty by some members of the staff. Also suggest recommendations to overcome the problem. 10