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MCS–015

M. C. A. (REVISED)/ B. C. A. (REVISED)

Term-End Examination

December, 2023

MCS–015 : COMMUNICATION SKILLS

Time : 2 Hours

Maximum Marks : 50

Note : (i) *This paper has **five** questions.*

(ii) *Answer all questions.*

1. Read the following passage and answer the questions that follow :

Ragging refers to „persistent harassment in a cruel or annoying way.“ It is physical, mental, psychological and even sexual harassment of fresher students by the senior students of the same institution. It is meant to make fresher students familiar with seniors and infect confidence among the new entrants but it has become a menace in educational institutions.

P. T. O.

Some senior students tease, torment and even rough up the fresher students under the exercise of “introduction” which finally generates fear among them. Sometimes it starts from innocent and harmless leg pulling and goes up to harsh physical and mental assault. It is the latter type of ragging which is objectionable and matter of great concern. It often leaves an indelible unpleasant mark in one’s life. It leads the victim psychologically shattered and physically wounded. The victims, unable to bear the unimaginable pain, and the shock of physical and mental torture lose their mental balance or even commit suicide. There are cases of many bright students whose careers have been ruined because of the ragging menace.

- (a) According to the author, what is ragging ? 2
- (b) Why has ragging become a menace over the years ? 2
- (c) What are the harmful effects of ragging on the fresher students ? 2

- (d) Find antonyms of the following words from the passage : 2
 harmful; pleasant.
- (e) Suggest a suitable title to the passage. 2
2. Do as directed : 5×1=5
- (a) The University is celebrating its Foundation Day next week.
 (Rewrite in passive voice)
- (b) Mohan was not feeling well. Mohan went to a hospital for a health checkup.
 (Combine the two sentences)
- (c) Gas is leaking. Younot light a match. (Use an appropriate modal)
- (d) His oratory the feelings of the crowd. (worked out, worked up)
- (e) You can this deficiency with hard work. (make out, make up)
3. Write a note in approximately **150** words on the tips to make group discussions effective and meaningful. List out all the Do"s and Don"ts. 10

4. Prepare your Curriculum Vitae (CV) for the post of Sales Manager in a reputed MNC citing all your qualification, experience, work experience and salary expectations. 10
5. Prepare a report in about **250** words giving information of the field visit you undertook to get an idea about the potential success of the enterprise that you are planning. 15