

2017

COMMUNICATIVE ENGLISH

(Commerce Group)

Full Marks – 50

The figures in the margin indicate full marks

Candidates are required to give their answers in their own words as far as practicable

THIRD DAY

Unit — 4

(Writing Skill)

1. Rewrite *any five* of the following sentences with necessary corrections: 1×5
- (a) Give me a chair to sit.
 - (b) I advice you to practice the sums.
 - (c) He gave me many informations.
 - (d) None of the two participants were willing to withdraw.
 - (e) He treats his subordinates in contempt.
 - (f) I look forward to meet her.
 - (g) She is more prettier than all other girls in the village.
2. Do as directed (*any five*) : 1×5
- (a) He said, "Let us compete for the award." (Turn into indirect speech).
 - (b) Nobody was absent (Change to affirmative).
 - (c) Rama is the tallest girl in the class (Use the comparative form of the adjective).
 - (d) We have been staying in Tollygunge _____ 1980 (Use from / since).
 - (e) He is too clever to be fooled by his friends (Remove 'too' and rewrite).
 - (f) The herd of cows _____ (is/ are) grazing in the field.
 - (g) He finished his homework and put away his books (Change to simple sentence).
3. (a) Write a letter to the Principal of your College requesting permission for organising a Sit-and-draw competition for school children on the occasion of College Foundation day. 10

Or

- (b) A famous company is launching a new camera in the market. Write a Press-release announcing the launch. 10

[Turn Over]

4. (a) In response to an advertisement published in *The Telegraph*, apply for the post of a Sales Executive dealing with Credit Cards of a reputed bank. Attach your C.V. 10

Or

(b) Write a product review on a newly launched battery-driven car by a reputed company. 10

Unit — 5

(Business Communication)

5. (a) Draw up an advertisement for recruitment of sales girls for a showroom selling electronic goods. 10

Or

(b) The Annual General Meeting of M/S XYZ Company will be held on 10th March, 2017. Draft a notice to shareholders of the company announcing the same, with a comprehensive list of agenda to be discussed in the AGM. 10

6. (a) As the Principal of XYZ College, write a letter to M/S LMN Pvt. Ltd. seeking quotations with all details for the purchase of 5 LCD Projectors for the College. 10

Or

(b) Write a Newspaper Report on the sudden closure of a textile company. 10