

2017

COMMUNICATIVE ENGLISH

(AECC 1.1 Chg)

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

FIRST DAY

1. Rewrite the following sentences with necessary corrections (*any five*): 1×5
 - (a) Manoj was admired the beauty of the Tajmahal.
 - (b) It was September and the rain were nearly over in West Bengal.
 - (c) Ali had never thinking that the shopkeeper would cheat him.
 - (d) Everybody must bring their own lunch.
 - (e) These indoor games is good for kindergarten students.
 - (f) I have visited the zoo last Sunday.
 - (g) Although it was raining, but we had the picnic.
 - (h) Where I can find the ATM booth?

 2. Rewrite the following sentences as per the given instructions (*any five*): 1×5
 - (a) The man always repays whatever he borrows. (*Begin with: The man never. ...*)
 - (b) 'I go for a walk every day,' he said. (*Change into indirect speech*)
 - (c) She ran out of the room. She was screaming. (*Join the sentences*)
 - (d) Work hard and you will succeed. (*Begin with: Unless...*)
 - (e) As soon as I heard the news, I rushed home. (*Use: No sooner...*)
 - (f) It looks as if Rohini has applied for the wrong job. (*Begin with: Rohini seems...*)
 - (g) Do you mean to pay the bill? (*Use: intention*)
 - (h) There is no point in taking the car if you cannot find a place to park it. (*Begin with: What is...*)

 3. Write a letter to the Publications Manager of Oxford University Press, New Delhi, placing an order for four books on Business Administration recently published by them. 10
- Or**
- Write a letter to M/s Binary Solutions seeking extension of the Annual Maintenance Contract with them for the computers of your institution. 10

[Turn Over]

FIRST DAY

2

4. An online bookstore is launching a new mobile app. Write a Press Release announcing the schemes and offers. 10

Or

Write a notice on behalf of the General Secretary of the Students' Union of your college asking students to enrol for the Inter-college Quiz Competition organised by the Department of Higher Education, West Bengal, the date and the venue will be notified later. 10

5. 'Aspire', a management education institute, is organising a workshop for young entrepreneurs at Netaji Indoor Stadium, Kolkata on 25th March 2018. Prepare a newspaper advertisement announcing the event. 10

Or

Write a letter to M/s ABC Techno seeking quotations for a branded multi-tasking printer to be purchased by your college. 10

6. In response to an advertisement published in an English daily, apply for the post of Marketing Executive for a reputed company dealing with stationery items. Attach your CV. 10

Or

Draft an application in response to an advertisement in a newspaper seeking Junior Audit Officers for a reputed firm. Attach a detailed CV. 10

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SECOND DAY

1. Rewrite the following sentences after making necessary corrections (**any five**) : 1×5
- (a) Dolphins is very friendly creatures.
 - (b) The teacher asked the students never to spitting on the road.
 - (c) The fooding in the hotel was terrible.
 - (d) The old woman had many childrens.
 - (e) There was a unicorn on my garden yesterday.
 - (f) One of the elephant came out of the forest to be bathed by the tourists in the river.
 - (g) Will he return the book back to me?
 - (h) The signboard claimed that the fresh fish was deliciously.
2. Answer the following questions according to the instructions given in brackets (**any five**) : 1×5
- (a) The whales were all travelling to _____ island called Hope. (Use a/an)
 - (b) There _____ flocks of sheep on the hill. (Use is/are)
 - (c) The mermaid helped the drowning boy. (Turn into passive voice)
 - (d) _____ fishes swam merrily in the aquarium. (Use a little/a few)
 - (e) We have been living in this city _____ 1950. (Use since/from)
 - (f) The zoo in Darjeeling is one of the _____ in India. (Use better/best)
 - (g) Jupiter is the biggest planet in the solar system. (Change to positive degree).
 - (h) Everybody is present today. (Change it into a negative sentence)

[Turn Over]

SECOND DAY

2

3. (a) Write a letter to the Indian Railways, inquiring about a parcel lost in transit. 10
- Or*
- (b) Write a letter of complaint to the Manager of a hotel complaining about the poor services of the hotel.
4. (a) Write an application for the post of "Trainee Reporter" to a leading media-house. Attach your CV along with your application. 10
- Or*
- (b) Write a job application in response to the following advertisement :
Applications are invited for the post of Librarian in a reputed English medium school in Kolkata. Apply to Box No. XYZ, the New Daily Times, Kolkata – 1 within 7 days.
5. (a) Draft a circular for all employees of the marketing division of "Indian Industries", New Delhi, informing that an important workshop on marketing skills will be held at the Head Office. 10
- Or*
- (b) Write a Press Release for the launch of a new model of fully automatic washing machine.
6. (a) A leading international food chain is looking for an appropriate location to open its latest outlet in North Kolkata. Draft an advertisement stating the requirements. 10
- Or*
- (b) As a newspaper reporter you have surveyed a number of old-age homes in Kolkata. Write a report based on your findings on the condition of these homes and their inmates.

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THIRD DAY

1. Rewrite the following sentences correctly after making necessary changes
(any five) : 1×5
- (a) The teacher was very displeased for my conduct.
 - (b) So many advices are difficult to follow.
 - (c) No sooner had he come from Delhi when he was asked to proceed to Kolkata.
 - (d) If I were you, I will be very careful of my words.
 - (e) None but those having ten years administrative experience needs apply for this.
 - (f) She has recently acquired a M.A. degree.
2. Rewrite *any five* of the following sentences as directed without changing their meaning : 1×5
- (a) The speaker crosses three fields. Then he finds the farm. (Join by using participle)
 - (b) The bowl contains nothing but milk. (Change the voice)
 - (c) Take him to the station. (Turn it into passive voice)
 - (d) He was fond of conversation. (Use the noun form of 'fond')
 - (e) I will show you something nice. (Change into complex sentence)
 - (f) "Sir, do you want a servant?" Sidda asked. (Change the mode of narration)
 - (g) Ram said, "I have forgotten to bring my pen to schools". (Change into indirect speech)
3. Write a letter to the Chairman of your municipality offering your company's services for garbage clearance. 10

Or

You are the Public Relations Officer of a refrigerator company launching a new refrigerator. Write a letter to a newspaper office requesting them to cover the event.

[Turn Over]

THIRD DAY

2

4. Write a CV in response to *any one* of the following advertisements : 10
(a) Wanted Sales Manager for a reputed automobile company in India. The candidate should have a brilliant academic record with leadership qualities. Salary will be as per qualifications, skills and talents.

(b) Wanted Public Relations Officer for a foreign computer company based in India. The candidate should be dynamic and have excellent communication skills. At least two years of industrial experience preferred.

5. Write a press release for a newly-developed electricity-driven environment friendly car to be launched shortly by a reputed car company. 10

Or

Draft a notice announcing The Annual General Meeting of a reputed sugar company to be held in January, 2018.

6. A roadways bus has reportedly blown up killing a number of people. Write a report on this for the newspaper you work for. 10

Or

Call for quotations for the supply of 2,000 moulded plastic chairs for the auditorium of a theatre hall.