

2012

**ENGLISH LANGUAGE AND TECHNICAL
COMMUNICATION**

Time Allotted : 3 Hours

Full Marks : 70

The figures in the margin indicate full marks.

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

GROUP – A

(Multiple Choice Type Questions)

1. Choose the correct alternatives for the following :

10 × 1 = 10

i) The antonym of 'obscure' is

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|---------------|----------|
| a) indistinct | b) hazy |
| c) clear | d) dull. |

ii) The synonym of 'eradicate' is

- | | |
|-----------|------------|
| a) see | b) happen |
| c) remove | d) accept. |

iii) Block layout, Modified block layout, semi-block layout and Simplified layout are formats of

- | | |
|-----------|--------------|
| a) Report | b) Memo |
| c) Letter | d) Circular. |

iv) Letter of Transmittal is found in

- | | |
|-----------|------------|
| a) Memo | b) Notice |
| c) Report | d) Agenda. |

- v) In upward flow of communication
- a) superior interacts with the subordinate.
 - b) subordinate reports a matter to his superior.
 - c) colleagues report matters to each other.
 - d) interaction between people of unequal status of different departments take place.
- vi) His brother is Ambidextrous. Here ambidextrous means
- a) can use either his right or his left hand equally well
 - b) has a serious vitamin deficiency
 - c) is too concerned with details
 - d) none of these.
- vii) "With a view to top performance, we hire the best quality managers." The correct word in the blank should be
- a) ensure
 - b) ensuring
 - c) ensured
 - d) none of these.
- viii) Everybody entitled to one month's salary as bonus.
- a) is
 - b) were
 - c) be
 - d) are
- ix) He was found desperately for his life.
- a) fought
 - b) fighting
 - c) fights
 - d) fight.
- x) A negative trait in a group discussion would be
- a) smartness
 - b) fluency
 - c) team spirit
 - d) indifference.

GROUP - B**(Short Answer Type Questions)**

Answer the following question.

15

2. Read the following passage and then answer the questions in your own words :

These natural jobs cannot be shirked. But they involve other jobs which can. As we must eat we must first provide food, as we must sleep we must have beds and bedding in houses with fireplaces and coals, as we must walk through the streets we must have clothes to cover our nakedness. Now, food and houses and clothes can be produced by human labour. But when they are produced they can be stolen. If you like honey you can let the bees produce it by their labour, and then steal it from them. If you are too lazy to get about from place to place on your own legs you can make a slave of a horse. And what you do to a horse or a bee you can also do to a man or a woman or a child if you can get the upper hand of them by force or fraud or trickery of any sort, or even by teaching them that it is their religious duty to sacrifice their freedom to yours.

So beware ! If you allow any person, or class of persons, to get the upper hand of you, they will shift all that part of their slavery to Nature that can be shifted on to your shoulders, and you will find yourself working from eight to fourteen hours a day when, if you had only yourself and your family to provide for, you could do it quite comfortably in half the time or less. The object of all honest governments should be to prevent your being imposed on in this way. But the object of most actual governments is exactly the opposite. They enforce your slavery and call it freedom. But they also regulate your slavery, keeping the greed of your masters

within certain bounds. When chattel slavery of the Negro sort costs more than wage slavery, they abolish chattel slavery and make you free to choose between one employment, or one master, and another, and this they call a glorious triumph for freedom, though for you it is merely the key of the street.

When you complain, they promise that in future you shall govern the country for yourself. They redeem this promise by giving you a vote, and having a general election every five years or so. At the election, two of their rich friends ask for your vote, and you are free to choose which of them you will vote for to spite the other, a choice which leaves you no freer than you were before, as it does not reduce your hours of labour by a single minute. But the newspapers assure you that your vote has decided the election, and that this constitutes you a free citizen in a democratic country. The amazing thing about it is that you are fool enough to believe them.

- a) How does nature stop man from being totally free ? 2
- b) What according to the author is the difference between natural slavery and unnatural slavery ? 2
- c) In what ways the master-classes prevent common people from realizing their slavery ? 2
- d) Give your opinion regarding the author's views on Parliamentary government. 2
- e) Give the meaning of the word 'shirked' as used in the passage and make a sentence with it. 2
- f) Write a précis of the given passage and add a suitable title to it. 5

GROUP - C**(Long Answer Type Questions)**

Answer any *three* of the following. $3 \times 15 = 45$

3. Read the text below and answer the following questions :

India has the highest number of malnourished children in the world, with Madhya Pradesh being the worst-affected state.

About 47% of children under five in the country, totalling 57 million, are underweight. Even sub-Saharan Africa is better off, with 33% of children malnourished. These shocking figures have been mentioned in UNICEF's 'PROGRESS FOR CHILDREN : A Report Card on Nutrition' released globally on Tuesday. The other badly affected states in India are Uttar Pradesh, Rajasthan, Orissa, Bihar and Maharashtra. Over 50% children in some of these states are malnourished. However, some Indian states have better report cards. Malnourishments among children is significantly low in Goa, Kerala, Mizoram and Tamil Nadu.

According to Dr Werner Schultink, UNICEF India's chief of child development and nutrition programme, the causes for this malnutrition are many : bad quality feeding, high population density, high rate of illiteracy among women, gender inequality, low rate of immunization and high rate of birth of underweight babies.

- a) Complete the following with information from the text given : 4 × 1 = 4

- i) The number of malnourished children under five in India is
- ii) The states in India which have a high percentage of malnourished children are
- iii) A comparatively good record of well-nourished children is to be found in
- iv) Dr Werner Schultink is

- b) List six reasons for the malnourishment of children.

6 × 1

- c) Write a précis of the given passage and add a title to it.

2 + 3

4. Assume that you have planned to apply for various posts. You have just completed Post-graduation. You have secured first rank. You have received a gold medal in your post-graduation, participated in co-curricular activities and in group discussions and achieved many prizes. Now, prepare a resume and a covering letter. 15

5. The girl-child all over the world, specially in the developing countries, is still abused and deprived of her human rights. The cultural club of your college has decided to organise a seminar on the problem. As the secretary of the cultural club write a notice for the college notice-board. 15

6. Sarat Textile Mill, Pune, manufactures several kinds of cotton and synthetic clothes. For the last five years, there has been a gradual decline in profits owing to various causes, including fall in sales. The Managing Director has asked the marketing manager to investigate the causes, make suitable recommendations, and submit a report. Assuming yourself to be the Marketing Manager, prepare this report.