

Duration: 03:00 Hrs.

A515NCS-I (02) - CS

Marks:- 80

- Note: -
- 1) All questions are compulsory
 - 2) All questions carry equal marks
 - 3) Figures to the right indicate maximum marks.

Q.1 Write short notes on the following (Any four)**20**

1. Varieties of English language
2. Tips for Effective Communication in English
3. The Listening Process
4. Types of Reading
5. Study skills in English
6. Features of Effective writing skills

Q.2 Read the following passage carefully and answer the questions given below.**20**

The great advantage of early rising is the good start it gives us to our day's work. The early riser has done a large amount of hard work before other men have got out of bed. In the early morning the mind is fresh, and there are few sounds or other distractions, so the work done at that time is generally well done. In many cases the early riser also finds time to take some exercise in the fresh morning air, and this exercise supplies him with a fund of energy that will last until the evening.

By beginning so early, he knows that he has plenty of time to thoroughly do all the work he can be expected to do, and is not tempted to hurry over any part of it. All his work is finished in good time, he has a long interval of rest in the evening before the timely hour when he goes to bed. A sound night's rest rises early next morning in good health is most refreshing, and after he gets to sleep several hours before midnight, at the time when sleep and spirits for the labors of a new day.

Questions

1. What is the great advantage of early rising? (2)
2. How is early morning different from other hours of the day? (2)
3. Why is the early riser not tempted to hurry over his day's work? (2)
4. What enables the early riser to go to bed at the proper time? (2)
5. What are the advantages of going to sleep well before midnight? (2)
6. Find the synonyms for the following words/phrases (2)
 - (a) Diversion
 - (b) Carefully
7. Give antonyms of the following (2)
 - (a) Plenty
 - (b) Distraction

F 11
2011/13
90

8. The early riser finds time to exercise in the fresh morning air. (Identify the tense and change into present perfect tense) (2)

9. India launched first artificial satellite Aryabhata on 19th April 1975 at cost of five crores. (Fill in the blanks with A/An/The and rewrite the sentence) (2)

10. They live a one bedroom flat the third floor. (Fill in the blanks with appropriate prepositions and rewrite the sentence) (2)

Q.3 Attempt any four of the following (20)

1. The increasing amount of time spent playing indoor games has been a major cause of decreasing the outdoor appearance of children. With this concern, write a speech to be delivered in the morning assembly in 150-200 words. You are Parag/Pragati.
2. Write a paragraph to introduce your friend.
3. You want to open a savings bank account in a bank. For that you visit the bank and ask about the procedure of opening a bank account to the receptionist. Write a dialogue between you and the receptionist.
4. As a Cultural Committee representative you are asked to introduce and welcome the chief guest of 'Annual Day' of your college. Draft the speech.
5. Draft a vote of thanks to be given on the occasion of 'Teacher's Day.'

Q.4 A) You are Manav Mishra living in House No 76, Daryaganj, Aurangabad. You have seen an advertisement in a newspaper for the post of a 'Sales Assistant' on a part time basis. Write an application with complete bio-data to the Manager of the company. (8)

B) You had submitted an application for an income certificate in the Tahsil office. Two months have passed but you have not yet received it. Write an application under RTI act asking the reasons for delay and the authorities responsible for it. (7)

C) Write an Email on any one of the following (5)

- i) You have received a job offer for the post of Manager in ABB Pvt Ltd., Nashik. Write an email of acceptance of the job offer.
- ii) The residents in your area are facing the problem of irregular water supply from the last few months. Write an email to the Municipal commissioner stating the problem and also give solutions.

XXXXXXXXXXXXXXXXXX