

B.Tech/AEIE/BT/CE/CHE/CSE/ECE/EE/IT/ME/1st Sem/HMTS-1101/2015

2015

BUSINESS ENGLISH

(HMTS 1101)

Time Alloted : 3 Hours

Full Marks : 70

Figures out of the right margin indicate full marks.

Candidates are required to answer Group A and any 5 (five) from Group B to E, taking at least one from each group.

Candidates are required to give answer 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) Synonym of vociferous is

- (a) noisy (b) cunning
(c) distractive (d) sympathetic

ii) Antonym for apathy

- (a) Enthusiasm (b) Entourage
(c) Antipathy (d) Antinomy

iii) Fill in the blank with the proper preposition :

"It had a spell put _____ it by an old Fakir."

- (a) on (b) of
(c) over (d) in

iv) Fill in the blank with the proper article :

"That's _____ worst of living so far out."

- (a) an (b) a
(c) the (d) none of the above

v) Change the future tense

"The old man rose with hospitable haste."

- (a) "The old man had risen with hospitable haste."
(b) "The old man is rising with hospitable haste."
(c) "The old man did rise with hospitable haste."
(d) "The old man will rise with hospitable haste."

vi) Change from Direct to Indirect Speech

"I can buy some jaggery and coconut tomorrow."

- (a) "He said, he could buy some jaggery and coconut tomorrow."
(b) "He said, he could be buying some jaggery and coconut the next day."
(c) "He said, he could be buying some jaggery and coconut tomorrow."
(d) "He said, he could buy some jaggery and coconut the next day."

vii) Change from Indirect to Direct Speech

He said he charged only three paisa per question.

- (a) "I charge only three paisa per question."
(b) "I can charge three paisa per question."
(c) "For each of the question I ask I charge three paisa."
(d) "For each of the question I can ask I charge three paisa."

GROUP - B

viii) Change from Active to Passive

He took out a pinch of sacred ash.

- (a) A pinch of sacred ash was taken out by him.
- (b) He was taking out a pinch of sacred ash.
- (c) He might be taking out a pinch of sacred ash.
- (d) A pinch of sacred ash will be taken out by him.

ix) Change from Passive to Active

The village had been left by him without any previous thought or plan.

- (a) He had left the village without any previous thought or plan.
- (b) He was leaving his village without any previous thought or plan.
- (c) He will be leaving his village without any previous thought or plan.
- (d) He is leaving his village without any previous thought or plan.

x) Correct the wrong sentence :

The children has been asking for sweets for so many days now.

- (a) The children has asked for sweets for so many days now.
- (b) The child has been asking for sweets for so many days now.
- (c) The children has never asked for sweets for so many days now.
- (d) The child has never asked for sweets for so many days now.

2. (a) Define communication.

(b) Define Grapevine.

(c) Mention any three barriers to communication.

(d) What is information overload? **3+3+3+3 = 12**

3. (a) "Communication in effect is a blend of verbal and nonverbal communication." Explain.

(b) List 3 Major advantages of Shannon-Weaver Model.

(c) Draw the Wilbur Schramm Model of Communication.

(d) What 3 new modifications did Wilbur Schramm incorporate in the Shannon-Weaver Model. **3+3+3+3 = 12**

GROUP - C

4. (a) You are the Purchase Manager of Hindustan Institute of Technology, Asansol-713325. Your Institute is to set up a new Library and thereby you need new set of furniture. Draft a letter of Enquiry to the Sales manager of Durian Furniture, Assansol-713325 for the set of furniture.

(b) Synopsis Management Training Institute intends to purchase 30 desktops for its DBMS lab. You as the purchase manager of the company write a letter seeking quotation for 30 desktops from Dell. **6+6 = 12**

5. Indigo Textile Mill, Surat, 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 an outline for this report.

Group - D

6. Answer (in your own words) the questions that follow the passage:

We have been brought up to fear insects. We regard them as unnecessary creatures that do more harm than good. Man continuously wages war on them, for they contaminate his food, carry diseases or devour his crops. They sting or bite without provocation, they fly uninvited into our rooms on summer nights, or beat against our lighted windows. We live in dread not only of unpleasant insects like spiders or wasps, but of quite harmless ones like moths. Reading about them increases our understanding without dispelling our fears. Knowing that the industrious ants live in a highly organized society does not prevent us from being filled with revulsion when we find hordes of them crawling over a carefully prepared picnic lunch.

No matter how much we like honey, or how much we have read of the uncanny sense of direction which bees possess, we have a horror of being stung. Most of our fears are unreasonable, but they are difficult to erase. At the same time, however, insects are sense of strangely fascinating. We enjoy reading about them, especially when we find that like the Praying Mantis, they lead perfectly horrible lives. We enjoy staring at them, entrance as they go about their business, unaware - we hope - of our presence. Who has not stood in awe at the sight of a spider pouncing on a fly, or a column of ants triumphantly carrying home an enormous dead beetle?

- (a) Which words in the passage mean (i) hardworking and (ii) strange
 (b) Why do man dread insects?
 (c) What inks us about ants?

(d) Why do man feel disgusted with bees?

(e) Within 50 words state man's fear-facination approach towards insects. **2+2+2+2+4 = 12**

7. Answer (in your own words) the questions that follow the passage :

Unconsciousness is a state where a person appears to be in deep sleep from where he/ she cannot be awoken. The individual does not respond to any external stimuli, like sprinkling cold water on the face, and for that matter even painful ones like piercing with a pin, tingling a nerve etc. This insensible state is brought about by some interference in the normal functioning of the brain and the nervous system.

Unconsciousness when partial is called stupor and when complete is called coma. In cases of stupor, the individual can be roused with difficulty but the eyelids cannot be opened due to resistance by the individual. In a coma, however there is no response when an individual is being called, the lid can be opened without any resistance.

The usual case of unconsciousness includes fainting, sunstroke, concussion (brain injury), etc. Fainting is caused by the temporary reduction in the blood supply to the brain because of fright, unexpected good or bad news etc. People held up in stuffy places like the elevators often faint. A sudden fall in blood pressure can also cause fainting. The individual appears pale, becomes weak and slow, breathing becomes shallow and skin turns cold and clammy. Excessive summer heat can make the individual faint. Prolonged exposure to sun may cause sunstroke, which starts with headache, vomiting, dizziness, cramps or dryness of the throat.

Concussion commonly results in unconsciousness. Direct injury to the brain caused by either a blow on the head or a fall from a height etc. may result in concussion. The patient may 'black out' for a short time. An individual could suddenly become unconscious due to a heart attack. The initial signs are vomiting, profuse sweating and pain on the left side of the chest.

- (a) Which words in the passage mean (i) impetus and (ii) early
- (b) Define unconsciousness in your own words.
- (c) What is a coma?
- (d) How does fainting and sunstroke take place?

3+3+3+3 = 12

GROUP - E

8. (a) Identify and explain the figure of speech in the following line: "She floats like a laugh from the lips of a dream."
- (b) Identify and explain the figure of speech in the following line: "I watched the flame feeding on my mother."
- (c) What is the rhyme scheme of the poem "Palanquin Bearers"?
- (d) Mention two things the lady in the palanquin is compared with. Draw another comparison, involving the lady, which is not mentioned in the poem.

3+3+3+3 = 12

9. Draft a dialogue on the following incident keeping in mind the one act play by Rupert Brooke— "Lithuania" : The stranger is finishing a meal inside a house. The busy mother is serving the food and the daughter is sitting silently. The stranger is trying to enquire about the male members in the family. He expresses deep concern upon knowing that the son had died some years back and the father has the sole responsibility to fend for the family. 12