

**BUSINESS ENGLISH
(HMTS 1202)**

Time Allotted : 3 hrs

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 alternative for the following: **10 × 1 = 10**
- (i) This room is _____ the adjacent one.
(a) big than (b) bigger than
(c) more big than (d) bigger to.
- (ii) The rise and fall of the tide _____ due to lunar influence.
(a) are (b) were (c) is (d) none of these.
- (iii) One cannot be too careful about what _____ says.
(a) he (b) one (c) it (d) none of these.
- (iv) If anybody knows the truth, let _____ tell it.
(a) him (b) anybody (c) one (d) none of these.
- (v) _____ heir was needed to claim property rights.
(a) The (b) An (c) A (d) none of these.
- (vi) Not _____ word was uttered by the audience.
(a) the (b) an (c) a (d) none of these.
- (vii) Desperately, she moved from window to window, enquiring _____ the plane.
(a) from (b) about (c) for (d) into.
- (viii) I have not seen him _____ last week.
(a) from (b) during (c) in (d) since.
- (ix) The cake _____.
(a) smells sweet (b) is smelling sweet
(c) smell sweet (d) was smelling sweet.
- (x) The famous statue is right _____.
(a) before the museum (b) besides the museum
(c) in front of the museum (d) to the museum.

Group - B

2. (a) Fill in the blanks with appropriate articles and rewrite the given passage.
When Gavaskar came to open _____ innings for India against _____ West Indies in 1983, he was under tremendous pressure. India had already lost _____ first test in Ahmedabad. So, when he walked on to bat for _____ second test in Delhi, there was _____ lot at stakes for him. But _____ great opener rose to _____ occasion and started assaulting _____ mighty pacers straight-away.
- (b) What is 'redundancy'? Pick up and rewrite the redundant words from the following sentences:
(i) We need to cooperate together.
(ii) New innovations will move our industry forward.

(1 × 8) + (2 + 1 + 1) = 12

3. (a) Please add prepositions to the gaps in this passage.
In order to write a thesis, one must engage _____ research which focuses _____ a specific topic relevant _____ one's field of study. Current issues _____ the field should be addressed by means of a review _____ the literature _____ their chosen subject.
- (b) Rewrite the following sentences by properly placing the modifier and the modified together.
(i) With leaking pipes the woman found it hard to water her plants.
(ii) The worker was run over by the speeding car, sleeping on the pavement.
(iii) The student finally decided to consult a psychiatrist suffering from emotional turmoil.

(1 × 6) + (2 × 3) = 12

Group - C

4. (a) What is the difference between a phrase and a clause? Support your answer with suitable examples.
- (b) Rewrite the following paragraph by using correct punctuation marks and capital letters.
winston is one of the most laid-back people i know he is tall and slim with black hair and he always wears a t-shirt and black jeans his jeans have holes in them and his baseball boots are scruffy too he usually sits at the back of the class and he often seems to be asleep however when the exam results are given out he always gets an "A" i don't think hes as lazy as he appears to be.

6 + 6 = 12

5. (a) Explain three types of clauses with one example for each.
- (b) Identify the following styles of writing and substantiate by stating key characteristics of each style.
- (i) The iPhone 6 is unexpectedly light. The size of its screen is bigger than those of the iPhones that came before. It is thinner and smoother with the rounded body made of aluminium, stainless steel, and glass. The casing comes in whitish silver or gold, or a colour the company calls "space gray," the colour of the lead of a pencil with darker gray accents.
- (ii) Many people associate the taste of pumpkins with fall. In October, companies from Starbucks to McDonalds roll out their pumpkin-flavoured lattes and desserts. Here is how to make an easy pumpkin pie using only five ingredients. First, make sure you have all of the ingredients.

6 + (3 + 3) = 12

Group - D

6. Write a covering letter along with your short resume to apply for internship with Tata Steel. Highlight your objectives, skills, experiences and research interest. Assume necessary details.

12

7. (a) Mention at least six e-mail etiquette rules every professional should follow.
- (b) As the Team Leader at TDC write a congratulatory memo to your assignees on the successful completion of a project and announce awards for high achievers.

6 + 6 = 12

Group - E

8. (a) Within 250 words write an argumentative essay on 'English education has been detrimental to the growth of Indian languages'.
- (b) In 60 words write a précis of the following passage and add a title to it. When we survey our lives and efforts we soon observe that almost the whole of our actions and desires are bound up with the existence of other human beings. We notice that our social nature resembles that of the animals. We eat food that others have produced, wear clothes that others have made, live in houses that others have built. The greater part of our knowledge and beliefs has been passed on to us by other people though the medium of a language which others have created. Without language and mental capacities, we would have been poor

indeed comparable to many animals. We have, therefore, to admit that we owe our principal knowledge over the least to the fact of living in human society. The individual if left alone from birth would remain primitive and beast-like in his thoughts and feelings to a degree that we can hardly imagine. The individual is what he is and has the significance that he has, not much in virtue of the individuality, but rather as a member of a great human community, which directs his material and spiritual existence from the cradle to the grave.

8 + 4 = 12

9. (a) Write a paragraph in not more than 100 words on any one of the topics given below:
- (i) Knowledge is power (ii) Road safety
(iii) The pleasures of reading (iv) Silence is precious.

- (b) Answer the questions that follow the passage.

Using your analysis of how the poem works as your evidence, interpret the poem - answer the question, "So what is this poem all about?" In the interpretation, you bring together your analysis of the elements in the poem and show what they mean to the poem as a whole. You may suggest an interpretation of the speaker's state of mind, the poem's subject, or the nature of the experience which the poem creates. For example, does Poe's "The Raven" describe a dream? A drug-induced hallucination? A recollection? Why do you think so? What evidence, from your analysis, supports your idea? The main argument of your paper should begin to take form as you struggle with this process.

You have great freedom in interpreting a poem, provided that your assertions are solidly linked to your evidence. Interpretation that does not align with your analysis will be invalid. In the words of M. H. Abrams, editor of the *Norton Anthology of Poetry*, "There is no one, right interpretation of a poem - but there is one which is more right than any of the others."

The multi-faceted nature of poetry demands that you know where you are going before you begin to construct your written argument, which is why the description and paraphrase stages are so important. Your selective analysis emerges from them in the form of an argument that is limited to a manageable set of ideas. After you have thought through these stages and taken good notes, you should be ready to begin writing your critical appreciation.

- (i) How should one interpret a poem?
(ii) What are the steps to writing an analytical essay on a poem?
(iii) Write one synonym each for hallucination and recollection.

6 + (2 + 2 + 2) = 12