

(i) Printed Pages : 7]

Roll No.

(ii) Questions : 8]

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**Bachelor of Commerce 2nd Semester
Examination**

1047

ENGLISH AND BUSINESS COMMUNICATION

Paper : BCM-202

Time : 3 Hours]

[Max. Marks : 80

Note :- (i) Attempt all questions.

(ii) Parts of a question should be attempted together.

(iii) Write in a neat and legible hand.

Section-A

1. Attempt any *three* questions in about **100–120** words each :

(i) Highlight the spiritual conflict as portrayed in the play 'Chandalika'.

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(1)

Turn Over

(ii) According to Lamb, how do married women

'Warn you out' of their husband's confidence ?

(iii) "The true success is to labour". Explain.

(iv) What remedies does the author suggest to deal with bores ?

(v) "Humour is alien to effect". Discuss.

12

Answer any *one* of the two in about 350 words :

2. Compare and contrast an essayist and a poet.

Or

Attempt a portrayal of the Prakriti-Mother relationship.

10

3. Read the following passage and answer the following questions at the end of the passage :

Liberty is not a personal affair only, but a social contract. It is an accommodation of interest. In matters which do not touch anybody else's liberty, of course,

I may be as free as I like. If I choose to go down the strand in a dressing gown, with long hair and bare feet, who shall say me nay ? You have liberty to laugh at me, but I have liberty to be indifferent to you. And if I have a fancy for dyeing my hair, or waxing my moustache (which heaven forbid) or wearing a tall hat, a frock coat and sandals or going to get late or getting up early. I shall follow my fancy and ask no man's permission. I shall not enquire of you whether I may eat mustard with my mutton. I may like mustard with my mutton. And you will not ask me whether you may be a protestant or a catholic, whether you may marry the dark lady or the fair lady, whether you prefer Ella Wheeler Wilcox to Words Worth, or Chrompagne to Shondy. In all these and a thousand other details you and I please ourselves and ask no other man's leave. We have a whole kingdom in which we rule alone, can do what we choose, be wise or ridiculous, harsh or easy, conventional or odd. But directly, we step out

of that kingdom our personal liberty of action becomes qualified by other people's liberty. I might like to practise on the tronbone from midnight till three in the morning. If I went on to the top of Helvellyn to do it I could please myself, but if I do it out in the streets the neighbours will remind me that my liberty to blow the trombone must not interfere with their liberty to sleep in quiet. There are a lot of people in the world, and I have to accommodate my liberty to their liberties.

Read the above passage and answer the following questions :

- (i) Is liberty a personal affair only ?
- (ii) What examples of personal liberty does the writer give ?
- (iii) What happens when we step out of the kingdom of personal liberty ?
- (iv) Why is it important to strike a balance between personal liberty and other people's liberty ?

(v) Make sentences using the following words :

(a) Accommodation

(b) Liberty

(c) Ridiculous

(d) Forbid

12

4. Match the following :

Blurred

Day-dreaming

Faded

Healthy

Narrative

Not clear

Robust

Worn out

Reverie

Enthusiasm

Gusto

Story

6

Section-B

5. Write a report, with recommendations, on the parking facilities in your growing company.

Or

Write a report on behalf of a sub-committee appointed by the directors of a firm to inquire into the financial deterioration of the firm and to recommend steps for improvement.

10

6. Make a precise of the following and affix a suitable title to it :

A proper consideration of the value of time will inspire the habit of punctuality. Punctuality is the politeness of kings, the duty of gentlemen and necessity of men of business. Nothing begets confidence in a man sooner than the practice of this virtue, and nothing shakes confidence sooner than want of it. He who holds to his appointment, and does not keep you waiting for him shows that he has regard for your time as well as his own. Thus, punctuality is one of the ways in which we show our personal respect for those whom we are called upon to meet in the business life. It is also conciousness in a manner, for an appointment is a contract, and he who does not keep it, is guilty of breaking faith as well as of dishonestly wasting other people's time. We naturally come to the conclusion that the person who is careless about time will be careless about business and he is not to be trusted with the transaction of matters of importance.

7. What is video conferencing ?

Or

What are the barriers to effective listening ? 10

8. Prepare the curriculum vitae of an Accounts Manager. 10

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