

B.Com. Second Year (New CBCS Pattern) Sem-III  
**UCA3C03 - Compulsory English-I**

P. Pages : 2

Time : Three Hours



**GUG/W/23/10660 (S)**

Max. Marks : 80

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1. a) Answer **any one** of the following questions in about 150 words. **10**
- i) Describe the character of Sundar Pichai.
- ii) Discuss how capitalism turns people into ‘dangerous lunatics in the real world’.
- b) Answer **any one** of the following questions in about 150 words. **10**
- i) What was Yunus doing during the Bangladesh liberation war?
- ii) What are the avenues for service open to the youth today?
2. a) Answer **any one** of the following questions in about 75 words. **5**
- i) What happened to Sundar Pichai in 2011 and 2015?
- ii) How was the proliferation of machinery led to the decline of intelligence and innovation in modern civilization?
- b) Answer **any one** of the following questions in about 75 words. **5**
- i) How did Yunus apply microcredit to help the poor?
- ii) How can the youth repay their debt to society?
3. a) Answer **any one** of the following. **10**
- i) Write a job application for the post of secretary in the firm which was advertised in the ‘Hitwada’. Add your resume.
- ii) Write a job application for the Assistant Manager in L.G. Pvt. Ltd. Butibori, Nagpur and add your resume.
- b) Answer **any one** of the following. **10**
- i) Frame a dialogue between Mr. Rasool, the manager of a book distribution company, explains a change in office schedule to other employees.

- ii) Prepare the daily routine of Ramnath on the schedule given below.

6 a.m. – 7 a.m.      Went for a walk  
7 a.m. – 8.30 a.m.    Prayed and take a breakfast  
9.30 a.m. – 10 a.m.    Walked to work  
10 a.m. – 1 p.m.      Checked and replied to emails  
1 p.m. – 2 p.m.      Lunch  
2 p.m. – 4 p.m.      Prepared analysis for the day  
4 p.m. – 5 p.m.      attended sales analysis meeting  
5 p.m. – 6 p.m.      Went for home  
7 p.m. – 8 p.m.      ate dinner  
9 p.m. – 10.30 p.m.    go to bed

4. a) Prepare an email with the help of information given below **any one**. **10**

- i) Write an email to your staff member informing them of the approaching deadline for the completing the work allotted to him.
- ii) Write an email to your manager requesting permission to claim one day of sick leave as you are feeling unwell and suffering from a fever.

- b) Answer **any one** of the following. **10**

- i) Write a News Paper report on workshop organized in your college by employment cell.
- ii) Write a report on student's union election of your college.

5. a) Punctuate **any one** of the following. **4**

- i) Mini sang we shall overcome with such feeling that it brought tears to every ones eyes.
- ii) They said to Rose you must sing at the music festival.

- b) Identify the 'main clauses' and subordinate clauses in the following sentences. **3**

- i) Shah Rukh waved as he entered the studio.
- ii) We first met in Mumbai when we were in school.
- iii) They were late for class even though they ran.

- c) Do as directed. **3**

- i) They were kind and generous donating money to several charities  
(Use not only-but also)
- ii) She does not have the experience and qualification for such a position.  
(Use neither – nor)
- iii) He is too – lazy to do anything (Use so – that)

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