

- Q-3** Discuss lay-out and structure of report. (14)
- Q-4** **Write Short notes on the following :** (14)
1. Preparatory steps for presentation
2. Objectives of interview
- Q-5** What is resume ? Explain what the employers look for in the candidates. (14)
- Q-6** Describe in your own words the character of Soma in the story *Such Perfection* by R.K.Narayan. (14)
- Q-7** **Write brief answers of the following :** (14)
1. Difference between Group Discussion and Debate
2. Write a report on the celebration of Independence Day in your village/city.
- Q-8** Describe the plot of the story *Gift of Magi* in your own words. (14)

