

C. U. SHAH UNIVERSITY

Winter Examination-2022

Subject Name: Communicative English

Subject Code: 3SC02CEN1

Branch: PGDMLT

Semester: 2

Date: 27/09/2022

Time: 11:00 To 02:00

Marks: 70

Instructions:

- (1) Use of Programmable calculator & any other electronic instrument is prohibited.
 - (2) Instructions written on main answer book are strictly to be obeyed.
 - (3) Draw neat diagrams and figures (if necessary) at right places.
 - (4) Assume suitable data if needed.
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Q-1 Attempt the following questions: (14)

- a) Which of the following words are called nouns?
i. with, by, at, on ii. and, or, by, so iii. Rima, pen, Goa, fan
- b) Which of the following words are called pronouns?
i. key, Hari, bench ii. we, they, us iii. above, at, in
- c) He has a big car. Find out the adjective in this sentence.
i. he ii. big iii. car
- d) _____ are the joining words.
i. conjunctions ii. preposition iii. interjection
- e) Verbs are _____ words.
i. action ii. naming iii. joining
- f) They do their work seriously. Find out the verb in this sentence.
i. do ii. work iii. seriously
- g) We do our work seriously. Find out the adverb in this sentence.
i. do ii. work iii. seriously
- h) We use *-ing* in _____ form of the tense.
i. simple ii. continuous iii. perfect
- i) We use past participle (V3) in _____ form of the tense.
i. simple ii. continuous iii. perfect
- j) We use _____ form of the tense to describe any action that is going on.
i. simple ii. continuous iii. perfect
- k) We use _____ tense to describe any action that is already completed in the near past.
i. simple ii. continuous iii. perfect
- l) In a _____ the importance is basically given on skills & experience.
i. bio-data ii. resume iii. C. V.
- m) Which of the followings is the basic sentence pattern of a sentence?
i. S+ O+ V ii. S+ V+ O iii. O+ V+ S
- n) A doer in a sentence is called _____.
i. subject ii. object iii. predicate



Attempt any four questions from Q-2 to Q-8

- Q-2** **Attempt all questions** **(14)**
- A** Change the voice. **07**
- i. He brings the vegetables.
 - ii. He has made this temple.
 - iii. I have written this application.
 - iv. She teaches English.
 - v. They were watching that film.
 - vi. We had completed the task.
 - vii. I am doing my homework.
- B** Name the form of the tense. **07**
- i. He is a doctor.
 - ii. She has a big bungalow.
 - iii. My uncle helped him.
 - iv. They were watching that film.
 - v. I have written this application.
 - vi. He has made this temple.
 - vii. I am doing my homework.
- Q-3** **Attempt all questions** **(14)**
- A** Use appropriate preposition **07**
- i. The cat jumped _____ the chair. (of/ off)
 - ii. He is fond _____ chocolates. (of/ off)
 - iii. There is a cow _____ the field. (in/ on)
 - iv. Which of these chairs did you sit _____? (on/ up)
 - v. He was sitting _____ a tree. (under/ below)
 - vi. He goes _____ (to/ at) temple _____ (on/ in) Monday.
- B** Fill in the blanks with correct conjunctions. **07**
- i. He ran away _____ he was afraid.
 - ii. He tried _____ he did not succeed.
 - iii. He died _____ his country.
 - iv. Stay here _____ Monday.
 - v. Eating _____ talking at the same time is a bad manner.
 - vi. Eat to live _____ not live to eat.
 - vii. He cried _____ he had hurt his knee.
- Q-4** **Attempt all questions** **(14)**
- A** What is presentation? What are the steps required for an effective presentation? **07**
- B** Write short notes on the followings:- **07**
- Circular, Memo
- Q-5** **Attempt all questions** **(14)**
- A** You want to attain your cousin brother's marriage. Write a leave application requesting you HoD to grant you three days leaves. **07**
- B** Write a circular to all the employees of your Company to attend a three days workshop on laboratory techniques. **07**



- Q-6** **Attempt all questions** **(14)**
- A** Write a resume to Divya Jyoti Pharma Company applying for the post of a Lab in charge. **07**
- B** Write a memo to the Lab in charge of your Company informing him to collect the safety accessories for the Lab Technicians. **07**
- Q-7** **Attempt all questions** **(14)**
- A** Write about your daily activities using simple form of the tense. **07**
- B** Write a detail note on parts of speech. **07**
- Q-8** **Attempt all questions** **(14)**
- A** You have to submit a report on confirmed case of Covid-19 patients to the Health Department of your state. Write a detail report on the patients of Covid-19 admitted in your hospital. **07**
- B** State the proper format to draft a resume. **07**

