

**PARUL UNIVERSITY**  
**FACULTY OF COMMERCE**  
**B.Com. (Hons) Winter 2018 – 19 Examination**

Semester: 2

Subject Code: 16193151

Subject Name: Communication Skills - II

Date: 14/12/2018

Time: 10:30 to 1:00

Total Marks: 60

**Instructions:**

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.
4. Start new question on new page.

**Q.1 Do as directed.**

A) Answer the following questions: (Any 20 out of 21)

(10)

1. |John shattered the 200 meter butterfly by swimming it \_\_\_\_ record time.

- A) During B) in C) on D) for

2. Do you \_\_\_\_ any bread?

- A) got B) have C) has D) had

3. Here is the \_\_\_\_ news. Share prices on the Dow Jones Index have fallen dramatically.

- A) cheap B) financial C) depressed D) wealthy

4. My dad's really \_\_\_\_\_. He always buys presents for everyone.

- A) romantic B) fortunate C) generous D) depressed

5. This is \_\_\_\_\_ than I expected.

- A) more hard B) hard C) the hardest D) harder

6. Hey! You are \_\_\_\_\_ employee in our firm.

- A) youngest B) younger C) young D) the youngest

7. Your essay was \_\_\_\_\_ than Jim's, but it was \_\_\_\_\_ than Mary's.

- A) better / worse B) gooder / badder
- 
- C) better / worst D) best / worse

8. I turned around \_\_\_\_\_, because there was a \_\_\_\_\_ shout.

- A) immediately / sudden B) immediate / suddenly
- 
- C) immediate / sudden D) immediately / suddenly

9. He's interested \_\_\_\_\_ flying.

- A) at B) in C) on D) with

10. Last week was \_\_\_\_\_ than this week.

- A) busy B) more busy C) busier D) the busiest

11. There's a film \_\_\_\_\_ channel 4.

- A) at B) in C) by D) on

12. Peter's very \_\_\_\_\_ at tennis. He won the game.

- A) goodly B) well C) good D) best

13. Sally didn't buy the red shoes \_\_\_\_\_ she couldn't afford them.

- A) until B) so C) because D) when

14. I didn't enjoy math lessons \_\_\_\_\_ I was at school.

- A) until B) when C) because D) and

15. What's \_\_\_\_\_ television this evening?

- A) at B) on C) in D) of

16. We use adverbs \_\_\_\_\_ the beginning and the end of a sentence, but sometimes \_\_\_\_\_ the middle of a sentence.

- A) at / in B) in / at C) on / at D) at / on

17. Individuals and organizations should be \_\_\_\_\_ for their actions.

- a) responsible b) accountable c) Both a) and b) d) None of these

18. When companies put money into investment projects in other countries, it is called \_\_\_\_\_.

- a) FNI b) FDI c) capital inflow d) None of these

19. Social audits are a part of social \_\_\_\_\_.

- a) justice b) reporting c) responsibility d) welfare

20. Temporary failure to act in a correct way = ethical \_\_\_\_\_

- a) stance      b) standard      c) behavior      D) lapse

**21. When lenders agree for a debt to be repaid in a different way, it is called debt \_\_\_\_\_.**

- a) restructuring      B) relief      C) forgiveness      D) rescheduling

**B) Answer the following questions: (Any 26 out of 27)**

**(13)**

**1. Deep-sea fishing has to be done in a way that maintains fish stocks and avoids \_\_\_\_\_.**

- a) under fishing      b) overfishing      c) both a) and b)      d) None of these

**2. Prices can fall dramatically when there is \_\_\_\_\_ around the world.**

- a) fair trade      b) less production      c) overproduction      d) None of these

**3. Future stocks of trees can be maintained with the help of \_\_\_\_\_.**

- a) afforestation      b) reforestation      c) deforestation      d) None of these

**4. HIPC stands for \_\_\_\_\_**

- a) heavily indebted poor countries      b) heavily ignorant poor countries  
c) Both a) and b)      d) None of these

**5. Debt \_\_\_\_\_ = when lenders agree that debts do not need to be repaid.**

- a) restructuring      B) relief      C) forgiveness      D) rescheduling

**6. Business dealings should be \_\_\_\_\_.**

- a) Hidden      b) transparent      c) explainable      d) Both b) and c)

**7. The greenhouse gases in the atmosphere need to be removed from it. They can be captured and stored underground. This is called \_\_\_\_\_.**

- a) Carbon capture      b) Carbon Sequestration      c) Both a) and b)      d) None of these

**8. Something that causes cancer- \_\_\_\_\_.**

- a) toxic      b) polluting      c) carcinogenic      d) Both a) and c)

**9. The way a company is organized and managed at the highest level is called \_\_\_\_\_.**

- a) Board organization      b) Corporate Governance      c) None of these

**10. This is \_\_\_\_\_ photo I have ever seen.**

- A) good      B) better      C) the best      D) None of these

**11. Hey! Why are you acting like an \_\_\_\_\_ man?**

- A) older      B) olden      C) old      D) the oldest

**12. My last trip to Goa was \_\_\_\_\_ than this one.**

- A) fun      B) morefun      C) funnier      D) None of these

**13. Debt \_\_\_\_\_ = when lenders agree that debts can be paid at a later time.**

- a) restructuring      B) relief      C) forgiveness      D) rescheduling

**14. Any business dealings can never be \_\_\_\_\_.**

- a) Hidden      b) transparent      c) explainable      d) None of these

**15. I always wanted \_\_\_\_\_ learn swimming.**

- A) at      B) in      C) on      D) to

**16. A particular code of conduct that an organisation expects you to follow = ethical \_\_\_\_\_**

- a) stance      b) standard      c) behavior      D) lapse

**17. We use adjectives \_\_\_\_\_ to describe more about the nouns.**

- A) at      B) in      C) on      D) to

**18. I was not allowed to drive a car \_\_\_\_\_ I didn't have a license.**

- A) until      B) when      C) because      D) and

**19. Do you have \_\_\_\_\_ idea about the time of the class?**

- A) any      B) in      C) some      D) for

**Match the following:**

20.Social issues	a. An area where moral behaviour is important
21.Ethical issue	b. Underpaid people with terrible working conditions
22.radioactivity	c. an absence of excessive fluctuations in the macro economy
23.Carbon capture	d. Making repayments on a debt
24.Renewable sources of energy	e. A form of energy that can harm humans, animals, etc.
25.Sweatshop labour	f. Allow economic growth without damaging the environment

26. Debt service	g. Areas of concern such as poverty, unemployment, etc.
27. Economic stability	h. Capturing of greenhouse gases and storing them underground

**Q.2 Answer in Detail in around 150 words.** (Any 2 out of 3) (12)

1. **Write a paragraph on:** My favourite actor.
2. **Write a paragraph on:** School vs. college
3. **Write a review on a book of your choice.**

**Q.3 Read the following passage and answer the questions that follow:** (Any 13 out of 15) (13)

Did you know that some people don't do their reading assignments? It's shocking, but it's true. Some students don't even read short texts that they are assigned in class. There are many reasons for this. They may be distracted or bored. They may be unwilling to focus. They may be unconfident readers. Whatever the reason, it has to stop today. Here's why.

Reading stimulates your mind. It is like a workout for your brain. When people get old, their muscles begin to deteriorate. They get weaker and their strength leaves them. Exercise can prevent this loss. The same thing happens to people's brains when they get older. Brain power and speed decline with age. Reading strengthens your brain and prevents these declines.

You can benefit from reading in the near-term too. Reading provides knowledge. Knowledge is power. Therefore, reading can make you a more powerful person. You can learn to do new things by reading. Do you want to make video games? Do you want to design clothing? Reading can teach you all this and more. But you have to get good at reading, and the only way to get good at something is to practice. Read everything that you can at school, regardless of whether you find it interesting. Reading expands your vocabulary. Even a "boring" text can teach you new words. Having a larger vocabulary will help you better express yourself. You will be able to speak, write, and think more intelligently. What's boring about that?

Do not just discount a text because it is unfamiliar to you. Each time you read, you are exposed to new ideas and perspectives. Reading can change the way that you understand the world. It can give you a broader perspective on things. It can make you worldlier. You can learn how people live in far-away places. You can learn about cultures different from your own.

Reading is good for your state of mind. It has a calming effect. It can lower your stress levels and help you relax. You can escape from your troubles for a moment when you read, and it's a positive escape. The benefits of reading far outweigh those of acting like a doofus. So do yourself a favor: the next time you get a reading assignment, take as much as you can from it. Squeeze it for every drop of knowledge that it contains. Then move on to the next one.

**Questions:**

**1. Which best expresses the main idea of the second paragraph?**

- a. Reading is exciting.
- b. Reading strengthens your mind.
- c. Age affects the body in many ways.
- d. Working out keeps your body in shape.

**2. Why does the author think that you should read books that are boring?**

- a. You will eventually grow to love them if you read them enough.
- b. You will get better grades in reading class.
- c. You will make your teacher very happy.
- d. You will learn new words.

**3. Which best expresses the main idea of the third paragraph?**

- a. Reading can benefit you.
- b. You can learn to program video games or design clothing by reading.
- c. You can learn amazing things and become a better person by reading.
- d. Knowledge is power.

**4. Which is not a reason given by the author why students fail to complete reading assignments?**

- a. Students may be bored.
- b. Students may be distracted.
- c. Students may be unwilling to focus.
- d. Students may be tired.

**5. Which best expresses the author's main purpose in writing this text?**

- a. He is trying to persuade students to do their reading work.
- b. He is teaching people how to become better readers.

- c. He is explaining why people don't do their reading work.
- d. He is entertaining readers with facts about the mind and body.
- 6. **Which best describes the author's tone in the first three sentences?**
  - a. Surprised b. Sarcastic
  - c. Informative d. Irate
- 7. **Why does the author believe that reading is good for your mind state?**
  - a. It has a calming effect. b. It can lower your stress levels.
  - c. It can help you relax. d. All of these
- 8. **Give a suitable title to the passage.**
- 9. **From the passage find a word that means the opposite of: confident**
- 10. **From the passage find a word that means the opposite of: disturbing**
- 11. **From the passage find a word that means the opposite of: narrower**
- 12. **From the passage find a word that means the opposite of: disadvantages**
- 13. **From the passage find a word that means: stop**
- 14. **From the passage find a word that means: downfall**
- 15. **From the passage find a word that means: to make something strong**

**Q.4 Descriptive writing in around 150 words. (Any 2 out of 3)**

**(12)**

- 1. As your company is growing constantly and you need a bigger and better work place, your company is relocating to a new address. Write an email to your customers informing about the change in address.
- 2. You are Aditya and you are a supplier. M/S Big Wheel Manufacturing Company is one of your clients. Write an email to Mr. Chopra, the manager of M/S Big Wheel Manufacturing Company reminding about the payment for already delivered products which is due for three months.
- 3. Describe the following picture:

