

(ii) Where there is a will there is a way. 5

4. (a) Write a letter to the Mayor of the Municipal Corporation of your city complaining about bad road condition in your area.

OR

Write a letter to the Vice Chancellor requesting him to be the chief-guest of the gathering organized by your college. 5

- (b) Write a detailed report on the Blood-donation camp organized in your college. 5

5. (a) Give the **one** word substitute for the following

- (i) A person's life history written by another.
(ii) A park where many kinds of animals are kept for exhibition. 2

- (b) Write a short note on any **ONE** of the following :—

- (i) Verbal communication.
(ii) Interview techniques. 3

- (c) Write a personal response on any **ONE** of the following in about **100** words.

- (i) Education and personal development
(ii) Environmental Pollution
(iii) Rise of IPL in India. 5



Second Semester B. C. A. (Part – I) Examination

COMMUNICATION SKILLS

P. Pages : 4

Time : Three Hours]

[Max. Marks : 50

1. (a) Read the following passage carefully and write your response or comment in about **100** words.

Man is primarily a reasoning animal. He has, in other words, a mind which can reflect, discover causes, find reasons why, probe the secrets of nature, plan the future and meditate upon the purposes of life. Reasoning is broadly of two kinds. First, there is theoretical reasoning. Man is moved by curiosity and has a disinterested desire to know simply for knowledge's sake. The outcome of this desire is science, mathematics, philosophy, history; in fact, the whole body of knowledge which constitutes our inheritance from the past and which moulds the mind of the present. Secondly, there is the reasoning which we perform in order to secure practical results. Applying the conclusions of theory to the practice of living, man has transformed his world, changing his environment more completely in the last hundred and fifty years than throughout the whole of the preceding two thousand years.

Secondly, there are morals. Everything in nature except man acts as it does because it is

its nature to act. It is, therefore, pointless to argue whether it is right it to act as it does; pointless to exhort it to act differently. We do not say of a stone that it ought to go uphill, or blame a tiger for tearing its prey. When, however, we consider a human being, we can say not only 'this is what he is like' but also, 'that is what he ought to be like'; Man, in other words, and man alone, can be judged morally. What is the reason for this distinction between man and nature ? It is to be found in the fact that man has a sense of right and wrong, so that, whatever he may in fact do, we recognize that he ought to do what is right and avoid what is wrong; we recognize also that whatever he may in fact do, he is free to do what is right and avoid what is wrong. Man is thus set apart from everything in nature by virtue of the fact that he is a free moral agent. Many would attribute this unique moral nature of man to the fact that he possesses or is an immortal soul. 5

(b) Attempt a precis of the above passage, 5

2. (a) Use the other forms of the given verbs in sentences of your own.

(i) to transform

(ii) to expect

(iii) to judge. 3

(b) Change the voice.

(i) Tina opened the envelope.

(ii) He enjoys reading. 2

(c) Use the following phrases in sentences of your own.

(i) A great deal of

(ii) At the feet of

(iii) For the sake of

(iv) to wake up

(v) to bring up 5

3. (a) Attempt a paraphrase of the following poem.

It takes much time to kill a tree,
Not a simple job of the knife
will do it. It has grown
slowly consuming the earth,
Rising out of it, feeding
Upon its crust, absorbing
Years of sunlight, air, water,
And out of its leprous hide
Sprouting leaves.

So hack and chop

But this alone won't do it.

Not so much pain will do it.

The bleeding bark will heal

And from close to the ground

Will rise curled green twigs,

Miniature boughs

Which if unchecked will expand again

To former size. 5

(b) Expand any **ONE** of the following ideas in about **100** words.

(i) Unity is strength.