
COMMUNICATION SKILLS - II

Time : 2:30 Hours]**[Maximum Marks : 50****[Minimum Marks : 17****NOTES :**

- i) Attempt **all** questions.
- ii) Use of Pager and Mobile Phone by the students is not allowed.

Q1) Fill in the blanks with suitable prepositions :**[4 × 1 = 4]**

- a) No country should interfere _____ the internal affairs _____ another country.
- b) Mohan has been accused _____ murder.
- c) He is junior _____ me _____ service.
- d) He always boasts _____ his high connections.

Q2) Frame appropriate question for the underlined parts :**[4 × 1 = 4]**

- a) Harish bought a new shirt.
- b) Mamta has been living in this city for 10 years.
- c) He did not go to school because he was suffering from fever.
- d) My uncle lives in Agra.

Q3) Fill in the blanks with suitable conjunction :**[2 × 1 = 2]**

- a) Ram asked Sita _____ she loved him.
- b) He will not come _____ you have offended him.

Q4) Fill in the blanks with the suitable forms of the verbs given in the brackets :**[5 × 1 = 5]**

- a) Whenever I _____ to see him, he was out. (go)
- b) He had never _____ there. (be)
- c) If my father _____ me more money this time, I will buy a new coat. (send)
- d) The patient _____ before the doctor came. (die)
- e) Newton _____ the law of gravitation. (discover)

Q5) Read the following passage carefully and answer the questions that follow :

One day a rich merchant of Baghdad sent his servant to the market to buy food. The servant returned very quickly and rushed into his master's room, his eyes wide and ghastly, his whole body shaking with fear. "Master", he cried, "As I was walking through the crowded market, a woman struck against me and nearly fell. When I turned to help her I saw that it was death and that she raised her hand and was about to lay it on me. I ran from that evil place and did not look back. Now I must escape from this town at once. "But how do you know that it was Death?" asked the merchant. "I know it perfectly. I have good reasons to know her", continued the servant, "I was alone with her face to face for six long days and nights two years ago, when I had fever. Please lend me your fastest horse and I will ride like the wind to Samara, where I shall be safe." The merchant lent the servant a horse and watched him disappear along the road to the north in a cloud of dust.

Then the merchant walked to the market and looked about until at last he saw a woman who was a stranger to him. He greeted her and asked her who she was. "Why did you lift your hand in order to take my servant?" he asked. "I did not mean to take him then", she said, "I raised my hand in a movement of surprise. I was surprised to see your servant in Baghdad today, because I arranged long ago to meet him in Samara to night."

- a) Why was the servant so nervous when he returned from the market? [2]
- b) Mention two occasions when the servant had met Death face to face. [2]
- c) Why was Death surprised to see the servant in Baghdad? [2]
- d) How do you know that the master took pity on the servant? [2]
- e) Give one word for the following groups of the words : [2 × 1 = 2]
- i) A man residing in a country of which he is not a citizen.
- ii) One who has great love for one's country.
- f) Give the synonyms of the following : [2 × 1 = 2]
- i) Strange ii) Prevent
- g) Give antonyms of the following : [2 × 1 = 2]
- i) Definite ii) Enjoyment
- Q6)** Write a letter to the branch manager of your bank requesting him to issue a cheque book for the transaction. [7]
- OR**
- Draft a complaint letter regarding delay in delivery of dress material.
- Q7)** Write a letter to the manager of the Indian Oil Company of your region asking him to take strict action against the dealers in gas cylinder to their irregular supply. [7]
- OR**
- Write a letter to M/s Rahul & Sons, 35 Anand Vihar, New Delhi-110001, complaining about the low quality goods supplied to you by them.
- Q8)** What information should you include in a meeting agenda? [7]
- OR**
- Write an application for the post of Secretary in a reputed company.

