

**B.C.A. (Part—I) Semester—I Examination**  
**1ST6 : COMMUNICATION SKILLS (Old)**

Time : Three Hours]

[Maximum Marks : 50

**Note :—** (1) All questions are compulsory.  
(2) All questions carry equal marks.

1. (A) Fill in the blanks with appropriate article or preposition :
- (i) Michael jumped \_\_\_\_\_ the river.
  - (ii) \_\_\_\_\_ car I bought broke down. 2
- (B) Fill in the blanks by using the suitable form of the verb given in brackets :
- (i) When I reached the station, the train \_\_\_\_\_. (leave)
  - (ii) I \_\_\_\_\_ (visit) the Taj Mahal last month. 2
- (C) Give synonyms for the following :
- (i) Brave
  - (ii) Loyal. 2
- (D) Give antonyms for the following :
- (i) Noisy
  - (ii) Attack. 2
- (E) Correct the following sentences :
- (i) The prices of cars has escalated.
  - (ii) We are playing tennis every day. 2
2. (A) Identify the form of sentences given below :
- (i) What a beautiful plate this is !
  - (ii) Stop the car. 2
- (B) Identify the clause used in the following sentences :
- (i) I will wait until the sun sets.
  - (ii) Rohit, who is intelligent, is my friend.
  - (iii) Please tell me who left his shoes on the floor. 3
- (C) Do as directed :
- (i) Palash painted the house last week. (Change the voice)
  - (ii) Jeet said to Tushar, "Please come to my house this afternoon." (Change the narration)
  - (iii) He is very proud. He will not ask for help. (Use 'too')
  - (iv) Jack is from Spain. (Add the question tag)
  - (v) Jupiter is the biggest of all planets. (Change into comparative degree)

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OR

Apply for the post of a Cashier to the Manager, Bank of Maharashtra, Pune. 5

- (B) Imagine that you are Rajesh Kumar from Pune applying to the Manager, Eureka Forbes Ltd., Pune for the post of Accountant. Prepare a Curriculum Vitae in response to the advertisement that appeared in the newspaper.

OR

Write a C.V. to be sent in response to the following advertisement :

Wanted an experienced Office Assistant of not more than 35 years of age. He should be a local resident having a good knowledge of English, Hindi and Marathi. Candidate having knowledge of Computer with basic degree in any discipline will be given preference.

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4. (A) Prepare an Advertisement for the post of a Sales Assistant in Big Bazar Sales Corporation, Mumbai.

OR

Prepare an Advertisement for a newspaper to sell your flat. 5

- (B) Prepare a notice of Diwali vacation for staff and students of your college.

OR

Write an e-mail to the Manager, Sripad Continental, Nagpur to book two rooms for your family, at sripad@gmail.com. 5

5. (A) Write a story using the following outline and give suitable title :

Two friends — forest — see bear — one climbs on tree — other remains on ground — bear sniffs — bear leaves — friend climbs down — asks friend — don't trust friend — moral. 3

- (B) Write an essay on any one of the following topics :

(i) The Evils of Terrorism

(ii) Wonders of Science

(iii) Save Trees Save Life

(iv) Importance of Sports and Games. 7