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Total No. of Pages : 01

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B.Sc. (FD) Knits (2018 Batch) (Sem.-1)**ENGLISH****Subject Code : BTHU-103-18****Paper ID : [75279]****Time : 3 Hrs.****Max. Marks : 30****INSTRUCTION TO CANDIDATES :**

1. All Questions Are **COMPULSORY**.
2. Q1, Q2 and Q3 carry **FIVE** marks each.
3. Q4 and Q5 carry **SEVEN AND HALF** marks each.

Q1. Discuss all the types of communication in detail. (5)

Q2. Discuss the method of making notes or documentation. (5)

Q3. Translate the following passage into Hindi or Punjabi : (5)

Punctuality is a habit which must be cultivated by every cultured person. It is the mark of civilization and culture. It has been rightly called the 'soul of business'. In our daily life, we have to attend to various types of business. This brings us in contact with other people. We hardly realize that in being late, how much annoyance and worry we unnecessarily cause to others and make them suffer on account of our lethargy for no fault of theirs.

Q4. Analyse and interpret the following passage in your own words : (7.5)

This is my world now; it's all I have left. You see I am old and I am not as healthy as I used to be. I am not necessarily happy with it but I accept it. Occasionally, a member of my family will stop in to see me and bring me some flowers or a little present, maybe a set of slippers. I have got 8 pairs. We will visit for a while and then they will return to the outside world and I'll be alone again. Oh, there are other people here in the nursing home. Residents, they are called. The majority are about my age. I am 84. Many are in wheelchairs. When they are well they will be going home. Various stages of Alzheimer's have robbed them of their mental capacities. We listen to their repeated stories and questions.

Q5. Write a letter to your parents thanking them for providing you the facilities and good education. (7.5)