

**DIPLOMA EXAMINATION IN ENGINEERING/TECHNOLOGY/MANAGEMENT/
COMMERCIAL PRACTICE, NOVEMBER - 2022**

ENGLISH FOR COMMUNICATION - II

[Maximum marks: 100]

(Time: 3 Hours)

PART – A

I. Read the following excerpts and answer the questions that follow:

1. “Excuse me”, I stammered, “but do you mind giving me your card? I have a very important reason in asking it”.
 - (a) Here ‘you’ refers to..... (1)
 - (b) Do you mind giving me your card? The language function used here is..... (2)
 - (c) Explain the context. (4)
2. “If you could see how he sleeps when I go in to wake him up! I wish I could manage alone”.
 - (a) Who is the speaker? (1)
 - (b) Why does the speaker wish if the work could be managed alone? (2)
 - (c) What impact did it make on Rob? (4)
3. “You are the handicap you must face.....?”
 - (a) Who is the author? (1)
 - (b) Why does the author say so? (2)
 - (c) What are the decisions we should make? (4)
4. “It is not only for transport that the wheel is vital”.
 - (a) What are the other uses of wheel? (1)
 - (b) Name the person who invented the air-filled pneumatic wheel. (2)
 - (c) The wheel is often used as a metaphor for the never ending cycle of life. Why? (4)

PART – B

II. 1. Students played cricket.

- (a) Change the sentence into negative.
- (b) Find the subject of the sentence.

(2 x 1=2)

2. Choose the correct word from the brackets and fill in the blanks.

- (a) Mary was extremely about the interview.(anxious, hastily)
 (b) The class teacher..... me leave of absence. (gifted, granted) (2 x 1 =2)

3. Combine the sentence using suitable relative clauses.

- (a) A hotspot is an area. People go there to access internet.
 (b) An actor is a person. He appears in films. (2 x 1 =2)

4. Write a note to your neighbour requesting him to take care of your dog, as you will be away for two days. (2)

5. Write two sentences expressing your condolence to your friend who has recently lost her father to a long term illness. (2)

6. Given below are the dictionary entries of the word 'bright'. Study it carefully and answer the questions that follow.

bright. Adj.
 1. giving out or reflecting much light; shining.
 2. intelligent and quick-witted.
 brightly. Adv.
 bright . n.

- (a) The adverb form of bright is
 (b) Use bright in a sentence of your own.
 (c) *The necklace was dazzlingly bright.* To which part of speech does 'bright' belong here?
 (d) *He turned the brights on and we drove along the road.* Here 'brights' is used as
 (4 x 1 = 4)

7. Write down the following words in their orthographic form(English).

- (a) / ɪ m b j u : / (b) / s t eɪ b l / (c) / h eɪ s t ɪ l ɪ / (d) / k o l i : g / (4x1=4)

III.

1. Fill in the blanks choosing the correct words from the box given below.

hybrid, ushered, combustion, metaphor

- (a) Television in an era of entertainment.
 (b) The of fuels produce energy.
 (c)vehicles use two or more power sources to work.
 (d) Lights are used as afor hope. (4 x 1 = 4)

2. Pick out the word that is different from others in meaning. (4 x 1 = 4)

| | | | | |
|---|----------|---------|---------|------------|
| a | Fear | fright | dread | quiet |
| b | Strange | amazing | bizarre | unfamiliar |
| c | Fearless | brave | timid | daring |
| d | Clear | stutter | mumble | stammer |

3. There are some spelling errors in the passage. They are given in bold letters. Correct the errors and write them down.

Paper remained a **luksury** (a) item through the centuries until the **adwent** (b) of steam-driven papermaking machines. Easy **aveilability** (c) of paper along with **advansements** (d) in printing technology has helped to bring knowledge to the common man. (4 x 1 = 4)

4. Use passive voice

- (a) The project by the end of next month. (complete)
(b) The Christmas tree.....by the children yesterday.(decorate)
(c) Onamcelebrated every year to commemorate the rule of King Maveli.
(celebrate)
(d) Teaby the guests now. (drink)

(4 x 1 = 4)

5. Each line contains an error. Correct the error and write them down.

- (a) He is my older brother
(b) My brother family lives in Mumbai.
(c) She is younger than me.
(d) We have some far relatives in Goa.

(4 x 1 = 4)

6. Read the following dialogue and complete the following paragraph.

Mia : Can you lend me an amount of 3000 rupees?

Dave : I will check my account balance and let you know.

Dave : Why do you need the money?

Mia : Oh! I have to repair my laptop urgently.

Mia asked Dave(a) Dave replied that he (b) Dave enquired
..... (c) Mia sadly answered that(d)

(4 x 1 = 4)

PART – C

- IV. Describe the person whom you consider your role model. Give attention to his/her physical appearance, character etc. (5)

- V. You are the Secretary of the Film Club of your college. You organized a short film festival celebrating 100 years of Indian Cinema. Propose a vote of thanks on the occasion. (5)

- VI. Read the process of making a fruit shake given below and rewrite it in the format given in the help box. Use appropriate linkers.

Choose a good blender. Slice bananas and chop some strawberries. Transfer the chopped

fruits into the blender. Add some milk. Blend until it turns into a smooth, thick liquid.

Begin like his: First, a good blender is chosen.....

(5)

VII. You had ordered a consignment of 100 copies of Sydney Sheldon's *Best Laid Plans*. On its arrival, you found the consignment to be drenched and dented. After opening the parcel you found that the books were extensively damaged. Send an email to the company asking them to replace the damaged books and to send a fresh invoice covering the cost of the new order.

(5)

VIII. Write a letter to your Principal to issue your Transfer Certificate so that you can join for another course in a different Institution.

(5)

IX. You are the area manager of a reputed company. Study the schedule of your daily activity given below and prepare a report.

(5)

| | |
|---------|--|
| 8.00am | Attendance Reporting |
| 9.30am | Evaluation of previous day |
| 10.00am | Meeting with sales representatives |
| 11.00am | Calling up clients |
| 12 noon | Checking bank transactions |
| 1.30pm | Preparing order chart |
| 2.00pm | E-filing orders |
| 3.00pm | Progress assessment for the day |
| 4.00pm | Quality meeting with the production team |
| 5.00pm | Update work diary for the day. |
