

SARDAR PATEL UNIVERSITY
BBA (ISM) (I Semester) Examination (NC)
2016

11th April 2016 (Monday)

2.30 pm - 4.30 pm

Communication Skills for Management-I UM01FBBS05

Total Marks: 60

Note: Figures to the right indicates full marks:

Que. 1 Attempt **any three** questions from the following: (15)

1. Attempt the character sketch of Balthazar.
2. Why does Mammie feel like a criminal at the post office?
3. How does Julius Obi happen to step on the sacrificial egg?
4. Where does Ibra spend his holidays?

Que. 2 a). Fill in the blanks with appropriate verb given in the bracket: (03)

1. Sun _____ in the East. (set)
2. Look! The children _____ in the garden. (run)
3. My father _____ home tomorrow. (come)

Que. 2 b). Rewrite the following sentences in Passive Voice: (03)

1. I won the prize.
2. The Corporation issued a new order.
3. Mr. Roy taught us English.

Que. 2 c). Fill in the blanks with appropriate Modal given the bracket: (04)

1. Shudhanshu _____ climb any tree. (Can, Shall, May)
2. It _____ rain in month of April. (May, Must, Can)
3. I _____ rather give up my job than resort to corruption. (Used to, would, Must)
4. When he was in Pune, he _____ go to Chowpatty everyday. (Should, used to, Might)

Que. 2 d). Write a Paragraph on **any one** of the following: (05)

1. Save Tress
2. Importance of Studying English

OR

Que. 2 a). Fill in the blanks with appropriate verb given in the bracket: (03)

1. Idli and sambar _____ the breakfast in many homes in South. (make)
2. Every man and every woman _____ part in Games. (take)
3. My students _____ Spanish very well. (speak)

Que. 2 b). Rewrite the following sentences in Passive Voice: (03)

1. Some persons don't eat onions.
2. We can't take up this work now.
3. She offers us coffee.

Que. 2 c). Fill in the blanks with appropriate Modal given the bracket: (04)

1. By the time Mr. Avinash _____ be home. (Should, would, Used to)
2. You _____ leave those papers on my desk and go. (Shall, May, Dare)
3. I _____ lift many bags together. (Can, May, Shall)
4. James _____ not tell his father the whole truth. (Must, Ought to, Dare)

Que. 2 d). Write a Paragraph on **any one** of the following: (05)

1. The best way of spending Holidays
2. Use of Social Media

Que.3 a). Fill in the blanks in the following sentences with the Phrasal Verbs: (05)

1. The principal has _____ the marks-list on the notice board. (put after, put at, put up)
2. Shivansh should _____ the time he has lost. (make up, make by, make away)
3. Ronny's cousin _____ his father's business after his accident. (took in, took down, took over)
4. At last the truth has _____. (come to, come out, come up)
5. Monty _____ the habit of drinking alcohol. (give up, give aside, give by)

Que.3 b). Match A with B: Antonyms (05)

- | A | B |
|-------------|-----------|
| 1. distance | open |
| 2. accept | innocence |
| 3. bliss | misery |
| 4. guilty | reject |
| 5. secret | near |

Que.3 c). Match A with B: Synonyms (05)

- | A | B |
|--------------|----------|
| 1. Able | hesitant |
| 2. diffident | capable |
| 3. false | critical |
| 4. crucial | untrue |
| 5. rare | unique |

OR

Que.3 a) Rewrite the sentences giving the right meaning of the underlined idioms: (05)

(Getting your things well organized, proves the effectiveness of something, Works very well or has the desired effect, lose the job, Do what is expected or promised.)

1. I practiced hard at the dance sessions but the acid test will come when the master will assess our solo performances.
2. I had cloves from my sore throat and they worked like a charm.
3. The projects team was undergoing a major restructuring, recruitment executives were the first to get the axe.
4. I have given my car to a new mechanic for repair, hope he delivers the goods.
5. To ensure a successful product launch, we must get our ducks in a row.

Que.3 b) Write one word substitution: (05)

1. Study of the relation of living things to environment
2. To ride in value
3. One who looks at the bright side of things
4. A person with a long experience of an account
5. Holding established opinion

Que.3c) Rewrite the following selecting the right choice from the bracket: (05)

1. We need to find a _____ to the problem as soon as possible. (solve)
2. Juan speaks English fluently and makes very few _____ mistakes.
(grammar)
3. The teacher keeps a record of every student's _____. (attend)
4. Air-conditioning is a _____ if you live somewhere like the south of Spain.
(necessary)
- 5) Don't be afraid of the dog. He's absolutely _____. (harm)

Que.4 a) Examine in detail the definition and concept of Business Communication. (10)

b) Write a note on the Importance of Business Communication. (05)

OR

Que.4 a) Explain the process of communication cycle with appropriate diagram. (15)

All the Best