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(Pages : 3)

Reg. No.....

Name.....

B.A. DEGREE (C.B.C.S.S.) EXAMINATION, NOVEMBER 2014

First Semester

B.A. English Literature and Communication Studies (Two Main)

GRAMMAR AND CONVERSATIONAL SKILLS

(2013 Admission onwards)

Time : Three Hours

Maximum : 80 Marks

Part A

*All questions are compulsory.
Each question carries 1 mark.*

A. Correct the following sentences :

1. Dr. Radhakrishnan was President of India.
2. Each of these boys play games.
3. Suresh went directly to school.
4. She is making her prayers.
5. I wish you will your examination.

B. Fill in the blanks with suitable prepositions :

6. He travelled ——— bus.
7. The two sisters quarrelled ——— themselves.
8. I am sick ——— repeating the same thing.
9. We congratulated him ——— his success.
10. A wise man provides ——— an evil day.

(10 × 1 = 10)

Part B

*Answer any eight of the following.
Each question carries 2 marks.*

Rewrite as directed :

11. Open the door.
(Change into passive voice).
12. He is a courageous man ———.
(Complete by adding suitable Adjective clause).

Turn over

13. He wrote this novel ———.
(Supply suitable adverb clause).
14. The weather being fine, we went for a walk.
(Change into Complex sentence).
15. He said that he had been waiting for so long.
(Change into Direct speech).
16. He went to ——— town to see ——— friend of his.
(Insert appropriate articles).
17. He (take) to the hospital when he (complain) of illness.
(Supply the correct form of the verb).
18. Nobody likes to loose money.
(Add the appropriate question tag).
19. He is cleverer than his brother.
(Change into positive degree).
20. What a beautiful scenery !
(Change into assertive sentence).
21. The bridge was built up the army personnel.
(Change into an interrogative sentence).
22. His work will have been done well by him.
(Change into active voice).

(8 × 2 = 16)

Part C*Answer any six of the following.**Each question carries 4 marks.*

23. Rewrite into reported speech :
John : Why are you so late ? What is wrong with Jane ?
George : There's a problem.
John : What's the matter ?
George : She says I was very unkind to her.
24. Rearrange into meaningful sentences :
 (i) through | try | assistance | you | don't why.
 (ii) of | such | possibility | a | wasn't I | aware.
 (iii) spoken English | is not possible | to speak | learning | without exposure to | English.
 (iv) is more | language | important than | the spoken | of writing | the medium.

25. Summarise the given passage into *one-third* of its length :

Every time you interact with a customer it is a moment of truth. It is a chance for you or your employees to represent the company positively and to satisfy a customer. These interactions will succeed or fail depending on how well rapport is established and how effectively you communicate with the customer. The skills for building rapport and strengthening communication are easily learned. When a customer comes to you to make or exchange a purchase, request information or register a complaint, that customer wants to be heard. You must be an active and attentive listener so you can understand how the customer perceives the current situation, even though you may perceive it differently.

26. You are at a Railway Reservation Office. Write a conversation you could possibly have with the reservation clerk.
27. You are the Principal of a firm. Prepare an e-mail to be sent to all the applicants for the post of lecturer in English informing them the details of the interview to be conducted.
28. Your friend has invited you to spend the summer holidays with him/her. Write a reply to your friend expressing your inability to accept the invitation.
29. Expand the following proverb in a paragraph :
- Where there is a will, there's away.
30. Write a report for your College Magazine on an intercollegiate elocution competition organized by your College Union.
31. Write five sentences about an accident that you happened to experience.

(6 × 4 = 24)

Part D

Answer any **two** of the following in about **two** pages each.
Each question carries 15 marks.

32. Write an essay on "Conservation of Forests".
33. Prepare a C.V. for applying for the post of Manager in a bank.
34. Your turn to speak has come in a group discussion. The topic being discussed is Dowry System in Kerala. Write a speech stating your views on the subject.
35. A publisher has sent you a different set of books from what you have ordered. Write to him asking for the replacement of the books.

(2 × 15 = 30)