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**DIPLOMA EXAMINATION IN ENGINEERING/TECHNOLOGY/  
MANAGEMENT/COMMERCIAL PRACTICE, APRIL – 2021**

**ENGLISH FOR COMMUNICATION-II**

*(Common to all Diploma Programmes)*

[Maximum Marks: 75]

[Time: 2.15 Hours]

**PART-A**

I. Read the following excerpts and answer *any three set* of questions:

1. The minutes were endless-ten, fifteen, he did not know how many – and he heard his father’s footsteps again. The door opened and he lay still.
  - a) Who is the ‘he’ mentioned in the passage? 1
  - b) The minutes were endless. Why? 2
  - c) Describe the background of the passage? 4
  
2. “Oh. the third thing,” he said, as he opened the door, I was forgetting, that....”
  - a) Who is the speaker in the passage? 1
  - b) What was the third thing mentioned by the speaker? 2
  - c) How did the narrator fool the men at Dabney’s house? 4
  
3. You were born with all the great have had/ with your equipment they all began.
  - a) What is the equipment mentioned in the passage? 1
  - b) Mention two ideas that we need to succeed in life, as given in the poem. 2
  - c) What is the message of the poem “Equipment”? 4
  
4. The wheel is perhaps man’s greatest invention.
  - a) Why is wheel considered to be the greatest invention? 1
  - b) What was the wheel used by early man? 2
  - c) Explain the ideas mentioned in the chapter about wheel. 4

**PART-B**

II. Answer the set of questions in (a) or (b)

- a) Wireless internet has grown rapidly in the past few years.
  1. Change the subject into negative.
  2. Find the subject of the sentence. (2)

OR



- b) Choose the correct word from the brackets and fill in the missing gaps.
1. My house is ..... (beside, besides) the stadium.
  2. I bought this book from that ..... (stationary, stationery) shop. (2)

**Answer the set of questions in (c) or (d)**

- c) Combine the sentences using suitable relative clauses.
1. I met a person yesterday. He worked in an international company.
  2. This is a new machine. It costs ten lakh rupees. (2)

**OR**

- d) Write two pieces of advice you would like to give your friend who is often down with headache. (2)
- e) You seek permission from your class tutor to conduct a quiz competition in your class.  
(Use two structures seeking permission) (2)
- f) Given below are dictionary entries of the word 'perfect'. Study carefully and answer the questions that follow.

Per fect (adj.) – have everything that is  
necessary completely  
correct very good

Per fect (v.)

Per fect ion (n.)

Per fect ly (adv.)

- a) What is the noun form of the word 'perfect'?
  - b) Use the word 'perfectly' in a sentence of your own.
  - c) 'I found his car in perfect condition.' Here the word 'perfect' means.....
  - d) What is the verb form of the word 'perfect'? (4)
- g) Write down the words in their orthographic form (English).
- (a) /lʊk/      (b) /dei/      (c) /'pɜ:kɪt/      (d) /ə'bʌv/

III. a) Fill in the blanks using the correct words from the box given below.

Furnished, determined, benefactor, brisk, convincing

1. They went for a .....walk in the park.
2. The college authorities.....the press, details of inauguration of the new building.
3. The story was....., but some people had doubts.
4. She was..... to complete the work before 6 pm. (4)

**OR**



b) Pick the word that is different from the others in meaning.

- |               |           |            |             |
|---------------|-----------|------------|-------------|
| a) triumph    | victory   | curious    | achievement |
| b) throng     | queer     | weird      | unusual     |
| c) enable     | authorize | empower    | usher       |
| d) ubiquitous | handicap  | impediment | obstacle    |
- (4)

c) The following sentences have spelling errors. These words are in bold letters. Correct and rewrite them.

a) The **comittee** (1) discussed about giving one hour **lesure** (2) time to the employees

b) **Elegible** (3) workers will **recieve** (4) a bonus this month. (4)

d) The given part of a covering letter contains some errors. They are given in bold letters. Correct the errors and write them down in your answer book.

I **understands** (1) that there is a vacancy of above mentioned post in your reputed organization. I would like to apply my candidature for the same. I request your good self to give me an opportunity to prove my **capable** (2) in your esteemed organization. I **assuring** (3) you that I shall give my best in getting the jobs accomplished. My CV is **enclosing** (4) herewith for your kind perusal. Expecting a favourable response.

(4)

e) Read the following dialogue and complete the paragraph

Gopu: Hi Sonu, What a surprise to see you!

Sonu: Hi Gopu!

Gopu: You seem to be a bit worried. Is there any issue?

Sonu: I forgot to take my ATM card and I need some cash urgently.

Gopu: Don't worry. How much do you need?

Sonu: Rupees one thousand.

Gopu greeted Sonu and exclaimed ..... Sonu also greeted him. Gopu told Sonu ..... He asked .....

Sonu replied that he had forgotten to take his ATM card and that he needed some cash urgently.

Gopu told him not to worry. He asked..... Sonu replied that he needed rupees one thousand.

(4)

f) Use the passive voice

(a) The new device----- in this factory next week. (install)

(b) Members of Parliament ----- by the end of May 2019. (elect)

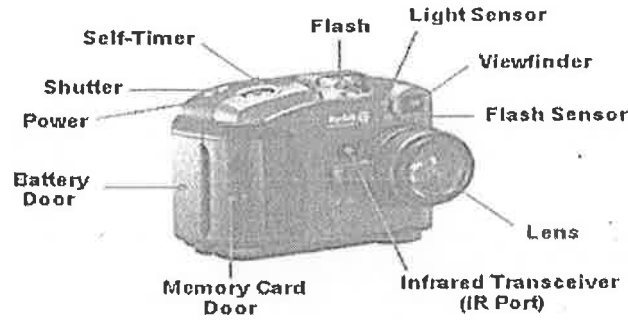
(c) A review meeting ----- by the management to assess the growth of the company. (hold)

(d) Cash prizes ----- among five students who got above 90% marks. (distribute) (4)

### PART-C



IV Describe the following picture in about 50 words



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V Imagine that you are elected as the student representative. Your classmate got a state award for the best project approved by the government. Your department organizes a meeting to congratulate him/ her and you are asked to welcome the gathering. Prepare a welcome speech for that occasion.

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VI Imagine that you are the sales manager of Prima Enterprises. Prepare an email to be sent to all sales executives asking them to attend an annual review meeting. Give details (venue and time of meeting – programme- a report to be presented by each executive in the meeting- awards given for good performance etc.)

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OR

VII Read the instructions given below about using a washing machine and rewrite it in the form of a process. Use appropriate sentence linkers

Fill the washing tub with appropriate level of water. Add washing powder to water and soak clothes in it. Switch on the machine after some time .When washing is over take clothes out and rise it in clean water several times before drying it in sunshine.

Begin like this: First the washing tub is filled with appropriate level of water...

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VIII Write a letter to the head of your department requesting him to grant you leave to attend a startup exhibition in Ernakulam.

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OR

IX Ms. Beena Raj is the manager of R & R Companies. Given below is a schedule of her daily activity. Rewrite them in the form of a report.

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09:00 am: arrives at office.      09:30 am: responds to important mails  
10:00 am: meets heads of departments.      11:00 am: communicates with boss  
11:45 am: verifying files and approving.      01:00 pm: lunch and rest  
02:00 pm: approving money transactions.      03:00 pm: evaluating performance of company  
04:00 pm: attending board meetings/ Planning      05: 00 pm: leaves office

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