

**TILAK MAHARASTRA VIDYAPEETH, PUNE**  
**BACHELOR OF COMMERCE (B.COM.)**  
**EXAMINATION – MAY 2022**  
**FIRST SEMESTER**  
**Subject: Functional English (BCOM19-104F / BCA-101)**

**Date: 26/05/2022**

**Marks :60**

**Time: 2.00 pm to 4.30 pm**

**Instructions: 1) All questions are compulsory.**  
**2) Figures to the right indicate full marks.**

**Q.1 Read the following passage carefully and answer the questions given below. (10)**

When you meet someone and wish to greet him or her, perhaps you put the palms of your hands together and make a 'Namaste' or if it is a much respected elder, you may even bow down to touch his or her feet. The word *namaste* is derived from the Sanskrit language which means " I bow to you". The *namaste*, also sometimes called '*namaskar*' is a way of greeting that is prevalent in India but do you know that people of different lands and cultures have their own unique forms of greeting people ?

In ancient China, people would bow down low on bended knees, with their heads almost touching the ground as a form of greeting. This act is called a '*kowlow*'. In Cambodia, people greet each other by placing their palms together at the chest, mouth and nose or head level. The higher you hold your hands while making a '*sampeah*', the more courtesy and respect you show.

In Thailand, the traditional meeting is a '*wai*', a slight bow with the palms pressed together in a prayer like fashion. In Tibet, people put their hand, palm to palm near the chest and say '*Tashidele*' or good luck. In Japan, bowing is an important part of social culture. Men hold their hands at their sides while bowing, while women clasp their hands in front of them. Generally the longer and deeper the bow, the more courteous it is considered.

The most popular greeting in the world and the one that is used across continents and cultures is the handshake. It is used today as a way of introduction between two people, as a professional greeting of welcome or goodbye, at the signing of diplomatic treaties, and even at the beginning of sports matches. In western societies, 'doffing' or tipping the hat is common, non-verbal greeting between friends and acquaintances when meeting at a social gathering or crossing one another's path in public.

- Q1. What does Namaste mean in Sanskrit language ?  
Q2. What is Namaste also known as ?  
Q3. How do people in China greet one another ?  
Q4. What is a Sampeah ?  
Q5. How do people greet in Thailand ?

- Q6. How do people greet in Tibet ?
- Q7. In Japan when is a greeting considered more courteous ?
- Q8. Which is the most popular greeting in the world ?
- Q9. How is the handshake used today ?
- Q10. How do people greet in western societies ?

**Q. 2 Give short responses to the following (Any 5) (10)**

1. What expression will you use while requesting a shopkeeper for change of Rs 1000/- ?
2. You are at a party and get an urgent call, hence you have to leave. What expression will you use to leave ?
3. Compliment your friend who came first in his / her class.
4. Your friend wants to borrow your laptop for two days. You do not want to give it to him. How will you refuse him?
5. You are new in the city and don't know where the University is. How will you seek directions?
6. "Cigarette is good for health". Disagree with this statement.
7. Write an appropriate expression to indicate your happiness when somebody compliments you on your resourcefulness.
8. "Excuse me. Do you mind if I join you ?" Which is this expression ?

**Q. 3 Write a brief dialogue on the situations given below. (10)**

1. Your friend wants to come and visit you at home. Write a conversation between you and your friend giving them directions.
2. You want to purchase some books for your library. Write a conversation between you and the shopkeeper.

**Q. 4 Write a CV for the post of a General Manager. (10)**

Or

**Write a complaint letter to the Company** - You have purchased a Mobile; however, after using it for a few days you realize there is a defect.

**Q. 5 Write an Essay in about 300 words on any one of the topics given below: (10)**

1. Helmets are very useful for riders of two wheelers
2. Internet: Curse or boon
3. Health is wealth

**Q. 6 Fill in the blanks by choosing the appropriate form of verbs given in the brackets. (10)**

1. The youngest boy \_\_\_\_\_ in the closet when he saw armed men searching the house at night. (hidden/ was hiding/ is hidden/ hides)
2. In the coming few weeks, we \_\_\_\_\_ to reach as many people as we can to boost our activities for this campaign. (intending/ intended/ intend/ have intended)
3. She \_\_\_\_\_ her gift and squealed with delight. (unwrapped/ is unwrapping/ have unwrapped/ will unwrap)
4. Do not \_\_\_\_\_ our secrets in front of everybody. (revealing/ revealed/ will have)

been revealing/ reveal)

5. It \_\_\_\_\_ three and a half hours to reach Kolhapur from Pune if there is no traffic. (took/ taken/ takes/ take)
6. As soon as she saw them, she hurriedly \_\_\_\_\_ all her belongings away to make place in the room. ( put/ has putted/ puts/ was put)
7. We \_\_\_\_\_ for the updates from the other end before we took an action. (waiting/ waited/ was wait/ were waiting)
8. The thieves \_\_\_\_\_ in the caves by night and travelled during the daytime. (hid/ hide/ hidden/ will hiding)
9. If we work hard, we \_\_\_\_\_ success eventually. (achieved/ will achieve/ have achieved/ achieves)
1. 10. She \_\_\_\_\_ very well and won the hearts of the audience. (sung/ sing/ sang/ will be sing)

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