

TILAK MAHARASHTRA VIDYAPEETH
Bachelor of Social Work (B.S.W.)
JUNE - 2022
Fifth Semester
Sub : Advance English - I (25 CP 501)

Date: 21/06/2022
Marks: 30
Time: 2.00 pm to 3.30 pm

Instructions: 1) All questions are compulsory
Q.1 Fill in the blanks by choosing correct alternative (05)

- 1) One who does something not professionally but for pleasure is _____.
a) expert b) amateur c) proficient d) cognizant
- 2) He made a mistake _____ repeated warnings.
a) instead of b) in respect of c) in spite of d) in the event of
- 3) An early bird catches the most worms means _____.
a) work patiently to achieve success b) get up early to be successful c) birds catch more food in the morning d) none of these
- 4) Children usually _____ their friends in the park.
a) run on b) run around c) run for d) run into
- 5) Synonym of authentic is _____.
a) false b) fake c) genuine d) spurious

Q.2 Answer the following in detail: (Any one) (10)
1) Summary Writing

The elephant is very nervous and is easily startled by a sudden noise. There are instances when a man who has been in great danger among a herd of wild animals have save himself by suddenly clapping his hands. A strange object also alarms an elephant and disturbs his composure of mind. All elephants have a great dislike to little animals. In hunting an elephant will like to avoid dogs. Nothing will agitate him more than being followed by a horse. The clatter of his hoofs seems to alarm him considerably. There are some animals which the elephant cannot endure, even when they are quiet. The tiger is one of these creatures and there is good reason for this dislike. The elephant will travel in company with camels when they are laden but does not like to come near them when they have no burden on their backs.

- 2) Prepare an agenda for Teacher's Day celebration in your college.
- 3) A meeting was conducted to plan a sports week in your college. Write minutes of the meeting based on the agenda given below.
 - Apologies for absence
 - Minutes of the previous meeting
 - Events planned per day
 - To decide chief guest for prize distribution ceremony
 - Assign responsibilities to volunteers
 - Any other matter with permission of the chairperson

Q.3 Write Short Notes: (Any three)

(15)

- 1) Purposes of Business Communication
- 2) You are invited for your cousin's wedding. You are unable to attend the wedding as an exam is scheduled during the same period. Write a dialogue between you and your cousin.
- 3) Comment on the precautions one must take before and during a telephonic conversation.
- 4) 6 WH's for Effective Business Communication
- 5) Correct the mistakes and rewrite the sentences.
 - a. A man is mortal.
 - b. Is the train running in time?
 - c. Either Mona or Amruta have done that work.
 - d. When water boil the liquid change to vapour.
 - e. Grandmother lost her spectacle in the crowd.
