Seat No.: _____ Enrolment No._____

GUJARAT TECHNOLOGICAL UNIVERSITY

Diploma Sem-I [Commericial Practice] examination January 2009

Subject code: 310007 **Subject Name: Business Communication-I**

Date: 01 / 01/ 2009 **Time: 11:00am-1:30pm**

Instructions:

Total Marks: 70

1. **Attempt all questions.**
2. **Make suitable assumptions wherever necessary.**
3. **Figures to the right indicate full marks.**

Q-1 A) Rewrite the sentence as directed. **(10)**

1) I was glad to know of his success. (Make complex)
2) His business failed and this added to his difficulties.(Make simple)
3) He was ill and his face showed this fact. (Make Complex)
4) He cried at the top of his voice. (Make Complex)
5) Although very ill, he goes to his work. (Make compound)

B) Write conversation between Bank Manager with customer regarding car loan **(04)**

Q-2 A) Change the following in indirect speech **(07)**

1) Umesh said to his father, "I need more money."
2) He says, "Children like to play."
3) She said, "Monika is coming for dinner."
4) The secretary said, "No decision can be taken at the moment."
5) The poor beggar said, "The rich should try to be kind to he poor."
6) The teacher said, "The earth revolves round the Sun."
7) She said, " Girls are usually more sincere than boys."

B) Punctuate the following, using capital letter where necessary. **(07)**

Savitri said O yama powerful lord thou hast promised my husband and myself one hundred sons how can this be if satyavan be not restored to life I don not wish for heaven itself without my husband give back my husband o yama let satyawan live once more

OR

B) Write a speech to the audience to facilitate them for concentration and creative response. **(07)**

Q-3 A) Write the meaning of the following pair of words and use then in sentence. **(07)**
(**Any Seven**)

A) Boar-Bore B) Affect-Effect C) Altar-Alter D) Berth-Birth
E) Cast-Caste F) Ceiling-sealing G) Cemetry-Symmetry
H) Mete-Meat I) Naughty- Knotty J) Peal-Peel

B) Write synonyms and antonyms of the following (**Any Seven**) **(07)**

A) sacred B) shy C) Tame D) Tedious E) Thin
F) Wild G) Zeal H) Zest I) Ugly J) Various

Q-4 A) Write the meaning of the following idioms and use them in your sentence **(07)**
(**Any seven**)

A) Break into B) Break out C) To bring home D) Blow out
E) Call at F) To carry out G) Cast in one's lot H) Fall foul of
I) Get rid of J) Put up with

B) Give one word for the following and use them in sentence (**Any Seven**) **(07)**

1) A lover of mankind
2) A remedy for all diseases
3) A government by officials
4) Goods bought into a country
5) That which is not natural
6) The person who has been ex-communicated
7) Incapable of being divided
8) A government by noble men
9) A small number
10) A person who is out to destroy all government order

Q-5) Write paragraph on **ANY ONE** about **75** words. **(14)**

1) Effect of globalization on Indian Economy.
2) Why you have joined Diploma in Commercial Practice?