BEN-02 **BEN-02**

Sl. No.

II Year B.Com. Degree Examination, October/November -2024
ENGLISH LANGUAGE
English Commercial Purposes and Drama
(Non-CBCS SLM Scheme)

Time : 3 Hours **Maximum Marks : 80**

Instructions to Candidates:

All Sections are Compulsory.

SECTION - A

Answer any Four of the following. **(4×5=20)**

1. Draft a letter to the Manager of Paying, Guest Services, 108, Student Complex, Model Town, New Delhi, enquiring about the rent and lodging facilities.

2. Draft a letter of complaint to Chethan Book Store, requesting a replacement damaged books.

3. Write a letter to the Manager of State Bank of India requesting a loan for developing business.

4. Draft a letter of application for the position of Marketing Manager at a reputed company.

5. Draft a circular for a Garment store announcing discount sale.

6. Justify the title. *All my sons.*

SECTION - B

Answer any Three of the following questions.

(3×10=30)

7. Draft an online conversation with the Editor of "The Times of India", Bangalore, expressing your concern about the increase in the severity of traffic accidents, reckless driving, and overcrowded transportation.

8. Draft a conversation between a passenger and a clerk at a railway station in Mysuru regarding train service to Hyderbad.

9. Explain the following:

a) Written Communication

b) Vocabulary

c) Punctuation

d) Salutation

[P.T.O.

10. As a Bank Manager, draft a letter to the Head Office proposing an overdraft facility for Vikas and Co, Bangalore.

11. Write a Report on a fire accident that occurred in a neighbouring building.

SECTION - C

Answer any Three questions without omitting Drama. **(3×10=30)**

12. Write an essay on one of the following : **(1×10=10)**

a. Time management

b. Use of plastics

c. E - Waste

13. Write a Precis of the following passage and suggest a suitable title: **(1×10=10)**

It was a district track meet. My foot still hadn't healed from an earlier injury. As a matter of fact, I had debated whether or not I should attend the meet. But there I was preparing for the 3,200 metre run. I ran in pain and finished miserably. When I finished, I heard a cheer that was very enthusiastic. A girl came to me and said. "Wow, you have got courage. I would never have been able to finish those two miles if I were you. What happened to your foot? We were cheering for you. Did you hear us"? I couldn't believe it. A complete stranger was cheering for me. I regained my hope. One girl saved my dream. That day I learned two things. First a little kindness and confidence in people can make a great difference to them. And second strength and courage aren't always measured in medals and victories.

14. Draft a letter of application for the receptionist post at Beacon Crest Hotel. **(1×10=10)**

15. Discuss the conflict between the Deever and Keller families in the play, *All My Sons*. **(1×10=10)**

16. Describe Joe and Kate Keller relationship in *All my Sons*. **(1×10=10)**

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