

7. (a) You are the Branch Manager of one of the leading banks of the country. Write a **report** on the services/facilities of internet banking offered by your bank. The report has to be submitted to the General Manager of the bank. 10

Or

- (b) You are the Sales Executive in an electronic retail store in Delhi. Draft a monthly **report**, summarising the sales in your store after a Festival Bonanza Sale Scheme. The report has to be submitted to the Regional Manager of the store.

This question paper contains 4 printed pages]

Roll No.

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S. No. of Question Paper : 6902

Unique Paper Code : 52031418

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Name of the Paper : English Language A

Name of the Course : B.Com. (Prog.) English-CBCS

Semester : IV

Duration : 3 Hours

Maximum Marks : 75

(Write your Roll No. on the top immediately on receipt of this question paper.)

Attempt All questions.

1. (a) You are the President of the NSS unit of your college. Write a **notice** for the volunteers to participate in a blood donation camp which is being organised in the college premises. 10

Or

- (b) You are the Manager of a Five Star hotel. Draft a **notice** about the changes in the duty schedule of the employees.

2. Write a **feature article** on any *one* of the following topics in 300 words : 15

(a) Youth and Social Media

(b) Farmers' Agitation

(c) Exam Stress.

3. (a) Write a **dialogue** between a father and his son, about son's career options after his graduation, in a minimum of *ten* sentences. 10

Or

(b) Write a **dialogue** between two strangers on a bus ride about the problem of air pollution in Delhi, in a minimum of *ten* sentences.

4. (a) **Interview** the President of the Alumni Association of your college about the proposed alumni meet on the occasion of the Silver Jubilee Celebration of the college. There should be a minimum of **five questions with answers**. 10

Or

(b) You appeared for an interview for the post of a Sales Executive in a retail company. Write the interview in a minimum of **five questions with answers**.

5. (a) You are working in the Department of Children's Welfare and Development. You are to conduct a survey on the hygienic conditions of food served at *Anganwadis* in your state under the 'mid-day meal' programme. Prepare a questionnaire for the survey, **with a minimum of ten questions with multiple options of answers**. 10

Or

(b) You are the leading manufacturer of packaged fruit/vegetable juices. You wish to conduct a survey, regarding the quality of your products. Prepare a questionnaire for the survey, **with a minimum of ten questions with multiple options of answers**.

6. (a) Write a **speech** in 200 words on the topic, **Ragging Menace**. 10

Or

(b) Write an essay in 200 words on the topic, **Beti Bachao, Beti Padhao Campaign**.