

**2014**

**M B A**

**1st Semester Examination**

**BUSINESS COMMUNICATION AND PRACTICES**

**PAPER--MBA-107 (Set-1)**

**{PRACTICAL}**

Full Marks : 50

Time : 1  $\frac{1}{2}$  Hours

*The figures in the right-hand margin indicate full marks.*

*Candidates are required to give their answers in their own words as far as practicable.*

*Illustrate the answers wherever necessary.*

*Write the answers to Questions of each Half in separate books.*

**TEST-1**

(Marks : 15)

1. Test of reading with proper pronunciation and accent, the text being selected by the examiner. 5
2. Predicting content of the text from the title of a text, selected by the examiner. 5
3. Note taking from a text, selected by the examiner. 5

(Turn Over)

**TEST-2***(Marks : 15)*

1. Precis writing of a given passage. 5
2. Connect any *one* of the following set of words into sentences : 5
  - (i) Discipline, Ideal, Student.
  - (ii) Write, Essay, Contemporary.
  - (iii) Modern, Deterioration, Moral.
  - (iv) Indeterminate, Loudspeaker, Study.
  - (v) Success, Pillar, Failure.
  - (vi) Playing, Football, Healthy.
3. Correct the following incorrect sentences : *(any five)* 5
  - (i) I eat some fruits everyday.
  - (ii) You must give its reasons.
  - (iii) He is the most oldest man in the town.
  - (iv) The man proposes, and good disposes.
  - (v) He said me to give him the book.
  - (vi) He stays here presently.
  - (vii) He prohibited me to go.
  - (viii) You can depend him.
  - (ix) Netaji was born in eighteen hundred ninety-seven.
  - (x) You should keep your words.

**TEST-3***(Marks : 20)*

1. Computer-aided presentation like Power-point presentation with a set of slides *(text/visual)* on topics chosen by the candidates themselves with the approval of the examiners.