

Professional Course Examination, November/December 2019

(1st Semester)

BACHELOR OF COMPUTER APPLICATIONS

Course : BCA 101

(English Language and Communication Skills)

(Pre-Revised)

Full Marks : 75

Time : 3 hours

The figures in the margin indicate full marks for the questions

1. (a) What is communication? Discuss the elements of communication to highlight their roles in communication. 10
- OR**
- (b) Identify five barriers to communication and suggest the ways to overcome them. 10
2. Write a short note on any *one* of the following : 5
 - (a) English as an international language
 - (b) English as a window on the world of technology
3. List out some of the non-verbal techniques and discuss their roles in improving communication skills. 10
- OR**
- Discuss the role of verbal communication techniques in oral communication. 10

4. Write a short note on any one of the following :

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(a) Overcoming listening barrier

(b) General guidelines for improving reading skills

5. Read the passage carefully and summarise it in your own words :

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In all learning, advances tend to come irregularly and in bursts, as you gain fresh insights into the subject. In order to obtain these insights you must thoroughly understand what you are studying. If you really understand a subject not only do you remember it easily, but you can apply your knowledge in new situations. The important thing is not what you know, but what you can do with what you know. The extra effort involved in getting a firm grounding in the essentials of a subject is repaid many times in later study. How are you to achieve understanding? Understanding involves (1) linking new knowledge to the old and (2) organizing it and remembering it in a systematic fashion. To retain and make sense of any new concept or fact it must be linked in as many ways as possible to your existing body of knowledge. All good introductory textbooks are constantly giving familiar examples, or using analogies, or appealing to common experience. In setting out the differences between daylight vision and twilight vision, for example, most writers point out that as twilight falls in the garden, blue flowers remain blue for some time after red blossoms appear black, illustrating, by appeal to common experience, that under dim illumination the colours of the blue end of the spectrum become relatively brighter than those of the red end. Or again, to illustrate that the movement of any particular electron during the passage of an electric current is only a few centimetres a second, although the velocity of the current is extremely great, the analogy is often used of a truck run into the end of a long line of trucks in a shunting yard, a corresponding truck being rapidly ejected from the far end. Linking new information to familiar experience in this fashion always helps understanding. In order to tie the new information to your stock of knowledge with as many links as possible, you must reflect on it, and try and relate it to what you already know. Thinking the matter over by yourself, writing out summaries of the main points, and talking to other students about it, are all valuable for fixing it more clearly in your mind.

6. (a) Make a note on the given passage :

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New Caledonia is a cluster of islands in the southwestern Pacific Ocean. It is some 1500 km east of Australia and the same distance north of New Zealand, just north of the Tropic of Capricorn. The main island, known as Grand Terre, is home to over 160000 people—over 80% of the population of this French colony.

New Caledonia's economy is based mainly on tourism and mining. About 25% of the world's known nickel resources are found in New Caledonia. There are also significant deposits of cadmium, gold, and silver. In recent decades, the mining industry has been down and tourism is becoming an increasingly integral part of the economy. The islands attract many wind surfers, scuba divers, and snorkelers.

The capital city, Noumea, has a distinctly French ambience and offers many shops, museums, and restaurants with various French, Indonesian, Chinese, Italian, Mexican, and Japanese food. The botanical and zoological gardens in Noumea are first rate. The Noumea Aquarium, which is renowned for its tropical fish, fluorescent corals and nautili, is also worth seeing.

A range of accommodations are available throughout the territory. You find five-star hotels/resorts or simple tribal lodgings in Melanesian villages. Though French is the official language, there are about 30 local languages, with English widely spoken in areas which are heavily visited by tourists.

OR

- (b) Your college recently organised a Science Symposium on the topic : 'Effect of pollution on quality of life'. As an editor of the college magazine, write a report on the event for your school magazine.

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7. Name the parts of speech of the underlined words :

1×5=5

- (a) It was early, yet we were all ready for bed.
(b) She didn't have the patience to wait for another hour.
(c) What is the time by your watch?
(d) The little girl cried bitterly.
(e) They were guilty of murder.

8. Underline the phrase and mention its kind :

1×5=5

- (a) She wore a necklace made of gold.
- (b) Horses prefer living in dark stables.
- (c) John swam in a beautiful manner.
- (d) The chief lived in a house built of stone.
- (e) The arrow fell at this spot.

9. Choose the correct form of the verbs given in the brackets :

1×5=5

- (a) A black and white cow _____ (is/are) grazing.
- (b) Each of these substances _____ (is/are) found in India.
- (c) Jane _____ (like/likes) to sing in the rain.
- (d) Silver, as well as gold _____ (has/have) risen in price.
- (e) Fifteen kilometers _____ (was/were) a long walk.

10. Underline the tense of the verb and name them :

1×5=5

- (a) The man is a rogue.
- (b) They had done a great job.
- (c) I would have helped her.
- (d) They are singing at the top of their voices.
- (e) You have made a big mistake.

11. Change the form of speech of the following :

1×5=5

- (a) The girl said to her father, "Please buy me a pair of new shoes."
- (b) The man asked me where I lived.
- (c) The teacher said, "All men are mortal."
- (d) Liana said that father had bought a new car.
- (e) The little girl exclaimed that the flowers were beautiful.

12. Change the voice of the following :

1×5=5

- (a) A car runs over a little puppy.
- (b) The vase has been broken by the maid.
- (c) By whom was this done?
- (d) The car was stolen last night.
- (e) Bring me a glass of water.