

- (B) Write an E-mail to Hitachi care to complain about the non functioning of your A.C.

OR

Prepare a notice and an agenda for the meeting of study club to organize a study tour. 5

5. (A) Write a story using the following outline and give a suitable title :

A donkey—every day carries salt sacks on his back—sits in the pond—Feels unheavy—once the man load cotton on donkey's back again sits in the pond—this time feels more heavy—gets a lesson not to trick. 3

- (B) Write an essay on any **One** of the topics given below :—

- (i) Social Media and Youth
- (ii) Concept of Smart Cities
- (iii) Women Empowerment
- (iv) Multimedia teaching
- (iv) Importance of Sports in life. 7



COMMUNICATION SKILLS

P. Pages : 4

Time : Three Hours]

[Max. Marks : 50

- Note :** (1) All question are compulsory.
(2) All questions carry equal marks.

1. (A) Fill in the blanks with appropriate article or preposition.
 - (i) Please look —— the board now.
 - (ii) This is —— American device. 2
- (B) Fill in the blanks by using the suitable form of the verb given in the brackets.
 - (i) For a while we —— (sit) in silence.
 - (ii) This time last year, We —— (live) in Brazil. 2
- (C) Give synonyms for the following :—
 - (i) Prompt
 - (ii) Liberty 2
- (D) Give antonyms for the following :—
 - (i) Previous
 - (ii) Even 2

(E) Correct the following sentences.

- (i) She colour her paintings.
- (ii) They has made a mistake. 2

2. (A) State which type the sentences belong to :

- (i) Get out from the class.
- (ii) What is your name ? 2

(B) Identify the clause used in the following sentences.

- (i) The lady who lives across the street is my aunt.
- (ii) Before we go on vacation, we must make reservations.
- (iii) The umbrella that I bought last week is already broken. 3

(C) Do as directed :—

- (i) They read books everyday(change the voice)
- (ii) He is too weak to walk. (Rewrite the sentence using, so — that)
- (iii) Seema said, "I will give you a pen."

(iv) As soon as I got up from bed, I took a bath(Rewrite the sentence using 'No sooner — than')

(v) I am as strong as him (change into comparative degree). 5

3. (A) Answer the following advertisement.

Write an application for the post of an Assistant professor of computer science in Modern college, Pune-7.

OR

Apply to the General Manager, SBI, Nagpur for the post of an accountant. 5

(B) Prepare a curriculum vitae for the post of Sales Manager in Bharat Pharmaceutical company.

OR

Prepare a curriculum vitae applying for the post of an Assistant Teacher in High school. 5

4. (A) You want to sell your old T.V. Prepare an advertisement for the newspaper.

OR

Prepare an advertisement for the post of a clerk in S.G. College, Latur. 5