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5186

Register Number:

Name of the Candidate:

B.A. DEGREE EXAMINATION, May 2015

(BUSINESS ECONOMICS)

(SECOND YEAR)

(PART – II)

210 : ENGLISH COMPOSITION AND BUSINESS CORRESPONDENCE

(Common with B.B.A., B.A. Animation & Visual Effects Film Making)

Time: Three hours

Maximum: 100 marks

Answer Section A and Section B in the Same answer booklet

SECTION – A

I. Write an essay on any TWO of the following not less than 250 words

(2 × 15 = 30)

1. Write a short note on pumblechook.
2. Write are the themes of Great expectations?
3. Write a note on the role of susan Henchard.
4. Do you think Henchard is a man of characters? – Discuss.

II. Precise the following Passage

(20)

There was another such incident during the time when I was in the seventh standard, Dorabji Edulji Gimi was the headmaster then. He was popular among the boys though he was a disciplinarian. He was a man of method and a good teacher. He had made gymnastics and cricket compulsory for the boys of the upper standards. I disliked both. I never took part in any exercise. I then had the false notion that gymnastics had nothing to do with education. Today I know that physical training should have as much place in the circulation as mental training.

But I was none the worse for abstaining from exercise. That was because I had read in books about the benefits of long walks in the open air, and having liked the advice, I had formed a habit of taking walks, which has still remained with me. These walks gave me a hardy constitution.

SECTION – B**Answer any THREE questions****(50)**

5. You are the managing Director of a company in Bangalore, dealing with computer blank CD's. Draft a reply to an enquire in Nainital, furnishing quotation for you range of varieties.
6. The Dharunesh Watch Corporation, Mumbai has received an order from a customer for 100 quartz watches. The order did not specify the colour of the dial and straps, or even the price at which he can buy them. Draft a letter on behalf on the Dharunesh watch corporation. Tractfully ask for the required information so that you can process the order fast.
7. Write a letter to the local newspaper requesting them to publish that your company has a new partner and giving details for the same, so that all interested parties will get the information.
8. You are the owner of a petrol pump, which also has a car servicing facility. Till 2 months ago, it used to be fully booked. Now, because of the bad conduct of an employee your bookings have gone down to zero. Write a letter to your regular customers, apologizing for your faults and requesting them to give you another chance of servicing them, since now you have rectified the situation by sacking that particular employee.
9. Write a suitable letter making a claim on a policy consequent to the death of the assured person.

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