



K20U 1218

Reg. No. :

Name :

**III Semester B.A. Degree (CBCSS – Sup./Imp.)
Examination, November 2020
(2014 – '18 Admns.)**

**CORE COURSE IN FUNCTIONAL ENGLISH
3B04 FNG : Fundamental Writing Skills**

Time : 3 Hours

Max. Marks : 40

- I. Answer the following questions in **a** word or phrase : (4×1=4)
- 1) Use suitable punctuations :
 - a) did you buy pen pencil and notebook
 - 2) Make the opposite of the given words using prefixes :
 - a) Mature b) order
 - 3) Give one word for :
 - a) To send articles out of the country
 - 4) Write two words with 'play' as an element. (e.g. 'life' in lifespan)
- II. Answer **seven** of the following questions in **not** more than **3** sentences **each** : (7×2=14)
- 5) Write a definition for the following term based on the example given :
e.g. Mammal : A mammal is any animal which suckles its young.
Teacher (or, Doctor or Policeman)
 - 6) Expand the following headline into a meaningful sentence (or two) :
Child missing : Police on search
 - 7) Frame a question : 'Ravi will prepare the draft today itself'.
 - 8) Write **two** sentences to demonstrate/bring out **two** different meanings/uses of the word 'close'.
 - 9) Combine two sentences suitably into **one** :
He ran fast. He didn't reach on time
 - 10) Correct the mistake : I will ask to you.
 - 11) Complete the sentence meaningfully : If you can't complete it today, _____

P.T.O.



- 12) Combine the two sentences :
He came to my home. I served him tea.
- 13) Make the meaning unambiguous/clear :
Since I didn't have time, I gave up visiting him.
- 14) Clean the sentence of redundant aspects :
He didn't neither come to college nor study at home.

III. Answer **any four** of the following in a paragraph of about **80** words : **(4×3=12)**

- 15) Describe a book that you read recently.
- 16) Write a leave application to your tutor/ principal, citing a valid reason for your two-day absence in the class.
- 17) Write a well constructed paragraph on the topic : Cricket or Football.
- 18) Prepare a neatly structured news item based on the headline given :
'Covid-19 in Kerala: 100 Cases Reported'.
- 19) Make a brief note on the passage given below (as a study aid) :
Teaching is the noblest of professions. A teacher has a sacred duty to perform. It is he on whom rests the responsibility of moulding the character of young children. Apart from developing their intellect, he can inculcate in them qualities of good citizenship, remaining neat and clean, talking decently and sitting properly. These virtues are not easy to be imbibed. Only he who himself leads a life of simplicity, purity and rigid discipline can successfully cultivate these habits in his pupils.
- 20) Decode the following flowchart (or diagram) into clear, neatly ordered textual material :
Hospital :
 - 1) Patients (Heart disease) → Surgery
 - 2) Doctor (Surgeon) → Enters Operation Theatre
 - 3) Medicines prescribed → Recovers, → Patient discharged.

IV. Answer **any two** of the following in about **250** words : **(2×5=10)**

- 21) Write a critical/evaluative review of any film you watched recently.
- 22) Apply for the post of Manager in Business Company. Write also a resume/ CV with relevant information.
- 23) You have been asked to deliver a speech on Teacher's Day in a local school. Prepare a suitable speech.
- 24) Write a complaint to RTO against reckless and rash driving of Private buses.