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**1 SEM TDC ENGG (CBCS) 1**

**2019**

( December )

**GENERAL ENGLISH**

Paper : ENGG-1

**( English Writing Skills—1 )**

Full Marks : 80

Pass Marks : 32

Time : 3 hours

*The figures in the margin indicate full marks  
for the questions*

**UNIT—I**

1. Imagine any *one* of the following situations and write a diary entry in about 200 words : 10
- (a) Your visit to a place of historical and cultural importance
  - (b) The last day of your school
  - (c) What are the necessary steps that can be taken to write a diary entry?

UNIT—II

2. Answer any *one* of the following : 10

(a) What are the three essential elements of a paragraph? Discuss with suitable illustrations.

(b) Attempt a paragraph on any *one* of the following topics :

(i) Smart Phones

(ii) The menace of dowry

(iii) Global warming

UNIT—III

3. Answer any *one* of the following : 10

(a) What are the broad steps involved in summarizing? Discuss.

(b) Attempt a summary of the given passage :

Energy resources are all around us. They are things that people use. They come from nature. We need them to

survive. For example, they keep us warm and help us cook food. We also use them to do things that make life easier, like driving cars. These resources fall into two categories : non-renewable and renewable. They rely on Earth's natural processes. Examples include plants, solar power, wind, and water. You can imagine that it's impossible to 'use up' all the sunlight from the sun. And those rays are useful when heating up a building or a swimming pool. The same goes for water. It never fully disappears. The water cycle keeps the flow going. It may evaporate. But it still exists in gas form. Soon, condensation forms in the clouds. We're all familiar with the part that happens after that : it rains! Then the water cycle begins again.

For hundreds of years, humans have used renewable resources. They used wood for cooking and heating. They used wind and water for milling grain.

Then about 150 years ago, scientists discovered the power of fossil fuel. Energy could be taken out of the fossils of ancient plants and animals. Soon, coal, oil, and natural gas replaced things like wood and wind. They were great resources, but were not unlimited. Today, we rely on many non-renewable resources. We use them to heat our homes, play our electronic devices, and power our cars. Think about that the next time you ride a school bus. The bus uses diesel or gasoline. Both are made from petroleum. Petroleum is a fossil fuel. Or imagine the next time you play a video game, or turn on a light. So many things require energy. It's important to use our non-renewable resources wisely. If we use them too much or too quickly, they will run out faster. One thing we can all do is follow the rule of the three R's : Reduce, Reuse and Recycle. Doing this will make a difference. We're all living on this planet together, so why not take care of it?

- (c) What are the strategies involved in note-making? Enumerate.

UNIT—IV

4. Answer any *one* of the following : 10

(a) What are the characteristics of a good business letter? Discuss.

(b) Write a letter to the Editor of a newspaper about the bad condition of roads in your city.

(c) Write a letter to your sister advising her not to neglect studies by playing online games in her smart phone.

UNIT—V

5. Answer any *one* of the following : 10

(a) What are various steps involved in drafting a cover letter? Discuss.

(b) Prepare a CV in response to the following advertisement (any one) :

(i) Accounts Manager at an investment company

(ii) Editor in a publishing company

UNIT—VI

6. Answer any one of the following :

10

(a) Enumerate some of the general strategies deployed in reviewing a book/ movie.

(b) Write a book review in about 200 words (any one) :

(i) *Five Point Someone*—Chetan Bhagat

(ii) *Ignited Minds*—A. P. J. Abdul Kalam

(iii) *You Can Win*—Shiv Khara

(c) Write a review of any movie that you have watched recently.

( 7 )

UNIT—VII

7. Answer in short any *four* of the following :

5×4=20

- (a) How does addressing the diary directly help the writer?
- (b) What is a compare and contrast paragraph? Examine briefly with illustrations.
- (c) How is a summary different from the original? Discuss briefly.
- (d) Why do margin notes need to be condensed? Examine.
- (e) Enumerate the different parts of a formal letter/application.
- (f) Name three categories of information that you must include in your CV.
- (g) What must you include in addition to comments about the plot and characters, while writing a film review? Discuss briefly.

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