

Tilak Maharashtra University
Bachelor of Computer Applications (B.C.A)
Communication Skills

Assignment No. 1

Q.1 Read the following passage carefully and answer the questions given below.

The aim of education is to draw out all the faculties of the boy on every side of his nature, to develop in him every intellectual and moral power and to strengthen him physically, mentally, spiritually that he may turn out at the end of his educational career a useful, patriotic, pious gentleman, who respects himself and respects those around him. Education is a failure when it is simply cramming the boy's head with a lots of disjointed facts poured into his head as poured into a basket, to be emptied out again in the world. It is not good education which, when a boy has passed his examination, leaves him a nervous wreck exhausted in his body and overstrained in his brain. When a boy goes out of his school or his college, he should be full of energy and full of delight in his young life to take up the burden of the work of the world.

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|---|---|
| 1. What is the theme of this passage? | 1 |
| 2. What is the aim of education? | 2 |
| 3. How does education develop man's personality? | 2 |
| 4. When education is called a failure? | 2 |
| 5. What is the effect of good education on a boy? | 2 |
| 6. Give a suitable heading to the passage. | 1 |

Q.2 Use the correct form of the tense. 5

1. Every day last week my aunta plate. (break)
2. By this time next year, Prakash his university degree.(take)
3. she her chores very quickly today.(finish)
4. I this letter a week ago.(receive)
5. He tea every morning. (drink)

Q. 3 (A) Give synonyms. 2

1. refuse 2 norm 3 ancient 4. pact

Q.3 (B) Fill in the blanks using appropriate alternatives from the brackets. 3

1. He was monitor of the class. (maid, made)
2. Ram is the of his father's property. (hare, heir)
3. There are lots of in this forest. (deer, dear)

Assignment No. 2.

- Q.1 Write a letter. (Any one.) 7
1. Write a letter to a book seller complaining against the supply of wrong books.
 2. Write a letter to your father who is away from home for 6 months. Tell him the news on your home front.
- Q.2 (A) Give Antonyms. 2
1. rough 2. deep 3. entry. 4 virtue
- Q.2 (B) Change the voice. 3
1. Did you not understand my meaning?
 2. Finish the work at once.
 3. I saw him opening the box.
- Q.3 (A) Change direct into indirect speech. 2
1. The mother said to the daughter, "why did you hit your brother?"
 2. The old man said to his sons, "When I am dead, do not quarrel amongst yourselves, but remain united. Then your enemies will not be able to harm you."
- Q.3 (B) Draw a simple bar graph to represent the following yearly profit by a Sugar cultivator. 6

Year	1996	1997	1998	1999	2000	2001	2002
Amt of Profit (Rs in Lakhs)	32	45	16	23	72	74	65

Assignment No. 3

- Q.1 Write an essay. 10
1. A Stitch In A Time Saves Nine.
 2. Effects of Science on Our Daily Life.
 3. Childhood..... The Best Period in Our Life.
- Q.2 Write a report. (Any one.) 7
1. Write a brief report of an accident occurred due to the cloud burst in Asam.
 2. Write a brief report of the Traditional Day in your college.
- Q.3 Change the following affirmative sentences to negative or negative to affirmative without changing the meaning . 3
1. She is a shy girl.
 2. As soon as we entered the hall, the music started.
 3. He speaks too fast to be understood.