

B.B.A. Semester - 2 (CBCS) Examination
March/April – 2025 (New Course)
Communication Skills in English-2 (FND)

Time: 2.30 Hours**Marks: 70****Instructions:**

1. All questions are compulsory.
2. Figures to the right indicate marks.

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- Que.1 Prepare any two dialogues from the following. (14)**
- 1) Riya, a college student, went to the library to find magazines to be useful for her upcoming UPSC Exam.
 - 2) Aryan, planning a family trip to Goa, called a beach resort to ask about room availability and prices for a three-night stay.
 - 3) Priya visited her local branch of State Bank of India to inquire about opening a fixed deposit account.
- Que.2 Attempt any one letter (12)**
- 1) Write an inquiry letter regarding latest Aura Smartwatches for Gadget Galaxy Showroom.
 - 2) Write a reply letter to Gadget Galaxy Showroom for the inquiry of latest Aura Smartwatches.
- Que.3(A) Answer the following question (1/2) (10)**
- 1) Draft a notice of meeting to discuss agendas in annual meeting of Perfect Management Institute. Prepare minutes of meeting.
 - 2) Draft a notice containing agendas for monthly meeting of board members of Roland Industries. Prepare minutes of meeting.
- Que.3(B) Draft advertisement (1/2) (10)**
- 1) Prepare a brochure of newly opened jewelry store in your city.
 - 2) Make a leaflet advertising about water-park
- Que.4 Read the paragraph and answer the questions given below it (10)**
- The Pradhan Mantri Jan Dhan Yojana (PMJDY) stands as a pivotal national mission initiated by the Indian Government to drive financial inclusion across the nation. Recognizing the critical need to bring the economically marginalized into the formal banking system, PMJDY aims to extend access to essential financial services. These services encompass the opening of basic savings bank accounts, facilitating seamless remittance services, providing access to credit facilities, and offering insurance and pension products. A cornerstone of the programme is the provision of zero-balance accounts, coupled with the issuance of RuPay debit cards, empowering beneficiaries to conduct transactions and access their funds. Furthermore, PMJDY plays a crucial role in enabling Direct Benefit Transfers (DBT), ensuring that government subsidies and welfare payments are efficiently delivered directly to the intended recipients, thereby minimizing leakages and enhancing transparency. By breaking down barriers to financial access, the Yojana strives to uplift individuals, stimulate economic growth, and contribute to the overarching goal of poverty reduction within India.
- Questions:**
- 1) Write the full form of PMJDY.
 - 2) What is the primary objective of (PMJDY)?
 - 3) What type of bank accounts are opened under PMJDY?
 - 4) What is a RuPay debit card?
 - 5) What is DBT?

Que.5(A) Fill in the blanks with proper modal auxiliaries given in bracket. (05)

- 1) Darshan _____ visit his school next month. (will, may, should)
- 2) _____ I take your pen? (May, Should, Would)
- 3) Hardik _____ hit the maximum sixes in the match. (might, can, must)
- 4) We _____ respect seniors. (should, could, would)
- 5) It _____ rain tomorrow. (can, must, may)

Que.5(B) Change the voice. (05)

- 1) Dinesh purchased the coat.
- 2) Manoj is making chart.
- 3) Batul will deliver a talk.
- 4) Roshan had created this painting.
- 5) Soman drives the bus.

Que.5(C) Give the one word substitute. (04)

- 1) Study of birds
- 2) Language difficult to understand
- 3) Fear of speaking
- 4) A short but amusing story
