

2023

ENGLISH — GENERAL

Paper : SEC-A-1 and SEC-A-2

The figures in the margin indicate full marks.

*Candidates are required to give their answers in their own words
as far as practicable.*

Paper : SEC-A-1

(English Language Teaching) MURALIDHAR GIRLS' COLLEGE
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Full Marks : 80

Group - A

Answer *any one* question.

1. State the general and specific objectives of teaching English as a second language. 16
2. What is the difference between a Second Language and a Foreign Language? Is English really a Foreign Language for Indians? 16

Group - B

Answer *any one* question.

3. What is Text Book approach to language learning and teaching? 16
4. When and in what circumstances does the learning of L2 (English) take place? What are the motivations of learning L2? 16

Group - C

Answer *any one* question.

5. Indian languages borrow from English. Give examples of English borrowings at the lexical, structural and semantic levels. 16
6. What are the different types of English sentences according to their functions? Explain with suitable examples. 16

Group - D

Answer *any one* question.

7. What is the Grammar-Translation Method of language teaching? What are its merits and demerits? 8+8

Please Turn Over

8. What does TPR mean in language teaching? Comment on the advantages and disadvantages of TPR. 6+10

Group - E

Answer *any one* question.

9. What is evaluation? Why is it important to evaluate a student? 8+8
10. Why is a test conducted? Which kind of test is most widely used in schools? 16

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**Paper : SEC-A-2
(Business Communication)**

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Full Marks : 80

1. Write a letter from ABC Bank to its customers informing them about the shifting of the bank branch to a new location. 15

Or,

Write a letter from your garment shop informing your customer that you have sent the required items, but it is delayed due to the problems of the delivery agency. 15

2. Write a CV with a covering letter in response to *any one* of the following advertisements : 15

Teacher in English Required

Oxford Educational School requires an Assistant Teacher of English. Candidates with B.A. (Hons. or General) and B.Ed. degree with proficiency in English should apply with CV to 21/1, XYZ Road, Kolkata.

Or,

Office Assistant Required

Microtek Services requires an office assistant adept in official work with at least 3 years' experience in the field. Candidates should apply with CV to Post Box no. XYZ.

3. Write an e-mail to National Book Syndicate ordering some books of your choice. 15

Or,

Write an e-mail to your employer asking for leave of 15 days as you are suffering from jaundice. 15

4. Write a newspaper report on the demolition of unauthorised buildings. 15

Or,

Write a report on your company's participation in the recently concluded Industrial Trade Fair. 15

Please Turn Over

5. Draft minutes of the meeting based on the Notice given below :

20

Notice

A meeting of the Department of Political Science will be convened on 30th January, 2024, at 2 p.m. in the departmental Seminar room to discuss the following agenda :

- (a) Purchase of books for the Seminar Library.
- (b) Drafting of the Routine for the upcoming session.
- (c) Organization of a seminar.
- (d) Miscellaneous

All the members are requested to be present.

Date : 21.01.2024

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