

B.A. GENERAL (BAG)/B.A. (VOCATIONAL STUDIES) MICRO, SMALL AND MEDIUM ENTERPRISES (BAVMSME)

Term-End Examination

December, 2022

BEGLA-135 : ENGLISH IN DAILY LIFE

Time : 3 hours

Maximum Marks : 100

Note : Attempt *all* questions.

1. Read the following passage and answer the questions given below it :

1 One of the ways I attempt to keep my own stress under control is to avoid, whenever possible, the bad habit of keeping other people waiting. Time is precious to everyone. I've observed that almost everyone feels that one of their most valued commodities is their time. This being the case, one of the ultimate slaps and most surefire ways to annoy someone is to keep them waiting. While most people are somewhat forgiving, keeping them waiting is a sign of disrespect and a lack of acknowledgment.

The subtle message is, “My time is more important than yours.” Consider the magnitude of this suggestion. Do you feel that anyone else’s time is more precious than yours ? I doubt it. Doesn’t it make sense then that everyone else feels the same way ?

2 Deep down, we all know that no one likes to be kept waiting. Therefore, it’s highly stressful to keep other people waiting because you know you are disappointing someone. In the back of your mind, you know darn well the person is looking at his watch, wondering where you are and why you are late. You may be keeping him from personal or professional commitments and that could make him angry or resentful.

3 There are obviously exceptions to the rule — times when factors beyond your control prevent you from being on time. Things happen to all of us, and no one has a perfect record. Truthfully, however, a vast majority of the time, being late is preventable. But instead of planning ahead, allowing a little extra time, or making allowances for unexpected problems, we wait just a little too long, or don’t allow quite

enough time — so we end up late. We then compound the problem by making excuses like “traffic was horrible,” when, in reality, traffic is virtually always horrible. The problem wasn’t traffic — but the fact that we didn’t factor enough time in our schedule for the traffic. It’s likely the case that, even if traffic was horrible, or you got off to a late start, or whatever the excuse, the other person isn’t going to be interested or impressed. It may not be fair, but sometimes your work and other positive traits will be overshadowed by the fact that you were late.

4 I wouldn’t underestimate the negative impact of making someone wait. It drives some people crazy. And, even if they don’t express their frustration to you directly, it can show up in other ways — not taking you as seriously, avoiding you when possible, being disrespectful, choosing to spend their time with others instead of you, showing up late to your future appointments, as well as an assortment of other forms of retaliation.

5 Even if your were somehow able to discount the effects of your showing up late, it still

creates an enormous amount of stress in your life in other ways. When you're late, you're scrambling. You're in a hurry, behind schedule. It's difficult to be present-moment-oriented because you're concerned about whatever it is you're running late for. Your mind is filled up with stressful thoughts like, "What might happen?" or "I've done it again." Or you might be hard on yourself, wondering, "Why do I always have to run late?"

(a) Answer the questions given below :

- (i) When you keep people waiting, what is the subtle message that you are giving them ? 2
- (ii) Why is keeping someone waiting also stressful for the person who makes them wait ? 2
- (iii) According to the writer, being late is preventable. Give examples from the passage. 2
- (iv) How does the person who waits indirectly indicate to you that this behaviour is not appreciated ? 2
- (v) Give a title to the passage. Say why your title is suitable. 2

- (b) Find words/pharases from the passage which mean the same as the following in the context of the passage : 5
- (i) underlying (para 1)
 - (ii) significance/importance (para 1)
 - (iii) angry and offended (para 2)
 - (iv) to cause something to be of lesser importance (para 3)
 - (v) revenge (para 4)
- (c) Make sentences with each of the following words/phrases from the passage : 5
- (i) valued commodity
 - (ii) highly stressful
 - (iii) exceptions to the rule
 - (iv) compound the problem
 - (v) underestimate
- (d) There must be a time when you were kept waiting by someone. What were your feelings while you waited ? How did you feel towards the person who kept you waiting ?
Write in about 150 – 200 words. 10

2. Answer any **two** of the following in about 300 to 350 words each :

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- (a) Write a short note on Social Small Talk.
- (b) What do you think should be the qualities of young leaders in today's scenario ? Give examples from your own life experiences.
- (c) Why is Time Management so important for all of us ? Give some tips on time management to your class/colleagues.
- (d) Discuss a film that you have recently seen. Discuss both the positive qualities and negative aspects.

3. (a) Fill in the blanks with appropriate prepositions :

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- (i) I've given myself _____ the end of November to finish the project.
- (ii) It's Anu's birthday some time _____ the middle of May.
- (iii) Jagdish is in Korea _____ the moment.
- (iv) He hurt his leg as he jumped _____ the wall.
- (v) The students were very enthusiastic _____ the school play.

(b) Complete the following sentences : 5

(i) If _____, he would have passed the exam easily.

(ii) If _____, she would still be alive today.

(iii) If _____, we would have saved money.

(iv) _____ if you had read the book.

(v) _____ if you could live anywhere in the world.

(c) Fill in the blanks with the correct active or passive voice forms of the verbs given in the brackets : 10

Since fluid milk spoils easily, it must be handled carefully and quickly. The milk _____ (collect) from farms and _____ (take) to receiving stations where it _____ (inspect), _____ (weigh) and _____ (chill). It is then _____ (transfer) to a pasteurizing plant in special tank trucks or railroad cars. Pasteurizing _____ (kill) all dangerous bacteria in the milk and _____ (make) it safe to drink. The milk _____ (heat) to at least 143 degrees Fahrenheit for 30 minutes. At the pasteurizing plant some of the milk is homogenised, which means it _____ (treat) to break down the fats so that the cream gets distributed throughout the milk.

4. (a) Complete the sentences with appropriate phrasal verbs given below :

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turn up, blew up, pick me up, look at,
give up, put off, put up with, turn down,
go with, run out of

- (i) The terrorists _____ the railway bridge.
- (ii) Your health will improve a lot if you _____ on cigarettes.
- (iii) I'm not going to _____ their drinking any longer.
- (iv) I must go to the shop because we've _____ food.
- (v) My sister came to _____ at the airport.
- (vi) The curtains don't _____ the sofa set.
- (vii) Please _____ the fan before you leave the room.
- (viii) Why did she _____ the invitation ?
- (ix) Your ankle is swollen; I think the doctor ought to _____ it.
- (x) We arranged to meet at 7.30 pm, but she did not _____.

- (b) Make antonyms of the following words by adding the prefixes appropriately : 10
- (i) fortunate
 - (ii) capable
 - (iii) educated
 - (iv) advantage
 - (v) expensive
 - (vi) rational
 - (vii) legal
 - (viii) pure
 - (ix) use
 - (x) handle

5. You are advising your parents to use certain networking sites on their phones or computers. Discuss the advantages of using them in *a conversation* that you have with your parents. You may use about 10 – 12 turns. 10

OR

- You are standing for the post of President of your College Council. Write a speech where you tell your peers of the vision you have in mind for the betterment of your college. 10
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