

# **Bachelor of Commerce (General)**

**B.Com G**

**CHOICE BASED CREDIT SYSTEM**

**BEGLA-135: English in Daily Life**

**ASSIGNMENT**

**2024-25**

**[Valid from 1st July, 2025 to 30th June, 2026]**

**First Semester**



**School of Management Studies**

**Indira Gandhi National Open University**

**Maidan Garhi, New Delhi -110068**

**BACHELOR OF COMMERCE (GENERAL)**  
**CHOICE BASED CREDIT SYSTEM**  
**BEGLA-135: English in Daily Life**  
**ASSIGNMENT: 2025-26**

Dear Students,

As explained in the Programme Guide, you have to do one Tutor Marked Assignment in this Course. The assignment has been divided into three sections. Attempt all the three sections.

Assignment is given 30% weightage in the final assessment. To be eligible to appear in the Term-end examination, it is compulsory for you to submit the assignment as per the schedule. Before attempting the assignments, you should carefully read the instructions given in the Programme Guide.

1. Those students who are appearing in December 2025 Term End Examination they have to submit latest by in 15 October 2025.
2. Those students who are appearing in June 2026 Term End Examination they have to submit latest by in 15 March 2026.

You have to submit the assignment of all the courses to the Coordinator of your Study Centre.

## TUTOR MARKED ASSIGNMENT

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|                 |   |                        |
|-----------------|---|------------------------|
| Course Code     | : | BEGLA-135              |
| Course Title    | : | English in Daily Life  |
| Assignment Code | : | BEGLA-135 /TMA/2025-26 |
| Coverage        | : | All Blocks             |

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**Maximum Marks: 100**

**Attempt all the questions.**

### SECTION A

- 1. Write short notes on the following: (5×4=20)**
- a) Etiquette
  - b) Social Small Talk
  - c) Body Language
  - d) Facebook
  - e) Twitter

### SECTION B

**Answer the following questions in about 150 words each.**

- 1. Write a newspaper report for a local daily pointing to sudden rise in theft cases in your area. (5×10=50)**
- 2. Write a letter to your friend congratulating her on her success in examinations.**
- 3. Write a dialogue between two students discussing the importance of online education**
- 4. Write diary entries on the most memorable day spent till date.**
- 5. Write a descriptive passage about any person you know.**

### SECTION C

**Answer the following questions in about 200-250 words each.**

- 1. Describe a new place that you visited recently. You can describe it in terms of its location, infrastructure, its comparisons with other similar places etc. (2×15=30)**
- 2. Write an essay on public services. Choose one of the public services which you think is very useful to the public.**