



**TribhuvanUniversity**  
**Faculty of Humanities & Social Sciences**  
**OFFICE OF THE DEAN**  
**2018**

**Bachelor in Computer Applications**  
**Course Title: English II**  
**Code No: CAEN 153**  
**Semester: II**

**Full Marks: 60**  
**Pass Marks: 24**  
**Time: 3 hours**

**Centre:**

**Symbol No:**

*Candidates are required to answer the questions in their own words as far as possible.*

**Group A**

**Attempt all the questions.**

**[10×1 = 10]**

**Circle (O) the correct answer.**

1. The world of science fiction is a world that .....  
a) could never be      b) could be      c) seems improbable      d) seems fantastic
2. Which of the following words is an argument indicator word?  
a) although      b) therefore      c) despite      d) moreover
3. Which of the following categories is not used in a business letter?  
a) enquiry      b) reply      c) confirmation      d) collection of data
4. One should not use ..... in a fax message,  
a) salutation      b) fax letter head      c) fax number      d) copy to
5. The introductory part of a memo explains .....  
a) Facts and figures      b) reasons for writing      c) action to be taken      d) deadline
6. A special report is written .....  
a) regarding a change of policy      b) regarding a progress  
c) regarding an accident      d) regarding sales visit
7. Main heading of minutes includes .....  
a) apologies for absence      b) minutes of last meeting  
c) matters discussed      d) place, day, date, and the time of the meeting held
8. An impromptu presentation is .....  
a) prepared in advance.  
b) given on the spot without prior preparation.  
c) given looking at the prepared text.  
d) given only by bosses in front of new employees.
9. In the story "the Land Ironclads", the young lieutenant lay beside the .....  
a) war until      b) war correspondent  
c) the defender general      d) young engineers
10. An argument can have .....  
a) only one reason supporting a conclusion  
b) two or more reasons, each of which independently supporting the conclusion  
c) only the stated assumptions  
d) only the unstated assumption