

2022

(February)

BACHELOR OF TOURISM AND
TRAVEL MANAGEMENT

(English Communication)

(BTM-105)

Marks : 30

Time : 1½ hours

*The figures in the margin indicate full marks
for the questions*

UNIT—I

1. Answer the following according to the instructions provided within brackets (any five) : 1×5=5

(a) She is _____ than the rest of her family.
(Use the comparative degree
of 'beautiful')

(b) She told him that she will not be going to work tomorrow.
(Change to direct speech)

(c) It was _____ honour to meet you.
(Use the correct article)

(d) The book that was _____, was never found.
(Use the correct tense of the
word 'seek')

(e) The man kept _____ the dog until it broke loose and bit him.
(Use synonym of 'harass')

(f) If she had had the same problem that I did, she wouldn't have said what she said.
(Determine whether the grammar in
the sentence is correct or incorrect)

(g) Those wires have become twisted together.
(Use one word substitution)

(h) The chef cooked the dishes well.
(Identify whether the voice is active
or passive)

2. Briefly discuss the seven C's of communication. 10

Or

Write an essay on the impact of COVID-19 on domestic tourism.

(3)

UNIT—II

3. Answer any *one* of the following : 10

(a) Write an application letter to the Director of ABC Inc. for the vacant post of Assistant Manager as advertised in a local daily.

(b) Write an e-mail to the Human Resource Department of your company notifying them of a complaint that was lodged by your colleague with regards to the noise pollution in the office space. A carbon copy of the e-mail must be sent to your colleague as well.

4. A two-day conference on Climate Change has recently concluded which was participated by multiple institutes from in and around Shillong. Write a brief report of the events of the programme. 5

Or

Write a notice informing all the interns at XYZ Co. to be present for an orientation programme which will be conducted by your team.

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