

EASTERN UNIVERSITY, SRI LANKA

FIRST YEAR EXAMINATION IN BACHELOR OF BUSINESS ADMINISTRATION
- 2010/2011 (OCTOBER 2014) (REPEAT)

(EXTERNAL DEGREE)

EXB 1043 English for Communication - Written

Time : 03 hours

13 OCT 2014

Index No

Answer all questions on this paper itself.

Write neatly and clearly.

For Examiner's use only

Question Number	Maximum Marks	Marks Obtained
I	10
II (a)	10
II (b)	10
III	15
IV	10
V	20
VI	25
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	100	
	====	=====

Examiner's Name :

Examiner's Signature :

Date :

(01) Find suitable form of the verb given in brackets in each sentence.

- (i) He.....(**be**) a qualified accountant and member of the management team.
- (ii) Faculty of Commerce & Management(**conduct**) many external and extension programs as a means of generating income to the University.
- (iii) A large number of Sinhalese students(**register**) with the EUSL to follow their relevant courses for the academic year 2013/2014..
- (iv) A group of Management students.....(**ask**) to present paper on a new concept at this Annual Research Session for this year.
- (v) The purpose of this meeting is to(**organize**) an Orientation Programme for the New Comers of this academic year.
- (vi) The undergraduates(**enjoy**) their campus life during their stay at the University.
- (vii) The first year second semester examination for Commerce & Management.....(**postpone**) to next week.
- (viii) The academic activities for the new batch of students.....(**commence**) in December.
- (ix) The final year students.....(**make**) a tour around the island to enjoy the scenic beauty of the country by November.
- (x) The final year students of faculty of FCM(**arrange**) a Seminar to have an awareness on Global Economic Crisis last month.

(01x10=10 Marks)

02. (a) Supply the suitable modals from the box below and complete each sentence.

You may use a modal verb more than one.

Can	May	Could
might	would	should

- 1. He type 100 words per minute.
- 2. you like a hand with those bags?
- 3. She sell more than all the other people.
- 4. Heprogram computers in Basic when he was four.

5. you help me to write this article?
6. I get you something to drink?
7. I ask you a question?
8. Please you stop talking- I'm trying to concentrate.
9. I follow these instructions to do this assignment?
10.you speak any other languages?

(01x10 = 10 Marks)

(b) Find the suitable modals from the box to the following meanings.

Can/could	May/can
May/might	
Must/have to	Should/ought to

- (i) Able to :
- (ii) Perhaps :
- (iii) It's obligatory/essential:
- (iv) It's a good idea/advisable:
- (v) It's allowed :

(01x10=10 Marks)

03. Classify the following nouns by writing them in the correct column of the table.

Advice	direct mail	Job	office furniture
Budget	euro	leaflet	product
Business	experience	marketing	profit
Cost	information	money	Progress
	innovation	news	promotion
Promotion	Transport		
Publicity	travel		
Qualification	trip		
Sponsorship			
Advertisement	work		

Countable	Uncountable	Both
advertisement		

(15 Marks)

04 Match the verbs and nouns to make word partnerships.

(a)

Exploit	an award
Extend	an opportunity
Win	a range
Make	a market
Enter	an opening

(b)

save	waste
fill	a gap
solve	a problem
protect	time
reduce	the environment

(01x10=10 Marks)

05. Credit cards

Credit cards can be more convenient than cash when you are buying things. Sometimes they are safer and easier to carry than money. Your account can be used as a credit reference when you need to borrow money. Some cards are accepted internationally, which means they can be used in other countries to buy things.

Your signature appears on the back of the credit card. Some companies put your picture on the card to prevent other people from using it: a picture also gives you identification. Most stores keep a list of stolen cards and check it before they allow people to charge things. Some stores check with a computer.

You pay interest each month on the amount of you charge, if you do not pay your total bill. The amount depends on the company with which you have an account.

With most bank credit cards you will not pay any interest if pay your account completely within 25 days. Otherwise, the annual interest or percentage rate is approximately 18% annually or 1.5% per account.

Some bank credit cards can be used in a machine provided by the bank when the bank is not open for business, to get money from your checking or saving account, to make deposits to pay loans, to transfer money from one account or to get cash borrowed on your credit card account.

You can get checks drawn against your bank credit card. The interest you pay starts the day the checks are drawn and stops on the day you repay the money to the credit card company.

Answer the following questions with complete sentences.

1. Why do people like credit cards?

.....
.....

2. What prevents other people from using your credit card?

.....
.....

3. How can stores check to see if a card is stolen?

.....
.....

4. When you draw money on a charge card, when does the company begin to charge you interest?

.....
.....

5. When can you pay your bill without paying interest?

.....
.....

(4 x 5 = 20 Marks)

A series of 25 horizontal dotted lines for writing.

(25 Marks)