

**B. Voc 1<sup>st</sup> Semester Examination, 2020 (CBCS)**

**ENGLISH COMMUNICATION**

**(Ability Enhancement Core Course)**

**Full Marks:80 Time:3 Hours**

**1. Read the text given in the Annexure and write the number of the paragraph, against each statement, that deals with each of the following topics: 1x5=5**

- (a) The crisis of Pandemic has affected the physical and mental health.
- (b) The single common factor amidst the pandemic is that life has become stressful.
- (c) Leaders need to ensure the mental and physical wellbeing of their employees.
- (d) To make the workforce motivated employees must extend a supportive work environment.
- (e) The company's values need to be revamped so that the employees could adjust to the new work culture.

**2. Find the words in the text (given in the Annexure) that match with the meanings below: 1x5=5**

- (a) Increasing rapidly
- (b) Very harmful and destructive
- (c) A state of extreme physical and mental tiredness
- (d) Strict, precise and exacting
- (e) Ability to withstand adversity and bounce back from difficult situations of life.

**3. Read the text given in the Annexure carefully and answer the following questions: 2x5=10**

- (a) What are the effects of the Covid-19 pandemic on the world employees?
- (b) What is the goal of the organisations?
- (c) What should the employers do to meet the challenges of the stressful life?
- (d) What measures should the employers take to tackle the problems faced by the employees working from home?
- (e) What should the employers do to nurture the upcoming leaders?

**4. Answer the following as directed?**

**5x4=20**

**(a) Rewrite the following sentences by using the correct forms of the verbs given in the brackets:**

**1x5=5**

- (i) Recently the price of Petrol (go) up.
- (ii) The train (leave) before we reached the station.
- (iii) As he (cross) the road, a bus knocked him down.
- (iv) These days football (play) everywhere.
- (v) I (return) your book by next week.

**(b) Change the following sentences into passive form:**

**1x5=5**

- (i) Shall we help her?
- (ii) Radha was reading a book.
- (iii) His conduct annoyed me.
- (iv) We must endure what we cannot cure.
- (v) Please keep the bag on the table.

**OR**

**(c) Use your own ideas to complete the following sentences?**

**1x5=5**

- (i) I wish I \_\_\_\_\_.
- (ii) If we maintain a healthy relation with our neighbours\_\_\_\_\_.
- (iii) I'd like to propose that\_\_\_\_\_.
- (iv) If it rains\_\_\_\_\_.
- (v) If the athletes are provided with good infrastructure \_\_\_\_\_.

**(d) Punctuate the following sentences:**

**1x5=5**

what have you to say to me he asked speak again once more the soothsayer said beware of the  
ides of march.

(e) Choose the appropriate linking expressions from the following list to complete the paragraph: 1x5=5

<b>Despite, as a result, even though, further, however</b>
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India capped off its best ever performance in the Tokyo Olympics 2020 with a haul of seven medals including a gold. (i) \_\_\_\_ India finishes 48<sup>th</sup>, best in four decades and 33<sup>rd</sup> in terms of overall medals won. (ii) \_\_\_\_\_, ranking is primarily done based on gold medals won. (iii) \_\_\_\_ India won only a single medal (Gold) in Hockey in Moscow Olympics in 1980, India finished at 23<sup>rd</sup> rank. (iv) \_\_\_\_ winning more medals in London Olympics in 2012, India's rank was 55<sup>th</sup> as no Gold medal was won in any event. (v) \_\_\_\_\_, in Rio Olympics in 2016, India's medal tally crashed to just two (One silver and one bronze) and so did the ranking to 67<sup>th</sup>.

**5. Answer the following questions:**

**10x4=40**

- (a) Write a one paragraph summary of the text "Well Being Issues during Pandemic" (given in the Annexure) within 150 words.
- (b) "However, the single common factor amongst all that is life, in general, has become highly stressful." Has the Covid-19 pandemic made your life as a student stressful? Write a note on what are the different ways in which the pandemic has affected your life and made it stressful.
- (c) Write a listing paragraph in what different ways the Covid-19 pandemic has affected the employees working in different sectors.
- (d) Write a paragraph, by suggesting your opinions, on the role of the employers to help the employees maintain their physical and mental wellbeing.

## **ANNEXURE**

### **Well Being Issues during Pandemic**

1. Every time something changes, however drastic the change might be, the focus and goal of the human race has always been to become successful. But what is the true measure of success? Happiness!
2. Around the world employees are concerned about the well being issues brought to light by the escalating Covid-19 pandemic. The crisis spells out lethal physical health consequences for the workforces. However, the mental health ramifications such as fear, stress and anxiety due to the looming uncertainty can be equally devastating. The goal of organisations at this juncture is to make people 'happy' irrespective of the method of working in this pandemic. During the nationwide lockdown, many had to work from home, but that hasn't been easy for some. The ongoing crisis has hit organisations differently depending on their industries.
3. However, the single common factor amongst all that is life, in general, has become highly stressful. Along with keeping their workforce physically protected, employers also need to manage staff exhaustion and the anxiety that accompanies the pressure to perform during a crisis like this one. They can be happy with assured safety. Stringent safety measures-such as social distancing and sanitization everywhere in the workplace- should be enforced across industries that are functioning with considerable employee strength. For people working from home, maintain open channels of communication so that they can share their feelings and know they are being heard. Establish a point of contact for employees where they can reach out for mental health support. In times of remote working, it's crucial to keep employees engaged. For many people working from home, connection with the colleagues can be an important buffer to their feelings of helplessness and isolation. Conduct regular video meeting to keep teams connected.
4. It is an arduous task to stay motivated in a time of crisis. Set a clear and short roadmap for the organisation's goal, which will, in turn, galvanise and mobilise employees around a common objective that will help them focus better. Rearticulate the company's values and steer employees in a way that they can navigate the uncertainty. The employees should be introduced to new work culture where they feel encouraged to participate and also to achieve newer heights. The employers, thus, have a very crucial role to play to make the employees responsible office bearers by engaging them in different works and appreciating them for their sincere work.
5. In the toughest of times, leaders will rise no matter how the stressful the scenario is. To nurture such upcoming leaders, employers must extend empowering and self sustaining support to their teams. Each employee must be encouraged to take accountability for their well being so that they emerge from the crisis more resilient than before.
6. In such trying times, leaders need to stay focused on ensuring the mental and physical wellbeing of their employees which enables the latter to come through with the strength to embrace the opportunities that come their way.