

Certificate Course in Communicative English and Writing-2016
English for Special & Technical Purpose
Paper: II

ASSIGNMENT

(To be submitted by 7th March, 2017)

Full Marks - 25

The figures in the margin indicate full marks.

1. Answer **any one** Question from the following (Word Limit -250 Words): 1×10
 - a) Write a letter to the Editor of an English Daily regarding the spread of violence in recent times across the nation.
 - b) Suppose you are the Secretary of a registered organization. Now write a notice regarding the Annual Programme along with the organization of a Blood Donation Camp.
 - c) Write an application for a job following a newspaper advertisement.

2. Answer **any one** Question from the following (Word Limit -250 Words) Add a Suitable title to it: 1×15
 - a) Mention the things you will do to survive if you are lost in a deep forest.
 - b) Describe the things you will do if you become Minister of Education of your Country.
 - c) If you are a film maker, what kind of film you will want to make and why?

Certificate Course in Communicative English and Writing-2016
Writing Skills
Paper: III

ASSIGNMENT

(To be submitted by 7th March, 2017)

Full Marks - 25

The figures in the margin indicate full marks.

1. Answer **any one** Question from the following (Word Limit -250 Words): 1×15
 - a) How can you enrich your writing skill with the help of the introductory, developmental, transitional and concluding paragraphs.
 - b) How thesis writing is developed?

2. Answer **any one** Question from the following (Word Limit -250 Words) 1×10

Describe your idea about –

 - a) Descriptive and Narrative Writing.
 - b) Expository and Argumentative Writing.

RAMAKRISHNA MISSION SIKSHANAMANDIRA

(An Autonomous Post-Graduate College under the University of Calcutta under section 22 of the UGC Act and duly recognized by the NCTE)

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**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

No. CE-36/EXP/CCCEW/17

Notification**Examination Programme for****Certificate Course in Communicative English and Writing-2016**

Date	Paper	Subject	Theory	Practicum
26.02.2017 (Sunday)	Paper : I	Communication & Grammar Skills	Written (Based on Grammar) (25 Marks)	Viva-Voce (25 Marks)
			Time: 11.00 AM - 12 NOON	Time: 12.30 PM - 1.30 PM
07.03.2017 (Tuesday)	Paper: II	English for Special Technical Purpose	Assignment Official letter/Notices / any informal writing (Word limit-250) (25 Marks)	Viva-Voce Job Interview/Telepho nic compensation etc. (25 Marks)
				Time: 11.00 AM - 12.30 PM
	Paper: III	Writing Skills	Assignment Two topic (Word limit-250) (25 Marks)	Viva-voce on Assignment (25 Marks)
				Time: 11.00 AM - 12.30 PM
10.03.2017 (Friday)	Paper : IV	Spoken English	Discussion Mode & Viva 11.00 a.m. to 1.00 p.m.	
				Time: 11.00 AM - 1.00 PM

21.02.2017

Sd/-

(Swami Divyagunananda)

Controller of Examinations