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c09-CM-401

**3458**

**BOARD DIPLOMA EXAMINATION, (C-09)  
OCT/NOV—2014  
DCM—FOURTH SEMESTER EXAMINATION**

ENGLISH—III

*Time : 3 hours ]*

*[ Total Marks : 80*

**PART—A**

3×10=30

**Instructions :** (1) Answer **all** questions.

(2) Each question carries **three** marks.

(3) Answers should be brief and straight to the point and shall not exceed *five* simple sentences.

**1.** Write any three of your intentions which you plan to do after your diploma.

**2.** Write any three of your strengths.

**3.** Express your opinion on the present educational system.

**4.** Rewrite the following sentences using must/have to/should :

(a) Do not drink liquor while driving.

(b) Pay the fee tomorrow.

(c) Keep your surroundings clean.

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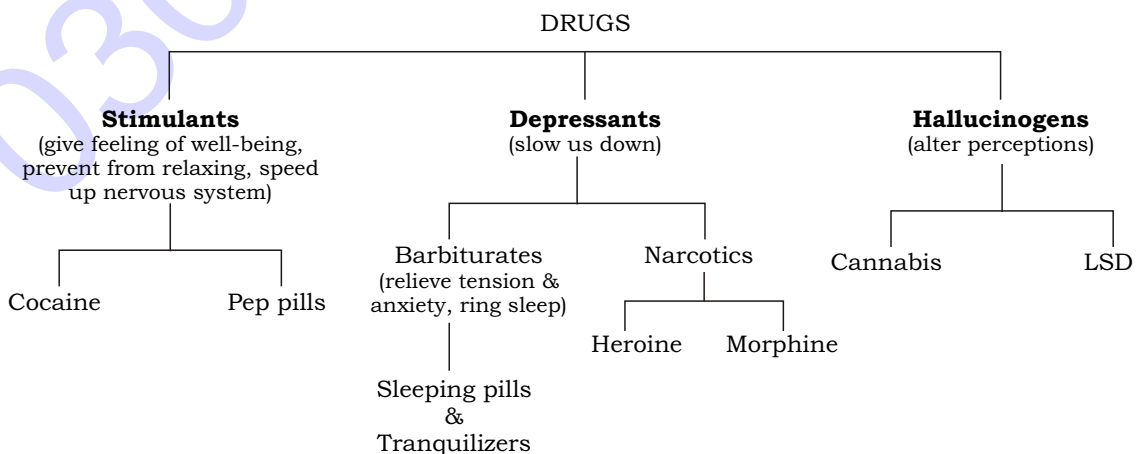
5. Write any three of your past habits when you were in primary school.
6. Write a message to your sister informing her about the book exhibition in your town.
7. Mention any three gestures one should avoid in interviews.
8. What are the techniques you follow for succeeding in JAM (Just A Minute).
9. Write in brief about the following terms :
  - (a) Inbox
  - (b) Spam
  - (c) Sign in
10. Write, in brief, the precautions you take on the day of interview.

### PART—B

10×5=50

- Instructions :** (1) Answer *any five* questions.  
(2) Each question carries **ten** marks.

11. Study the following diagram and write a detailed paragraph :



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**12.** Study the following table :

Sl. No.	Vitamins/Minerals	Source	Problem when we lack it	How it helps the body
1.	Vitamin A	Carrots, papaya, sweet potatoes	Dry and flaky skin, eye diseases	Helps dead skin cells to shed smoothly
2.	Vitamin C	Oranges, grape fruits and leafy greens	Skin loses elasticity and suppleness	Helps to maintain a smooth and youthful skin
3.	Calcium	Skimmed milk, yogurt, cheese and spinach	Brittleness of bones	Strengthens bones and assists production of collagen
4.	Magnesium	Nuts, banana and wholegrain bread	Skin diseases	Helps body absorb calcium and vitamins, works to repair and maintain skin cells

Analyze the information, interpret and write a paragraph.

- 13.** Write a letter to your close friend explaining about a 'Book Fair' you visited recently.
- 14.** Write a covering letter to apply for a 'Trainee Engineer' in a reputed company.
- 15.** Write a paragraph in detail about your dream job and the steps you take for achieving it.
- 16.** Assume that you are applying for a job in a multinational software company. Write a resume to apply for it.
- 17.** What are the suggestions you would like to give to your younger brother who is going to attend a job interview?
- 18.** Write a detailed report about a 'Job Mela' conducted in your institution.

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