

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University established by an Act of Parliament in 1998)
(Accredited "A" Grade by NAAC)



Directorate of Distance Education

GENERAL ENGLISH B.A., B.Sc. B.Com 2nd YEAR
2011-2012

Dear Student,

I am sending herewith TWO assignments i.e. (Assignment 1, and Assignment II). Each assignment carries 30 marks. You have to get a minimum of 10 marks in each assignment. Please note that assignments are compulsory component of final evaluation. The marks secured in the assignment will be included in the final evaluation.

It is necessary for you to answer each assignment paper on a separate answer book of white paper (foolscap size) in your own hand writing. You must write the question number correctly with each answer and leave a margin of 4 cms. on each side. After completion, the students should submit their completed assignments either in person (against acknowledgement) or send by registered post to:

The Course Co-ordinator
Directorate of Distance Education
Maulana Azad National Urdu University
Gachibowli, Hyderabad – 500 032 (A.P)

The last date for submission of first assignment is 00-00-0000 for second assignment 00-00-0000. The assignments submitted after these dates will not be accepted.

There will be a term-end university examination. It shall consist of three papers. These papers will be of three hours duration with 70 marks each. You have to get a minimum of 26 marks out of 70 marks for a pass in the examination. As such for passing in each paper one has to get a minimum 36 marks (i.e. 10 marks in assignment + 26 marks in the end-course University examination). I am also enclosing herewith for your guidance the Model Papers for the University examination. The University examination schedule will be notified and intimated to you in due course. When examination dates are notified you will have to submit examination form and send it to the Controller of Examinations by Registered Post.

For any guidance you may contact your course Co-ordinator whose address is already given in your admission letter.

Director D.D.E

MAULANA AZAD NATIONAL URDU UNIVERSITY

Directorate of Distance Education

GENERAL ENGLISH B.A., B.Sc. B.COM 2nd YEAR

2011-2012 ASSIGNMENT -1

Last date of Submission 31-05-2012

Marks : 30

PART A (BLOCK 1)

2 x 5 =10

Answer all the questions. All questions carry equal marks.

1. Give some common situations for thanking others with examples.
2. What is an apology give an example.
3. What are the major difference in formal and informal speech in English
4. Give some examples of seeking permission
5. How can we elicit information in a conversation?

PART B (Block 2)

2 x 5 =10

II. Fill in the blanks following the instruction given in bracket

1. I can't come now. I _____ do my homework.
(use present continuous tense)
2. Are you feeling cold? _____ I close the window.
(use will or shall)

PART C (BLOCK 3)

2 x 5 =10

III. Correct the following sentences.

- a) I can depend on your help, is not it?
- b) She studies hard won't she?

ASSIGNMENT - 2

Last date of Submission 30-06-2011

Marks : 30

PART A (BLOCK 1)

2 x 5 =10

1. Give two ways of beginning an answer.
2. Why do we have to use expression to attract some one's attention?
3. Give the examples of complete disagreement.
4. How can we learn a message?
5. How should we respond some one who seeks our permission?

PART B (Block 2)

2 x 5 =10

6. Write a letter of a business firm ordering certain items for your shop.
7. Prepare a notice from a principal to the teaching staff asking them to attend a meeting the forthcoming half-yearly examination.

PART C (BLOCK 3)

5 x 2 =10

8. Write short notes about a paragraph each.

- a) Explain the use of imagery in true love.
- b) What are the main theme of "Stopping by woods on a snowy evening?"