KARACHI UNIVERSITY BUSINESS SCHOOL
University of Karachi
FINAL EXAMINATION, JUNE 2010: AFFILIATED COLLEGES
BUSINESS ENGLISH – Ti: BA (H) – 312
(English Composition)
BS – II

Date: June 23, 2010
Max Time: 3 Hrs
Instructions: Attempt all Questions
Max Marks: 60

Q1. Present a written argument on any one of the following topics. (Word Limit: 250)
   Minimum 200
   i) Businessman should do anything to make profit.
   ii) Some people think that governments should spend as much money as possible on developing or buying computer technology. Other people disagree and think that this money should be spent on more basic needs.

Q2. Write a paragraph of 100 words on one of the following topics:
   i) Disadvantages of advertisements
   ii) Qualities of a good manager

Q3. Summarize the following passage:

   Plants are living things which co-exist with us. They help to make and maintain the eco-system. They protect and nurture the animal life. Beside providing food, clothing and medicine they protect us from heavenly and atmospheric dangers. They bring rain. They save us from erosion of soil and floods. The plant that is very important to me and my countrymen is the cotton plant. We are among the top producers of cotton in the world. The major foreign exchange earnings of my country come from the cotton crops alone. We are the leading exporters the world over of raw cotton and the textile products. We rightly call it the silver fibre.

   Apart from the exports, cotton plant meet our local requirements of the cotton seeds and edible oil. Cotton seeds are the excellent feed and fodder for farm animals. The oil saves our country foreign exchange. Right from cultivation to the exports of finished goods, it is a major job provider to our common folk and is killed people. It is the main feeder of our industries. It generates a large chunk of the land revenue. It has shaped our culture and made our civilization famed as Indus Valley Civilization. Therefore, cotton is very important to my country. It is the backbone of our economy. It provides the people of my country with food, clothing, and foreign exchange both.

Q4. It has recently been announced that a factory may be built in your neighborhood. Do you support or oppose this plan? Why? Use specific reasons and details to support your answer should write 150 words.

Q5. Make mind-groups on the following topics.
   i) Communication
   ii) Unemployment
   iii) Recession
INSTRUCTION: ATTEMPT ALL QUESTIONS

Writing Composition

1. Educational debate: extending higher secondary school by another year because of increasing demands on students from employers and colleges to participate in extracurricular activities and community service in addition to having high grades. Some educationists support extending high school to one more academic year because they think students need more time to achieve all that is expected of them. Other educationists do not support extending because they think students would lose interest in school and attendance would drop in the fifth year. In your opinion, should high school be extended to one more year?

In your essay, take a position on this question. You may write about either one of the two points of view given, or you may present a different point of view on this question. Use specific reasons and examples to support your position. The minimum essay length is at least three paragraphs.

Reading Comprehension 1

Tim works for a company in Sacramento, California. He’s a customer service representative. He gets up at six o’clock each weekday. He drives to work and begins his job at eight o’clock. He speaks to people on the telephone to help them with their banking problems. People telephone the bank to ask questions about their accounts. He doesn’t give information about accounts until people answer a few questions. Tim asks callers their birth date, the last four digits of their social security number and their address. If a person gives incorrect information, Tim asks him to spell back with the correct information. Tim is polite and friendly with everyone. He has lunch in a park next to his office. He returns home at five o’clock. After work, he goes to the gym to work out. He has dinner at seven o’clock. Tim likes watching TV after dinner. He goes to bed at eleven o’clock at night.

ANSWER THE FOLLOWING QUESTIONS

c) Where does Tim work?
d) How long does it take Tim to drive to his office/workplace?
e) What is Tim’s occupation?

a) Why is it important for Tim to be polite in his occupation?
b) How many hours a day does Tim spend at his workplace?

Reading Comprehension 2

Claudia: Hello, my name is Claudia. I’m from Italy and I’m a student. I’m twenty-five years old and I’m single. I live in an apartment with my parents. I go to university five days a week. I like going to the disco on Saturdays. I don’t like playing sports. I have one sister and one brother. Maria and Antonia.
4. Reading Comprehension III

In the sixteenth century, an age of great marine and terrestrial exploration, Ferdinand Magellan led the first expedition to sail around the world. As a young Portuguese noble, he served the king of Portugal, but he became involved in the quagmire of political intrigue at court and lost the king's favor. After he was dismissed from service to the king of Portugal, he offered to serve the future Emperor Charles V of Spain.

A papal decree of 1493 had assigned all land in the New World west of 50 degrees W longitude to Spain and all the land east of that line to Portugal. Magellan offered to prove that the East Indies fell under Spanish authority. On September 20, 1519, Magellan set sail from Spain with five ships. More than a year later, one of these ships was exploring the topography of South America in search of a water route across the continent. This ship sank, but the remaining four ships searched along the southern peninsula of South America. Finally they found the passage they sought near a latitude of 50 degrees S. Magellan named this passage the Strait of All Saints, but today we know it as the Strait of Magellan.

One ship deserted while in this passage and returned to Spain, as fewer sailors were privileged to gaze at that first panorama of the Pacific Ocean. Those who remained crossed the meridian we now call the International Date Line in the early spring of 1521 after ninety-eight days on the Pacific Ocean. During those long days at sea, many of Magellan's men died of starvation and disease.

Later Magellan became involved in an insular conflict in the Philippines and was killed in a tribal battle. Only one ship and seventeen sailors under the command of the Basque navigator Elcano survived to complete the westward journey to Spain and thus prove once and for all that the world is round, with no precipice at the edge.

**Choose the best answer from the following:**

i. The sixteenth century was an age of great __________ exploration.
   A. cosmic  B. land  C. mental  D. common man  E. none of the above

ii. Magellan lost the favor of the king of Portugal when he became involved in a political __________
   A. entanglement  B. discussion  C. negotiation  D. problems  E. none of the above

iii. Four of the ships sought a passage along a southern __________
    A. coast  B. island  C. body of land with water on three sides  D. border  E. answer not available

iv. The Pope divided New World lands between Spain and Portugal according to their location on one side or the other of an imaginary geographical line 50 degrees west of Greenwich that extends in a __________ direction.
   A. north and south  B. crosswise  C. eastward  D. south east  E. north and west

v. One of Magellan's ships explored the __________ of South America for a passage across the continent.
    A. coastline  B. mountain range  C. physical features  D. islands  E. none of the above
vi. In the spring of 1521, the ships crossed the... now called the International Date Line.
A. imaginary circle passing through the poles
B. Imaginary line parallel to the equator
C. arc
D. land mass
E. answer not found in article

vii. The passage was found near 50 degrees S of
A. Greenwich
B. The equator
C. Spain
D. Portugal
E. Madrid

5. **Sentence Writing** (10)

1. **USE THE FOLLOWING WORDS IN MAKING A SENTENCE:**

   a) Employee  
   b) Invitation
   c) Request 
   d) Dishonest
   e) Servant 
   f) Grateful
   g) Appointment 
   h) Devote
   i) Oblige 
   j) Quarrel

6. **Grammar, Sentence Structure and Punctuation** (08)

   j) Correct the following sentences:

   a) After the hurricane, uprooted trees were lying all over the ground.
   b) To no one's surprise, Joe didn't have his homework ready.
   c) After it was repaired it ran perfect again.
   d) The circus audience received a well-deserved round of applause for the perfectly timed acrobatic stunt.
   e) Among the many fields of science, there are several fields of study.
   f) The first part of the test was on chemistry, the second on mathematics, and the third on English.
   g) The pencils and paper are on your desk.
   h) He was going to swim in the summer.

   Best of Luck!
KARACHI UNIVERSITY BUSINESS SCHOOL
UNIVERSITY OF KARACHI
FINAL EXAMINATION, JUNE 2009: AFFILIATED COLLEGES
BUSINESS ENGLISH – II: BA(H) 312
(English Composition)

19 June 2009
Time allowed: 3 hours

Max Marks: 0

Instructions: Attempt all questions.

Question no 1: Reading Comprehension.

Read the following passage carefully and do the exercises given.
(while waiting for a suitable school to go to a fourteen-year-old works in her father’s hotel)

For a month my name was down on the duty roster for breakfast and dinner service, which included laying up the dining room before and Hoovering and glass polishing afterwards. This left the middle of the day free, ostensibly for studies. Like all the other waitresses I was equipped with a neat little Black Watch kit and instructions to treat the guests as though they were special visitors in my own home. If, feeling more like a stranger in theirs, I saw any irony in this, I did not express it, concentrating all my attention on doing the job as well as I could, if not better than, the older girls.

Soon I learned how to tackle the two most daunting installations in the kitchen: the washing-up machine and the chef. Both were capable of giving vent to odious torrent if mishandled. The chef was a large purple-lipped Liverpudlian called Gordon. He had an impressive chimney hat and an unpleasant habit of wheezing through his teeth while taking half-inch drags of cigarettes he was not supposed to have in the kitchen. His breath was strong and fishy and I avoided close contact with him, grabbing the dishes he set down with a forbidding expression which was transformed into a charming smile in the brief space between kitchen and dining-room.

Breakfast waitressing, I found, was more enjoyable than the dinner shift. The guests came wandering into the dining-room from seven thirty onwards, blinking in sleepy appreciation of the morning-lit view of sea and islands. Thermos flasks would appear on the tables if the day looked promising and I would note down requests for boats on lochs and packed lunches. It was a matter of pride to me that everyone got their order promptly and I took pleasure in the subtle rapport established with each. It was funny how differently people behaved in the evenings, dressed up and talking with louder, less friendly voices, not always returning my smile. That all changed when Richard, keen to use any potential not going in the academic direction, carved out a special role for me which aggrieved my status considerably. Richard asked if I would like to have a go at some

It began with a few modest trays of shortbread for packed lunches and progressed swiftly to fancy cakes for afternoon teas. Recipes, I found were easy to follow and improvisation amusing. The climax was a nightly extravaganza known as Lucy’s Sweet Trolley. This last appeared on the dinner menus with asterisks round it like the star-turn in a cabaret and Richard stage-managed the whole performance with all his old film-directing flair. Every evening, on cue, I made a grand entrance, wheeling before me the most extraordinary collection of desserts ever to grace Highland cuisine. Most were of my own invention, all were of my own concoction and some – Jacobite Grenades, Mocha Genghis Khan and Geat’s Milk Bavarois to name a few – were undeniably strange.

It was Richard’s masterstroke to deck me out to match my wares and make me stop at each table and recite the name of each dish. I did not have to be told to address my remarks principally to the head of table, for I was on the cusp of feminine awakening and I knew. Staring steadily from behind a curtain of long fair hair into the eyes of the nearest most impressive male, I gravelly recommended cream-filled chocolate-covered Pretender’s Bails. On more than one occasion a mouth fell open and deftly I would pop one in.
I loved the way Richard stroked my hair and looked proud when some Parties of men asked for second helpings and kept me chatting at their tables. It was somehow less exciting when ladies asked for recipes.

Lucy's Sweet Trolley lasted all through that season and through all the changes of kitchen hierarchy. When Gordon left, taking his bad breath and wherever back to Liverpool, and Gilbert moved in, my position was well established. I must have been strange for a fit Aberdeen chef, most of whose experiences, culinary or otherwise, had been picked up in the merchant navy, to share a kitchen with a noble fourteen-year-old, who leapt around in jeans and scantly blouses during the day and appeared like the prize plum in a harem at night. A barman from Glasgow joined the team at the same time and when Marianne, stronger but still withdrawn, arrived part way through the season, she and I became the butt of many a ribald exchange between the two Scots.

Besides Gilbert, there were row two other members of staff in the kitchen. One was Lena, fifteen-year-old lass with a top half lovely as a Dresden shepherdess and white hairy legs like a split pantaloons. She was employed to do the washing up and stood before the trough sink hour after hour, drably running a brush round the same dish until Edwina bustled up and chided her onto the next. The other was Jeanie, a boucherette, whose soft hips blotted amoeba-like over two stools while she pecked battalions of vegetables into bowls which were always too small. Her husband was a fierce marionette-liked character whose face was almost black from some disorder of the blood. The calm pink sea of Jeanie's bulk trembled when he was near and she found no respite from masculine tyranny at the hotel, for Gilbert kept both girls in a state of jittery subservience. He treated all staff, with the exception of the barman, with the same brand of casual sadism which makes grown men kick dogs. Marianne and I, as the daughters if the boss, did not escape this treatment, but it was meted out to us in a subtly different way.

Choose the best answer from the following [10marks]

1) Why was breakfast waiting "more enjoyable than the dinner shift"?
   a) because of early morning exciting chores and the appreciation which the waitress gets
   b) because every one got their order on time
   c) because the waiters enjoyed working early morning

2) "This left the middle of the day free, ostensibly for study", "Concentrating all my attention on doing the job as well as, if not better than, the older girls". This indicates that protagonist is the _______ waitress
   a) regular
   b) temporary
   c) part-time

3) 'Dashing installations' in second paragraph means __________
   a) lovable things
   b) difficult
   c) fearsome fixtures

4) Waitress find it less exciting even irritating when:
   a) somebody stroked her hair
   b) Richard stroked her hair
   c) ladies asked for recipes

5) What served as the promotion of the hotel?
   a) baking
   b) lunch parcel service
   c) efficient service
6) "If the day looked promising" means:
   a) if business was good
   b) if weather was pleasant
   c) both a and b

7) The "waitress" was working in her _______ hotel.
   a) manager
   b) employer
   c) father

8) The first duty waitress was given was of serving _______.
   a) lunch and dinner
   b) breakfast
   c) breakfast and dinner

9) The chef Gordon was _______.
   a) Liverpoolian
   b) Aberdonian
   c) Jacobean

10) The chef was detected because of his _______.
    a) bad breath
    b) behavior
c) cooking

Question no 2
Briefly answer the following questions (any five) [15 marks]
1) "... feeling more like a stranger in theirs'. What does this line mean? Explain.
2) What phrase tells you about the location of the hotel?
3) Explain in your own words 'the climax was a nightly extravaganza'.
4) Why did the author compare the service to a cabinet act?
5) What was Richard's 'master stroke'?
6) The anchor met the "new challenge" in two stages. What were they?
7) Give a suitable title to this selection with reason of its choice.
8) Why this girl was working in the hotel? State.

Question no 3
Turn the following dependent word groups into meaningful sentences.

i. You have to pay _______.
ii. I ate the medicine and _______.
iii. The in-charge of the programme _______.
iv. He broke his leg _______.
v. The last child _______.
vi. Electricity is generated _______.

Question no 4 [7 marks]
Read the following Para and mark the correct words

Whatever their (their, there) frequency, the aircraft is which 1 (travels, traveled) was certainly pretty empty. A journey to China dramatizes the paradox (in, of) the modern world, whose contradictory symbols are the jet plane (or, and) the visa. In the physical sense, it is ludicrously (foxy, casual) - one can breakfast in Peking and (dining, dine) in London, flying time (been, being) 30 hours. In other sense the golf is vast.
Read the passage and answer the questions.

Whether work should be placed among the causes of happiness or among the causes of unhappiness may perhaps be regarded as the doubtful question. There is certainly much work, which is exceedingly irksome and excess of work is always very painful. I think, however, that provided work is not excessive in amount, even the dullest work is to most people less painful than idleness.

Most of the work that most people have to do is not in itself interesting, but even such work has certain great advantages. To begin with, it fills a good many hours of the day without the need of deciding what one shall do.

Most of the idle rich suffer unspeakable boredom as the price of their freedom from drudgery. At times they may find relief by hunting big game in Africa, or by flying around the world.

Accordingly, the more intelligent rich men work nearly as hard as if they were poor, while rich women for the most part keep themselves busy with innumerable trifles of whose earth shaking importance they are firmly persuaded.

Work therefore is desirable first and foremost, as a preventive of boredom, for the boredom that a man feels when he is doing necessary though uninteresting work is as nothing in comparison with the boredom that he feels when he has nothing to do with his days.

Question no 5 [10 marks]

Write a short summary of the above passage.

Question no 6 [06 marks]

Write one paragraph on the following given topic sentence.

Or

Write a topic sentence on the following topics.

a-importance of work

b-working mothers

Best of Luck!
A LOVE AFFAIR WITH BOOKS

RNadadeepas Place.

Growing up in a small town in Rajasthan, Ramadeepa's place was not only limited access to books; she was discouraged from reading the few that she could find. This forbidding past is often the setback, and Ramadeepa's hunger for reading would not be denied. In this prize-winning essay from a national writing course, Ramadeepa describes her passion for books and the role that her "most faithful lover" has played in her life that it is her best friend.

When I was young, I thought that reading was like a drug which I was allowed to take only at a specific time. But which, nevertheless, had the effect of carrying me away to an enchanted world where I experienced mimicry and fabulous emotions. As time went by and I took that drug again and again, it became addictive to me. I could no longer live without reading. Books became an integral part of my life. They became my friends, my guides, my lovers - my most faithful lovers.

I do not know where I would fall in love with books when I was young and named it read. I don't even recall when I started to read and how. I just remember that my mother didn't like me to read. In spirit of this every time I had an opportunity I would sneak into the bedroom and read one page, two pages, three, if I was fairly enough, always feeling my heart beating fast, always hoping that my mother wouldn't find me. I wouldn't cheat it at all. "Ramadeepa, don't you have anything to do?" For her, books were not for me. That's why we were everything.

In my a school, I didn't have any circles. I was in a small town in Rajasthan, surrounded by trees and farmland. It was impossible to get out of town by car; there were no roads. So, my book was my best friend. When I was doing my homework, I would read my books. I had a great many books. I read them all.

My uncle, who owned a big farm and also was a pilot, would bring me to the big town where there was a library. I would sit there and read my books. I would even read in the shining place, little by little.

I remember very well the old series of small books. Each had a cover with a picture of a single king. In those days, I think the books had not been given to my mother, when she was a teenager because the pages were yellowed and almost worn out. But through the books were old for me they became alive. And I read them all. I was the happiest and my mother would soon come to rescue me. He didn't seem to arrive. And it was the one who left my town to study in Deemed University in Delhi, taking only my clothes with me. But inside myself I was taking my passion for books it would never abandon me.

I had been sent to study in a boarding school and I was soon revolted to discover that the expensive girl's school had even more books than mine. In my class there was a fantastic thing with roughly fifty books, and almost all of them were about the lives of saints and the miracles of Christ. I had almost given up the hope of finding something to read when I spotted, buried away in the very end of the shelf, a small book already cuffed by dust. It didn't seem to be short-religion because it had a more interesting title, "The Old Man and the Sea." It was written by an author that I had never heard of before: Ernest Hemingway. Camouflaged, I started to read the book and a few minutes later I was already fascinated by Santiago, the old fisherman.

I loved that book so much that when I wrote to my aunt's house to spend the weekend, I asked her if she had any books by the men who had written it. She lent me "For Whom the Bell Tolls," and I read it every Sunday. I could get out of school, only a little bit at a time, only one teaspoon at a time. I seemed to wait anxiously for those Sundays. At the age of thirteen, I was deeply in love with Ernest Hemingway.
When I embarked on the quest to find the book, I discovered Harriet Beecher Stowe, Graham Greene, Alice Munro, Eugene O'Neill, and James Joyce. I enjoyed them, only on Sundays, so during the week I found myself lost in their diverse and rich narratives.

At that time, I thought that my relationship with books was kind of odd, something that set me apart from the world. Only when I read the short story "Three Cheers for the Parachute" by Claude Lanzmann, a Portuguese author, did I discover that other people could enjoy books as much as I did. The story is about an ugly, fat girl who stumbles upon the owner of a beautiful girl in her town, and because the umbrella girl's father is the owner of a bookstore, and she has an eye for books, she wants to make her debut. By accident, she is offered to the beautiful girl to be her book. The girl's beauty, however, does not affect her promise. When her mother finds out what is going on, she gives the girl the book to be the beautiful girl. She then runs through the streets hugging it, even before she has read it, in order to find it again. She is offered to me as well. For the first time I wasn't alone. I knew that someone else loved books as much as I did.

My passion for books continued through my life, but I had to navigate another big challenge: when, at the age of thirty-one, I moved to New York. Because I had almost no money, I was forced to leave all my books in Brazil. Besides, I didn't know enough English to read in that language. For some years I was condemned again to the darkest conclusion to live without books, my friends, my guides, my lovers.

But my love for books was so strong that I overcame that obstacle. I learned to read in English and was finally able to enjoy my favorite authors again.

Although books have always been part of my life, this was a mystery for me, and every time I opened a new one, I would ask myself which pleasure I am about to discover, which mystery I am about to reveal, which sometimes I am about to sink in. Will this new book touch me as a weapon, as a longtime, as a interactive, as a curious? Which author is it about to seduce me, which string of my soul is it bound to touch, which secret is it about to unveil for me?

Sometimes, the book seduces me not only for the story's tale, but also because of the words the author uses in it. Reading César Aira's "The Green Man" and "The Green Man" is one of the books I read a lot. I felt that when he writes that book, he takes the lesson of surrealist for the book to fall into the abyss, the essence of surrealist. I read these words again and again, inflected by pain, by his precision, by his hidden meaning. I try to keep them in my mind, even knowing that I am already part of my soul.

After reading so many books that touch me deeply, each one in a special way, I understood now that my mother had a point when she tried to keep me away from books in my childhood. She wanted me to stay in my little room, to make a little and4

assurance
b. heartfulness
c. knowledge
d. passion

2. The word "readiness" I had to represent another big challenge when, at the age of thirty-one, I moved to New York. . . . I was forced to leave all my books in Brazil. . . . I didn't know enough English to read in this language." (paragraph 10) means
a. create
b. awareness
c. recall
d. become

3. Which of the following would be a good alternative title for the selection?
a. Growing Up in Rural Brazil
b. Books and New Worlds and Experience
c. Books and Author I Have Loved
Page 3 of 4

4. Which statement best express the main idea of the selection?
   a. Piaana's relationship with books has been central to her life.
   b. As a child, Piaana had to struggle to find access to books.
   c. Piaana taught herself to read in English after the move to New York.
   d. Piaana's new understanding of her country's history inspires her to keep books from her.

   5. True or False: Piaana's mother did not enjoy reading.

   6. The first book that Piaana decided to read at her boarding school was written by
   a. Orsato Garso Margareta
   b. Addis Ababa
   c. Edgar Allan Poe
   d. Ernest Hemingway

   7. Piaana's uncle was
   a. a scientist
   b. an author
   c. a pilot
   d. an American

   8. The author implies that
   a. dining rooms will be favorite authors
   b. her childhood friends were also passionate about readings.
   c. her teacher hated her when she discovered her reading.
   d. the author especially enjoys reading fiction.

   9. The author implies that when she read "Albin Magin, she identified with
   a. the breakup of women
   b. the fat girl
   c. the first girl's mother
   d. the beautiful girl

   10. The author implies that if she had to "hurry" to read, she would
    a. never have gone to a boarding school.
    b. still be living as near the town where she is in as a child.
    c. have learned English at school.
    d. have become a pilot.

   11. (No. 10).

   Piaana and her mother obviously do not see eye to eye. Write an essay explaining a long-standing conflict that exists (or existed) between you and someone close to you—may be a parent, a friend, a neighbor, or a co-worker. Your essay must persuade your reader to describe (1) how the conflict originated, (2) how it expressed (or expressed) itself, and (3) how you felt the conflict was (or was not) resolved—{in other words, using your reader up to the current time}.

   Write an essay on a memory for which you feel the least of pride at Piaana feels for riding. Be sure to provide colorful and detailed evidence so the reader will be able to understand your embarrassment for this special instance.

   Q NO. 1. Outline the correct word in parentheses. (83)

   1. Each of the little girls always2 choose one piece for, (her, hers) own.
   2. I asked at the convenience shop how quickly (does, do) the book mail-order at ours for my son.
   3. The nurse sent each of the children 4 small (lunches, lunch) for their meals.
   4. The author said that her (father, father's) work in the library was uncles.
   5. When someone has a cold, (you, he or she) should take extra vitamins and rest.

   Q NO. 2. In each of the following sentences, draw one line under the subject and two lines under the verb. (85)

   1. The gingham cloth patterned on the many windswell.
   2. The redwood forest the path of the hikers.
   3. The poet's work was admired among the students.
   4. The flag was flown to the people.
   5. The man in glasses and empty car stopped at the post office.

   Q NO. 3. Write an introductory paragraph for an essay on any one of the following topics:

      a. Nuclear Power Plants
      b. (1)
      c. (2) Nuclear Power Plants

   (85)
The weather’s boiling, you’ve been running around, you’re a bit of aither and suddenly the environment is making you feel a bit out of sorts. What causes stress? It’s caused by being stressed when we pursue — just out of the effects of not having enough of an essential mineral in the system.

Minerals are the poor relations of vitamins. Few of us know just which minerals we need (and which we should avoid), how much we need and which foods they are found in. If you want certains, because if you eat too much of one mineral, such as iron, it might cause you to absorb less of another such as zinc. Even extreme deficiency can cause bad skin, even extreme exfoliation has been linked with Albatross’s disease.

So how do we find these missing substances? Minerals cannot occur naturally in the soil and are absorbed into the plant and mineral we eat. If we don’t get enough of these minerals, we feel run down. At worst, we can cause mineral deficiency diseases such as anemia.

Many of us could be low in certain minerals — especially if we eat an unbalanced diet or one high in refined food. Refining often means removing the more wholesomely part of the food. White bread, for example, contains less minerals than wholemeal bread because the wholegrain and bran are removed.

Although the cells in our body naturally contain certain amounts of minerals, they are used up in our cells become worn out. As the body is not very good at storing minerals, apart from a little calcium, phosphate, magnesium and zinc, it is vital we have enough in our daily diet.

There is no substitute for eating a balanced diet. Even if we add a balanced diet to our diet, we will need a supplement if you’re eating a balanced diet of protein and fat, meat, fish, dairy produce, wholegrain, beans and vegetables?

Traditional nutritionists say that a balanced diet will give you all the nutrients you need. Others believe that the use of vitamins which protect the skin, formation and food processing means that many of our foods no longer contain enough minerals.

Whatever we think, taking a supplement will do you no harm — provided you take only the recommended dose. Taking a higher dosage can be seriously harmful. Too much zinc can prevent you absorbing zinc, and if you take excessive amounts of magnesium, you’ll get a lot of diarrhea!

Q. No. 6. Write a paragraph on any of the given topic statements.

1. Today, many women work outside the home.
2. Many people today work, eat, and play under the pressure of deadlines.
3. Adults and children today are more independent and self-sufficient than people of previous generations.

Q. No. 7. Turn each of the following word groups into a complete sentence.

(a) After the storm passed.
(b) Such as fruits and vegetables.
(c) During the rainy season.
(d) Unless I study harder.
(e) To get to school on time.
FINAL EXAMINATION DECEMBER-2007: AFFILIATED COLLEGES
BUSINESS ENGLISH-II (ENGLISH COMPOSITION) BBA-II 312

KARACHI UNIVERSITY BUSINESS SCHOOL
UNIVERSITY OF KARACHI

BS FOUR YEARS PROGRAM

Time Allowed: 3 Hours
Max: Marks 60
Dated: 20/12/2007

1. In the passage below, fill up the blanks with suitable transition signals. Marks 5

The very careful the next time you withdraw a large sum of money from a bank. The person standing next to, or near you. May not be a genuine bank customer. (1) , he may be a criminal out to make you his victim. (2) , police have discovered that some of those who patronize banks are there to look out for potential victims. These criminals hang around the banks and mingle among genuine customers, (3) , observing how much money the customers withdraw. They target (4) , those who withdraw large sums of money. (5) , the police have taken action. They have sent undercover personnel to patrol areas where banks are located to prevent such incidents. (6) , the police cannot be present all the time, (7) , the public must try their best to safeguard themselves. (8) , the police have advised those who need to withdraw large sums of money not to go alone. (9) , to have a colleague to accompany them. They (10) , have to be on the look-out for suspicious-looking characters when leaving the bank.

2. Using the words in parentheses, combine the following sentences to show the relationship between the ideas. Punctuate and capitalize accordingly. Marks 10

1. a. You may really mean what you say.
   b. I'll give you one more chance.
   c. You have to give me your best effort.
   d. You'll lose your job.

(RELATIONSHIP WORDS: if, but, otherwise)

2. a. The weather is bad.
   b. I'm going to stay home.
   c. The weather my change.
   d. I don't want to go to the picnic.

(RELATIONSHIP WORDS: despite, even if)

3. a. The children had eaten lunch.
   b. They got hungry in the middle of the afternoon.
   c. We took them to the mall.
   d. They wanted to get some fruit for a snack.
   e. We went home for dinner.

(RELATIONSHIP WORDS: even though, therefore, so that, before)

4. a. Robert is totally exhausted after playing tennis.
   b. Marge isn't even tired.
   c. She ran around a lot more during the game.

(RELATIONSHIP WORDS: whereas, in spite of the fact that)

5. a. My boss promised me that I could have two full weeks.
   b. It seems that I can't take my vacation after all.
   c. I have to train the new personnel this summer.
   d. I may not get a vacation in the fall either.
   e. I will be angry.

(RELATIONSHIP WORDS: even though, because, if)

3. Having formulated your thesis sentence and determined which pattern of organization is most suitable to develop it, you are ready to prepare your written outline in a guide for writing the essay on any one of the following topics. Outline creating a vertical list with headings and subheadings. Arrange your points in such a way as to clarify their relation to your thesis and to each other, putting them in an order that will best support the thesis. Choose one of the following topics.

(a) Thesis sentence

(Marks 10)
1. Is Religion Dead in the Twentieth Century?
2. Exercise.
3. International relations.
4. Teenage alcoholism.

OR

Write an essay in which you argue for or against the comment below. Support and
defend your argument by drawing on your reasoning ability and general experience. The
essay should not exceed 400 words.

Comment
Many of today’s young people are mainly concerned with prestigious careers, making
money, and owning things. It seems we no longer teach the benefit of spending time
and money to help the community, the country, or the world. Our country can
strengthen these human values and improve the world by requiring young people to
spend a year working in some type of community service.

Q6. Using, at least, one flashback and one flash-forward, tell the story of one of the
following.

✓ Your first day in college.
✓ Your first meeting with someone who later became important in your life.
✓ The first time you felt you were doing something wrong.
✓ Your first date.

Q5. Use blocks structure to compare and contrast the two items in any one of the
following pairs. Write a paragraph of not more than 200 words. Underline your
topic sentence.

Men’s basketball/Women’s basketball
Internet search/Print search directory
Cable TV/Basic TV
High School/College
Website/Classroom

Q4. a) The concluding paragraph should bring your essay to an effective close and give
your reader a sense of completion. Write a suitable concluding paragraph for the
following topic. Remember, your conclusion can be based on a set of variety created
by contrasting with a prediction, a call for action, a question and a question that
illuminates your point.

Through its satellite transmission time, Educational TV (ETV) seeks to be
making its transmission group

1. Band Accidents

b) Rewrite the following redundant and mushy sentence to eliminate all words and
phrases that say the same thing twice.

One must be thankful and full of gratitude for the privileges of being fortunate enough to
know Mrs. Brown personally as an individual. Her charm and grace of manner are such that
nothing and every one of her campaign workers revives and renews her in a manner that often
observed in the attitude displayed towards such a young woman. Her youth brings out experience;
however, she has not as much experience, as it were. Her conduct and management
appears on behalf of the mayor’s office for the past several years have brought her much
appreciation form continued faithful service. And with all the praise she has received, she has
remained modest and unassuming, with no desire whatsoever to boast and make much of her
own accomplishments, according to the constant of opinion among the associates who know
her and colleagues who work with her.
8. Write a summary of the reading selection given below.

Melanosis in the breath is the cause of ‘musty breath’. Many people who suffer from it are often unaware of the embarrassment it produces. In one study, smokers were asked to compare the smell of their breath with that of someone who had not smoked.

Dr. John E. Cattell of the Pennsylvania State University, in the United States, has been asked to study the problem of bad breath. He has found that 90 per cent of the problems may be due to ‘nasal reflux’ or the presence of anaerobic bacteria in the mouth. In fact, the one in the nose, a peculiar type of beetle, appears to thrive in the mouth. There, it promotes the growth of these anaerobes and the anaerobes in the mouth, producing two types of gases - methyl mercaptan and hydrogen sulphide, both of which exist in a foul odour. When these anaerobes multiply, their odour can be overpowering.

Various treatments have been suggested for bad breath. The most popular is to use a mouthwash. Yet, as the study of the tongue has been done on the tongue cells which are very sensitive. Some treatments recommend rinsing with hydrogen peroxide. However, this has to be carefully done so that the damage is limited to the tongue cells which are very sensitive.

--Excerpt from an article by John E. Cattell, the Pennsylvania State University, printed by Federal Publications in 2000.--