Eastern University of Sri Lanka English Language Teaching Unit

03 AUG 2010

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First & second Semester Examination in Certificate in Business Administration (CBA 2004, 2005 & 2006 (Repeat) – June 2010 (CBA 2004, 2005 & 2006 (Repeat) – June 2010 (CBA 2004, 2005 & 2006)

CBA - 1043 - English for Communication (Reading & Writing)

ndex No:			Time: 03 hours
	er all questions on this paper itself. the answers neatly clearly.		
For Examiner's	s use only		
	Question Number	Maximum Marks	Marks Obtained
	our control		
	I	• 20	
	II	20	
	III .	20	
	IV .	10	
	V	10	
	VI	20	LACISCS
			Newnodiace
	Total	100	
		interes eppropri	

Examiner's Name

Date

Examiner's Signature

Question I

Fill in the blanks using suitable words given below.

1.	We lost mo	ney and,	, have m	ade changes.
2.	We have	have covered all contingencies.		
3.	All of the la	he lab indicate the drug if safe.		
4.	We	no further problems.		
5.	Is it		to ask question	s of our own?
6.	The union i	s	for more flexib	e benefits.
7.	The		of the warehou	se has been doubled.
8.	Α		has been name	d to investigate.
9.	Did all the l	ooard members		with the decision?
10.	Our		have made one reco	mmendation.
11.	Who will the changeover?			er?
12.	One computer is to network administration.			work administration.
13.	Her was a shock to all of us.			
14.	The agreed to consider the matter.			
15.	procedures are now in place.			
16.	Is itto begin so early?			
17.	The has begun making strange noises.			
18.	The mayor declared the site a health			
19.	The committee the procedure immediately.			procedure immediately.
20.	results have all been positive.			n positive.
laborat	ory,	established,	consultants,	appropriate,
initiate	d,	employees,	concur,	anticipate,
hazard,		disclosure,	commission,	analyses,
furnace),	dedicated,	capacity,	adequately,
feasible	2,	coordinate,	bargaining, .	accordingly

[20x1=20marks]

Question II

			A THE RESIDENCE AND A SERVICE OF A SERVICE AND A SERVICE A
Put the words in	handlante	in the	correct order
Put the words III	DIACKELS	III LIIC	correct or acr.

	nd in ide blanks using suitable words given below.
1.	/ when / was / built / this house /? /
2.	/ how / cheese / is / made / ? /
3.	/ when / invented / the computer / was /? /
	/ land Sura Assorbing Lign't Ltoday 12 /
4.	/ why / Sue / working / isn't / today / ? /
5.	/ what time / coming / your friends / are / ? /
6.	/ why / was / cancelled / the concert / ? /
7.	/ where / you mother / was born / ? /
8.	/ why / you / to the party / didn't come / ? /
9.	/ how / the accident / did / happen /?/
10.	/ why / this machine / doesn't / work / ? /

Question III

Select	the correct questions with who or what.
1.	Somebody hit me.
2.	I hit somebody.
3.	Somebody paid the bill.
0.	
4.	Something happened.
5.	This book belongs to somebody.
6.	Somebody lives in that house.
7.	I fell over something.
8.	This word means something.
9.	I borrowed the money from somebody.
10.	I'm worried about.

Question IV

How v	vill you develop your language skills in your career? Write sentence.
	archine Coberns Chrysmala 7.57
1)	
	- The state of the
	Januari Insectul filteramputer Lugar filt for commence of the
	Somebody part the bill
2)	
	/ But with / combider your friends / Sep. / 2 / Sep. / 2 / Sep.
3)	
	Judy, Carte, Aconcelled Atheresise (LASA)
	- Selberg Zohia mother Zurad Base 2.22
4)	
	Torseon mountained in a contraction of the contract
5)	
	and the second s

Question V

How c	an the spoken skill of the graduates be helpful to	find employment opportunities:
Write	your own ideas in five sentences.	
	> :	
1.		
2 .		
3 .		
4 .		
5 .		

Question VI Assume that you are going to apply a post. Write your curriculum vitae.