

b) The information ----- be true. I do not know.

(Rewrite the sentence choosing the correct modal auxiliary from the following alternatives)

- 1) should 2) must 3) ought to 4) may

c) If you are not strong, you will fail.

(Rewrite the sentence removing 'not')

- 1) Unless you are strong, you fail. 2) Unless you will fail, you are strong.
3) Unless you are strong, you will fail. 4) Unless you do strong, you will fail.

d) Spot the error and write the correct sentence.

The sun will rise in the East.

Q. 2 A. Read the extract and complete the activities given below.

(05)

Human resources is used to describe both the people who work for a company or organization and the department responsible for managing resources related to employees. The term human resources was first coined in the 1960s when the value of labour relations began to garner attention and when notions such as motivation, organizational behavior, and selection assessments began to take shape.

Human resource management is a contemporary term used to describe the management and development of employees in an organization. It is also called personnel or talent management. Human resource management involves overseeing all things related to managing an organization's human capital.

Human resource management is therefore focused on a number of major areas, including: Recruiting and staffing, Compensation and benefits, Training and learning and Labor and employee relations.

Due to the many areas of human resource management, it is typical for professionals in this field to possess specific expertise in one or more areas. Human resource management involves developing and administering programs that are designed to increase the effectiveness of an organization or business. It includes the entire spectrum of creating, managing, and cultivating the employer-employee relationship.

For most organizations, agencies, and businesses, the human resources department is responsible for:

- 1) Managing job recruitment, selection, and promotion
- 2) Developing and overseeing employee benefits and wellness programs
- 3) Developing, promoting, and enforcing personnel policies
- 4) Promoting employee career development and job training
- 5) Providing orientation programs for new hires
- 6) Providing guidance regarding disciplinary actions
- 7) Serving as a primary contact for work-site injuries or accidents

HR department pays attention on employee strengths. Companies must make every effort to understand what candidates and employees do best and put them into roles where they can play to their strengths as much as possible.

A1. True or False

(2)

Rewrite the following statements and state whether they are true or false.

- 1) Human resource department works only for employees and not for the companies or businesses.
- 2) Human resource management involves developing and administering programs to increase the effectiveness of an organization or business.
- 3) The term human resources was first coined in the 1950s.
- 4) Human resource department includes the entire spectrum of creating, managing, and cultivating the employer-employee relationship.

A2. Complete

(2)

Human resource management is focused on ----- (Write any four points)

A3. Language study

(1)

1) Human resource management is a contemporary term used to describe the management and development of employees in an organization.

(Choose and write the correct use of 'not only ----- but also')

- a) Human resource management is not only a contemporary term used to describe the management but also development of employees in an organization.

- b) Human resource management is a contemporary term used to not only describe the management but also development of employees in an organization.
- c) Human resource management is a contemporary term used to describe not only the management but also development of employees in an organization.

B) Summary Writing

(3)

Write a brief summary of the above extract with the help of the points given below. Suggest a suitable title for it.

Points: Importance of HRD dept, its work, work system, major responsibilities etc.

SECTION II – POETRY (POETRY AND APPRECIATION)

Q.3 A. Read the extract and complete the activities given below

(10)

WEAVERS, weaving at break of day,
 Why do you weave a garment so gay? . . .
 Blue as the wing of a halcyon wild,
 We weave the robes of a new-born child.

Weavers, weaving at fall of night,
 Why do you weave a garment so bright? . . .
 Like the plumes of a peacock, purple and green,
 We weave the marriage-veils of a queen.

Weavers, weaving solemn and still,
 What do you weave in the moonlight chill? . . .
 White as a feather and white as a cloud,
 We weave a dead man's funeral shroud.

A1. Complete

(2)

Complete the table taking information from the extract.

Weaver's work	
Time of the day	Events of life
Early Morning	Birth
-----	-----
-----	-----

A2. Describe

(2)

Describe the work of weavers at the fall of night.

A3. Personal response

(2)

Express your views in 50 words about the present condition of weavers working in the cloth factory.

A4. Poetic device

(2)

Like the plumes of a peacock, purple and green.

(Name and explain the figure of speech. Find another example of the same from the extract)

A5. Poetic creativity

(2)

Compose two poetic lines making rhyme with the following line.

Weavers, weaving solemn and still,

B. APPRECIATION

(04)

Read the following poem and write a poetic appreciation of it.

Afoot and light-hearted I take to the open road,
 Healthy, free, the world before me,
 The long brown path before me leading wherever I choose.

Henceforth I ask not good-fortune, I myself am good-fortune,
 Henceforth I whimper no more, postpone no more, need nothing,
 Done with indoor complaints, libraries, querulous criticisms,
 Strong and content I travel the open road.

The earth, that is sufficient,
 I do not want the constellations any nearer,
 I know they are very well where they are,

I know they suffice for those who belong to them.

(Still here I carry my old delicious burdens,
I carry them, men and women, I carry them with me wherever I go,
I swear it is impossible for me to get rid of them,
I am fill'd with them, and I will fill them in return.)

SECTION III – WRITING SKILLS (08 Marks)

Q.4 A) Complete the activities as per the instructions given below. (04)

1) E-mail Writing

Write an e mail with proper format to the service department to raise the complaint about newly purchased mobile phone. Use the following points.

You have bought a mobile phone on Bumper Sale by Amazing India Online Service. Mobile has heating and software problem. Problem arises within guaranteed replacement period. Request to replace the phone.

Write a mail to: service@amazingindia.com

OR

2) Report Writing

Write a report of the celebration of Maharashtra day in your junior college.

Hints: The time students assembled in college, the arrival of the chief guest and others dignitaries, flag – hoisting, Speeches, detailed program, cultural programme, vote of thanks etc.

OR

3) Expansion of Idea

Expand the idea inherent in the following proverb:

A friend in NEED is a friend INDEED.

Explain the proverb, give examples, give message given in the proverb.

Q.4 B) Complete the activities as per the instructions given below. (04)

1) Review Writing

Write a film review that you have seen recently using the following points

1) Story 2) Characterisation 3) Music and songs 4) Theme 5) Action
6) Special features 7) Weak points 8) Your opinion about the film

OR

2) Blog Writing

Write a blog using proper format on the topic- 'Trees our Best Friends'.

Hints: Explain the concept, give benefits of trees, suggest ways to protect trees, draw picture of tree .

OR

3) Appeal Writing

Prepare an appeal through your organization for Eye Donation.

Use the points: a) Give programme b) Make a persuasive c) Venue and date d) Contact details

SECTION IV – LITERARY GENRE (04 Marks)

Q.5. Complete the activities given below as per the instructions (04)

1) Pick out the odd element from the group. (2)

(i) Arun Joshi, Vikram Seth, Graham Greene, Kiran Nagarkar

(ii) Place, Period, Theme, Climate, Lifestyle

(iii) Theme, Plot, Character, Novella

(iv) Billy Budd, Pearl, Joseph Conrad, Death In Venice

2) Fill in the blanks with the right words. (2)

1) There are ----- elements essential of 'Novel' or 'Novella'.

(five, six, seven)

2) Theme is the ----- in the novel which can be expressed in a nutshell.

(central idea, setting, plot)

3) In the first half of the 20th century a cult of '----- magazines' became popular.

(amazing, pulp, powerful)

4) Space travel, time travel, and extra-terrestrial life may be seen in ----- fiction.

(historical, gothic, science)

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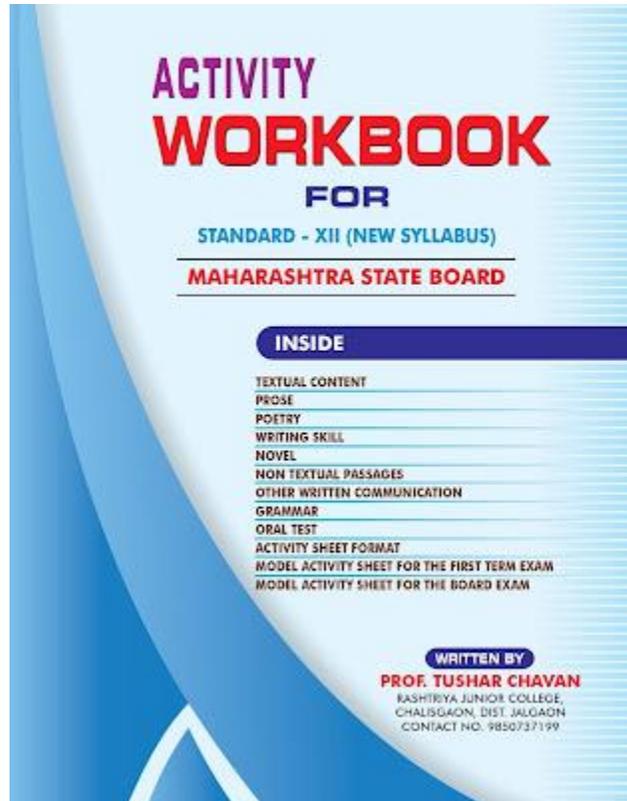
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