1. Read the passage given below and answer the questions that follow:

It is rare to find someone with a combination of good technical and communication skills. You can get far ahead of your colleagues if you combine the two early in your career. People will judge, evaluate, promise or block you based on your communication skills.

Learning what not to say is probably more important than learning what to say. As your career develops, you will realize that the wise speak less. Speak when you have value to add, else refrain.

P.T.O.
Another problem to overcome is speaking too fast. Since our minds are working faster than our speech, we are inclined to speak faster. This does not necessarily mean that the person hearing it will get it any faster. On the contrary, it is always the reverse. So slow down, think before you speak.

Avoid any communication in an emotional state, when you might say things you will regret later. One unnecessary word uttered at the wrong time or place can ruin a relationship, career, even your life. Such is the power of words. If that happens, you should immediately make amends and apologize, else it may haunt you for life.
Adding humour and wit is also essential, but realize that not all jokes are funny and observe certain boundaries; sexual, cultural, religious and spouse jokes are best avoided—they could offend.

Questions:

(i) What are the two qualities that make a person succeed in career?

(ii) What do the wise people learn to do in good conversation?

(iii) Why must communication be avoided in an emotional state?

(iv) What should be avoided in good communication?

(v) Give the substance of the passage in your own words.
2. Make a précis of the following passage and also suggest a suitable title:

Government participation in higher education is on a sharp decline with 73% of all existing colleges being privately run. A comprehensive survey of higher educational institutions by the Ministry of Human Resource and Development reveals significant trends on unprecedented privatization of college education. The survey, a critical input on the sector for proposed discussions on the new National Policy on Education (NPE), reveals that 30% of the existing 633 universities in India are privately managed and 73% (seven out of ten) of the existing 24,120 colleges are in private hands. The rise of private unaided institutions poses a challenge for the system to create robust accreditation mechanisms to see that basic minimum standards in terms of teaching
and infrastructure are maintained. Reports published by the National Assessment and Accreditation Council (NAAC) show that most colleges are facing acute shortage of faculty and infrastructure; they lack innovation, offer out-dated curricula, over-emphasize theory and lack quality monitoring. At present, less than 20% of all Indian colleges and universities are accredited. The fresh data on privatization of education has brought urgency to the issue of quality assessment. The Planning Commission, while stressing the need for quality education, had highlighted private participation in both school and college education. Researchers on education conclude, "In India, we have moved from half-baked socialism to half-baked capitalism so far as education goes. It's time we confronted hard realities."
3. Should there be a multi-party or two-party political system in India? Give a logical and well reasoned answer.

Or

Skill development rather than degrees should be the aim of modern education. Give a well reasoned answer.

4. Correct the following sentences:

(i) She is my cousin sister.

(ii) I have purchased a new scissor.

(iii) One must do his duty.

(iv) I prefer English than Hindi.

(v) She laid in her bed.
5. Fill in the blanks with suitable prepositions:

(i) He is devoid .................... common sense.

(ii) He is proficient .................... science.

(iii) He stood ..................... a tree.

6. Write the suitable form of the verb (given in brackets) in the following sentences:

(i) This book is worth ................. (buy)

(ii) Babur .................... the Mughal Empire. (found)

(iii) He .................... his coat on a peg. (hang)

7. Correct the following sentences using suitable articles wherever necessary:

(i) Kashmir is ..................... Switzerland of India.

(ii) She was killed in ..................... accident.

(iii) ..................... word to the wise is sufficient.

(iv) He is ..................... honour to his profession.
8. Distinguish between the following pairs of words by using them in sentences:

(i) Accept/Except

(ii) Later/Latter

(iii) Birth/Berth

(iv) Stationary/Stationery

(v) Eminent/imminent.