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MCS-015

**MASTER OF COMPUTER
APPLICATIONS/BACHELOR OF
COMPUTER APPLICATIONS (REVISED)
(MCA/BCA)**

Term-End Examination

December, 2025

MCS-015 : COMMUNICATION SKILLS

Time : 2 Hours

Maximum Marks : 50

Note : *Answer all questions.*

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

B-1046/MCS-015

P. T. O.

Ideas rule the world. You shape your world and decide your destiny by your thoughts. You need to think high to rise. You have to believe and be sure of yourself to win a prize. Life's battles do not always go to the stronger or the faster man. But, sooner or later, the man who wins is the man who thinks he can.

Success starts with your thoughts. Whatever your mind can conceive and believe, it can achieve. And your mind is nothing more than a bundle of thoughts. Since you have the power to shape your thoughts, you automatically have the power to fashion your fate and decide your destiny. Thus your thoughts are the most potent, powerful and prime source of your success.

For your thoughts to blossom into success, they should be combined with definiteness of purpose, perseverance and a burning pulsating strong desire to translate them into action. Believe that you will succeed and believe it firmly. You will then do whatever is necessary to bring success about.

Faith in yourself as well as the confidence that you can and will succeed are the key to your success in any venture.

If you keep your mind rivetted on your goal and focus your thoughts on the great and splendid things that you wish to have, you will find yourself unconsciously seizing upon the opportunities that are required for the fulfillment of your desires.

If you go after the goal with the single mindedness of a bulldog after a cat, nothing and nobody under the sun can stop you. Your goal should be well defined, clear cut and specific and should be linked to a fixed time frame.

Questions :

5×2=10

- (a) Give a suitable title to the paragraph.
- (b) What is the role of thoughts in achieving success ?
- (c) How has the role of mind been emphasized ?
- (d) What are *five* keys to success in any venture ?
- (e) What are the attributes of success described by author ?

2. Fill in the blanks, choosing the most suitable phrasal verbs from those given below :

5×2=10

call of, get over, think over, get away, got off

- (a) They the party because of a mishap in the family.
- (b) Drinking a lot of water helps in an illness.
- (c) When his parents asked about the career goal, he said he will
- (d) The police let him with only a small fine.
- (e) Both the students the bus and walked to school.
3. Write the text of a group discussion among three participants on the advantages and challenges of online education in a country like India.

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4. In response to an advertisement in “The Times of India”, write a job application along with your curriculum vitae, for the job of a technical officer in a reputed business company. 10
5. As a Personnel Manager in IT department, write a memo to the staff sharing all the details about the change in flexi-timings schedule. Mention clearly that only Monday and Wednesday would be the flexi-days in the beginning. Also write about the minimum of 5 hours that every employee is supposed to be in the office. 10

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