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**Business English**

**Attempt all questions**

**Q 1. Read the following paragraph and state the sentence which could be the best described as its topic sentence. /10**

The punishment of criminals has always been a problem for society. Citizens have had to describe whether offenders such as first-degree murders should be killed in gas chamber, imprisoned for life, or rehabilitated and given a second chance in society. Many citizens argue that serious criminals should be executed. They believe that killing criminals will set an example for others and also rid society of a cumbersome burden. Other citizens say that no one has the right to take a life and that capital punishment is not a deterrent to crime. They believe that society as well as the criminal is responsible for the crimes and that killing the criminal does not solve the problems of either society or the criminal.

ANSWER:

The sentence that describes the whole paragraph as its topic sentence is, **“Laws for criminal offences in society”.**

**Q 2. Convert the following simple sentences into compound sentences. /3**

i. The company plans to market the product overseas, but we will need a lot of new staff.

ii. I like pumpkin pie, but I prefer having watermelon.

iii. I like simple sentences and clear ideas.

**Q3. Read the given paragraphs and state which one is more coherent and properly organized. /5**

A) "There are three principal reason why people commit crimes. The first of these is that they may be career criminals who have made an active choice to make their living illegally. A second reason relates to the environment they grew up in a possible illustration of this is if they have been subject to peer group pressure at an early age to join a gang that terrorized the neighborhood. Finally it is sometimes argued that genetic factors play a role and that some people cannot be blamed for their criminal actions because they are naturally predisposed to commit crimes."

B) "It is possible to argue that more effective education would work for a decrease in the crime rate and that prison is an ineffective deterrent. People who argue in favor of prison often claim that it is not only the most appropriate way to punish offenders, it also prevents crimes from being committed. For example, many young people join gangs at an early age due to peer group pressure and they are led into a life of crime in later life because of the choices they made when they were younger.”

ANSWER:

Paragraph **A** is more coherent and properly organized as compared to paragraph B.

**Q4. Summarize the following paragraph. (100 words only). Copied answer will not be considered for checking/marking. /12**

Buying things today is so simple. Just enter a shop, say a book store, choose the desired book and pay for it. Long ago, before the invention of money, how did people trade? The most primitive way of exchange should be the barter trade. In this form of transaction, people used goods to exchange for the things that they had in mind. For instance, if person A wanted a book and he had a spare goat, he must look for someone who had the exact opposite, that is, that someone, say person B, must have a spare book of person A's choice and is also in need of a goat. Having found such a person, the problem does not end here. A big goat may worth not only one book, hence person B may have to offer person a something else, say five chickens. However, he runs the risk of person A rejecting the offer as he may not need the chickens. The above example clearly illustrates the inefficiency of barter trading. Many years later, the cumbersome barter trade finally gave way to the monetary form of exchange when the idea of money was invented. In the early days, almost anything could qualify as money: beads, shells and even fishing hooks. Then in a region near Turkey, gold coins were used as money. In the beginning, each coin had a different denomination. It was only later, in about 700 BC, that Gyges, the king of Lydia, standardized the value of each coin and even printed his name on the coins. Monetary means of transaction at first beat the traditional barter trade. However, as time went by, the thought of carrying a ponderous pouch of coins for shopping appeared not only troublesome but thieves attracting. Hence, the Greek and Roman traders who bought goods from people faraway cities, invented checks to solve the problem. Not only are paper checks easy to carry around, they discouraged robbery as these checks can only be used by the person whose name is printed on the notes. Following this idea, banks later issued notes in exchange for gold deposited with them. These bank notes can then be used as cash. Finally, governments of today adopted the idea and began to print paper money, backed by gold for the country's use. Today, besides enjoying the convenience of using paper notes as the mode of exchange, technology has led man to invent other means of transaction too like the credit and cash cards.

ANSWER:

Long ago, people bought things through barter trade. But the problems faced by the people because of this trade compelled them to switch their trading style to monetary exchange. At first, beads, shells and fishing hooks were used as money. Near Turkey, gold coins were used for trade. Later, individual coin value was standardized. People soon found carrying coins around troublesome and robber inviting. Hence, merchants started to issue checks with names of the users on them to secure their money. Following that, banks started to issue cash notes in return for gold deposited with them. Finally, adopting the idea, today governments printed paper money backed by gold for the country’s usage.

**Good Luck!!**