

## **Presentation and Communication Skills Course**

6 September 2019 1 hour 15 minutes – 40 marks

## Writing Skills Test

## Q.1 Write an essay of approximately 300 words on any one of the following topics:

- (i) Importance of tolerance in society
- (ii) Possibilities of an amicable solution of Kashmir issue
- (iii) The need for tax reforms in Pakistan
- (iv) Increasing popularity of internet games

Your essay will be assessed on the following criteria:

- Introduction and conclusion.
- Quality of text, use of idioms and phrases.
- Language, vocabulary, organization and logical presentation of ideas.

(15)

(Word count also carries mark)

## Q.2 Write a précis of 125-135 words of the following passage. (Word count carries mark)

It is interesting just how easily children learn language. Children who are just three or four years old, who cannot yet tie their shoelaces, are able to speak in full sentences without any specific language training.

In the middle of last century, experts regarded child language development as the process of learning through mere repetition. Language "habits" developed as young children were rewarded for repeating words correctly and ignored or punished when they used incorrect forms of language. Yet even though the modern view holds that language is instinctive, experts are convinced that the interaction a child has with its parents is crucial to its developments. In fact, a baby's day-to-day experience is so important that the child will learn to speak in a manner very similar to the model speakers it hears. According to a particular study, babies recognise the sound of their own names as early as four and a half months. Babies know the meaning of Mummy and Daddy by about six months. By about nine months, babies begin recognizing frequent patterns in language. A baby will listen longer to the sounds that occur frequently.

In an experiment the researchers arranged their visits to the homes of 16 nine-month-olds for ten days. During each visit they played an audio tape that included the same three stories. The stories included odd words such as "python" or "hornbill", words that were unlikely to be encountered in the babies' everyday experience. After a couple of weeks during which nothing was done, the babies were brought to the research lab, where they listened to two recorded lists of words. The first list included words heard in the stories whereas the second included similar words, but not the exact ones that were used in the stories. The babies listened longer to the words that had appeared in the stories, which indicated that the babies had extracted individual words from the stories. When a control group of 16 nine-montholds, who had not heard the stories, listened to the two groups of words, they showed no preference for either list.

This does not mean that the babies actually understand the meanings of the words, just the sound patterns. It supports the idea that people are born to speak, and have the capacity to learn language from the day they are born.

(10)

(15)

Q.3 Eastern Hosting (EH) is a web hosting service provider. It provides foreign web server to its clients for their hosting services. It has an agreement with Global Host (GH) to gain access to US based servers. EH provides various web hosting packages to its clients in Pakistan based on these servers. EH pays fee to GH in USD while it receives payments from its clients in PKR.

EH has long term agreements with its clients, ranging between two to five years, with monthly payment condition. As PKR has depreciated around 25% against USD during last year, existing contracts with the clients are not feasible for EH to continue. When EH approached to its clients to increase the service charges, most of them refused to do so till the completion of the contract period. In order to avoid further financial losses and retain the clients, EH has decided to negotiate the fee with GH.

Assume that you are Raza Badami, COO of EH. Your CEO has advised you to write a letter to Arthur James, your counterpart in GH, explaining the situation that EH is facing and requesting him for revision of fee. The letter should contain logical arguments to support your request for revision in fee. You may assume necessary details.

Office of EH is situated at 101 Technology Street, Karachi, Pakistan, while office of GH is located at 901 Hosting Tower, Hyper way, Illinois, USA.

(THE END)