

Presentation and Communication Skills Course

The Institute of Chartered Accountants of Pakistan 6 March 2020 1 hour 15 minutes – 40 marks

Writing Skills Test

Instructions to examinees:

- (i) Answer all **THREE** questions.
- (ii) Answer in black pen only.

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

- (i) There is no victor in war the only loser is humanity
- (ii) Return of international cricket in Pakistan
- (iii) Three great scientific inventions of present era
- (iv) Coronavirus and responsibility of world

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.
 (Word count also carries mark)

(15)

Q.2 Write a précis of 120-130 words of the following passage. (Word count carries mark)

By the fall of 1929, US stock prices had reached levels that could not be justified by reasonable anticipations of future earnings. As a result, when a variety of minor events led to gradual price declines in October 1929, investors lost confidence and the stock market bubble burst. Panic selling began on 'Black Thursday' 24 October 1929 and by 29 October 1929, it turned to flat-out panic. That was only the beginning of the market collapse. By the mid of November, the stock market had lost a third of its September value, and by 1932, stocks had lost ninety percent of their value.

The stock market crash signalled the beginning of the Great Depression, but it was only one factor among many root causes of the depression. A weak banking system, further collapsed in already-low farm prices and industrial overproduction each contributed to the economic downturn. The 1930 Hawley-Smoot Tariff, which raised average tariff rates to nearly 60 percent, caused America's international trading partners to retaliate by raising rates on US-made goods. The result was shrinking international trade and a further decline in global economies.

As the effects of the depression cascaded across the US economy, millions of people lost their jobs. By 1930 there were 4.3 million unemployed; by 1931, 8 million; and in 1932 the number had risen to 12 million. By early 1933, almost 13 million were out of work and the unemployment rate stood at more than 20 percent. Those who managed to retain their jobs often took pay cuts of a third or more. More than a third of the nation's banks failed in the three years following 1929. Long lines of desperate and despairing people outside banks hoping to retrieve their savings were common. Many ordinary citizens lost their life savings when banks failed. Farmers were hit particularly hard by the crisis. On top of falling prices for crops, a devastating drought in Oklahoma, Texas and Kansas brought on a series of dust storms known as the Dust Bowl. In the South, sharecroppers endured crushing poverty and almost unimaginable degradation.

Q.3 Cricket is the most popular sport in Trueland; however, due to occurrence of terror incidents in past, international matches are held under tight security. Besides providing 24X7 armed security to the teams, all roads, around the teams' hotel, cricket stadium and from hotel to cricket stadium, remain closed for general public whenever a cricket match is held. Further all shops and offices in such areas are also remained closed during this period. Such arrangements not only cause inconvenience to the citizens but also affect business activities.

The management committee of Trueland Chamber of Commerce (TCC) is gravely concerned about the loss sustained by the business community due to closure of business as part of security arrangements for cricket matches. During its recent meeting, it has been decided that the President of TCC will approach interior ministry for the resolution of these concerns.

Write a letter on behalf of Danish Salman, President of TCC, to the Interior Minister, Behram Khan, explaining to him the impact caused by security arrangements on the daily routine of citizens and particularly on business activities. Also suggest possible solution(s) to the above problems identified by you. You may assume necessary details.

TCC is situated at 101 City Centre, Stadium Road, Truleland while Interior Minister's address is Office of Interior Affairs, Justice Street, Trueland. (15)

(THE END)