

नामांक

Roll No.

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No. of Questions — 3

SS—33—SH. HD. (English)

No. of Printed Pages — 7

SENIOR SECONDARY EXAMINATION, 2014

SHORTHAND IN ENGLISH

Subject : English Stenography

Time : $3\frac{1}{4}$ Hours

Maximum Marks : 40

GENERAL INSTRUCTIONS TO THE EXAMINEES :

- (a) Candidates must write first his / her Roll No. on the question paper compulsorily.
- (b) The shorthand outlines may be written by pencil but the transcription should not be hand-written but it should be typed.
- (c) The shorthand note-book must be attached with the answer-book.
- (d) Only the following punctuations should be dictated :
 - (i) full stops
 - (ii) signs of interrogation
 - (iii) brackets.
- (e) There should be an interval of *five* minutes after the dictation of each section. *Two and a three-fourth* hours will be allowed for transcription of the three sections of dictation (*i.e.* excluding the time for dictation and intervals.)
- (f) All the three sections should be dictated at a speed of 80 (Eighty) words per minute and in one sitting.
- (g) 20% marks should be reserved for outline.

2

Section – A

1.

Marks : 10

NATIONAL SHOE COMPANY
Manufacturers of Quality Shoe
Fort Road, AGRA Tel : 56627

JAN 12, 2013

Our Ref / NSC/54

 $\frac{1}{4}$

The Purchases Officer,
American Shoe Company,
Sarojini Nagar, New Delhi – 800821

 $\frac{1}{2}$

Dear Sir,/

Sub : Introducing our New Range of Gents and Ladies footwear.

Ours is a reputed concern manufacturing quality shoes /. We have $\frac{3}{4}$
been in this trade for the last thirty three years. You will be happy to
know // that we intend to place on the market two new varieties of 1
Gents shoes and Ladies sandals which are very / attractive and durable. $1\frac{1}{4}$
We use the best material, our craftsmanship is world class. All our goods
are / guaranteed against manufacturing defects and damage in transit. $1\frac{1}{2}$
The goods can be supplied within a week of the receipt / of the order. $1\frac{3}{4}$
Do try our range, we are sure it will bring you good business.

We // have also decided to advertise our range of shoes & sandals on a 2
large scale in several leading newspapers and / magazines throwing a $2\frac{1}{4}$
international football player as a model.

3

As you are one of our old customers we are / sending you advance $2\frac{1}{2}$
 information about our new products and also have pleasure in offering
 a special discount of 10 per cent / over and above and discount of $2\frac{3}{4}$
 15 per cent given to wholesale dealers for an order above Rs. 50,000 / 3
 what's more we also offer credit facilities for 45 days.

Samples of these varieties are sent herewith. / Terms of trade are further $3\frac{1}{4}$
 negotiable. We hope we shall have your cooperation in the sale of these
 new / products of ours and thank you in anticipation of your trial order, $3\frac{1}{2}$
 our representative will also meet you on / his next visit to your city. $3\frac{3}{4}$

Yours sincerely,

For National Shoe Company,

Rani Kishan

(Sales Manager) / /

4

Section – B

2.

Marks : 10

Date : 18 Dec., 2013

From

CA. K. Raghu,

Vice-President, ICAI, New / Delhi

 $\frac{1}{4}$

Dear Students,

May 2014 Examinations are over and you must be feeling relaxed
 now. I am / sure you must have attempted your papers meticulously. It $\frac{1}{2}$
 is a very apt time for you to analyse what / difficulties you faced in the $\frac{3}{4}$

examination so that you could work on them and start taking sufficient remedial measures.//

1

You should make a plan for the coming months. Planning and Prioritizing are two faces of the same coin./ Once you plan, you can begin to work on your objectives and develop a precise programme. Prioritization / helps you to reduce stress and move towards a successful conclusion. Those who will be completing IPCC and / enrolling for final should start studying the subjects of the final course in right earnest.

 $1\frac{1}{4}$ $1\frac{1}{2}$ $1\frac{3}{4}$

The Chartered Accountancy course // expects the students to study with utmost sincerity and seriousness. You must have the willingness to learn and improve / continuously throughout the period of articles, whether you are working under a practicing chartered accountant or as an industrial / trainee. It is also necessary for you to keep in mind that knowledge and experience earned by you during the period of your training will stand you in good stead during your entire future career.

2

 $2\frac{1}{4}$ $2\frac{1}{2}$ $2\frac{3}{4}$

Apart from that //, you can share your experiences and insights with the experienced professionals and get their constructive feedback too. The / benefit of such class interaction with your colleagues and seniors is something that transcends what a normal experience can provide. / Of course you should also present papers and participates in the debate. This will help you to develop rhetoric / skills and remove your stage fear.

3

 $3\frac{1}{4}$ $3\frac{1}{2}$ $3\frac{3}{4}$

To become a thorough professional, start questioning yourself and all your assumptions // and knowledge that you have whatever you do

4

5

it like a professional. Make a move when you decide to / do so. All your moves must originate from your efforts and preparation which will help you in serving the / global competitiveness time.

I am sure such an attitude will impact your vision as well as your career. / Participate and learn from such opportunities.

I wish you a nice cheerful and fruitful time ahead.

Your sincerely//

Section – C

3.

Marks : 20

The Argumentative Indian

The arguments are also, often enough quite, substantive. For example, the famous / Bhagawat Gita, which is one small section of the Mahabharata, presents a tussle between two contrary moral positions / Krishna's emphasis on doing one's duty, on one side, and Arjuna's focus on avoiding bad consequences (and / generating good ones), on the other. The debate occurs on the eve of the great war.//

That is a central event in the "Mahabharata". Watching the two armies readying for war, profound doubts / about the correctness of what they are doing are raised by Arjuna, the peerless and invincible warrior in the / army of the just and "honourable" royal family (the Pandava's) who are about to fight the unjust usurper / (the Kauravas),

Arjuna questions whether it is right to be concerned only with one's duty to promote.// A just cause and be indifferent to the misery

and the slaughter-even of one's kin that the war / itself would 2 $\frac{1}{4}$
undoubtedly cause. Krishna a divine incarnation in the form of human
being (in fact he is / also Arjuna's charioteer) argues against Arjuna. 2 $\frac{1}{2}$
His response takes the form of articulating principles of action-based
on / the priority of doing one's duty which have been repeated again 2 $\frac{3}{4}$
and again in Indian Philosophy. Krishna insists on // Arjuna's duty to 3
fight, irrespective of his evaluation of the consequences. It is a just
cause, and / as a warrior and a general on whom his side must rely. 3 $\frac{1}{4}$
Arjuna cannot waver from his obligations /, no matter what the 3 $\frac{1}{2}$
consequences are.

Krishna's hallowing of the demands of duty wins the argument,
at / least as seen in the religious perspective. Indeed, Krishna's 3 $\frac{3}{4}$
conversations with Arjuna, the Bhagawad Gita, become a treatise // of 4
great theological importance in Hindu Philosophy, focusing particularly
on the 'removal' of Arjuna's doubts, Krishna's moral / position has 4 $\frac{1}{4}$
also been eloquently endorsed by many philosophical and literary
commentators across the world, such as Christopher Isherwood / and 4 $\frac{1}{2}$
T. S. Eliot. Isherwood in fact translated the Bhagawad Gita into English.
This admiration for / the 'Gita' and for Krishna's arguments in 4 $\frac{3}{4}$
particular, has been a lasting phenomenon in parts of European culture.
It // was spectacularly praised in the early nineteenth century by 5
Wilhelm von Humboldt as the most beautiful, perhaps the / only true 5 $\frac{1}{4}$

philosophical song existing in any known tongue. In a poem in four
Quartets, Eliot summarises Krishna's / view in the form of an $5\frac{1}{2}$
admonishment : "And do not think of the fruit of action ! Fare / forward." $5\frac{3}{4}$
Eliot explains : Not Fare well but fare forward voyagers.

And yet, as a debate // in which there are two reasonable sides, 6
the epic Mahabharata itself presents, sequentially, each of the two / $6\frac{1}{4}$
contrary arguments with much care and sympathy. Indeed the tragic
desolation that the post-combat and post / -carnage land — largely the $6\frac{1}{2}$
Indo-Gangetic plain — seems to face towards the end of the Mahabharata
can even / be seen as something of a vindications of Arjuna's profound $6\frac{3}{4}$
doubts. Arjuna's contrary arguments are not really vanquished.// 7
