S.S. Jain Subodh PG College
GEC—GENERIC ELECTIVE COURSE
IV Semester
Basics of English Grammar and Composition

Attempt one questions from each unit:

Unit I

1. What are adverbials? Explain their types and functions in English sentences. Illustrate how adverbials modify verbs, adjectives, and clauses with suitable examples.
2. Define noun phrases and describe their structure. Discuss the role of determiners, modifiers, and head nouns in forming noun phrases with examples.
3. Discuss the importance of noun phrases and adverbials in sentence formation. How do they contribute to clarity, precision, and variety in written and spoken English?

Unit II

1. Explain the role of administrative terminology in official communication. Discuss the importance of accurate translation between English and Hindi in administrative contexts.
2. What is the difference between subordination and coordination? Explain their grammatical structures and communicative functions with examples.
3. Discuss how subordination and coordination enhance sentence variety and coherence in formal and academic writing. Illustrate with examples from administrative or official language.

Unit III

1. Discuss C. V. Raman's essay "Water" as a scientific yet literary reflection on nature. How does Raman combine observation, knowledge, and aesthetic appreciation?
2. Analyze C. E. M. Joad's "The Civilization of Today." What critique does Joad present about modern civilization and its values?
3. Examine Manohar Malgonkar's "Monal Hunt" as a narrative of adventure and human-nature relationship. Discuss its themes, setting, and characterization.

Unit IV

1. What is editorial writing? Discuss its purpose, structure, and language features. How does an editorial influence public opinion?
2. Explain the principles of effective resume writing. Discuss essential components, format, and strategies for presenting qualifications and skills.
3. Compare editorial writing and resume writing as functional forms of communication. Discuss their objectives, audience, style, and conventions.