

UNIVERSITY OF SWAZILAND
PART-TIME CERTIFICATE IN ADULT EDUCATION YEAR I
FINAL EXAMINATION PAPER, MAY 2013

TITLE OF PAPER : PROFESSIONAL ENGLISH

COURSE CODE : CAE118

TIME ALLOWED : THREE (3) HOURS

INSTRUCTIONS :

- 1. ANSWER QUESTION ONE AND QUESTION TWO.**
- 2. ANSWER TWO QUESTIONS FROM SECTION C.**

DO NOT OPEN THIS PAPER UNTIL THE INVIGILATOR HAS GRANTED PERMISSION.

SECTION A

This Section is Compulsory.

QUESTION 1

Read the following passage and answer the questions.

ENVIRONMENTAL POLLUTION

1 Environmental pollution is a term that refers to all the ways by which people pollute their
2 surroundings. People dirty the air with gases and smoke, poison the water with chemicals
3 and other substances, and damage the soil with too many fertilizers and pesticides.
4 People also pollute their surroundings in various other ways. For example, they ruin
5 natural beauty by scattering junk and litter on the land and in the water. They operate
6 machines and motor vehicles that fill the air with disturbing noise. Nearly everyone
7 causes pollution in some way.

8 Environmental pollution is one of the most serious problems facing humanity today. Air,
9 water, and soil – all harmed by pollution – are necessary to the survival of all living
10 things. Badly polluted air can cause illness, and even death. Polluted water kills fish
11 and other marine life. Pollution of soil reduces the amount of land available for growing
12 food. Environmental pollution also brings ugliness to our naturally beautiful world.

13 Everyone wants to reduce pollution. But the pollution problem is as complicated as it is
14 serious. It is complicated because much pollution is caused by things that benefit people.
15 For example, exhaust from automobiles causes a large percentage of all air pollution. But
16 the automobile provides transportation for millions of people. Factories discharge much
17 of the materials that pollute air and water, but factories provide jobs for people. Too
18 much fertilizer or pesticide can ruin soil, but fertilizers and pesticides are important aids
19 to the growing of crops.

20 Thus, to end or greatly reduce pollution immediately, people would have to stop using
21 many things that benefit them. Most people do not want to do that, of course. But
22 pollution can be gradually reduced in several ways. Scientists and engineers can work to
23 find ways to lessen the amount of pollution that such things as automobiles and factories
24 cause. Governments can pass and enforce laws that require businesses and individuals to
25 stop or cut down on certain polluting activities. And – perhaps most importantly –
26 individuals and groups of people can work to persuade their representatives in
27 government, and also persuade businesses, take action toward reducing pollution.

28 People have always polluted their surroundings. But throughout much of history,
29 pollution was not a major problem. Most people lived in uncrowded rural areas, and the
30 pollutants (waste products) they produced were widely scattered. People had no pollution
31 – causing machines or motor vehicles. The development of crowded industrial cities in
32 the 1700's and 1800's made pollution a major problem. People and factories in these
33 cities put huge amounts of pollutants into small areas. During the 1900's, urban areas
34 continued to develop and automobiles and other new inventions made pollution steadily
35 worse. By the mid-1900's, pollution had affected the water in every major lake and river
36 and the air over every major city in the United States and other industrial countries.
37 Since the late 1960's, millions of people have become alarmed by the dangers of
38 pollution. Large numbers of people are now working to reduce pollution.

(From The World Book Encyclopedia)

A. Meaning in Context

1. Match each word in the first column with its meaning in the second column.

- | | |
|----------------|--------------------------------------|
| a. Refers | (i) give or send out |
| b. Pollute | (ii) do good to or help |
| c. Fertilizers | (iii) of the countryside |
| d. Pesticides | (iv) of the sea |
| e. Survival | (v) people singly and not in a group |

- | | |
|--------------------|--|
| f. Marine | (vi) confused or difficult |
| g. Reduces | (vii) compel obedience to |
| h. Complicated | (viii) applies (to) |
| i. Benefit | (ix) chemical plant foods |
| j. Discharge | (x) continuation of life |
| k. Enforce | (xi) substances that kill pests |
| l. Individuals | (xii) make dirty |
| m. Representatives | (xiii) of the city or town |
| n. Rural | (xiv) makes less or decreases |
| o. Urban | (xv) people elected or appointed to act for others |

(15)

B. Choose the best answer.

1. In the first paragraph the writer tells us man pollutes his surroundings.

- | | | | |
|---|-----|---|-------|
| A | how | C | when |
| B | why | D | where |

2. In the second paragraph he elaborates on the of environmental pollution.

- | | | | |
|---|---------|---|---------|
| A | causes | C | methods |
| B | effects | D | means |

3. Which statement is false?

- A The problem of pollution is both serious and complicated.
- B The problem is serious because pollution harms things that are essential to our survival.
- C The problem is complicated because much pollution is caused by things that benefit us.

D The problem will be solved if governments pass and enforce laws against littering.

4. Which statement is true?

A Man never polluted his surroundings before the eighteenth century.

B Man began to pollute his surroundings in the eighteenth century.

C Pollution was a major problem in the nineteenth century.

D Today, pollution is the most serious problem in the world.

(8)

B. Answer these questions.

1. a) How does man pollute the soil? (1)

b) What are the ill effects of soil pollution? (2)

2. What makes the problem of pollution difficult to deal with? Give an example to illustrate your answer. (1)

3. How, according to the writer, can the government help to reduce pollution? (1)

4. What can individuals do to reduce pollution? Name at least three ways. (3)

5. Why was pollution not a major problem before the eighteenth century? Give all the reasons the writer provides. (6)

6. a) When did pollution become a serious problem? (1)

b) What factors made it to? (2)

TOTAL: 40 MARKS

SECTION B

Answer this Section

QUESTION 2

Choose the correct verb from the bracket for each sentence.

- a) Neither William nor his brothers (want, wants) to study at college.
- b) Either several small pictures or one big one (are, is) nice on this wall.
- c) Two thick slices or one full loaf (are, is) all he can have for the day.
- d) The subject teacher or a student from the class (have, has) to make the presentation.
- e) Plates and cups (were, was) presented as a farewell gift.
- f) Everybody in this town (has, have) experienced a power failure.
- g) (Is, Are) the team of players winning the game?
- h) There (was, were) a number of spectators at the soccer field.
- i) How (has, have) the student body resolved their problems with the University management?
- j) One of the players (are, is) very aggressive.
- k) A whole team of runners (have been, has been) invited to the event.
- l) The supervisor and her subordinates (has been, have been) absent from work for a whole week.
- m) Everyone in this room (love, loves) the music rendered by the choir.
- n) Soccer as well as many other sports (is, are) played by two teams of players.
- o) Both the draft and the final copy (have, has) been submitted for assessment.
- p) (Does, Do) anyone want to give an explanation for the delay?
- q) Either the girls or the boy (carry, carries) the bag.
- r) Both Peter and Paul (attend, attends) the meeting.
- s) Either two bags or one big suitcase (is, are) enough to pack my clothes in.
- t) This jar of acid as well as those in the cupboard (is, are) poisonous.

(20)

SECTION C

Answer two questions.

QUESTION 3

1. a) Name four functions of punctuation in language both written and spoken. (8)
- b) What is the main difference in function between a comma and a full-stop? (4)
- c) Punctuate the following sentences.
 - i) Whos the new president of the club. (2)
 - ii) Since everyones here well start now (2)
 - iii) Lets take a weeks holiday (2)
 - iv) All womens clothes are cheaper than mens clothes. (2)

QUESTION 4

- a) List three uses of a memorandum. (3)
- b) What is the main difference in use between a memorandum and a letter. (2)
- c) You have been invited to attend a workshop whose subject relates directly to the work you do.

Write a memo to your colleague asking him/her to supervise your subordinates during your absence.

Remember to supply your colleague with all relevant information. (15)

QUESTION 5

- a) What main purpose are reports used for in organizations? (2)
- b) Briefly describe a situation in which either a special or a routine report would be appropriate. (5)
- c) State the main factor that makes a report reliable. (3)
- d) List the five sections of a special report. (10)
They must be in the correct order.

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