
UNIVERSITI SAINS MALAYSIA

Peperiksaan Semester Kedua
Sidang Akademik 2002/2003

Februari/Mac 2003

JUE 301 - Bahasa Inggeris III

Masa : 1 jam

Before you begin this paper, note that the booklet contains TWELVE printed pages.

Hand in this booklet together with the OMR answer sheet. Disciplinary action will be taken against students who fail to hand in the question paper.

Answer ALL questions in this booklet.

Use a 2B pencil to shade your answers on the OMR answer sheet.

Please check that your index number is written and shaded correctly by using a 2B pencil. Failure to do this will result in your paper being **not graded**.

Reminder to Chief Invigilator

Please collect all OMR answer sheets and all test booklets.
Return them to Bahagian Peperiksaan USM.

SECTION A

Read the text below and answer the questions that follow.

What Your Handwriting May Reveal

¹Handwriting is brain writing. ²As Ivy Helstein, a psychotherapist who relies on graphology in her practice says, “It is the unconscious mind being conveyed down to the fingers.” ³Graphologists believe that no two people on earth write the same way. ⁴Just as fingerprints attest to the individuality of your body, so your ‘brainprints’ – how you write - can express the uniqueness of your personality. ⁵Graphology involves studying more than 300 signs in your handwriting – including slant, pressure, spacing, margins, how you form and connect various letters and how your signature compares with your writing.

⁶The movement of handwriting is a clue to character much as body language is. ⁷Fluid, rounded writing indicates an easygoing flexible nature; sharp, angular writing suggests aggressiveness, criticism or the need to control. ⁸Interrupted writing reveals intuitive leaps **while** connected writing shows a logical chain of reasoning. ⁹Wide spaces between words or lines can show shyness and isolation. ¹⁰Writing that slants uphill (on an unlined page) suggests that its writer is feeling ‘up’; a downward slope, just like slumped shoulders, shows discouragement or depression.

¹¹Handwriting can be divided into 3 “zones” – the lower, middle and upper zones. ¹²The middle zone contains the bodies of small letters whereas the upper and lower zones are formed by the extensions of letters like f, k, g, y and the capitals. ¹³The relative size and forms of the 3 zones reflect whether the writer is intellectual, emotional or materialistic, and where his inner conflicts lie: badly formed middle-zone letters can betray a poor self-image, while sharp-pointed loops in the lower zone may indicate sexual tyranny.

¹⁴Though graphology remains controversial, more companies are turning to it. ¹⁵Since employee theft is a multibillion-dollar problem for stores, banks and other businesses, many handwriting analysts specialize in “integrity screening” of job applicants. ¹⁶In this way, potential thieves won’t get hired in the first place. ¹⁷Graphologists also say that dishonesty often shows up in handwriting. ¹⁸“A trained handwriting analyst can spot a forgery,” says Ruth Brayer, who conducts forgery-detection seminars to major New York banks.

¹⁹Another growing use for graphology is in employee selection and placement where firms make use of it to help match applicants to the job. ²⁰Many firms have reported lower turnover and higher productivity. ²¹When a right person is chosen not only will he do the job well but he may also stay at the job long.

²²Furthermore more and more people are also turning to graphologists to help them discover their untapped gifts which could lead to a more fulfilling career. ²³Some people, for instance, find themselves doing a job they dislike. ²⁴Others may want to venture into new fields but dare not as they are afraid of taking the risk. ²⁵Through graphology one may actually know what one is suited to do: a lawyer could be a successful novelist as in the case of John Grisham, or a housewife may be talented to be an actress. ²⁶Hence through graphology we may know our hidden talents.

²⁷Graphology is fast gaining popularity around the world. ²⁸It is used by over 3000 companies in the U.S. and taught in many universities in Europe. ²⁹It is the buzzword now as it provides solutions to many problems. ³⁰Soon there may even be a graphologist in every firm to determine the type of workers employed. We may even want to learn graphology to know ourselves better. ³¹Don't you think the future of graphology is indeed very bright?

Choose the most appropriate answer.

1. Sentence _____ is the thesis statement.
 - A. 1
 - B. 3
 - C. 4
 - D. 5

2. Sentence _____ is the topic sentence of paragraph 2.
 - A. 9
 - B. 8
 - C. 7
 - D. 6

3. The connector 'while' (in sentence 8) can be replaced with
 - A. whereas
 - B. besides
 - C. however
 - D. moreover

4. What form of exemplification is used to explain the 3 zones in paragraph 3?
 - A. Exemplification through example
 - B. Exemplification through details
 - C. Exemplification through reason
 - D. No exemplification is given

5. The connector 'though' (in sentence 14) shows
 - A. comparison
 - B. addition
 - C. reiteration
 - D. contrast

6. The connector 'Since' (in sentence 15) can be replaced with
 - A. On the other hand
 - B. Although
 - C. As
 - D. Despite of

7. Sentences _____ show a cause-effect relationship.
 - A. 6 and 7
 - B. 11 and 12
 - C. 15 and 16
 - D. 19 and 20

8. Which connector can be used to begin sentence 21?
 - A. In other words
 - B. As a result of this
 - C. In contrast
 - D. For example

9. The pronoun 'it' (in sentence 19) refers to
 - A. employee selection and placement
 - B. graphology
 - C. handwriting analyst
 - D. job

10. The connector 'Furthermore' (in sentence 22) shows
 - A. comparison
 - B. addition
 - C. contrast
 - D. exemplification

11. What form of exemplification is used to explain the topic sentence in paragraph 6?
- A. Exemplification through details
 - B. Exemplification through facts
 - C. Exemplification through example
 - D. No exemplification is given
12. Sentence 26 is a/an
- A. concluding sentence
 - B. topic sentence
 - C. supporting sentence
 - D. irrelevant sentence
13. The writer mentions _____ uses of graphology.
- A. 3
 - B. 4
 - C. 5
 - D. 6
14. Which connector can be used to introduce sentence 28?
- A. To sum up
 - B. Furthermore
 - C. Consequently
 - D. In fact
15. The writer concludes the essay by
- A. calling for action
 - B. summarizing the points
 - C. making a stand
 - D. giving his/her opinion

SECTION B

For every blank, choose the best answer.

Tired of the look of your house? _____ 16 _____ This includes everything from curtains and upholstery to cushion covers and bed spreads. Costs can be minimized if you choose a multi-purpose fabric that can be used for several pieces of furniture because _____ 17 _____ Using the same fabric for curtains and bedspread or curtains and cushions will give a room a coordinated look.

_____ 18 _____ If yours is a flat with many ornaments and pictures, pick a plain-coloured fabric. A patterned fabric will make everyone dizzy _____ 19 _____ it might be ideal for a rather bare apartment.

Two major Asian fabric furnishing producers are Thailand and India. Thai silks are tougher and more durable than other silks and the colours can be both plain and vividly patterned. However, certain silks can fade in strong sunlight and _____ 20 _____ must therefore be lined. Good quality Thai silks have colours that will not get washed away and they are also weaved very closely. It means that _____ 21 _____ .

_____ 22 _____ The best Indian silk comes mainly from the south and, according to some people, its luster is better than Thai silk. _____ 23 _____ However, its colour will eventually fade in the sun, so dry cleaning is best.

_____ 24 _____ , another good fabric to use is cotton. Most of the best quality cottons come from Europe and the United States but some say the cottons with the finest, tightest weaves are from Calicut in southwest India. This hand-woven Indian cotton is durable, tough and reasonably priced. _____ 25 _____ For other types of cotton, check that it has been pre-shrunk. Cottons can shrink after the first wash by as much as a few inches.

There is yet another _____ 26 _____ which is increasingly popular as a soft furnishing – leather. We know that leather, especially in dark colours, has long been used for sofa sets. But now you can buy contemporary furniture like floor cushions in leather of every shade. Furthermore, in the past _____ 27 _____ Today we can find leather tables, chest of drawers and even bedspreads. The great virtue of leather is that it lasts about four times as long as fabric. Bearing this in mind, the high cost does not seem so exorbitant. Many consider leather elegant _____ 28 _____ its feel is as smooth as silk.

_____ 29 _____ , all it takes to give your house a new look is to change the furniture in it. When doing so, you must consider the type of material you would like to use, the designs on it and also its _____ 30 _____ It is important to bear these in mind as you are the one who has to live with the furnishing you have chosen.

16.
 - A. Then throw out the old furniture and get new fabric instead.
 - B. Buy new furniture for your house.
 - C. The most striking way to change it is to change the furnishing.
 - D. There are several ways you can improve the look of your home.

17.
 - A. using less fabric means lower costs.
 - B. buying in large quantities usually reduces the price.
 - C. multi-purpose fabric is cheaper than normal fabric.
 - D. You are only buying the fabric, not the furniture.

18.
 - A. The fabric design that best suits your home depends on what you have in it.
 - B. Most types of fabric are either plain or patterned.
 - C. Fabric design is determined by where you live.
 - D. Different types of fabric can be seen in flats and apartments.

19.
 - A. while
 - B. because
 - C. for instance
 - D. although

20.
 - A. sofa sets
 - B. tablecloth
 - C. bedspreads
 - D. curtains

21.
 - A. these factors determine the quality of the silks.
 - B. Thai silks are always soft and beautiful.
 - C. The silks will not fade or become thin.
 - D. Thai silks will not tear easily.

22.
 - A. Another popular Asian fabric is Indian silk.
 - B. Are there other types of silk?
 - C. Indian silk is better than Thai silk in several ways.
 - D. The only other suitable fabric besides Thai silk is Indian silk.

23.
 - A. The colours used in Indian silk usually run.
 - B. Indian silk can be washed.
 - C. Like Thai silk, Indian silk is weaved very closely.
 - D. Indian silk is not suitable in all kinds of weather.

24.
 - A. Besides silk
 - B. For a change
 - C. In comparison to Thai silk
 - D. When you have a choice

25. A. As cottons normally shrink, Indian cotton has been pre-shrunk.
B. It can be washed without the problem of shrinking.
C. It is different from other types of cotton.
D. Because of this, Indian cotton has not been pre-shrunk.
26. A. piece of furniture
B. type of curtain
C. patterned fabric
D. type of material
27. A. leather was a rare fabric.
B. many people preferred leather to cotton and silk.
C. as furnishing, leather had no value.
D. leather was only used for sitting on.
28. A. because
B. compared to
C. such as
D. but
29. A. Lastly
B. Moreover
C. In spite of this
D. In short
30. A. origin
B. colour
C. maintenance
D. fabric

SECTION C

Choose the most appropriate answer.

31. A resume is specially written to highlight all of the following EXCEPT

- A. experiences
- B. education
- C. ideas
- D. accomplishments

32. A good resume is

- i. clearly written
- ii. interesting
- iii. relevant to the job requirements
- iv. honest with accurate information

- A. i, ii, iii
- B. i, iii, iv
- C. ii, iii, iv
- D. all of the above

33. The following are some of the suitable expressions that you can use to describe yourself EXCEPT

- A. rational
- B. insensitive
- C. competent
- D. diplomatic

34. The resume emphasizes on work experience and specialized knowledge.

- A. basic
- B. chronological
- C. functional
- D. professional

35. When you are writing a resume in response to an advertisement, it is not wise to state your
- A. expected remuneration
 - B. achievements
 - C. experiences
 - D. highest qualification
36. A memorandum should not be
- A. accurate with unbiased information
 - B. brief and straight to the point
 - C. written without any appropriate tone
 - D. clear for immediate action to be taken
37. An inductive format, unlike the deductive format, concludes with
- A. recommendations for future action.
 - B. general view points.
 - C. specific examples.
 - D. logical reasons.
38. In any organization, the functions of a memorandum are to
- i. ensure constant communication from the boss.
 - ii. save time in announcing a decision.
 - iii. serve as a reminder of meetings.
 - iv. monitor the staff's job performance.
- A. i, ii, iii
 - B. i, iii, iv
 - C. ii, iii, iv
 - D. all of the above
39. For a memorandum to be efficient and effective, it is important to learn how to write horizontal meaning meant for
- A. top executives
 - B. subordinates
 - C. outsiders
 - D. colleagues

40. The following are some of the polite expressions that you use in a memorandum EXCEPT “.....”
- A. I appreciate your comments.
 - B. Would you please comment?
 - C. I want your immediate comment.
 - D. Could I have your comments?
41. The objectives of writing the minutes of meetings are to
- i. keep a permanent record for future reference.
 - ii. remind the members of the discussion at the last meeting.
 - iii. correct any error found on the previous minutes.
 - iv. change the record of the last meeting.
- A. i, ii, iii
 - B. i, iii, iv
 - C. ii, iii, iv
 - D. i, ii, iv
42. Before the chairperson declares open a meeting , he must make sure
- A. all members are properly dressed.
 - B. there is enough quorum.
 - C. tables are arranged accordingly.
 - D. all members are present.
43. Any member who cannot attend the scheduled meeting must notify the
- A. chairperson
 - B. secretary
 - C. treasurer
 - D. committee members
44. The meaning of ‘ to adjourn ‘ is to
- A. refrain from voting
 - B. accept a committee motion
 - C. suspend a meeting
 - D. open a session

45. An agenda aims to do the following, EXCEPT to
- A. serve as a guide for the chairperson.
 - B. ensure the meeting is conducted efficiently.
 - C. serve as a programme for the meeting.
 - D. ensure issues in it are not necessarily followed.