



2175 (New)



Total No. of Printed Pages : 2

Reg. No.

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SHORTHAND Paper – II

Time : 7 Minutes for Dictation

Max. Marks : 50

1.00 Hour for Transcription

Note : Instructions to the Chief Superintendent :

- (i) The following passage is to be dictated to the candidates **ONCE** only in a loud and distinct voice, no word or phrase being repeated and no punctuation stop mentioned.
- (ii) The passage is to be dictated at the rate of **EIGHTY** words in a minute. It is marked into portion of one minutes duration and each of these is sub-divided into quarters. The order will read with a watch in hand and notice every quarters minute whether he is strictly adhering to the speed or not.
- (iii) Before dictation is commenced, the candidates be told to take down the following passage and letter in the intermediate style of phonograph.
- (iv) As soon as the dictation is over, the candidates should be told to transcribe into longhand what they have written.
- (v) They should also be informed that no candidate will be allowed to pass who makes more than five percent of errors and omissions in his transcription.
- (vi) At the end of the time allowed for transcription, both the shorthand and longhand performances of the candidates should be fastened together and given to the chief superintendent.

DICTATION



Mr. Speaker, Sir, I-thank-the Honorable-Members who-have participated in-the debate. I-do-not-think that anybody / will say that I-am-wrong if I-say that-there-has-been general satisfaction in-the country about-the // Budget. Now, I-shall deal-with some of-the points raised during-the course of-the debate. First, I-would-///-like to-take-up-the industrial-sector. In-that sector we-have-the public-sector and-the private-sector. I-(1)-am sure that we-are happy that-the public sector is becoming more-and-more-important in-the matter of-production.



If we have a good year now, so far as the industrial sector is concerned, it is mainly because // of the part played by the public sector. So, There is no doubt that there should be more investment in the /// public sector. We have provided for that. But I am sorry that it is not understood by some Honorable-(2) Members how we can stop giving any incentive to the people in the private sector. If they say that we cannot depend upon the private sector people and that there is no use of giving incentives to them, then I can // understand the argument. But, their policy is that there should be no private sector at all. As we know, /// our policy is to have mixed economy. If there should be a change, it is possible for us to make (3) a change. But, at the same time, I would like to point out that we want to function in a / mixed economy at least for some time.



In this connection, I may inform the House that I had consultation with the // business community before formulating the plans. It is only after that, it was decided to give incentives to the /// private sector. It has to be seen now whether it will be able to deliver the goods or it will (4) Justify the criticism which the Honorable Members have made. I know that we cannot rely upon the private sector. So, / it is not as if it is my view that the private sector should always be supported. If we find // that it does not function well, we may have to scrap it. So, it is for these people to function /// in such a way that they Justify their existence. If they do not function well, they will face the consequence. (5)

Letter from Paul and Company, Hyderabad, to Messrs. Raja and Company, New Delhi.



Dear Sirs, Thank you for your letter ordering / supply of some articles. We assure you that they will be sent by lorry in two or three days. In this connection // we would like to inform you that the prices will be a bit higher than those given in the /// price list, which was already been sent to you, since the prices have recently been increased. We hope you will not (6) mind the inconvenience caused to you in this regard. We are sure that our business relationship will continue / to be as good as in the past.

We take this opportunity to inform you that we are not selling // solar water heaters. You will be glad to know that the cost of maintenance is very low. They will be /// ideal for hotels and canteens. If you are interested in them, you may write to us for details.

Yours faithfully, (7)