

MAHARASHTRA STATE COUNCIL OF EXAMINATION, PUNE

Government Commercial Certificate Examination

5 JULY, 2018

[Time : 09-00]

(Total Marks for Sections I and II : 100)

ENGLISH SHORTHAND

(60 Words Per Minute)

SECTION - I**[Time allowed : 20 Minutes]**

Write the follownig in English Shorthand paying special attention to the neatness and accuracy of outlines :

[Marks : 20]

(A) Write in Shorthand the following Grammalogues : **[08]**

- | | |
|---------------|----------------|
| (1) What | (2) Remembered |
| (3) Truth | (4) Valuation |
| (5) Advantage | (6) Pleasure |
| (7) Year | (8) Them |

(B) Write the following phrases in Shorthand : **[06]**

- | | |
|----------------------|--------------------|
| (1) As well as | (2) I had been |
| (3) Rate of interest | (4) By all means |
| (5) You will agree | (6) I am very glad |

(C) Write the following contractions/intersections in Shorthand : **[06]**

- | | |
|-------------------------|-----------------------|
| (1) Administrator | (2) Cross-examination |
| (3) Investment | (4) I shall arrange |
| (5) Parliamentary Party | (6) Negligence |