

## COMMERCIAL COMMUNICATION-IV ASSIGNMENT

Q.1 Write short note on Subhas Chandra Bose's address to the soldiers.

Q.2 Draft a letter to a corporate hospital requesting them to organize a free medical checkup in a slum near your area.

Q.3 As agents for electrical goods you do not find the terms and conditions offered by the principal favourable. Draft a letter on behalf of an agent negotiating for better terms and conditions.

Q.4 Give meaning of the following Idioms and Phrasal Verbs:

1. Heaven knows
2. In a nutshell
3. To keep one's eyes on
4. To take over
5. The devil's advocate