

Code No. **03 X (B)**

**COMMERCE EXAMINATIONS**  
**ENGLISH TYPEWRITING**  
**SENIOR GRADE – I Paper ( Speed )**

**June, 2016**

{ Time : 15 minutes  
{ Max. Marks : 100

*Instructions to the Candidates :*

1. Type the following passage in DOUBLE LINE spacing.
2. Typewrite on only ONE SIDE of the paper.
3. Set the margins at 10 and 75 degrees.
4. Special attention should be paid to accuracy and neatness of execution.

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Many cakes such as birthday cakes and Christmas cakes might seem as if they are very difficult to make, but they are not. Although there are a number of different kinds of cakes, most of them are made more or less in the same way. There is no need, therefore to learn a lot of different recipes in order to make good cakes, but the method for each type of cake must be thoroughly learnt. Once this has been done even the more exciting kinds of cakes will seem easy to make. For cooking, cakes can be divided into three main types, plain, rich and sponge varieties, according to the proportion of fat, sugar and eggs and the method

by which they are made. There are also a few cakes which are made in different ways and do not come under any of these headings, such as ginger breads, macaroons and boiled cakes and other cakes.

Plain cakes contain up to half as much fat and sugar as flour, for example, a cake made with two cups of flour may contain up to eight table spoons of fat and sugar. The fat is rubbed into the flour, this is called the rubbing-in method. Plain cakes may be flavoured with vanilla, lemon or orange rind, and dried fruit. Rich cake mixtures contain more fat and sugar to each cup of flour. For these

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rich cakes, anything from half the amount of fat and sugar to flour up to equal proportions of all ingredients may be used. In these cakes the fat and sugar are creamed together until they are beaten in and lastly the flour is folded in. This is called the creaming method. Sponge cakes do not usually contain any fat but a high proportion of sugar and eggs. These two ingredients are whisked together until they are thick and fluffy, then the flour is folded in very lightly. This is often known as the whisking method.

Usually, the larger and deeper a cake is the longer it will take to cook. The oven will also have to be cooler so that the outside of the cake is not overcooked by the time the inside of the cake is completely cooked. Also, rich mixtures need to be cooked at lower temperatures than plain ones. Most recipes state at what temperature a cake must be cooked and for how long. It is fairly easy to tell when small cakes are cooked. They should be well risen, golden brown in colour and firm to the touch. Large cakes, however, are a

little more difficult. The cake should be cooked if left in the oven for the stated times and at the given temperature. To make sure that the cake is cooked, press the centre of the top very lightly with the finger tip. The cake should be spongy, it should give only very slightly to the pressure and rise again immediately, leaving no impression. Another method of testing is to insert a hot skewer or knitting needle into the centre of the cake it should come out perfectly clean. If any mixture sticking to it the cake requires longer cooking.

To make the rich type of cake called a Victoria sandwich, cream the fat, sugar and flavouring until soft and fluffy. Beat the eggs in a basin and whisk them, a little at a time, into the fat mixture. Sieve the flour with the baking powder and salt and fold it in lightly. Place the mixture in two greased and lined sandwich tins, smooth it to the eggs of the tins and bake in a moderate oven at five for twenty five minutes. When cool, the layers of the sponge are sandwiched together with jam or a cream filling.