

HORMISDALLEN SCHOOLS
ENGLISH COMPREHENSION LESSON NOTES
FOR PRIMARY SEVEN
FOR TERM ONE

TOPIC 1 : SCHOOL HOLIDAYS
SUB-TOPIC 1A : HOLIDAY PLAN

Vocabulary

1. **holiday** : a period of time when someone is not at school or at the place of work.

holiday. **Syn.** vacation, recess, leave, break, rest,

abbrev (inf) – vac/hols

(v) holidays, holidaying, holidayed.

Syn = journey, journeying, journeyed

person : holidaymaker / vacationer

School children usually break up for holidays at the end of every term.

2. **travel:** to go from one place to another over a long distance.

travel(v) travels, travelling, travelled.

Syn = tour

person: traveller

I enjoy travelling by train.

3. **plan:** an arrangement or to think a way of doing something.

Syn – schedule, program

plan(v) plans, planning, planned

It is good for one to plan one's holidays well.

person: planner

4. **break up:** to end / stop **opp** = commence/begin/start

tenses : breaks up, breaking up, broke up, has/have broken up.

We shall break up for holidays next month.

5. **prepare:** to arrange, organize, or get ready for something.

tenses: prepares, preparing, prepared

adjective : prepared

opposite: unprepared

noun : preparation

School children must always prepare for holidays.

6. **vacation** : a very long holiday or one of the periods of time when one is away from school, college or university.

person: vacationer

verb: vacate – vacating - vacated

My cousin spent his primary seven (P7) vacation in the village.

7. **relatives** : members of your family

Adjective : related

preposition : related to

We should always visit our relatives in holidays.

8. **Pen pal** : someone you become friendly with by writing letters

syn: pen-friend

My elder brother's pen pal lives in Canada.

9. **commence**: to start or begin .

tense: commences – commencing- commenced

opposite: end/stop

noun: commencement; opp=end

The second term holiday will commence in August.

10. **programme** : a list or a series of planned activities.

programme (v) programmes, programming, programmed

adjective: programmable

Holidaymakers should have a clear programme.

Syn=schedule, plan

11. **remedial classes** : classes intended to make an improvement or to help slower learners.

Weak learners ought to have remedial classes every evening.

Verb = remedy – remedies – remedied

syn=solve, rectify, repair, mend, correct, sort out, straighten out.

Noun = remedy; **syn**=solution, treatment, cure, medication, medicament

12. **end** : to conclude.

Tense: end – ends – ending – ended

opposite : begin, start, commence

The holidays ended peacefully.

13. **board**: to get on a bus, train, plane or ship.

board, boards, boarding, boarded.

opposite : alight

The passengers are waiting to board a bus to Kigali.

- 14. alight** : to get out of a taxi, car, etc.

alight – alights – alighting – alighted

preposition: alight from

The conductor warned the passengers against alighting from a moving bus.

- 15. up-country** : an area which is not near large towns.

Most game parks in Uganda are located up-country.

- 16. town:** a place with many buildings where people live and work.

A town is smaller than a city.

Opposite: village

- 17. urban:** an area connected with a town or city.

opposite: rural

adjective: urbanised / urban

noun: urbanisation

The youth always move from rural areas to urban areas to look for jobs.

- 18. birthday:** the day in each year which is the same date as the one on which you were born.

Parents enjoy organizing birthdays for their children.

Activity

Use the words below in a sentence to show that you know the difference in their meaning.

- a) board
- b) border
- c) break
- d) brake

Fill in the blank space with the most suitable word.

- 1. He travelled _____ bus from Nairobi to Kampala.
- 2. The pupils will break _____ for holidays tomorrow.
- 3. You will visit your relatives next holiday, _____ you?
- 4. Let's make our holiday plan, _____?
- 5. The village _____ we spent our holidays was full of fruits and vegetables.
- 6. The third term holiday is _____ longest in the year.

COMPREHENSION

Dialogue

Read the dialogue and , in full sentences, answer the questions ab

- Ahmed : Hallo, Margaret. Do you have any plans for the holidays?
- Margaret : Oh yes, I do. My relatives and I want to travel to Mombasa.
- Ahmed : Wow! That sounds good!
- Margaret : Ahmed, can you believe that everything is already planned?
- Ahmed : Really? Who did the planning?
- Margaret : My uncle. He plans everything! He never wants to waste time.
- Ahmed : Wow! Your holiday plans sound like a school timetable.
- Margaret : Ahmed, stop joking! I am planning to take lots of photos!
- Ahmed : I am looking forward to seeing the photos when you come back.
- Margaret : What are your holiday plans?
- Ahmed : Hmmm, my holiday plans are simpler than yours. I will spend the holiday with my grandparents in Mbale.
- Margaret : Enjoy your holidays, Ahmed

Questions

1. Who are talking in the dialogue?
2. Who wants to travel to Mombasa according to the dialogue?
3. Where will Ahmed spend his holidays?
4. Why do you think Ahmed was surprised at Margaret's holiday plans?
5. When do you think Margaret planned her holiday plan?
6. By whom was Margaret's plan made?
7. Give another word to mean the same as the following as used in the dialogue;
 - believe
 - plans
8. Suggest a suitable title for the dialogue.

POEM

Study and recite the poem

Before the holidays commence
You need to have a plan
Of activities that involve fun
Along with new ideas to learn
But be with friends on whom you can depend.

Whether you plan for a bash
At a beach to swim and splash
Or to visit relatives who are a distance away
Rural or urban but away from home
It is good to have a plan.

What a holiday it will be my friend
Exciting and interesting, you won't want it to end
A hand to housework we now must lend

(Joseph Muntu P6)

Questions

- a. Who is speaking in the poem?
- b. How many stanzas are in the poem?
- c. Why do you need a plan before the holidays begin?
- d. Which activities can be done at the beach?
- e. What makes you think that the writer doesn't want the holiday to end?
- f. Who wrote the poem?
- g. Give another word to mean the same as the following as used in the poem:
 - exciting
 - commence
- h. Suggest a suitable title for the poem.

Read the passage and, in full sentences, answer the questions that follow.

Holidays or vacations are a great season for us to enjoy. Holidays are a time to celebrate and be thankful for the gift of life. That is why we should plan for holidays long before they come. Unfortunately, most people do not plan for their holidays. They think that planning for a holiday is a waste of time and money.

In every year, on our calendar, there are three school terms with holidays in between. Holidays are good for both children and adults. For many of us, it is a time to sleep till late, watch TV, play, help do the housework and farm **chores**. We also visit friends and relatives. Some people travel from **urban** to **upcountry** places. Other people spend their holidays in the urban areas. Either way people are eager to enjoy when it is time for holidays. There is usually some shopping and packing to do.

It is important to plan for every holiday however short it may be. While you plan it is wise to think about the amount of money you will need to spend. Before going to visit friends or relatives, it is good to inform them so that they can plan for you. Remember they may have their own plans. Above all, it is advisable to inform your parents or guardians since they are the ones who usually provide you with the money.

It is a good idea to include reading activities in your plans. This will help you catch up quickly with the school routine once the new term begins.

Questions

- a. What are holidays according to the passage?
- b. Of what importance are holidays to both children and adults according to the passage?
- c. Why do you think some people travel from urban to upcountry places?
- d. Why does one need to inform one's friends before visiting them?
- e. In which way are holidays exciting according to the story?
- f. Give another word to mean the same as the following as used in the passage:
 - exciting
 - inform
- g. Suggest a suitable title for the passage.

Composition

Write a composition of about 100 – 130 words about how you will spend the next holiday. These points may guide you;

Mention where you will spend the holiday, the people with whom you will spend the holidays and period of time you will spend there.

Brain booster

The teacher will generate a crossword puzzle about the vocabulary on holiday plans and he/she guides learners how to fill it correctly.

SUB –TOPIC 1B: HOLIDAY ACTIVITIES

study : to learn about something by reading.

Tense study – studies – studying – studied

adjective : studious

adverb : studiously

noun : studiousness

Our cousin has been medicine at Nkumba University since 2008. (study)

Farm: a place where crops, fish or animals are bred or to use a piece of land for growing crops and keeping animals.

Farming/farmer

Mr. Opolot keeps a flock of sheep on his farm.

Mr. Kalule and his wife are serious.....(farm)

tour : a journey made for pleasure

tense: tour – tours – touring – toured

noun : tourism / tourist

We shall tour Mombasa harbor in the holiday.

camp : a place where young people go on holiday so as to take part in various activities.

camp(v) : camps – camping – camped

The P.7 candidates spent a week at camp last holidays.

visit : to stay somewhere for a short, time or to go and see somebody.

visit – visits – visiting – visited

noun – visit / visitation / visitor

Peter usually visits his grandmother in the December holidays.

How many.....did you receive yesterday? (visit)

concert : a public performance of music

I sometimes attend concerts in the holiday.

show : a theatre performance

Babirye and Kato watched an interesting show last weekend.

cook : to prepare food or a person who prepares food.

cook(v) cooks – cooking – cooked

abst: cookery

My elder sister likes.....for us during holidays, (cook) and she is a wonderful.....(cook)

We learn.....at our school. (cook)

revise : to prepare for an examination by reading or going through one's notes.

revise – revises – revising – revised

noun – revision

Joseph spent the last holiday revising for his examinations.

housework: the activities or duty involved in taking care of a home.

..... and cooking are good examples of housework. (wash)

enjoy : to be happy and get pleasure from something.

Tense: enjoy, enjoy, enjoying, enjoyed

noun : enjoyment

adjective: enjoyable

adverb : enjoyably

School children always enjoy their holidays.

trip : a short journey to a place for pleasure.

The holidaymakers had a trip to Mombasa last December.

interesting : something that attracts your attention because it's unusual or exciting.

adverb : interestingly

opposite: uninteresting.

It was such an interesting journey that everyone enjoyed it.

exciting : causing great excitement or interest.

adverb : excitingly

Swimming in the afternoon is very(excite)

report : a written statement about pupil's work and conduct at school.

report (v) reports – reporting – reported

School children get reports at the end of every term.

nice : something enjoyable, attractive or pleasant.

Adverb: nicely

noun: niceness

My brother had a nice holiday in the village.

chores : tasks that one does regularly.

It is good to spend one's holidays doing domestic chores.

routine : the normal way or order in which one regularly does things.

Cleaning and mopping the house is a daily routine.

bash : a large party or celebration.

My parents organized a birthday bash in the holiday.

fare : the money which you pay to travel by plane, bus or taxi.

School children usually travel at half fare.

Activity

A) Use the given words in a sentence to show that you know the difference in their meaning.

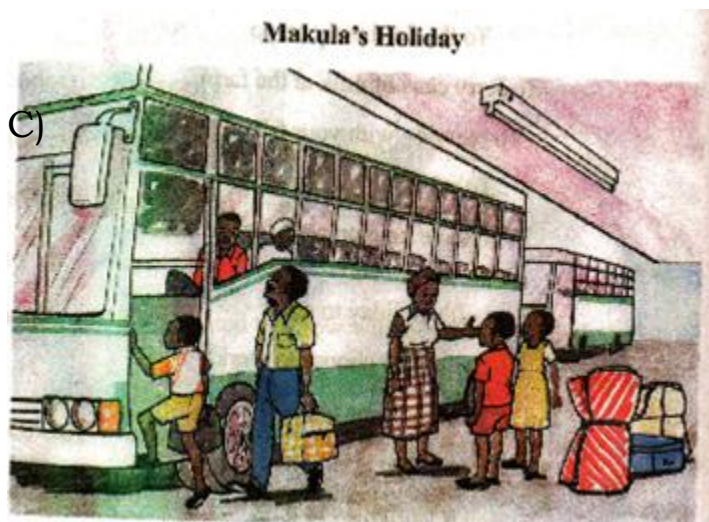
- a) farm
- b) firm
- c) week
- d) weak
- e) fare
- f) fair

B) Use the correct form of the words in the brackets to complete the sentences.

1. Babirye _____ her parents every morning. (greet)
2. The girls _____ water while the boys were playing football. (fetch)
3. The farmers in our village _____ plant their crops during the rainy season. (usual)
4. Mary goes _____ every holiday. (camp)
5. School children usually go for holidays _____ a year. (three)
6. It is very _____ to travel by train. (interest)
7. The boys are busy _____ their notes now. (to revise)
8. If I had seen him in the holiday, he _____ some money. (to give)
9. He was a _____ pupil because of his hard work. (success)
10. My sister got the _____ position last term. (mine)

COMPREHENSION

Read the passage below and, in full sentences, answer the questions about it.



When Makula finished Primary Leaving Exams, he was invited by his uncle, Eddie, to spend the **vacation** in Nairobi. Uncle Eddie worked in the Immigration office. He sent some money to Makula. Makula used the money to purchase a bus ticket at the Akamba Bus terminal. He packed his bags early the next morning and by midday he was on his way for the 12 hour journey to Nairobi. He carried a novel to read on the bus as he travelled. At first the journey was fun but as time went on Makula got tired of **sight – seeing**. He was soon fast asleep and only woke up when the bus had reached the border town of Busia. By the time they arrived in Nairobi it was past midnight. Makula was now worried. He had heard stories of how people’s money and luggage got stolen in the big city. A friend of his once told him of how he saw thieves beating up an old woman because they wanted her handbag. He decided that the best thing to do was to stay on the bus and wait. That was what his mother had told him. Now he longed to be back home in Kampala.

He was still wondering what would happen. He then heard Uncle Eddie’s voice. Makula felt such **joy** and **relief** that he couldn’t speak properly. “Your mother called me after the bus left Kampala. That’s how I knew when to come here and wait,” said Eddie. He carried his bag and led him out of the bus to the car.

Makula had a hot bath at his uncle’s house. He drank some tea with egg sandwiches. He was shown the bedroom. He was so tired that he fell asleep immediately.

When he woke up, he heard Uncle Eddie's voice in the corridor. He jumped out of bed brushed his teeth and had a shower. Makula then went out to find his relatives. They were having lunch in the dining room.

"Karibuni!" said Uncle Eddie. "join us for lunch."

Aunt Petua was happy to see him and so were the cousins Charlie and Charity.

He spent the holiday visiting places and playing football. His cousins taught him to swim and to ride a bicycle. In the evenings they played chess and scrabble. They sometimes watched TV.

Questions

1. In which class was Makula?
2. Where was Makula going to spend the vacation according to the story?
3. How did Makula travel to Busia?
4. Which games did Makula play with his cousins?

Dialogue

Read the dialogue and, in full sentences, answer the questions about it.

- Ochodo : Hi, Bagonza! I have been looking for you all over the compound.
- Bagonza : Hi, my friend, why are you looking for me? Is it something serious?
- Ochodo : Not really.
- Bagonza : Then why are you looking for me!
- Ochodo : Bagonza! It is about the coming holidays!
- Bagonza : And what about the coming holidays?
- Ochodo : I just wanted to know whether you already have plans for the holidays.
- Bagonza : Well, I am planning to present a play for the children.
- Ochodo : Why would you want to do that?
- Bagonza : I am a boy-scout. I can use that opportunity to teach children about health issues such as HIV/AIDS.
- Ochodo : That is an exciting idea!

- a. Who is taking part in the dialogue?
- b. Why was Ochodo looking for Bagonza according to the dialogue?
- c. What was Bagonza planning to present in the dialogue?
- d. According to the dialogue, who is Bagonza?
- e. Which health issues do you think Bagonza wanted to teach the children?
- f. What is the relationship between Bagonza and Ochodo?
- g. Give another word to mean the same as the following as used in the dialogue?
 - looking
 - opportunity

POEM

Read the poem and, in full sentences, answer the questions about it.

TIME FOR LEISURE AND PLEASURE

The time to relax and rest
Has finally come
From routine school work
To exciting homework
To a season filled with leisure
All of it with fun and pleasure.

Vacation in all locations
To the field you can go
To fetch cans of milk at the farm
To partying with your friends
To relaxing with friends
Who have long pressed for fun

It's holiday to relax
But you may choose to work,
Or find time to cook,
Or revise your books,
Or learn how to bake
It's your choice to enjoy holiday!

(Charity Chem – P7)

Questions

1. What is the poem about?
2. Why do you think the writer is excited?
3. What time has finally come according to the poem/
4. Which activity can one learn during holidays?
5. By whom was the poem written?
6. When does one get time to party with friends?
7. In which class is the writer of the poem?
8. Where can a person find the vacation according to the poem?
9. Give another word or a group of words with the same meaning as the underlined words in the poem:
 - pleasure
 - friends

COMPREHENSION

PUZZLE

Copy and complete the puzzle in your exercise book.



Across

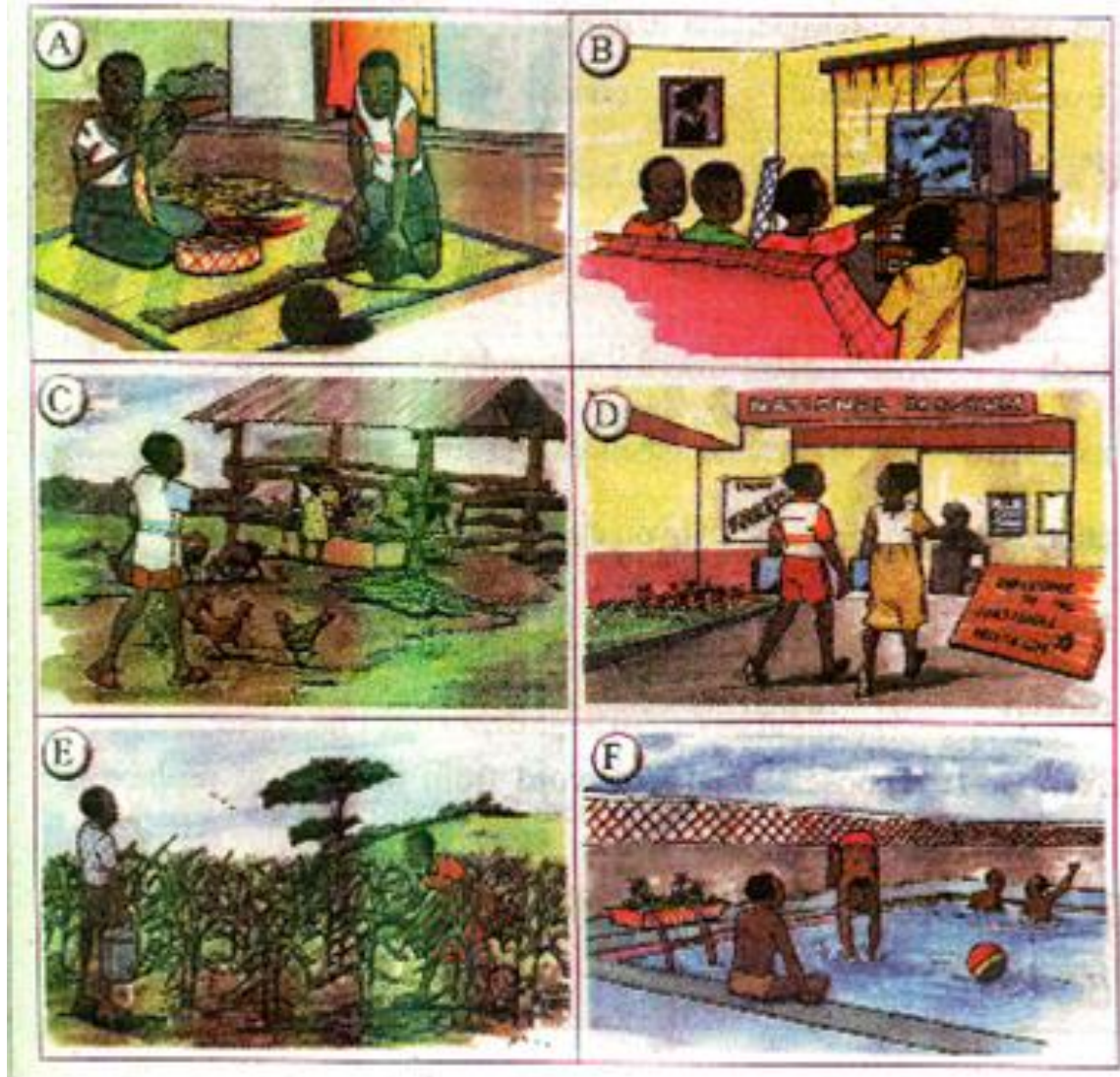
1. verb from visitor (5)
2. look – (2)
7. part of your face (4)
8. negative (2)
9. to be (2)
10. die ____ (preposition) (2)
12. moving on a journey (10)

15. short for September
16. do another time (6)

SUB-TOPIC 1B : HOLIDAY ACTIVITIES

Picture Study

Activity : Study the pictures carefully and construct sentences about the story. You may use the given words: weave, TV, swim, harvest maize, look after chickens, shopping, children



Questions

1. In picture A,.....
2. In picture B,.....
3. In picture C,.....
4. In picture D,.....
5. In picture E,.....

6. In picture F,.....
7. How is each of the activities useful to the children?
8. Why do you think the children are watching TV in picture B?
9. How many children are in charge of looking after chickens according to the story?
10. How are the children in picture E spending their holidays?
11. Suggest a suitable title for the story.

TOPIC 2: LETTER WRITING

SUB-TOPIC 2A : INFORMAL LETTERS

address : the details of where somebody lives or works and where letters can be sent.

address (v) addresses – addressing – addressed

plural : addresses /addressee

My pen pal gave me her address and telephone number.

first name : the name which was given to you when you were born.
Her first name is Grace.

personal : your own or belonging to you.

Adverb: personally

A personal letter is different from an official letter.

informal letter : a friendly letter that is written to one's relatives or friends

Informal letters are different from formal ones.

stamp : a small piece of paper with a design on it which you buy and stick on an envelope or parcel.

stamp (v) stamps – stamping – stamped

May I have two stamps, please?

envelope : a flat paper container in which letters are sealed and sent somewhere.

verb : envelop – envelops – enveloping – enveloped

noun: envelopment

Having written a letter, I bought an envelope.

occasion : a special ceremony or celebration

adjective : occasional

adverb : occasionally

Tom's birthday party was a memorable occasion.

party : a feast or social occasion
verb : party – parties – partying – partied
Our school organizes a children's party every year.

affectionately: in a way showing feelings and love for somebody
noun : affection
adjective : affectionate
He is very affectionate towards to his children.

sincerely : In a way that shows what one really feels or thinks about
somebody
synonym: genuinely
adjective : sincere
opposite : insincerely
noun : sincerity
We must sincerely apologise when we misbehave at school.

Yours sincerely: used at the end of a letter before you sign your name
for example when you address somebody by their name.
Whenever you address somebody in a letter by their name, you must
end with yours sincerely.

friends: people you like and who like you too.
adjective : friendly - unfriendly /hostile (**opp**)
opposite: enemies
noun : friendship – enmity (**opp**)
Your cousin is good at making new friends.

classmates : people with whom you are or were in the same class at
school
She usually writes to her classmates.

body : the message one wishes to convey to the receiver in a letter.
The body comes before conclusion in informal letters

reply : to say, give an answer to somebody.
reply – replies / replying – replied.
Lydia replies to my letters whenever I write to her.

date : a particular day of the month or year usually given in figures
or words.
You should not forget the date whenever you write a letter.

Examples of correct dates

- a. 22nd January 2023 (formal letters)
- b. 22 January 2023 (formal letters)
- c. 22/1/2023 (informal letters)

purpose : the aim or intention of something.

adjective : purposeful

noun : purposefulness

adverb: purposefully

The purpose of this letter is to invite you to my wedding.

reason : a cause or an explanation for something which has happened or that has been done.

reason (v) reasons – reasoning – reasoned

adjective: reasonable

I don't know the reason why you don't reply to me.

inform : to tell someone about something

inform – informs – informing – informed

noun : information

adjective : informal /informative

Just in case you change your address, you must inform us.

ask : to request

synonym : request

If you ask her, she will inform him.

thank : to tell someone that you are grateful for what they have done.

thank – thanks – thanking – thanked

adjective : thankful

adverb : thankfully

noun : thankfulness

We must sincerely write and thank our class teacher for teaching us letter writing.

Activity

Use the correct form of the word in the brackets to complete the sentences.

1. Suzan is _____ to write to me tomorrow. (like)
2. The letter was _____ to the head teacher. (address)
3. I _____ a personal letter now. (write)
4. Joseph received a _____ letter yesterday. (person)
5. Whenever I post a letter, I pay the _____ fee. (post)
6. The _____ tells us what somebody is writing about.
(introduce)
7. She _____ writes to me informal letters. (usual)
8. When you address somebody by their name, you may end with
yours _____. (sincere)

Use the given words in a sentence to show that know the difference in their meaning.

- a) date
- b) debt
- c) letter
- d) later
- e) envelope
- f) envelop

COMPREHENSION INFORMAL LETTER

Mbarara Town Academy,
P.O. Box 60,
Mbarara.

1/2/ 2021.

Dear Suzan,

Thank you for your letter which was full of news. It is quite interesting to note that farmers in Kigezi use terrace to control soil erosion.

In your letter you wanted to know how cattle keepers in my home district care for their animals. Well, the cattle keepers in Mbarara keep long-horned cattle for milk and meat production. They take them to the fields to **graze** every day. Funny enough, even girls and women look after cattle. This activity keeps them out of home from morning to dusk.

The cattle herders were sandals to guard their feet against thorns and sharp stones. They also carry roasted cassava and water to eat while in the fields.

Sometimes, the cattle stray and destroy crops. When this happens, the owner of the cattle pays fine.

It is my hope that I have answered your question. Once more, thank you for replying to my letter. Please send my regards to your family. God bless you.

Your friend,
Lamech

Questions

- a) In which district does the writer of this letter live?
- b) To whom was the letter addressed?
- c) Where do farmers use terraces to control soil erosion?
- d) Why do cattle herders wear sandals?
- e) When do cattle keepers pay fine?
- f) On which date was the letter written?
- g) Who wrote the letter?
- h) What do the cattle herders carry with them according to the letter?
- i) What do girls and women in the writer's district?
- j) Why do farmers keep cattle?

COMPOSITION

Write a letter to your friend, Annet inviting her to your twelfth birthday party. Mention the date, time and the venue.

Use the words in the box below to complete this letter.

function , 10 April, 2022, choice, examination , invite , truly, Leah, guest
--

Gayaza Primary School,
P.O Box 310,
Kasangati

Hullo _____

How are you over there? How is your class teacher? I hope you are preparing for the Primary Leaving _____. By the way, where did you put your first _____?

I have written this letter to _____ you to our school Album Launch which will be held in August.

The _____ will take place at Theatre Labonita. The _____ of honour is expected to be the Minister of Education and _____.

Please _____ soon to confirm your coming. I will be very glad to host very glad to host you.

Yours _____
Isabella

GUIDED COMPOSITION

Below is a conversation between Edith and Toto. Read it carefully and fill in what you think Edith said.

Toto : Good afternoon, Edith

Edith 1 _____

Toto : where are you going?

Edith 2 _____

Toto : To the post office! What are you going to do there?

Edith 3 _____

Toto : To buy stamps and post a letter! From which post office are you going to buy the stamps?

Edith 4 _____

Toto : Luwum Street post office! Is it far from here to the post office?

Edith 5 _____

Toto : By the way, how much does each stamp cost?

Edith 6 _____

Toto : Fifty shillings only! What else do you need to post a letter?

Edith 7 _____

Toto : Postage fee! How is the postage fee charged?

Edith 8 _____

Toto : You mean to say it depends on the mileage or weight of the letter or parcel. Do you mind posting my letter, too?

Edith 9 _____

Toto : I will be very grateful if you post it for me. I wish you a safe journey, Edith.

Edith 10 _____

SUB-TOPIC 2B : FORMAL LETTERS

Vocabulary

Formal letters : letters that are usually written to office bearers e.g.
Head teacher managers, etc.

opposite : informal letters

A formal letter is different from an informal one.

Surname : a name which is shared by all the members of a family.

My surname is Kazibwe.

first name : one's religious name .e.g. Peter, Mary, Ali, etc

maiden name : a women's family name before marriage.

Betty kept her maiden name when she got married.

introduction : the beginning part of a letter or composition.

introduce (v) : introduces introducing introduced.

adjective : introductory

opposite : conclusion /end

edit : to prepare a piece of writing e.g a book, letter, magazine, or newspapers to be published by correcting mistakes.

edit – edits – editing – edited

noun : editor /edition

Having written a letter, / edited it.

salutation : the words that you use in a letter to address the person you are writing to e.g. Dear Sir, / Dear Madam,

verb : salute – salutes – saluting – saluted

synonym : acknowledgement

Dear Sir is a common form of salutation in formal letters.

formal : official or a style of address.

opposite : informal

verb : formalize

Our teacher has just taught us to write formal letters.

faithfully : done accurately or carefully

adjective : faithful
noun : faithfulness

The referees were chosen faithfully.

reply : to say or write back to somebody

reply – replies – replying – replied

preposition : reply to

synonym : feedback /response /answer

Every time relatives write to you, you must reply.

vacancy : a place

plural : vacancies

adjective : vacant

All candidates will apply for vacancies in Senior One.

application : a formal request for something such as a job,
vacancy, service, goods or permission.

verb : apply – applies – applying – applied

adjective : applicable

noun : applicant

Johan's application for a vacancy in Senior One was addressed to the head teacher of Buddo SS.

reference : a heading or title of an official letter.

reference (v) references – referencing – referenced

Ref. is the short form of reference.

Referee : a person who gives information about someone's
behaviour and ability when they are applying for a job.

plural : referees

The Chairman LC1 acted as my referee when I applied for a new job.

conclusion : the closing part of a letter, composition or speech.

He wrote his signature and name in his conclusion.

verb : conclude, concludes, concluding – concluded.

signature : somebody's name written in their own particular way in letters or cheques.

verb : sign – signs – signing – signed

The cashier's signature is not easy to forge.

applicant : a person who makes a formal request or applies for

something.

verb : apply

legible : clear enough to be read

adverb : legibly

noun : legibility

opposite : illegible

Peter's handwriting in the letter was legible.

illegible : difficult or impossible to read.

adverb : illegibly

noun : illegibility

opposite: legible

The cashier's signature is illegible.

advertisement : a notice, picture or film telling people about a job,
service or product.

verb : advertise – advertises – advertising – advertised

There weren't many advertisements in the newspaper.

Activity

Use the given words in a sentence to show that you know the difference in their meaning.

- a) first
- b) fast
- c) write
- d) right
- e) shot
- f) short

Use the correct form of the word given in the brackets to complete the sentences.

1. The Headteacher's _____ is very tricky. (sign)
2. Jane always writes her letter _____. (careful)
3. The new pupils will get their _____ letters tomorrow. (admit)
4. Barbara received her _____ letter to the party last week. (invite)
5. I _____ the best pupil in the letter writing competition last term. (to be)
6. The letter was _____ to the bank manager. (address)
7. Dear Sir or Dear Madam is a common _____ in official letters. (salute)

8. It was my own _____ to apply for a vacancy. (decide)

GUIDED COMPOSITION

The sentences below are not in the correct order. Rearrange them to form a short composition about “A letter to A Cousin”

1. Secondly, she wrote the date.
2. The she fixed a postage stamp of the envelope.
3. One day, Birabwa wrote a letter to her cousin.
4. Having sealed the envelope, she addressed the letter to her cousin.
5. Finally, she posted the letter and returned home.
6. After the conclusion, she put the letter in an envelope and sealed it.
7. She concluded the letter with her name.
8. After writing the date, she wrote the greeting as “Dear Cousin”
9. First of all, she wrote her address.
10. In addition, she wrote the message that she wanted to convey to her cousin.

Read the letter below carefully and, in full sentences, answer the questions about it.

MATID TRADING CENTRE,
P.O. BOX 36,
KITGUM

24th April 2023

THE MANAGER,
SPICES RESTAURANT,
P.O. BOX 305,
KITGUM

Dear Sir/Madam,

Re: APPLICATION FOR A POST OF HEAD CHEF

In response to the advertisement placed on the Kitgum Town Hall notice board. I am hereby applying for the post of Head Chef in your esteemed Spices Restaurant.

I am a Uganda citizen aged 23 and I hold a Bachelors Degree in Hotel Management from Nkumba University. I have had a one year working experience as chef at Ding Dong Fang Restaurant in Gulu town. In addition I served as a Front Office Manager and cashier.

I look forward to getting a positive consideration of my application from your organization.

Referees:

1. Dr. Fredrick Lubowa, Dean of Studies, Nkumba University.
2. Miss Angela Bonabantu, Head of Department, Hotel Management, Nkumba University.
3. Mr. Ching Xhu Chang, General Manager, Ding Dong Fang Chinese Restaurant, Gulu

Yours faithfully

Julio Jameo

JULIO JAMEO

Questions

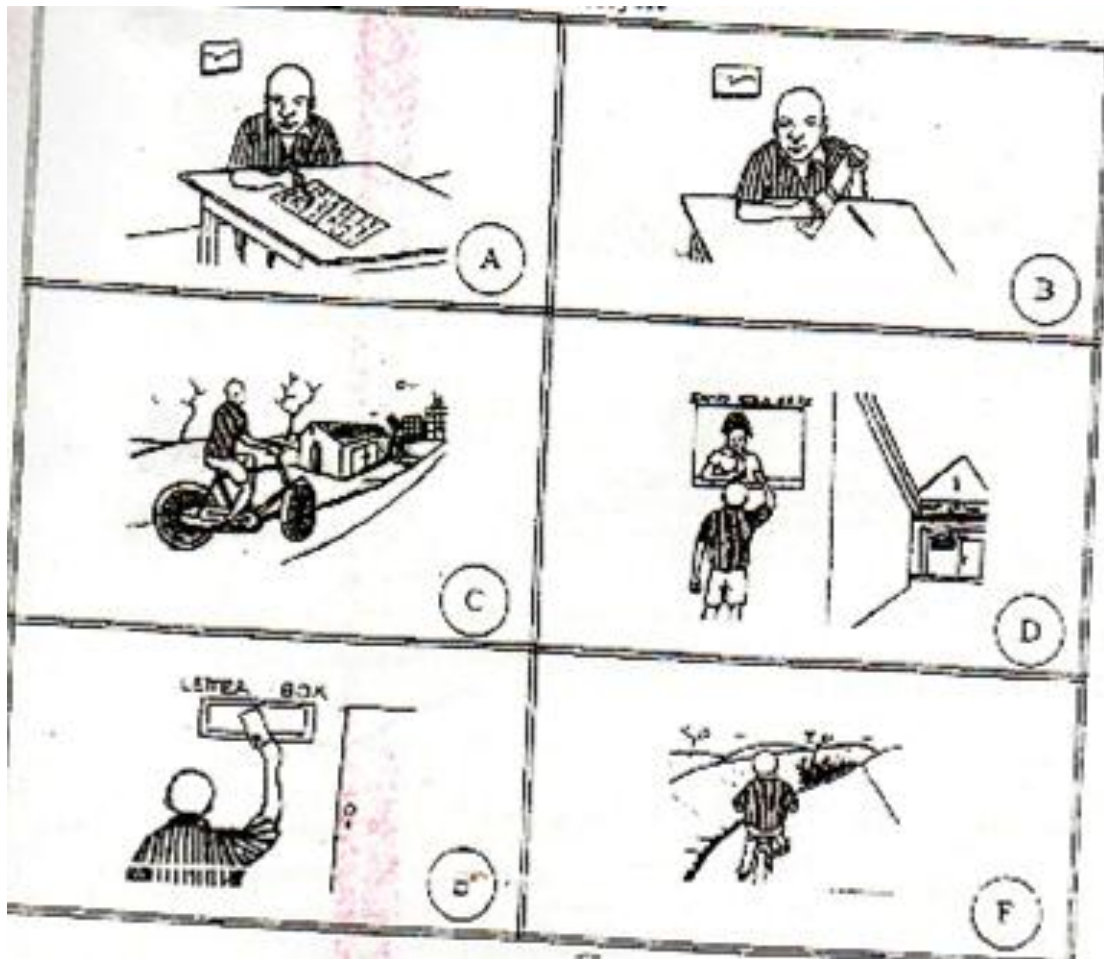
- a. Who wrote the above letter?
- b. To whom was the letter addressed?
- c. Where did the applicant get the information about the job?
- d. How old is the applicant?
- e. When was this letter written?
- f. How long has the applicant worked as a chef?
- g. Which restaurant advertised the job?
- h. Where does the applicant work?
- i. What is the applicant's nationality?
- j. Why do you think the applicant needs a chef?

PICTURE COMPOSITION

The pictures A to F tell a story. Study them carefully and then write one sentence and describe what is happening in each picture.

Use the words given below to help you.

writing	buying	sealing	riding	letterbox
posting	stamps	envelope	bicycle	



- a) Picture A _____
- b) Picture B _____
- c) Picture C _____
- d) Picture D _____
- e) Picture E _____
- f) Picture F _____
- g) Where did the boy go after posting the letter?
- h) What is the boy doing in picture D?
- i) Give a title to this story.

COMPOSITION

1. You have completed Primary Seven and scored aggregate four. Write a letter to the Head teacher of SMAK P.O. 15 Kampala requesting a vacancy in Senior One. In your letter, include at least two references / referees

OFFICIAL FORMS

This form is about citizenship. Copy and fill this form in your exercise book.



- 1) Particulars of Applicant
Full name of applicant _____
Country of residence _____
date of birth (dob) _____
County and district of birth _____
Applicant's tribe/nationality _____
- 2) Particulars of Applicant's Parents
Full name of father _____
Country of residence _____
Occupation _____
County and District of birth _____
Father's tribe/nationality _____
Full name of mother _____
Maiden name _____
Country of residence _____
Occupation _____
County and District of birth _____
Mother's tribe/nationality _____

COMPOSITION

1. Poem

Read the poem and, in full sentences, answer the questions about it.

A FORMAL LETTER

I need to write a formal letter
And address it to someone there
A letter that should impress him
The one whose title makes me excited

My contact tucked in one corner
 Up at the top right end
 His contact floating just below
 And who says that it's a 'he'?
 That person could be a 'she'.
 The letter is an application
 My reference says it all
 For now I need a job
 My referees that say I qualify
 They sent a report to you
 That I am fit for the job

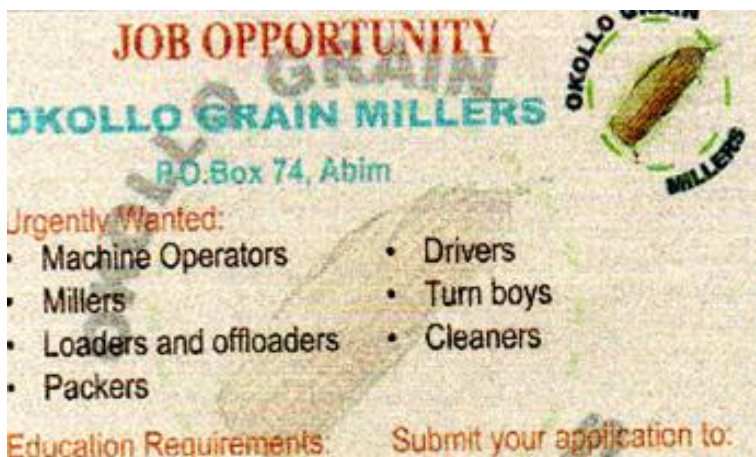
(Carol Aceng - P7)

Questions

- What is the poem about?
- Who is speaking in the poem?
- In which class is the writer of the poem?
- What kind of letter did the writer need to write?
- Who wrote the poem?
- Why do you think referees are important in the letter?
- Which referees does the writer need to write on his letter of application?
- Give another word to mean the same as the following as used in the poem:
 - impress
 - floating

Read the advertisement and, in full sentences, answer the questions about it.

Activity: Work with a partner. Study the job advert carefully.



Questions

- Which company is advertising a job?
- To whom are the applications addressed?
- Why can't Peninah, a P7 child, apply for the job?
- Where is this company found?
- What is the deadline for receiving the applications?

2. Advertisement

KAJJANSI SECONDARY SCHOOL

Job : Storekeeper
Required Age: Between 20 – 25 years
Level of Education: Should have completed Secondary School
Deadline : 12 August, 2012
Referees : 2 referees
Apply to : The Headteacher
Kajjansi Secondary School
P.O. Box 613
Kajjansi
12 July 2012

Questions

- When was the advertisement written?
- What kind of job is being advertised?
- Who will receive the applications?
- How many referees must an applicant have?
- How old should an applicant be?

TOPIC 3 : EXAMINATIONS

SUB-TOPIC 3A : PREPARATION FOR EXAMINATIONS

Vocabulary

timetable : a list or chart showing the time at which a particular examination will be done.

verb : timetable – timetables – timetabled

according to the PLE timetable, social studies is done in the morning.

instructions : directions or detailed guidelines on how to do and conduct examinations.

verb : instruct – instructs – instructing – instructed

adjective : instructional

During briefing, the head teacher reads the instructions to the candidates.

index number : a special number that is given to a candidate according to alphabetical order for easy identification.

plural : index numbers

The index number consists of the school EMIS number and a candidate's number.

candidate: a pupil or person taking or sitting an examination. The candidates' names were arranged in alphabetical order.

Candidate's name ; the name a pupil or candidate uses in an examination.

plural : candidates' name.

school name : the name of the school where a candidate studies

plural : school names

Our school name is Hormisdallen Primary School.

time allowed : the official time an examination is meant to take.

The time allowed is usually written on the front page of the question paper.

examiner : an official or person who sets and marks or tests.

verb : examine - examines – examining – examined.

UNEB is charged with the responsibility of appointing and training examiners.

Examination room : a special room which is arranged for the candidates entered the examination room quietly.

Examination centre : a place / school where candidates or other school gather to sit an examination.

plural : examination centres

Hormisdallen School is an examination centre for the Primary Leaving Examination.

briefing : the act of giving instructions to candidates before taking an examination.

verb : brief – briefs – briefing – briefed

adjective : brief

adverb : briefly

The time allowed for briefing is two hours.

revision : the process of learning previous work for an examination.

verb : revise – revises – revising – revised

The candidates did a lot of revision exercises last week.

registration : the act of making an official record of candidates

verb : register – registers – registering – registered

PLE registration usually takes place in first term.

questions : sentences or phrases that call for answers.

noun : questioner / questionnaire

adjective : questioning

adverb : questioningly

The questions in the examination were easy.

Activity

Use the words below in a sentence to show that you know the difference in their meaning.

- a) sit
- b) seat
- c) pepper
- d) paper
- e) read
- f) reed

Use the correct form of the word in the brackets to complete the sentence.

1. The _____ was easy so everybody passed it. (examiner)
2. Only _____ candidates will fail this examination. (care)
3. The candidates entered the examination room _____.
(silent)
4. Her _____ was attributed to hard work. (succeed)
5. _____ candidates is done by teachers and head teachers.
(brief)
6. The _____ to the examination room is closed. (enter)
7. We look forward to _____ our final examinations. (sit)

Rewrite the sentence giving one word for the underlined group of words.

8. The pupils who were taking an exam were checked at the entrance.
9. The woman who supervised the examination was very old.
10. John always reads the instructions with care.
11. The woman in charge of the school briefed the candidates yesterday.
12. My uncle was one of the officials who set and mark exams.

COMPREHENSION

Read the passage

ENDING PRIMARY SCHOOL

Before joining Primary Seven, I used to wonder why candidates panicked at this particular time of the year at briefing time. I also wondered why the candidates were treated in a special way by the staff. It is only after I got there that I knew the reason why. I am now a candidate and I feel on top of the world! We don't have to line-up for meals at the kitchen. We are busy revising books.

Recently we attended a briefing by the Head teacher. It was exciting as we walked to the main hall for the session well known to as 'the briefing'. The head teacher told us that since our school was an examination centre, it had to do away with all sorts of malpractices. Malpractices could cause us to be **disqualified**. Malpractice may range from communication among candidates, carrying pieces of paper in the pockets to **distracting** other candidates by making unnecessary movements. We had to prepare ourselves well by doing our revision in good time. I know some pupils who liked idle to talk. They only revised when the timetable was out. These were the ones who panicked during the examination time.

During the briefing, the Deputy Head teacher handed out some past papers. We read through the instructions together. We talked about how to fill in the answer sheets with our index numbers, centre numbers, names and signatures.

Questions

- a. What is the passage about?
- b. In which class is the writer?
- c. Who treats the candidates in a special way?
- d. Why did the writer's school have to do away with all sorts of malpractice?
- e. Why do you think malpractice is bad in a school?
- f. How do candidates prepare themselves according to the passage?
- g. Where did the candidates fill in their index numbers?
- h. According to the passage, which privilege do the candidates have over other pupils?
- i. Give another word to mean the same as the following as used in the passage:
 - disqualified
 - malpractice
- j. Suggest a suitable title for the passage.

COMPREHENSION

Below is a timetable for P.L.E. November 2022. Study it carefully and answer the questions about it in full sentences

EXAMINATION TIMETABLE FOR P.L.E NOVEMBER 2022

DAY AND DATE	PERIOD	TIME	SUBJECT	DURATION
TUESDAY 1 st November	MORNING	9:00 a.m.	Briefing of candidates by Head teacher	2 hours
WEDNESDAY 2 nd November	MORNING	9:00 a.m.	Social studies	2hr. 15min
	AFTERNOON	2:00 p.m.	English	2hrs.15min
THURSDAY	MORNING	9:00 a.m.	Mathematics	2hr. 15min

3 rd November	AFTERNOON	2:00 p.m.	Basic science and Health Education	2hrs.15min
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Questions

1. For which year was the above timetable?
2. Who briefed the candidates according to the timetable?
3. At what time did the first examination begin?
4. At what time was the last done according to the given information?
5. How long did the English paper take?
6. What happened to a candidate who arrived at 10:00 a.m. on Wednesday, 2nd November 2022?
7. Which examination took the longest time?
8. In which month was the above PLE done?
9. Write in full:
 - a.m.
 - p.m.

COMPREHENSION

The table below shows mock results for 2020 for the candidates of St. Kalembe Primary School in Mpigi District. Study the table carefully and answer the questions about it in full sentences.

MARKSHEET

Index number	Candidate's name	Sex	Age	Agg.	Div.
000223/001	Apio Stella	F	11	10	I
000223/002	Amuge Angel	F	14	9	I
000223/003	Birungi Suzan	F	13	5	I
000223/004	Agaba Tom	M	12	6	I
000223/004	Chandiru Brenda	F	13	4	I
000223/005	Dumba Juma	M	16	8	I

000223/006	Faga Ayubu	M	14	7	I
000223/007	Kapere Jack	M	13	36	U
000223/008	Kasolo Paddy	M	11	5	I
000223/009	Kityo Timothy	M	12	ABS	ABS
000223/010	Kasasa Luke	M	13	9	I
000223/011	Namanda Bridget	F	17	7	I
000223/012	Namusisi Ruth	F	10	5	5
000223/013	Zizinga Tom	M	13	13	II
000223/014	Zalwago Ann	F	14	6	I
000223/015	Zziwa Robert	M	11	11	I
000223/016	Zomu Titus	M	D	D	D

Key

ABS – absent

U –ungraded

M –male

S – sick

Agg- Aggregate

D – Died

Div – Division

F – Female

- What is the table about?
- For which school are the above results?
- How many candidates sat for the examination?
- Who was the best candidate in the class?
- How many candidates passed in division one?
- How many candidates failed the examination?
- Who was likely to repeat P.7
- Why did Kityo miss the examination?
- In which grade did Zizinga pass?

COMPOSITION

GUIDED DIALOGUE

Jacob is a P.7 Candidate and registered to sit for PLE.

Jacob's father is a taxi driver. Last week he was imprisoned because he knocked down a pedestrian.

Below is a conversation between Kato and Jacob. Fill in the blank spaces what you think Jacob said.

Kato : Good morning, Jacob

Jacob : _____

Kato : How are you, my friend?

Jacob : _____

Kato : You are not fine! What is the matter?

Jacob : _____

Kato : Why do you think you may miss sitting for the Primary Leaving Examination?

Jacob : _____

Kato : You have not paid school fees! Isn't your father at home?

Jacob : _____

Kato : Where did your father go?

Jacob : _____

Kato : Sorry to hear that. Why was your father imprisoned?

Jacob : _____

Kato : Oh! What a pity for your father to have knocked down a pedestrian! Didn't he leave any money on his bank account?

Jacob : _____

Kato : That's very bad. I advise you to see the headmaster.

Jacob : _____

Kato : Yes, I hope he will allow you to sit for the examinations because he is a kind man. Please make sure you see him tomorrow morning. Goodbye, Jacob.

SUB-TOPIC 3B : SITTING EXAMINATIONS

Vocabulary

Pass mark : a set successful result in an examination.

The pass mark is 75%.

quality : a high standard of something.

adjective : qualitative

adverb : qualitatively

Uganda National Examinations Board sets quality examinations.

timetable : a list or chart showing the time at which a particular examination will be done.

There are four subjects on the PLE timetable.

supervisor : a person who is appointed to be in charge of examination centre and makes sure that exams are done without any malpractice.

verb : supervise – supervises – supervising – supervised

noun : supervision

adjective : supervisory

A supervisor must be of high quality.

instructions : directions or detailed guidelines on how to do and conduct examinations.

A good candidate reads instructions carefully.

invigilator : a person who is appointed to watch candidates while they are taking an exam so as to make sure they keep to the rules.

verb : invigilate – invigilates – invigilating – invigilated

synonym : proctor

The invigilators must not accept bribes to keep their professional integrity.

ink : coloured liquid for writing.

All answers must be written in blue or black ball-point ink.

answer : a reply or response to a question.

answer (v) answers – answering – answered

adjective : answerable **opp** - unanswerable

marking : the activity of scrutinizing candidates' answers and awarding marks.

mark(v) marks – marking – marked

synonym : grading

After making the score guide, the examiners started marking.

results : the mark or grade which you get in an examination.

The PLE results will be released by UNEB.

grades : divisions or marks given in an examination.

verb : grade – grades – grading – graded

Many candidates in our school get good grades in PLE.

aggregate : the total score one obtains in an examination or test.

The best candidates usually get aggregate four in PLE.

accurate : correct and true in every way.

adverb : accurately

opposite : inaccurate

If all your answers are accurate, you will score a hundred percent.

candidate : a pupil or person taking or sitting for an examination.
Candidates must thoroughly be taught in order to pass their exams.

cheat : to act in a dishonest way so as to score high marks in an
exam

adverb : cheat – cheats – cheating – cheated

Anyone caught cheating in the examination will be disqualified.

malpractice : cheating or illegal behaviour in an examination.
Copying from one another is a form of examination malpractice.

score: the number of points a candidate gets for correct answers in an
exam or test

score(v) scores – scoring – scored

Whenever you revise your notes, you score high marks in the
examination.

duration : the length of time that an exam lasts

The duration for the mathematics examination paper is two hours and
thirty minutes.

examination : a special test that is given to a candidate to find out
how much they know about a subject or for promotion purpose.

The Primary Leaving Examination is set by UNEB examiners.

examiners : teachers who set and mark examinations.

examine – examines – examining – examined

leakage : having prior knowledge of something or an examination
before the stated time.

leak (verb) leaks – leaking – leaked

All the examination papers were changed due to leakage.

work : a task or to do something

work (v) works – working – worked

adjective : workable

If you work hard, you will pass the examination.

pass : to be successful in an exam or test

pass – passes – passing – passed

opposite : fail

My cousin passed the examination because he worked hard.

disqualify : to stop a candidate from doing an examination because
of engaging in examination malpractice

disqualify – disqualifies – disqualifying – disqualified

noun : disqualification.

synonym : discontinue /ban

UNEB disqualified twenty candidates for cheating in the examination.

fail : not successful in an exam or test

fail – fails – failing – failed

noun : failure

opposite : pass

Whereas many candidates passed, Ojok failed.

pass slip : an official document that shows candidates, results in an examination.

Our head teacher has not collected the pass slips from UNEB.

success : an achievement

verb : succeed – succeeds – succeeding – succeeded.

opposite : failure

adverb : successfully

adjective : successful

Her success in the examinations surprised the teachers.

certificate : an official document providing information that a candidate completed a source of study or passed an examination.

abbreviation : cert.

noun : certification

verb : certify – certifies – certifying – certified

The head teacher gave us the Primary Leaving Examination certificates.

division : a grade

verb : divide – divides – dividing – divided

Ofwono's son passed in division one.

Use the given words in a sentence to show that you know the difference in their meaning.

- a) leak
- b) link
- c) test
- d) taste

- e) for
- f) four

Rewrite the sentences giving the opposite of the underlined word.

1. My success in the examination surprised my classmates.
2. Tom passed PLE last year.
3. Your handwriting is really very tidy.
4. The arrival of the supervisor surprised the candidates.
5. Their performance is better than it was last term.
6. Sarah's work was complete.

Use the correct form of the words in the brackets to complete the sentences.

7. Olanya's daughter passed in _____ two. (divide)
8. Who set this easy _____.? (examine)
9. All the candidates were given comfortable _____. (sit)
10. Anyone who fails PLE will not _____ to join Senior One. (disqualify)
11. _____ examinations is illegal. (cheat)
12. It is the work of the _____ to seal the answer sheets in an envelope. (supervise)

COMPREHENSION PASSAGE

Picture Composition

The picture A-F tell a story. Study them and write one sentence to describe what is happening in each picture.



3.

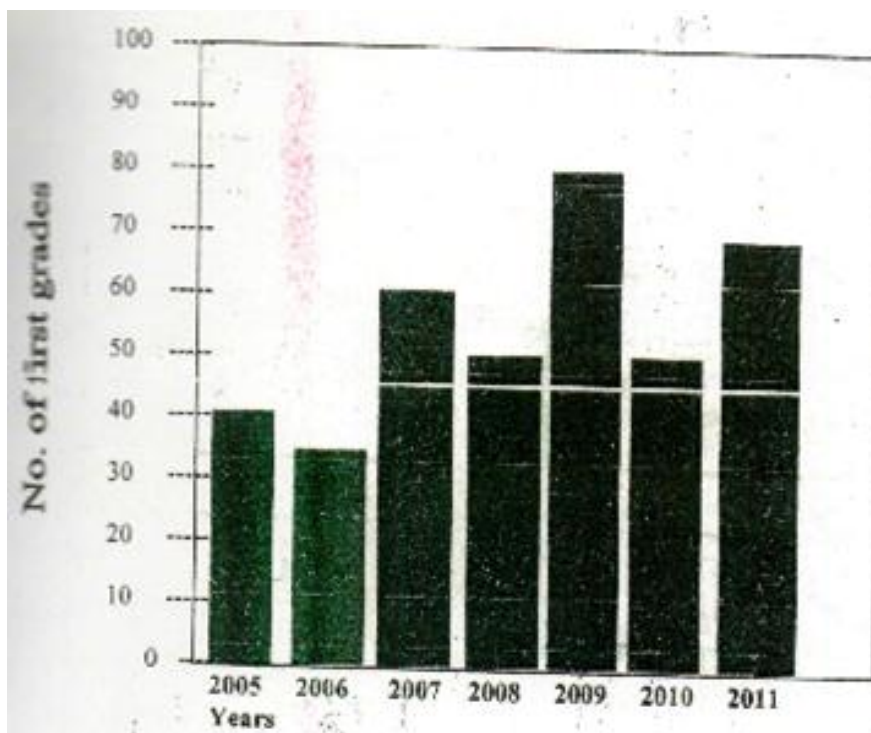
(lining up, checking, invigilator, candidates, collecting, sealing, envelope, taking, examination, examination room)

- a) Picture A _____
- b) Picture B _____
- c) Picture C _____
- d) Picture D _____
- e) Picture E _____
- f) Picture F _____
- g) Who might be checking the candidates in picture C?
- h) Why did he check the candidates?

GRAPH

Study the graph below carefully and answer the questions that follow in full sentences.

North Road Primary School P.L.E Results (Lira District)



- a) What is the information on the graph about?
- b) For which school is the above information?
- c) In which year did the school get thirty five first grades?
- d) How many first grades did the school score in 2007?
- e) When do you think the candidates in the above school started sitting for P.L.E?
- f) How many first grades were obtained between 2005 and 2008?
- g) In which year did the school register the highest number of first grades?
- h) When did the candidates score the least number of first grades?
- i) What is the difference between the highest and lowest number of first grades?