

UNIT -2

DIALOGUE WRITING

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INTRODUCTION

We take up or become a part of conversation many times a day. Dialogue is nothing but the conversation between two or more than two participants. A dialogue is a process of exchange. In a dialogue we exchange our ideas, thoughts and emotions.

An effective dialogue is almost a dramatic conversation. It is not mere a exchange of few sentences but imparting emotions with the sentences. One must be able to express oneself and at the same time understand other speaker and his emotions.

Thus dialogue writing is an art. It needs careful preparation.

Tips for effective dialogue writing :

- Understand and analyse the given situation for dialogue writing carefully.
- Analyse the speakers to be a part of the dialogue.
- Make a rough outline of the topic and the dialogue.
- Arrange the ideas in a logical way.
- Begin the dialogue with proper greetings.
- Avoid too friendly expressions like Hey....., Buddy....., Dude....., Baby..... Yo.....etc.
- Avoid using mechanical questions and mechanical answers.
- Words often confused can be avoided.
- Complex and lengthy sentences can make a dialogue difficult and dull.
- Use words which express emotions and feelings.
- Give proper turns to both or all the participants.
- Follow natural speech patterns to make the dialogue lively.
- Do not let any character to dominate other.
- Interesting sentences and attractive beginning can fetch a good success.

Examples : 1. At the House

Ramesh : Here is the prince, how are you my friend?

Suresh : Absolutely fine my dear, what's up?

Ramesh : Nothing just preparing for a concert.

Suresh : Wow...! That's great. Can I join you.
Ramesh : Yes....! Why not?
Suresh : By the way, where is it going to be?
Ramesh : In our college. It will start at 5.00 p.m. let's go.
Suresh : Fine! Let's go.

Examples : 2. At the friend House

Rani : Hi, Radha! Have you submitted your application form?
Radha : Not yet. I'll do it tomorrow.
Rani : Why?
Radha : I couldn't make photocopies of my certificates because there was no electricity in that area.
Rani : Okay, what group are you planning to choose?
Radha : I'll be choosing mathematics and biology.
Rani : Why both?
Radha : I want to keep my options open. I want to become either an electrical or electronics engineer or a doctor.
Rani : That's a terrific idea! I've decided to choose the second group.
Radha : Why the second group? I thought you would choose the first group!
Rani : I'm terribly scared of mathematics and also zoology.
Radha : Strange! Your grandfather was a famous mathematician.
Rani : What about Vijaya ? She was interested in history and geography.
Radha : I heard that she is planning to join the vocational group.
Rani : Why?
Radha : She told me that she wants to participate in many basketball tournaments.
Rani : Yes, tomorrow is the last day to submit the application form.

Examples : 3. At the restaurant

Dipti : Shall we sit at that table, near the window?
Sayali : Yes, we shall.
Renuka : What shall we have first?
Dipti : I think I'll have some cheese-sandwiches first.
Sayali : Let me have a look at the menu and then decide.
Renuka : I would like to have a mushroom pizza.
Sayali : I prefer *masala dosa*.
Dipti : Let's call the bearer and place the order.
Renuka : Bearer, could we place the order?
Bearer : Yes, Mam. What would you like to have?
Sayali : Please bring us one plate of cheese-sandwiches, one mushroom pizza and one *masala dosa*.
Renuka : What else would you two like to have?

Dipti : *Samosas.*

Sayali : Yes, and some potato chips too.

Bearer : Yes, Mam. (The dishes are served and they eat.)

Renuka : Dipti, please pass me that glass of water.

Sayali : Renuka, would you like to have some more chips?

Renuka : No, thank you.

Dipti : Sayali, that *samosa* is for you. Please have it.

Renuka : Any one wants

Sayali : Tea, for me.

Renuka : Dipti, what would you prefer?

Dipti : I would rather like to have vanilla ice cream.

Renuka : Bearer! Please get us one cup of tea and one cup of vanilla ice cream. Do you have rose milk?

Bearer : Yes, Ma'm. It's available.

Renuka : Then, I would like to have a glass of rose milk, please. (After they finish.)

Renuka : Please bring us the bill.

Dipti : Renuka, Sayali and me shall wait in the lobby. You can pay the bill and join us there.

Renuka : Yes, I'll do that.

(Dipti and Sayali leave. The bearer brings the bill and Renuka pays.)

Renuka : Thank you, Sir!

Bearer : Thank you, Mam!

Examples : 4. How to ask directions.

Sujay : Can you tell me where the post office is?

Ajay : Please go up this street and take the third turn to the right,

Sujay : Is it far from here?

Ajay : Not very far. It's about ten minutes' walk.

Sujay : Did you say the third turn to the left?

Ajay : No. The third turn to the right.

Sujay : Thank you.

Examples : 5. Interview.....

Amit : May I come in sir?

Sir : Please come in.

Amit : Good afternoon sir!

Sir : Good afternoon! Have a seat.

Amit : Thank You Sir.

Sir : Can I have your resume please?

Amit : Here it is sir.

Sir : Alright, tell me something about yourself.

Amit : I am Amit Patil. I am from Aurangabad. My father is a businessman. My highest qualification is M.Com. Overall I have five years of experience as accountant in Betsy InfoTech.

Sir : What's your career objective?

Amit : I want to become a successful accounts professional.

Sir : How proficient are you in excel?

Amit : I am using excel since last five years. I can use all the necessary functions in day to day life.

Sir : If you will be selected when you could join the organization?

Amit : I need to give the notice period of two months.

Sir : Alright! We will get back to you soon.

Amit : Thank You sir.

Examples : 6. Instructions

Ajay : Hello friends!

Dinesh : Hi Ajay! What's up?

Ajay : Nothing special. I am just trying to prepare tea. Will you please help me?

Dinesh : It's too simple man.

Ajay : Will you please instruct me?

Dinesh : Sure. Let's try to make a cup of tea.

Ajay : Tell me now how to start.

Dinesh : Light the gas. Put the tea pot on the gas.

Ajay : Ok.

Dinesh : Now pour a cup of milk and half cup of water in the pot. Add two spoons of sugar and two spoons of tea powder. Let it boil for few minutes.

Ajay : Humm.....! It smells good.

Dinesh : Filter the tea in a cup. Please tell me how it tastes.

Ajay : It's really good. Thank you.

EXERCISE

Exercise: Develop dialogues for the following situations

a) Office clerk and student about collecting scholarship cheque.

Student : Good Morning Sir..!

Office clerk : Good Morning Aditya, How are you?

Student : I'm fine sir, and how are you sir?

Office clerk : I'm fine. How can I help you?

Student : Sir I had applied for scholarship offered by Govt. of Maharashtra for students belonging to economically backward class.

Office clerk : Yes, I remember, I had given you the form.

Student : Can I know whether the office has received the scholarship cheque?
Office clerk : Yes, you can. Give me a minute I will check.
Student : Sure sir.
Office clerk : Here it is, Take your cheque Aditya and deposit it in the bank.
Student : Ok Sir, Thank you sir for your help.
Office clerk : It's my pleasure Aditya.
Student : Have a nice day sir.
Office clerk : Same to you. Bye.

b) Office clerk and student enquiring about EBC scholarship.

Student : Good Morning Sir..!
Office clerk : Good Morning, How can I help you?
Student : I'm a student of FY Mechanical. I wanted to know about EBC scholarship.
Office clerk : Yes Maharashtra State government offers EBC scholarship.
Student : Who can avail this scholarship?
Office clerk : All the students who are resident of Maharashtra and whose parents' annual income is less than 800000/- per year.
Student : Ok sir?
Office clerk : But the condition is it should not be the third child to them.
Student : I see, How to apply for this scholarship.
Office clerk : It is very simple; you can apply for this scholarship through our office or you can submit the form individually as well.
Student : Ok Sir, Thank you sir for your help.
Office clerk : It's my pleasure Aditya.
Student : Have a nice day sir.
Office clerk : Same to you. Bye.

c) Registrar and student regarding cancellation of admission.

d) Librarian and student about losing the borrowed book.

e) Student enquiring about the availability of the book 'Wings of Fire' by Dr. A.P.J. Abdul Kalam in the library.

Student : Hello ma'am, how are you?
Librarian : Hello! I am perfectly fine. And how are you?
Student : I am good ma'am. Actually I was searching a book.
Librarian : What kind of book are you searching for?
Student : Ma'am, I was looking for 'Wings of Fire' by Dr. A.P.J. Abdul Kalam.
Librarian : Oh..! that's a lovely book, even it is my favorite book.

Student : Yes, Today our class teacher Dr. Patil was teaching a lesson which is actually an excerpt from the book 'Wings of Fire'.

Librarian : You can get that book in the Biography section.

Students : Can I get that issued for a month?

Librarian : Yes, you can.

Student : Thank you Ma'am.

Librarian : For that you need to get a membership card issued for yourself. That card will permit you can get 2-3 books simultaneously.

Student : Ma'am, is it mandatory?

Librarian : Yes for issuing more than 1 book at a time.

Student : Do I have to pay something for that?

Librarian : Yes Rs.500/- for 6 months. Subsequently, you can get your card reissued only at Rs.100/- for 6 more months.

Student : OK Ma'am, please issue me a membership card.

Librarian : Sure. There you go.

f) Arjun and Amit discussing about the ways to improve their spoken English.

Arjun : Hello Amit. How are you?

Amit : I'm fine what about you?

Arjun : I have become serious about improving my English. From today I will not speak in Marathi with you.

Amit : It's a good decision.

Arjun : Yes, If we want to improve our English, we have to speak in English.

Amit : It's true, we should not think about other's criticism.

Arjun : But, that's not enough, we have to improve our reading and writing habits.

Amit : Yes, My father yes listening to English news, and talks is very important.

Arjun : Yes, my mother also insists on listening to English news every day.

Amit : For reading we can use English literature and news-papers available in our college Library.

Arjun : Good idea, it will improve our reading skills.

Amit : But I have problem in understanding English spoken by a British or an American.

Arjun : It's a problem for me too. But, now I have started listening to BBC.

Amit : Do you know next week there is one workshop in our college on Developing English Language Proficiency.

Arjun : Yes, I know, I am going to attend the same.

Amit : Me too..!

Arjun : ok, Lets go we are getting late for next lecture.

Amit : Oh.. yes, Lets go.

g) Class Representative and the Cultural Coordinator about annual social gathering.

h) Final year students about campus interviews.

i) Friends about choosing engineering discipline for their career.

Neeraj : Hello , Hansel . It's been a long time since we've met . How are you ?

Hansel : Oh , I've been fine . Busy looking up the newspaper trying to decide on a career ! What about you ?

Neeraj : Well , I've been doing this and that . Oh , and yes , I too have been scouring the classified section of the newspapers. What have you decided on ?

Hansel : I've not decided on anything so far , but I'm considering Engineering .

Student 1: My father is a Mechanical Engineer and he wants me to go for that.

Student 2: But are you interested in Mechanical Engineer?

Student 1: No, not really. I am interested in IT and Computer. You know I love to be among technological products. I have a handsome knowledge about internet and networking. I want to become an IT engineer. But my father won't allow it.

Student 2: Oh, that's really sad. Have you talked to your father about it?

Student 1: No, not yet. Actually, I am afraid of talking to my father about it.

Student 2: Look, this is the matter of your future. You must talk to your father about it. Just try to convince him to accept your point of view.

Student 1: I think engineers can create something new but doctors won't. So, that's why I want to become an engineer.

Student 2: Ok But you should talk to your father.

Student 1: First of all let me talk to my father to know if he allows me to study IT and Computer Engineering.

Student 2: Yeah, sure.

Student 1: Thanks for your time and suggestions friend.

Student 2: It's my pleasure. Take care.

Student 1: Have a good day.