



**MALLA REDDY UNIVERSITY**

(As per Telangana State Private Universities Act No. 13 of 2020 & G.O.Ms.No. 14, Higher Education (UE) Department)

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**DEPARTMENT OF ENGLISH**

**School of Engineering**

**Course: English**

**Year: 2022-23**

**Question Bank**

**Minor-2**

**Instructions:**

- ✓ The primary objectives of the question bank are to provide enough practice to the students on topics related to unit-III.
- ✓ All the difficult topics may be included in order to give the ample practice to our learners
- ✓ For each topic one or two questions must be given
- ✓ The questions must include subjective and objective questions. The objective questions could be: fill in the blanks, match the following, true and false, multiple choice, and common errors.
- ✓ Questions may include Questions from lesson, vocabulary, grammar, reading and writing

**UNIT-III**

**I. Questions from lesson:**

**Satya Nadella's E-mail to his Employees on his First Day as CEO of Microsoft**

- a. How does Nadella as CEO of Microsoft try to motivate his employees through his letter?
- b. Why do Nadella believe that Microsoft is the best company in the world?

**II. Reading: To identify facts and opinions**

**Identify if the following statements are Facts or Opinions**

1. Reader's Digest is America's most popular magazine. \_\_\_\_\_ A: Fact
2. Movies are generally more interesting than books. \_\_\_\_\_ A: Opinion
3. Israel and Egypt will never have a permanent peace settlement. \_\_\_\_\_ A: Opinion
4. In Arizona, smoking in public places is against the law. \_\_\_\_\_ A: Fact
5. By the end of this century, electric cars will be in common use. \_\_\_\_\_ A: Opinion
6. The core of a pencil is made of graphite and clay, not lead. \_\_\_\_\_ A: Fact
7. It's never too early to teach children how to behave. \_\_\_\_\_ A: Opinion
8. Watching sports events in person is better than watching them on TV. \_\_\_\_\_ A: Opinion
9. Nothing is better for a stomach ache than red clover tea. \_\_\_\_\_ A: Opinion
10. Hawaii is in the Pacific Ocean. \_\_\_\_\_ A: Fact

**III. Writing:**

**E-mails**

**You are Vijay and you are pursuing I B. Tech at MRUH. You have been invited to present a paper in the national seminar, going to held next week at VSN College of Engineering, Chennai. Write an e-mail letter to the Vice-chancellor, MRUH requesting him to allow you to attend the seminar and present your views on the concept chosen.**

From: [vijayvemakula@gmail.com](mailto:vijayvemakula@gmail.com)  
Date: 19.12.2022 Monday 12:05:26  
TO: [mruh@mallareddyuniversity.ac.in](mailto:mruh@mallareddyuniversity.ac.in)

Subject: Requisition to attend National Seminar – Reg.

Dear Sir,

It is to humbly request you to allow me to attend one-day national seminar on 'English Language and its role in Engineering Education' to be held on 29.12.2022 at VSN college of Engineering, Chennai. As you must be aware, the seminar is an attempt to take a relook at the artificial chasm of the field concerned. My paper titled 'English through M-learning' is quite useful and would discuss the various ways to ensure the role of mobile learning and its progression in developing students' communication skills. I seek your permission for being a part of this seminar and enhance my knowledge in order to sustain various trends happening around in learning English Language.

I am looking forward to receive a positive response from your end.

Yours obediently,

Vijay Vemakula

#### **IV. Grammar:**

##### **Active and Passive voice**

##### **Change the voice of the following sentences**

1. Mr. Rao teaches English Grammar.  
**Ans:** English Grammar is taught by Mr. Rao.
2. Kites were made by the boys.  
**Ans:** The boys made kites.
3. He will solve the problem.  
**Ans:** The problem will be solved by him.
4. A car is being driven by her.  
**Ans:** She is driving a car.
5. He was collecting photos.  
**Ans:** Photos were being collected by him.
6. Sunil has caught the ball.  
**Ans:** The ball has been caught by Sunil.
7. The course had been completed by him.  
**Ans:** He had completed the course.
8. The clerk will have prepared the file.  
**Ans:** The file will have been prepared by the clerk.
9. Light is given to us by the sun.  
**Ans:** The sun gives us light.
10. They informed him the matter.  
**Ans:** The matter was informed to him by them.  
He was informed the matter by them.

## **V. Vocabulary: Idioms and Phrases**

**Write sentences on your own by using the following expressions.**

**1. A close shave**

**A:** The bus had a close shave as its driver swerved to the right a split second before.

**2. To be in the same boat**

**A:** In a nuclear war, the rich and the poor nations will be in the same boat.

**3. A Herculean task**

**A:** Eradication of poverty is a Herculean task requiring the collective efforts of the entire country.

**4. A rolling stone gathers no moss.**

**A:** Tom has never lived in the same place for two years in a row, and he keeps changing jobs.  
A rolling stone gathers no moss.

**5. Bits and pieces.**

**A:** She let me store a few bits and pieces in her apartment while I was abroad.

**6. Your guess is as good as mine.**

**A:** When it comes to the election, your guess is as good as mine as far as who is going to win.

**7. A blessing in disguise**

**A:** Running late for work today turned out to be a blessing in disguise.

**8. Getting a taste of your own medicine.**

**A:** You are going to taste your own medicine with such a weird attitude.

**9. Field day**

**A:** The press is going to have a field day if this story gets out.

**10. Rome was not built in a day.**

**A:** It'll take me a whole year to finish my project. Rome was not built in a day, you know.

## **UNIT-IV**

### **I. Questions from lesson**

Q.1. What are the three life lessons that Steve Jobs gives to the students through his speech? Justify your answer with the examples from the speech in not more than 250 words.

Q.2. What are the hardships that Steve Jobs faced in his personal and professional life and how did they affect his personality? Justify your answer with the examples from the speech in not more than 250 words.

Q.3. Prepare a well-structured speech on the life events of any insertional personality of your choice in not more than 300 words.

Q.4. Steve Jobs stated, "Sometimes Life hits you in the head with a brick. Don't lose faith." What can we learn from Steve Jobs and the way that he dealt with his setbacks? How can you apply this outlook to your Life? Answer the question in your own words in about 200 words.

Q.5. "You've got to find what you love...If you haven't found it yet, keep looking. Don't settle" (Jobs). Justify the statement of Jobs in relation to your personal and professional growth. Explain the statement in about 300 words.

## II. Reading for inferences and predictions

**Directions: Read each passage and then respond to the questions. Each question will ask you to make a logical inference based on textual details. Explain your answer by referencing the text.**

Every day after work, Paul took his muddy boots off on the steps of the front porch. Alice would have a fit if the boots made it so far as the welcome mat. He then took off his dusty overalls and threw them into a plastic garbage bag; Alice left a new garbage bag tied to the porch railing for him every morning. On his way in the house, he dropped the garbage bag off at the washing machine and went straight up the stairs to the shower as he was instructed. He would eat dinner with her after he was “presentable,” as Alice had often said.

1. What type of job does Paul do?
2. Describe Alice:
3. What relationship do Paul and Alice have?

Crack! Thunder struck and rain poured. Max stared blankly out the window, trying to contain his emotions that raged like the weather. He was beginning to lose it. Dropping the kite from his hand, Max broke out into full sobs. His mother comforted him, “There, there, Max. We’ll just find something else to do.” She began to unpack the picnic basket that was on the counter and offered him a sandwich. Max snapped, “I don’t want to sand-mich!” A flash from the sky lit up the living room.

Boom! Mom sighed.

4. Why is Max upset?

“Tommy!” Mom called out as she walked in the front door. “Tommy,” she continued shouting, “I sure could use some help with these groceries. There was still no reply. Mom walked into the kitchen to put the grocery bags down on the counter when she noticed shattered glass from the picture window all over the living room floor and a baseball not far from there. “I’m going to kill you, Tommy!” Mom yelled to herself as she realized that Tommy’s shoes were gone.

6. What happened to the window?
7. Why did Tommy leave?

Today was a special day in Ms. Smith’s class. Some of the children were walking around the room, some of them were standing in small groups, and some of them were at their desks, putting finishing touches on cardboard mailboxes. After coloring a cool flame on the side of his racecar mailbox, Johnny hopped off his chair, strutted over to Veronica’s desk, and dropped a small white envelope into her princess castle mailbox. Veronica blushed and played with her hair. While this was

happening, Bartleby was frantically trying to put a small white envelope into everyone's mailbox. After giving one to Ms. Smith, Bartleby pulled out a medium-sized red envelope from his pocket. He blushed and tried to put it in Veronica's mailbox, but it wouldn't quite fit. Bartleby struggled with it for a few seconds and then ran off with the envelope. Veronica rolled her eyes and popped her gum.

8. Why is today a special day?

9. Which boy does Veronica like?

### **III. Writing**

#### **1. Note making and Note Taking**

##### **Q.1. Read the following passage and answer the questions that follow:**

The tests of life are its plus factors. Overcoming illness and suffering is a plus factor for it Moulds character. Steel is iron plus fire; soil is rock plus heat. So, let's include the plus factor in our lives.

Sometimes the plus factor is more readily seen by the simple hearted. Myers tells the story of a mother who was brought into her home – as a companion to her own son- a little boy who happened to have a hunch back. She had warned her son to be careful, not to refer to his disability. The boys were playing and after a few minutes she overheard her son say to his companion “Do you know what you have got on your back?” The little boy was embarrassed, but before he could reply, his playmate continued “It is the box in which your wings are, and some day God is going to cut it open and then you will fly away and be an angel.”

Often it takes a third eye or a change in focus to see the plus factor. Walking along the corridors of a hospital recently where patients were struggling with fear of pain and tests, I was perturbed. What gave me a fresh perspective were the sayings put up everywhere, intended to uplift. One saying made me conscious of the beauty of the universe in the midst of pain, suffering and struggle. The other saying assured me that God was with me when I was in deep water and that no troubles would overwhelm me.

The import of those sayings also made me aware of the nether springs that flow into people's lives when they touch rock bottom or are lonely or guilt ridden. The Nether springs make recovery possible, and they bring peace and patience in the midst of negative forces.

The forces of death and destruction are not so much physical as they are psychic and psychological. When malice, hatred and hard heartedness prevail, they get channeled as forces of destruction. Where openness, peace and good heartedness prevail, the forces of life gush forth to regenerate hope and joy. The life force is triumphant when love overcomes fear. Both fear and love are deep mysteries, but the effect of love is to build, whereas fear tends to destroy. Love is generally the plus factor that helps build character. It creates bonds and its reach is infinite.

It is true there is no shortage of destructive elements – forces and people who seek to destroy others and, in the process, destroy themselves – but at the same time there are signs of love and life everywhere that are constantly enabling us to overcome setbacks. So, let's not look at gloom and

doom – let us seek positivity and happiness. For it is when you seek that you will find what is waiting to be discovered.

- a. On the basis of your reading of the above passage, make notes on it in points only, using abbreviations, wherever necessary. Also suggest a suitable title.**

**Answer:**

Title: The Tests of Life- the Plus Factors

A. The Importance of the Tests of Life:

A.1. Illness & Suffering build Char.

A.2. Simple hearted-View disability +vely. E.g. - boy with hunch-backed companion.

B. Change of focus required:

B.1. Sayings in hospital: awaken one to universe amidst pain; presence of God

B.1.1. Give strength to overcome obstacles

B.1.2. Realization – underlying him. strength in troubles

B.1.3. Bring Peace & Patience

C. Forces of Destruction

C.1. Psychic & psychological

C.2. Consist of malice, hatred & hard headedness

C.3. Fear destroys

D. Forces of Life

D.1. Openness, peace& good heartedness

D.2. Love overcomes fear. Love builds char.& bonds

D.3. Discover signs of love, defeat destructive elements.

### **Key Abbreviations**

1. Character – character
2. Positively – +very
3. Human – Hum
4. Psychological – Psychlgcl
5. Destructive – destrctve

- (b) Write a summary of the passage in not more than 80 words, using the notes you have made.**

**Answer:**

The tests of life like illness, suffering, pain and disability build character. The simple hearted have the ability to view them as signs of hope and the presence of God. Even in the midst of suffering there is God. The belief that amongst pain and suffering the universe is still beautiful and God present gives strength to overcome obstacles. One must realize there is an underlying human strength that emerges during troubles. This brings peace and patience. The forces of destruction can be overcome by the power of love.

## **2. Report Writing**

You are Ram/Becki, Sports Secretary, Malla Reddy University, Hyderabad. Last Monday an inter-college twenty-over cricket match was played on your campus. Write a report in 100-125 words on the match. (Competition: All India 2022)

**Answer:**

Inter-School Twenty  
Over Cricket Match  
Ramesh, Sports Secretary,

Govt. Senior Secondary School, Chandigarh 17th January, 20xx. Last Monday an inter-school twenty over cricket match played in our school grounds between Kendriya Vidyalaya, Sector-4 and Central School, Sector-37. It was one of the most thrilling matches that we all had seen as the winner was decided only after the last ball of the match had been bowled. Kendriya Vidyalaya won the toss and chose to bat. They set a target of 130 runs in twenty overs for the opposition team who beat them in the last ball of the match by hitting a boundary which took their score to 131 runs. Central School had to make ten runs in the last two balls in order to win. Their star batsman ABC scored a six followed by a fantastic boundary to take his team to victory. It was a great match with a nail-biting finish and all the spectators present there thoroughly enjoyed watching it.

### **3. Speech Writing**

**Write a motivational Speech. (Word limit- 250 to 300)**

**Below is an example of a motivational speech. It includes a hook, a narrative, a call to action and a concluding statement:**

"Have you ever wondered what it would be like if stress was no longer a factor people faced at work? What if every person went to work each morning, completed a stress-free day at their desk and went home to enjoy time with their families without thinking about something that was worrying them at the office? Is that even a possibility? How can we make that a reality?

When I was in my 20s, I was new to the workforce. I had just graduated from college and wanted to prove myself to my colleagues and my supervisors. I had a job that I had always dreamed of having and wanted to be the best version of myself. I volunteered to take extra projects. I stayed late. I didn't ask for help from others.

After a few months of working nonstop, I was completely overwhelmed. Work exhausted me. I was turning in assignments late and stressed from being unable to give 100% of my efforts. I disliked the job that I loved and had worked so hard to get just months before.

I knew something had to change so that I could feel the rush of excitement I once had for my job. To do that, I had to eliminate the stress it was causing me. How did I do that? The first step was admitting to myself that it was ok to ask for help when I needed it. So, I did. I asked for help when I didn't know the answer to something. I also learned to focus on what I could control. If I couldn't control something immediately, I taught myself to not worry about it. I set boundaries that allowed me to focus on work while I was there, and to focus on other important aspects of my life when I was outside of work, like my family.

I challenge you all to think of ways you can eliminate any stress you feel from your jobs. Whether you take a mental health day when you need it, find support in your colleagues, develop a better balance in your work and personal life or create another strategy that works for you, just take the time to get rid of your stress so that you can find more joy in a job you once loved.

Tell me this: If you had the opportunity to change your work and personal life for the better by making a few simple changes, would you, do it?"

#### **IV. Grammar**

**Complete the following sentences.**

1. If we ..... there, we would never have found what was happening.

- a) didn't go
- b) hadn't gone
- c) haven't gone
- d) weren't

2. If he should be late, we ..... to go without him.

- a) will have
- b) would have
- c) would have had
- d) had

3. If you ..... him, tell him that he owes me a letter.

- a) see
- b) should see
- c) had seen
- d) Either 'see' or 'should see'

4. If the weather stays good, we ..... a game of tennis tomorrow.

- a) would play
- b) will play
- c) would have played
- d) will be playing

5. If we had a map, we ..... able to get out of here.

- a) shall be



b) should be

c) should have been

d) would have been

6. I would get up earlier, if there ..... a good reason to.

a) have been

b) was

c) is

d) had been

### **Answers**

1. hadn't gone (When we use would have + past participle in the main clause, we have to use a past perfect tense in the if-clause.)

2. will have (This is a type one conditional sentence. In a type 1 conditional sentence, we sometimes use should in the if-clause to suggest that something is less likely.)

3. Either 'see' or 'should see' (In a zero conditional sentence we use a present tense in both clauses. These types of sentences are used to talk about situations that are always real or possible. Should see is also possible here. The structure If...should is used to suggest that something is possible but unlikely.)

4. will play (When the verb in the if-clause is in the present tense, we use will + infinitive in the main clause.)

5. should be (After I and we, should can be used with the same meaning as would.)

6. was (When we use would + infinitive in the main clause, we have to use a past simple tense in the if-clause.)

## **V. Vocabulary**

### **One Word Substitutes**

#### **Exercise:1**

Choose an option, which can be substituted for a given word/sentence/phrase out of given options.

1. Person who thinks only of himself

a. Egoist

b. eccentric

c. proud

d. boaster

Answer: a

Explanation: Egoist means a person who is preoccupied with his own interests. Eccentric means

irregular, erratic or peculiar.

2. Ram speaks less in the forum. Ram is

- a. unintelligible
- b. reticent
- c. garrulous
- d. banal

Answer: b

Explanation: Not open or communicative is reticent. A garrulous person is excessively talkative. A banal remark is devoid of freshness or originality.

3. Savitri travels by foot. She is a

- a. traveller
- b. stickler
- c. disciplinarian
- d. pedestrian

Answer: d

Explanation: Pedestrian means walker. Stickler means a person who insists on a certain quality or type of behaviour.

4. In Magadh there was the government by a king or queen

- a. democratic
- b. monarchy
- c. plutocracy
- d. autocracy

Answer: b

Explanation: Monarchy means a country reigned over by a king, it can also be understood as hereditary autocracy. Plutocracy means a government or state in which the wealthy class rules. Autocracy means a form of government in which one person has complete power.

5. A thing no longer in use

- A. redundant
- B. obsolete
- C. sick
- D. obnoxious

Answer: b

Explanation: Obsolete means out of date; unfashionable or outmoded. Redundant means being in excess. Obnoxious means very rude or unpleasant.

## Phrasal Verbs

**Fill in the following blanks given below by choosing the most appropriate phrasal verb/s from the list given in the brackets. Make sure you conjugate them as well.**

(Call off, turn off, bring up, give away, dawn on, break down, take off, call in, hold on, turn down, sell out, fill in, take up, go through, take off)

Meaning of the above phrasal verbs given below:

Phrasal Verbs	Meaning
<b>Call off</b>	to cancel something; to decide that something will not happen.
<b>turn off</b>	To turn something off, to leave a road in order to travel on another, to stop the flow of electricity, gas, water, etc. by moving a switch, button, etc.
<b>bring up</b>	To raise (a child)
<b>give away</b>	to give something as a gift
<b>dawn on</b>	to begin to be understood or realized by (someone) for the first time
<b>break down</b>	To go out of order, cease function, to lose control of emotion
<b>take off</b>	To leave the ground, to begin to fly
<b>call in</b>	ask them to come and help you or do something for you
<b>hold on</b>	To hold something or somebody, to tell somebody to wait, to survive in a difficult or dangerous situation
<b>turn down</b>	To refuse, to reject
<b>sell out</b>	to have sold all the available items, tickets, etc.
<b>fill in</b>	to fill something completely
<b>take up</b>	to learn or start to do something, especially for pleasure
<b>go through</b>	to look at or examine something carefully, especially in order to find something

### Exercise:1

1. The truth of the matter finally \_\_\_\_ Tina.
2. Please \_\_\_\_ your socks before you enter the room.
3. The employees \_\_\_\_ the strike.
4. The neighbour asked us to \_\_\_\_ the music.
5. Please \_\_\_\_ the lights when you leave.
6. The flight will \_\_\_\_ any moment now.
7. \_\_\_\_ the study materials the teacher gave you.
8. \_\_\_\_ the surgeon immediately, the patient needs her.
9. Please \_\_\_\_ this application and submit it there.
10. Tim and his family \_\_\_\_ the kid as their own.
11. All the tickets for the Avengers were \_\_\_\_.
12. My car \_\_\_\_\_ in the middle of the road.
13. The kid decided to \_\_\_\_ a new hobby.
14. The judges will \_\_\_\_ to their decision for a while.
15. Please don't \_\_\_\_ all your money.

### Answers:

1. The truth of the matter finally dawned on Tina.
2. Please take off your socks before you enter the room.
3. The employees called off the strike.
4. The neighbor asked us to turn down the music.
5. Please turn off the lights when you leave.

6. The flight will take off any moment now.
7. Go through the study materials the teacher gave you.
8. Call in the surgeon immediately; the patient needs her.
9. Please fill in this application and submit it there.
10. Tim and his family brought up the kid as their own.
11. All the tickets for the Avengers were sold out.
12. My car broke down in the middle of the road.
13. The kid decided to take up a new hobby.
14. The judges will hold on to their decision for a while.
15. Please don't give away all your money.

## Unit-V

### Question from the lesson:

1. How the character of an individual is shaped his/her family and upbringing? Explain it with the reference to the speech "Go kiss the world" by Subroto Bagchi.
2. Why it is important to plan for your career? What reasons Bagchi provides in the speech for that?
3. What is the role of imagination in achieving the success? Discuss it with the reference to the speech.
4. How with example of his parents, Bagchi, is explaining the importance of dialogue and communication?
5. Describe the character of Subroto Bagchi's mother.

### Vocabulary:

Business Vocabulary (work place related):

1. Complete the sentences below with the help of the words given in the box.

Discrimination    employer    mobbing    sex    under the table

- a. Sexual harassment is a manifestation of discrimination based on .....
- b. Different treatment of employees based on gender, age, disability, race, religion, nationality, political opinion, trade union membership, ethnic origin, or because of the form of employment is .....
- c. .... is a persistent and prolonged harassment or intimidation of an employee.
- d. The ..... can't eavesdrop on employee's conversations by business telephone, because it is a violation of the secrecy of communication.
- e. Work carried out without signing a contract is called working .....

### Answers:

- a. Sex
- b. Discrimination
- c. Mobbing
- d. Employer
- e. Under the table

## 2. Technical Vocabulary (Computer related):

Complete the sentences using the expressions from the box.

attachment	e-books	laptop
blog	e-mail address	link
delete	file	online
document	in-box	password
download	keyboard	sign in

1. Our teacher sends us an e-mail with an attachment called 'homework.doc' which means that it is a \_\_\_\_\_ that we are supposed to download.
2. You can \_\_\_\_\_ any computer document or e-mail message that you don't want to keep.
3. If you click on that, \_\_\_\_\_ it will take you to a new website.
4. I took a photo of our school yesterday and send it to you as an \_\_\_\_\_.
5. You can \_\_\_\_\_ to your e-mail account with your username and password.
6. I often write about my travel experiences on my own personal \_\_\_\_\_.
7. I can send you an e-mail message if you tell me your \_\_\_\_\_.
8. My \_\_\_\_\_ is a secret. Only I know it.
9. I send you a message this morning. Did you check your \_\_\_\_\_.
10. Be careful when you decide to open a \_\_\_\_\_ that you download. It may have a virus.
11. How do you upload and \_\_\_\_\_ files?
12. I almost never buy books at the book store anymore. I usually read \_\_\_\_\_.
13. How many hours a day are you \_\_\_\_\_?
14. I bring my \_\_\_\_\_ to work.

**Answers:**

1. Document
2. Delete
3. Link
4. Attachment
5. Sign in
6. Blog
7. E-mail address
8. Password
9. In -box
10. File
11. Download
12. E-books
13. Online
14. Laptop

**Reading Comprehension:**

Read the article below and answer the following questions.

**The Effects of Corruption on Business**  
**by Linda Ray**

Corruption inevitably leads to a diminished business climate when the public trust is put at risk, according to Stanford Graduate School of Business. Corruption can take many forms that can include graft, bribery, embezzlement and extortion. Its existence reduces business credibility and profits when professionals misuse their positions for personal gain.

**Inefficiency**

When resources are tampered with and used improperly, the efficiency of a business suffers, insufficient resources are available to effectively run the business and maintain its levels of operations. When the news about corrupt business professionals breaks, customers lose respect and trust. Requiring company officials to spend valuable time and resources to monitor the fallout and reassure clients the company is still viable. Legal fees, penalties and public relations efforts reroute important resources from the core business and lead to an inefficient use of company funds and personnel.

**Lost Resources**

In addition to the inefficient use of resources, corruption can have a number of other economic impacts on business. Employee ranks often are inflated to cover up the corrupt professional's activities. The cost of increasing employee ranks in addition to any embezzlement that is going on is passed on to consumers in the form of higher prices. Prices also can be inflated when corruption takes place outside a company in the form of corrupt government officials who take bribes. Consumers pay the costs of vendor corruption when purchasing agents require payoffs, or when vendors skim profits and raise prices to cover their illegal activities.

**Weakened Development**

Investors are skeptical of doing business with companies or municipalities that are known for corruption. Whether you are seeking investment to grow your firm or you sell investments for a living, you will have a much harder time finding willing investors when bribes or in-kind favours are required, or your business has a history of corruption within its ranks. Competition is unfairly affected when investors' risk is multiplied by changing business climates that follow corrupt business practices. Due diligence is defeated when the facts change according to the current levels of corruption. Practical investors steer clear of businesses with a corrupt history.

**Increased Crime**

The results of corruption in business add to the burgeoning roles of crime-fighting government agencies, police departments and internal investigators. The trickle-down effect of corruption usually ends up feeding black market interests, and may even support the efforts of organized crime as the activities infiltrate various business levels. Corruption begets continued criminal activity when it goes undetected. The effects of corruption in emerging third world countries are evident and widespread, but even in America, where competition and greed can outweigh the good of society, corruption fuels the growth of criminal enterprises and eventually affects the society in which the business operates.

**Answer the following questions:**

1. Define corruption in 50 words.

Ans : **First Paragraph**

2. How does corruption affect the business? Explain in about 60 words.

Ans : **Summary of the text**

3. What is the conclusion of this text?

Ans: **The above provided text does not have a conclusion.** (This question is to judge the skills of identifying Intro. Body and conclusion, as it is taught for paragraph and essay writing)

4. What role does corruption play in increasing the crime in business societies?

Ans: **feeding black market interests, and may even support the efforts of organized crime**

5. Improperly, Efficiency, Penalties, Embezzlement, Extortion: **write a sentence for each word. Do not copy from the text.**

## Writing and Grammar:

### Writing:

#### Essay Writing

Topics for essay writing:

1. Technology and Communication
2. Family and Communication
3. Education: Skill vs Reputed Institution
4. Motivation and Leadership skills
5. Discipline and Rule in Educational Institution

### Grammar:

Below is a list of typical grammar mistakes. Correct them:

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|--|---|
| 1. I would like that my mother was here.     | 11. How long have your boss been away?            |
| 2. I asked to the doctor a question.         | 12. I don't go to that new shop yet.              |
| 3. We're going out together for 10 years.    | 13. We are 12 people in my tai chi class.         |
| 4. His parents want that he study economics. | 14. Why wasn't you there?                         |
| 5. She must to be a great tennis player.     | 15. Teachers doesn't have short holidays.         |
| 6. It's for that I'm not going to the party. | 16. I haven't seen he yet.                        |
| 7. It was the house of my aunt.              | 17. There is a million people in Valencia.        |
| 8. I saw Sue before to come here.            | 18. How many friends does he has?                 |
| 9. We were 16 people in the group.           | 19. My mother doesn't like cook.                  |
| 10. I don't used to have breakfast so early. | 20. I chose the more expensive thing on the menu. |

### Answers:

1. I would like my mother to be here.
2. I asked the doctor a question.
3. We've been going out together for 10 years.
4. His parents want him to study economics.
5. She must be a great tennis player.
6. That's why I'm not going to the party.
7. It was my aunt's house.
8. I saw Sue before coming here.
9. There were 16 of us in the group.
10. I don't usually have breakfast so early.
11. How long has your boss been away?
12. I haven't been to that new shop yet
13. There are 12 people in my tai chi class.
14. Why weren't you there?
15. Teachers don't have short holidays.
16. I haven't seen him.
17. There are a million people in Valencia.
18. How many friends does he have?
19. My mother doesn't like cooking.
20. I chose the most expensive thing on the menu.



