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English Language

(Paper 1)

ICSE 9 & 10

Detailed Study
of Composition
& Grammar

All Types of
Questions including
Past Exams' Questions

Specimen Paper,
Sample Papers &
Exam Paper

Edition
2022-23

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Authors
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Amit Tanwar



ARIHANT PRAKASHAN (School Division Series)



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A WORD

With The Readers

Allinone ICSE English Language (Paper 1) has been written keeping in mind the needs of students studying in Class 9th and 10th ICSE. This book has been made in such a way that students will be fully guided to prepare for the exam in the most effective manner, securing higher grades.

The purpose of this book is to aid any ICSE student to achieve the best possible grade in the exam. This book will give you support during the course as well as advice you on revision and preparation for the exam itself. The material is presented in a clear & concise form and there are ample questions for practice.

KEY FEATURES

- Detailed Study of each chapter along with **Detailed Text, Sample Questions, Practice Questions and Exam Practice.**
- Standard Formats of all types of Writing tasks have been given viz **Letters, Notice, E-mail** etc along with Sample Questions & Practice Questions.
- Functional Grammar part includes details of each chapter along with different **Rules, Exceptions** etc., along with a **Exam Practice** in each chapter.
- For complete practice of the examination **3 Sample Question Papers** based on the pattern & syllabus have been given.
- At the end of the book **ICSE Specimen Papers** and **Exam Paper** have been given.

Allinone English Language (Paper 1) for ICSE Class 9th and 10th has all the material required for examination and will surely guide students to the Way to Success.

We are highly thankful to ARIHANT PRAKASHAN, MEERUT for giving us such an excellent opportunity to write this book. The role of Arihant DTP Unit and Proofreading team is praiseworthy in the making of this book. Suggestions for further improvement of the book will be welcomed & incorporated in further editions.

In the end, we would like to wish **BEST OF LUCK** to our readers!

Authors
Mridula Sharma
Amit Tanwar

English Language

(Paper 1)

ICSE9 & 10

PREVIEW

DETAILED STUDIES

To make the student understand the chapter completely, each chapter has been discussed with all necessary details. Each chapter has detailed theory, supported by formats, samples, tables, examples etc.

Letter Writing

Letter is such a written message that we sent to persons who are far away from us and we want to convey our message to them in a clear and forceful manner. We usually write letters to our friends and relatives. Although advent of IT-Telephones, Mobile SMS and Chat has reduced the importance of personal letter writing, but this art is still required where there is need of formal communication. Art of letter writing is no more an ornamental accomplishment but something that every educated person must acquire for practical purposes. In the examination, it consists of 10 marks weightage.

Format of Formal Letter

Write a letter to the Chairman, Local Municipal Corporation complaining about the malaria epidemic in your city. State the causes and suggest ways to deal with the problem.

The Chairman Municipal Corporation Roopnagar	70, Model Town Roopnagar	Sender's Address Sender's address is written here. (Never put your name here).
	16th July, 20XX	Date The date appears directly below the address after leaving a line.
		Receiver's Address Receiver's name/designation and his/her address.
		Subject of the Letter Indicate the Theme/Subject here.
		Salutation It describes the purpose of writing.
Dear Sir/Ma'am _____ As a responsible citizen, I would like to bring to your notice about the out breaking of malaria in our city. Many have already been suffering from malaria and the situation is getting worse.		

EXAM PRACTICE

(Based on All Categories)

- A leading news channel recently gave a live coverage of some young boys being beaten up mercilessly by the police for the theft they were not involved in. Such atrocities are shameful on the part of the Police. Deplore and shake people's faith in them. Write a letter to the Commissioner of Police urging him to adopt effective measures to curb such brutality against innocent people. You are Vinay/Vineta, a resident of Jaisalmier.

Format of Informal Letter

You have recently travelled to Korea for your Master's course in culinary (cooking) arts. Write to your mother sharing your feelings of jet lag, homesickness and both good and bad experiences in college and hosted.

Dearest Mother, _____ It fills my heart with dual feelings when I pick up my pen to write to you. One of the greatest joy of having landed on a foreign land for post graduation and the other, obviously, of sadness of being away from all you.	Allen Girls' Hostel Royal Roads Colony Seoul, South Korea	Sender's Address Sender's address is written here. never put your name here.
	5th March, 20XX	Date The date appears directly below the address after leaving a line.
		Salutation It is a customary greeting with which the sender opens the letter.

SELF ASSESSMENT

- You are very much fond of adventure. You were on a tour to Gulmarg in Jammu and Kashmir a few days ago. Write your thrilling experience of ice-skating there to your best friend.
- Write a letter to your high-school English teacher, thanking him/her for teaching you English so well that you are very confident in speaking as well as writing in English on any topic easily. You are Anuj/Anuja of class X.

CHAPTER

1

Composition Writing

Descriptive Composition

A description is a piece of writing that elaborates a person, place, thing, feeling or state of mind. This gives the reader a picture of a person about the thing to be described. It encompasses the factual details in a vivid manner. The person who is describing must know all the concerned facts about the thing to be described. The language should be kept simple so that the message can be conveyed in an easy way. In the examination, word limit for the descriptive composition is 300-350 and it consists of 20 marks weightage.

Sample Description 1

There has been heavy rain in your city/town. You went to school but found that it was closed because of the rain. Describe the sights and sounds near the school and narrate how you finally reached home and spent the rest of the day.

Ans. It had been raining very heavily since last night. The whole night it was raining and pouring, lightening striking and sound of thunder terrifying us. Next day, the streets and roads had flooded but still I decided to go to school as I never wanted to miss it. I got ready, took a raincoat and left for my school. At some places, the water was knee deep and very few people could be seen at the roads.

EXAM PRACTICE

1. Describe your best friend and what kind of relationship you share with him/her. Also mention how he/she plays an important role in your life.

2. You witnessed a cruel side of humans towards animals. Write a detailed write up about animal cruelty and why it should be stopped.

3. Describe your favourite hobby and state why you love to do so.

4. You went to Egypt for a trip and visited the Great Pyramid of Giza. Describe the Great Pyramid of Giza.

10. A school carnival or fete is a great occasion for fun with friends. Describe one such event in your school.

11. The waiting room at a railway station presents a wonderful opportunity to observe human behaviour. Describe an experience when you reached early to catch a train and had to spend some time in the waiting room with different kinds of people.

12. A village fair is very different from a city one. It is usually held annually and is connected with a

SELF ASSESSMENT

1. Describe why you believe in friendship between man and woman based on your own experience.

2. Provide details on the house you're living in. Would you like to change something about it, move away to another location, or stay without fixing anything and why?

3. Some students want to describe the rooms they are living in at campus. Share ideas how the college/university/campus could unite to make this place better.

4. Help your readers picture the best day of your life using vivid descriptions, different examples, original comparisons and more attributes of the talented essay writer.

5. Describe the introductory day in any of the existing educational institution-school, college, or university- using the entire spectrum of emotions.

6. While on a picnic you and your friends decide to go sailing. Unfortunately, your boat collapses in a violent storm. However, all of you manage to swim safely. Give a vivid account of the incident.

EXAM PRACTICE AND SELF ASSESSMENT

Exam Practice have questions in that format in which they are asked in the examinations. All the questions are fully solved. The explanations given here teach the students, how to write the answer in the examination to get full marks. Students can use these questions for practice and assess their understanding & recall of the chapter.

Self Assessment At the end of the chapter, these unsolved questions are for practice and assessment of students. By practising these questions, students can assess their preparation level for the chapter.

English Language (Paper 1)

ICSE 9 & 10

for ICSE Class 9th and 10th Examination is a complete book which can give you all; Study, Practice & Assessment. It is hoped that this book will reinforce and extend your ideas about the subject and finally will place you in the ranks of toppers.

FUNCTIONAL GRAMMAR

Each chapter like Tenses, Active and Passive Voice, Reported Speech, Prepositions, Conjunctions, Degree of Comparison, Synthesis of Sentences, Transformation of Sentences, Nominalisation etc have complete study material like different Rules, Exceptions, Sample Sentences followed by Exam Practice of each topic.

ICSE SAMPLE PAPER 1

Fully Solved (Questions-Answers)

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

- Answers to this paper must be written on the paper provided separately.
- You will not be allowed to write during the first 15 minutes. This time is to be spent in reading the question paper.
- The time given at the head of this paper is the time allowed for writing the answers.
- Attempt all five questions.
- The intended marks for questions or parts of questions are given in brackets [].

ICSE SPECIMEN PAPER

Fully Solved (Questions-Answers)

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

- Answers to this paper must be written on the paper provided separately.
- You will not be allowed to write during the first 15 minutes. This time is to be spent in reading the question paper.
- The time given at the head of this paper is the time allowed for writing the answers.
- Attempt all five questions.
- The intended marks for questions or parts of questions are given in brackets [].

ICSE SOLVED PAPER 2020

Fully Solved (Questions-Answers)

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

- Answers to this paper must be written on the paper provided separately.
- You will not be allowed to write during the first 15 minutes. This time is to be spent in reading the question paper.
- The time given at the head of this paper is the time allowed for writing the answers.
- Attempt all five questions.
- The intended marks for questions or parts of questions are given in brackets [].

Functional Grammar Tenses (Verb Forms)

Tenses are a means of putting a sentence into a time frame.

According to these time frames there are three kinds of tenses which are :

- Present (the time that is running)
- Past (the time that is gone)
- Future (the time that is to come)

Past Tense

1. Simple Past Tense

Subject + 1Ind form of verb + object.

It is used to denote actions

- that were completed in the past. e.g.
 (a) Jay completed MCA last year.
 (b) They reached Goa yesterday.
 (when time is given)
 (c) They met each other in Dubai.
 (d) I called you many times.
 (When time is not given, but it is implied that the action was completed in the past.)

2. Future Continuous Tense

Subject + shall/will + be + 1st form of verb + ing + object.

It is used the same way as Simple Future tense to express actions of future. e.g.

Future Tense

1. Simple Future Tense

Subject + shall/will + 1st form of verb + object.

- It is used to denote actions happening in future. e.g.
 (a) I will tell you a story tomorrow.
 (b) They will meet in Paris.
 (c) You will learn it you practise.
 (d) If it rains, our bus will halt in the village.
 (Subordinate clause of conditional sentence in Simple Present tense).

- You will have got a good job by the end of this year.
- I will have started a new project by next week.

EXAM PRACTICE

In the following passages, fill in each of the numbered blanks with the correct form of the verbs given in the brackets.

- The European Union previously (to) known (know) as the European Community is an institutional framework for the construction of a United Europe.
 It (i) (create) after World War II to unite the nations of Europe economically, so another war among them would be unthinkable. The EU currently (ii) (have) 28 member countries.

Heart failures (v) (appear) to have seasonal and temporal patterns. Many heart failures (vi) (occur) cold weather and many people (vii) (experience) heart failure on Monday than on any other day of the week.

- Cardiologists (viii) (observe) more morning phenomena of heart attacks than in afternoons or evenings.

- The term 'traditional medicine' (9) refers (refer) to ways of protecting and restoring health that (i). (exist) before the arrival of modern medicine. As the term (ii) (imply),

ANSWERS

- | | |
|--|--|
| 1. (i) was created
(ii) has
(iii) was signed
(iv) came
(v) was based
(vi) were delegated
(vii) were derived
(viii) ratified | (i) insisted
(ii) fishing
(iii) will be
(iv) gazing
(v) nudge
(vi) was
(vii) is
(viii) looked |
| 2. (i) was
(ii) spoilt
(iii) refused
(iv) hated
(v) learnt
(vi) allowed | (i) felt
(ii) found
(iii) was
(iv) looking
(v) was
(vi) looked |

SAMPLE QUESTION PAPERS, LATEST ICSE SPECIMEN PAPER AND 2020 SOLVED PAPER

To make the students practice in the real sense, we have provided 3 Sample Question Papers, exactly based on the latest pattern, Specimen Paper & Latest Solved Paper also have been given.

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COURSE STRUCTURE

ENGLISH LANGUAGE (Paper 1)

Aims:

1. To develop and integrate the use of the four language skills i.e. listening, speaking, reading and writing for the purpose of effective communication.
2. To develop a functional understanding of the grammar, structure and idiom of the language.
3. To develop the capacity to read efficiently and access information effectively.
4. To develop an appreciation of good literature.
5. To experience, through literature, the thoughts and feelings of the people of the world.

There will be two papers: Paper 1: English Language; Paper 2: Literature in English. Each of these papers will be of two hours duration.

PAPER 1	English Language Internal Assessment	(80 Marks) (20 Marks)
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Five questions will be set, all of which will be compulsory.

Question 1: Candidates will be required to write a composition of about 300– 350 words from a choice of subjects which will test their ability to: organise, describe, narrate, report, explain, persuade or argue, present ideas coherently with accuracy and precision, compare and contrast ideas and arrive at conclusions, present relevant arguments and use correct style and format.

The subjects will be varied and may be suggested by language or by other stimuli such as pictures. The subjects will be so chosen so as to allow the candidates to draw on first-hand experience or to stimulate their imagination.

With one subject, a number of suggestions about the content of the composition will be given, but the use of the suggestions will be optional and a candidate will be free to treat the subject in any way that he/she chooses.

The organisation of subject matter, syntax, punctuation, correctness of grammatical constructions and spelling will be expected to be appropriate to the mode of treatment required by the subject.

Question 2: Candidates will have to write a letter from a choice of two subjects requiring either a formal or an informal mode of treatment. Suggestions regarding the content of the letter may be given. The layout of the letter with address, introduction, conclusion, etc., will form part of the assessment. Special attention must be paid to the format of the letter with emphasis on vocabulary appropriate to the context.

Question 3: Candidates will be given a specific situation and will be required to:

- (a) Write the text for a notice based on given directions.
- (b) Write an e-mail on the same content as the notice.

Question 4: An unseen prose passage of about 450 words will be given. Uncommon items of vocabulary, or structure will be avoided. One question will be set to test vocabulary. Candidates will be required to show an understanding of the words/phrases in the context in which they have been used.

A number of questions requiring short answers will also be asked on the passage. These questions will test the candidates' ability to comprehend the explicit content and organisation of the passage and to infer information, intention and attitude from it.

The last question will consist of a summary that will test the candidates' ability to distinguish main ideas from supporting details and to extract salient points to re-write them in the form of a summary. Candidates will be given clear indications of what they are to summarise and of the length of the summary.

Question 5: There will be a number of short answer questions to test the candidates' knowledge of functional grammar, structure and use of the language. All the items in this question will be compulsory. They will consist of correct use of prepositions, verbs and transformation of sentences.

PAPER 1 English Language

- Composition Writing
 - Descriptive Composition
 - Narrative Composition
 - Debate/Argumentative Composition
 - Short Story
 - Picture Composition
- Letter Writing
- Notice
- E-mail
- Comprehension
- Functional Grammar
 - Tenses (Verb Forms)
 - Active and Passive Voice
 - Reported Speech
 - Preposition
 - Conjunctions
 - Degree of Comparison
 - Synthesis of Sentences
 - Transformation of Sentences
 - Nominalisation

Descriptive Composition

A description is a piece of writing that elaborates a person, place, thing, feeling or state of mind. This outlines the understanding of a person about the thing to be described. It encompasses the factual details in a vivid manner. The person who is describing must know all the concerned facts about the thing to be described. The language should be kept simple so that the message can be conveyed in an easy way. In the examination, word limit for the descriptive composition is 300-350 and it consists of 20 marks weightage.

Points to be Kept in Mind While Writing a Description

- Make sure that you note down some ideas before you begin describing it.
- Use clear and concise language.
- Remember, if you are describing something, you need to be appealing to the senses of the reader. Explain how the thing smelled, felt, sounded, tasted or looked.
- Describe emotions or feelings related to your topic. This will connect you with the reader on a deeper level.
- Leave the reader with a clear impression. It should evoke a strong sense of familiarity and appreciation in the reader.
- Always present an organised and logical description.

Sample Description 1

There has been heavy rain in your city/town. You went to school but found that it was closed because of the rain. Describe the sights and sounds near the school and narrate how you finally reached home and spent the rest of the day.

(2017)

Ans. It had been raining very heavily since last night. The whole night it was raining and pouring, lightening striking and sound of thunder terrifying us. Next day, the streets and roads had flooded but still I decided to go to school as I never wanted to miss it. I got ready, took a raincoat and left for my school. At some places, the water was knee deep and very few people could be seen at the roads.

While going to school I saw that there was water everywhere. The roads had disappeared under the water and one could cross it only by walking through it. I did so. I saw no student of my school on the way but Mr Sharma was going. He teaches Maths at our school and rarely takes leave. Though the rain had stopped, water drops were falling from the tree leaves as if it were raining. The sky had again become dark with heavy clouds suggesting that it could rain anytime again, so I started walking fast.

When I reached school, I found a big notice announcing that the school was closed for that day as water had entered the ground and the classrooms as well. There were some other students who had ventured to reach school inspite of all odds. Anyway as there was no school, we all decided to enjoy the day. As there was water all around, we made paper boats and floated them in the ground. There were some vehicles on the road which were trying to make way in spite the road being submerged in water. We enjoyed the water splashed by these moving vehicles and cheered up. Far off I could hear the sound of frogs and some birds who were sitting on the branches of tree, chirping and feeding their young ones. It was fun wading through the water, sometimes falling down also.

After enjoying for two hours, I reached home. My mother was terrified to see me all wet and asked me to change immediately so that I might not catch cold. She prepared hot coffee and hot sandwiches to start with. As I was very hungry, I ate all that my mother had offered. As there was no school, I requested my mother to allow me to play games on my ipad. She allowed me to play for one hour and then I was told to read some book. My mother prepared some *pakoras* and *samosas* and it was enjoyed the most by me. It was a really enjoyable day and a welcome break from boring routine of attending school every day.

Sample Description 2

Describe your visit to a slum area and express your concern how poverty has affected our society.

Ans. Poverty is one of the major problems in India. It is the root cause of many socio-economic problems including population explosion, unemployment, child labour, rising graph of crimes etc. In order to survive, a person needs proper food, clothing, shelter, healthcare and education. Thus, poverty is a state when a person fails to acquire these minimum levels of subsistence and in turn suffers from malnutrition or starvation. In my visit to a slum near my college, I saw that 90 per cent of the residents of the slum can barely manage the meal for one time. They had just two pairs of clothes and they wore them every day. Their kids defecated in the same clothes and remained in them the whole day. Areas around the slum were very dirty and unhygienic.

Poverty has been an inevitable problem since time immemorial. From late 19th century through early 20th century, under British colonial rule, poverty in India intensified, peaking in 1920s. Over this period, the colonial government, de-industrialised India by banning the production of garments and other finished products manufactured by artisans in India. The problem of poverty persists because of a number of loopholes in the system. The encouragement of non-governmental organisations and private sector individuals in tackling poverty is imperative, as the state cannot do anything alone. Poverty is more of social marginalisation of an individual or group in the society rather than inadequacy of income to fulfil the basic needs. Economic growth will not reduce poverty unless it is inclusive.

Poor Welfare Programmes introduced by the government plays a major role to eradicate poverty from the society. The Government of India has launched some schemes namely MGNREGA, Gramin Awas Yojana, Atal Pension Yojana, Garib Kalyan Yojana etc aiming at uplifting the life of the poor, which are seen as a sure shot method to counter the problem of poverty.

EXAM PRACTICE

1. You had been waiting outside the examination hall. Describe what you saw and the sounds you heard when you arrived at the place. What were your feelings? Describe how the scene changed once you entered the hall and the examination started. **[2018]**
2. You witnessed a cruel side of humans towards animals. Write a detailed write up about animal cruelty and why it should be stopped.
3. Describe your favourite hobby and state why you love to do so.
4. You went to Egypt for a trip and visited the Great Pyramid of Giza. Describe the Great Pyramid of Giza.
5. Recently you visited 'Bandhavgarh National Park'. Describe your visit.
6. Describe an early morning walk through your city or town in winter. Give details of the smells, sights, sounds and feelings you experienced. **[2014]**
7. You were on a school trip and were on your way back to the hotel late night when your school bus, full of children, broke down in a deserted place. Describe what you saw and experienced as you looked around. How was the problem solved? **[2013]**
8. People play a very important role in our lives. Describe in vivid detail, any one person and show how he/she has been a very special influence in your life. **[2012]**
9. Think of a time when you achieved a personal goal. Say why the goal was important to you and how you achieved it. Describe how you felt on achieving it. **[2010]**
10. A school carnival or fete is a great occasion for fun with friends. Describe one such event in your school. **[2010]**
11. The waiting room at a railway station presents a wonderful opportunity to observe human behaviour. Describe an experience when you reached early to catch a train and had to spend some time in the waiting room with different kinds of people.
12. A village fair is very different from a city one. It is usually held annually and is connected with a religious festival or harvest. The purpose of such fairs is usually trade and to exhibit and sell village handicrafts. Describe one such fair.
13. You are a spectator at a cricket match. Trouble erupts suddenly in the stadium and you witness a riot. Give a vivid description of the scene.
14. Describe in detail the view from your bedroom window. Does your room overlook a park? A busy street? What are the sights, sounds and smells that you would typically see, hear and experience at different times of the day? **[2015]**
15. You walk home from school one afternoon to find the door unlocked and on entering you are shocked to see the house in total disarray. You call out but get no answer. Describe in detail what you saw, the reason behind your house being in total disarray and how you found your family. Mention also, how the experience ended and what impact it had on your life. **[2016]**

Answers

- 1.** Examinations sap the examinees of energy and make them sleepless for nights. But then, it has not so far been possible to devise a better way of judging their ability. So, they are a necessary evil which all students have to undergo.

It is strange that an examinee's ability has to be judged in just three hours. Obviously, there is no better way to judge ability. All who study know that they will have to appear in the examinations one day. They have had to work hard for months together. As the crucial day arrives, they reach the examination hall in tension. A few minutes before the start of the first paper of my Board examination, I saw a strange scene outside the examination hall. An eerie silence prevailed there. The examinees were carrying their books and notes in their hands which they had already mugged up and were now trying to recall all they had mugged up. Most of the examinees were not inclined to talk to anybody. But a few, sitting or standing in groups of two or three, were seen discussing some points. I did not form a group, but stood alone to wait for the Supervisor to turn up.

Even the dullest students appeared to be great scholars outside the examination hall. They were poring over their books most attentively. Some of them may have been thinking of devising some means of copying or how to behave if they were caught copying.

Most of the students reached the examination hall well before time. They looked at the notice-board to find out their room and even tried to locate their seats. Some of them brought to the notice of the superintendent where they found a discrepancy from what they had been informed about earlier. A few examinees reached the hall late and entered in a state of great excitement. The supervisor was lenient and accommodated them. As soon as the bell rang, all the students entered the hall. Finally, I entered the hall. Unlike other students, I went inside with all the materials required for the exam and said my prayers. This brought peace to my agitated mind and I completed the paper successfully.

- 2.** While returning home from my morning walk today, I saw a few men throwing stones at a pregnant bitch. I went there and asked what the matter was, to which they replied that the bitch comes and sits in front of their house and cries, so they were shooing her away because her crying disturbs them. I requested them not to throw stones at her anymore but they didn't listen to me.

One stone hurt her womb making her fall down and howl in pain. This infuriated me and I threatened to call the police. As a result, they stopped hitting the bitch. I rushed to the bitch to see whether she is fine or not, but by the time I reached there the bitch had passed away. I felt really sad and helpless that day.

There have been numerous incidents of animal cruelty. An animal that is used to roam around freely cannot live in a cage or a small enclosure.

There is no doubt that a great deal of cruelty to animals is due to our mindset that animals are happy as long as they are well fed. Everything on this Earth has a well defined purpose, thus, there is need to have strong laws for protecting the rights of animals. Only then, they can be saved from man's greed and selfishness and the balance of nature can be maintained. How can we humans be so insensitive after all, that we find pleasure in hurting the innocent animals, who cannot fight for themselves, that are incapable of speech and are absolutely helpless in front of a man's strength. From a very young age, children should be taught how to be compassionate towards the animals and how to respect the rights of other living things and love all the creations of nature.

More NGOs and healthcare centres for animals should be set up, as it would help in treating the sick and stray animals that have no one else to look after them.

There can be thousands of ways to protect the animals but that would happen only if we pledge to do something for them and stop all cruel activities which involve the maltreatment of animals. It is never too late for a great beginning. We, the people of this nation, can take a step towards this noble cause and contribute for the betterment of the animals in our country.

- 3.** A hobby is something we do out of love and not under any compulsion. It is always joyful and satisfactory when one's hobby becomes one's profession, but not everytime one can make it possible. My favourite hobby is reading novels. It is said "Reading is to mind, what exercise is to the body". I truly believe that books have contributed extensively in making me a better person. In a time when the computers and mobile phones are ruling the roost, people have let go off their reading habits. People are so busy that they hardly get time to give a thought to pen and paper. However, those who developed reading as a hobby are aware of the countless advantages associated with it.

My habit of reading developed at an early age, when my mother read out stories to me from the story books. As I heard the stories, I got completely involved in them and as I grew up, I began the practice of reading. I used to imagine everything I read. And slowly and gradually it became an undistractable passion of me.

In my readings, I have been a thing who has won nations, I have been an angel helping the needy and I have travelled the farthest of the universe and have met millions of aliens. Additionally, once I start to read the novel, the only motive is to reach the end of the novel because it makes me wonder what might have happened at the end. When I read, I can exactly relate the author's feelings, experience and his intention in delivering the message.

My reading is not limited to any particular genre. I read everything from Shakespeare to Arundhati Roy, for that matter, I also like reading newspaper. "If book is well written, I always find it too short," exclaimed Jane Austen and such is the case with me. So, everyone in today's world should instil the reading habits in themselves as that would not only improve their language but would also help them in becoming a better person.

4. The longest of Egypt's many ancient pyramids, the Great Pyramid of Giza, is situated 16 kilometres East of Cairo in the Giza plains. The base of the pyramid is 70 square metres in area. However, the apex is missing and there is no historical record of one having ever existed.

There is no surviving record as to when, how or by whom the Great Pyramid was constructed. It has usually been accepted that it was built sometime in the third millennium BC but many modern scholars mention that at that time the engineering skills of the Egyptians were inadequate for such a gigantic undertaking. Moreover, the design of the pyramid incorporated certain mathematical formulae that were unknown at that time.

Apart from the mystery of its origins, the Great Pyramid possesses mysterious properties. Modern visitors have noticed the mummified remains of small animals which had evidently wandered into it. Despite the strangely humid atmosphere of the king's chamber, the bodies had not decayed but had been preserved through dehydration. This observation gave rise to the idea that the pyramid shape itself has played a part in the marvellous preservation of the mummified bodies.

Recently, much research has been done on the physical properties of the shape of a pyramid and

great many experiments have been carried out with pyramids of various sizes and materials, ranging from proper models, a few centimetres high to outdoor constructions of wood and plastic, large enough for a person to sleep in. Most amazing results have been recorded as food is preserved, milk turns to yoghurt, plants grow more quickly, blunt razors are sharpened, toothache is cured and those who meditate, attain an exalted state of consciousness when living in a pyramid. It seems that a special energy field is created by the pyramid shape and this accumulates towards the apex.

5. Recently, during autumn break, my family planned to visit Bandhavgarh National Park which is one of the popular parks situated in the Umaria district of Madhya Pradesh. My father planned everything and had booked two rooms in a resort situated near the park. We went by our own car as it is more convenient for family outings. We started our journey early morning around 5 am and in between we stopped only for breakfast and lunch. At round 6:15 pm, we reached the resort. We decided to rest for the night and go around the park the next day. Bandhavgarh has one of the highest density of Bengal Tigers known in the world and a famous natural hub for white tigers. Our very first three hour drive in Bandhavgarh Tiger Reserve had converted us into total tiger devotees.

The next day, our chance sighting of a large male tiger, named Charger, the undisputed hero of Bandhavgarh, was the highlight of our entire trip. We realised that our guide Dewan, was a terrific tiger tracker. His mind worked like that of a tiger.

It was he who helped us spot Charger. It was a massive creature, royal in stature, assured of itself, walking with a care-a-damn attitude and a full stomach. Charger demonstrated his masculinity as he marked his territory at regular intervals. Over the next two days, we happened to see Charger twice again.

On the last day, on the elephants back, we were taken very close to yet another tigeress and her two full grown cubs.

Four days, ten individual tigers, sixteen sightings, we could not ask for more. Bandhavgarh had more to it than just tigers. During the safari drive, we got opportunities to watch three species of vultures, lesser adjutant and woolly-necked storks, the resident brown fish owl, green pigeons, peacock and peahens of all shapes and sizes and the famous malabar pied hornbills. The total number of bird species recorded in the area is nearly 25. It was an experience of life-time and worth the effort. I will cherish those memory for a long time to come.

- 6.** A morning walk is very rewarding. It is only at this time in the cities when the roads are not crowded. There is hardly any traffic. One can enjoy the walk in the lap of nature. As one walks, one's worries and anxieties vanish away. The sheer delight of the movement is enough to make the day.

I go for morning walk with my friends to a nearby park where we take two or more rounds of the walking path. As we set out from our home, we see the street deserted except for a few walkers like us. There are couples in track suits and sports shoes walking briskly along. There are also groups of elderly men gossiping and laughing among themselves. Youngsters are seen wearing ear phones and jogging to their favourite songs. In the quietness of the morning, I can hear the chirping of the birds, parrots and pigeons. They are seen flying from one branch of a tree to another. Amidst the sheet of thin white fog, the colourful flowers in the park give solace to the heart and a feast to the eyes. The fragrance of the sweet smelling flowers fills my mind with freshness.

The pure fresh air of the morning devoid of the poisonous gases exhaled by the innumerable vehicles running to and fro in the city streets gives a boost to the body to battle the day's hectic schedule. Gradually, penetrating through the dense fog, the first rays of the sun glim and shine across the park. Now, the body begins to respond well to the movements of the limbs and the flow of fresh, cool air one breathes. The momentum now sets in and the legs appear to walk effortlessly. One feet glides over the other as if trying to be the first to land ahead.

An hour later, it is time to stop as the empty stomach demands attention. By the time we return from our walk, many tea-stalls and sweet shops are open making fresh sweets and snacks. We stop at our favourite shop where we indulge in hot tea and *samosas*. Words are insufficient to describe the feelings one undergoes during winter morning walks and the experience of indulging in hot and tempting snacks after that.

- 7.** We had been looking forward to our school trip from the very first day in class X. Every year, our school plans tours for every class and it is always a special affair. This year, we went to Nainital for three nights and four days. We left for Nainital late in the night. We reached our hotel in the morning and after breakfast, our teachers advised us to take some rest. After some rest, we got ready and gathered for lunch. After lunch, we left for local sight seeing. We also did some shopping from the local markets. It was evening then and our teachers gathered us for dinner.

We dined at a local restaurant which was famous for its food.

It was dark when we left for our hotel where we were staying. Singing songs, we had hardly reached half way when suddenly the bus broke down. It was 11 pm and we were in a deserted place.

The driver left the bus to find a garage so that he could get it fixed. The hills and trees outstretched on both the sides. It was quite frightening.

Our teachers were also worried but they kept themselves calm and instructed us to remain quiet and not to make any noise, as it may draw attention of anti-social elements. At a distance of 200 metres; we saw some light, for there were lamps burning. We all moved towards it with some hope. On reaching there, we saw a group of friends who were camping there. They were singing, dancing and enjoying themselves around the bonfire. When we approached them and explained our unpleasant state, they were ready to help us.

They asked all the students to use their tents. We all had such a nice time dancing, singing and sharing some of our school experiences with them. It became the most memorable trip ever.

Then noodles were prepared and everyone enjoyed their late night noodles around the bonfire. We were awake until the first rays of the sun indicated that it was morning. The bus was redeemed and so we all bade our goodbyes to the lovely people who helped us and made our trip an exciting adventure to be cherished life-long.

- 8.** When reflecting on personal influences in my life, no one has had a greater impact than my father. He is and always continues to be a role model for me. He always stands by my side. Whenever I fall down, he encourages me to stand up by myself and on my own feet. I have always admired his open mind, compassion and sense of understanding. He is a very reserved man but has a great sense of humour and always knows how to put a smile on my face. One good lesson my dad has taught me is that you most likely won't have the answer to everything but that is what life is for, to learn from your mistakes and find those answers you are looking for. From him, I also learned that to make people hear you, you need to speak.

My father has always taught me the right behaviour. I still remember the day when my father sat next to me and said, "Hey son, the most important thing to help you to become a successful person is your honesty. Never lie to anyone and never lie to yourself." After

saying that, he slowly explained the value of honesty. He told me that every bad situation in the world began with a lie. When a person steals something, he lies to the law, or when a husband cheats on his wife, he lies to his life. I always think back on these words whenever I am in trouble.

In every aspect of my life, my father continuously pushes me to excel. Whenever I feel like giving up, or have a question or a concern, I know I can always call on him for advice. His teachings are a cure for my selfishness. He taught me to consider everyone as a part of my family and to love people by sharing and giving. From him, I have learned that sometimes you have to put other's needs ahead of your own but not to the point that they start taking advantage of you. His strength seems to be unbreakable during hard times and he is extremely determined to accomplish anything he sets his mind on.

I hold great esteem for how he stands up for what he believes in and never backs down. I am, what I am because of him and whatever I will achieve in my life will be credited to him.

- 9.** All members of my family were extremely ecstatic when I showed them my appointment letter mentioning my selection for the post of aeronautical engineer in HAL in Mumbai. I was proud to be among the elite ten who had been selected from thousands of applicants from across the country. It was indeed a matter of great pride and a dream comes true for me.

Ever since I was a child, I had nurtured this personal goal of becoming an aeronautical engineer. As a child, I had a special fascination for planes and what made them fly, their mechanisms and everything related to them. I would sit for hours drawing figures of planes and pondering over their dimensions and the laws governing propulsion. Planes and helicopters became an obsession with me, so much so that I would often dream of flying one. I knew that the path I had chosen for myself was beset with difficulties and many hurdles which required great perseverance.

I silently let this great dream grow within me. At times, I realised that it was futile to chase a goal which was beyond my grasp. But, the speech of my Principal on our farewell changed all that and filled me with such inspiration that I instantly knew that I had to achieve my dream of becoming an aeronautical engineer. I wanted to prove myself, my family and to the world that I could do it.

After years of hardwork and sweat, today I proudly stand with my appointment letter in my hand and thank God for a fabulous Principal, who initiated the entire process of achieving this goal, who always stood by me and for my wonderful parents who supported me in whatever I did and for having believed in me. I also realised that, there is no shortcut to success.

- 10.** The word 'carnival' itself brings forth tremendous excitement in the hearts of kids and adults alike. The word spells enjoyment and an occasion of fun with friends and family. Every alternate year, our school organises a carnival for students, their families and friends. This year, our school organised the carnival in the month of December and aptly called it the 'Christmas carnival'. A lot of preparations and hard labour went into making this carnival a successful event.

This year, we had fifteen game stalls and seventeen food stalls. The junior and senior students were divided into groups and deployed at each stall in such an organised manner that they not only got an opportunity to shoulder the responsibility of the stall but also got time to visit other stalls and enjoy the carnival along with their friends.

Amongst the game stalls, the most popular ones were Nine Pins, Ring the Duck, Shoot the Basket, Test of Strength etc. However, the greatest attraction was The Golden Goal stall where one had to kick a football into a three foot ring suspended in the air. The stall grossed the highest amount of money amongst the game stalls.

A large variety of fast food items were served at the various food stalls. There was a perpetual rush at the *Chaat* stall, the *Pakoras* stall and the *Dosa* stall. The coffee stall also turned out to be a huge favourite. As the evening progressed and the chill increased, everybody wanted to grab a cup of coffee. The people also enjoyed many rounds of 'Housie' while many of the senior students interacted with the crowds in the guise of clowns and other cartoon figures and hold the interest of little kids.

The carnival came to an end late in the evening with the prizes for the 'Lucky Draw' being announced. The first prize was a LCD Television and was won by a student of class VI. The second prize was a 230 litre refrigerator and the third prize was a Samsung Washing Machine. There were also ten consolation prizes which consisted of ten Titan wrist watches. This year, the carnival was a grand success with a record breaking fifteen thousand people attending the event, hats off to our dedicated team of teachers and the able guidance of our Principal.

- 11.** The waiting room of a railway station is one of the best places to observe human behaviour closely. I was enroute Delhi to Kolkata but due to an unfortunate misunderstanding, was forced to switch trains at Lucknow. The time gap was two hours between both trains, hence, I had no other option, but to take refuge at the waiting room of the railway station.

As I entered the waiting room, a foul smell tickled my nostrils but soon I became accustomed to it. The announcement of the arrival of a train caused some seats to get vacant and I quickly occupied one to make myself comfortable. Opposite to me, a family of five was busy haggling over some petty issue. Apparently, the wife had forgotten to complete some household chores before leaving and the husband was scolding her for the same. Their three children, the eldest being not more than eight years old, were chasing each other around the waiting room and the mother was screaming her head off trying to control them.

On another bench, sat an elderly couple who were hardly talking to each other. They seemed to be too lost in a world of their own, probably weighed down by the worries of this relentless world. Suddenly, the old lady said something which brought a smile to the otherwise serious face of the gentleman and he keenly began to observe the three little ones playing with each other. Another newly married young couple sat in the farthest corner of the room talking in hushed voices to each other. Fortunately, the next announcement was for their train and they were replaced by a contingent of women hockey players who were returning from a match.

By their upbeat mood and excitement, one could easily gauge that they had won their match and were now eager to get back home. It was indeed a very interesting two hour wait. Isn't it strange that when a person sits idle, he notices a variety of human behaviour which normally a troubled mind would have overlooked? Such was the case with me and believe me, I enjoyed every moment of it till the arrival of my train was announced.

- 12.** A village fair is very different from one in a city. The village folk seek entertainment in fairs and festivals. It is usually held annually and connected with a religious festival or harvest time. The purpose of such fairs is usually trade and to exhibit and sell village handicrafts. The shopkeepers open temporary stalls in such fairs. The magicians and jugglers also entertain people and make money.

Punjab is a land of vibrant people who celebrate festivals and other occasions with great zeal and zest. Baisakhi is one such occasion as it marks the beginning

of the harvesting of crops, signifying reaping the fruit of their labour. Last year, I went to visit my maternal uncle in Punjab. I was overjoyed to see the fair which was spread over a large tract of open land. The stalls were tastefully decorated with ribbons and bunting. Young girls in beautiful bright dresses were being irresistibly drawn towards the stalls where bangles of all colours were displayed.

The great attraction of the fair was the wrestling bouts being held in a big open ground surrounded by the spectators. Big prizes had been announced for the wrestlers winning over their respective rivals.

There was a vast variety of sights that attracted the attention of the visitors. A motor cyclist was running his vehicle on the walls of a pucca pit. A magician was showing his tricks. There was a snake charmer, a monkey show and a bear dance. Children were specially interested in buying balloons and toys.

The shopkeepers who had put up their stalls of eatables were having a hay day. *Pakoras* and *jalebis* could not be missed by anybody as they are the favourite with the Punjabis. However, the greatest attraction of the fair was 'Bhangra', the folk dance of Punjab, which was being performed enthusiastically by a few young boys. The cattle fair was a sight not to be missed since the best breeds of cattle-the cows, bulls, horses, buffaloes etc were brought for sale. In this way, fairs show the rich cultural heritage of a state to the people in the stands.

- 13.** Last week, I went to see a cricket match between India and Pakistan. There was a great rush. Pakistan won the toss and decided to bat. The first few overs of the match were quite uneventful, as both the Pakistan opening batsmen were playing defensively. The breakthrough for India came at last, when one of the openers was bowled out. The next batsman was caught out as soon as he tried to score. Even the next four batsmen were played out very quickly- two were bowled out and the other two were caught. However, their captain took a stand with the help of his other team mates but unfortunately the batsmen at the other end went down one after another.

The Indian supporters started dancing whenever any Pakistani player was out. The Pakistani supporters could not take it and displayed violent emotions. They began to shout anti-Indian slogans. Some of them even threw stones and plastic bottles on the Indian fielders standing near the boundary. It took just a few minutes for the entire stadium to transform into a battle ground. The scene was so unpleasant that people who did not want to indulge in this fight were also pushed to take sides.

Most of the spectators were young and energetic and therefore were catalysed to participate in the ensuing battle. The players tried to appeal to the crowds to subside this maddening battle but it seemed that the supporters were ready for a game of their own. It was absolutely chaotic to see such senseless fighting among them. The situation soon turned into communal riots. The police took the players immediately to the pavilion. Many people were injured and 20 were killed. People ran here and there to save their lives. After a long tussle with the spectators, tear gas and water canon had to be resorted to in order to control the mob. This unexpected happening left the organisers in utter shock. A few spectators were arrested by the police. After two hours, the situation came under control. I can't forget that dreadful scene. I came back with a sign of relief that I was safe.

- 14.** My bedroom is the zone of maximum comfort for me. The mere sight of my bed, study table, almirahs etc, dispels all my fatigue and freshens me up. The view from the window is very beautiful. My window overlooks a park. The park has tall and wide trees, which attract a myriad variety of birds like parrots and white pigeons. The grass and bushes are neatly trimmed and the little plants bear flowers in many colours. There is a jogging track too built inside it. Indeed, just one look outside the window has such a soothing effect on me, which is beyond description.

In the morning after waking up, I see people, under the curtains from the window, running and jogging on the track. I also hear the sounds and hoots of birds. Besides, the breeze of dawn coupled with the aroma of trees, prepares me to kickstart my day on a positive note. I however, enjoy the evening view the most.

When I return home in the evening, the sweet smell of the trees and the sight of little kids playing in the park rejuvenate my soul. The rays of the setting sun are scattered all over the sky giving it the most radiant look. The birds are seen returning to their homes and there is a pleasant and calm aura all around.

I gaze at all the trivialities and activities that are visible from my window while taking my evening snacks and tea. Sometimes my sister joins me and we chat and discuss about the various things and the people we see in the park. We also miss the regular visitors of the park if they do not turn up. The comfort that one draws at one's home is unmatched by all the luxuries of expensive hotels and buildings. Even more comforting is that little corner which one calls one's bedroom.

Therefore, the window of my room and the view of the park are seemingly little things but together, they make up an integral part of my daily routine.

- 15.** I was returning home from school in the afternoon. When I reached home, I found the door unlocked. I went inside and was shocked to see the house in total disorder. I called my mother who used to be at home but nobody answered. When I entered the drawing room, the whole furniture was turned up side down. Every bag and almirah was emptied throwing everything on the floor. It seemed that the whole house was searched for something. What was more disturbing and strange was that nothing was stolen, even the i-phones and i-pods on the desks, not even the wallet of my mother which contained lots of money.

As I was worried about my mother and the younger brother, I enquired all my mother's friends and our relatives. She was at one of her friends' house. Hearing about the incident. My mother arrived home in ten minutes and was equally horrified to see the house in such a condition.

My mother informed me that she had gone to meet her friend who had got a lottery of one crore. She might have not locked the house properly in a hurry. Later, after much investigation, it was found that some small children were playing outside and they were chased by some monkeys. In panic, the children seeing the door unlocked, entered the house to hide but monkeys followed them. There was a long hide and seek game being played between the children and the monkeys. The monkeys were responsible for throwing everything out of the closets and drawers and furniture was turned upside down by these children.

Somehow children managed to hide themselves in the store adjacent to our bedroom. Monkeys leaving the house open, went outside the house. We all breathed a sigh of relief that there was no theft or robbery in the house. It took at least two hours to set the house again in order.

It was really an unforgettable day in my life as I got really scared looking at the condition of my house and my family member not present in the house. But, I thanked God that my mother's mistake has resulted in saving small children from being bitten by the monkeys.

SELF ASSESSMENT

1. Describe why you believe in friendship between man and woman based on your own experience.
2. Provide details on the house you're living in. Would you like to change something about it, move away to another location, or stay without fixing anything and why?
3. Some students want to describe the rooms they are living in at campus. Share ideas how the college/university/community could unite to make this place better.
4. Help your readers picture the best day of your life using vivid descriptions, different examples, original comparisons and more attributes of the talented essay writer.
5. Describe the introductory day in any of the existing educational institution-school, college, or university- using the entire spectrum of emotions.
6. While on a picnic you and your friends decide to go sailing. Unfortunately, your boat collapses in a violent storm. However, all of you manage to swim safely. Give a vivid account of the incident.
7. Describe an object which you believe has once saved your life or prevented other adverse consequences for you or one of your close people.
8. Find appropriate words to describe something you wanted so bad that you were ready to steal it due to the fact you did not have enough money to buy it.
9. Pick one of the recent technological innovations. Make a description explaining why this particular thing plays an important role in the development of modern society.
10. You have lived in your ancestral house since birth. The house is to be sold so that flats may be built. Narrate the circumstances that led to this decision and describe your feelings about moving out of this house.

Narrative Composition

A narrative composition is an oral and written description of an event or series of events that take place in one's life, which is presented to its readers and listeners in the form of a story or an essay, providing them with the necessary details in proper order so that the message is conveyed thoroughly.

Practice of narrating event and personal experience is of utmost importance as it is practised in our day-to-day life. It is instilled into us ever since we start to speak. We are supposed to narrate anything unusual, eye-catching and disturbing that we witness or experience. A narration is synonymous to story but slightly different in context of fact and fiction. A story can be based on imagination while a narration is purely based on the real life experience or incident.

In the examination, word-limit for the descriptive composition is 300-350 and it consists of 20 marks weightage.

Purpose of Writing a Narrative

Narrative writing is very important in our day-to-day life. It tells others the stories of our personal experiences and allows us to gain empathy, and helps the most shattering incidences to reach out to the world.

Points to be Kept in Mind While Writing a Narrative

- Create an outline of the basic parts of your narrative.
- Use the past tense to describe a past incident.
- Use contrast and comparison to add variety and interest.
- Describe your narrative using vivid details, recreating the experience for your readers or listeners.
- Narrate your experiences keeping in mind the small details that are important for your readers or listeners to know.
- Identify and remove any information that seems to distract from the focus and main thread of the story.

Sample Narrative 1

Narrate an incident from your own experience when you helped a friend who was in trouble. Explain what happened. What did you do to make the situation better?

(2017)

Ans.

The Joy of Being One's Own

I still remember I was in class 10th and we had gone for a picnic. Suddenly my friend Kaushal got a call from his sister that his parents had met with an accident. Kaushal was devastated and did not know what to do. As he belonged to a lower middle class family, he did not have enough money to hire a cab and reach home fast. I assured Kaushal not to worry, left the picnic in the middle. I took out whatever money I had in my savings account, called a taxi and left for the spot where his parents had met with accident. My friend Kaushal was the eldest in his family; he had two younger sisters. He was unable to take any decision as the unexpected tragedy had left him too shocked to react. Kaushal had a very few relatives and most of them were unwilling to render any help. I called up all my friends and requested them to render a helping hand at that time. Kaushal's parents were admitted in a hospital and the surgery could take place only after the required amount had been deposited. I called my father and explained him the situation. As he himself was a doctor, he reached the hospital and talked to other doctors about Kaushal's parents. Meanwhile all my friends gave away not only their pocket money but also reserved money and an amount of ₹ 25000/- was arranged. I bought some snacks and juice for Kaushal and for his sisters who were crying miserably. The next two days were very crucial. Kaushal's father needed some blood which was voluntarily donated by my parents and the parents of my friends who had come there at the hospital. I didn't leave Kaushal alone even for a minute. My mother took his sisters to our home as there was nobody to look after them. After the surgery was done, Kaushal's parents survived and Kaushal could smile a little. In those days of need I spent most of my time with Kaushal, reassuring him that everything was going to be alright. Kaushal, till today remembers this help. He had returned the money but he says he can never pay back the cooperation and help given by me, my family and my friends. Kaushal's whole family treats me like their own son and loves me dearly. I feel very proud of myself.

Sample Narrative 2

You are of forgetful nature. Once you bought a lottery ticket and kept it safely. Later you were informed that you have won the first prize on your lottery ticket. But where was the lottery ticket? Narrate how you managed to find out the lottery ticket.

Ans.

The Search of Forgotten Lottery Ticket

The agent Mithun who had given me or had rather persuaded me to buy a lottery ticket came running to me one day. 'Sir', he exclaimed, "take out your lottery ticket, your number has won first prize worth ₹ 5 crore." I scrabbled around, "Lottery, what lottery ticket?" He was shocked. He reminded me that fifteen days ago he had persuaded me to buy a lottery ticket of Maharashtra State Lotteries. He had also asked me to keep it safely. Alas! I did not remember anything about the lottery ticket. He asked me to go home and search for the ticket. He was concerned about his 5 lakh which he was going to get when I would claim my prize money of ₹ 5 crore. I closed my shop and went home along with him. I tried to recall where I had kept the lottery ticket but just could not. I reached home and rang up my wife to come home from office immediately as there was some urgent matter to attend to. Meanwhile, I tried to search the lottery ticket in my cupboard. I took out all my diaries as sometimes I used to keep important papers in those diaries. But, the ticket could not be traced. I searched all possible places—my study table, drawer, folders, between the files but there was no trace of the lottery ticket. My wife came and alarmed at why she was called so urgently from office. When I told her about the lottery ticket, she also could not recall where the ticket was kept. For three hours, we searched all the possible places, looking nervous and dejected at the thought whether we had thrown away the lottery ticket.

Suddenly a smile came on my wife's face as she remembered that she had given the lottery ticket to our son to keep it safely. We immediately rang up our son who was in the office. He confirmed to our delight that the ticket was with him. He rushed home immediately with the ticket. What a relief it was to have found it finally! I had lost all hopes of claiming the money as the ticket was not traceable at all, but now we all were happy as a millionaire.

EXAM PRACTICE

1. Narrate an incident from your own experiences when you helped to prepare a meal. Explain what you did and what you gained from the experience. [2018]
2. Narrate a story of a boy, who had to struggle a lot for education.
3. Write about your most weird dream or unusual things that happened in your dreams.
4. Narrate the murder incident which took place in front of you.
5. You are Jatin. Once you had a nerve-wrecking experience when you were locked in a room with a big cobra. Narrate the incident and how you came out of that situation.
6. Think of a time when you found yourself in an embarrassing situation. Narrate how you got into that situation, how you dealt with it and the lesson you learnt from it. [2014]
7. Teaching someone else how to do something can be a rewarding experience. Think of a skill that you have helped someone to develop. Perhaps you taught someone how to swim or to bake a cake or helped someone learn how to study more effectively.
8. Relate a special incident or experience in your life which you still recall with happiness. [2011]
9. Write a narrative comparing life to riding on a roller coaster.
10. Recall a remarkable event of social importance in your city or locality. Give a little of its background, the event as it occurred and its impact on the lives of people.
11. You had booked a ticket on an early morning train. However, you woke up late and missed it. You then decided to run to catch a bus to the next station where you hoped to catch up with the train. Narrate the entire event, how you felt, the effort you made and how you finally caught the train. What did you learn from this stressful experience? [2015]
12. Narrate an incident from your own experience when you expected to do very well, but for some reason were unable to do so. Explain what happened and why it happened. What lesson did you learn from it? [2016]

Answers

1. When I Help to Prepare a Meal

When I was in Class 10 and it was the summer holidays, I thought I would help prepare a meal. It was early morning, Mother had gone for grocery shopping, my sister was asleep, and no one else was at home. I decided to help in preparing breakfast by making an omelette. I had seen Mother making it many times, so how could it be difficult?

I took two eggs, two tomatoes and a large onion. I chopped the onion on the work surface just I had seen chefs do it. Then came the tomatoes. I washed them and started chopping them. Suddenly I cut my finger in my hurry. There was no bleeding but it was just as painful. It took me two or three attempts to crack open the eggs and drop them into the whipping bowl. The spices were next. Mother always kept the spices on the top shelf in the

Narrate the events that made up the process of teaching the skill and say what made the experience important and memorable for you. [2013]

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kitchen. I couldn't reach them, so I got a stool and, climbing on it, got the chilli powder and salt. I put all the ingredients in the bowl with the eggs and whisked them. I lighted the stove, put the big frying pan on it and poured some oil in it. However, some oil spilled on the floor too.

Till the pouring of the batter into the pan, everything was going perfect. Then I wondered what was used for turning the egg upside down in the pan. Soon, I was running all over the kitchen, searching all the shelves and drawers to find the cooking spoon; all the while the omelette was sizzling in the pan. Finally I found the spoon and made a rush to turn over the omelette. I managed to do that without breaking or spilling it out of the pan, only to see a very nicely browned, or rather burnt, side up.

While I was busy taking it out in a plate, someone came up behind me. It was Mother. I was dumbstruck. She was angry at seeing the kitchen in a mess, the drawers all open, and some salt and chilli powder on the stove and countertop. She found a fit punishment for me: I had to eat the burnt omelette. Sitting on the table and eating the omelette, I realised it didn't taste as bad as it looked. My first cooking experience had turned out to be a minor disaster.

2. Struggle for Education

One day, while working in the coal mine, a young boy named Booker T Washington overheard conversation between two miners. They were talking about a good school for coloured people in Virginia. The boy had never heard of any such school, apart from the one in his town and decided to study in that school. But, he had no idea where it was. His only ambition was to reach Hampton.

In the fall of 1872, he decided to leave. Finally, as decided, he started for Hampton. Not being far from home, he realised that he did not have enough money to pay his fare to Hampton.

By walking, begging for rides in wagons and cars, somehow he managed to reach Richmond, Virginia, about 82 miles from Hampton. He was tired and hungry on reaching the city. It was late in the night. He was completely out of money and without any acquaintances in the big city. Being extremely exhausted, he crept under a sidewalk and rested the whole night, using his satchel as a pillow. The next morning, he saw himself near a large ship. He went and asked the captain if he would permit him to unload the ship in order to get money for food. The captain consented and the boy worked hard for long to earn money for his breakfast. The captain was pleased with his work and asked him if he desired to work for a small amount of money per day. The boy readily accepted the offer.

One day, he thanked the captain of the vessel and reached Hampton with 50 cents in his pocket. He presented himself to the head teacher of the school who asked him to sweep the recitation room properly. The boy did it just perfectly without even a speck of dirt. When the head teacher was unable to find dirt even in the nooks and corners, she remarked, "I guess you will do to enter this institution."

The boy felt that this was the best examination he had ever passed.

3.

People from Space

The night was cold, a thick fog hung outside my window. I was trying to catch some sleep which was eluding me. My mother had just put me to bed wishing me sweet dreams but it seemed that sleep was miles away from me.

I paced up and down, clutching the shawl to myself and switched on the television to see if there was any interesting programme on it. The movie 'Mars Attacks', was being aired of which I had read good reviews in the press. It was an exciting movie about strange unpredictable creatures from Mars landing on Earth. The movie kept me spell bound. After it was over, I stretched myself on the bed and fell fast asleep. After some time, I got disturbed by a knock at my door. I woke up to see, before me a strange looking boy with two antenna like objects sticking out of his head over a hairy body. His owl like sound eyes resembled the characters I had just seen from Mars. I screamed in fright but he said something in a strange language. He turned on a small device which helped me to understand what he was saying and *vice-versa*. I learnt that he indeed had come from Mars. He extended his thin wing hand for friendship but I was scared of him and chose to do *namaste* instead.

He talked about life on Mars, telling me that it is much bigger than our planet Earth, having its own solar system. They do not eat, for they survive on noble gases that are in abundance there. However, unable to take it any longer, I politely requested him to let me sleep, for I had to wake up early to attend school. He reacted with alacrity. Snatching the translator from my hand, he pointed his gun at me and in a flash I was in flames. I screamed with all my might "Help, Help, this boy from Mars has killed me."

I suddenly felt a splash of cold water on my face. Opening my eyes I saw my mother peering down at me, "What's the matter son" said she. How relieved I was to realise that it was all but a dream.

4.

The Murder

I was returning from my office very late at night that day. A thick blanket of fog covered the area and hence there was zero visibility. I didn't take my car that day, so I was walking towards my apartment complex from the bus stand. As I was nearing my home, I heard a very strange noise. I stopped to look from where that noise was coming, but there was no one around, so I ignored and continued walking in the same direction.

After walking a few steps, I heard the same sort of noise from behind the bushes. I thought that some wild animal must be hiding there and just then, a car entered the gate of my apartment. As the car approached me, I saw two men, with guns in their hands, came out of the bush and opened fired and quickly flew away. The man who was driving the car, lay dead, on the car's seat. I was too horrified to move and a sudden chill ran down my spine. I had not in my weird imagination, dared to think about this. The whole incident took place at an arm's distance from me and I could do nothing to save the person. I didn't even know who the man was and what was he doing there, as I had never seen him in our area before.

Later on, the guard and the police came running and soon the media crowded that place. The police took me for interrogation and recorded my statement and the next day this news was on paper. Later, we got to know that the man who got killed was a smuggler and the boys who killed him, accused him of taking their money and ditching them. The boys were soon arrested and were put in jail.

The incident is still fresh in my memory and everytime I remember about it, I get goose bumps. This is something, I will never forget all my life.

5. My Encounter With A Cobra

I was posted at a small place called Hoshiarpur in Punjab. Electricity used to be very irregular in the monsoon months of July and August. I can still remember it was 20th August, 2014. For the last two days, it had rained non-stop paralysing everything. But, being a doctor I could not stay indoors. I had to attend the patients in the hospital.

It was 7:30 in the night when I returned home tired. There was no electricity so we had to use lanterns or torch. I entered my bedroom as I wanted to change and relax for some time. As I entered the room and closed the room, I heard a thud. To my shock and fear a cobra, black in colour, appeared near the door. I had a very small torch with me using which I could see the enormous serpent sitting coiled. As there was only one door, I could not rush out of the room. I just sat on my bed and tried to call the servant. I called my servant to the bathroom door and told him of my predicament and instructed him to fetch a lantern and a ladder. After another long wait, I heard continuous voices, followed by the scraping of the ladder against the outer wall of the house. When the lantern was passed inside the room, I turned my head realising that the cobra was behind me. I saw it lying near the bedroom door two feet away. Leaning forward very

slowly, I picked up the heavy bath-mat, raised it high and let it fall as the cobra was sliding over the floor towards me. Fortunately, I judged my aim accurately and the bath-mat crashed down on the cobra's neck six inches from its head. I took a hasty stride to the veranda door and in a moment was outside among the crowd of men armed with sticks and carrying lanterns.

All of them entered the bedroom and caught hold of cobra on a stick as it was hurt and almost paralysed by my hit. It was taken out to the fields and I thanked God to save me from a life and death struggle with a big snake in the locked room.

6. An Embarrassing Day of My Life

The proverb "Pride comes before a fall" became very apt for me. I was also good in academics and managed to come in the first three ranks in the class with the minimum of effort. The result was that I became egotistic and started making fun of my classmates especially because some of my class fellows laughed at my witticism. This encouraged me on and I started misbehaving when some lenient teachers were present.

One day when the Hindi period started, our teacher walked into the class just as the bell rang. I had just sat down when the previous teacher had left and I did not notice our Hindi teacher coming in. All the children around me stood up and wished her. I was still sitting and before I could get up, she saw me seated and thought that I was trying to insult her. As a punishment she made me stand the whole period on the chair. The whole class kept looking at me, whispering and laughing. Instead of stopping the children, she asked me how I felt to be at the receiving end for once. I had never felt so humiliated in my life. On the top of it she pointed out at my hairstyle and compared it to the one we see in the promotional advertisement for the candy 'Centre Shock'.

Everyone burst into peals of laughter. I felt ashamed and realised how other children felt when I ridiculed them. Thankfully, I was made to sit down in her next period. No one was in a mood to study as it was the last period of the day. One of my friends imitated the way our Sanskrit teacher spoke but in a very exaggerated manner. I could not help and burst out laughing.

My teacher was so furious at me that she lost her temper and took me to the Principal's office. There I stood outside the office for almost twenty minutes. To add to my embarrassment there was a football tournament in our school that day.

Children from other schools were also participating. One of them happened to be my neighbour with whom I never got along. When he passed by me and snicker, I wished the Earth to crack and swallow me up.

What an embarrassing day! I shall never forget it. I resolved that I would never behave like that ever again.

7. Baking Cupcakes

It really does seem that children are becoming interested in cooking again. I don't know if it's due to the success of cooking shows on television, such as Masterchef and Junior Masterchef. Brother's kids are definitely more interested in how a particular dish is made and even ask "Can I cook tonight?"

Cupcakes, in particular, give reasonably quick results and the children enjoy frosting and decorating them. So, I decided to teach them how to make cupcakes. Cupcakes are so easy to make that they are ideal for children to bake. I always think the best cupcakes for kids to make are those where all the ingredients are put in the bowl together.

When I taught them how to bake a cupcake, following are the steps I asked them to follow.

First, I listed all the ingredients that were needed—butter, caster sugar, plain flour, baking powder, salt, eggs and vanilla extract. I also told them the exact quantities that were required. Once all the ingredients were in place, I instructed them to preheat the oven to 180°C/350 F. Then, I told them to line the muffin tin with paper cases. I explained them how the batter or mixture is made and all the tricks involved to make a good batter, the consistency needed and how to correctly mix all ingredients without over mixing the batter or incorrectly whipping the eggs.

After the mixture was ready, the next step was to teach them how to grease the paper cases and put the mixture into them. After that, the cupcakes were kept in the oven for 18 to 20 minutes until risen, golden and firm to touch.

Once the cupcakes were out of the oven and ready, I told them to let them cool completely. It was time for the decoration of the cupcakes. The kids were overjoyed at it. They decorated the cupcakes with colourful frosting and sprinkles. The kids made very creative cupcakes. It was a memorable experience for me. Their tiny little hands served me each of their cupcakes and we relished eating them together while cracking jokes.

8. Marvellous Result

It was the last week of May. My class X examination result was to be declared that day. I had been waiting for this day with anxiety and curiosity. I got up at six o'clock in the morning, took bath and prayed to God to grant me success. I was somewhat uneasy and restless. My mind was swinging between hope and fear. It was a strange mix of anxiety and expectation. I was not sure what was in store for me. My parents had high expectations from me. At one moment, I was sure that I would score good while at the other moment I feared what would happen if I performed badly or failed. At ten o'clock, I went to school with my mother to get my result. Other children also came with their parents. My hands were shaking and heart throbbing.

My class teacher handed over my result to my mother. Immediately, a wide smile ran on her face. She hugged me tightly and told me that I had stood first in the class with 98.9% marks. Soon, I met the Principal and other teachers. They all congratulated me. In the evening when I returned home, I saw many of my relatives and friends had come to congratulate me. My father welcomed them cordially. He seemed to be very proud of me. We passed the whole day cheerfully.

The whole atmosphere of the house was at once changed. Friends and relatives kept pouring in to congratulate me. Tea and sweets were served to all who came. Many of my relatives brought sweet boxes for me. All were in a jolly and happy mood. My mother prepared nice dishes for dinner. I also invited two of my friends for dinner.

Never before, I had been so happy. Even today when I recall this incident, it brings immense joy and happiness to me. It was indeed one of the happiest days of my life which I shall remember for many years to come.

9. Life is Like a Roller Coaster

I have never really liked roller coasters.

Unfortunately, I have come to the conclusion that life is very much like one.

The first and only time I rode a roller coaster, I was fifteen and naively excited. I lacked the foresight to remove my glasses before boarding, a silly mistake. The corkscrew, a monstrous structure that, as the name implies, loops up, down and upside-down in a giant corkscrew.

Like a lamb brought to slaughter, I am calm, innocently curious about what lies next.

Soon, I am at the very top with the entire amusement, park spread below my feet. As I am confronted with the vertical descent below, all spidery dark metal curving sharply down and away, my stomach starts twisting uncomfortably. The realisation that this is definitely not where I want to be right now becomes a solid block of panic tearing at my chest as the coaster pauses for a moment and then slices downward as it curves into a corkscrew, straining to throw us off. I want to scream, I really do, but the whole of my mental capacity is focused on somehow preventing my glasses from slipping off my face using sheer willpower.

Somehow the ride is over and I make it off and onto the nearest bench, sanity and glasses still surprisingly whole and present. I breathe a sigh of relief that I survived. The experience taught me like any well-designed coaster, life has its twists and turns and steep drops but it also has ups.

Agony is inevitable but it does not last forever and we are stronger and wiser having lived through it, even if only by a little bit.

So, perhaps while I do not plan on getting on a roller coaster anytime soon.

10.

Protest for Justice

In December 2012, the brutal rape and subsequent death of a 23 year old female student in Delhi quickly gained attention in India and abroad.

The woman was beaten and raped in a moving bus. Medical reports later said that the woman suffered serious injuries to her abdomen, intestines and genitals due to the assault. In the days immediately following the inhumane incident, protestors staged large demonstrations at Delhi's India Gate and outside government buildings including Rashtrapati Bhavan, the official residence of the President of India.

People no longer wanted to sit back and wait for the government's action. They knew very well that "Justice delayed is justice denied". Thus, thousands of protestors clashed with police and Rapid Action Force units.

Demonstrators were *lathi* charged, shot with water cannons and tear gas shells and arrested. Similar protests occurred throughout the country. Thousands of people silently marched while others started a hunger strike. Protests also occurred online on the social networking sites like Facebook and WhatsApp, with users replacing their profile images with a black dot symbol. Tens of thousands of people signed an online petition protesting the incident.

Many of the mourners carried candles and wore black dress and some pasted black cloth across their mouths. Some of the protestors drew slogans on papers spread on the road, condemning the incident and demanding stricter laws and speedy judgement. The incident made breaking news all across the globe. It sparked protests across South Asia, including marches and rallies in Nepal, Sri Lanka, Pakistan and Bangladesh.

The demand for severe punishment for the perpetrators led to the death sentence for four of the accused while one died in the police custody and one was a juvenile who was given the maximum sentence of 3 years imprisonment in a reform facility. The incident left a deep scar on the minds of everyone. This was a remarkable event of social importance where the entire country stood together and demanded justice.

11.

A Lesson of Punctuality

The alarm bell buzzed at 3:00 am to wake me up from my sleep so that I could catch my train which was to leave for Udaipur at 5:00 am. However, I put the alarm off and went back to sleep.

Around 3:45 am, my phone rang. I reluctantly answered, half asleep. On the other end of the call was my cousin who enquired whether I had got ready to leave the house for the station. Her question "What time will you reach the station?" threw me open from my sleep. I looked at the watch and rebuked myself for beeping extra, when ideally I should have been getting ready. I told her that I would reach the station at 4:30 am and hurriedly put the phone down. I got up from my bed and rushed to the bathroom.

By 4:10 am, I reached the cab stand. However there was no cab to be found.

In a state of panic, I called up my friend who stayed nearby. Thankfully, he answered my call and rushed to help me. He drove as fast as he could and we reached the station exactly five minutes before the scheduled time. However, to my utter shock I was on the wrong platform. I hurried to the platform where my train was waiting. Unfortunately, by the time I reached the platform, the train was rolling on its wheels. My cousin was shouting at me from inside the train and asked me to run. I ran as fast as I could but missed it. I couldn't believe what had happened. I did not know what to do. Other passengers were looking at me and some were mocking at my carelessness. However, an old couple came and suggested me to catch a bus to the next station where I might catch up with the train.

I hurried to the bus stand which was nearby. Thankfully, the bus was about to leave. I found myself a seat and prayed to reach in time. To my relief the bus dropped me an hour prior to the scheduled timing of the train. I bought the water, drank some and splashed the rest on my face.

This stressful experience taught a very important lesson to me of punctuality. Time and tide wait for none. It's better to be early than late.

12.

Life Lessons Learnt

Very recently I experienced a Life Lesson which I am going to remember throughout my life. I live in a locality with independent houses. Recently, a man shifted to a house close to my house. He became quite friendly with my children and often used to give them sweets and toys. He became friendly with my parents also. Suddenly, he stopped coming in the park. He did not meet anyone for many days. One day my sister Kavya and I were playing with the bat and ball and the ball went into this neighbour's house. We were very sure that our neighbour would allow us to pick up the ball. We rang the bell which was answered after a long time. We asked him, if he could give us our ball but, that man very sternly said "No" and closed the door. We were really surprised at the neighbour's behaviour. He was so friendly but his sudden change of behaviour perplexed me.

Suddenly, one idea struck me by watching water tank behind neighbour's house. We wanted to get our ball so we climbed the water tank and jumped inside neighbour's house. The door was open. Nobody was there. We went inside and tried to look for the ball under the bed.

I saw the ball. Hurriedly I took out the ball and along with it came a gold bar. We took out both the ball and the gold bar and climbed up the water tank again. Reaching my house I found my father watching a news on TV.

I couldn't believe my ears when the news reader read that 20 gold bars were stolen from a jewellery shop. They showed a picture of the gold bars and it was exactly like the one we had found. I quickly told the whole story to my father who immediately called the police. The police came and searched this neighbour's house and gold bars were recovered and he was arrested.

The police informed my parents that the man was a thief, a smuggler and under his pleasantness wanted to carry on illegal activities.

Now, I realised that this person should not have been trusted and I should thought over the fact why he was trying to be so friendly with his neighbours. I learnt the lesson that we should never trust a stranger, or neighbour.

SELF ASSESSMENT

1. School life is full of ups and downs. Describe some of the happy and sad moments of your ten years of school life.
2. "All's well that ends well". Narrate an incident that reveals the truth of the statement.
3. Write about a time when you were late for an important function. What lesson on punctuality did you learn?
4. Express your views if you could go back in time and make some pleasant changes thereupon.
5. Narrate your experience that was most frightening to you and elaborate how you took over it then.
6. Mention that one thing you are afraid to loose in your life and state why you loved that thing so much.
7. Suppose you got a billion dollar. State how you would spend this sum in the welfare of humanity.
8. Everyone has a mix of good and bad days in his/her life. Express the most disastrous day of your life.
9. Every glittering object is not gold. State the experience that taught you how appearance can be deceiving.
10. You are what you risk. In the light of this statement, state the biggest risk you have ever taken.

Debate/Argumentative Composition

A debate is a formal discussion or an argument on a subject on which people have different opinions. It is used as a means of putting your points forward to convince the audience about the point of view. In this type of composition, the person is free to express his/her views by writing either in favour of or against the topic. In the examination, word-limit for the descriptive composition is 300-350 and it consists of 20 marks weightage.

Purpose of Writing a Debate

Following are the main purposes of writing a debate

- To convey information orally among a group of people forcefully convincingly and to persuade the listeners to the speaker's point of view.
- To express an opinion, share a point of view, experience, observation etc.

Points to be Kept in Mind While Writing a Debate

- Prepare the debate properly by considering both the positive and negative aspects of the topic. (for and against)
- Make it clear in the beginning whether you are speaking for or against the motion.
- Debate should always have a good introduction to grab the audience's attention and garner their interest in the topic.
- Bridge the gap from opinion to reason.
- Try some examples in support of your view.
- In the end, sum up your opinion.

The following expressions can be included to enhance your debate to make it more emphatic

- | | |
|---|---|
| • I support the motion whole heartedly | • I strongly oppose the motion |
| • In my opinion | • I'd like to present my views |
| • I fail to understand why my worthy opponent feels | • I totally disagree with the view |
| • Let me explain my point | • My worthy opponent has just pointed out... But I feel |
| • I reject/submit/sympathise/agree | • It may sound strange but |
| • My knowledgeable opponent has submitted that | |

Sample Debate 1

It is better to be in a group. At times, isolation gives solace. Considering this, write a debate on the topic “Whether Joint family or Nuclear family to Live In”.

Ans.

For the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak in the favour of the motion “Whether Joint family or Nuclear family to Live In?”

I am in favour of joint family. In India joint family system has been in existence since ancient times. The father is considered the head of the family and undertakes all the responsibilities of his family. Everyone in the joint family is delegated a responsibility, and mutual understanding and cooperation are the key words on which the joint family system works. If we live in a joint family setup, we learn to be tolerant of others. Sharing is another quality which can be very well imbibed living in a joint family. The greatest blessing of joint family is that there are so many people to support you in time of distress or crisis.

Happiness and sorrow are equally shared in a joint family and financial control is handled by the head of the family. The grandparents are able to spend time with their grandchildren and take proper care of them if their parents are out for work. Security of children is a great blessing in a joint family setup whereas in nuclear family, children are left either in the creche or at the mercy of maids who are not a proper substitute for family members. At the time of any festival, it is fun to be together and celebrate the festival with enthusiasm.

Financially you may be better off in a joint family as financial burdens are shared by all the earners equally and the spare money can be utilised by the younger lot in an appropriate manner. So, in my point of view, a joint family setup is certainly better than living alone in a nuclear family.

Against the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak against the motion “Whether Joint family or Nuclear family to Live In?”

I am not in favour of joint family setup as there are more problems to resolve in a joint family setup than to live peacefully. The main problem that one faces in a joint family is lack of privacy and interference of others in one's personal matters. The grandparents pamper their grandchildren and lack of discipline among the younger lot may cause problems at a later stage. In a nuclear family, the mother is able to look after the needs of her children well, whereas in a joint family she hardly finds time to spend with her children. Moreover, there is financial advantage in nuclear family. The family earns, spends and saves money for themselves. Parents can invest money for the education of their children and pay individual attention to their children and think about their careers.

In a joint family setup, one can face the problems of interference of others in their life. Sometimes, decision-making becomes very difficult as everyone tries to advise the other as per his perception and understanding of the situation. Every person is unique in many ways but this individuality is not acknowledged in a joint family where parents are very busy in carrying out responsibilities and find no time for their children. There is continuous nuisance if there is disharmony among family members, specially the ladies of the house. The discord between them disturbs peace of mind of elders as well as that of young children. In comparison, there is more harmony and cooperation in a nuclear family as all the members are responsible and understand one another's needs.

Women in a nuclear family are free and may pursue the career of their choice whereas this becomes very difficult in joint family. People in a nuclear family are able to spend more time in their social circle and enjoy their vacations.

Sample Debate 2

“School days are the happiest days of our lives.” Express your views either for or against this statement.

[2017]

Ans.

For the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak in favour of the motion “School days are the happiest days of our lives.”

Yes, I agree with the statement that school days are the happiest days of our lives. We are surrounded by our own group of friends and enjoy every moment of school time. Be it Sports or Yoga, Maths or English period, there is giggle and

laughter over matter which may not be laughable for others. We are free from worries which adults face, and enjoy life as it comes. These are happy carefree days. Friends are plentiful and life is all about fun, fun and more fun.

Moreover pretending to be sick, playing pranks on the teachers and not doing homework are some of the naughtiest things, we remember of our school days. In our school days, we have no tension of earning money as whatever we need, is provided by our parents or we are given money to buy that thing. A healthy competition among the students also makes school life a fun. No matter what kind of competition it is whether of studying, playing or speaking in debate, all inculcate us the spirit of determination and self-confidence without gorging the feelings of enmity for anyone.

School days are happy not only in the context of fun, but also in the context of learning. We learn very important lessons of life, like respecting our elders be it our teachers or staff members, sharing our things with our friends, helping one another and many more. We do make mischief and get punished which also do not go in vain as with them, we learn bad things are always bad and always bring bad results.

During school days, holidays are best realised. For us, they are like a gift from God himself as we do not have to get early and get ready like machine. We can have fun of playing cricket or football in the morning or watch our favourite programme on TV. The picnic spots that we visit in our school trips are the most memorable ones and cannot be forgotten throughout our lives because they are the trips where we do not have to arrange anything and the company of our best school buddies and teachers adds the happiness.

During school days, we get different experiences with different teachers. As our class changes, our teachers change too. Some of these new teachers are good and some are strict. This experience also becomes a fun and a learning lesson as it is only the teachers of our class or school that let us live the days of school to the fullest. They may be strict or ignorant, but always remain our well wishers and make our school days happy.

So, the time spent in school is the golden period of one's life as one does not need to pay heed to the worldly problems rather one needs to realise the happiness that each moment provides one during one's school days.

Against the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak against the motion "School days are the happiest days of our lives."

I do not agree with the statement that the school days are the happiest days in our lives. To support my point, I will give you the following reasons.

My first point is the unnecessary competition that we have to face during school days. We have to compete for everything from occupying a seat in our school bus to secure the top position in the class. We are supposed to give our best performance and get the best regardless of our own choice. This makes our life stressful and full of tension and worries. My second point is the less time we are given to play and for recreation. No sooner do we go out to play than our mothers call us back home on the pretence of coming exams or of some activity in school. And if by chance which usually happens with most of the students, we do not score or perform as expected by our parents and teachers, we are made guilty and are made to feel that we are nothing, turning our days nightmare.

My third point is toward the discrimination on the ground of performance in the exams. When it comes to scoring marks in exams, everybody becomes our tormentors. These tormentors include our parents, our teachers, tutors and even our siblings who want nothing from us but the highest marks in exams. Their behaviour toward us changes according to the marks we score. More marks affectionate behaviour, less marks rudest behaviour as if we have committed a crime.

The behaviour of some of the classmates is also very disturbing as they trouble all the class and fight with the weak students. They behave as if they were hooligans and always ready to fight. They create such an atmosphere in the class as one feels unsecured. Even the teachers do not pay heed to their mischief. The tension of homework is always looming as all the teachers give a lot of homework which has to be completed on the same day and on being it to be incomplete, the students have to face punishment. Even the holidays are not free. The students are given homework that consumes all their time. Some of the teachers are of the habit of using abusive language and beatings. They make their students' life hell if they are not followed. Besides all these we are left with no choice but to curse ourselves, an experience that no one wants to go through. So, each day we pass at our school is full of stress that does not let a child live free rather he feels confined. Thus, I do not agree with the statement.

EXAM PRACTICE

1. ‘Money is important for happiness’. Express your views either for or against this statement. **[2018]**
2. A complete knowledge is always a form of resources. When knowledge is given or received from an unreliable source, it is dangerous. This explains the need of sex-education in school. Express your views either in support or against the same.
3. All girls or all boys schools provide a better learning environment than co-educational schools. Express your views either for or against the statement. **[2015]**
4. Studying is important in life but life itself is more important “All work and no play makes Jack a dull boy” is significant. In the light of this statement, compose a debate on the topic “Should Homework be Banned?”
5. A working woman is a dynamic personality in her self. She knows the intricacies of lives. She can instil the values better. Summing all these, draft a debate on “Working Women are Better Mother”.
6. “The use of mobile phones must be allowed in schools.” Express your views either for or against the statement. **[2016]**
7. “Boarding schools are far better than day schools for the all-round education of a child.” Express your views either for or against this statement. **[2013]**
8. Money is pleasure and pain like the faces of a coin. It is more of pain and less of pleasure. “Money causes more harm than good.” Express your views either for or against this statement. **[2012]**
9. Assistance is necessary for the growing buds. But, this assistance should not be purely commercial in nature. In the light of this statement, justify private tuitions being necessary evil. **[2011]**
10. “More lessons are learnt on the sports field than in the classroom.” Express your views either for or against this statement. **[2010]**
11. “The use of mobile phones has lowered active social life and has become an addiction.” Express your views either for or against this statement.
12. “No other subject taught in school is as important as Moral Science.” Express your views either for or against this statement.
13. “Cinema, both entertains and educates the masses.” Express your views either for or against this statement.
14. “The computer will soon replace the book.” Express your views either for or against this statement.
15. A concern for environment is a concern for everyone. In the light of this statement, write a debate on the topic “Using your own transport is better or the public transport has made our life easier?”

Answers

For the Motion

1. Everybody in the world needs money for not only their basic needs but also for many other needs. Hence, there is no harm in earning money as per capacity and need. Swami Vivekananda once said that earning money is a duty for the family men. But need is a relative term. There is no limit to need. ‘Give me more’, has become the philosophy of this age. This never-ending demand makes many persons just money-earning machines and forever unhappy. But we don’t mean this amount of money. Happiness comes from fulfilment of physical, emotional, and mental needs. These are fulfilled by the three equal and independent parts of wealth: economic, social, intellectual. Money is the main component of the economic part of wealth. So, money is one of the important resources that is needed for happiness. Indian philosophy always teaches us how to be satisfied with limited resources. A man needs some minimum amount of wealth for survival and to lead a dignified life. So we should be satisfied with whatever money, amenities, power and

resources which are available to us as per our highest capacity. There is no trouble in trying our best for all out success and upliftment. But when the final outcome is decided, we should accept it with satisfaction that we have done our best. This will also make us happy.

We should also remember that many people have less money or resources than us. They have less food, clothes and other basic needs for survival and for leading a dignified life. But they are still happy. You may wonder why. It is obvious that they are happy with the money they have. They thank God and are always obliged to Him for what wealth they possess. They never blame anybody or compare themselves with anybody. They are contended and satisfied with what they have. However, if they did not even have this much of wealth, they may have faced various issues in life which could bring unhappiness. They may lose the opportunity to fulfil their aspirations and always regret this matter later on in life. An example is a typical rural farmer who cannot progress in life due to his inability to get loans from financial institutions, as he cannot furnish collateral to guarantee the loan. Thus, lack of such wealth will cause permanent unhappiness.

Thank you.

Against the Motion

Most individuals are of the view that a good amount of wealth results in happiness, while some believe that being very rich has its own curse. I completely agree that a lot of money always brings with it many unforeseen problems as well.

Money and its vicious power to attract humans to fulfil their various wishes, at any cost, has always been debated. Earning sufficient money for one's basic needs and amenities, as well as to fulfil their family obligations and provide them with suitable comforts of a modern life, are very much justifiable. However, the issue arises that more wealth leads to a feeling of greed and a sense of invincibility amongst family and peers. As a result, a sense of suspicion, envy and jealousy creeps in within social relationships and takes a heavy toll on family matters as well. For instance, the recent war of words in public between two wealthy brothers, due to differences of opinion, for sharing and taking control of the vast business empire left over by their father. Such instances, due to fear of personal financial loss, lead to a permanent damage in relationships and splits between members of a family.

Secondly, gaining more financial clout, and enjoying the material luxuries the world has to offer, comes with its own set of sacrifices. Many high-earning corporate CEOs and senior level management at most large companies struggle with their daily hectic work schedules and get overburdened by the responsibilities, with the only aim of maximising the profit at any cost. This results into them not being able to devote enough time to their family and friends, as well as a deterioration in their physical and mental well-being, and later lead to life-threatening diseases. A recent survey showed that more than 40 per cent of top executives in India are suffering from high-blood pressure and stress related issues.

In conclusion, I believe that having too much money not only leads to issues in personal and family relationships, but also deprives one of a healthy and peaceful way of life that can be enjoyed with just sufficient money.

Thank you.

2.

For the Motion

The introduction of sex-education in the school is an important issue. In a survey, it has been found that over 50 per cent of children are sexually abused. Sex is still considered a taboo in India. Parents don't encourage the idea of talking about sex to their children as they find it embarrassing. This ignorance of sex-education leads to their children getting infected with AIDS and other sexually transmitted diseases. It also makes them vulnerable to sexual abuse. Many people have come forward to spread awareness about AIDS and other sexually transmitted diseases. The knowledge about sex can help people to take decisions regarding health and sexuality. It is high time sex-education should be introduced in schools for the betterment of the youth of the country. It has become a very delicate and sensitive issue and many people feel that it entirely depends upon the parents whether they want to tell their children about sex or not. It is believed that teaching our children about their sexuality, can break down pre-existing notions of modesty and can tear the moral fabric of our society.

But as the increase in diseases like AIDS/unplanned/unwed pregnancies and other sexually transmitted diseases, it is important that sex-education should be brought into the limelight in schools and colleges.

Many NGOs have introduced training programmes on AIDS and HIV awareness. They should be encouraged to do so and the schools and colleges should cooperate with them as it would benefit the students.

Sex-education should be given an equal importance, along with the other subjects in schools. Boys and girls should be divided in two groups. They should be taught about sex separately. This way the women teachers should teach girls and male teachers should teach boys. In this way, children will not feel embarrassed and can freely talk about it. Sex-education in schools would dispel many of the myths prevalent among school children and help in removing their doubts and addressing their queries about it. It would also prevent them from any forthcoming complexities in life.

Thank you.

Against the Motion

Sex-education is one of the most controversial issues and will always have divided opinions. It mainly deals in giving the knowledge about sex to the students with regard to the human sexual anatomy, sexual health, responsibilities associated with sex and reproduction, birth control methods and various kinds of human sexual behaviour. They are curious and want to experiment with sex.

When the teens attain puberty, they learn about birth control and safe sex, the chances of having unplanned teen pregnancies is possible for they are not yet matured enough to handle such stuff. They can also misuse the facts that they can indulge in sexual activities using contraceptives with multiple partners. This can also make them addicted to sex. Sex-education can go against an individuals moral and religious beliefs as many families stress on the values of not having sex before marriage. Many schools do not prefer the idea of introducing it in the curriculum because of this reason.

Instead of teaching sex in schools, they should stress more on moral values. They should be taught that sex is sacred and it is not just for fun and pleasure but for 'procreation'. Schools should focus more on safety of students and guide them in recognising all signs of abuse staying away from sex offenders and reporting anything that is suspicious. They should educate them on how to stand up for any sort of physical abuse. Parents themselves should take this matter into consideration and should not rely on the school, media and friends to educate their kids.

Sex-education is not necessary for school children. It is something which needs to be taught by the parents first then by the institution as it is a very personal matter and undue interference by the schools should not be entertained. So, it can be said that sex-education should not be taught in schools.

Thank you.

3.

For the Motion

All girls or all boys schools provide a better learning environment than co-educational schools.

I support the motion wholeheartedly. It has been noted that an all girls or all boys school can provide a more structured learning environment for both boys and girls. Boys and girls differ in the way they act, how they learn and their interests and abilities. They need an educational environment tailored to meet their unique needs. In general, boys are more physically active, assertive and comfortable learning in a more chaotic environment than girls. Girls are able to sit still and prefer a quiet, focused and orderly classroom. In all girls or all boys schools, the curriculum and course offerings provide advanced work in areas of the children's greatest interests and natural abilities. Moreover, single-sex schools encourage children to take risks in expressing themselves as they learn without the fear of embarrassing themselves in front of the opposite sex.

Without boys in their classes, girls are more likely to be leaders and reach higher levels of achievement which leads to greater self-confidence and higher professional aspirations. In the secondary and senior secondary classes, single-sex schools remove the distraction of the opposite sex allowing students to focus more seriously on their schoolwork.

A study conducted states that single-sex schools develop greater self-confidence and broader interests especially among adolescents. Girls report that they feel more comfortable, they can interact more with teachers and develop more favourable attitudes towards subjects such as Math and Science.

In addition, single-sex schools for boys allow adequate time for male maturation and benefit the boys by giving them more structure and discipline due to their tendencies of restlessness and aggression.

Furthermore, separating girls and boys fosters an environment of non-stereotyping and encourages learning. It also promotes interest for boys in humanities course and they feel more at ease treasure they do not feel societal pressures to be met. It benefits girls as co-educational schools foster obsession over hair and clothes and tend to make them distracted. The students in all girls or boys schools also feel the freedom to attend classes usually associated with the opposite sex such as in subject Biography.

Thus, in my opinion, all girls and all boys schools provide a better learning environment than co-educational schools.

Against the Motion

All girls or all boys schools provide a better learning environment than co-educational schools. I strongly oppose the motion.

Co-education for long has been debated in our country. Education in general sense is a form of learning in which the knowledge, skills, values, beliefs are transferred from the teacher to his disciples. The modes of education do not vary as per the sex of the students. Thus, education cannot be divided on the lines of sex. When it comes to schools, there are many more important issues than having same sex schools. In fact, the age-old belief of same sex schools being better than co-educational schools has been long dismissed by the impressive results of the latter. Not only have the students of co-educational schools done academically well but also, it has been seen that they are more confident beings than the students of same sex schools. When girls sit along with boys in the same classroom, it helps develop a cordial relation among students and instils in them a spirit of sports, mutual harmony and brotherhood. Moreover, coed schools offer a diverse curriculum that is available to all students, deemphasising gender-linked stereotypes related to course work. Coed schools encourage all children to explore a broad range of banning opportunities. Today is especially an age where men and women work together and compete with each other in offices, homes etc, thus co-education teaches or prepares them to interact with the other in the future. Boys and girls learn to respect one another and cooperate as equals. As such, this system of study helps both the boys and girls to improve their confidence and also provides for an excellent foundation in developing realistic and meaningful relationships.

For the Motion

Whether the practice of giving homework should be followed or not, is a debatable topic ever since its inception. No child has ever felt grateful to his teachers for loading him with homework because it eats up his time for activities other than being engrossed in the books. Excessive amount of time spent on homework can take away from kids their social lives, family time and time for sports or other activities. And it would force them to lead a life like a professional from such an early age whose sole concern would be to complete his work at any cost. Critics from all over the world feel that the amount of work given to the sixth grader has

increased by more than sixty per cent. The competition, which has suddenly come into existence, has forced the schools to increase the difficulty level of the curriculum with harder classes and more homework.

It not only loads the young minds with work but also takes away time that kids should be spending with their families. Rather than spending time bonding and building strong family relationships, parents and children argue over homework.

Time of a child is taken away from important elements of daily life. This time is particularly precious in families with both working parents as they get limited time to spend with their children. One could better use this time for going out for dinner, or doing other activities that most families are not able to do because of homework pressure.

Many people might oppose my view by saying that lots of homework prepares the children for the 'real world' and helps them learn the subjects better.

When difficult work assignments are given frequently, it causes students to lose interest in the subject. Negative results can also occur when someone is not able to finish his homework. Usually, they will resort to copying homework, having others do their assignments, or cheating in tests. Bad habits like these are likely to follow them through their lives. With no consequences to these actions, students will always take the easy way out when it comes to homework. Hence, they would always strive for shortcuts rather than doing the homework sincerely.

Overloading kids with lots of homework can cause them stress and possible physical injury from a backpack overflowing with books. A limit on their physical and social activities can also take a large toll on their lives and could hinder their health and future relationships. So, the trend of loading children with homework should not be continued further rather it should be outlawed!

Thank you.

Against the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak in the favour of motion 'should homework be banned?'

Homework is a way for you to practise what you have learnt. If you don't have homework, you will have to stay in school until you finish your practice

and since everyone works at a different speed, you be there until the slowest pupils finally catch on.

Nobody likes practising things - musicians get bored practising scales, athletes get bored practising their moves, and students get bored practising their learning skills. However, practice does make one perfect and the more you work on your homework problems, the better you get at the skills you will need when you get the lessons you learnt in school.

Some students think the teachers are 'means' for giving homework but think about it - you have one assignment to do of that teacher and then the teacher has to read every single paper from every student and give it a grade. Which one of you has more work to do?

Doing homework will not make you 'smarter' but it will teach you how to use the 'grey cells' that you have in your brain.

Homework allows students to practise the skills they learn during school. This helps the students retain the knowledge gained during the day. Without homework, attending school would be pointless as everything learnt there would be forgotten.

Homework is a vital and valuable part of education. There are only a few hours in each school day. Setting homework extends study beyond school hours, allowing a wider and deeper education. It also makes the best use of teachers who can spend more time teaching rather than just supervising individual work that could be done at home. Tasks such as, writing essays, researching, doing maths problems etc are best done at home, away from the distractions of other students. This is why, we need homework and it should not be banned.

Thank you.

5. For the Motion

"The hand that rocks the cradle is the hand that rules the world." It is very true that, mothers play an important role in the growth and development of the future generation. These days, there is a fight between two kinds of mother, working and non-working. Mothers are constantly fighting and debating to figure out who is the better parent. In my opinion, an educated and a working woman will have a more positive impact on the child and hence, is more capable of moulding the destiny of the future generation. Now, when the women are moving shoulder to shoulder with men and moving ahead in life, debating on this is like emotionally blackmailing and making them weak.

It is also like accusing them that they are neglecting from their responsibility of bringing up their children well. They should not be made to feel small that they are running away from their duty of a homemaker and are only bothered about their position and moving forward in their professional life. In the age of equality, women are increasingly encouraged to 'have it all' by balancing their career, children and marriage in order to be seen successful. But, still, they are accused.

It's like keeping a double face. One time you talk about the necessity of a woman to actively participate in the country's economic growth and then when she steps out, you shout hoarse that she is not balancing her home and office with the result that her children are running astray.

It is also not necessary that the women who stay at home prove to be perfect or better mothers. The children of mothers who stay at home are more pampered whereas a working mother's children are more disciplined. Also, working mothers are able to guide their children better by providing them with the right amount and kind of exposure.

I think, it is not right to constrain and limit women to house-keeping and child-rearing and waste the abundant potential which is within them.

We should not, thus, be stuck in tedious arguments about whether women, especially mothers, should or should not work. What is noteworthy, is that, it is the happiness of a woman we should really be talking about. Happier women are better women, happier wives are better wives and happier mothers are better mothers.

Thank you.

Against the Motion

I totally disagree with this statement. If a woman is working outside the home, she can only feed her baby once or twice a day and that is not enough for the well-being of the child.

A child learns by example and so the first school of the child is the home and his first teacher is the mother. If a woman works outside the home, how would she have the energy to tell bed-time stories and moral lessons to the child?

She may not be there at meal-times and the child would have to be kept in the care of a maid. Such a mother won't be able to ensure that her child gets proper nourishment in his all important formative years.

When a woman is at home, she has enough time to spend with her children not because she has less work to do but because, being at home, she is there for the child whenever needed. The children get time to share their problems, happiness, fun and curiosity with their mother. She teaches them manners, traditions and customs. A child's best friend is its mother but if she is too busy taking care of both the home and her job how would she have the time and energy to be there for the child?

A working woman has to leave her child when it is barely a month old. She remains constantly worried about her child. A child cannot be looked after properly in her absence. As a result, baby-sitters are hired, who often turn out to be a fraud. Moreover, a woman who works outside, suffers from the guilt of not being able to spend enough time with her child. This affects her relationship with the child. She either over-indulges with the child to compensate of the lost time or becomes very strict because she does not want the child to get spoilt.

Hence, I would like to conclude that non-working women make better mothers than working women. If a woman stays at home and looks after children, it is definitely more beneficial for both to her own well-being and that of her children said; Give me good mothers and I will give you a good nation".

Thank you.

6. For the Motion

Cellphones today have become such a necessity in everyone's life. Whether to allow use of mobile phones in school has become a very hotly debated topic. I am in favour of allowing the use of mobile phones in schools.

Students enjoy learning with technology, so our educational environment has to be tailored based on the technologies. Cellphones can be of great use in schools if they are well integrated. The integration of technology in classroom is a good idea as cellphones can be used for educational purposes. Today, we have smart phones which can perform tasks as performed by a normal computer. Students can use cellphones to access library content, download and read e-books, engage in classroom polls etc.

The teachers should give students more educational assignments or activities which require using cellphones. This can shift student's interest of using cellphones to text each other and the students divert all their interest to learning.

The people who say using cellphone is bad must

realise that it is very hard for the schools to enforce that cellphones are not allowed and students will bring them any ways.

So, it is better to make the students use the cellphones constructively. Cellphones can make the children organise, can improve their safety as they will be able to contact people in medical and safety related incidents. If we trust our children with computers, we must trust them with cellphones also.

Many students share photos and videos with friends using social platform. So a student can record all lectures using a cellphone and share them with friends who did not able to attend school, which can be a great thing. Teachers can assign homework tasks to their students using cellphone which can be time saving both for teachers and students.

Against the Motion

I am against the use of cellphones in the school. Mobile phones should not be allowed at all in schools. Allowing cellphones to school would be equivalent to giving an open invitation to distractions; this is because mobile phone can be a big distraction for youngsters as instead of paying attention to teachers, they would be busy playing with their cellphones. Not only this, with a cellphone in every child's hands, there would be an unhealthy competition to see who has got the latest model and the hottest brand.

In school, children use mobile phones to send text messages. They spend time playing games. Some of the students put on their earphones and listen to songs while the teacher is explaining the subject related to matter. In the past, there have been instances of children making inappropriate videos of other children.

At this age, the mind is tender and gets influenced easily. Cellphones can be seen as a means used by students for cheating during examinations. They can simply text anyone and ask for assistance. Moreover, mobile phones spoil the healthy and learning school decorum. Schools are meant for imparting education, knowledge and life skills. Thus, the cellphones should not be allowed inside the school premises.

If teachers have to make a call, they can use school landline or if a kid needs to call his parents, he would be allowed to use the landline. The children must be guided and counselled by the teachers and parents about how to use cellphones judiciously. School authorities must monitor children. Discussions can be done to make the children aware of the advantages and disadvantages of using mobile phones in schools.

7.

For the Motion

I agree that boarding schools are far better than day schools for the all-round education of a child.

Students in a boarding school show better progress and are supposed to be more disciplined.

Furthermore, there are many special help programmes available there such as mentor-mentee programme in a boarding school. The purpose of this mentor-mentee system is to provide guidance to students about academic matters and to foster a close and constructive professional relationship between students and the staff of the faculty.

While all lecturers in the faculty are potentially academic advisors to all students who seek their advice, each teacher who is a mentor, is assigned particular responsibility to a small group of students which are the mentees. In day schools, programmes like this are not present.

Moreover, by staying in a boarding school, children will learn to be independent and deal with difficult and tough situations on their own. This will help them grow as an individual and bring out the best in them.

This is because students, who are in boarding schools, are mostly far apart from their parents. They usually have to make their own decisions, unlike day school students who always depend on their parents.

Boarding school can also produce individuals who are very creative. This is because they can make students do things that day school students cannot do such as dorm decoration. They need to decorate the dorm with some challenging themes. Moreover, small class size, diverse curricula and individual attention from faculty and advisors give boarding students many distinct advantages so that students can focus on their education well.

At the same time, the teachers can give more attention to individuals who do not understand a topic as the number of students in the class is less. Boarding school reduces compartmentalisation, because academic studies are blended with other activities, such as sports. This natural juxtaposition increases the appeal of both pursuits.

As the conclusion, I want to emphasise that boarding schools are better than the normal day schools because it produces individuals who can tackle the real world where their attitude and discipline, determine their success.

Thank you.

Against the Motion

In my opinion, day schools are better than boarding schools. Many day schools offer co-educational facilities and this is an important requirement in terms of today's world. Interacting with the opposite sex in the early years, will enable children to be comfortable in the presence of the opposite sex when they reach a stage where they might have to work alongside them in an official environment.

Although, there may be a few boarding schools that offer co-education, day schools clearly outnumber the boarding schools doing this and co-education in day schools is a much more accepted and existent structure, especially in India.

Day schools are a preferred option as they are much less expensive than a boarding school. Tuition fee in day schools is cheaper. Most of the good quality day schools are relatively cheaper than boarding schools and this is another reason why parents opt for day schools over boarding schools.

Day schools allow parents to admit students in private tuition of their choice as well, in case their children need extra coaching. Most boarding schools in India have fees that is a bit exorbitant and unless parents are willing to fund a new experience and style of education for their children, most average Indian parents prefer day schools. Day schools are a better option for those parents who wish to have close supervision over their children.

Day schools also enable constant parent-teacher contact and this helps the parents monitor the progress of their children in terms of both academic and extracurricular activities. This is also an important aspect of a day school. Parents can provide moral guidance if they are in constant contact with their children and this is possible only if the children are admitted in a day school.

Moreover, if children are used to the comforts at home, they might find it difficult to survive in a boarding school. Day schools enable the children to relax a bit more than boarding schools. In a boarding school, students are required to take part in many events and many students find it difficult to deal with this schedule.

Furthermore, in case of any sickness or injury, parents can be with their children immediately if they are admitted in a day school.

Thank you.

8. For the Motion

It is a common saying that “Money is the root of all evils.” Idealists wonder why we cannot live in a world where everyone is equal and where there is no greed or jealousy resulting from status differences. Unfortunately, they overlook the fact that our desire to have higher status than others is part of our human nature and nothing can change it.

Money comes and goes but what stays are memories with our family and friends. Man kills man for money. Abundance rarely brings anything other than increased sorrows, wars, crimes and robbery which is happening because of money. More and more people are finally realising that money cannot bring them the happiness they crave for. A person is not willing to sacrifice his happiness and freedom to obtain economic status. We want certain things and money is necessary to enjoy them happily.

Moreover, money is only needed to provide us with a safe and comfortable home, food to eat and the ability to visit friends and family other than that one doesn't need more money at all.

There are things that are far more important than having money, things like spending time with family and loved ones and enjoying what you like to do.

Time is more valuable than money, you can get more money but you cannot get more time. If one has to work fifteen hours a day and never gets time to spend with family, friends and spend that money, then what good does it do? You have not lived a perfect day, even though you have earned your money. While money can't buy happiness, it certainly let you choose your own form of misery.

Once our basic needs are met, we find richness in being together and enjoying the simple things. We certainly have to be careful to set our priorities correctly to avoid regrets later in life. Money can help fill a loss of material needs. But, learning to be content is far more important. Though money can buy status, friendship or even save you out from a sticky situation but all these evaporate, once your money vanishes. However, time invested in love and quality friendship lasts eternally.

Thank you.

Against the Motion

I strongly condemn the motion that “Money causes more harm than good.”

In my opinion, money is an essential commodity that helps us run our life. Without money, people will stop working with eagerness.

When there is equality everywhere, the determination to work will decrease. A person, who works hard, will get the same benefit as a person who is lazy. Hence, it will be wrong. Ultimately, everyone will stop working and there will be no progress, no development and everything will come to a stand still.

I would like to state that though money is not everything but money is something very important. Beyond the basic needs, money helps us achieve our life's goals and support the things we care about the most—family, education, healthcare, charity, adventure and fun. It helps us get some of life's intangibles—freedom or independence, the opportunity to make the most of our skills and talents, the ability to choose our own course in life, financial security and much more. With money, much good can be done and much unnecessary suffering can be avoided or eliminated.

However, with money people choose these positions because they are not motivated or qualified enough to do anything else. Money is simply a representation of the value of work. Certainly work doesn't cause more harm than good! People do misjudge the value of some work compared to others but this is a fault of our values and assessment of how to value work—it's not the fault of money.

Moreover, it is the money that creates respect and honour for someone. It is the money that tames the most shrewed one. Money can give us the power to make a difference in the lives of others. It gives us the time to develop and nurture our relationships.

Thus, I would like to conclude by saying that it is a requirement of life in a society to be able to exchange goods, ideally through a universal token such as money, just like it is a requirement of life as an individual to be surrounded by air to breathe.

Thank you.

9. For the Motion

Private tuition is simply a part of the learning process. It has become a backbone and a big part of our system of education. Private tuition has existed for decades and will always exist because we have a system of education which is coupled with competition.

Without that additional coaching, it is not easy for a student to compete with his classmates. Very often what he gets in class is highly inadequate for him to clear the competitive exams. To be successful, he is compelled to seek extra coaching outside school hours to stay in the race to pass the finishing line.

Today, the syllabus taught in class is not sufficient for those who are in quest for knowledge or who are on the competitive track. Very often, the teacher finds himself in front of an uncooperative class who deliberately puts a spoke in his wheel and makes his work a real ordeal. A teacher, in spite of all the skills and competence, if does not get the cooperation of the class, is utterly bogged down and is never able to deliver the good.

Therefore, those who are in search of knowledge, are compelled to have recourse to private tuition. Moreover, private tuition helps in improving the performance of the child. It can be complementary when the lessons done in the class have not been fully understood by the student.

Generally, a classroom is not conducive to individual teaching. The teacher-pupil interaction highly spoken of is not possible in the class due to large class-size. A teacher normally tries to avoid a dull student. So, such a student may fail to catch the eye of the teacher. In such cases, private tuition may be helpful. The pupil may not only be taught, but also made to work at exercises which they would normally avoid in class. If the tuition master is earnest, the pupils can progress and improve gradually.

Some of the topics that are not covered in the class or which require supplementary reading could very well be done in the tuition hour. Additional exercises could be done, better reading is possible which may lead to better understanding. Thus, private tuitions are necessary as they provide the needful things to the students.

Thank you.

Against the Motion

In earlier days, tuition was not necessary as education was not so emphasised. But, now a days, many students prefer to go to tuition because they believe that it helps achieve success in examination. They may sign up for tuition either because they are forced by their parents or just out of their own willingness. Some students decide on studying by themselves. However, deciding on taking tuition has great pros and cons on student's achievement and life.

Private tuition makes a child depend more on the teachers and the notes they give rather than on himself. Children, who take tuitions, give stereotype answers because they don't use their own mind to produce answers rather they become machines of learning answers.

Private tuition can be a financial burden to parents who are poor. Taking tuitions is very expensive as well and not everyone can afford to send his children for extra private tuition.

According to research, those children, who take tuitions, don't study seriously in the class because they feel that they can learn and grasp the topics while taking tuitions. This way they disturb the whole class and also waste the time of serious minded students. Now a days, we can see that lots of teachers are more inclined in giving private tuitions as it has become a source of extra income for them but this is completely against the noble profession of teaching. Teacher should make a target to set the maximum output in the class/school so that the tuition trend fades away and every child can get an equal opportunity to learn from his teachers.

Moreover, tutors provide additional homework on top of those given by the teachers in school. Sometimes, tutors do arrive at the wrong timing. For instance, the students are not in the mood to learn or have gone through a hard day work in school and are, therefore mentally tired. Despite such a bad timing, the tuition sessions may still have to carry on, which make it unfruitful.

Some students treat their tutors as a walking dictionary, expecting them to furnish answers to the homework given by school without thinking through the solutions by themselves over time. This can make them mentally lazy.

Thus, in my opinion private tuitions are not mandatory.

Thank you.

10.

For the Motion

I do agree that more lessons are learnt on the sports field than in the classroom. In a student's life, extracurricular activities empower him to make his own active decisions and also help him gain an accurate experience skills and confidence to lead him on the path of his future.

It is considered truly that through participation in sports and different games, students learn cooperation, teamwork, leadership skills and time management. If you consider deeply, the sports field is a minifield of life.

Whatever we experience or learn here, serves to be an invaluable experience to us for life. Sports foster friendship and cooperation. Sportsmen forget caste and religious differences and become friendly with one another.

Often sportsmen have to live together while undergoing training and participating in competitions. They understand one another and learn to make the adjustments for corporate life. In other words, they learn the virtue of tolerance. Moreover, when they go to other countries to participate in international competitions, they are not merely competitors but the messengers of goodwill. This way, they spread goodwill and love throughout the world.

Furthermore, young people have surplus energy and if this is fruitfully utilised, the foundations are laid for a healthy society, where people are fully aware of the need for discipline, cooperative effort, team spirit etc. They also learn to cultivate the vital quality of learning how to work as a team, to become not only good winners, but also good losers. The statement "The battle of Waterloo was won on the play fields of Eton" implies that playing games and the spirit of sportsmanship helps inculcate lasting values, which make us good citizens, apart from promoting 100 per cent physical fitness. Life teaches us "Failures are stepping stones to success."

The same is true with the sports field. Here, too, one failure does not mean absolute doom. It simply gives us the courage to rise and fight again. Perhaps failure makes us tougher for the next round of fight.

Moreover, the sports field naturally instructs people to play the game of life with its right spirit, which is what matters most, not victory or defeat.

Thus, in many ways, the education we receive and the lessons we learn from sports outnumber what we learn in our classrooms.

Thank you.

Against the Motion

I do not agree with the statement that more lessons are learnt on the sports field than in the classroom. As more time is spent on sports field, no time is left to pay attention to the academics. The person gets stressed due to non-performance in the academic field and many times his frustration can be noticed in his playing strategy.

Due to tough competition, every team wants to win. Instead of learning tolerance, the players develop a habit of recourse to unprofessional tricks so that their team could win.

So, many times, instead of being tolerant and full of competition spirit, the player adheres to unethical practises, which in longer run harms him.

Sports does teach lessons to the children but not always good ones. Many children are not naturally talented and only come across failure and embarrassment on the sports field. This may hurt their confidence and may put them off any sort of exercise for life. Many other activities can teach team work and other life skills e.g. hiking and camping, playing in a land or raising money for charity etc. Sports make people too competitive and encourage the worst side of human nature. Apart from this, sports encourage cheating, disrespecting opposite team members and referee and drug abuse. These problems are worse in professional sports where the need to make money adds further pressure to win by any means. Too much competition can lead to stress and depression and thus affects a person mentally and physically.

Thank you.

11.

For the Motion

Society means an organised group of people where cultural, social and moral values bind the people together. But, the use of mobile phones has lowered our active social life and has become an addiction. In our Indian society, guests are regarded as God but no more do Gods visit us in the form of relatives or friends. All these social obligations are being carried out by the means of mobile phones. Our birthdays, anniversaries and other such social occasions are celebrated by sending messages and the formality is over. The trend of sending greeting cards is now outdated as we feel that messages on mobile phones are more meaningful.

Mobile phones are also responsible for the deterioration of social values and commitments in the society. Before the advent of this nuisance, people used to take out time from their busy schedules and plan trips and holidays to visit their relatives and friends. These visits would be the subject of discussion at the dinner tables and lots of excitement and enthusiasm would ensure. It would be a time for people to step out of their everyday life and visit a different part of the world. It would also help in bringing us closer to our relatives and friends and a sense of belonging would prevail as nothing can replace the emotions one feels at being in close physical contact with loved ones. But it is really sad to see that all these emotions have been snatched away and we have now all been reduced to living electronic lives where no one has the time for making social visits anymore.

Socialisation is a necessary process which must not be hindered by the presence of mobile phones which are good only for urgent situations and necessary communication. It is said that, "Communication does not hold people together. It is threads and textures of their values which bind people together through the years".

Thank you.

Against the Motion

I do not support the motion, "The use of mobile phone has lowered active social life and has become an addiction."

In my opinion, mobile phones keep one in constant contact with people one considers important. Active social life in the hectic pace of life today has been lowered by our busy schedules not by our mobile phones. On the contrary, mobile phones help us stay connected with our family and friends, whichever part of the world they may be living in. In the past, letters and telegrams were the major means of communication. A letter sent from India to a person in the US took a minimum of three weeks to reach and an equal amount of time was taken for its reply to reach India. Even if one tried to call from the land-line, one had to use ISD and STD facilities which may or may not be working and which were prohibitively expensive. Now, the rates are so low and the connectivity so good that we can talk everyday through our mobiles, as we wish.

Moreover, it is easier to visit our loved ones today because all we have to do is call and find out if they are at home and then visit them. Coordinating a party is much easier with the use of mobile phones. Whether, it is reserving a ticket for the railways or for the aeroplane, one need not to stand in a long queue or call an agent as it can be done easily using the internet on the mobile phones. Our life is becoming more and more convenient and the mobile phone has become an indispensable device in our lives. Nothing more than a cell phone comes to great help in an emergency.

Mobiles have also made shopping, navigation and staying up to date possible at the click of a button. Moreover, by using mobiles, parents can be less worried about their kids and stay in constant touch with them. Using mobile phones have made communication easier than before. Thus, mobile phone has become a crucial part of our life. It has made communication easier and quicker. It is not an addiction but a necessity.

Thank you.

12.

For the Motion

In today's rat race, values are eroding fast. Children go to schools daily thinking how to scale heights they will reach, how rich education can make them. In today's cut throat competition, even the parents instruct their wards that they should top in the class. Childhood is a very impressionable age. The mind is like soft wax, so whatever one is taught at a tender age leaves a deep impression.

Therefore, Moral Science must be made a compulsory subject in school curriculum. It is also a science of human soul and a mirror of one's inward mind and one's ethics. Moral science inculcates values in mankind and value education is very vital from childhood. Schools should shoulder the responsibility of imparting moral values to them. In order to make them self-reliant, confident and responsible citizens, they need to be imparted with value based education, which only Moral Science can do. After all, today's child is tomorrow's citizen.

Moral Science is not a religion based subject. Rather it eliminates fanaticism, superstition and violence. It preaches 'Love All Serve All'. This value is lacking in today's generation. It helps child to pay heed to his conscience and not to be led away by worldly show. However, theoretical knowledge is not enough. Teachers should make their life exemplary to their students. The lives of great patriots or spiritual leaders must be brought to the forefront. Only moral science can stem the tide of rapid value erosion and motivate the students towards a healthier life. A child is then trained emotionally, mentally and physically how to be a responsible citizen or a good son or daughter. They can resist wrong peer pressure, intolerance, and through right conduct lead forward their nation.

One becomes more understanding, patient, pious, decent and wise. One learns to do things without any selfish motives. Pleasure is derived in doing things for others as one feels that one is doing it for welfare. Therefore, there can be no doubt about the fact that no other subject taught in school is as important as Moral Science. Let the light of spirituality shine through the eyes of the little ones.

Thank you.

Against the Motion

I stand before you to contradict the statement, "No other subject taught in school is as important as Moral Science".

I would rather emphasise the point that knowledge is power and this power comes through learning not merely Moral Science but all other subjects prescribed in schools. The study of all the subjects will unravel the vast potentialities that can enrich our life and resolve many mysteries about the universe. Whereas not much effort is required to learn ethics and morality, much mental labour is involved in learning subjects dealing with different branches of learning. Moral Science teaches us about what is morally good or bad which can be learnt spontaneously and instinctively by watching the behaviour of the elders we come across daily.

The great advancement in technology in conquering time and space has been possible because much more emphasis is being laid on the study of science. Now, environmental study is being given more importance and it is made a compulsory subject at all levels of school education.

Man's march to higher and higher ladder of civilisation will remain unhampered only if he keeps himself equal with the changing scenario and copes with it on the strength of knowledge which empowers him to fight against any eventuality.

The harmonious development of a student's personality can be possible with equal emphasis on the study of all subjects and not just becoming an island unto himself by simply meditating on God, Life and Death. Let such things be special subjects of religion and metaphysics to be taken up only by those exclusively interested in this particular branch. The more we learn about other subjects, the richer will be our knowledge.

Thank you.

13.

For the Motion

Cinema is an extension of our lives. It takes us into a world where we forget ourselves for a couple of hours. I surely agree that cinema both entertains and educates us. The cinema has been a very popular medium of entertainment for all classes of people. This is especially true in case of India where the Bollywood stars are held at a very high esteem by the common man. Every move they make is watched and every word they speak makes news. Our lives today are being moulded, whether we want it or not, by what we see on the 'silver screen'. Today, cinema has become the most popular and the most economical means of entertainment. It provides great relaxation for every class of people of our society. It lets us escape into a different world altogether for a few hours and makes us forget our worries. By showing

the tales of action, adventurous lives of great people, as well as of successful men and women in different walks of life on the silver screen the cinema gives us a taste of every field of life.

The moral impact of films is also noteworthy. Some good Indian movies emphasise on instilling noble values such as the importance of family ties, steadfastness in love, respect for elders, patriotism etc. The movies like, 'Border', 'Lagaan', 'Bhagat Singh' etc. have contributed to the growth of national eagerness. A movie like Mani Ratnam's 'Bombay' where the Bombay riots of 1991 after the Babri Masjid demolition are re-enacted, depicts very well how man kills fellow beings.

Cinema as an entertainer has a very wide appeal. The movies made in Bollywood are shown not only in India but all across the world. When a person is mentally and physically tired, he looks forward to a good entertaining movie at the end of the weekend. Thus, we find that cinema can have a very constructive impact in a multicultural country like India.

Thank you.

Against the Motion

Today, cinema is by no means a source of entertainment and it certainly does not educate the masses. These days, cinema houses are packed with either low class people or with anti-social elements that go to the cinema only to pass comments, tease the fairer sex or to pick a fight. No decent or respectable person wishes to go to the cinema to watch a movie. They would prefer not to have any entertainment at all to go through the distressing experience of being pushed around in long queues or to hear the abusive language used there. Cinema is largely responsible for the depravity in society today. The vulgarity and the shameless exposure of the human anatomy have driven the teenagers towards forming an unethical society where all morals have been thrown out of the window. Violence packed films have given a new meaning to violence in society. Today teenagers walk about with guns in their pockets ready to implement what they have witnessed on silver screen. Children have become disrespectful and disobedient. Cinema is having a tremendous negative influence on our society. It is not only teaching you how to commit the crime but also how to dodge retribution successfully. Ideas are generated in the minds of the young and the reckless and then ruthlessly implemented.

Today, a poster displaying a man holding the national tricolour-would hardly draw audience, no matter how good the plot and the picturisation of the movie may be, but a skimpily dressed beauty would draw enormous crowd even if the movie has no plot. Such is the change cinema has brought about in the taste of the audience. Movies with nudity and violence sell while movies on patriotic themes or religious themes become super flops. Cinema has, thus, played a major role in the degradation of the society and must not be considered means of entertainment or education for the masses. Many people copy ideas of robbery and cheating from cinema and try to implement them in real life which proves disastrous for them as well as for society.

Thank you.

14.

For the Motion

Computers have already taken a major role as an information resource today. Computer technologies such as hypertext and the internet remove the geographical constraints of print media and allow for a new method of distributing and reading documents. Books will always be affordable and concrete sources of information but the next ten years will bring computers that are faster to access, convenient to use and hold more information than books. With the internet, one piece of information is accessible from millions of computers around the world. A researcher may need to travel no further than his/her computer to find a document in a virtual library 3000 miles away.

In next 20 years, print media may not be able to keep up with the exponential growth of information because the density of information on a computer is far greater than that of a book, the internet already holds more data than any physical library. A typical computer hard drive can hold around 2000 novels. In addition to their seemingly unlimited storage capacity, computers also provide much faster access to information, e.g. looking upwards in a dictionary might take a few minutes while computers can give the definition for any word and pronounce it for you, immediately. The computer's speed and space will make it a necessary technology as we move into a new millennium.

The future will bring even greater advantages to the computer over the book. Soon, computers will have screens that are crisper and more comfortable to view than a printed book. With new technology, computer screens will no longer strain the eyes and it will become

feasible. Technology will soon produce a computer that is as compact, durable and comfortable to read as a book but that could contain thousands of books in electronic form. Although, computers will never completely supplement books but we may soon rely on them more than books. Computers will meet our needs of information storage and distribution and will be a convenient way to hold more information in less space than today's book.

Thank you.

Against the Motion

Computer will never replace books. However, useful the computer may be, it is absurd to imagine it replacing books. Computer, any day, is far more expensive than books and do not work on fresh air. It needs power through batteries and mains to work. One cannot lie in bed and read them leisurely and of course if milk or syrup spills on them the damage could be much more. Computers have viruses and are not completely dependable but a book in a shelf is very dependable. It does not make you strain your eyes as computers do. A book somehow has a sense of belongingness. We can make our notes as well as turn to specific pages without really having much problems. One can even sleep with a book on one's bedside and wake up in the morning to read it.

Moreover, with the help of computers, students simply copy-paste and the matter is complete. The pride of a library and collecting the first edition as well as autographed books of an author will have no relevance. A book reveals the nature of a person but with a computer no one knows who is an avid reader and who is not.

The printed book can easily be read and stored. Students can write their notes and refer to them at any time. The computer troubles its users, while a book is perfect relaxation. The joy of placing your hands on a book and reading through its pages is ecstatic and can never be replaced by computer. No one is going to put computers into the hands of kindergarten students and then not everyone can afford to have a computer. So, lets forget about such an idea and live realistically. Books may have their limitation but they can never be superseded by computers. No one wants to lose the joy of reading a book and at the end pronouncing to himself that, 'It is finished'.

Thank you.

15.

For the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak in the favour of motion “Using your own transport is better or the public transport has made our life easier?”

Today, we, the people of 21st century, roam as freely as the birds do. We reach wherever we want to go in no time and without giving much thought to it. This is possible because of our efficient public transport system.

Earlier, travelling used to be such a big matter of concern because of inefficient public transport system and non-availability of metro and low floor buses. As a result, people had to use their own transport and this not only increased the number of vehicles on the road but also the pollution levels. With the exponential increase in the number of private vehicles, the traffic jams on the roads became common and this led to the wastage of one's time and money.

Now, with the evolution of the public transport, everyone finds it convenient to travel by metro and low floor buses. This is also cheaper and time saving than using one's own vehicle. As more and more people use the public transport, the traffic on the road is reduced to a great extent and so is the pollution.

Travelling in the public transport also helps one in remaining physically fit as it involves a lot of physical activity. In order to catch a bus or a metro, a person needs to walk quite a lot and this adds on to their physical activity.

Whereas on the other hand, the usage of one's vehicle makes one lazy as one gets used to the comfort of it and hence detests any kind of physical activity. Public transport is cheaper than using one's own vehicles for commuting. It also saves one from the unnecessary stress and exertion that happens while driving one's vehicle.

Thus, in my opinion, public transport is a blessing in disguise and we must make full use of it.

Against the Motion

Respected Principal Sir, staff members and dear students; today, I am going to speak against the motion “Using your own transport is better or the public transport has made our life easier?”

'Why not use it, when one has it'.

Everywhere, it has been suggested that the public transports should be used or rather it should be the first choice of the passenger. I feel that if the whole city starts using the public transport, then how is it going to work?

Lets take the metro for an example. A normal metro has six to eight coaches to accommodate the crowd, but what will happen if the whole city gets stuffed in those eight coaches. It will become very suffocating for the passengers and this will also lead to dizziness and there are full chances of the people falling sick in the long run. Moreover, there are huge jams because of these public transport, as the rickshawalas and autowalas park their vehicles anywhere and that is the root cause of all the jams, as half of the roads are covered by them.

Similarly, the DTC buses move in a very haphazard manner and it stuffs people and the crowd is a mix of people from all backgrounds and there is a maximum possibility of the pick pockets robbing you off your money or valuables.

If one doesn't have a vehicle or cannot afford one, one is left with the only option of using public transport but when one can afford a vehicle, one should always use it for convenience.

Using own vehicle saves a lot of time and is safer than travelling in public transport.

If one owns a vehicle, one doesn't have to think much about going to a place all of a sudden, whereas using the public transport in times of urgency involves a lot of time and physical activity like changing from one platform to another.

So, for the sake of convenience and comfort, one should always use one's own transport over the public transports.

Thank you.

SELF ASSESSMENT

1. Should schools and businesses give more incentives for people to do volunteer work?
2. "Teenagers today are more worldly-wise than their parents." Explain your views for or against the motion.
3. In which situations should the advertisements for alcohol and tobacco products be allowed?
4. "The commercialisation of festivals has eroded their real significance." Express your views either for or against the statement.
5. Should high schools provide daycare services for students who have children?
6. All the schools make it a requirement to teach arts and music to their students?
7. Will posting student's grades on bulletin boards publicly motivate them to perform better or humiliate them?
8. Is it important for all schools to conduct mandatory drug testing on their students?
9. All the parents should be required to attend parenting classes before having a child.
10. Is it wrong for a newspaper to publish a front-page photo of a man about to die?

Short Story

Story writing is a creative art, but rather a difficult one. It requires a lot of creative thinking, planning and mastery of narrative skills and language. A short story is a narrative of moderate length that revolves around a single incident involving one or more characters. It must have a proper beginning, middle and an end. A story needs to be well-planned and written in an interesting manner. In the examination, word-limit for the descriptive composition is 300-350 and it consists of 20 marks weightage.

Steps to Write a Short Story

There are no specific rules for writing a story, but there are countless ways to create an interesting one. However, the writer should keep the following steps in mind while writing a short story.

- To write an interesting story, the writer must think like the central character to get or catch his/her emotions and qualities.
- As a story is a short description of any scene or incident, the details should be mentioned creatively to develop reader's interest. Catch the character's emotions and qualities.
- While building the plot of the story, the writer should make sure that the sequence of events is proper, to avoid confusion and complexity.
- A very important part of the story is an apt ending to add significance to it. A justified climax is an unsaid expectation of the readers.

Points to be Kept in Mind While Writing a Story

- Before writing, concentrate on the topic and story outline.
- Story should be written in an easy and comprehensible language.
- The style of writing should be lucid and logical.
- Events should be chronologically organised in the story.
- Keep the story in past tense. However, as per the requirement present or future tense can also be used.
- Focus should be only on the incident.
- Keep twist to your story to keep the readers intact.
- Consequences/climax of the story should be clear and satisfying.

Sample Story 1

Write an original short story entitled ‘The Gift’.

[2018]

Ans.

The story begins about two months ago when I had just given the final exams for my BCA degree. I would become a graduate in about two months’ time, when the results would be declared. After this, my father wanted me to take over running of our family’s computer sales and service showroom, as he was keeping indifferent health. My birthday was falling two days after the last paper of my exam was scheduled. For a few weeks I had been admiring a new model of a Royal Enfield Bullet bike in a dealer’s showroom. I had told my father that it was all I wanted for my 21st birthday. On the morning of my birthday, my father called me into his office in the computer showroom.

He first wished me a happy birthday and then told me how much he loved me. He opened his desk drawer, brought out a gift wrapped rectangular box and presented it to me. Curious, but somewhat disappointed, I opened the box and found a leather-bound Bhagwad Gita in it. I got very angry at him, so I blurted out, “With all your money, you gave me such a book?” Then I decided to leave my home (my mother had passed away two years ago and I had no siblings) and stormed out of the house, leaving the gift on his desk.

I went to live with one of my close friends who was working and staying in an independent flat. I started looking for a job while awaiting my result. However, after a month, I got the information that my father had suffered a heart attack and was hospitalised. I rushed to the hospital, but it was too late. He had passed away.

Soon our family lawyer phoned and told me that in his will my father had left me all his possessions, including ownership of our computer business. With a heavy heart, I went through his papers and soon found the Bhagwad Gita he had given me. It was still gift-wrapped. In tears, I opened the packing and began to turn the pages. Suddenly a key taped to a small envelope dropped from the book. It had a tag with the dealer’s name, the same dealer in whose showroom I had seen the bike I wanted. On the tag was the date of my birthday and the words ‘Paid in full’.

Sample Story 2

Write an original short story that begins with the words “It was raining hard that night. In my hurry to get into the house, I didn’t notice the black car parked across the road, I realised something was wrong when.....”

[2017]

Ans.

A Pleasant Surprise

It was raining hard that night. In my hurry to get into the house, I didn’t notice the black car parked across the road, I realised something was wrong when I heard strange muffled voices coming from inside the car. Was I being followed? Were there some robbers sitting inside that car ready to undertake robbery in any one of the houses or what was it?

I was really terrified when suddenly I saw a man all dressed in black got out of that car or should I say a dark hidden figure, he didn’t even look like a human being. He turned his head and quickened my pace. “He must’ve noticed me”, I thought, while I was shivering from the coldness and from the fear. As soon as I tried to ring the bell of the house that man called out ‘Excuse me’. I was terrified at that man’s call and wanted to run away but could not. The man asked me if I knew a mechanic nearby as he was a stranger to this city and heading towards Delhi, where his mother was admitted in a hospital. I was still not sure whether I should trust that man, but at the same time my father opened the door as I had rung the bell.

I just decided to go inside the house when my father happened to have a glance at that stranger. Suddenly my father screamed with excitement “Oh Shreekant how come you are here. You had disappeared suddenly”. That man looked at my father and came running towards him and screamed “Oh Pulkit, it is your house? You are settled in this city”. My father asked him to come inside as the weather was really bad. I was totally confused as I didn’t know the stranger and my father was asking him to come inside. My father introduced me to that man, who was his class fellow some 22 years back. After finishing college, they had not been in touch with each other. My father was really excited meeting his old class fellow. He called the mechanic to get his car repaired and invited that man to stay and rest till the rain gets over. So, initially what was scary for me, turned out to be a pleasant surprise for my father.

EXAM PRACTICE

1. Write an original short story that begins with the words “I pass through that path everyday, irrespective of my odd office timings. Going there was a mandatory task for me. And everytime.....”
2. Write a short story using the proverb ‘With a heavy heart’.
3. Write an original short story that begins with the words “The day started off well enough, whoever thought it would” **[2016]**
4. “Where there is a will, there is a way”. Use this proverb to write a story.
5. Write an original short story that begins with the words “This story pertains to”
6. Write a short story to illustrate the proverb, ‘Knowledge is power’.
7. Write an original story that begins with the words “He was the funniest boy I had ever met. He would make everyone laugh”. **[2015]**
8. Write an original short story that begins with the words “It wasn’t going to be easy she knew but somehow she had to confront him. She took a deep breath and walked into the room.” **[2012]**
9. Write a story that concludes with the sentence ‘Every cloud has a silver lining.’
10. Write an original short story that begins with the words “I was returning to India after having completed my studies from abroad. The yearning to meet my parents and friends grew”
11. Write an original short story that begins with the words “It’s not my fault”; he shouted..... . **[2014]**
12. Write an original story entitled “Lost and Found”. **[2011]**
13. Write a short story entitled, “Escaped”.
14. Write a story that ends with the words ‘..... would not have to go through all this.
15. Write an original short story that begins with the words “In the background I could hear an awful commotion, men’s voices raised and women screaming”. **[2013]**

Answers

1. A Dog is Man’s Greatest Friend

I pass through that path everyday, irrespective of my odd office timings. Going there was a mandatory task for me. And everytime I went there, I carried a packet of biscuits with me knowing that my little friend Bunny, a small round white bundle of joy would be waiting for me. Bunny was the only one to survive amongst his five brothers and sisters and his mother. I know him from the day he was born. He was extremely adorable puppy and so I named him ‘Bunny’ and since then we have been the best of friends.

The apartment complex where Bunny lived was in a very deserted area and there were a lot of trees all around the place. This often gave me a ‘jungle’ like feel. Many of the residents had earlier complained of wild foxes roaming around freely in that area but luckily no one was ever harmed. The guard always advised us to stay indoors after 10 pm or if anyone is out till then, he should use his own transport, walking in that area was completely unadvisable and unsafe.

One day, my boss asked me to extend my shift as there was some urgent work that had to be completed. I got free from the office at 10 pm and while I was walking towards my home, I completely forgot about what the guard had advised us. Soon, I saw three black dog-like figures approaching towards me very quickly. In no time I understood that they were not dogs but jackals. One of the hungry jackals attacked me.

I screamed loudly for help and out of nowhere, my Bunny came running and diverted the attention of the jackals from me to him. Bunny was as big as the jackals, so while he fought one, I called out for help. The guards came running and rescued me, but during this process the other two jackals managed to kill Bunny.

I was saved but my dog left me. I miss him everyday because I am alive due to him. He gave away his life for me and proved that there can be no other gift a man can get other than a dog.

2.**The Fool**

Keshava, the washerman, had a donkey. They worked together all day and at the end of the day Keshava would pour out his heart to the donkey. One day, Keshava was walking home with the donkey when he felt tired. He tied the donkey to a tree and sat down to rest for a while near a school. A window was open and through it, a teacher could be heard scolding the students. He said, "Here I am trying to turn you donkeys into human beings but you just won't study!" As soon as Keshava heard these words, he pricked up his ears. He thought here was the man who could actually turn donkeys into humans. This was the answer to his prayers. Impatiently, he waited for the school to get over that day. When everyone had gone home and only the teacher was there, Keshava entered the classroom.

"How can I help you?" asked the teacher. Keshava scratched his head and said, "I heard what you said to the children. He said, "This donkey is my companion. If you make it a human, we could have such good times together." The teacher decided to trick Keshava. He pretended to think for a while and then said, "Give me six months." So, Keshava left the donkey in the teacher's care.

After six months were up, Keshava went to the teacher. The teacher had been using the donkey for his own work. Wanting to give it up, he said, "Oh, your donkey became so clever that it ran away. He is the headman of the next village." Hearing this, Keshava reached the next village where he found the village elders sitting under a tree, discussing serious problems. They were astonished Keshava marched up to the headman, grabbed his arm and said, "How dare you? You think you are so clever that you would run away? Come home at once!"

And, well, that was the end of all. Keshava, because of his foolishness, received a lot of thrashing from the helpers of the headman. He returned home with a heavy heart knowing that the village school teacher had ditched him and kept his donkey. There were bruises all over his body and he could not do anything but to sit and weep under a tree.

3.**An Unpredictable Day**

The day started off well enough, whoever thought it would end otherwise. We were going to Mumbai to spend one week, with my elder sister who was settled in Mumbai. We had booked the plane tickets in advance. My younger sister and myself were very happy and excited, we reached the airport well in

advance. Finally, the flight time approached and formalities were completed. We were just about to board the plane when a loud announcement terrified us. All passengers about to board INDIGO/75A flight should immediately deboard and gather in the waiting hall. The flight was cancelled. It was 11 O'clock and I could see the dark airport road outside. Suddenly an old lady came rushing and said, "there has been a time bomb" and some terrorists are suspected to be inside the airport. We all were very scared and prayed for our safety. Suddenly, there was a commotion as security personnels were running before someone. As the person was running with a great speed, police was not able to apprehend the suspect terrorist.

He was holding a gun in his hands and as he passed the hall where people had been gathered, he started shooting randomly. One old lady who could not move or act very fast became the first victim. I was very terrified but kept cool and decided to help the police. As the terrorist was shooting and running, it became very difficult to catch him. I just bent down and slowly started crawling towards the suspect. As his back was turned, I pointed the security to come closer.

Still bent down I just pushed him hard in the legs, his gun fell down and immediately he was overtaken by 2 security personnels. The suspect was very angry and tried to catch hold of me but because of security personnels, he was captured and taken to a secret place where army would interrogate him.

I was surrounded by people who were there in the hall and congratulated for my presence of mind and courage. As our flight was cancelled and we were too terrified to travel the next day, we decided to return home. I was so excited in the morning but never know the course of events I would face by the end of the day.

4.**Reaching to the Heights**

Robin belonged to an extremely poor family. His father worked as a labourer in the fields. His earning was insufficient and could hardly support a family of five people. Robin, being the eldest, was different from other members of the family. Instead of taking life as it comes, he decided to go to a nearby town and started distributing newspapers there. He used to get up at 3:30 am, collect the newspapers by 4:30 am and then start the distribution of newspapers. Initially, he would take a cycle on rent as he did not have enough money to purchase one. He used to get monthly wages from the newspaper distributor (his employer) and one newspaper everyday.

Robin was very hardworking as well as studious. He enrolled himself in a government school where the fee was very nominal. Whatever wages he earned, he sent part of it to his family in the village. Years rolled on and his employer was impressed by Robin's hardwork and studious nature. His employer offered him to get admitted in a college after passing from school. He joined the college and was the first person from his village to become a graduate. He read all the books he could get hold of. One of his friends suggested him to appear for Civil Services Examination. The coaching and examination fee for this exam were excessively high, so he started taking tuitions in Science and Maths in the evening. He studied till late at night. His hardwork and perseverance ultimately paid off as he was able to pass the Civil Services Examination with flying colours. He was very excited and so were members of his family and the whole village.

After initial training, Robin was posted as District Magistrate of his own district. This was the day when Robin could not hold his tears. The whole village was there to greet and cheer him. He was an inspiration to the other poor people of his village as he had proved that nothing is unachievable if one works diligently for it. 'Where there is a will, there is a way'!

5. A Terror Averted

This story pertains to the period when terrorism in Punjab was at its peak. The people in the state lived under the shadow of terror, let loose by a professional soldier from across the border. There were daily incidents of murder, bomb blast and other crimes committed by these misguided elements. The police were constantly publishing photographs of dreaded terrorists and offering handsome rewards to the person providing information for their capture dead or alive. One fine day a clean shaven, muscular built gentleman walked into the studio located in civil lines, the main commercial market of Hoshiarpur, carrying a medium size suitcase.

He told the photographer that he had to leave for Delhi the very next day and hence the photograph would be required positively by late evening. He also requested him to keep his suitcase, as he had some urgent shopping to do prior to his departure for Delhi. No sooner had the strange gentleman left the shop, than the photographer's friend Col AK Singh, a soldier in the Indian Army, walked in carrying the local daily newspaper. On the cover page was a photograph of a terrorist, whom the police expected to be behind the terrorist activities.

The photographer was taken aback, for the photograph bore a striking resemblance to the stranger who had just left the shop.

He immediately told Col Singh as to what had happened. Col Singh heard him intently, after which he instructed him to call the local police immediately. The telephone lines were dead. It was then that the Colonel took charge. Fearing the worst, he instructed all the shopkeepers to immediately vacate the building. Col Singh then very cautiously moved towards the suitcase and with his deft fingers opened it. There was indeed a time bomb set off to explode within a minute. With trembling fingers, he set about defusing the deadly device. We all held our breath in nervousness. Finally, the device was defused and we heaved a sigh of relief. The police reinforcement had also come by now and they took the briefcase into their custody. By now, Col Singh had become an instant hero.

6. Knowledge is Power

'Vijay Bhaiya Zindabad, Jeet Mubarak', shouted the motley crowd of people assembled at the stadium, to welcome their new leader, as he walked in to address them. A tall, lean, strikingly handsome man, dressed in spotless white *chooridar pyajama kurta*, walked up to the podium, raising his hands to acknowledge the greetings of the people. He was profusely garlanded by the elite of the town, who had come to honour their elected representative to the State Assembly.

Vijay's trek to glory was not at all that easy. After completing his schooling in the village, Vijay went to Varanasi for higher education. He eventually completed his masters degree in agriculture from Banaras Hindu University. Unlike other youths Vijay returned to his native village to put his knowledge to practical use, for the benefit of the villagers. His scientific method of farming soon caught the attention of the villagers.

His willingness to help and compassion for their well being, soon won their hearts. Having gained their confidence, he formed self-help groups, comprising village youth and with the help of an NGO developed a proper drainage system for the village. To reduce the problem of potable drinking water, he drew the attention of the district authorities to install hand pumps in the densely populated parts of the village. His knowledge of science came in handy to produce gobar gas from cow dung. This became an alternate fuel for the oppressed housewives of the village.

Thus, in a span of five years, he transformed the village into a small town having all the basic amenities of a city.

Vijay's good work, soon caught the attention of the opposition party. Seeing a sure winner in him, they gave him a ticket to contest the election as their party candidate. The rest was indeed history, with Vijay emerging victorious in the elections. This very well illustrates the aptness of the proverb 'knowledge is power'.

7. Time Heals Everything

He was the funniest boy I had ever met. He would make everyone laugh even in the most trying times. Blessed with a funny nature, Varun would make everyone forget his/her worries in his company. No amount of sadness could dampen his spirit.

I remember, once three of us friends including Varun had failed the chemistry exam badly. Our parents had been called and we were told that most certainly, we would have to repeat a year. That was a very hard time but even then no look of worry could be spotted on Varun's face or in his behaviour. Even his cheer was undiminished when his father suffered a major financial loss in business. Even in those times, Varun was known to spread cheer around. He pushed his worries to the backseat and dedicated himself towards making others happy.

However, the loss of Varun's pet Veeto some months ago, immersed him in grief. That was the only time which robbed him of his smiling face. For days he did not speak to anyone and shut himself up in his room. We could not see him like that, so all of us friends decided to do something to dispel his gloom.

One day, we all went to his place and rang the door bell of his house. There we kept a little box, slightly open from one side and hid ourselves so that he could not see us. When he opened the door, he was surprised to find no one. He picked up the box with a look of amazement on his face. He took the lid off, and there came out a pug, quite like Veeto. He held it in his hands and started to play with it. It brought the smile back on his face. Then we all came into the sight and uttered with excitement, 'surprise'. Indeed, that little effort from our end, helped Varun come out of his depression.

8. Confessions

It wasn't going to be easy she knew but somehow she had to confront him. She took a deep breath and walked into the room. She came across a dark corridor

that led to her father's room. He was sitting right in front reading the newspaper. His back was towards her. She was nervous as she knew why she was called. Initially, she hesitated but somehow she broke the lump in her throat and called for him. Hearing her voice, he turned towards her and kept the newspaper aside. He was wearing spectacles which he suddenly took out and put them on the table. He asked her about her report card. She kept looking down as she did not have the courage to look him in the eye.

He waited for her response but when there was no answer, he lost his calm and shouted with anger. His eyes got filled with blood and he pushed the chair violently. It made the poor girl rattle with fear. Shivering, she dropped her report card on the floor. All the blood vanished from her face making her look completely pale. Her father picked up the report card. As he opened it, he saw that his daughter had scored all the marks in nineties. A smile came upon his angry face. His eyes turned towards his daughter who was still trembling with fear. He went towards her and hugged her. She was aghast at her father's behaviour. Although, out of words she felt the love of her father for her. This was all that she ever desired. Two months before her boards, her father made it very clear that she must score full marks in order to get into the best college in the city. But, when her result came, her score was 92.5 per cent which was not enough to get her a seat in the best college of the city. She was scared that her father would be disappointed. Thus, she was afraid to reveal her marks to her dad. Her dad, however jumped with excitement as his daughter had worked hard and scored in the nineties. A chill ran down her spine and suddenly all her fear disappeared. Now, she could enjoy her result.

9. Every Cloud has a Silver Lining

"You are under arrest." I looked back and saw the police officer accompanied by his juniors. I was whisked into a car and taken like a high profile criminal. The car stopped not in front of the police station but at the Crime Branch Headquarters where the SSP and other senior officers were waiting for me. As I stepped out of the car, newsmen flashed their cameras. There was a chaos. However, I was taken inside a room for interrogation. I was frightened and had no idea about the happenings and was totally disordered.

At last someone dressed in civil uniform came and started questioning me. "How do you know Dawood?

“What are your plans?” The questions pouring in caused a more puzzling environment. The police was already issuing statement mentioning the details of how they had trapped Chetan, Dawood’s man in Pune. All kinds of stories were circulated within hours. The evening newspaper had splashed my photograph on the front page and every channel worth its name had footage of me as breaking news.

I was sweating. I told him that I was innocent but no one paid any heed to it. I also heard some of the police officials talking about using third degree on me so that I reveal the truth. I was terrified at the thought of it. But, the truth was that I was innocent and no one wanted to believe that.

After great difficulty, I understood the entire situation. The much talked about criminal, Dawood was sending orders to his counterparts in India. These orders were given on a mobile number which was similar to mine. The police had intercepted some messages and played them for me. I said the voice was not mine. They recorded my voice and sent the record for the audio and voice forensic analysis. Finally, it was proved that the voice was not mine. Then they went into the details of the number again and enquired whether it was 98919XXXXX. I told them that my number was 989981XXXX. Only then they realised their folly.

Eventually, I was allowed to go and all the charges levelled against me were removed. I was also interviewed by many news channels. I became a star overnight. After it was all over, I realised that ‘Every cloud has a silver lining’.

10. The Hijacking

I was returning to India after having completed my studies from abroad. The yearning to meet my parents and friends grew with every passing minute as I boarded the plane. Seated next to me was a boy who was about five years old. He was going for visiting his grandma in India and was travelling alone. Next to him were two old ladies in their late fifties, who despite their gray hair were bubbling with excitement and chattering excitedly causing some distraction. No sooner had the plane taken off from London Airport, than the boy jumped out of his seat removing his seat belt and started roaming about in the plane.

He was very candid and spoke to every one in the plane. The old ladies called the boy and gave him two chocolates. The air-hostess brought some snacks and

tea, which was indeed very tempting. After having my refreshment, I settled down to complete a novel that I had brought with me. I had almost completed my novel, when I heard the captain requesting passengers to fasten the safety belts, as we were about to land at Palam airport. Just then a young man seated behind me got up and caught hold of the boy, placing a knife on his neck. He warned us to stick to our chairs. Entering the cockpit, he ordered the pilot not to land the plane. Suddenly, one of the old ladies collapsed on the floor. Seeing this, the other lady shouted at the hijacker for having caused her a heart attack.

The hijacker’s attention was momentarily diverted. Sensing this, a well built young man sitting in the front passage just near the hijacker, knocked the knife out of his hand. Pandemonium wild and noisy disorder prevailed for a while, as the others pounced on the unarmed hijacker, freeing the boy in the process. He was overpowered and everybody heaved a sigh of relief. The plane finally landed at the airport and the hijacker was promptly arrested.

We were all accorded a warm welcome from the waiting crowd which had gathered at the airport as news of the hijacking had spread. The child leaped into the open arms of his grandma who hugged him lovingly. It was indeed a very eventful homecoming for all of us.

11. Misplacing of Camera

“It’s not my fault,” he shouted as he went across to the opposite bank of the river in the boat. He was very annoyed with his friends, who accused him of forgetting the camera at a coffee shop.

He seemed a teenage boy, who came with his friends on a school trip. I came here because this place was a famous tourist spot. It was famous for its scenery and numerous water sports besides the folk dance of the locals. It was really fascinating to see how one could enjoy a whole world of entertainment here. However, I was curious to know more about the teenage boy. Many questions came in my mind-Whose camera it was? What made him forget the camera? Did he go to find it?

Therefore, to settle my curiosity, I enquired about him from the children who came on the same school trip. I came to know that his name was Rohan. He belonged to a middle class family. He was passionate about photography. Another child informed me that some of his friends were quite rich. One of his friends named Ankit brought his camera on the trip. Because

Rohan clicked beautiful pictures, his friend gave his camera to him. After every click, Rohan used to return the camera to his friend, Ankit. But, Ankit was very irresponsible.

After clicking pictures in the coffee shop, Rohan placed the camera in Ankit's hands. Ankit however kept it out on the table. They sat there for a while and then left the place. When they crossed a beautiful temple, they thought of getting some pictures clicked. It was then that everyone realised that the camera was missing. Ankit and others started blaming Rohan for misplacing the camera. Rohan felt humiliated and left his group.

I felt pity for Rohan and wanted to help him. I went to the coffee shop and narrated the entire incident. The Manager of the coffee shop was a genuine man. He ordered his staff to find the camera. Suddenly, one of the staff members remembered that one of those boys went to the washroom while leaving. The camera was found in the washroom. I took it and returned it to Ankit. He then realised his mistake and apologised to Rohan.

12.

Lost and Found

The graveyard was cold, dark and dreary. One weary old oak tree leaned over the entrance gate and broken, battered headstones were scattered all around. I could hear the sound of the howling wind and the creak and groan of branches as they swayed in the storm. The smell of fear and rotting leaves filled my nostrils and I breathed deeply afraid that I would get sick. As I walked towards my brother's grave, I heard another noise. It was of slow heavy footsteps. When I turned back, a tall muscular man was walking towards me. "I don't think this is a good idea", I shouted. "It's too late to change your mind", the man replied in a low threatening voice. "Either we dig him up now or you spend the rest of your life wondering how he died."

"Ok, Ok", I mumbled.

I could still remember the day those two army officers arrived at my house to tell me that my brother was dead. I lost my brother. Their cold hard faces gave little away when I asked how he died. "Killed in the course of duty" was all they would say. Everything else was 'classified'.

They handed me a letter from my brother, saluted, then turned and left. I stood frozen the spot, dazed, confused and devastated. I could not bear the loss of my brother. Finally, I opened the letter with trembling fingers but it only stared back at me.

"I'll always be with you brother, John" were my brother's last words. What did he mean? How could he be with me ever again? He was dead.

Now, I leaned heavily on the dusty shovel in my hands and started to dig, determined to uncover the truth. The scar-faced man beside me began to dig at the other end of the grave and soon my brother's coffin began to emerge from beneath the layers of sodden Earth. Faced with this moment of truth, I began to panic. What if I was wrong?

I knew John hated the army, I knew he wanted to be out. I looked down at the coffin as my hired helper tugged at the lid with a crowbar. With a loud snap the lid flew back revealing the frozen corpse inside. My whole body was filled with relief when I saw that the dead man in the coffin was not my brother.

13.

Escaped

John wanted to escape from the world. He had nobody in the world. One day he went to the city to get some food. On his way, he shot 16 zombies who wanted to attack him. Then he saw a girl who was being followed by a zombie. When she saw him, her eyes glanced. There was hope in her eyes. John shot zombie that was following the girl. She got scared. He stopped the car and the girl ran to him. John took her home. Her name was Jane. She had lost her whole family to the zombies. But, now she felt safe with John. One day, John went to the forest but while he was coming home to the farm, he saw thousands of zombies at the farm. He ran as fast as he could but he couldn't help it anymore.

The zombies had got Jane. He screamed and cried. His new found hope was gone as he lost Jane in the zombie invasion. The zombies got attentive because of John's screams. But, his eyes were closed and he opened them when he heard some strange noises in front of him. He saw all the zombies coming towards him. He ran to his car and turned on the engine. He drove away from the farm, crying. After hours of driving, he didn't know where he was. He drove along a lonely highway. Every hundred metres, there were some crashed cars with dead persons or zombies. He knew he was lost.

After days of only driving around he stopped the car on the highway. He took his gun and held it to his head. His eyes hurt and were red. There was no other way to escape the zombies. He lost his only hope and he had no food for days and as a result, he began to get crazy and started conversations with himself.

One fine moment he pulled the trigger. A loud noise came out of the gun and he escaped the world. He took his life, when he was only two miles from the military base where he could have been safe with other people who gave up on their hope. But, he didn't make it and escaped his life.

14.

Advice not Taken

The ability to make effective decisions is a fundamental requirement for both professional success and personal happiness. A teenager is restless, keen to learn, willing to try new flavours of life and finally, aggressive in behaviour. As a teenager, we feel that our decisions are right and perfect and so we do not prefer to listen to advice of our elders.

Teenagers are friendly and so I am. I would prefer to be in a park with all my friends than in Mauritius with my family. Once, my friends and I decided to go out and watch a movie at PVR. On the other hand, there was a family function that day. I asked my mother if I could go out with my friends that day and the clear and obvious answer was, No! "How can you be out when there is a family event?" she said. I stood hard on my decision and compelled her to stand with it.

The difficult part was over as I had convinced my mother and did not have any pressure of missing the event. Like all mothers, my mother advised me not to go out to crowded places and insisted on carrying a cell phone. We all left earlier than the scheduled time as we decided to roam around and spend some time in the gaming centre. After that, we went to book tickets for the movie. Luckily, we got the tickets of the show and all our seats were in the same row. But, little did we know that our luck would stay with us for a while. Hardly had the movie begun than a group of men barged into the theatre hall and started creating a chaos.

They asked all of us to leave the screening hall. Then they began damaging the chairs, lights and were creating a rampage. All of us were suddenly taken aback. Some panicked, some rushed out, some stayed in their places and some were confused like us. The exit doors got jammed as all the audience started rushing out. It was almost like a panic scene.

Soon the police arrived and the situation was under control. They took us aside and made sure that we were safe. They asked us why we had come without our parents and advised us not to go to such places without them. Disappointed, I came home and also felt guilty for not taking my mother's advice. If I had taken my mother's advice, I would not have to go through all this.

15.

Tremulous Fire

In the background, I could hear an awful commotion, men's voices raised and women screaming. I was at loss to understand what the matter was. I tried to ignore and sleep, but the voice was too severe. I could hardly sleep. I was so irritated that I threw my sheet and rushed towards the window. I was aghast to find that thick black clouds of smoke were emanating in the sky. I was sure that something terrible had happened.

The whole scenario was one of chaos and hundreds of people had come out of their homes with buckets full of water. They tried to extinguish the fire, but of no avail. Huge flames of fire leapt into the sky making the scene look tremulous and terrifying.

I rushed into my parents' room and woke them up. They were fast asleep, as their room was in the rear. They too were totally bewildered after I gave them the news. We rushed downstairs and joined the crowd which was beserk with shrieks and clamours. While some people were running desperately for water, some fainted due to suffocation.

On enquiring, we came to know that the multi-storeyed building was caught in a blazing fire. Short circuit was expected to be the reason of the fire. I could see a lot of smoke rushing out of its many floors but nothing seemed to be clearly visible.

The entire building was disastrously caught in fire, without any possibility of rescue and escape. Many people were caught in the building. The black hideous smoke wrapped itself around the building. The whole building was lost in a pack of miseries and cries of people shouting for help.

The fire brigade arrived and many fire tenders rushed to the spot. Water was thrown at a tremendous speed and quantity. The people trapped were asked to move to one side of the building. Slowly they all were rescued from the demolishing fire which was ready to swallow each and everything at sight.

I had never had such a bewildering experience in my entire life. It was the most devastating and dangerous live experience I witnessed.

SELF ASSESSMENT

- 1.** Relate a short story which has as its theme “Regret but Too Late to Repent”.
- 2.** Write a story with the theme ‘A friend in need is a friend indeed’.
- 3.** Draft a story that ends with the note “I haven’t got what I have wanted in my life”. Put your own experience in it if possible.
- 4.** Write a short story in which the conclusion has the following proverb “A stitch in time saves nine.”
- 5.** Write an original story that begins the words “She was the very beautiful and charming I had ever met. She would make everyone amazed....”
- 6.** Write a short story on the theme ‘Sweet are the uses of adversity’.
- 7.** Write a story with the following beginning and give a suitable title to it ‘Rahul was alone at home. Suddenly the phone rang.....’
- 8.** Write a story with the following beginning and give a suitable title to it. It had been over two hours waiting for the train. Ruhi was getting restless. Sudddenly she
- 9.** You went to your aunt, Mary’s house for her blessings on your birthday. She asked you to do one good thing everyday. The next day when you were going to your school you helped an old woman. Write a story how you helped an old woman when you remembered your aunt’s advice.
- 10.** Meena is staying with her mother. One day a stranger came to Meena’s house. Her mother was not in the house at that time. The man caught hold of Meena. She began to cry loudly. But no one was there to hear her Complete the story.

Picture Composition

The picture composition is usually divided into three patterns where a student is asked to describe a picture given or make a story out of it or to express and elaborate upon the thoughts and feelings suggested by the given picture. The picture can be a photograph, an action scene, a quote written over a picture or a scene or a sketch of a famous personality. The composition is written in three different forms so as to highlight this uniqueness.

It requires a wide range of imagination, creativity, good hold on vocabulary and the ability to sequence all events together. In the examination, word-limit for the picture composition is 300-350 and it consists of 20 marks weightage. Following points should be follow for picture composition

- The student should look at the picture carefully to ascertain the basic plot or the theme.
- If the picture doesn't suggest anything evidently, the student is advised to invent a theme which bears a direct connection with the picture.
- After identifying or deciding the theme, major attention should be given to the designing or moulding of the characters of the story. It can be both presented as an autobiography and biography.
- The composition must have an atmosphere, moralistic view and a strong climax.

Description of the Picture

- The picture should be studied carefully with a view to identify the specific and minute details.
- The focus should be widened to take into account the other or peripheral details, given in the picture i.e. facial expressions, postures, clothes etc.
- Design the factors or causes which have an impact on the details.
- A strong conclusion is required at the end of the composition.

An Account Based on the Picture

Here, the students are required to give an account of what that picture suggests them.

Following points should be taken care of while writing an account of the picture

1. **Introduction** A brief introduction of the picture, what it suggests and its effect on the people and the environment.
2. **Body or Context** The ideas and thoughts that the student receives from the picture should be mentioned and linked in a correct and meaningful sequence.
3. **Conclusion** Bringing the composition to an end with carefully rounding off the thoughts, feelings and returning to the specific subject.

Points to be Kept in Mind While Writing a Picture Composition

- The content chosen must be directly related to the given picture while attempting picture composition.
- The student must maintain the connection and the focus between the picture and the content.
- The full structure of the composition should be analysed in the mind before starting the writing based on picture.
- As the word-limit is going to range between 300-350 words, the student must try to spread out his ideas so that there is variety of ideas in his composition.
- Use of simple language and imagination is required.
- Logical expression of the entire idea based on the picture will make it an effective composition.

Sample 1

Study the picture given below. Write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.

[2018]



Ans. The picture shows three schoolgirls playing a game of cricket instead of being at school. It shows that, just like boys, girls can also skip school and play games during the time when they should be at school. They are shown in the picture as carrying their school bags as backpacks. So it appears that they had got ready for school and left their homes for attending school. But then, why did these girls skip school?

From the dress worn by the girls in the picture, it appears they are living in either a rural area or in a small town and they are enrolled in a government school. It is well-known that three-quarters of India's schools are operated by the government, but nearly half of these schools don't have separate usable toilet facilities for girl students. The situation is relatively better in private schools. Consequently, many girls either skip classes or drop out from school altogether. Many of them avoid eating breakfast at home before going to school, so that they don't need to use a toilet during school time. Due to this, they feel sleepy during the class, thus faring poorly in tests. Thus, their aspirations bring girls to schools, but lack of toilets drives them away.

Separate toilets for girls are highly inadequate in schools and are definitely one of the reasons for dropping out. But more than anything else, it is a dignity issue and an issue of security for girl students. Going outdoors to answer nature's call poses a serious threat to the dignity of these girls. In addition, for older girls who are menstruating, the issue of menstrual health comes up. But schools often fail to recognise this or are unable to do anything due to lack of funds. So, even those who don't actually drop out, end up missing school for almost a week every month. Further, when a girl does not go to school, there is constant pressure on her parents to marry her off, thus causing a child marriage. Consequently we end up having an uneducated girl who is a child bride and unable to face the world on her own. The government must wake up and take strong steps to redress this wrong against half of our population.

Sample 2

Study the picture given below. Write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.

[2017]



Ans. The picture is showing the bond between a little girl and a baby elephant that seems to be hanging out like two best buddies. Elephants have been inseparable companions of the humans for centuries so no doubt, they are among the most loyal animals. Like humans, animals too feel sadness and dejection if behaved rudely and beaten, but show love and affection if cared and treated properly. The girl in the picture has shown the same love and care for the baby elephant when he was left all alone on his fate. The elephant on the other hand gives the girl a true friend that a child longs for.

Ramesh lives in small house on the outskirts of a jungle near Bengaluru. Herds (a large group) of elephants are seen in jungles and Ramesh is employed at a plantation where an elephant's job is to root out stumps with its heavy feet. Mohini, one of the female elephants at the plantation where Ramesh works, died of an unknown disease leaving her six month old baby elephant Kamu to his fate. Being alone and without the company of his mother, Kamu's health started deteriorating as there has been no one to take care of him. Ramesh brought him his home thinking that the change of environment might have some positive impact on him. Ramesh's twelve year old daughter Kavya's happiness knew no bound seeing this baby elephant at her house. Kamu who seemed to be uneasy in the beginning, gradually started liking Kavya as she was around him all the time and took care of his food and fondled him.

Soon Kamu started forgetting his mother and Kavya became the only center of his attention. Now Kavya and he have become inseparable souls. As long as Kavya is around him, his eyes twinkle and seem to be dancing with her activities, but the moments she is out of his sight, he becomes restless and keeps moving here and there till she reappears before him. Kavya too is very fond of Kamu. She is a bit proud of him too as no child of her village can boast of having an elephant as his pet. She takes Kamu for a walk in the evening daily. Sometimes she walks along with him and sometimes she rides on his back.

Who says man is an enemy of animals. Kavya and baby elephant are living example of close bonding between man and animals. What animals need is love and sincerity and they will prove more faithful and helpful than other human beings. This bonding proves 'Haathi Mera Sathi' that means the elephant is my friend.

EXAM PRACTICE

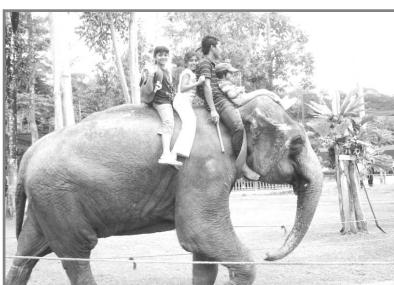
1. Study the picture given below and write a short story or description or an account of what the picture suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, your composition must have a clear connection with the picture.

[2014]



2. Study the picture given below and write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.

[2013]



3. Study the picture given below and write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.

[2012]



4. Study the picture given below and write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.

[2011]

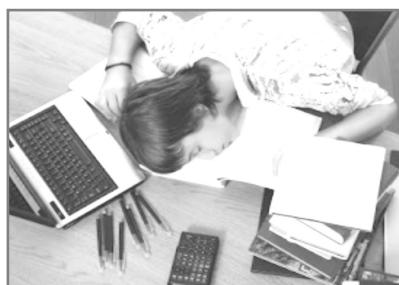


5. Study the picture given below. Write a short story or description or an account of what the picture suggests you. Your composition may be about the subject of the picture or you may take suggestions from it, however, your composition must have a clear connection with the picture.

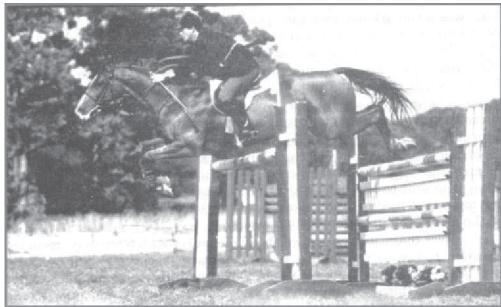
[2015]



6. Study the picture given below and write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.



- 7.** Study the picture given below and write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or may take suggestions from it; however, there must be a clear connection between the picture and your composition.



- 8.** Study the picture given below and write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or may take suggestions from it; however, there must be a clear connection between the picture and your composition.



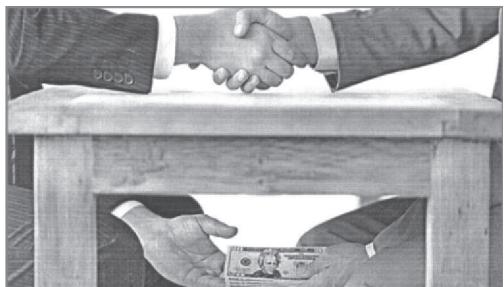
- 9.** Study the picture given below and write a short story or description or an account of what the picture suggests you. Your composition must have a clear connection with the picture.



- 10.** Study the picture given below and write a short story or description or an account of what the picture suggests you. Your composition must have a clear connection with the picture.



- 11.** Study the picture given below and write a short story or description or an account of what the picture suggests you. Your composition must have a clear connection with the picture.



- 12.** Study the picture given below. Write a story or a description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be clear connection between the picture and your composition.

(2016)



Answers

- 1.** The picture vividly portrays how a girl Lakshmi was made to work hard at breaking stones at the construction site. Even her mother and father used to work hard at the construction site toiling hard in the blazing sun from morning to evening carrying bricks and mortar from one place to another.

Lakshmi was the third child in the family of five children. Her mother was a poor labourer who worked at the nearby construction site along with her father. Lakshmi was 7 years old and used to accompany her parents to the construction site. One day, the manager at the construction site offered to employ Lakshmi at a meagre pay.

The small girl was forced to do hazardous work without proper compensation. She was risking her life just to keep her family's body and soul together. So tragic is her condition that she had turned into a physical and mental wreck. Her weak and fragile body seemed to suffer from disease.

Lakshmi would keep breaking stones in a corner, crying and regretting her fate. Such was her misery that in the days when she should be going to school and playing; she had to work hard. Such was her irony that instead of smiles and carefreeness, her face was writ large with a worry for earning her bread.

This girl Lakshmi has become symbolic of all child labourers who are exposed to the difficulties of the world at such a tender age. It is a pity to see her shouldering the responsibilities of her family.

Child labour is another name which can be given to this picture. It is a serious blot in the efforts to project our nation as a dynamic country. The root cause of child labour is poverty and to some extent ignorance.

The government should thus realise the grimness of the situation and take strict actions to ban child labour.

Furthermore, this should be incentivised by the provision of education and vocational based skills training for each child in the poor families. The combination of the right information complemented by the right rewards will combat child labour and in the longer run, poverty.

- 2.** School is perhaps one of the best experiences of life. This makes me recall an incident of my life. An excursion was planned by my school when I was in the 9th standard. The news came as a surprise to me and we were too excited to go. We were informed that we were going to Jaipur for two nights and three days.

When I went home, I very cautiously told this to my mother who did not stir a bit. I had to try very hard to convince her. Finally, she gave her consent and advised me not to do anything reckless on my trip.

Once we were in Jaipur, we visited beautiful forts there. We also saw peacocks there. We could not stop ourselves from admiring their beauty. As we were about to click some pictures of the peacocks, we heard some school kids screaming. The noise was so loud that we moved towards the direction from where screams were coming. To our surprise, we saw three of our school children sitting on an elephant along with the master of the elephant. That was not the usual scene of an elephant ride because the animal was crossing the lake with all these four people sitting on it. The lake surrounded the fort and was deep. The water was also quite cold that day and so the elephant was slightly uncomfortable crossing the lake.

The elephant was losing its balance and this was the reason that the kids were screaming. Everybody present there was only looking at the helpless kids as even the elephant's master was unable to control the balance of his animal. Although the kids were holding each other but still they seemed to be afraid.

Suddenly, the elephant lost its balance and to everyone's surprise all its passengers fell in the water.

All the children started yelling for help. I and my friends knew swimming and we jumped into the lake for their rescue. By God's grace, we were successful in saving their lives. On coming back from the trip, we were praised by our school Principal and were also awarded with the bravery award. Our parents felt so proud of us.

- 3.** The intense and clear study of the picture in question describes the girl's poor state. She is sitting with her younger sister at a popcorn stall. There are lot of packets spread around her and a heap of popcorn is under the process of roasting and cooking in the frying pan. While the girl is roasting the popcorn, her younger sister is anxiously waiting for the customers. They look quite innocent and poor.

It is a story of a 9 year old deprived girl child, Gudiya. According to her friends and teachers, she was extremely good in studies. Unfortunately, she could not go to school anymore because she had to earn money for the family after the sudden demise of her father. Her father was the sole bread earner of the family. His demise led her to choose between her books and starvation. The choice was obvious. She decided to help her mother by earning a livelihood to support her family.

The second time, I met Gudiya after 6 months of our first meeting. This time was different from the last time. I was disturbingly shocked to see the adverse changes that had taken in her life and had forced her into such an ill fate. Those little eyes that once twinkled with the gleam of becoming a doctor, sparkled no more. She now worked at a roadside popcorn stall, selling popcorn with her younger sister, only to earn a square meal for her struggling family.

Childhood should be a time of enjoyment, discovery and learning. Child labour is a reprehensible practice that steals children of their childhood. Like Gudiya, many others are out there who are forced and exploited due to circumstances.

Poverty, hunger, starvation etc turn them into child labourers. They are considered useful as labourers because they are easier to manage and control and perhaps most importantly, could be paid less than adults. Child labourers are often made to work for long hours in dangerous conditions. This practice is considered exploitative and is illegal.

However, India itself is a home to a quarter of the world's working children. Although Indian law prohibits the employment of children under 14 years of age, yet child labour remains widespread in India. This is all due to public indifference, poverty and lack of political will and proper implementation of law.

- 4.** Due to the heavy downpour, the city of Kolkata is completely flooded. All the streets are waterlogged which make commuting hazardous.

Life in Kolkata seems to move pretty smoothly for everyone till the rains descend. The rains are the only time when vehicles lose their power of transporting people from one end to the other end of the city. The best and the only available mode of conveyance is the cycle or hand-rickshaw. When most of the people are seen stranded in the city, believe it or not, in these trying times the rickshaw pullers come to their rescue.

The hand rickshawalas actually call it their season. Everyone is eager to get a ride on a hand rickshaw and is even eager to pay more. Thus, the rickshaw pullers earn more than 8 to 10 times of their usual wages during this period and some of them thank the rain Gods for this bounty.

Sujit, a hand-rickshaw puller had been out of luck for many days. He was not able to make enough money for there was much competition on his route. He was a native of Kolkata but he always found that people from outside came and dominated the rickshaw pulling trade. Sujit needed money and he thought that things were getting tough.

Although, it had rained and the roads were flooded, he was not getting many customers. At the corner of the road, he saw two ladies stranded. They looked poor with an umbrella and had a worried look on their faces. They had left their home and were going to meet their family. When the auto driver dislodged them from his vehicle, they could not wade the flooding waters.

Sujit offered to help them and allowed the ladies to sit in his rickshaw. One of the ladies said that she would pay, but Sujit just wanted to help them. It took him more than an hour to take them through the flooded water to their house. There family members were waiting anxiously for ladies to arrive. The family members had tried all means of communication to contact them.

On seeing the ladies, the young boy and his family were extremely happy. Sujit did not expect anything but the delighted father gave him a five hundred rupee note with tears in his eyes and expressed his gratefulness to Sujit. Sujit realised that 'God rewards the noble people'.

- 5.** The picture shows a tiger asleep on a tree. Through it, it aims to highlight an important concern of today that is the loss of habitat for tigers.

The world's population of tigers have some basic necessities in order to survive. These are water, food (which comprises of only preys as tigers are carnivores) and forests where these animals can conceal themselves. When any of the above-mentioned requirements is not available, their chances of survival diminish naturally. Today, world over, tigers face this situation.

As human population and exploitation continue to grow, the forest cover tends to shrink. As more and more space is needed by the human population and they require the infrastructure—towns, roads, buildings etc, more and more forests and other natural habitats are being destroyed to make room for it.

Human beings are rapidly encroaching into wild areas which were once ruled exclusively by the tigers. Loss of habitat is only driving this animal to the verge of extinction. Without tall trees or grass, this animal can be easily hunted down by anyone. Moreover, as without the forests, even the tiger's prey cannot survive, so the former ultimately will die of starvation.

However, the government has taken a view of the grim situation and has reserved some essential forest covers as wildlife sanctuaries and national parks.

This particular percentage of the reserved area is not to be touched by man and his activities. Thus, we as humans, must realise our social responsibility and make an effort to let the tigers and other wild animals have their natural habitat intact. For if they are robbed off their home, the ecological balance gets disturbed.

6. Today, the world has become so competitive that it has caused a sharp rise in the expectations of parents. Expectations always cause pressure and this puts a pressure on the child to perform well in studies. This pressure sometimes acts as a catalyst but very often it proves fatal resulting in a child trying to eliminate himself or developing an inferiority complex which in turn causes him to withdraw into a shell. The picture clearly depicts an overburdened student.

Very often children are found falling off to sleep while studying due to sheer exhaustion. The parents expect their child to wake up at 4 am and get down with his studies, get ready and then attend school, again get down with his books at night and prepare his subject for the next day.

During the examination period, it is even worse. The child is expected to perform miracles and is goaded to despair in a quest for obtaining a high rank and percentage. The child on his part, tries hard to live up to the high expectations of his parents and in doing so, mentally and physically wears himself out. Some succeed while others are not so fortunate.

Parents are only concerned with their expectation but have no time to understand the psyche of their child. They never take out time to understand their child's mentality, his weaknesses or strengths and his interests. They don't even know if their child would be able to cope up. At times they try to fulfil their unfulfilled ambitions through their child and here lies the problem. Every child is a gift of God and is born to achieve greatness in his own way. Children should be nourished properly in order to prepare them for the burden of studies.

It is therefore, strongly recommended that the parents should understand the fact that a child must be allowed to grow up according to his/her natural instincts. Parental discretion and direction is definitely a must but to mould a child according to your own ambitions is wrong.

7. The Delhi Race Course is getting all geared up for the summer racing season. People fly from all over the country to witness the glitter and glamour that surrounds the great spectacle. As the great day arrives, the race course is decorated with cheerful crowd

comprising fashionably dressed men and women and becomes the central hub of activity. Owners, participants, jockeys, fans and the green grounds before them make it a perfect picture. I visited the race course and was amazed with the magnitude of what I beheld as I walked along with my uncle. He is the owner of a large number of horses. I was directed to the 2nd row of seats with a great view. I glanced around in amazement to see ladies with umbrella to protect them from the afternoon sun. Men were in three piece suits. The fragrance and aroma, a blend of flowers and perfumes, filled the air. Finally, the pistol fired in the air, the opened and the 10 massive creatures broke free in a mad chase. There was cheering and an indescribable excitement in the air. The jockeys were taking the race well and were tightening every muscle to make every stride of their horse with ease and perfection. These riders are thorough professionals and the animals are extremely well bred. The first race is won by 'Watergate'. The experience was gripping and left me speechless. 'Watergate' is paraded in along with its rider and the owner. They receive a big trophy and also a cash prize. I was so thrilled at the spectacle that I settle down for the next race.

At this moment, a thought passed through my mind. I have heard wild stories of people betting on horses and becoming millionaires in a day. Even my uncle, who is the owner of a large number of horses, is a multi-millionaire. I secretly wish in my heart to be able to earn a fortune by betting on these horses. However, my thoughts are quickly rejected by the moral values of hardwork and honesty inculcated in me by my father.

8. The light of the dying sun was shimmering on the sand. The beaches of Lakshadweep Islands were illuminated by the showers of beautiful and peaceful light. My grandpa lived at Kadmat island in Lakshadweep and we visited him along with my younger brother, Vaasu.

This season as well, the Lakshadweep Adventure Sports Championship was going to be organised. I like wind surfing a lot and so I got my name registered immediately. At last the day arrived. I had practised for it day and night and was quite confident of winning it. Vaasu also infused a lot of confidence in me.

The day dawned bright and clear as I took my grandpa's blessings and set out for the starting point with Vaasu in my tail. The spectators crowded the beach moving their handkerchiefs and throwing flowers.

At last, the trumpet sounded and the whistle blew up. I trapped the wind in my sail and the board lurched forward. I could hear Vaasu, 'Di, you can do it!' to cheer me up. Hearing this, I zipped through all the contestants. Everybody was dumbstruck on seeing a girl leading the race but cheered madly. The track was not an easy one. After 2 km, I saw a boy approaching me very fast. It appeared as if he was determined enough to overtake me. The last 3 km route was the toughest part of the race. Sometimes, he left me behind and sometimes I left him behind. Then there came a steep turn and unfortunately for him, a lot of turtles clogged his way.

He was a bit confused and tried to scrap past them. However, he could not control the speed and crashed down. Before he could recover the blow, I took advantage and crossed the finishing line in a great manner.

My grandpa and Vaasu came walking through the water and hugged me. The first prize was a real big trophy and along with that I got a beautiful new surfboard and gear.

- 9.** Delhi Metro has been the greatest gift for Delhi's residents. It has not only made travel easier but has also helped a great deal in reducing traffic in Delhi. Most importantly the pollution level in Delhi has gone down because of the minimal usage of cars and bikes. Delhi Metro Rail Corporation Ltd was set up on 3rd May, 1995 in equal equity participation from the Government of India and the Government of National Capital Territory Delhi. Delhi Metro is the world's 12th longest metro system in length and 16th largest in ridership. It is the second oldest metro in India after Kolkata Metro.

Delhi Metro has two types of corridors; underground, partly elevated and partly on the ground. There are many upcoming projects under DMRC and it is said to connect many other far away distances. The metro train runs at a speed of 30 km per hour.

There are three types of coaches, the 8-coach, the 4-coach and the 6-coach metro. The 8-coach metro runs successfully on the Yellow and Blue Line but it is yet to reach the violet line because the violet line is in dire need of more metro trains and with more coaches, keeping in mind the number of commuters on that line.

All corridors are centrally air-conditioned and there are various interchanging stations. Rajiv Chowk, Central Secretariat, Kashmiri Gate are some of the interchanging stations in Delhi Metro.

We are really thankful to our government for blessing us with The Delhi Metro.

- 10.** Statue of Liberty is one of the seven wonders of the world and it represents America to the world. In short, it is the pride of America. The story behind the Statue of Liberty is that it was a gift from the French people to the United States in honour of the first hundredth anniversary of American Independence in 1886. It was designated as an American National Monument. This masterpiece was created by Frederic Auguste Bartholdi who got the idea about the design of Liberty while he was on a visit to the US. He got a creative thought about designing a statue which will represent freedom all over the world.

It is located in the New York Harbour on Liberty Island. The Statue of Liberty is 46 m (151 ft) tall and the surface of the statue is composed of hammered copper sheets that were riveted to an iron framework. The statue is made up of concrete therefore, its base and pedestal increase in its height of the monument to 93m (305 ft) high. It symbolises freedom throughout the world. 'Liberty Enlightening the World' is the second name of the Statue of Liberty.

The statue depicts a woman escaping from the chains. Her right hand holds a burning torch in order to represent liberty. The Liberty has seven rays on the top of her head which symbolise the seven seas and continents.

Even in the fluctuating climate of The United States, Liberty's body remains unaffected from an unexpected change of nature because its green patina (a green or brown film on the surface of bronze or any other metals) gives the Liberty an excellent copper exterior which lasts for a long time and does not get affected by weather. Lady Liberty is built and placed in order to give immigrants arriving from abroad a welcoming signal. In conclusion, the Statue of Liberty is really famous around the world as it represents the basic principle of freedom.

- 11.** The word corruption is not something we hear only these days. It has existed in our society since long. History reveals that it was present even in the Mauryan period. Great scholar Kautilya mentions the existence of forty types of corruption in his contemporary society. It was practised even in the Mughal and Sultanate period. When the East India Company took control of our country, corruption reached new heights.

Nowadays, corruption in India has become so common that people now are averse to thinking of public life without it. Corruption means illegal or dishonest behaviour, especially by people in positions of power.

In other words, undue favour for any one for some monetary or other gains is corruption. Simultaneously, depriving the genuinely deserving of their right or privilege is also a corrupt practice. Sacrifice of ones, duty is also a form of corruption. Besides, thefts, misuse of public property constitute varieties of corruption.

Dishonesty, exploitation, malpractices, scams and scandals are various manifestations of corruption. It has spread its wings in every sphere of life, namely business, administration, politics, officialdom and services. In fact, there is hardly any sector which can be called a non-corrupt organisation. Corruption is evidently present in every segment and every section of our society, barring the social status attached to it.

To root out the evil of corruption from society, we need to make a comprehensive code of conduct for politicians and bureaucrats. Judiciary should be given more independence and initiatives on issues related to corruption.

Law and order machinery should be allowed to work without political interference. NGOs and media should come forward to create awareness against corruption in society and educate people to combat this evil.

A non-corrupt society is a moral responsibility of every citizen and we are morally bound to stand against corruption and fight against it and save our system from collapsing.

12. Everybody is waiting for the rains to arrive. The city has already had a long dry spell. The weather has been very hot, the power cuts and water shortage have added to the misery. A lot of people have fallen ill due to the intense heat and few have died also.

Not only the humans, the animals too are having a hard time in this burning heat. The monsoons were scheduled to arrive in the city, but the wait is still on for the season's first rain. A few people are organising *havans* so as to please the rain God. Some have left the city and gone to the mountains to get respite from the heat.

Finally, the rain came when we least expected it. It seemed that people had lost hope after waiting for too long. It was afternoon time and suddenly it started raining. The downpour was very heavy and lasted for 2 hours.

I was studying for my class test when it rained, I saw a girl and a boy playing in the rain from my window. Although they had umbrellas, they threw it away and were enjoying getting wet. Everyone was joyous and enjoyed the rain. Children were dancing and playing in the rain. They also made paper boats and floated them in the water. This reminded me of my childhood days. I also used to come out in the rain and play with my friends. The weather had become cool after the rain. When I finished studying, I had a cup of tea with *pakoras*. Everyone in my home was very happy as finally, it had rained after a long wait. It was such a great relief for everyone !

SELF ASSESSMENT

1. Study the picture given here. Write a story or description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it. However, there must be a clear connection between the picture and your composition.



2. Study the picture given here. Write a story or description or an account of what it suggests you. Your composition may be about the subject of the picture or you may take suggestions from it. However, there must be a clear connection between the picture and your composition.



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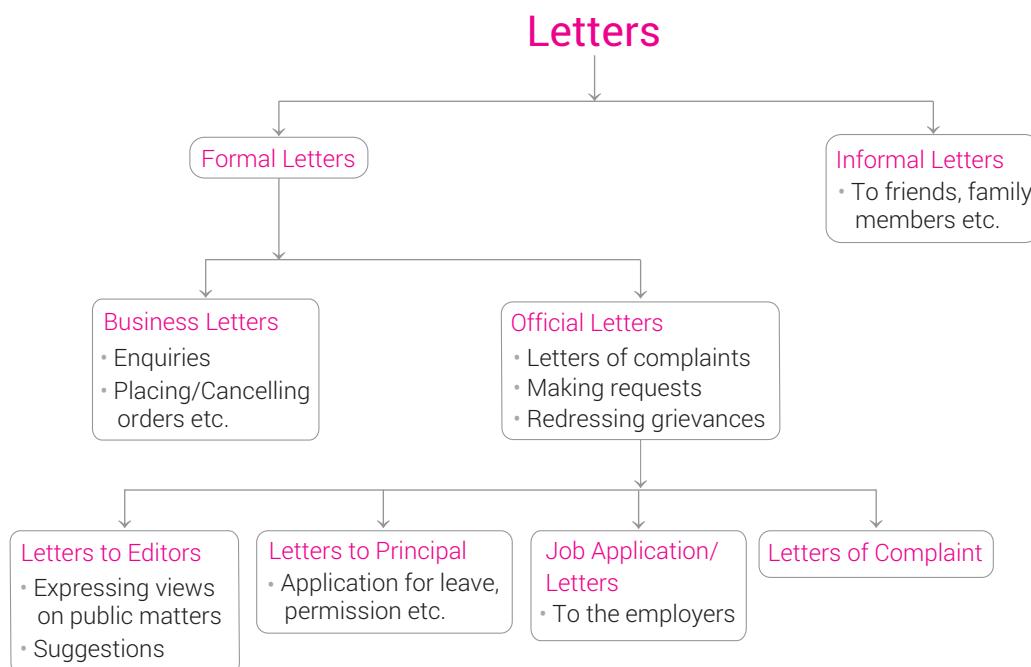


Letter Writing

Letter is such a written message that we sent to persons who are far away from us and we want to convey our message to them in a clear and forceful manner. We usually write letters to our friends and relatives. Although advent of IT-Telephones, Mobile SMSs and Chat-has reduced the importance of personal letter writing, but this art is still required where there is need of formal communication. Art of letter writing is no more an ornamental accomplishment but something that every educated person must acquire for practical purposes. In the examination, it consists of 10 marks weightage.

Types of Letters

Letters can be broadly classified into two main categories



Formal Letters

Formal letters are meant to be addressed to the heads or managers of civil, public or private companies, such as the Police Commissioner, Director, Branch Manager, Chairman, Mayor etc. Hence, the language used to write such letters must be positive, polite and formal. Also the message must be to the point and short. Informal language and jargons should be avoided in these type of letters.

Formal letters are written to serve the following purposes

- To ask or give information
- To register complaints
- To apply for job
- To apply for leave
- To redress grievances (to bring into notice public/social issues)
- To persuade customers etc.

Steps to Write a Formal Letter

1. Sender's Address

Make sure that the sender's address is clear and precise. It is written at the top on the right hand corner of the page. Specify the house number first, followed by the street, town/state and pincode. Next comes the date on which the letter is written.

Example 2334/31, Mangal Pandey Nagar

Ekta Park
Meerut-250002
12th December, 20XX

This portion includes the sender's full address. While writing the address, one must NOT use a comma at the end of each line.

2. Date and Receiver's Address

While writing date, always remember the day is written in figures, month in words and year in full figures. The receiver's address comprises of the receiver's name/designation and the complete address.

Example 12th December, 20XX
The Editor
The Times of India
Daryaganj
New Delhi-110002

3. Subject

Subject is written in order to highlight the purpose of your letter. It gives the reader a quick and clear idea of your letter and talks about its importance too. It must be brief as possible, maximum three or four words.

4. Salutation

The salutation used in formal letters is a greeting to whom the letter is addressed. This consists of the words of greetings and is written below the subject line. It is never followed by any other word.

- **Dear Sir/Madam**

This is used when you do not know the name of the person you are writing to.

- **Dear Mr/Mrs/Ms**

When you know the receiver's name. In case of woman, write 'Ms' if you are not sure whether the woman is married or unmarried.

5. Body of the Letter/Message

This is the main part of the letter. Your message or the purpose of writing the letter comes in this part. So, it must be drafted carefully so as to create a convincing and appealing impact on its readers.

The message can be divided into paragraphs to distinguish or mark the subject matter properly. If the matter is too short, it is not required to divide it into paragraphs.

The body of the letter can be divided into the following parts

- **Introductory Paragraph/Sentence** State the purpose of writing.
- **Information Paragraph** Give details of the issue, problem (cause, effect, solution etc.)
- **Concluding Paragraph** States your hopes, request, comment etc.

6. Subscription/Leave Taking

You should not end your letter abruptly with only your name or signature for that may look rude. So, there should be proper leave taking followed by your name.

It is a courteous way of ending the letter. The expression used must match the salutation.

For example,

Yours sincerely / Yours faithfully/ Yours truly. The first letter of the second word (here 's', 'f', 't') is never written in capital letter.

7. Name and Signature

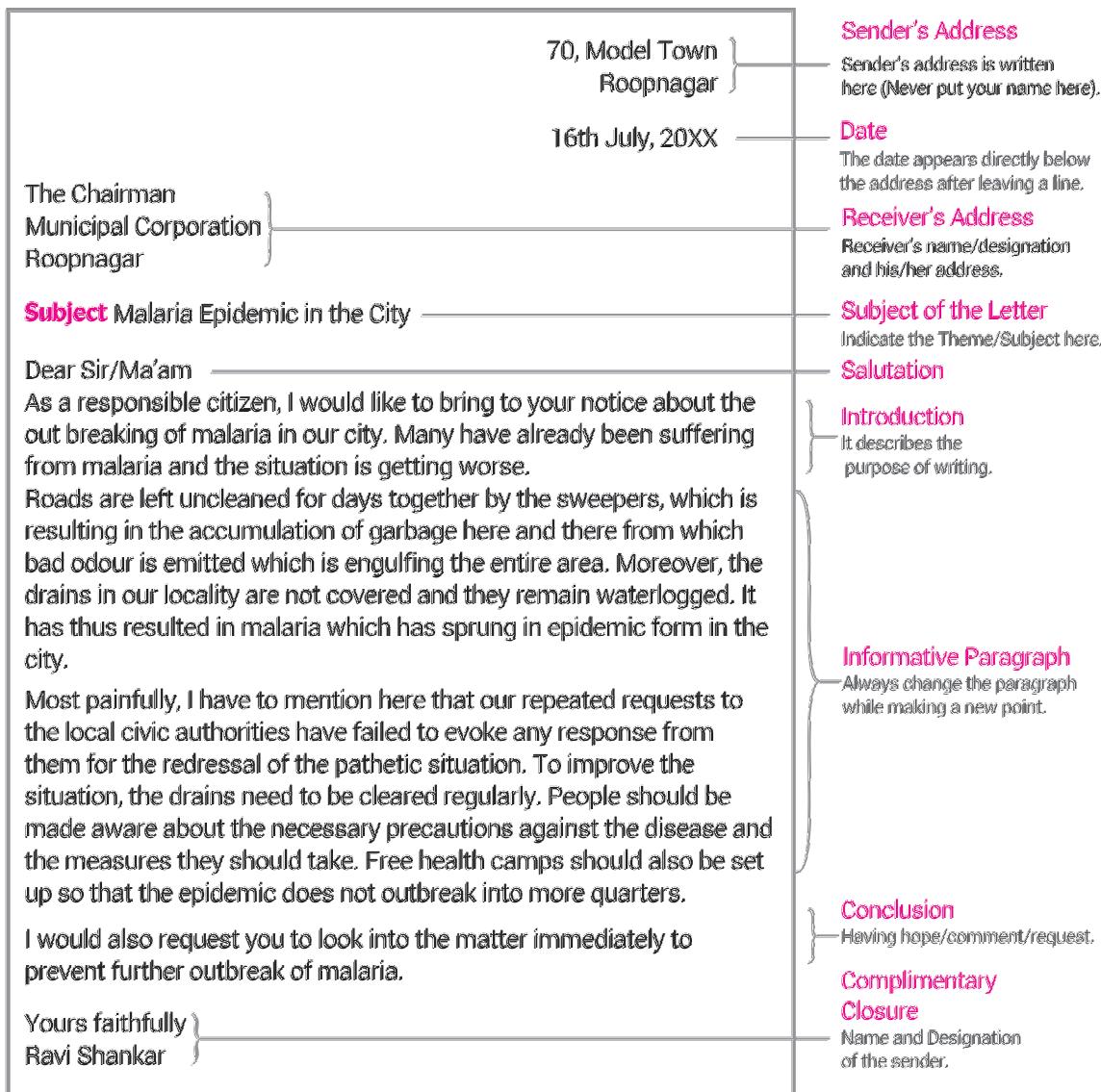
It is written just below the subscription and includes the sender's name and his/her signature. If applicable, the sender's designation may be added in brackets.

Points to be Kept in Mind While Writing a Letter

- Read the question carefully to understand it properly.
- Write the key points for establishing good content and make sure that the body of the letter is in sync with the main theme.
- Your letter must be coherent and not begin or end abruptly.
- Avoid using long sentences. Avoid writing too much for explaining a single point.
- Keep your letter brief and to the point.
- Use simple language so that the letter is easy to understand.
- Never ask the Editor to solve your problem.
- These letters are written in a crisp and clear pattern and in a matter of fact style.

Format of Formal Letter

Write a letter to the Chairman, Local Municipal Corporation complaining about the malaria epidemic in your city. State the causes and suggest ways to deal with the problem.



Marking Scheme

Format	:	3 marks
Body	:	1 mark—Two complaints ($\frac{1}{2}$ accumulation of garbage + $\frac{1}{2}$ drains remain waterlogged) 1 mark—Two suggestions ($\frac{1}{2}$ drains need to be clean + $\frac{1}{2}$ set up of health camp)
Expression	:	5 marks

Business Letters

Business letters are a basic means of communication between companies or even among the different departments in a company. They are written to keep permanent records of communication. These letters are written to professionals and hence proper care must be taken about its language. Business letters must be drafted in

- formal language.
- with a polite and positive tone even if making a complaint.
- straightforward manner (to the point).

These letters include

- letters of enquiry (seeking or giving information).
- placing orders and sending replies.
- cancelling orders.
- complaint against wrong/late delivery of goods, inferior quality of goods etc.
- acknowledgement regarding the receipts of goods/payments etc.

Samples of Business Letter

- 1.** You are Sakshi/Saksham living in Vellore. Your family plans to go for a vacation to Udaipur this vacation. Write a letter to the Front Office Manager of a five-star hotel seeking information about the types of rooms, tariffs, facilities, availability etc in their hotel.

Ans.

H. No. 495
 'Gautam Villa'
 Pragati Colony
 Vellore, Karnataka

9th December, 20XX

The Manager
 Front Office
 The Oberoi Udayvilas
 Udaipur, Rajasthan

Subject Enquiry about Tariffs and Availability of Rooms

Sir/Ma'am

My family plans to visit Udaipur for sight-seeing in the month of June this year. We may stay at your esteemed hotel which is located at the most beautiful part of the city; provided your tariff plans suit our budget. We are four persons including two adults and two children and will be staying from the 2nd of June to the 6th of June 20XX. We will prefer 'premier rooms' and will be requiring two such rooms.

Kindly, let me know your tariff plans for the above mentioned room type and also give details of the facilities provided by your hotel. Also, let me know about the availability on the mentioned dates and whether you provide pick and drop and sight-seeing facilities.

I would request you to mention any special concession offers, if going on.

Awaiting your reply.

Thanking you

Yours faithfully
 Sakshi Arora

- 2.** You are the librarian of Amla Public School. You had placed an order for textbooks with Dhanpati & Sons. As the books did not arrive on time, you have decided to cancel the order. Write a letter to the Manager, Dhanpati & Sons, Chennai, cancelling the order.

Ans.

Amla Public School
24, Ooty Road
Coimbatore-641001

13th April, 20XX

The Manager
M/s Dhanpati & Sons
12/A Anna Salai
Chennai-600001

Subject Cancellation of Our Order APS/33/12-13

Dear Sir

Kindly refer to our above order dated 7th March, 20XX for various textbooks for our school students, in which the last date of delivery was 31st March, 20XX.

We regret that the books ordered have not been received by us.

As the new term of the school has already started, we are constrained to cancel the above order, as you did not comply with the delivery date and also have not informed us when you expect the books to be delivered.

Kindly acknowledge receipt of this letter.

Yours faithfully
KC Mohapatra
(Librarian)

SELF ASSESSMENT

- 1.** Write a letter from a business firm to a customer in reply to his complaint that the goods sent were received in damaged condition.
- 2.** You are Praveen/Renu, Sales Manager of Shoe Emporium, Lucknow. You have placed a bulk order for various kinds of shoes (for both ladies and gents) on Riverside Shoe Manufacturers, Kanpur, one week ago. Due to changes in demand, you want to amend the order by reducing the quantity of one type of gents shoes and increasing the quantity of one type of ladies shoes. Write a letter to the supplier mentioning the changed quantities. Invent the necessary details.
- 3.** You are Anoop/Aakriti, Baden Powell Senior Secondary School, Delhi. Write a letter to the Sales Manager, Aparana Publishing House, Delhi placing an order for books (minimum four titles) for your school library. Invent the necessary details.
- 4.** Write a letter to Lightways Sports, Amrapalli, Thane, placing an order for sports articles (minimum 4) to be supplied to your school, ABC Matriculation School, Civil Lines, Pune. Sign as Ravi/Raveena, Sports Secretary.
- 5.** You are Sushil Kumar, the Sports Secretary of your school. Write a letter to Rishabh Enterprises, New Delhi, a leading firm dealing in sports goods, requesting them to supply their trade catalogue. Mention the items you intend to buy and ask for a discount on the catalogue prices.

Official Letters

These letters include letters of complaint, enquiries, requests and are generally written to the heads of various private, public, civil departments e.g. Chairman of Municipal Corporation, Mayor, Police Superintendant etc. Therefore, they must be written in formal language with polite and positive attitude.

These letters are written to

- bring into notice traffic jam, breakdown of electricity etc.
- request for opening of school, library, hospital, park etc.
- request eminent personalities to become chief guests etc.

Samples of Official Letter

1. Write a letter to the Chief Minister of your state drawing his attention to the urgent need for a government hospital in your district.

Ans.

16, Gol Bazar
Yamunanagar
Madhya Pradesh

17th June, 20XX

The Honourable Chief Minister
Government of Madhya Pradesh
Bhopal

Subject Urgent Need for a Government Hospital in Yamunanagar

Dear Sir

This is to bring to your kind notice that five tehsils comprising fourteen villages in the Yamunanagar district are devoid of primary healthcare facilities. Many valuable lives are becoming victims of death everyday due to the insufficiency of hospitals and doctors in our area. There are only two government hospitals in our district.

In case of minor ailments, the poor people have to rely on private clinics in their or nearby villages. But, when there are serious cases or casualties, it is not only very difficult, but also risky to take the patient to the government hospital which is far away from their residence. Even these hospitals are not equipped with adequate facilities. Nor do they have sufficient number of capable doctors. Private hospitals charge very high fees which the poor peasants can't afford.

To check the increasing mortality and deteriorating health conditions in the district, a government hospital with all modern equipment is urgently required. This will cater to the basic needs of healthcare and medicine.

I hope you understand the gravity of the matter and will take necessary steps in this regard as requested.

Thanking you

Yours faithfully
KL Mishra

- 2.** You are Arun Maheswari. Write a letter to the Dean of Indira Gandhi National Open University enquiring about the Mass Communication courses.

Ans.

H.No. 453, Sector 15
Gurugram
Haryana-122001

17th December, 20XX

The Dean
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110030

Subject Courses in Mass Communication

Dear Sir

Through your advertisement in the Indian Express, I have come to know that your university offers courses in Mass Communication.

I have completed my graduation in English with 55% and am interested in joining the Masters Programme in Mass Communication. I would like to know the eligibility criteria for the same and also request you to send me the details regarding cost, hostel facilities and other relevant information.

A self-addressed envelope is being enclosed herewith. Looking forward to an early response.

Yours faithfully
Arun Maheshwari

SELF ASSESSMENT

1. Write a letter to the Director of the Archaeological Survey of India complaining about the damage caused to a historical monument in your city due to negligence. Suggest steps that the civic authorities should take to preserve the monument.
2. Due to insanitary conditions in the colony, the population of rodents has been multiplying, exposing the residents to multiple diseases. Write a letter to the Municipal Commissioner bringing the problem to his notice and urging him to take urgent action in the matter. You are Suraj/Supriya, 12 MG Road, Chennai.
3. Write a letter to the Manager of a local bus depot pointing out that there are very few buses plying on the route you use in the morning and these are invariably late, causing great inconvenience to the daily passengers.
4. You are Akshat Singhania, a resident of 39, Mayur Vihar, New Delhi. You are interested in joining the course in Advanced Techniques of Digital Photography advertised by Iconic Image Institute of Photography, Laxmi Nagar. Write a letter of enquiry for the same.
5. Write a letter to the President of the Municipal Corporation for a scholarship to enable you to join a college.

Letters to the Editor

These letters are written to the Editor of a newspaper. The main purpose of writing these letters is to draw the attention of public and related authorities towards the said problem through the newspaper. These are the letters written to

- Express agreement or disagreement with the news items or articles published in a newspaper.
- Redress social issues or problems and give suggestions or seek solutions.

While writing letters to Editors

- Be specific and clear in order to make your purpose be understood.
- Always remember that the editor can give your opinions, suggestions or questions ‘a voice’. He/She cannot give you a solution, so don’t ask for it.
- Be positive and polite, whatever serious issue you are drawing attention to.

Samples of Letter to the Editor

1. Write a letter to the Editor of a newspaper about the insanitary conditions prevailing in your locality and the indifference of the Municipal authorities in spite of repeated letters of complaint.

Ans.

102, Rai Mansion
Bajrang Nagar
Kanpur

4th April, 20XX

The Editor
The Times of India
Kanpur, Uttar Pradesh

Subject Poor Sanitary Conditions in Gokul Dham Colony

Dear Sir/Ma’am

Through the column of your prestigious daily, I wish to draw the attention of the concerned authorities towards the extremely pitiable conditions in Gokul Dham Colony. Sanitation is the cornerstone of public health and our colony drastically lacks it. Improper disposal of domestic waste and open sewages have been causing catastrophic effects on the health of children as well as adults in our colony.

This, in turn, is giving rise to serious diseases like diarrhoea, cholera etc. Waterlogging and open manholes are other sources of diseases like Malaria. They have also posed a risk before parents who are scared of sending their children out for playing. Yet the local authorities are indifferent to such a grave concern. This is not only astonishing but also shameful on their part.

I would like to request the civil authorities to show their concern in this regard and take necessary steps immediately.
Thanking you

Yours truly
Abhay Jha

- 2.** You are Nita Sharma, residing at A-406, Vasundhra Apartments, Ghaziabad. You are disturbed to watch the portrayal of women in TV serials. Write a letter to the Editor, The Times of India, BSJ Marg, New Delhi, expressing your views on the issue.

Ans.

A-406, Vasundhra
Apartments
Ghaziabad-211007

14th December, 20XX

The Editor
The Times of India
BSJ Marg, New Delhi -110002

Subject Skewed Portrayal of Women in TV Serials

Dear Sir

I would like to draw the attention of the concerned authorities towards the skewed portrayal of women in TV serials. Most of the TV channels telecast family soaps which do not show women in proper light. A woman is either Kaikeyi or Sita. The serials advocate values which are against basic Indian culture. There is no respect for values in these serials. The women are being portrayed as a house breaker, conspirator or vamp. The Indian woman, known for her kindness, tolerance and sacrifices, is being portrayed as just the opposite.

I am of the opinion that the content of TV serials should be regulated and put under observation. This is the right time to check the trend before the image of the Indian woman is tarnished.

Yours truly
Nita Sharma

SELF ASSESSMENT

1. The government has decided to cut off subsidy on cooking gas which has resulted in creating tremendous pressure on budgeting household expense for middle class people. Write a letter to the Editor of a local daily expressing your views.
2. As a regular commuter by bus from Noida to Delhi, you have been witnessing rash driving by the bus drivers daily without an exception. Write a letter to the Editor, 'The Times of India' drawing the attention of the General Manager, Delhi Transport Corporation to this problem. You are Priti/Prakash, 15 Udyog Vihar, Noida.
3. You are Kamini/Kamal of 10, Civil Lines Extension, Chanakyapuri, Agra. The main road leading to your locality has three open manholes, causing frequent accidents at night, especially during the rainy season. Write a letter to the Editor, The Times of India drawing attention of the Municipal Commissioner to this problem of the residents.
4. You have noticed many stray animals on the road during the busy hours of the day. These animals cause traffic jams as well as accidents. You have already written to the concerned authorities but no action has been taken so far. Write a letter to the Editor, The Hindu, drawing attention of the Municipal Commissioner, Chennai. You are Shantha/Suresh, 12, MG Road, Chennai.
5. The youth of the country are very vigilant these days and feel concerned about the problems being faced by the people. Write a letter to the editor of a national daily urging him to highlight the role of the youth in eradicating the problems of poverty, unemployment and corruption. You are Rani/ Rohit, 15, Gulbarga Society, Surat.

Letters to Principal

In this type of letters, you need to convince the reader with your point of view. Therefore, these types of letters can be called as letters of thought. There should be logical order of arguments that you provide in favour of your request.

These letter are written to

- change of subject, granting leaving/character certificate etc.
- organising an event/guest lecture for the benefit of students etc.
- taking the students to some fair, seminar etc.
- providing or increasing certain facilities.

Note Letters to the librarian, accounts department of your school/college may also come under this category.

Samples of Letter to Principal

1. Write an application to your Principal to make arrangement for extra coaching of Mathematics as the teacher was on long leave and the course could not be completed.

Ans.

The Principal
DAV Inter College,
Kanpur

37, Sector 2A
Mahavir Nagar
Kanpur
2nd September, 20XX

Subject Request for Extra Classes for Mathematics

Respected Ma'am

On behalf of all the students of my class, I request you for making an arrangement for extra coaching of Mathematics after school timings.

Our honourable teacher is making a sincere effort to complete the syllabus. But, since he was on long leave, it is lagging far behind. Ma'am, you can understand that Mathematics is a subject that requires a lot of practice after learning once. Therefore, we all are ready to attend extra classes in the evenings.

We shall be highly obliged to you for your kind consideration.

Thanking you

Yours obediently
Naina
(Xth A)

- 2.** Write a letter to the Principal of your school requesting him to allow you and a few of your friends to take Economics in place of Biology for Board Examination. Your school is Science school that conducts/runs no classes for Economics as it's an Arts subject. Convince your Principal why you want to opt for this subject and request him to make respective arrangement.

Ans.

Vikas Nagar
New Delhi

21st March, 20XX

The Principal
St Francis School
Rohini, New Delhi

Subject Change of Subject in Class X ICSE Board Exam

Respected Sir

I am the student of Class X, Section A. I find Biology a little difficult subject. I score pretty well in Mathematics, Physics, Chemistry and languages. But, I fear, my overall score in the Board Exam may be affected due to getting less percentage in Biology. Moreover, when I discuss my future career plans with my parents, they tell me that I can take up a graduation course in Eco–Stats–Maths i.e. Economics, Mathematics and Statistics; since I have greater inclination towards Economics than Science subjects. Also, this has become a rewarding career these days. Therefore, I want to change Biology to Economics. A few of my classmates also want to take up this subject for further studies.

I know Economics is not taught in our school. But, if you kindly give us permission to opt for it, we will be taking private coaching for this subject.

I would be highly obliged to you if you allow us the same.

Thanking you

Yours obediently
Rahul Roy
(Class X A)

SELF ASSESSMENT

- There is a book fair going on in your city. Write a letter to the Principal of your school on behalf of your class, requesting him to make an arrangement for visit to the fair. You are Saurabh/Surabhi of Class X.
- You have just been admitted to a new school. Write a letter to the Principal complaining about excessive ragging being done by the senior students and requesting him to look into the matter.
- Write a letter to the Principal of your school, requesting him to make regular arrangement for evening games.
- Write a letter to the Principal of your school requesting him to issue your transfer and character certificate as your father has been transferred to another city and you have to go along and join another institute.
- Write a letter to the Principal of your school requesting him to make arrangement for some more furniture for your classroom. Also give reason for your demand.

Job Applications

It must be written in a strictly formal and precise manner. No informal language should be used.

An outline of job applications

1. Introductory Paragraph
 - Your identity, qualifications and the post you want to apply for.
 - Also mention reference if you are replying to an advertisement/call.
2. Paragraph 2
 - Your interest in the job
 - Your suitability
 - Your experience; if any
3. Paragraph 3
 - Mention your enclosure of biodata/testimonials
 - Thank the interviewer
 - Close the letter

Samples of Job Application

1. You are Anvay/Anaaya living in 362, Mayur Vihar, New Delhi. You have seen an advertisement in the newspaper for the post of an 'Electrical Engineer' in Bharat Heavy Electricals Limited (BHEL). Write an application to the Human Resource Manager, BHEL giving details of your qualifications and experience.

Ans.

362, Poonam Apartments
Mayur Vihar
New Delhi

21st November, 20XX

The Manager
Human Resource Department
Bharat Heavy Electricals Ltd
New Delhi

Subject Application for the Post of Electrical Engineer

Dear Sir/Ma'am

With reference to your advertisement in The Times of India dated 20th November, 20XX, I want to apply for the post of Electrical Engineer in your esteemed organisation.

I have completed engineering in Electrical Technology with an aggregate of 77% marks from Chennai University. I have also done one year diploma in Network Analysis apart from a basic course in computer. I have worked with Bajaj Electricals for 3 years and was awarded twice for my best contributory work by my employer. I was the winner of 'Student of the year' in 2010 during the second year of my college. I have also been an active participant in various extra-curricular activities and delivered seminars and projects on various topics successfully.

I have attached my testimonials herewith for your kind consideration. I will be available for the interview at any time of your convenience provided you find a suitable candidate in me.

Thanking you

Yours faithfully
Anaaya Bamrutwar

- 2.** You are Anand/ Arti of 14, Model Town, Delhi. You have seen an advertisement in 'The Hindu' for the post of Chief Chef in a 5-Star Hotel. Apply for the job with complete bio-data.

Ans.

14, Model Town
Delhi-110009

12th August, 20XX

The HR Manager
Hotel Meridian
10, Raisina Road
New Delhi-110001

Subject Application for the Post of Chief Chef

Dear Sir

In response to your advertisement in 'The Hindu' dated 10th August, 20XX, I wish to apply for the post of Chief Chef. I am having 3 year Diploma in Hotel Management from the Pusa Institute, one of the best institutions of the country in this line. In addition, I have a total of 10 years' experience in various 5-Star Hotels. Currently I am working as Dy Chief Chef in another 5-Star hotel.

I am enclosing my bio-data, one testimonial and attested copies of my certificates.

Yours faithfully

Anand Singh Sidhu

SELF ASSESSMENT

- 1.** You have seen an advertisement in the newspaper for the post of teacher. Write an application to the Manager, ABC Public School, applying for the post of TGT (English).
- 2.** You wish to apply for an education loan to a local bank. Write a letter to the Branch Manager requesting him for an appointment. Also ask him which of the documents you should take along for his reference.
- 3.** You saw an advertisement in a local newspaper regarding the vacancy of an Assistant Manager. Write a letter to the HR Manager, in response to the advertisement to apply for the same post. You are Anup and have done MBA from Kanpur University.
- 4.** There is a vacancy for a Front Office Assistant in a 3-Star Hotel in your town. The requirements for the post are as follows :
 - Young, unmarried females of age 19-24.
 - Candidates must be a graduate.
 - Good communication skills in English and Hindi.
 - Height at least 5' 4" and pleasing personality.
 - Write a letter to the HR Manager to apply for the post.
- 5.** You are Prem/Parul of 16, TT Nagar, Bhopal. You would like to apply for the post of Marketing Manager in a reputed firm in Mumbai. Write a letter to the Public Relations Officer, Chantac Enterprises, Mumbai, applying for the job.

Letters of Complaint

This type of letters are written to the addressed person to draw his attention towards the problem that has arisen. The person is asked to provide the solution as per this jurisdiction.

Letters are written to complain against

- mishaps like theft/losses.
- improper or wrong communications.
- inconvenience caused by any of the service sector organisations etc.

Though, this type of letters demand strong persuasive force in your words, they should be drafted in formal language as other official letters. No personal influence or threats should be reflected in your letter.

Samples of Complaint Letter

1. Write a letter to the Manager of the showroom from where you have recently purchased an LED TV, complaining that it is not functioning properly. Give details of the model of the TV and your purchase date. Also, ask for its replacement.

Ans.

10, Apna Ghar Society
Vikhroli
Allahabad

17th October, 20XX

The Manager
Golchha Electronics
Sagarpur
Allahabad

Subject Complaint against Improper Functioning of TV

Dear Sir/Ma'am

This is to inform you that I had purchased an LED TV from your showroom last month on the 5th September, 20XX. It has been only a period of a month and the TV is not functioning properly. There are some problems in its sound system. Also, it sometimes gets switched off automatically. The model of the television set I purchased is 40" Full HD LED TV K/V-40r-562 C-(2015 Model-Semi Smart). The bill no is RC-145.

I request you to replace the set with a new one as it is in warranty period.

Thanking you

Yours faithfully
Sumit Patel

- 2.** Write a letter to the Commissioner of Police requesting him to stop the loud music being played by some anti-social elements in your locality. This is disturbing students preparing for their annual examination.

Ans.

'Shreyas' Niwas
Raman Colony
Gail Industrial Area
Pune
1st January, 20XX

The Commissioner of Police
Gail Industrial Area Police Station, Pune

Subject Request to Stop Loud Music

Dear Sir

Most respectfully, I wish to bring to your notice the deplorable condition of the students preparing for their exams in our colony. From February to May is the crucial period for studies as most of the exams in schools and professional colleges take place during this period. The students in our area are not able to concentrate on their studies because of the loud music being played by the nearby marriage halls.

Most of the time the music keeps on playing till late night. This distracts the students from their studies a lot. Also, since last week there have been many rallies and roadshows in our area which use loudspeakers at high volume. If the situation persists, the students will not be able to make productive use of their time and their future will be at stake.

I request you to put a ban on the use of loudspeakers and playing of loud music during the examination months.

Hope your kind consideration and effective measures to stop this practice as early as possible.

Thanking you

Yours faithfully
Shailaja Verma

SELF ASSESSMENT

1. Write a letter to the Station Incharge of your area, requesting him to take action against some undesirable persons who are disturbing the public peace in your locality.
2. You are the Manager of a book store. You had ordered books for various sections of your store from a wholesale dealer in another city. The number of books delivered by the wholesale dealer is less than that ordered by you. Write a complaint letter to the dealer regarding this.
3. While you were returning from office last evening, somebody snatched your handbag from you and ran away. Write a letter to the local police station complaining against this theft. Also, give the details of the man's appearance as much as you could observe.
4. You were on a business tour to Sikanderabad for four days. During your stay at a local hotel, you had given your clothes to the laundry department for cleaning. After returning home, you noticed that one of your blazers was missing. Write a letter of complaint to the Front Office Manager of the hotel regarding your missing blazer. Also ask him to send it by courier as soon as it is found.
5. There is a big market near the area in which you reside. There is a parking area near th'e market. Yet many people park their vehicles in front of shops and on roads. This creates traffic jam and makes it difficult for people to walk through. Write a letter to the Police Commissioner complaining about illegal parking by people and also suggest some disciplinary measures to be implemented in the city.

EXAM PRACTICE

(Based on All Categories)

- 1.** The traffic outside your school is very heavy and chaotic.

Write a letter to the Deputy Commissioner of Police (Traffic) pointing out the danger of such heavy and chaotic traffic in a school zone. Suggest possible solutions for the problem.

[2018]

- 2.** Being the Secretary of Live Happy Youth Club of your town/city, you are going to organise a charitable camp for eye and dental check-up and treatment for the poor people. You wish to get a sponsor and hence decide to write a letter to the Managing Director, Persistence Technologies Pvt Ltd for the sponsorship. Write a letter giving full details of your mission.

- 3.** Many areas near your school have been affected by flood. You are the President of your school Social Service Club. Write a letter to the Mayor of your town/city telling him/her what you plan to do for the relief of the victims. Suggest ways in which you can combine with other organisations to bring about better distribution of relief items.

[2012]

- 4.** You are the President of the school Nature Club. Write a letter to a well-known Social Worker or Environmentalist inviting him/her to be the Chief Guest at the Annual Function of your club. Give some details about your club and the Annual Function.

- 5.** A company has been marketing spurious medicines behind claims that its product could be effective in preventing the avian flu or other forms of influenza. Write a letter to the Drug Controller General of the Directorate of Health Services, examining the claim of the company and explaining the harm these kind of claims could cause.

- 6.** Status of women in India is not as satisfactory as it could have been in the twenty first century. Women are working in almost every sector and proving their calibre. Yet their dignity is at stake since some people do not respect them. Write a letter to the Editor of a local daily expressing your views on this issue.

- 7.** You are the Manager of a Private Sector Bank in Noida. A newspaper has published an inaccurate account of a robbery in your branch. Write a letter to the Editor of what actually happened.

- 8.** Write a letter to the Director of a television channel complaining about the quality of the programmes telecast on it. Suggest ways to improve the quality of programmes.

[2010]

- 9.** Your class wants to visit a well-known historical monument in a nearby town. Write a letter to your Principal seeking permission and say how you would benefit from the visit.

[2016]

- 10.** A number of loose electric wires are hanging from a lamp post near the main gate of your school. Write a letter to the Municipal Commissioner explaining the problem, the danger it poses and suggest a quick solution.

[2017]

- 11.** You are Rajat Kumar, a resident of 79, RK Puram, New Delhi. You are interested in joining the course in Communication Skills advertised by the Elite School of Language, South Extension. Write a letter of enquiry for the same.

12. You are interested in doing a short-term course in computer graphics during your holidays. Write a letter to the Director, Easy Computers, enquiring about their short-term courses and asking for all the necessary details. You are Naresh/Nandini.
13. Write a letter to the Editor of a newspaper on reckless driving.
14. Write an application to the Principal of a school in answer to their advertisement for a Social Science Teacher. Give details of your education and experience.
15. Write an application for the post of Assistant Manager in Alpha Tech (Private) Limited, Moradabad. Include your bio-data. You are Neeraj Bhardwaj.

Answers

1.

Brahma Public School
Hindu Colony, Dadar
Mumbai - 400014

17th October, 20XX

The Deputy Commissioner
Mumbai Police (Traffic)
Mumbai – 400009

Subject Heavy and Chaotic Traffic in School Zone

Sir

This letter brings to your kind attention the regular harassment our school students face on Bhadkamkar Marg due to regular traffic jams at the time when school opens in the morning and when it closes in the afternoon.

We all are aware that the number of vehicles and commuters on the roads is continuously increasing and that there is no proportional increase in the width of the roads to accommodate this increased traffic. Consequently, traffic jams are bound to happen if the traffic is not disciplined.

We observe that jams occur because of all kinds of vehicles being parked irresponsibly for long periods of time on the road near our school. Then we can see drivers getting into ugly arguments, indulging in rash driving etc. Further, as this is a school area, it is a Silence Zone, as some signboards put up by your department proclaim. However, there is no silence, as some motorists continuously honk when there is a traffic jam.

If your department arranges two traffic constables on duty at the time of the school's opening and closing, they can create awareness among the drivers about traffic rules and regulations. Further, they can regulate the traffic at that time to improve the situation. If the necessary action is not taken from your side very soon, it may lead to accidents also.

We have faith in the Police Department. I believe that the Police Department will fulfil its duties to combat this problem of traffic jams in our school zone.

Thanking you

Yours sincerely
Ramcharan Mohapatra
(Head Boy)

2.

16, Dwarka Apartments
Shankar Nagar
Nashik

1st June, 20XX

The Managing Director
Persistence Technologies
Nashik

Subject Sponsorship for Health Camp

Sir/Ma'am

This is with great pleasure that I wish to inform you on behalf of 'Live Happy Youth Club' that we are organising a charity mission for the poor of our town. I wonder if your esteemed organisation could raise a hand towards charity and add to its goodwill.

We will be conducting a 'Health Camp' for three days at Nehru Nagar. There will be free eye and dental check-ups followed by the required treatment on the subsequent days. The patients will also be provided with the necessary medicines. The experienced doctors and nurses from the government and private hospitals of the city will be treating the patients. There will also be an arrangement of all modern equipment necessary for proper diagnosis and cure of the ailments. The government multi-speciality hospital of the city has shown its modesty to offer the best equipment it has.

I request you to offer your sponsorship for the event. In turn, we will give publicity to your company by printing its name on the pamphlets and banners. Awaiting your prompt reply.

Thanking you

Yours faithfully
Neelam Patil
(Secretary, Live Happy Youth Club)

3.

Dronacharya School
Rajendra Nagar
Kolhapur

10th August, 20XX

The Mayor
District Office
Kolhapur

Subject Better Relief for Flood Victims

Sir/Ma'am

With due respect, I would like to draw your kind attention towards the grievous situation of the flood victims of our district. The flood has totally devastated the houses as well as the fields of the people residing in our area. Many have been injured and there is an acute shortage of food and clothes.

The government as well as the Armed Forces are working towards providing fast relief to the victims. But, the loss is so severe and large that this effort is falling short. It is of course our duty to help our brethren in such a woeful situation. Therefore, the Social Service Club of our school has decided to raise a helping hand for speedily relief. We would be appealing to various organisations and NGOs to raise funds to assist us by offering their manpower for this mission. Our teams would join the relief camps to assist them in evacuating people and treating the casualties. We would also be buying food items and clothes from the funds collected.

I hope, with the cooperation of other organisations and your kind consent, we will be helping our unfortunate brothers and sisters to relieve them from this grim problem.

Thanking you

Yours faithfully
Harshita Motwani
(President, Social Service Club)

4.

Vidya Niketan School
New Delhi

6th February, 20XX

Ms Madhu Bhatnagar
The Head of Environmental Department
Sri Ram School
New Delhi

Subject Invitation to the Chief Guest

Ma'am

It gives me a great honour to invite you on behalf of my school to be the Chief Guest on the Annual Day Celebration of our Nature Club. We established the Nature Club in our school on 20th February three years ago. Since then, we have been organising various activities such as 'Planting Tree Campaign', 'Cleanliness Campaign', 'Save Our Planet Campaign' etc every year. By organising such events, we hope to instil in our students as well as the whole society the love and respect for Mother Earth and humanity.

It would be an honour for us if you adorn the function by your gracious presence and also enlighten all of us with your experiences.

Looking forward to welcoming you.

Thanking you

Yours faithfully
Ashwin Patel
(President, Nature Club)

5.

24/7, Charkhop Pharmacy Stores
Andheri West
Mumbai

2nd December, 20XX

The Drug Controller General
Directorate of Health Services
Mumbai

Subject Marketing of Spurious Medicines

Sir/Ma'am

I wish to draw your attention towards the marketing of a spurious medicine 'Oxeprazole capsules and injections' by XYZ India Ltd. It claims that these medicines are effective in preventing the avian flu and other forms of influenza. Such huge claims have attracted the doctors who are readily prescribing these medicines to their patients.

Many patients of the avian flu have used these medicines and their condition has further deteriorated. Some of them have developed severe side effects. Many have even been on the brink of losing their lives.

I, therefore, request you to examine the claims of this company thoroughly and prevent any more such medicines from flooding the markets so that innocent lives may be spared. Moreover, a ban should be issued on the production of more such medicines.

Your immediate action in this regard would be highly appreciated.

Thanking you

Yours faithfully
Rakesh

6.

The Editor
 The Hitavada
 Civil Lines
 Nagpur

Subject Respect for Women

Sir/Ma'am

Through the column of your esteemed daily, I would like to draw the attention of the people towards the plight of women in our country. Women have been working in almost every field and walking abreast with their male counterparts.

They have shown an evolutionary rise from a housewife to a working professional and to an entrepreneur. Yet the menace of dowry, domestic violence, eve-teasing, female foeticide etc has not left them. The dignity of women is still not safeguarded. They are still becoming prey to the lust of men. To satisfy their much fanned 'ego' and to be authoritative and powerful, men still dominate and humiliate women.

Inspite of shouldering the responsibility of family and also contributing to the growth of the country's economy, women have not got an equal status in India. Supreme Court's latest verdict on the law against molestation of women is relieving. Similar steps on the part of local administrators and police departments of every state and every city are expected. Unless the activities of atrocities against women are strictly monitored and controlled, women cannot consider themselves safe.

I will strongly admire your newspaper raising voice for women's honour.

Thanking you

Yours truly
 Vaibhav Tendulkar

12, Garima Enclave
 Indralok Society
 Abhyankar Nagar, Nagpur

13th May, 20XX

7.

The Editor
 Jagruti Express
 Noida-07

Subject Inaccurate Account of a Robbery in Our Bank

Sir/Ma'am

I was deeply pained to read the press report in your newspaper on 21st September, 20XX, that highlighted 'The senior officer's connivance leads to bank robbery of ₹ 10 crores'. The news report published by your daily was not only far from the truth but also attacked the goodwill of the officers as well as the bank. I would like to bring to your kind notice the discrepancies in the report by your correspondents.

The robbers looted the bank in the midnight whereas the report states it to have occurred at around 8 in the evening. The report also states the robbery of ₹ 10 crores, whereas the exact loss incurred was ₹ 7 crore and gold worth ₹ 20 lakh, as mentioned in the FIR no 768. Moreover, our security guard was so mercilessly beaten while he tried to resist them that he is in ICU at City Hospital. And this is disgusting that the news report has mentioned him of being merely threatened on the tip of the revolver. The alleged conspiracy of the officials unless investigated and proved, may cause serious harm to their reputation which is difficult to compensate. Also, this creates very bad impression among the public whose faith is shaken.

I request you to publish a rectified news, report, stating bare facts; so that the harm is compensated.

Thanking you

Yours truly
 Jay Narain (Manager)

Arunodaya Bank
 Bank Colony
 Noida

22nd September, 20XX

8.

The Director
ABC Entertainment Channel
Mumbai

Subject Deteriorating Quality of Your Television Shows

Sir/Ma'am

I wish to bring to your kind notice the deteriorating quality of programmes that are being telecast on your channel. It is surprising to note that the channel 'ABC' that was once famous for being thoroughly entertaining and educative has now deteriorated to the level of only family serials where often the women are portrayed as the villains. These serials are undoubtedly having an adverse effect on human relationships within the household.

Youngsters watching this programme are inspired to use filthy language, scheming and plotting against their own family members. Besides this, degradation of values and too much of wealth and opulence teaches youngsters to acquire quick wealth through fair or foul means.

It will be much appreciated if you would take note of the above mentioned complaint and change the outlook of the programmes that are being telecast. I would suggest adding on some variety in the programmes by introducing some—Quiz/GK programme, comedies, cookery shows, interviews and some educative programmes to make the channel more interesting.

I am sure that this letter will not go unheeded. I sincerely look forward to better aired programmes in future.

Thanking you

Yours faithfully
Shraddha Nigam

Flat No. 704, A-Wing
Nexus Apartments
Tardeo, Mumbai

13th November, 20XX

9.

The Principal
Happy School
Daryaganj
New Delhi-110002

Subject Visit to Taj Mahal

Respected Sir

I am a student of class X-B of your school. Our class wants to visit Taj Mahal, Agra as a part of the educational trip. We have chosen the destination by conducting a voting among the class students. The trip would take two days and would be organised on weekend so that the classes are not affected. Our class teacher has agreed to accompany us on the trip.

The trip would help us in learning about our cultural heritage. We would also be able to see one of the seven wonders of the world. We are very excited for this visit and have been reading about Taj Mahal and Agra on the Internet.

Hence, I most humbly request you to permit us to visit Agra.

Thanking you

Yours obediently
Saloni Mishra
(Class X-B)

Vikas Nagar
New Delhi

21st March, 20XX

10.

Apeejay School
New Delhi

20th April, 20XX

The Municipal Commissioner
South Delhi

Subject Loose Electrical Wires Posing Danger

Respected Sir

I am a student of class X, Apeejay School, Saket, New Delhi. I would like to bring to your notice the precarious situation all school students and staff members face every day when they enter the school. Near the main gate of our school, a lamp post has been there for a number of years. But recently some loose electrical wires are hanging out of it and wires are extending to the main gate of our school. We have requested the local authorities to repair these loose hanging wires as they pose a literal threat to the lives of students or staff members. There is always a fear of getting electrocuted if any one unintentionally or intentionally touches those wires.

Inspite of repeated requests, nothing has been done so far. It is requested therefore to treat the matter urgently and get the wires set at their proper place to avoid any calamity or loss of life.

Thanking you

Yours faithfully
Mukesh
(Head Boy, Class X)

11.

79, RK Puram
New Delhi - 110045

12th August, 20XX

The Director
Elite School of Language
South Extension-II
New Delhi-110048

Subject Require Details of Course in Communication Skills

Dear Sir

This is with reference to your advertisement in the Times of India dated 10th August, 20XX announcing the new course in Communication Skills that you have introduced. I am a graduate and plan to take up a part-time job as a Customer Care Executive in a reputed Call Centre. For this I shall need to improve my communication skills and would appreciate it if you could forward me the details of the course.

Please let me know the duration of the course for beginners and the advanced course as well as the fees charged for both courses. I would like to know if the courses are recognised by any university and whether they are diploma or certificate courses. Kindly furnish the details at the address mentioned above as early as possible, so that I can decide about enrolling myself for one of them.

Yours sincerely
Rajat Kumar

12.

79, RK Puram
New Delhi-110045

12th April, 20XX

The Director
Easy Computers
South Extension II, New Delhi-110048

Subject Require Details of Short-term Course in Computer Graphics

Dear Sir

This refers to your advertisement in the Times of India dated 10th April, 20XX informing about the short-term computer courses you are conducting.

I am a graduate in Science and plan to take up a job in the line of software. Specifically I am interested in the course on computer graphics and similar other courses in this field. Please send me details of the short-term courses you are conducting, particularly those that start around 1st May. I will appreciate if you could forward me more details of the computer graphics course, including curriculum, duration, fees etc.

Thank you
Yours sincerely
Naresh Kumar

13.

H.No. 7, ABC Colony,
Ghaziabad-211008

14th March, 20XX

The Editor
The Hindustan Times
New Delhi-110001

Subject Reckless Driving

Dear Sir

It is high time that proper steps are taken to put a stop to the reckless driving of cars in the narrow streets of our thickly populated city. Yesterday a poor beggar very narrowly escaped being hit while crossing the street when a car came dashing along at a speed of about 90 kilometres an hour. Such reckless driving causes fatal accidents to pedestrians crossing the roads. It is true that regulations regarding the speed limit do exist. But unless the police is strict in enforcing them, what do the drivers care? The police seems to take little or no notice of offenders. Consequently, car accidents are almost a daily occurrence.

I hope the public, the worst sufferer, will bring pressure to bear upon the police to put a stop to reckless driving before we have any more deaths due to accidents.

Yours truly
Sunil Singh 'Observer'

14.

The Principal
Queen Mary School
Nirmaan Vihar, Bengaluru

Subject Application for the Post of Social Science Teacher

Sir/Ma'am

With reference to your advertisement in The Times of India, dated 12th March 20XX, I would like to apply for the post of Social Science teacher in your esteemed school. I have done MA in History with 74% marks and MA in Public Administration with 68% marks from Bhopal University. I have also completed B.Ed from Bangalore University. Apart from that, I have completed a diploma course in computer and a Foreign language (French).

I have been teaching History for Class VIII–X in Royal School of Bengaluru which is affiliated to ICSE and is a school of repute, for the last four years. My students have been consistently giving very good academic results ever since I joined.

I had been a table tennis champion for four years in college. My active participation in various competitions in school and college has drilled my mind and groomed my personality in such a manner that I can teach the students the techniques to manage stage fear effectively.

I have enclosed my biodata and certificates herewith.

I assure you that if given an opportunity, I will deliver the best results.

Thanking you

Yours faithfully
Surbhi Swaraj

15.

2, Court Road
Moradabad-244001

12th August, 20XX

The Personnel Manager
Alpha Tech (Private) Limited
7, Mall Road
Moradabad-244004

Subject Application for the Post of Assistant Manager

Respected Sir

In response to your advertisement in 'The Indian Express', I wish to be considered for the post of Assistant Manager. I feel my qualifications and experience are suitable for the post mentioned above.

I am enclosing my bio-data, a testimonial and attested copies of my certificates.

I hope to receive a positive response from your company.

Yours faithfully
Neeraj Bhardwaj

Informal Letters

Informal letters include the letters written to family members, relatives, friends and acquaintances. There are no formal rules as such on how to write these types of letters. Since they are intended to express feelings and share some life events, they may be written in friendly manner as if talking to the receiver. The style of writing may depend upon an individual's nature and mood. If you are writing to an elderly person, you should use the language which is respectful and courteous. While on the other hand, when writing to best friends, you can use casual, zingy language.

Purpose of Writing Informal Letters

- To express feelings and emotions.
- To ask their whereabouts and howabouts.
- To describe an event or incident.
- To stay connected with relatives and friends.
- To send invitations and to give thanks.

Steps to Write an Informal Letter

Informal letters consist of following parts

1. Sender's Address and Date

Sender's address and date of writing the letter (sender's name is never written in the heading part).

2. Greeting Salutation

This consists of greeting and name of the recipient or the sender's relation with the recipient e.g. Dear Ashi.

- | | |
|--|--|
| (a) For Parents
Dear/My dear father/mother etc. | (b) For Relatives
Dear uncle/aunty etc. |
| (c) For Brother/Sister/Cousin etc.
Dear/My dear (name) etc. | (d) For Acquaintances
Dear Mr (last name)/Ms (name) |

3. Body of the Letter/Message

(a) Introduction/Openning

- This may begin with enquiring whereabouts, e.g. 'How are you?', 'How are you (Akshay/Rahul)?' or 'I hope you are hale and hearty', 'I hope you are doing well', or 'It's been long time to have heard from you.'
- The letter may begin with acknowledging/thanking for the previous letter/gift received, e.g. 'Thank you for such a precious gift of yours' or by apologising if you are writing/replying after too long. e.g. "Hi Preeti. I received your letter, but I was so busy with my new project that I could not reply earlier."

(b) Main Body of the Letter

- Here you write about the actual purpose of your letter, sharing the current events happening in your life, school, college etc.
- Try to write your message according to the theme of the question asked.
- Divide your message into paragraphs.
- While you share your experiences, your feelings, ask questions in between to arouse interest of the reader of the letter. This will give your letter a touch of live conversation.
- Also, give replies to the questions of the recipient if he/she has written to you earlier.

4. Closure/Concluding Sentence

Even if you are writing an informal, friendly letter, you cannot end it abruptly. So, give your letter a proper closure with the consent of the reader. e.g. 'Hope to see/hear from you soon' or 'You take good care of yourself' Or 'I will have to stop myself now as ...'. Also, you may convey love to family members and good wishes to friends and acquaintances. e.g. 'Convey my regards to aunty and uncle', 'Love to little Chinu' etc.

5. Subscription or Leave-Taking

As in formal letters, in case of informal letters too, it needs to be courteous and also with due respect to the relationship with the person you are writing to. Below the subscription, comes the signature or name of the writer as e.g.

- **Family Members and Relatives** Your affectionate/loving son/daughter/ brother/sister/nephew etc.
- **Close Friends** Yours lovingly/loving friend.
- **Acquaintances** Yours faithfully/sincerely.

Format of Informal Letter

You have recently travelled to Korea for your Master's course in culinary (cooking) arts. Write to your mother sharing your feelings of jet lag, homesickness and both good and bad experiences in college and hostel.

<p style="text-align: right;">Alen Girls' Hostel Royal Roads Colony Seoul, South Korea</p> <p style="text-align: right;">5th March, 20XX</p> <p>Dearest Mother,</p> <p>It fills my heart with dual feelings when I pick up my pen to write to you. One of the greatest joy of having landed on a foreign land for post graduation and the other, obviously, of sadness of being away from you all.</p> <p>I actually felt a whirling sensation for 3-4 days after having travelled by air for so many hours together. Then the induction and getting settled also exhausted me totally. It was an overwhelming welcome by the university and the induction included introduction to college and study programmes.</p> <p>Though I was initially sad not to have got admission to any of Canadian Universities, I am happy now. I felt strange initially amongst this out of the world crowd in hostel. At several moments, I felt like bursting into tears and even flying back to India. I felt extremely homesick. And, to be very honest, that has not been overcome totally as yet. But, yes one has to be strong, in the end.</p> <p>The college and the lecturers are second to none in perfectness. I don't know of others but I am impressed with the teachers' art of testing and recognising several different aromas and fragrances. They have a marvellous dexterity with chopsticks and forks. Their styles of cooking and teaching are amazing. I hope they will make me a 'Master Chef' soon.</p> <p>There are a number of things to share but I will stop myself here</p> <p>With my warmest regard Yours lovingly Sharvari</p>	<p>Sender's Address Sender's address is written here, never put your name here.</p> <p>Date The date appears directly below the address after leaving a line.</p> <p>Salutation It is a customary greeting with which the sender opens the letter.</p> <p>Body of the Letter (Always change the paragraph while making a new point)</p> <p>Closing Expression It should link with the salutation.</p> <p>Subscription and Signature Here the sender signs or writers his/her name.</p>
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Marking Scheme

- | | | |
|--|---|----------|
| Format | : | 2½ marks |
| Body | : | 2½ marks |
| <ul style="list-style-type: none"> • Jet lag and homesickness ½ mark • Reasons for bad experience ½ + ½ mark (2 reasons) • Reasons for good experience ½ + ½ mark (2 reasons) | | |
| Expression | : | 5 marks |

Sample 1

You were a part of an organising committee for an inter-school event which was very successful. You and the other committee members were congratulated and praised at the school assembly by the Principal. Write a letter to your grandmother telling her about the event and your feelings at being recognised and praised in front of the school.

(2017)

Ans.

St. Thomas Boy's Hostel
Roorkee

20th April, 20XX

Dearest Grandmother

How are you? I miss you everyday. I am very excited and happy right now. Last week my school had organised an inter-school quiz competition in which six schools had participated. An organising committee was formed by our school principal. The committee's function was to chalk out the programme and to look after the participants and accompanying teachers coming from other schools. I was also selected a member of that organising committee. The event went off smoothly and guests were looked after properly. Timely distribution of snacks, water and serving of lunch was all responsibility of members of organising committee which were taken care of with minutest details.

Next day during morning assembly, the principal congratulated all the members of this organising committee. The principal praised our efforts in front of the whole staff and students. It was a proud moment for all of us. As I was also a part of it

I was very happy as everyone appreciated our work. It was a great feeling to be recognised and praised in front of the whole school and staff members.

I wanted to share this proud moment with you. I know you would also feel very proud of me and bless me for future.

With loving regards.
Mukesh

Sample 2

Imagine yourself as Gaurav Mallya. Your room-mate Tejas' right hand is plastered as it got fractured while playing badminton in the school. Write a letter to his father informing him about the accident and also asking him not to worry.

Ans.

Shri Ram Boy's Hostel
Mall Road
Shimla-171001

17th October, 20XX

Dear Uncle

At first, let me introduce myself to you. I am Gaurav Mallya, a student of Shri Ram School in Shimla and staying in the school hostel. Your son Tejas is my room-mate. He is very cooperative and we are living like brothers in the same room. We help each other in our studies as well as in other activities.

I am writing this to inform you that last evening, while playing badminton in the school, Tejas fractured his right hand which has been plastered. He himself is not able to write because of the plaster on his right hand. I know you and aunty will get worried, but it is only a hairline fracture.

Let me assure you that there is nothing to worry about and I am here to look after him. There is no need for you to rush here to see him. I will keep you informed about Tejas periodically.

Regards
Gaurav Mallya

EXAM PRACTICE

1. Your uncle has offered to get you a pet for your birthday. Write a letter to him telling him what you like, give reasons for your choice and tell him how you take care of your pet. (2018)
2. Write a letter to your landlord asking him to undertake repair work in your rented house.
3. Your school recently held a silver jubilee celebration. Write a letter to your friend who was unable to attend, giving details of the function and your role in it. (2016)
4. You are to be awarded a special prize at the Annual Prize Day Ceremony of your school. Write a letter to a lady relative giving her the news. Be sure to include details of the prize that you are to receive and tell her why you have been chosen for this honour. (2015)
5. Your uncle has promised to give you a gift of ₹ 1000. Write a letter thanking him for the offer and tell him how you plan to spend the money and why you wish to spend it in this way. (2014)
6. You will soon have to make a decision about the subjects that you wish to study in classes XI and XII. Write a letter to your grandfather telling him about the subjects that you plan to take up. Be sure to explain the reason for your choice and how you think these subjects would help you in the future. (2013)
7. You were taken by your school to visit a place of historical interest. Write a letter to your classmate who was unable to go on the trip telling him/her about the trip, why it was important and what you gained from the experience. (2012)
8. You have just acquired an unusual pet. Write a letter to your friend telling him/her about it. Give details about the care you have to take in looking after and feeding the pet.
9. Your class was taken to visit an old age home where you spent half a day with the residents. Write a letter to your friend telling him/her what you saw, how you felt and in what way you have changed since the visit.
10. Your pen-friend from Japan plans to visit your school and attend classes and activities for the duration of a month. Write a letter briefing him/her on your school routine. Give any other information that you think your friend may need.

Answers

1.

House 365 - E
Malviya Nagar
Patna - 800003

15th February, 20XX

Dear Uncle

Namaste. How are you? I am sure you would be as good as always. Even I am doing well here.

As you know very well, next week is my birthday. I know your gifts are always valuable to me and delightful. I remember you were telling me, when you visited our home last month, that you were planning to gift me a dog puppy as my birthday gift.

Uncle, I am eagerly waiting for this gift from your side. I am quite excited about it. From a long time I have been interested in looking after a puppy and you are fulfilling my wish. As you very well know, dogs are very faithful pets and are also useful for guarding the home against intruders. I can train up the puppy to be a good guard dog.

I understand that keeping pets in the house is not easy. We have to take good care of them. But you can be sure that I will take good care of it. I will keep writing to you regularly about its training and progress.

I am eagerly awaiting its arrival. I am making preparations for its stay in my room at home.

Thanks once again.

Please convey my respects to Aunty and regards to Sunny.

Yours affectionately
Arvind

2.

311, Kohat Enclave
Pitampura,
New Delhi-110088

21st May, 20XX

Dear Mr Singh

I wish to draw your kind attention to our meeting held last week in which I requested you to carry out the repairs in your house now rented out to me.

The rainy season is going to set in soon. I am afraid, if the necessary repairs are not carried out, it will cause much inconvenience to us. I request you, therefore, to take immediate steps to carry out these repairs at the earliest. The roof is leaking and the wall plaster has come out at almost all the places. Window panes are broken and need to be replaced. The floor of the roof has potholes. The switches at many places have got loose. The entire house needs whitewashing and its doors and windows need painting. I am quite willing to share the cost of repairs to be carried out in the house. The costs may be adjusted towards the rent of the house.

If you so desire and permit, I can carry out the necessary repairs on your behalf. The costs, of course, will be deducted from the rent.

I request you to give priority to this.

Yours sincerely
Vishu Taneja

3.

WZ-1263

Nangal Raya

New Delhi-46

5th March, 20XX

Dear Rashi

How are you? I hope that you are recuperating from your illness. While you were on leave, we celebrated the Silver Jubilee of our school.

A special function was organised to celebrate the Silver Jubilee. We gathered in the auditorium for the function. The principal gave a small speech before the function started. He told us about the history and the founders of our school.

The function started with a cultural programme. It was organised by the students of class XII and depicted the diverse culture of our country.

The next programme was a fashion show. I also participated in that show and represented our class. Everyone cheered for me when I came on the stage. I was adjudged the best dressed female by the judges. The party was followed by a small snacks where we also got a chance to meet the honourable Chief Minister of Delhi, who was the Chief Guest on the occasion. We enjoyed the celebrations a lot. It would have been a more fun if you also had been present on that day.

I wish that you get well soon and join school.

Yours loving friend

Nisha

4.

120 'Girish Sadan'

Kingsway, Gokul Vihar

Benaras

3rd December, 20XX

Dear Anu Aunty

I received your letter last week and was quite overwhelmed with your words of immense love. It is this love and faith of yours that keep me inspiring to work with utmost sincerity and persistence in achieving the goal of my life. And I am always at a loss for words to express my gratitude to you.

Today, I wish to share with you an exciting experience that may come my way. Next week is going to be the week for annual celebration in our school. And I have been nominated for the Award For Extra Ordinary Work for Humanity. In fact, I have been finalised for this award. How exciting no?

Our school had started a campaign for educating the girls and the boys of poor and destitute families on Sundays. It was open for everybody that liked to voluntarily render the service to the socio-economically backward fellowmen of ours. I always had a desire to do some or the other social work of my capacity. And this was a golden opportunity for me. So, I spent 3-4 hours every Sunday towards fulfilling the mission.

There were other classmates and colleagues of mine who volunteered for this programme but I would be honoured with this prize. This is because I spent the maximum hours in teaching them. I am very happy to have contributed to this noble work.

I hope you, too, must be very happy to hear this.

With my warmest regards

Yours affectionately

Simran Gurung

5.

25/247, Bagla Kunj
Khandari
Agra

12th December, 20XX

Dear Uncle

I wish to thank you for the gift of ₹ 1000 that you have promised to give me if I score above 80% in my final exams. It is really very thoughtful of you. I am thrilled that I would be able to spend the money as I like. Moreover, this incentive is pushing me to study harder and give my hundred per cent.

There is a book 'The Alchemist' by Paulo Coelho which I have been wanting to buy for a long time. Everybody is praising this book. One of my friends has read it and she found it truly inspiring. It costs about ₹ 450 and I would buy it once I get your gift. So, I will still be left with ₹ 550 to spend on other things.

The other day when I went shopping with my mom, I found a beautiful set of painting colours. You know how fond I am of painting. My art teacher has always praised my sense of colour and wants me to join her workshop for five days in the winter vacation. Although, the workshop is free of cost but I need painting material. So, I will use the rest of the money for this. Once again thanks for your kind gesture and the thoughtfulness behind it. I hope you will be happy to hear the way plan to spend the money.

I am looking forward to your visit.

Yours lovingly
Shruti

6.

808, Galleria Apartments
DLF Phase-IV
Gurgaon, Haryana

30th March, 20XX

Dear Grandpa

My final examinations have just got over and I was thinking about the stream of subjects which I would have to pursue in classes XI and XII. I am still very confused regarding the same. Although, the subjects in Science and Humanities stream are more or less the same in number but the difficulty graph would definitely increase manifold. On the other hand, Commerce stream offers a new range of subjects about which I have no idea.

I did not know which stream would suit me the best. So, I decided to opt for one week trial classes. After attending them, I thought I should go for Commerce with Maths stream.

Although, the subjects are new but they are quite interesting and offer a practical approach. It is quite fun to solve accountancy questions, draw balance sheet etc. There is so much to explore in Business Studies and Economics as well.

I feel that I have taken the correct decision because it will enhance my interest and aptitude towards becoming an entrepreneur in the future. Moreover, you and dad are always there to guide and assist me in my future endeavours.

I am sure with a lot of diligence and motivation from both of you, I will do very well and will realise my ambition soon. This stream would greatly benefit me in the future.

Hope to see you soon.

Yours affectionately
Armaan

7.

H.No. 01
New Era Colony
Ghaziabad

8th February, 20XX

Dear Kapil

I hope you are fine now. I missed you a lot during the tour. I know you must be very curious to know about it. It was an amazing trip. We started from our school at 6 am and got there at around 8 : 30 am. We enjoyed a lot during our travel, eating chips, cakes etc and singing songs and mimicking. Our teachers were also very sportive and shared jokes. The real euphoria of the exploration began when we reached Fatehpur Sikri. A guide accompanied us there. As and when he told us the history associated with each place, we would feel like having entered into the Mughal period. The Buland Darwaza which is a huge massive gate to the Jama Masjid proved to be a 'Time Machine' for me. I found myself transported to the Mughal Empire and could visualise 'Akbar, the great with his Beghums and courtiers'.

Every building is an example of grandeur and marvellous art. The buildings are constructed using red sandstones which give them a unique lustre. The Panch Mahal, Jama Masjid, Diwaan-e-Aam (the hall of public audience) and Diwaan-e-Khas (the hall of private audience) capture one's wit.

We had our lunch in the garden. Amidst jokes and songs, all became fully satiated. Then we played 'Dumb-Charades' which was a very nice experience. A few of us danced too. There were bursts of laughter in between. All enjoyed themselves greatly.

Had you been there, it would have been more exciting.

Take care and get well soon!

Yours lovingly
Gurpreet

8.

22, Bhawara Vihar
MG Road, Agra

3rd April, 20XX

Dear Parul

It's after ages that I'm writing to you again. I am quite eager to tell you about my newly acquired pet. You can't even think what it is. It's neither a dog nor a bird in a cage. It's a baby monkey which I got from my uncle who rescued it from the jungles of Assam.

He was just a month old baby when I got it. He was too young to have his normal diet of fruits and breads. He, thus, survived on milk. We had to feed him through a feeding bottle. Sometimes we also gave him cereals. My sister found him quite funny and named him 'Bunny'. After a few days with us, Bunny took a special liking towards me and we soon became best of pals.

Bunny is more like a family member now. But he is still only six months old. So we don't allow him to eat anything from outside. My mother cooks for him. He eats boiled rice and vegetables mashed into a paste. Everyday after his meals, he needs a banana. He is more pleased if it's provided by me. I have also cut a portion of a discarded mattress and made a soft bed for him too.

Come soon to my place and visit Bunny. You will find him very lovable and he is quite friendly too.

Yours lovingly
Sara

9.

160 Nayantara Apartment
East Kailash
New Delhi

15th March, 20XX

Dear Mohit

I hope you are hale and hearty. It's been a long time since we wrote to each other. And today there is one special reason why I am writing to you. I want to share with you my new and unique experience through this letter. You know, we were taken to an old age home as a part of a project by our school. I felt like being in an altogether different world there.

Aashiana Old Age Home, as it is named, is a big house in which many old men and women live. As we reached, we were welcomed heartily by the residents. They conversed with us like our own old grandparents. We offered them the gifts of magazines, books and snacks that we carried with us. They not only made us all burst out in laughter many times by telling a number of jokes but also enlightened us with their anecdotes.

Their happiness was a mask on their sad lives. The senior caretaker, Sharat, told us how the parents who nurture the family with years of love and care are denounced by their own children in a heartless way. Really, parents give their blood, sweat, tears and toil to a house to convert it to a 'home' and to 'a family' and at the end, are deprived of that 'house'. It's a bad pill to swallow but it's the truth of life.

After visiting the Old Age Home, I have learnt two things. One, that one has to move on in life whatever bad the circumstances are. And the second thing is that we must never leave our parents alone. We must give our grandparents the love and the security of our home that we owe them.

I hope, you too, agree with me. Do write to me soon.

With my warmest regards
Yours lovingly
Nainika

10.

H.No. 72/4-B
Chitranjan Park
New Delhi

25th June, 20XX

Dear Akira

First, let me give you the good news. The matter of your joining us has been cleared by the Board of Management of our school. Now you'll be my classmate for the whole of August! From what I know of you, I don't think you'll have much of a problem adjusting to our school. Your outgoing nature and your fluency in English will help you make friends very fast. Like yours, our school begins at 8 am and we finish classes at 2 pm. In this duration, we have 8 periods comprising 40 minutes each devoted to subject teaching. Recess is only for 40 minutes after the fourth period. We have two terms in a year, and you'll actually be joining us in the latter part of our first term. Saturdays are usually most exciting days and we look forward to them as it is a half day and most of the activities take place on this day.

I must tell you that on 15th August, we celebrate our Independence day. So, much of the first half of the month goes into preparing for it and other co-curricular activities are pushed to the background. But I think the preparations themselves will be quite an experience for you.

As for studies, I know Japan has a very high standard, and it will be interesting to see how you feel about the standard of academics here.

Well, Akira, I can't wait to meet you!

Yours faithfully
Samaira

SELF ASSESSMENT

- 1.** You are very much fond of adventure. You were on a tour to Gulmarg in Jammu and Kashmir a few days ago. Write your thrilling experience of ice-skiing there to your best friend.
- 2.** Write a letter to your high-school English teacher, thanking him/her for teaching you English so well that you are very confident in speaking as well as writing in English on any topic easily. You are Anuj/Anuja of class X.
- 3.** Your younger brother/sister has recently won a district level football championship match on district level wherein a great number of schools participated. Write a letter to congratulate him/her and also motivate him/her for further practice to pursue it as a profession.
- 4.** You are Abhishek/Abhilasha, a final year MCA student. You had lost/misplaced your important documents including your marksheets of previous years. An unknown person has posted you the documents. He was of a great help to you. Write a letter expressing your gratitude to him/her.
- 5.** As a member of the School Environment Society you developed a park in your school compound with a team of 10 volunteers. Write a letter to your friend Nitin telling him about your experience.
- 6.** There was a fancy dress competition in one of your niece's school. Write a letter to your best friend telling her/him how you prepared your niece for this event. Also, tell her/him what all efforts you had to take for the selection of the theme and buying her dress and accessories.
- 7.** One of your relatives is going to shift with his/her family to a city where you had spent a few years. He/She seeks your advice on which schools in the city are good for his/her children. Write a letter in reply giving the desired information.
- 8.** Rahul/Radha is a good friend of yours and you are very well aware of his/her likes and dislikes. Also, you know what subjects he/she has a knack for. He/She seeks your help in choosing a right career option for himself/herself. Write a letter suggesting some good options and your views for those options.
- 9.** Write a letter to your cousin who stays abroad asking him/her about the country, its culture, people etc and also, what his/her personal experiences in the country are.
- 10.** You are studying in class X and you stay in a hostel. Your Mathematics teacher suggests some good books for the better preparation for board exams. Write a letter to your father asking him for the money to buy the books.

Notice

A notice is a short composition which is direct, formal and straightforward in style. A notice is a very important form of written communication used by individuals and organisations to convey information about functions, events and occasions or to announce something that has happened or is about to happen. In the examination, it consists of 5 marks weightage.

Points to be Kept in Mind while Writing a Notice

- Name of the organisation or institution issuing the notice.
- The word 'Notice'
- Date of issue of the Notice – to be put on the left side.
- Heading (Subject of the notice).
- Contents include
 - Target group (to whom it is addressed)
 - What it is about.
 - Why the notice is issued.
 - Details of the event like date, time, venue, duration, number of persons and other details
 - Signature, name and designation of the issuing authority
- The language used must be lucid and in third person, i.e. pronouns like I, me, you, mine, your etc should not be used.
- Usually present tense or future tense is used.
- Enclose the content of the notice in a box.
- Adhere to the word limit if given in the question.
- A notice should include some value points (necessary details) in order to make it precise and effective.

Format of Notice

You are Vandita of Class XII. As the Cultural Secretary of your school, draft a notice for an Inter School Fancy Dress Competition.

<p>1 Mark { Write the word 'Notice' here Write the date here }</p>	<p>St. XAVIER PUBLIC SCHOOL, DELHI NOTICE</p> <p>27th January, 20XX</p>	<p>Name of the Organisation/ Institution/Office issuing the notice } 1 Mark</p>
<p>Inter School Fancy Dress Competition</p> <p>An Inter School Fancy Dress Competition is being organised on 12th February at Tagore Theatre. Those willing to take part in the items which our school will be presenting should come for selection on 1st February, 20XX at 12:30 PM in the Assembly Hall. Only Class VI to XII students are eligible. Dresses should be arranged by the participants.</p>		<p>Heading or Subject</p>
<p>1 Mark { Name & Designation of the person issuing the notice }</p>	<p>Vandita (Cultural Secretary)</p>	<p>In this space write the contents of the notice } 2 Marks</p>

Type 1 Notice for Meeting

While writing a notice for a meeting, details need to be furnished are

- Who has called the meeting
- Purpose of the meeting or agenda
- Date and time/duration of the meeting
- Details of persons to attend/departments to attend
- Venue, specific instructions for the persons called for the meeting
- In case requiring further details, contact person with designation

Sample of Type 1 Notice

You are Abhishek/Avantika of Class X, Translam Academy, Kanpur. Being an Activity Coordinator, draft a notice to all the other Activity Council Members to discuss and plan the activities for Christmas Day celebration.

Ans.

Translam Academy, Kanpur

NOTICE

20th December, 20XX

Activities for Celebration of Christmas Day

All the Activity Council members are informed to attend a meeting on 23rd December, 20XX at 10:30 am in the Biology Lab. The purpose of the meeting is to discuss the activities for Christmas Day celebration. Members should come with their ideas and the estimated cost as well as the infrastructure required for the same.

Abhishek
(Activity Coordinator)

SELF ASSESSMENT

1. You are Tripti/Trilok Lahiri, Secretary, ABI, School Cricket Association. It has been decided that a meeting of all the members of the school cricket team be held to discuss plans and strategies for the coming Zonal Tournament. Write a notice informing the members of the team about the meeting and requesting them to attend it.
2. You are the Secretary of Sri Parthasarathy Sabha, Salem. Draft a notice to be sent to the members of the Sabha requesting them to attend an extraordinary meeting. Invent necessary details such as items on the agenda, date, time, etc. Sign as Kamal/Komal.
3. You are Anuj/Anita, Head Boy/Girl of your school. Draft a notice inviting all the house captains to discuss about the coming annual day function.
4. You are Nikhil/Nikita, Secretary of 'Help Poor Child Club' of your school. Draft a notice to be sent to all the members to attend meeting regarding fund collecting for flood affected poor children.
5. You are Manoj or Monika of class Xth. You are the captain of your school hockey team. Draft a notice towards all the players calling for an urgent meeting to discuss about the tomorrow match.

Type 2 Notice for Events

These notices include competition/tour/celebration/annual sports/cultural event etc.

- Who is organising it.
- Who can participate in it.
- Occasion
- Number of days (in case of tours/visit)
- Expenditure estimate
- Fare cost and other costs included
- Last date for depositing the advance (tour/visit)
- Any specific instructions
- Contact person with designation

Sample of Type 2 Notice

You are the Cultural Secretary of Delhi Public School, Roorkee, your school. You have been asked to inform students of Class VI to XII about an Inter-House Dramatics Competition. Draft a notice in not more than 50 words with necessary details.

Ans.

Delhi Public School, Roorkee
NOTICE

20th January, 20XX

Inter-House Dramatics Competition

The school is organising an Inter-House Dramatics Competition (Class VI to XII) on 31st January in the School Auditorium. All the House Captains must submit the scripts of the play being enacted by their House to the undersigned latest by 25th January for making the necessary arrangements.

Gayatri Saxena
(Cultural Secretary)

SELF ASSESSMENT

1. Your club is going to organise an Inter-Class Singing Competition. Write a notice inviting names of the students who want to participate in it. Give all the necessary details. You are Naveen/Navita, Secretary, Music Club, Akash Public School, Agra.
2. Every year in the central park of the city, a Flower Show is held in the month of February. Your school has received a circular from the District Collector inviting your students to visit it. Write a notice informing the students about the show and advising them to go and enjoy it. You are Amit/Amita, Head Boy/Head Girl, Sunrise Public School, Surat.
3. An Inter-School Kabaddi Competition is organised by your school. Write a notice, requesting the students to be present at the venue to encourage the players. Invent all the necessary details. You are Arjun, the Sports Captain of your school.
4. You are Mohan/ Mohini, Secretary, Social Activities Club of ABC School, Gokulpuri. The club has decided to launch a cleanliness drive in a slum colony near your school during the Dussehra holidays. Write a notice, informing Class X students of your school about the drive and urge them to volunteer their names for the programme. Give all the necessary details.
5. Your school has planned an excursion to Lonavala near Mumbai during the autumn holidays. Write a notice for your school notice board, giving detailed information and inviting the names of those who are desirous to join. Sign as Naresh/Namita, Head Boy/Head Girl, DV English School, Thane, Mumbai.

Type 3 Notice for Lost or Found

- Article/Object lost or found
- Where you lost or found it
- Description of the article like colour/size/model etc
- Date/Time/Day when you lost it/found it
- Whom to contact
- A suitable gift/reward for the person who returns that article/product
- Writer's name and designation/class

Sample of Type 3 Notice

You are a student of Class X of Vanasthali Public School, Ludhiana. You have lost your hall ticket for the Board Examination. You have to put up a notice on your school notice board.

Ans.

Vanasthali Public School, Ludhiana

NOTICE

1st March, 20XX

Loss of Hall Ticket

I lost my hall ticket for the Board Examination in the school playground during lunch time. It has my photograph along with my Roll No. 1234567. Anybody, who finds it, is requested to give it to me or to the Administrative Officer. The person finding it and handing it over will be handsomely rewarded.

Vihan Shukla
Class X

SELF ASSESSMENT

1. You lost your Titan wrist-watch in your school. Draft a notice, in not more than 50 words, to be placed on your school notice board. You are a student of Class X of Rani Ahalya Devi Senior Secondary School, Gwalior. Sign as Rani/Ram.
2. You have lost your leather wallet, containing your examination entry ticket for Class X, while travelling by bus from Banshankari to MG Road in Bengaluru. Write a notice, to be published in 'Deccan Herald'. You are Pranav/Parveen, 12 Gandhi Road, Bengaluru.
3. You are Ashok/Simi. You have lost your water bottle in the playground of your school. Draft a notice for the school notice board giving details.
4. You are Vikas/Vinita. You have found a bracelet near the washroom of your school. Draft a notice for the school notice board. Give details for the same.
5. You are Neha/Abhinav. You have found a gold earring in the canteen of your school. Write a notice for the school notice board.

Type 4 Notice for Seminar/Workshop/ Debate or any other Literary Event

- Body organising it
- Speakers/Chief Guest/Honourable Persons
- Who can attend it
- Date/Time
- Subject of the seminar/debate/workshop
- Specific instructions
- Duration of the programme
- Contact person/designation etc

Sample of Type 4 Notice

You are School Captain of Meerut Public School, Shastri Market, Varanasi. Write a notice informing the students of Class X about a guest lecture by Mr Rajiv, an environmentalist, on the topic ‘Conservation of Water’.

Ans.

Meerut Public School, Varanasi <u>NOTICE</u> 30th October, 20XX Guest Lecture on Conservation of Water All the students of class X are informed that there will be a guest lecture on ‘Conservation of Water’ by renowned environmentalist Mr Rajiv, on the coming Saturday i.e. 3rd November, 20XX in the School Auditorium from 10:30 am to 11:30 am. Attendance of Class X students is compulsory. For more information, contact the School Captain. Rahul Khanna (School Captain)
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SELF ASSESSMENT

1. Chennai Book Society is going to organise a week-long book fair in the city during the coming autumn vacation. It has requested your school for volunteers to manage various counters. As Secretary, Cultural Club, Chennai Public School, write a notice inviting the names of those students who want to help. You are Lalith/Latha.
2. You are Rameshwaram/ Rameshwari, Secretary, Literary Club of ABC School, Vikaspuri. Your schoolmate, Gautam Adhikari, a budding writer, has won the first prize in the State Story Writing Competition. The club has decided to organise a function to felicitate him on his laudable achievement. Write a notice, informing all the students of your school about the function and urge them to attend it to make the occasion memorable. Give all the necessary details.
3. As Student Editor, draft a notice for your school notice board inviting articles from the students for your school magazine. You are Rohan/Rupini of Vasant Vihar School, Pune.
4. You are Nakul/Aashi, Head Boy/Head Girl of Jawahar Navodya Vidyalaya, Vadodra. You have been asked to draft a notice inviting the students to attend Career Counselling Workshop Organised by the Students’ Council of your school. Give details for the same.
5. You are Head Boy/Girl of your school. You have been asked to inform student of Class IX and X about an Inter-School Debate Competition. Draft a notice for the student’s notice board with all necessary details.

Type 5 Notice for Appeal/Warning

- Whom to appeal/warn
- Issuing authority (if different from the person signing the notice)
- A slogan or message
- Important instructions
- Courteous way to appeal
- Name and designation of the issuing person
- Any punishment (if required, in case of warning type only)

Sample of Type 5 Notice

Recently it was in the news that a hurricane hit Odisha and around 13 districts were affected. Being the Head of Environment Society of your school, draft a notice for the students and staff appealing for donations of relief products like clothes, money, books and other articles.

Ans.

Deewan Public School, Mysore
NOTICE

9th December, 20XX

Appeal for Donations

The Students' Council has organised a rehabilitation drive for the victims of the recent hurricane in Odisha on 5th December, 20XX. One can donate money, clothes, books, articles like blanket, blazer, quilt etc for the victims of the hurricane. Certificates will be given to the highest contributors. For more information, contact the undersigned.

Pooja Aggarwal
(Head, Environment Society)

SELF ASSESSMENT

1. Sarvodaya Education Society, a charitable organisation, is coming to your school to distribute books among the needy students. As the Principal of Sunrise Public School, Surat, write a notice asking such students to drop the list of books they need in the box kept outside your office.
2. Very soon your school is going to be a centre for CBSE examinations. You have seen that during lunch break students of junior classes keep going around the examination rooms and make all kinds of noises. You are Tutorial Head of Akash Public School, Ajmer. Write a notice warning such students not to go near the examination rooms.
3. You are Kavita/Kavish, Head Boy/Girl of your school. Write a notice, warning all the students of class VI to XI not to bring mobile phones in school premises.
4. There have been many accidents just outside your school lately. As the Secretary of Awareness Society of your school, write a notice informing all the students of your school to be careful while driving their vehicles or walking along the road.
5. Cancer has been spreading very rapidly in our country. Tabacco products are the main reasons that cause this disease. You are the Head of Medical Welfare Club of your society. Write a notice making the people of your society aware of the bad effects of tabacco products.

Type 6 Notice for Change of Name/Residential/Company Address etc

- Whom to inform about the change
- Reason for change
- Existing Name/Current Residential/Company Address
- New Name/Residential/Company Address
- Your name and signature

Sample of Type 6 Notice

You are proprietor of a company which has changed its office address from 2A, Phool Bagh Colony to Mangal Pandey Nagar. Draft a notice to be inserted in the local newspaper informing about the change of address.

Ans.

NOTICE

25th March, 20XX

Change of Address

This is to inform all, that we have changed our office address from 2A, Phool Bagh Colony to 334/3, Mangal Pandey Nagar. All are requested to contact us at our new address.

Our phone no. 0121-248276X remains unchanged.

Vinay Sharma

SELF ASSESSMENT

1. You are Tanvi/Tarun. Draft a notice informing the students of class X about the change of name in Board form. Include all the necessary information.
2. You are the owner of 'Green Garden'. Due to construction work in your restaurant, it has been shifted to a new building. Draft a notice informing your customers about the shifting of your restaurant and its new address.
3. You are Rohit/Rohini. You are the Head of the service centre of a mobile company. The office has been shifted to the third floor from the ground floor. Draft a notice informing all the employees and customers about the change of the place of your centre.
4. You are the Manager of a football club. Your team is to leave for Delhi to participate in a tournament tomorrow. Due to some reasons' two players have been replaced with new players. Write a notice informing all the members about the change of the names of the players.
5. You are the main coordinator at your office. You have recently moved to Western Delhi from South Delhi. Draft a notice informing all your colleagues about the change of your residence with full detail of the new address.

EXAM PRACTICE

(Based on All Types)

- 1.** You are the Secretary of Tours and Trips Society of Translam Academy International, Meerut. The school is organising a 20 days historical tour to some important places in South India. You have been asked by the Activity Coordinator to put up a notice inviting students interested in visiting those places. Write this notice to be put up on the school notice board.
- 2.** You are Secretary of AVM Housing Society. You are going to organise a Blood Donation Camp. Write a notice, urging the members of your society to come in large numbers for this noble cause. Invent all the necessary details.
- 3.** You are School Pupil Leader of Rani Laxmi Bai Senior Secondary School, Gwalior. Draft a notice for your school notice board inviting the names of the students who want to participate in the cultural programme organised in aid of the victims of the recent Assam floods.
- 4.** Draft a notice as Secretary of Lion's Club, Dwarka to inform all the members about the Diwali Mela and sale of items.
- 5.** As Librarian of Crescent International School, Gwalior, draft a notice asking all students and teachers to return the library books they have borrowed, two days before the commencement of the examination.
- 6.** You are Cultural Captain of your school. Write a notice for singers to compete for the HM Award. Winners will get a chance to visit London for a song sequence for the HM Album.
- 7.** You are the Principal of St. Thomas School. Write a notice informing students and parents about the 'Obesity Camp' to be organised by Jessa Ram Hospital.
- 8.** Young astronauts have to be selected for 'Mission NASA'. The preliminary round will be conducted in Modern School. Write a notice inviting students who wish to become astronauts to take the preliminary round for final selection. You are the Director of Science Research Centre.
- 9.** You are the Cultural Secretary of RM Public School, Alkapuri, Vadodara. You have been asked to inform students of class IX to XII about an Inter-School Dramatics Competition. Draft a notice for the students' notice board with all necessary details.
- 10.** You are the Cultural Secretary of MRV Public School, Hyderabad. You have been asked to inform students of class IX and XII about the auditions for an Inter-school Dramatics Competition. Draft a notice for the students' Notice board with all necessary details.
- 11.** You are the Secretary of the English Literary Association of Tagore Memorial School, Patna. Write a notice for notice board inviting names of those who would like to participate in the proposed Inter-House Debate, Oratorical and Elocution contest.
- 12.** You are the President of the Literary Club of your school. You have organised an Inter-School debate competition on the occasion of the Silver Jubilee celebrations of your school. Write a notice informing the students of your school about the competition.

Answers

1.

Translam Academy International, Chandigarh

NOTICE

5th November, 20XX

Historical Tour

The School Society is organising a 20 days historical tour to Chennai, Mysore, Rameshwaram, Kanyakumari and Bengaluru during the winter break. Interested students must submit their parents' acceptance letter along with ₹ 2500 by 15th November, 20XX to the undersigned or to their respective class teachers. The tour is only for students of classes IX to XII.

Vikas Kapoor
(Secretary, Tours and Trips Society)

2.

AVM Housing Society, Ghaziabad

NOTICE

11th March, 20XX

Blood Donation Camp

The AVM Society is organising a Blood Donation Camp on 15th March, 20XX in the Community Hall from 11 am onwards. Qualified doctors will be available to carry out the procedure. Residents above the age of 18 and below 50 years with a good medical health are urged to volunteer in large number for this noble cause.

Radhika Gupta
(Secretary)

3.

Rani Laxmi Bai Senior Secondary School, Gwalior

NOTICE

15th September, 20XX

Help for the Victims of the Assam Floods

The school is organising a cultural programme on 25th September, 20XX in aid of the victims of the recent Assam floods. Those, who are interested to participate, may give their names to their respective class teachers before 20th September, 20XX. For further information, please contact the undersigned.

Vishal Sharma
(School Pupil Leader)

4.**Lion's Club, Patna****NOTICE**

5th October, 20XX

Diwali Mela

The Lion's Club, Dwarka is organising a 'Diwali Mela' on Sunday 13th October, 20XX from 10 am to 8 pm in the Club Ground. There will be sale of various items like sweets, toys etc along with snacks and beverages.

Registration for stalls is open till 12th October, 20XX. For details, contact the undersigned.

Ronak Singh
(Secretary)

5.**Crescent International School, Gwalior****NOTICE**

24th February, 20XX

Last Date for Returning of Library Books

Students are reminded to submit the library books issued to them latest by 1st March, 20XX to avoid the undesirable situation of being debarred from sitting for the final examination. Teachers are also requested to return the books on time to help in completing the stock-verification of library books. Your prompt action will be appreciated.

Vimal Pathak
(Librarian)

6.**St. Xavier Public School, Mumbai****NOTICE**

3rd November, 20XX

Opportunity for Pop Stars

The Sa Re Ga Ma Pa Challenge 20XX invites popular singers to compete for the Hannah Montana Award to be held at National Kala Kendra Bhawan, Mumbai on 14th November, 20XX. The winners shall visit London to record a song sequence for the HM Album. Keeping the eligibility criteria in view, enrol yourself by 8th November, 20XX. For further queries, contact the undersigned.

Vaishali Verma
(Cultural Captain)

7.

St. Thomas School, Hyderabad**NOTICE**

23rd March, 20XX

Obesity Camp

The ‘Perfect Health’ unit of Jessa Ram Hospital is organising an Obesity Camp on 30th March, 20XX from 9 am to 5 pm in our school MI Room for the students, school faculty and the parents of our students, in the school premises as given below. Renowned Dr Ajay Gupta will be the Chief Guest of the camp and will share knowledge on obesity and its ill effects. All students should inform their parents about this event.

Anna Thomas
(Principal)

8.

Science Research Centre**NOTICE**

8th July, 20XX

Mission NASA for Dream Astronauts

All students, who are appearing for class XII ICSE Exam this year, are eligible for the preliminary round (Entrance Exam) of Mission NASA that will be conducted at Modern School, Barakhamba Road, New Delhi on Sunday i.e. 19th July, 20XX.

I Phase Timings 8:30 am to 9:30 am

II Phase Timings 10:00 am to 11:00 am

A fee of ₹ 800 should be deposited by 15th July at the Centre’s Fee counter in Modern School. Interested students should enrol themselves with the Science Club Manager at Modern School and receive a copy of the sample papers and a CD for preparation.

Sanjeev Kumar
(Director)

9.

RM Public School, Vadodra**NOTICE**

20th December, 20XX

Opportunity for Budding Actors

An Inter-School Dramatics Competition will be held on 27th December, 20XX at Town Hall. An audition will be held to select students for the school team on 25 December, 20XX from 11 : 30 am in the School Auditorium. Class IX to XII students are eligible to take part in competition. Last date for giving names is 24th December, 20XX. For further details, contact undersigned.

Veena
(Cultural Secretary)

10.**MRV Public School, Hyderabad****NOTICE**

1st August, 20XX

Dramatics Competition Audition

An Inter-School Dramatics Competition will be held on 20th August, 20XX at Nalanda Hall. An audition will be held to select students for the school team. Interested candidates may give their names to the undersigned. The details of the audition are given below

Date : 07-08-20XX

Time: 10 : 30 am

Venue : School Auditorium

Eligibility : Students of classes IX to XII

Last date for giving names : 05th August, 20XX

For any further details, contact undersigned.

Ritesh

(Cultural Secretary)

11.**Tagore Memorial School, Patna****NOTICE**

15th August, 20XX

INTER-HOUSE COMPETITIONS

The English Literary Association invites participants in the following contests to be held in the school auditorium

(a) Debate competition : 20th August, 20XX at 11 : 00 am

(b) Oratorical skills : 21st August, 20XX at 11 : 00 am

(c) Elocution contest : 21 August, 20XX at 2 : 00 pm

Each House can send a team of two students per item. Last date for submission of names is 7th August.

Reena Saini

(Secretary, English Literary Association)

12.**Sophia International, Kanpur****NOTICE**

6th December, 20XX

Debate Competition

The Literary Club is organising an Inter-School Debate Competition on the occasion of the Silver Jubilee celebration of school as per details given below

Date : 18th December, 20XX

Time : 11 am onwards

Venue : Saraswati Auditions

Topic : 'Nuclear Armament is India's Best Defence against Cross-border Terrorism'

Last date for receipt of names is 10th December upto 4:30 pm in the Activities Room.

Rakesh Rawat

(President, Literary Club)

E-Mail

E-mail stands for electronic mail. An e-mail is a message distributed by electronic means from one computer user to one or more recipients via a network. With the advent of the digital age, e-mail plays an important part in everybody's life. It is the most popular and fastest way of sending messages anywhere in the world and can be used in formal as well as informal contexts.

So, a student should be well-versed with the e-mail technology. He/She should be familiar with the various features of an e-mail program like composing an e-mail, attaching files/documents in an e-mail, adding Cc and Bcc recipients, formatting and sending an e-mail etc. The knowledge of e-mail and Internet makes a student up-to-date with today's technologies and prepares him to be ready for the future. In the examination, it consists of 5 marks weightage.

Main Parts of an E-mail

Recipient's Address

The first thing you need to enter when composing an e-mail is the recipient's address. An example of e-mail address is: sakshiwrites@gmail.com. When sending a message to multiple recipients, be sure to separate all addresses with a comma.

Cc and Bcc

Another option when sending a message to multiple recipients is to use the Cc, or carbon copy, and Bcc or blind carbon copy fields. When using the Cc feature, all recipients can see the e-mail addresses of everyone the message was sent to. If you want your communication to be more private, choose the Bcc and the identities of the other recipients will not be shown.

Date and Time Stamp

The date and time in an e-mail when sent is usually included automatically somewhere in the message.

Subject Line

The subject line is the first part of your e-mail that recipient will see. When entering the subject line, be sure to include important information such as what the e-mail is about.

Body

The body is where you actually write the message that you want to send.

Attachments

Attachments are similar to enclosures in traditional mail. If you have files that you want to share with your recipient(s), you can include them as attachments to the e-mail.

Signature

Some e-mail systems allow you to enter a signature that will appear automatically at the bottom of every message you send. This feature is optional and can be turned off and on as needed.

Steps for Writing an E-mail

1. Type the e-mail id of the recipient(s) in the To, Cc and Bcc fields.
2. Compose the subject of the e-mail in the subject line.
3. Attach any files that you want to send with the e-mail using the Attach or Insert Option.
4. Write the proper salutation like Dear Father, Hi, Bhawna etc.
5. Write the body of the e-mail.
6. Click the send button to send the e-mail to the recipient(s).

E-mail Etiquettes

It refers to the do's and don'ts of the things to be kept in mind while writing e-mails.

1. **Do not leave the Subject line Blank** The subject of the e-mail states what your e-mail is about. So, it should be brief and accurate and must not be left blank.
A few examples of a good subject line are
 (i) Assignment for Class X-English
 (ii) Time Table for Class IX-B
 (iii) Subscription Enquiry
2. **Include Proper Salutation as per the E-mail type** One must include proper salutation before starting to write an e-mail. The salutation used should depend on the type of e-mail (formal or informal).

Examples

Hi Radhika	}
Dearest Uncle	
Hello Friends	

Respected Ma' am	}
Sir	
Dear Ma' am	

3. **Avoid using Capital Letters** One should avoid using capital letters in e-mail. Words written in capital letters are interpreted as if the sender is angry or shouting at the recipient(s).
4. **Use of Abbreviations and Acronyms** One should avoid using abbreviations and acronyms in formal e-mails. For example, e-mails to your teacher, coach, principal etc should not include any slangs, abbreviations or acronyms.
Eg. NDLS, Hey there!, cya, btw, BLR etc should be avoided while writing formal e-mails.

5. **Add Appropriate Closing** One should use proper closing of the e-mail before hitting the send button. The closing of the e-mail should be appropriate as per the type of e-mail (formal or informal).

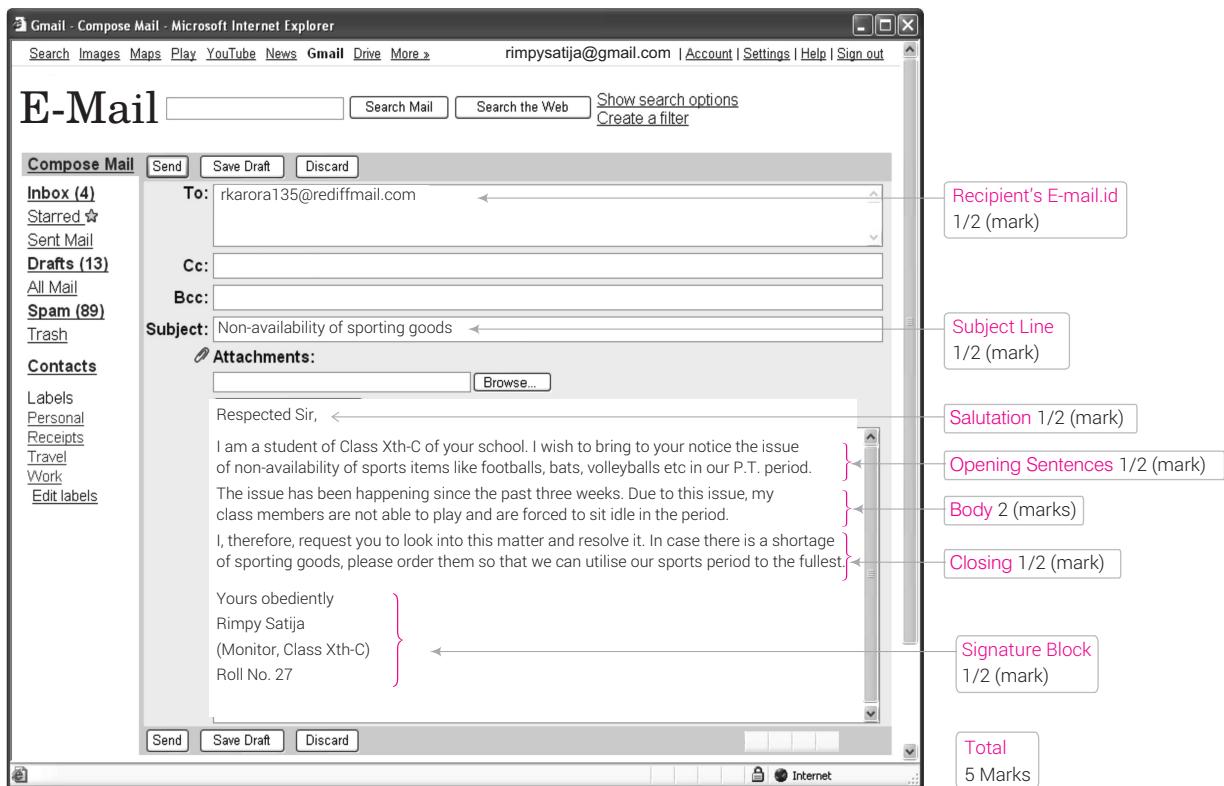
Examples

Your best buddy	}
Your loving son	
Your darling	

Yours obediently	}
Yours sincerely	
Yours faithfully	

Format of An E-mail

You are the monitor of your class. Write an e-mail to your sports teacher to report about the issue of non-availability of sporting goods in your P.T. period.



Sample E-mail 1

Your friend from your previous school is planning to visit Delhi in the winter vacation. He would stay with you. Write an e-mail to ask him to share his plan. Also, inform him about the things he should carry for the visit.

Ans. To : manishaggarwal@gmail.com

Subject : Details of your journey

Dearest Manish

How are you? I am fine and hope that you are sailing in the same boat. I am delighted to hear that you plan to visit Delhi in the coming winter vacation. It would be great to meet you after a long time and spend some time together.

Please share the details of your journey so that I can come to receive you at the station along with my father. I would also request you to keep some woollen clothes as it is quite cold in Delhi in December end unlike Chennai. I have also bought a pollution mask for you so that you do not have any problem when we go outdoors.

I would sign off now. Please convey my regards to Uncle and Aunt and love to Saksham.

Your bestie

Mohit

Sample E-mail 2

You are Saurabh/Saumya of class X of Happy School, Daryaganj, New Delhi. You wish to participate in a Robotics contest being organised by a Infocom Private Company. Write an e-mail to your Principal requesting him to nominate your name for the Class IX-X level, giving him the detail of the Robot that you want to display in the contest.

Ans To : principalhappyschool@gmail.com

Subject : Nomination for entry in Robotics Contest

Respected Sir

I am a student of Class X-B of your school. I most humbly request you to nominate my name in the class IX-X category of the upcoming Robotics Contest being organised by Infocom Pvt. Ltd.

The Robot that I have made for the contest is able to mimic a human's voice. It is also capable of reciting a few nursery rhymes. I am quite confident that my entry would bag the first prize in the contest.

Kindly nominate my name on the behalf of our school.

Thanking you,

Yours obediently

Saurabh Grover

Class X-B

EXAM PRACTICE

- 1.** You are Adnan/Astha staying at a hostel in a school, in Uttarakhand. You wish to learn German language as the sixth subject. Write an e-mail to your father to take his approval for the same by stating how it would help you in your professional career.
- 2.** You are the President of the Nature Club of your school. You wish to subscribe to the 'Nature for All' magazine for the school library. Write an e-mail to the Subscription Department of the magazine requesting them to send the details of the subscription plans.
- 3.** You recently visited the Delhi Christmas Market organised by the German Embassy. Write an e-mail to your elder sister who lives in a different city giving details of your experience at the market.
- 4.** You purchased a pair of shoes from an outlet of a well-known brand. The sole of the shoes cracked within a month of your using them. Write an e-mail to Customer Care Department of the company asking them to replace your shoes.
- 5.** Write an e-mail to a English Daily requesting them to sponsor the Debating Competition to be held at your school. You are Jeevan/Jasper of class X, Air Force School.
- 6.** Write an e-mail to your School Counsellor requesting her to take a session on the topic 'How to choose the right stream in class XI'. Invent necessary details.
- 7.** Write an e-mail to your aunt narrating an incident in which you saved the life of a stray animal.
- 8.** You are Sakshi/Shikar. Your friend from Kolkata has invited you to visit him/her after your examinations are over. Write an e-mail to him/her expressing your inability to reach there.
- 9.** As a member of your residential society, write an e-mail to Inspector of Local Police Station, Mr Sharma, informing him about miscreants who ride their bikes rashly every evening outside your society.
- 10.** Write an e-mail to the Manager of Smart Automotive Company, Mr Ahmed, regarding the poor quality of service facility available in the city.
- 11.** As a former student, write an e-mail to your professor, Mr Mathur, thanking him for teaching and guidance that contributed to your overall development.
- 12.** As an intern at ABC Consulting Pvt. Ltd. write an e-mail to your Internship Project Manager, Mr Ram, informing about the progress that you are making and some difficulties that you are encountering.

Answers

1. To : bsp@rediffmail.com

Subject : Learn German as sixth subject

Dear Father

How are you? I am fine and wish that you are also hale and hearty. Recently our Principal announced that we can take a foreign language as the sixth subject for our Class X exams. He also listed a few advantages of knowing a foreign language in today's global world.

I want to take your approval before I give my name for German as my sixth subject. I understand that by taking an additional subject, I would have to devote extra time to studies and work harder. However, I am ready to do that as it would benefit me in the longer run.

Please give me your approval. I promise that I would not let you down.

Yours lovingly

Adnan

2. To : theweek@subscriptionenquiring.com

Subject : Subscription enquiring for 'Nature for All'

Dear Sir/Ma'am

I am the President of the Nature Club of Springdales School, Daula Kuan, New Delhi. I happened to go through a copy of your magazine at your stall in the recently concluded Book Fair at Pragati Maidan.

I found your magazine very interesting and wanted to subscribe to it for our school library so that students can benefit from it. Kindly send me the details of the cost of its subscription and the various plans available for the same. I would appreciate if you could give us some discount over and above the regular subscription rates as we would be using it for educational purposes.

Looking forward to your correspondence.

Yours faithfully

Naveen Kaul

(President, Nature Club)

Springdales School

New Delhi-110010

3. To : kanikaagg@yahoo.com

Subject : Visit to German X-man market

Dear Kanika

How are you? We are all fine and wish that you are also doing well. Hey! I got a chance to visit the German X-mas market and I am very excited to tell you about it.

I, along with my friends, went to the German X-mas market. It was held at the grounds of the German Embassy. It was an amazing experience for all of us. There were a number of shops there selling toys, gifts, stationery, handicrafts, clothes etc. All of them were beautifully decorated. I purchased some clothes for myself and also got a small pen-stand for you. We also happened to spot Santa Claus, who gifted me chocolates.

In addition to it, there were Christmas Trees, Gingerbread house, Christmas Choir and live band. We also got a chance to relish German food. I missed you a lot and it would have been a lot more fun if you had been there!

Looking forward to your reply.

Bye!

Yours affectionately

Parul

4. To : cfl@customercare.com

Subject : Complaint for faulty shoes

Sir/Madam

I purchased a pair of ACTION PRO-LITE shoes from your store located in Pacific Mall, Subhash Nagar, New Delhi. The date of purchase and bill no. is 24/11/2017 and A-423 respectively.

Within a month of its usage, the sole of the shoes has cracked, making them unwearable. I have been a regular customer of your ACTION brand of shoes and have never experienced such an issue earlier. Therefore, I request you to look into this issue and replace the faulty shoes with a brand new one of the same type.

Please feel free to contact me in case you need any further details.

Looking forward to your e-mail.

Yours sincerely

Jesika Desai

Mobile: 98184XXXXX

5. To : englishdaily@gmail.com

Subject : Sponsor the debating competition

Dear Sir

I am a class X student of Air Force School, Subroto Park, New Delhi. Our school is organising a debating competition in the last week of November. A total number of 51 schools from the Delhi region are going to participate in the contest.

Being a leading newspaper of Delhi, I request you to sponsor the event. We would be placing your name in the pamphlets for the event and on the banner for the debating competition.

Looking forward to your reply.

Yours sincerely

Jasper Kaur

Class X-A

Air Force School

New Delhi-110010

6. To : aanchalsharma53@gmail.com

Subject : Session on choosing the right stream in class XI

Respected Ma'am

I am a student of class X-D of your school. After a few months, we would be promoted to class XI and face the dilemma of choosing the right stream that is suitable to our aptitude. Making a wise decision at that stage is very important for a student and his future career prospects.

Therefore, I request you to conduct a session on 'How to choose the right stream in class XI' for us in our free period. This would help us in getting prepared in advance for the process and thus, avoid making a last minute blunder in the crucial decision-making process.

Thanking you,

Yours obediently

Camilla Roy

Class X-D

7. To : raginisaini10@yahoo.com

Subject : How I saved a life!

Dear Aunt

How are you? I am doing well and I hope that you are in high spirits. You would be happy to know that your little nephew has become a life saver. This is how it happened. Last night, I heard the loud barking of a number of stray dogs.

At first, I ignored it as I did not want to get out of bed in the cold night. However, after some time, I went out to see what was happening. I saw a pack of dogs attacking a small kitten. I tried to shoo away the dogs but they were not willing to relent. The poor kitten was so frightened that she was lying on her stomach with her eyes closed. I called out my sister to come out with a stick.

As soon as my sister came and hit the dogs with the stick, they went away. I quickly lifted the kitten and took her to my home. It took some time to return her to normal state. I also gave her some milk to drink.

So, this is how I became a life-saver. Isn't it interesting?

Waiting for your reply.

Yours affectionately

Kanishka Narayan

8. To : banerjeeishita@rediffmail.com

Subject : Inconvenience to visit Kolkata

Dear Ishita

Thanks a lot for inviting me to visit you after my examinations. What a pleasure it would have been if I could have been with you for a few days!

I am sorry I will not be able to come to Kolkata after my examinations are over as I intend to join a Computer Graphics course during the holidays. I have already got myself registered for the course and have paid for the fees. As you know I wish to pursue a career in advertising and this break between classes seemed a good time to pursue the course. I am also looking out for a part time summer job in the children's library here.

I promise to visit you during the Durga Pooja break, when Kolkata will be at its best.

Yours lovingly

Sakshi

9. To : inspectorsharma10@yahoo.com

Subject : Miscreants in the area

Dear Mr Sharma

We are the residents of Siddhartha Nagar. We would like to bring to your notice that a few guys are riding their bikes very rashly in the evening hours in the main road of the colony. As you know that this is the time when children play on the road and elderly go for an evening walk. Also there is a grocery shop across the road and many housewives use to cross the road to buy any groceries. In the recent times, we observed that due to this rash driving, many accidents were happened and several injured. This is creating a constant nuisance for all. So we would like to request you to take necessary action to curb these activities.

Thanking you,

Yours sincerely

Vaibhav

10. To : ahmedsac@gmail.com

Subject : Poor service quality in the city

Dear Mr Ahmed

I recently bought Fiat Palio from “Sridhar Fiat Showroom” in Nagole. Recently I faced small problem with car AC and brought the car for maintenance. But to my utter surprise, the showroom staff told me that service is not available in their showroom and they asked me to take the car to the nearby service center. I found that there are very few service centers available compared to sales showrooms and there are many complaints regarding this. This in turn is causing many pending problems and increased maintenance cost, time and delivery time. I would like to suggest you that if more service centers are opened in the city, customer satisfaction also goes up which finally convert into more sales.

Thanks and regards

Chopra

11. To : rkmathur19@yahoo.com

Subject : Huge huge thanks for your help

Dear Mr Mathur

I am very happy to tell you that I got successful in the recently conducted campus placement drive at my college. I am placed with TCS. I am extremely grateful for your help regarding my preparation. Moreover your advice regarding personality development helped for my personal grooming. In addition to that, your style of teaching inculcates not only those skills related to professional success but also for developing values which I believe helps for shaping my career. Once again I would like to thank you for your sincere and professional help.

With warm regards

Pardeep

12. To : ramjoshiabcpl@gmail.com

Subject : A mix of progress and problem

Dear Mr Ram

Thank you for allotting a challenging project for my internship. I am making steady progress and learning many new things. The project is due next month and we are on tight schedule. I need some additional support with regard to the reporting of analytics. Your guidance helped me access the database with ease but I have several doubts regarding the requirements of the design. But I am facing little problem in reporting.

Thanks and regards

Brajesh

SELF ASSESSMENT

- 1.** Write an e-mail to the Principal of Ramjas School, Anand Parbat, New Delhi requesting him to send his team for the Inter-School Cricket Tournament to be held in your school on 28th November, 20XX.
- 2.** You are Vikas/Vaishnavi of class X-C of Sanskriti School, Chanakyapuri, New Delhi. Write an e-mail to Director, School of Foreign Languages, New Delhi asking him/her to send the e-catalogue of the books published by the school.
- 3.** Write an e-mail to The Online store to update you about the status of the order placed by you. Invent necessary details.
- 4.** You are Sayash/Zareen, a student of Don Bosco, Chennai. Write an e-mail to your friend stating your inability to attend his/her sister's marriage ceremony.
- 5.** You are the Secretary of your school's Dramatics Club. Compose an e-mail to Akshara Theatre, New Delhi enquiring about the availability of the theatre in the last week of December, so that you can stage your play there.
- 6.** You are Chetan/Drishti, a student of a reputed school. Send an e-mail to the Tutorial Head of the secondary wing of your school requesting him/her to arrange a workshop on 'School Safety' for the students of your school.
- 7.** Compose an e-mail to be sent to your grandmother, acknowledging the receipt of the gift sent by her on your birthday.
- 8.** You have recently visited the Delhi zoo. Write an e-mail stating your views about the miserable condition of birds and animals there to the curator of the zoo.
- 9.** Write an e-mail to the Manager of the Community Centre in your area seeking permission to display the drawings made by the under-privileged children residing in the nearby slum on Children's Day.
- 10.** You are Sumita/Parag, a student of class X residing in Bengaluru. Write an e-mail to your cousin sister describing your experience of holding a blood donation camp in your school.

Comprehension

Comprehension involves a thorough understanding of the given passage consisting of one or more paragraphs. It is meant to test the comprehending (understanding) skills of a student.

In the examination, there will be a passage followed by different types of questions that are to be answered on the basis of the information given in passage.

Format of Questions

This question comprises a passage of about 500 words followed by three types of questions as follows

1. **Vocabulary Based Questions** (3 Marks) The first question is based on vocabulary and carries (3 marks). It asks to write the meaning and synonym of the given word on the basis of the passage.
2. **Short Answer Type Questions** (9 Marks) The second question contains 5 questions which are most of the time in chronological order of the passage. All these are to be answered in the context of the passage.
3. **Summary Based Questions** (8 Marks) The third question is based on summary. Here students need to summarise the given passage. The primary objective of this question is to test the students' ability to extract the main ideas from supporting details and to extract salient points to re-express them in the form of a summary.

Important Steps to Follow While Attempting the Question

- (i) Read the passage quickly so as to get the main theme of the passage.
- (ii) At this stage, do not worry about the difficult words that you encounter.
- (iii) Now, rapidly go through the questions once. This will facilitate the process of 'comprehending' the passage.
- (iv) Now, read the passage carefully and comprehensively.
 - This time you should read the passage slowly so as to grasp even the minute details of every point talked about in the passage.
 - If you try to read the passage hurriedly, you will not be able to discover every detail and will end up wasting your time in repeated readings.
 - Try to make out the meanings of the words you have underlined.
 - Do not try to attempt the questions, before you have completely read the passage.

Points to be Kept in Mind While Answering the Questions

- The answers must be in complete sentences.
- The answers must be relevant and to the point.
- No information from outside the passage should be included in your answer even if that information is related to the topic and you know that.
- The answers must be written using your own language.
- simple, appropriate words.
- correct grammatical English.
- The tense of the answers must be the same as that of the questions.
- Do not use the language of the passage.

Sample Passage 1

Read the following passage carefully and answer the questions that follow.

- 1 Every Monday, on his way back from work, Bipin Chowdhury would drop in at New Market to buy books. He had to buy at least five at a time to last him through the week. He lived alone, was not a good mixer, had few friends and didn't like spending time in idle chat. Those who called in the evening got through their business quickly and left. Those who didn't show signs of leaving would be told around eight o'clock by Bipin Babu that he was under doctor's orders to have dinner at eight-thirty. After dinner he would rest for half an hour and then turn in with a book. This was a routine which had persisted unbroken for years.
- Today, Bipin Babu had the feeling that someone was observing him from close quarters. He turned round and found himself looking at a round-faced, meek-looking man who now broke into a smile.
- 'I don't suppose you recognise me.'
- Bipin Babu felt ill at ease. It didn't seem that he had ever encountered this man before. The face seemed quite unfamiliar. 'Have we met before?' asked Bipin Babu.
- The man looked greatly surprised. 'We met every day for a whole week. I arranged for a car to take you to the Hundroo Falls. My name is 'Parimal Ghosh'. 'Ranchi?'
- Now Bipin Babu realised this man was making a mistake. Bipin Babu had never been to Ranchi. He smiled and said, 'Do you know who I am?'
- The man raised his eyebrows and said, 'Who doesn't know Bipin Chowdhury?'
- Bipin Babu turned towards the bookshelves and said, 'You're making a mistake. I've never been to Ranchi.' The man now laughed aloud.

- 'What are you saying, Mr Chowdhury? You had a fall in Hudroo and cut your right knee. I brought you iodine. I had fixed up a car for you to go to Netarhat the next day, but you couldn't because of the pain in the knee. Can't you recall anything? Someone else you know was also in Ranchi at that time, Mr Dinesh Mukherjee. You stayed in a bungalow. You said, you didn't like hotel food. I'll tell you more : you always carried a bag with your books in it on your sightseeing trips. Am I right or not?'
- Bipin Babu spoke quietly, his eyes still on the books.
- 'Which month in Nineteen fifty-eight are you talking about?' The man said, 'October'.
- 'No, sir,' said Bipin Babu. 'I spent October Nineteen fifty-eight with a friend in Kanpur. You're making a mistake. Good day.'
- But the man didn't go, nor did he stop talking. 'One evening I had tea with you on the veranda of your bungalow. You spoke about your family. You said, you had no children and that you had lost your wife a decade ago.'
- When Bipin Babu had paid for the books and was leaving the shop, the man was still looking at his in utter disbelief.
- Bipin Babu's car was safely parked in Bertram Street. He told the driver as he got into the car,
- 'Just drive by the Ganga, will you, Sitaram.' Driving up the Strand Road, Bipin Babu regretted having paid so much attention to the intruder. He had never been to Ranchi. He had an excellent memory. Unless he was losing his mind!

(2017 Modified)

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) persisted (line 12)
 - (b) decade (line 54)
 - (c) intruder (line 62)

2. Answer the following questions briefly using your own words.
 - (a) How did Bipin Chowdhury find time to read five books a week? [2]
 - (b) How did he get rid of visitors who stayed late? [2]
 - (c) Which sentence tells you that Bipin was uncomfortable? [1]
 - (d) What strong argument did Bipin Babu give to prove that he was not in Ranchi at that time? [2]
 - (e) What does Bipin Babu regret? [2]

3. What memories of the trip does Parimal Ghosh evoke to prove that Bipin Babu was indeed in Ranchi? Describe in your own words and answer in not more than 50 words. [8]

Answers

1. (a) continued, carried on
 (b) a period of ten years
 (c) trespasser or encroacher

Sample Passage 2

Read the following passage carefully and answer the questions that follow.

- 1 Ann Davison, the first woman to sail single-handedly to the Atlantic Ocean, was all set to begin her journey of hopes, aspirations and journey of troubles, when she received a gift pack. It was a Christmas gift from her 5 friends. It contained greeting cards and small gifts that, instead of cheering her, made her feel more lonely.
- Ann Davison had a passion for aviation and was among the few Americans to become a pilot. Her marriage to Frank Davison had changed her life. They had bought a 10 motorsailer named Reliance. Ann lost her husband in a tragedy with 'Reliance'. After that she got a job and a boat 'Felicity Ann' which created in her the desire to sail across the Atlantic Ocean.
- That day, the boat was making only a half knot. So, she 15 ran the engine for a while and this improved her spirits. She decided to run it a little everyday, while the ocean was calm. It kept the engine from corroding and the sound was good for her **morale**.

2. (a) Bipin Chowdhury found time to read five book a week as he lived all alone in his house. He was not a good mixer and possessed less friends. He didn't like spending time in idle chat.
- (b) He used to get rid of the visitors who stayed late by telling them that he was under doctor's order to have dinner at eight-thirty and he could no longer spend time with them.
- (c) Sentence 'Bipin Babu fell ill at ease' tells us that he felt uncomfortable.
- (d) The strong argument given by Bipin Chowdhury was that in October 1958, he was with a friend in Kanpur. He said that he never been to Ranchi.
- (e) Bipin Babu regrets having paid so much attention to the stranger who was giving false claims of having met him.
3. Parimal Ghosh tried to remind Bipin Babu that it was he who had arranged a car for Bipin Babu when he was in Ranchi in October 1958. He also reminded Bipin Chowdhury that Parimal had brought iodine for him when he had a fall in Hudroo and had cut his right knee. Someone else known as Dinesh Mukherjee was also in Ranchi. Parimal reminded Bipin of his dislike for hotel food and that he always carried a bag containing books on sightseeing trips.

She was waiting for a little wind to blow. But, there 20 was a squall and the boat, Felicity Ann was heeled over, dangerously. She was discovering the learning of many other long-distance sailors : the single hander's main enemies were lack of confidence, discouragement and loneliness. Ann tried hard to 25 reef the mainsail but was unsuccessful. She groped her way on deck and rested. She gave up trying and instead of getting nervous, she **consoled** herself by reading poetry in the cabin and discovering memory games. In the afternoon, a little desirable 30 wind blew and she could cover a short distance towards her goal. The lowering mark of fuel in her boat was alarming her. She knew she would not be able to sail everyday. Squalls had actually filled in her way more than calms. She kept her morale high, 35 calculated miles and days. She knew she was only about seven hundred miles from Barbados.

Now, she was experiencing fatigue though the twin staysails were working again and she was slowly heading towards the goal. She suspected that it was due to the deficiency of vitamin, though she had faithfully taken her vitamin tablets. As a consequence, she decided to head for Barbados, the nearest West Indies island, though she had originally planned for Antigua. This was also due to her mental depression which was another big concern. She struggled a lot to sail to the North-West reefing and changing sails constantly, usually in the middle of the night. Now, there was one more reason for Ann Davison to worry about. She had crossed the estimated sixty-day mark for her voyage. And the store of both food and water was going to be short. She tried heavy ropes astern to make Felicity Ann steer better. But, the ropes got tangled up as the directions of squalls were changing constantly. She had to pull the ropes into cockpit and untangle them. This exhausted her even more and her eyes were getting so swollen that her eyesight was getting poorer. Finally, on 18th January, weak and dispirited, she made out a faint shape on the horizon, the mountainous outline of Barbados.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) morale (line 18)
 - (b) consoled (line 27)
 - (c) deficiency (line 40)
2. Answer the following questions briefly in your own words.
 - (a) What was Ann Davison discovering about the learning of other long-distance sailors? [2]
 - (b) Why do you think the author says, "the sound was good for her morale"? [2]
 - (c) What did Ann Davison do when squall struck and she could not sail any more? [1]
 - (d) Why did Ann Davison decide to head for Barbados although she had originally planned for Antigua? [2]
 - (e) What exhausted her even more? [2]

3. Give a character sketch of Ann Davison in your own words. Do not exceed 50 words. [8]

Answers

1. (a) The level of a person's self-confidence and enthusiasm at a particular time.
 (b) Comfort or sympathise somebody who is unhappy or disappointed.
 (c) Lack of something.
2. (a) The other long-distance sailors had learnt that the single-hander's main enemies were lacking of confidence, having discouragement and loneliness. This was discovered by Ann Davison.
 (b) One learns from the passage that sailing was a passion for Ann. But, since her boat was not working properly, she had decided to sail a little everyday. This would help her not to lose her confidence and keep her motivated. Hence, I think, the author says, "It was good for her morale".
 (c) When a squall struck her boat, Ann gave up trying to sail and consoled herself by reading poetry in the cabin.
 (d) Ann was suffering from fatigue which she suspected was as a result of a vitamin deficiency. Therefore, owing to her deteriorating physical health and mental depression, she decided to head for Barbados instead of Antigua, as it was nearer.
 (e) For steering better, Ann tried to stream heavy ropes backwards. But, due to the changing directions of the violent wind, the ropes got tangled up and she had to pull them to the cockpit to untangle them. This exhausted her even more.
3. Ann Davison was a very courageous woman with strong determination. The gift pack by her friends made her feel lonely. This shows that she was emotional too. The sudden strong and violent winds stopped her for a while but could not discourage her. Instead of being demoralised, she busied herself in reading and playing memory games. This shows her self-motivation. Deficiency of fuel and deteriorating health disheartened her a little but could not deviate her from reaching her goal.

EXAM PRACTICE

PASSAGE 1

Read the following passage carefully and answer the questions that follow.

[2018]

- 1 Granny knew I'd been in the train for two nights, and she had a huge breakfast ready for me.
Later she told me there'd been a letter from Uncle Ken. 'He says he's the manager in Firpo's hotel in Simla,' she said. 'The salary is very good. It's a steady job and I hope he keeps it.'
- 5 Three days later Uncle Ken was on the veranda steps with his bedding roll and **battered** suitcase.
'Have you given up the hotel job?' asked Granny.
'No,' said Uncle Ken. 'They have closed down.'
'I hope it wasn't because of you.'
- 10 'No, Aunt Ellen. The bigger hotels in the hill stations are closing down.'
'Well, never mind. Come along and have your lunch.' Over lunch, Uncle Ken talked very seriously about ways and means of earning a living.
'There is only one taxi in the whole of Dehra', he **mused**. 'Surely there is business for another?'
- 15 'I'm sure there is,' said Granny. 'But where does it get you? In the first place, you don't have a taxi. And in the second place, you can't drive.'
'I can soon learn. There's a driving school in town. And I can use Uncle's old car.'
- 'I don't think it will run now,' said Granny.
'Of course, it will. It just needs some oiling and greasing and a spot of paint.'
- 20 'All right, learn to drive.'
So, Uncle Ken joined the driving school.
After a month Uncle Ken announced that he could drive and that he was taking the car out for a trial run.
'You haven't got your license yet,' said Granny.
- 25 'Oh, I won't take it far,' said Uncle Ken. 'Just down the road and back again.'
He spent all morning cleaning up the car. Granny gave him money for a can of petrol.
After tea, Uncle Ken said, 'Come along, Ruskin, hop in and I will give you a ride. Bring Mohan along too.'
'Mohan and I needed no urging. We got into the car beside Uncle Ken.
'Now don't go too fast, Ken,' said Granny anxiously.
'You are not used to the car as yet.'

- 30 Uncle Ken nodded and smiled and gave two sharp toots on the horn. He was feeling pleased with himself.
Driving through the gate, he nearly ran over a cat. Miss Kellner, coming out for her evening rickshaw ride, saw Uncle Ken at the wheel of the car and ran indoors again.
- 35 Uncle Ken drove straight and fast tootling the horn without a break.
At the end of the road there was a roundabout.
'We'll turn here,' said Uncle Ken, 'and then drive back again.'
He turned the steering wheel, we began going round the roundabout, but the steering wheel wouldn't turn all the way, not as much as Uncle Ken would have liked it to.....
- 40 So, instead he went on-and straight through the Maharaja of Jetpur's garden wall.
It was a single-brick wall, and the car knocked it down and **emerged** on the other side without any damage to the car or any of its occupants. Uncle Ken brought it to a halt in the middle of the Maharaja's lawn.
Running across the grass came the Maharaja himself. When he saw that it was Uncle Ken at
- 45 the wheel, the Maharaja beamed with pleasure.
'Delighted to see you, old chap!' he exclaimed. 'Jolly decent of you to drop in again. How about a game of tennis?'

Questions

1. Give the meaning of the following words as used in the passage [3]
One word answers or short phrases will be accepted.
(a) battered (line 5) (b) mused (line 13)
(c) emerged (line 41)
2. Answer the following questions briefly in your own words. [2]
(a) Why did Granny hope Uncle Ken would keep his job at Firpo's hotel?

- (b) When Uncle Ken arrived with his luggage, Granny remarked that she hoped the hotel had not closed down because of him. What does this remark tell you about Uncle Ken? [2]
- (c) Why did Uncle Ken think that driving a taxi in Dehra would be profitable? [1]
- (d) Which sentence tells you that the narrator and his friend were waiting to be invited for a drive in a car? [2]

- (e) Why did Miss Kellner run indoors when she saw Uncle Ken at the wheel of the car? [2]
- (f) What was Uncle Ken's intention at the roundabout? [2]
- 3.** (a) In not more than 60 words, describe what happened after the car went through the wall. [8]
- (b) Give a title to your summary in 3(c)(i). Give a reason to justify your choice of the title. [2]

PASSAGE 2

Read the following passage carefully and answer the questions that follow.

- 1 Rudyard Kipling, the great achiever of the honourable Nobel Prize for Literature in 1907, was a **versatile** writer with an articulate style of writing. He was an English short story writer, poet and novelist.
- 5 He was the first English language writer to receive Nobel Prize for Literature. On one hand, his writings depicted an aureate style of writing. Whereas, on the other hand, his works have also shown careless and colloquial styles.
- 10 Rudyard Kipling was born in Mumbai, on 30th December, 1865 to John Lockwood Kipling and Alice Kipling. His father who was a professor of archaeological sculptor, was appointed curator of the Government Museum in Lahore. So, his family had
- 15 to move to Lahore, soon after his birth. At the age of six, he was sent to England for schooling. He did his further education from United Service College, Devon. When he returned to India, he was a reporter for the Lahore Civil and Military Gazette and the
- 20 Allahabad Pioneer. After this he sailed back to England and also travelled through China, Japan and the United States.
- Kipling was a versatile personality and had many qualities that made him extremely popular. He was
- 25 more than a writer or journalist. His works include stories of Indian people, of children and of animals. His articles also talked about the value of the machine, his belief in progress, benefits of civilisation to the rest of the world. All these things carved him a
- 30 niche in the hearts of many readers. He wrote about everything from adventure, to supernatural activities to romance and filled in everything a special feeling. Although many of his writings were very much different from those of the **contemporary** writers, he
- 35 won the popularity of readers. He put a new life into the literature of 1890s.

After his daughter's death, Kipling collected stories for 'The Children.' They were published in 1902. This was the year when he gained highest popularity. Till the first decade of the 20th century, 40 he was at the height of popularity. One critic described Kipling as, "A versatile and **luminous** narrative gift". Henry James, the well known writer once said, "Kipling strikes me personally as the most complete man of genius that I have ever known". In 1936, when Kipling was 70, he underwent a surgery; a few days after which he died.

Questions

- 1.** Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
- versatile (line 3)
 - contemporary (line 34)
 - luminous (line 43)
- 2.** Answer the following questions briefly in your own words.
- What contrasting features of Rudyard Kipling's writings does the author talk about in the first paragraph? [2]
 - What were the names of the parents of Kipling? [2]
 - Why did Kipling's family have to move to Lahore? [1]
 - Why according to you, does the author say that Rudyard Kipling was a versatile personality? [2]
 - What all was the work of Kipling based on? [2]
- 3.** Write the summary of the above passage in your own words. Do not exceed 50 words. [8]

PASSAGE 3

Read the following passage carefully and answer the questions that follow.

- 1 I rested for a moment at the door of Anand Bhavan, on Market Road, where coffee drinkers and tiffin eaters at their tables sat **transfixed** uttering low moans on seeing me. I wanted to assure them,
- 5 "Don't fear, I am not out to trouble you. Eat your tiffin in peace, don't mind me... You, nearest to me, hugging the cash box, you are craven with fear, afraid even to breathe. Go on, count the cash, if that's your pleasure. I just want to watch, that's all... If my tail
- 10 trails down to the street, if I am blocking your threshold : it is because, I'm told, I'm eleven feet tip to tail. I can't help it. I'm not out to kill...I'm too full—found a green pasture teeming with food on the way. Won't need any for several days to come, won't
- 15 stir, not until I feel hungry again. Tigers attack only when they feel hungry, unlike human beings who slaughter one another without purpose or hunger..." To the great delight of children, schools were being hurriedly closed. Children of all ages and sizes were
- 20 running **helter-skelter** screaming joyously, 'No school, no school, Tiger, tiger!' They were shouting and laughing and even enjoyed being scared. They seemed to welcome me. I felt like joining them and bounded away from the restaurant door and trotted
- 25 along with them, at which they gleefully cried 'The tiger is coming to eat us; let us get back to the school!'
- I followed them through their school gate while they ran up and shut themselves in the school hall
- 30 securely. I ascended the steps of the school, saw an open door at the far end of a veranda and walked in. It happened to be the headmaster's room, I believe, as I noticed a very dignified man jumping on his table and heaving himself up into an attic. I walked
- 35 in and flung myself on the cool floor, having a partiality for cool stone floors, with my head under the large desk—which gave me the feeling of being back in the Mempi cave...
- As I drowsed, I was aware of cautious steps and
- 40 hushed voices all around. I was in no mood to bother about anything. All I wanted was a little

moment of sleep; the daylight was dazzling. In half sleep I heard the doors of the room being shut and bolted and locked. I didn't care. I slept.

- 45 While I slept, a great deal of consultation was going on. I learnt about it later through my master, who was in the crowd—the crowd which had gathered after making sure that I had been properly locked up—and was watching. The headmaster seems to
- 50 have remarked some days later, "Never dreamt in my wildest mood that I'd have to yield my place to a tiger A wag had retorted, "Might be one way of maintaining better discipline among the boys."
- 'Now that this brute is safely locked up, we must decide,'
- 55 began a teacher. At this moment my master pushed his way through the crowds and **admonished**. 'Never use the words 'beast' or 'brute'. They're ugly words coined by humans in their arrogance. The human being thinks all other creatures are 'beasts', Awful
- 60 word!!.

(2011)

Questions

- Give the meaning of the following words as used in the passage. One word answer or short phrases will be accepted. [3]
 (a) transfix (line 3)
 (b) helter-skelter (line 20)
 (c) admonished (line 56)
- Answer the following questions briefly in your own words.
 (a) What reassurance did the tiger give the coffee drinkers? [2]
 (b) In what way are tigers different from human beings? [2]
 (c) Why were the children delighted? [1]
 (d) What did the headmaster say some days later? [2]
 (e) What was the wag's response? [2]
- Describe the tiger's activities from the time it followed the school children till it slept, in your own words. Do not exceed 50 words. [8]

PASSAGE 4

Read the following passage carefully and answer the questions that follow.

- 1 It was a dull autumn day and Jill Pole was crying behind the gym. She was crying because they had been **bullying** her. This is not going to be a school story, so I shall say as little as possible about Jill's school, which
- 5 is not a pleasant subject. It was co-educational, a school for both boys and girls, what used to be called a 'mixed' school; some said it was not nearly so mixed as the minds of the people who ran it. These people had the idea that boys and girls should be allowed to do what
- 10 they liked. And unfortunately what ten or fifteen of the biggest boys and girls liked best was bullying the others. All sorts of things, horrid things, went on which at an ordinary school would have been found out and stopped in half a term, but at this school they weren't.
- 15 Or even if they were, the people who did them were not **expelled** or punished. The head said they were interesting psychological cases and sent for them and talked to them for hours. And if you knew the right sort of things to say to the head, the main result was
- 20 that you became rather a favourite than otherwise.
- That was why Jill Pole was crying on that dull autumn day on the damp little path which runs between the back of the gym and the shrubbery. And she hadn't nearly finished her cry when a boy came round the
- 25 corner of the gym whistling, with his hands in his pockets. He nearly ran into her. "Can't you look where you're going?" said Jill Pole. "All right," said the boy, "you needn't start—" and then he noticed her face, "I say, Jill," he said, "what's up?"
- 30 Jill only made faces; the sort you make when you're trying to say something but find that if you speak you'll start crying again. "It's them, I suppose—as usual," said the boy grimly, digging his hands further into his pockets. Jill nodded. There was no need for
- 35 her to say anything, even if she could have said it. They both knew. "Now, look here," said the boy, "its no use..."
- He meant well, but he did talk rather like someone beginning a lecture. Jill suddenly flew into a temper
- 40 (which is quite a likely thing to happen if you have been interrupted in a cry).
- "Oh, go away and mind your own business," she said. "Nobody asked you to come **barging** in, did they? And you're a nice person to start telling us
- 45 what we all ought to do, aren't you? I suppose you mean we ought to spend all our time sucking up to them and currying favour and dancing attendance on them like you do." 'Oh, Lord!' said the boy, sitting down on the grassy bank at the edge of the
- 50 shrubbery and very quickly getting up again because the grass was soaking wet. His name unfortunately was Eustace Scrubb, but he wasn't bad sort.
- "Jill!" he said. "Is that fair?"
- "I don't know and I don't care," sobbed Jill.
- 55 Eustace saw that she wasn't quite herself yet and very sensibly offered her a peppermint. He had one too. Presently Jill began to see things in a clearer light. "I'm sorry, Eustace," she said presently.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. {3}
 - (a) bullying (line 3)
 - (b) expelled (line 16)
 - (c) barging (line 43)
2. Answer the following questions briefly in your own words.
 - (a) Why do you think she was crying behind the gym? {2}
 - (b) Who is the 'them' referred to in the line 15. {2}
 - (c) Why did Jill fly into a temper? {1}
 - (d) Which sentences tell us that both Jill and Eustace Scrubb had suffered similarly? {2}
 - (e) When did Jill begin to see things differently? {2}
3. What kind of school did the children go to in above passage? Write your answer in your own words and not more than 50 words. {8}

PASSAGE 5

Read the following passage carefully and answer the questions that follow.

- 1 Lying in bed, Swami realised with a shudder that it was Monday morning. It looked as though only a moment ago it had been the last period on Friday; already Monday was here. He hoped that an
 5 earthquake would reduce the school building to dust, but that good building – Albert Mission School – had withstood similar prayers for over a hundred years now. At 9 o'clock Swaminathan wailed, "I have a headache." His mother said, "Why
 10 don't you go to school in a bullock cart?"
 "So that I may be completely dead at the other end? Have you any idea what it means to be **jolted** in a cart?"
 "Have you any important lessons today?"
 15 "Important! Bah! That geography teacher has been teaching the same lesson for over a year now. And we have arithmetic, which means for a whole period we are going to be beaten by the teacher
 Important lessons!"
 20 And mother generously suggested that Swami might stay at home.
 At 9:30, when he ought to have been lining up the school prayer hall, Swami was lying on the bench in mother's room. Father asked him, "Have you no
 25 school today?"
 "Headache," Swami replied.
 "Nonsense! Dress up and go."
 "Headache."
 30 "Loaf about less on Sundays and you will be without a headache on Monday."
- Swami knew how **stubborn** his father could be and changed his tactics. "I can't go so late to class."
 "I agree, but you'll have to; it is your own fault. You should have asked me before deciding to stay away."
 35 "What will the teacher think if I go so late?"
 "Tell him you had a headache and so are late."
 "He will beat me if I say so."
 "Will he? Let us see. What is his name?"
 "Mr Samuel."
 40 "Does he beat the boys?"
 "He is very violent, especially with boys who come late. Some days ago a boy was made to stay on his

- knees for a whole period in a corner of the class because he came late and that after getting six cuts
 45 from the cane and having his ears twisted. I wouldn't like to go late to Mr Samuel's class."
 "If he is so violent, why not tell your headmaster about it?"
 "They say that even the headmaster is afraid of him.
 50 He is such a violent man."
 And then Swami gave a lurid account of Samuel's violence; how when he started caning he would not stop till he saw blood on the boy's hand, which he made the boy press to his forehead like a vermillion marking.
 55 Swami hoped that his father would be made to see that he couldn't go to his class late. But father's behaviour took an unexpected turn. He became excited. "What do these people mean by beating our
 60 children? They must be driven out of service. I will see....."
 The result was he proposed to send Swami late to his class as a kind of challenge. He was also going to send a letter with Swami to the headmaster. No
 65 amount of protest from Swami was of any **avail**: Swami had to go to school.
 By the time he was ready, father had composed a long letter to the headmaster, put in an envelope and sealed it.
 70 "What have you written, father?" Swaminathan asked apprehensively.
 "Nothing for you. Give it to your headmaster and go to your class."
 Swami's father did not know the truth, that actually
 75 Mr Samuel was a very kind and gentle man.

(2016 Modified)

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. (3)
 - jolted (line 12)
 - stubborn (line 31)
 - avail (line 65)
- Answer the following questions briefly in your own words. (2)
 - What did Swami wish for on a Monday morning?
Why was his wish unlikely to be answered?

- (b) Which sentence tells us that Swami's father was completely unsympathetic to his son's headache? [2]
- (c) In what way was Swami's mother's response different from his father's? [1]
- (d) Why did Swami give a colourful account of Mr Samuel to his father? [2]

(e) In what way did father's behaviour take an unexpected turn? [2]

3. Describe how Swami tries to prove that Mr Samuel is a violent man in your own words and not more than 50 words. [8]

PASSAGE 6

Read the following passage carefully and answer the questions that follow.

1 A panther was terrorising the Khulna district of Bangladesh, just outside the Sundarbans. It had recently carried off a little girl. She was the seventh person killed in two months by the animal. And it
 5 was growing bolder. The previous victim was a man who had been attacked in broad daylight in his field. The beast dragged him off into the forest and his corpse was later found hanging from a tree. The villagers kept a watch nearby that night, hoping to
 10 surprise the panther and kill it, but it never appeared. The Forest Department hired a professional hunter. He set-up a small, hidden platform in a tree near a river where two of the attacks had taken place. A goat was tied to a stake on the river's bank. The
 15 hunter waited several nights. He assumed the panther would be an old, wasted male with worn teeth, incapable of catching anything more difficult than a human. But it was a sleek tiger that stepped into the open one night : a female with a single cub.
 20 The goat bleated. Oddly, the cub, who looked to be about three months old, paid little attention to the goat. It raced to the water's edge, where it drank eagerly. Its mother followed it. Of hunger and thirst, thirst is the greater urge. Only once the tiger had
 25 quenched her thirst did she turn to the goat to satisfy her hunger.
 The hunter had two rifles with him : one with real bullets, the other with immobilising darts. This animal was not the man-eater, but so close to human
 30 habitation she might pose a threat to the villagers, especially as she was with a cub. He picked up the gun with the darts. He fired as the tiger was about to attack the goat. The tiger reared up and snarled and raced away. But immobilising darts don't bring on
 35 sleep gently—they knock the creature out without warning. A burst of activity on the animal's part makes it act all the faster. The hunter called his assistants on the radio. They found the tiger about two hundred yards from the river. She was still
 40 conscious. Her back legs had given way and her

balance on her front legs was shaky. When the men got close, she tried to get away but could not manage it. She turned on them, lifting a paw that was meant to kill. It only made her lose her balance. She collapsed
 45 and the Pondicherry zoo had two new tigers. The cub was found in a bush close by, meowing with fear. The hunter, whose name was Richard Parker, picked it up with his bare hands and remembering how it had rushed to drink in the river, named it Thirsty. But
 50 the shipping clerk at the Howrah train station was evidently a man both confused and diligent. All the papers received with the cub clearly stated that its name was Richard Parker, that the hunter's first name was Thirsty and that his family name was none given. Richard Parker's name stuck. I don't know if the hunter was ever called Thirsty None Given!

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]

- (a) corpse (line 8)
 (b) quenched (line 25)
 (c) reared (line 33)

2. Answer the following questions briefly in your own words.

- (a) Why does the author say that the panther 'was getting bolder'? [2]

- (b) Why did the Forest Department hire a professional hunter? [2]

- (c) What did the hunter expect to encounter? What did he actually encounter? [1]

- (d) What did the tiger do before turning to attack the goat? Why did it do that? [2]

- (e) What name did the hunter give to the cub? Why? [2]

3. Narrate how the hunter and his assistants captured the tiger and her cub, in your own words and not more than 50 words. [8]

PASSAGE 7

Read the following passage carefully and answer the questions that follow.

- 1 There were other boys in Manjari village, but Bisnu was the only one who went to school. His mother would not have fussed if he had stayed at home and worked in the fields. That was what the other boys
 5 did; all except lazy Chittru, who preferred fishing in the stream or helping himself to the fruit of other people's trees. But Bisnu went to school. He went because he wanted to. No one could force him to go and no one could stop him from going. He had set
 10 his heart on receiving a good schooling. He wanted to read and write as well as anyone in the big world and so he walked to school every day.
- A colony of langoors lived in the forest. They fed on oak leaves, acorns and other green things and usually
 15 remained in the trees, coming down to the ground only to play or sun themselves. They were beautiful, supple-limbed animals, with black faces and silver-grey coats and long, sensitive tails. They leapt from tree to tree with great **agility**. The young ones wrestled on
 20 the grass like boys.
- A dignified community, the langoors did not have the cheekiness or dishonest habits of the red monkeys of the plains; they did not approach dogs or humans. But they had grown used to Bisnu's comings
 25 and goings and did not fear him. Some of the older ones would watch him quietly, a little puzzled. They did not go near the town; because the boys threw stones at them. And anyway, the forest gave them all the food they required.
- 30 Coming from another direction was a second path and at the junction of the two paths Sarru was waiting for him. Sarru came from a small village about three miles from Bisnu's and closer to the town. They **hailed** each other and walked along. They
 35 often met at this spot, keeping each other company for the remaining two miles.
- 'There was a panther in our village last night,' said Sarru.
- This information interested but did not excite Bisnu.
 40 Panthers were common enough in the hills and did not usually present a problem except during the winter months, when their natural prey was scarce. 'Did you lose any animals?' asked Bisnu.
- 'No, It tried to get into the cowshed but the dogs
 45 set-up the alarm. We drove it off.'
- 'It must be the same one that came around last winter. We lost a calf and two dogs in our village.'
- 'Wasn't that the one the shikaris wounded? I hope it hasn't become a cattle-lifter.'
- 50 'It could be the same. It has a bullet in its leg. These hunters are the people who cause all the trouble. They think it's easy to shoot a panther. It would be better if they missed altogether, but they usually wound it.'
- 55'And then the panther's too slow to catch the barking-deer and starts on our own animals'. 'We're lucky it didn't become a man-eater. Do you remember the man-eater six years ago? I was very small then. My father told me all about it. Ten
 60 people were killed in our valley alone.'
- 'What happened to it?'
- 'I don't know. Some say it poisoned itself when it ate the headman of the village.'
- Bisnu laughed. No one liked that old **villain**. They
 65 linked arms and scrambled up the stony path to school.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. (3)
 - agility (line 19)
 - hailed (line 34)
 - villain (line 64)
- Answer the following questions briefly in your own words.
 - How was Chittru different from other boys? (2)
 - What was Bisnu's ambition? (2)
 - What information did Sarru give Bisnu? (1)
 - How did the information affect Bisnu? (2)
 - What joke does Sarru make? (2)
- Describe what the narrator tells us about the behaviour of the langoors, in your own words and not more than 50 words. (8)

PASSAGE 8

Read the following passage carefully and answer the questions that follow.

- 1 They pass me everyday, on their way to school—boys and girls of the surrounding villages and the outskirts of the hill station. There are no school buses plying for these children; they walk.
- 5 For many of them it's a very long walk. Ranbir, who is ten, has to climb the mountain from his village, four miles distant and two thousand feet below the town level. He comes in all weathers, wearing the same pair of cheap shoes until they have 10 almost fallen apart.
- Ranbir is a cheerful soul. He waves to me whenever he sees me at my window. Sometimes, he brings me cucumbers from his father's field. I pay him for the cucumbers; he uses the money for books or for small 15 things needed at home.
- Many of the children are like Ranbir—poor, but slightly better off than what their parents were at the same age. They cannot attend the expensive residential and private schools that abounded here 20 but must go to the government-aided schools with only basic facilities. Not many of their parents managed to go to school.
- They spent their lives working in the field or delivering milk in the hill station. The lucky ones got 25 into the army. Perhaps Ranbir will do something different when he grows up.
- He has yet to see a train but he sees planes flying over the mountains almost everyday.
- "How far can a plane go?" he asks.
- 30 "All over the world," I tell him. "Thousands of miles in a day. You can go almost anywhere."
- "I'll go round the world one day," he vows. "I'll buy a plane and go everywhere!"
- And maybe he will. He has a determined chin and 35 defiant look in his eyes.
- Up to a few years ago, very few girls in the hills or in the villages of India went to school. They helped in the home until they were old enough to be married, which wasn't very old. But, there are now just as many 40 girls as there are boys going to school.
- Bindra is something of an extrovert-confident fourteen years old who chatters away as she hurries down the road with her companions. Her father is a

forest guard and knows me quite well. I meet him on 45 my walks through the deodar woods behind Landour. And I had grown used to seeing Bindra almost everyday.

When she did not put in an appearance for a week, I asked her brother if anything was wrong.

50 'Oh nothing,' he says, "she is helping my mother cut grass.

Soon the monsoon will end and the grass will dry up. So, we cut it now and store it for the cows in winter."

"And why aren't you cutting grass too?"

55 "Oh, I have a cricket match today," he says and hurries away to join his teammate. Unlike his sister, he puts pleasure before work!

Cricket, once the game of elite has become the game of masses. On any holiday, in any part of this vast 60 country, groups of boys can be seen making their way to the nearest field or open patch of land, with bat, ball and any other cricketing gear that they can cobble together. Watching some of them play; I am amazed at the quality of talent, at the finesse with 65 which they bat or ball. Some of the local teams are as good, if not better, than any from the private schools, where there are better facilities. But boys from these poor or lower middle-class families will never get the exposure that is necessary to bring them to the 70 attention of those who select state or national teams. They will never get near enough to the men of influence and power. They must continue to play for the love of the game or watch their more fortunate heroes exploits on television.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - defiant (line 35)
 - elite (line 58)
 - exposure (line 69)
- Answer the following questions briefly in your own words.
 - In what way are the children better off than their parents? [2]
 - What was Ranbir's ambition? [2]

- (c) How has the fate of the girls changed? [1]
 (d) In what way was her brother different from Bindra? [2]
 (e) Why is the narrator amazed? [2]

3. Relate what difficulties the children face in their daily lives. How does the author feel about it? Write your answer in your own words and not more than 50 words. [8]

PASSAGE 9

Read the following passage carefully and answer the questions that follow.

1 The boy was idling in the market place on the look out for mischief. All at once he saw it beckoning him. Workmen had been slating the church spire and their ladders stretched invitingly from Earth to 5 steeple. All children like scrambling up to high places to see if the world looks any different from an apple tree or a stable loft. Over and above his love for climbing, Michael had a longing to do things that had never been done before. As he gazed at the 10 spire, crowned by a golden ball and weather-vane, an idea crept into his mind he would be the first person in flushing to stand on the golden ball beneath the weather-vane!

He glanced around. No one was looking; Michael 15 began to swarm up the ladder. At the top of the tower there rose a slated spire crowned by a golden ball and a weather-vane. At last Michael found himself squatting on top of the ball holding on by the vane. Presently, he heard workmen moving 20 below. He did not peer over or speak. He was not going to be hauled down before flushing had seen him. The voices died away and Michael sat resting. At last he felt ready to startle the town. He pulled himself to his feet and keeping tight hold of the 25 weather-vane, managed to stand on top of the ball. It was well that he had a cool head and iron nerves. Someone must have cast a casual glance up at the vane and seeing his little figure, cried out. In a minute or two, Michael was delighted to see the 30 market place full of people who had rushed out of their shops and houses to gaze at the dizzy sight. It was splendid to have all those eyes and hearts glued upon you! But Michael did not intend to stay there until he was fetched down, to be handed over 35 to his father and cuffed before the crowd. After a

while he prepared to descend of his own free will. He leaned over the ball. The ladder was gone. The workmen had taken it away! A sudden feeling of sickness and giddiness came over Michael. He 40 mastered it. To wait for rescue was a humiliating way to end his escapade. He would come down alone, even if it cost him his life.

The spire at the base of the ball was only half slated and Michael saw some hope of gaining a foothold on 45 the old part. He clasped his arms round the top of the ball and let his body swing down; he was just able to feel the first slate with his toes. Those toes were shod with iron toe-caps, for Michael was hard on his shoes. Michael kicked with his armoured toes 50 till the slate crashed and fell in; then he got a foothold on the wooden laths beneath. He rested for a minute, with aching arms and a stiff body. He must change his grip on the ball which was too big to slide his arms down; he must get clear of it and 55 somehow grasp the spire beneath. One false move and he would be hurled to death on the cobbles below.

Slowly he began to slide his hands together on the top of the ball and then downward over its bulging face. Every inch was packed with peril; every inch 60 pushed him backward towards his death. It seemed to him that he would be too weak to hold on when the time came for him to grasp the spire.

But at last, the steady, deadly creeping of his fingers brought him to a point where he could bend forward. 65 With a sudden snatch he caught the base of the ball. The next moment he was kicking out a stairway in the old tiles and swarming swiftly down. He reached the foot of the spire, lifted the trapdoor of the tower, ran down the steps and was caught by his father in the 70 organ loft.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) startle (line 23)
 - (b) casual (line 27)
 - (c) grasp (line 55)
2. Answer the following questions briefly in your own words. [2]
 - (a) What was Michael doing in the market place? What attracted his attention?
3. With close reference to the last five paragraphs of the extract, trace Michael's descent from the top of the ball to the foot of the spire. Describe in your own words and not more than 50 words. [8]

PASSAGE 10

Read the following passage carefully and answer the questions that follow.

1 At school everybody seemed to be overwhelmed by the thought of the examinations. It was weeks since anybody had seen a smile on Shankar's face. Somu had become brisk and businesslike. Pea took
 5 time to grasp jokes and seldom made any either. And as for Rajam, he came to school at the stroke of the first bell, took down everything the teacher said and left at the stroke of the last bell, hardly uttering a dozen words to anybody. Mani was beginning to
 10 look worried and took every opportunity to take Shankar aside and have his doubts (that arose from time to time as he plodded through his texts) cleared. He dogged the steps of the school clerk. There was a general belief in the school that the clerk was
 15 omniscient and knew all the question papers of all the classes. One day Mani went to the clerk's house and laid a neat bundle containing fresh brinjals at his feet. The clerk was pleased and took Mani in and seated him on a stool.
 20 The clerk looked extremely amiable and Mani felt that he could ask anything at that moment and get it. The clerk was murmuring something about his cat, a lank ill fed thing, that was nestling close to him. Most of what he was saying did not enter Mani's
 25 head. He was waiting feverishly to open the topic of question papers. The clerk had meanwhile passed from cats to eye-flies; but it made little difference to Mani, who was waiting for the other to pause for breath to launch his attack. 'You must never let these
 30 eye-flies buzz near your eyes. All cases of eyesore can be traced to it. When you get eyesore, the only thing you can do is to take a slice of raw onion' Mani realised that the other would not stop and butted in,

- (b) What did Michael long to do? What did he plan to accomplish this? [2]
- (c) What sight filled Michael's heart with delight and why? [1]
- (d) Why did Michael not wait for rescue? [2]
- (e) Use the word 'face' in a sentence of your own such that it has a different meaning from that it carries in the passage. [2]

3. With close reference to the last five paragraphs of the extract, trace Michael's descent from the top of the ball to the foot of the spire. Describe in your own words and not more than 50 words. [8]

'There is only a week more for the examinations sir.....'

- 35 The clerk was slightly puzzled : 'Yes. Indeed, a week more You must take care to choose only the juicy variety, the large juicy variety, not the small onion' 'Sir,' Mani interrupted, ignoring the juicy variety. 'I am much worried about my examination.' He tried to look pathetic.
 'I am glad. If you read well, you will pass,' said the Oracle.
 'You see, sir, I am so worried, I don't sleep at nights, thinking of the examination.....'
- 40 45 If you could possibly tell me something important... I have such a lot to study.
 I don't want to study unnecessary things that may not be necessary for the examination. He meandered thus the clerk understood what he was driving at, but
- 50 55 said, 'Just read all your portions and you will pass.' Mani realised that diplomacy was not his line. He asked bluntly, 'Please tell me, sir, what questions are we getting for our examination?'
 The clerk denied having any knowledge of the question papers. Mani flattered him by asking, he did not know the questions, who else would. By just a little more of the same judicious flattery the clerk was moved to give what Mani believed to be valuable hints. In spite of the fact that he did not know what
- 60 65 the first form texts were, the clerk ventured to advise 'you must pay particular' attention to Geography. May be you will have to practice map-drawing a lot. And in Arithmetic make it a point to solve at least five problems every day and you will be able to tackle Arithmetic as easily as you swallow plantains.'

'And what about English?'

'Oh, don't worry about that. Have you read all your lessons?'

'Yes, sir,' Mani replied without conviction. 'It is all right then. You must read all the important lessons again and if you have time, yet again and that will be ample.' These answers satisfied Mani greatly. On his way home, he smiled to himself and said that the four annas he had invested on brinjals was not after 70 all a waste.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
- (a) plodded (line 12) (b) amiable (line 20)
 (c) conviction (line 69)

- Answer the following questions briefly in your own words.

- (a) What effect did the coming examination have on [2]
 Shankar, Somu, Pea and Rajam?
 (b) Which word in the passage describes the clerk as all knowing? [2]
 (c) Why did Mani give the clerk fresh brinjals? [1]
 (d) What did the clerk believe was the reason for eyesore? What was the remedy? [2]
 (e) Why did Mani ask the question bluntly? [2]

- What did Mani really want to know? What valuable hints was he given? Write your answer in your own words and not more than 50 words. [8]

PASSAGE 11

Read the following passage carefully and answer the questions that follow.

1 The affairs of Vijayanagara Empire with Portugal grew so gracious under the regime of King Krishnadeva Raya that a Portuguese traveller named Domingo Paes even visited Vijayanagara to observe its grandeur.
 5 This traveller spent significant periods in the Bhuvana Vijayam (Royal Court) and even gave a vivid account of his visit.
 Once an affluent Portuguese lady desirous of visiting the architectural marvels of Lord Venkateshwara, Virupaksha
 10 and Vithalaswamy temples accompanied Domingo Paes to the imperial capital city of Hampi. When the king was apprised of this, he invited Domingo Paes and the lady to the majestic palace for a lunch. The king was informed that the Portuguese lady spent a lot
 15 of time and money on her makeup and was an egoistic lady who liked people admiring her.
 Just before the lady visited the royal palace, the king cautioned all his courtiers to be extra careful while conversing or responding to the lady. The lady was given an affectionate reception and admired the courteousness extended by the king. Soon after the lunch, the king and the lady conversed. During the tete-a-tete, the lady asked the king, "What do you think about my age?"

25 The king was perplexed to hear such a question and looked at the lady for sometime. He knew that it was difficult to answer the lady and to keep her blissful. However, the king said, "You are an elegant lady and it's very difficult for anybody to precisely arrive at 30 your age. It requires a rational person to guess your age. Only my witty courtier Tenali Raman is capable of answering your question."
 Sighting the king to be in a shaky position, Tenali took control of the situation and said, "Madam, if I 35 consider your dazzling teeth, your age should be 19; but from your wavy brown hair, you can be placed around 18. But if I consider your gentle complexion, you can be said to be no more than 16." The lady felt extremely flattered at this idea of her age and 40 insisted, "Thank you for your kind opinion, but please do tell me what you consider to be my age?"
 "Ma'am, I have already given you my estimate of your age. As I am too weak in calculations, you just 45 have to add 19, 18 and 16 and you will arrive at my guess of your age," replied Tenali and gave her a broad smile!
 The lady was so amazed to hear such an intelligent reply from Tenali that she suddenly burst into 50 laughter. The king joined her.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) affluent (line 8)
 - (b) egoistic (line 15)
 - (c) flattered (line 39)
2. Answer the following questions briefly in your own words.
 - (a) Why did the Portuguese lady visit the imperial capital city of Hampi? [2]
3. Describe in your own words the scene of the king's deviating the question to Tenali and Tenali's handling the situation. Do not exceed 50 words. [8]

PASSAGE 12

Read the following passage carefully and answer the questions that follow.

- 1 The term dietary fibres refers collectively to indigestible carbohydrates present in plant foods. The importance of these dietary fibres came into the picture when it was observed that the people
- 5 having diet rich in these fibres, had low **incidence** of coronary heart disease, irritable bowel syndrome, dental caries and gall stones. The foodstuffs rich in these dietary fibres are cereals and grains legumes, fruits with seeds, citrus fruits, cabbage, green leafy vegetables, apples, melons, peaches, pears etc.
- 10 These dietary fibres are not digested by the enzymes of the stomach and the small intestine whereas most of other carbohydrates like starch and sugar are digested and absorbed. The dietary fibres have the
- 15 **property** of holding water and because of it, these get swollen and behave like a sponge as these pass through the gastrointestinal tract. The fibres add bulk to the diet and increase transit time in the gut. Some of these fibres may undergo fermentation in
- 20 the colon.
- In recent years, it has been considered essential to have some amount of fibres in the diet. Their beneficial effects lie in preventing coronary heart disease and decreasing cholesterol level. The fibres
- 25 like gums and pectin are reported to decrease postprandial (after meals) glucose level in blood. These types of dietary fibres are recommended for the management of certain types of diabetes. Recent studies have shown that the fenugreek (Methi) seeds,
- 30 which contain 40% gum, are effective in decreasing blood glucose and cholesterol level as compared to other gum containing vegetables. Some dietary

- (b) Why did the king caution all his courtiers? What did he caution them? [2]
- (c) What reply did the king give the lady to her question? [1]
- (d) What was the lady's response to Tenali's estimate about her age? [2]
- (e) Which three words in the passage describe the splendid architecture and ambience of the palace? [2]
3. Describe in your own words the scene of the king's deviating the question to Tenali and Tenali's handling the situation. Do not exceed 50 words. [8]

fibres increase transit time and decrease the time to release of ingested food in colon. The diet having less fibres is associated with colon cancer and the dietary fibres may play a role in decreasing the risk of it. The dietary fibres hold water so that stool are soft, bulky and readily eliminated. Therefore, high fibre intake prevents or relieves constipation.

40 The fibres increase motility of the small intestine and the colon and by decreasing the transit time there is less time for exposure of the mucosa to harmful **toxic** substances. Therefore, there is a less desire to eat and the energy intake can be maintained within the range

45 of requirement. This phenomenon helps in keeping a check on obesity. Another reason in helping decrease obesity is that the high-fibre diets have somewhat lower coefficients of digestibility. The dietary fibres may have some adverse effects on nutrition by binding

50 some trace metals like calcium, magnesium, phosphorus, zinc and others. Therefore preventing their proper absorption. This may pose a possibility of nutritional deficiency especially when diets contain marginal levels of mineral elements. This may become

55 important constraints on increasing dietary fibres. It is suggested that an intake of 40 grams dietary fibres per day is desirable.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) incidence (line 5)
 - (b) property (line 15)
 - (c) toxic (line 42)

- 2.** Answer the following questions briefly in your own words.
- How is the diet rich in dietary fibres beneficial for human beings? [2]
 - Which dietary fibres are beneficial in the management of certain types of diabetes? [2]
 - In what way does the high fibre intake prevent constipation? [1]

(d) How do the fibres help in keeping a check on obesity? [2]

(e) Do the dietary fibres have some adverse effect on nutrition too? What are they? [2]

- 3.** Describe some benefits and some adverse effects of dietary fibres in your own words. Do not exceed 50 words. [8]

PASSAGE 13

Read the following passage carefully and answer the questions that follow.

1 In seventeenth century, London was no stranger to the pestilence. The earliest records note its occurrence in the seventh century. There had been several outbreaks during the 1600 hundred, killing a large number of the 5 population. More than twenty-five thousand had died in the plagues of 1603 and 1625 and other epidemics that followed. But the plague of 1665 was the most widespread and **disastrous** and gave rise to the name 'The Great Plague'.
 10 It began to spread in the summer months, although there is evidence that it was around in the winter of 1664-65 in the parish of St Giles. However, the winter was severe and the plague did not spread dramatically until the hot, windless summer took hold. Life was 15 lived in public and the city streets were usually teeming with life. There were market stalls, shops and traders of various kinds who sold their wares in the streets, so illness spread quickly. The population of London had also been growing and there were 20 many poor people living in dwellings clustered together on the edge of the city. At its height in September, the plague claimed approximately eight thousand victims a week.
 Hygiene hardly existed and rubbish was thrown or 25 left in the street, despite the authorities' attempts to regulate waste **disposal**. Foul-smelling kennels ran down the sides or along the middle and there were open sewers. These were ideal places for the mosquitoes to breed and the ague was a feature of the period as
 30 well as plague, flux, smallpox and typhus. Disease was rife and death, common. Pneumonic plague, which also caused many deaths, was spread by coughing and affected the lungs. Lists of the dead and the diseases from which they had died were regularly 35 published in the bills of mortality.

The symptoms of the plague were easily recognisable: fever, sickness, muscle pain and sometimes plague spots, which were haemorrhages under the skin. But the most telling sign of all were the buboes under the 40 armpits and in the neck and groin. The cause was not known and the house rat, *rattus*, or more precisely, its flea, was not suspected. Instead, a range of **culprits** was lined up. The foul city odour, the fog, rotten food, pigeons, pets and other domestic 45 animals were all blamed. Thousands of creatures were needlessly slaughtered. Some people thought the epidemic was a judgement from God.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - disastrous (line 8)
 - disposal (line 26)
 - culprit (line 43)
- Answer the following questions briefly in your own words.
 - When was the plague first recorded in London? (Roughly how long did The Great Plague occur?) [2]
 - Why was the plague of 1665 called 'The Great Plague'? [2]
 - When did the plague begin to spread dramatically? [1]
 - Which sentences in the passage show that the plague of 1665 was really disastrous? [2]
 - What was the most telling sign of the plague? [2]
- Describe the seventeenth century London that was it fated by the epidemic of The Great Plague. Describe in your own words and do not exceed 50 words. [8]

PASSAGE 14

Read the following passage carefully and answer the questions that follow.

- 1 As far as I can remember, Grandmother's birthday has always been a unique occasion for everyone in my family. It was a day when everyone would gather together to celebrate. Although many of my relatives 5 lived abroad, they would always make it a point to be back home for the celebration.
- This year was no different. Mother was up very early in the morning, before dawn, as she headed to the wet market for the freshest choice of meat, fish and 10 vegetables. After an hour or so, she returned home with two full baskets and looked ready to cook a feast. Together with our maid, Aminah and my aunt, my mother washed, cleaned, chopped, mixed, prepared and fried the ingredients of the many special dishes 15 for dinner. They worked without any rest almost non-stop until six in the evening, just as the guests and relatives started to arrive.
- Grandmother was sitting in the living room and smiling benevolently. Everyone had either a present 20 or a red packet to give her and together they wished her a very happy birthday with traditional Chinese greetings. Grandmother responded with a wide smile and for the little ones who were crowding around her **yelling** for attention, she gave a red packet each.
- 25 Being her favourite grandson, I was always given an extra big red packet, which I would afterwards squeeze into my piggy bank. After all the greetings and excitement, the children rushed into the garden to join the others who were already on the slides and 30 swings, jostling for their turns.
- At seven o'clock, everyone had arrived and settled themselves comfortably at the dinner table. The children including myself had a table all to ourselves. On the tables were plates of steaming hot food all 35 looking so delicious and tempting. Amidst mouthfuls of food, the adults updated each other on what was happening in their lives. The children also had a good time eating while **teasing** one another. With everyone almost talking and laughing excitedly 40 at the same time, it was hard to hear one's voice but somehow it did not matter.

My Grandmother was happiest during her birthday for she loved having her children and grandchildren around her and knowing that they were all well and happy. During these dinners, she would tell us about her life in China; how poor they were and how entire families starved because of famines. She would always end her stories by saying that no matter how hard life was in China during those days, 50 everyone was still glad to be together as a family. For me, Grandmother's birthday celebration has always been a good reason for the family to get together. It gave me the opportunity to see my cousins, some of whom I only get to meet once a year. I am looking 55 forward to this family **reunion** again next year.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - yelling (line 24)
 - teasing (line 38)
 - reunion (line 55)
- Answer the following questions briefly in your own words.
 - Why does the narrator call his grandmother's birthday 'a unique occasion'? [2]
 - What did the narrator's mother do before starting the preparation for his grandmother's birthday party? [2]
 - How did everybody greet the grandmother on her birthday? [1]
 - What does the narrator mean by the phrase 'smiling benevolently'? [2]
 - Why was the narrator's grandmother the happiest person during her birthday? [2]
- Portrait the 'scene at the dining table' on the grandmother's birthday, using your own words, in not more than 50 words. [8]

PASSAGE 15

Read the following passage carefully and answer the questions that follow.

- 1 For some time Mother had greatly envied us, our swimming, both in the daytime and at night, but as she pointed out when we suggested she join us, she was far too old for that sort of thing. Eventually,
- 5 however, under constant pressure from us, Mother paid a visit into town and returned to the villa coyly bearing a mysterious parcel. Opening this she astonished us all by holding up an extraordinary shapeless garment of black cloth, covered from top to
- 10 bottom with hundreds of frills and pleats and tucks. 'Well, what do you think of it?' Mother asked.
- We stared at the odd garment and wondered what it was for.
- 'What is it?' asked Larry at length.
- 15 'It's a bathing-costume, of course', said Mother. 'What on Earth did you think it was?'
- 'It looks to me like a badly-skinned whale,' said Larry, peering at it closely.
- 'You can't possibly wear that, Mother,' said Margo,
- 20 horrified, 'why, it looks as though it was made in nineteen-twenty.'
- 'What are all those frills and things for?' asked Larry with interest.
- 'Decoration, of course' said Mother indignantly.'
- 25 'What a jolly idea! Don't forget to shake the fish out of them when you come out of the water.'
- 'Well, I like it, anyway,' Mother said firmly, wrapping the monstrosity up again, 'and I'm going to wear it.'
- 30 'You'll have to be careful you don't get waterlogged, with all that cloth around you,' said Leslie seriously.
- 'Mother, it's awful; you can't wear it,' said Margo.
- 'Why on Earth didn't you get something more up to date?'
- 35 'When you get to my age, dear, you can't go around in a two-piece bathing suit ... you don't have the figure for it.'
- 'I'd love to know what sort of figure that was designed for,' remarked Larry.
- 40 'You really are hopeless, Mother,' said Margo despairingly.
- 'But I like it ... and I'm not asking you to wear it,' Mother pointed out angrily.

'That's right, you do what you want to do,' agreed Larry; 'don't be put off. It'll probably suit you very well if you can grow another three or four legs to go with it.'

Mother snorted indignantly and swept upstairs to try on her costume. Presently she called to us to come and see the effect, and we all trooped up to the bedroom.

50 Roger, the dog, was the first to enter, and on being greeted by this strange apparition clad in its voluminous black costume rippling with frills, he retreated hurriedly through the door, backwards, barking ferociously. It was some time before we could persuade him that it really was Mother, and even then he kept giving her vaguely uncertain looks from the corner of his eye. However, in spite of all opposition, Mother stuck to her tent-like bathing-suit, and in the end we gave up. In order to celebrate her first entry into the sea, we decided to have a moonlight picnic down at the bay, and sent an invitation to Theodore, who was the only stranger that Mother would tolerate on such a great occasion. The day for the great immersion arrived,

60 food and wine were prepared, the boat was cleaned out and filled with cushions and everything was ready when Theodore turned up.

[2015 Modified]

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - peering (line 18)
 - ferociously (line 55)
 - immersion (line 64)
- Answer the following questions briefly in your own words.
 - Why did mother not join the swimming in the beginning? [2]
 - Briefly describe her swimming costume. [2]
 - What did Larry think it was? [1]
 - Which sentence tells you that Margo thought it was old-fashioned? [2]
 - What was Leslie's concern? [2]
- In not more than 50 words describe what happened after mother went upstairs to try on her costume? [8]

PASSAGE 16

Read the following passage carefully and answer the questions that follow.

- 1 There came to our town some years ago a showman, who owned an institution called the Gaiety Land. Overnight, our Gymkhana Grounds became **resplendent** with banners and streamers and
- 5 coloured lamps. From all over the district, crowd poured into the show. Within a week of opening, in gate money, they collected five hundred rupees a day. Gaiety Land provided us with all sorts of fun and gambling and side-shows. For a couple of annas, in each booth, we
- 10 could watch anything from performing parrots to crack motor cyclists. In addition to this, there were lotteries and shooting galleries, where, for an anna, you always stood a chance of winning a hundred rupees.
- There was a particular corner of the show which was
- 15 in great favour. Here, for a ticket costing eight annas, you could be lucky enough to acquire a variety of articles—pin cushions, sewing machines or even a road engine. One evening, they drew a ticket number 1005 and I happened to own the other half of the ticket.
- 20 Glancing down the list of articles, they declared that I had become the owner of a road engine! I looked **stunned**. People gathered around and gazed at me as if I were some sort of a curious animal. Some people muttered and giggled, ‘Fancy anyone becoming the
- 25 owner of a road engine!’
- It was not the sort of prize one could carry home at short notice. I asked the showman if he could help me to transport it. He merely pointed at a notice which decreed that all the winners should remove their prizes
- 30 immediately after the draw and by their own effort. However, they had to make an exception in my case. They agreed to keep the engine at the Gymkhana Grounds till the end of the season and then, I would have to make my own arrangements to take it out.
- 35 When I asked the showman if he could find me a driver, he just smiled and said, “The fellow who brought it here had to be paid a hundred rupees for the job and five rupees a day. I sent him away and made up my mind that if no one was going to draw it, I would just leave it to
- 40 its fate.”

- “Can’t I sell it to some municipality?” I asked innocently. He burst into a laugh.
“As a showman, I have enough trouble with municipal people. I would rather keep out of the way.”
- 45 My friends and relatives poured in, to congratulate me on my latest **acquisition**. No one knew precisely how much a road engine would fetch, all the same they felt that there was a lot of money in it. “Even if you sell it as scrap iron, you can make a few thousands,”
- 50 some of my friends declared. Everyday I made a trip to the Gymkhana Grounds to have a look at my engine and I grew very fond of it. I loved its shining brass parts. I stood near it and patted it affectionately, hovered about it and returned home everyday only at
- 55 the close of the show. I thought all my troubles were coming to an end. How ignorant I was! How little did I guess that my troubles had just begun!

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - resplendent (line 4)
 - stunned (line 22)
 - acquisition (line 46)
- Answer the following questions briefly in your own words.
 - Which two sentences in the first paragraph show that Gaiety Land was popular? [2]
 - Give two reasons for the popularity of Gaiety Land. [2]
 - What is meant by the sentence “it was not the sort of prize one could carry home at short notice”? [1]
 - What was the showman’s response to the narrator asking for help to transport the road engine? [2]
 - Why was the showman ready to leave the road engine to its fate? [2]
- In note more than 50 words, describe the reactions of the public, friends and relatives towards the narrator on his winning the road engine in your own words. How did he treat his proud possession? [8]

PASSAGE 17

Read the following passage carefully and answer the questions that follow.

- 1 A good argument is the one that involves a calm, logical exposition of the facts. A bad argument will descend into adding personal insults and appealing to cheap emotional responses. Hence, somebody has
- 5 rightly said, "Sometimes arguments lost are arguments won". Always remember that silence is a powerful tool of a wise argument, for a good argument is about interchanging of ideas, modifying your views and not about winning or losing it. This
- 10 is well illustrated in the following lines
 "True words aren't eloquent; eloquent words aren't true.
 Wise men don't need to prove their point, men who need to prove their point aren't wise."
- In talking with people don't begin by discussing the
- 15 things on which you differ. Begin by **emphasising** the things on which you agree. Keep emphasising, if possible, that you are both striving for the same end and your only difference is one of method and not of purpose. Get the other person saying 'Yes, Yes',
- 20 at the outset. Keep him, if possible, from saying 'No'.
 A 'No' response is a most difficult **handicap** to overcome. When a person has said 'No', all his pride of personality demands that he remains consistent with himself. He may later feel that the 'No' was ill-advised.
- 25 Nevertheless, there is his precious pride to consider. Once having said a thing, he must stick to it. Hence, it is of very great importance that we start a person in the affirmative direction. A skilful speaker gets at the outset a number of 'Yes' responses. He has
- 30 thereby set the psychological process of his listeners moving in the affirmative direction. It is like the movement of a billiard ball. Propel it in one direction and it takes some force to deflect it, far more force to send it back in the opposite direction.
- 35 The **psychological** patterns here are quite clear. When a person says 'No' and really means it, he is doing far more than saying a word of two letters. His entire organism—glandular, nervous, muscular—gathers itself together into a condition of rejection. There is,
- 40 usually in a minute but sometimes in observable degree, a physical withdrawal or readiness for withdrawal. The whole neuro-muscular system, in short, sets itself on guard against acceptance.
- On the contrary, when a person says 'Yes', none of the
- 45 withdrawing activities take place. The organism is in a forward moving, accepting, open attitude. Hence, the more, 'Yeses' we can, at the very outset induce, the more likely we are to succeed in capturing the attention for our ultimate proposal.
- 50 It is a very simple technique—this 'Yes' technique. And yet how much neglected! It often seems as if people get a sense of their own importance by offending at the outset. The radical comes into a conference with his conservative brother and immediately he must make them furious!
- 55 What as a matter of fact, is the good of it? Indeed, he is only psychologically stupid.

Questions

- Give the meaning of the words as used in the passage. One word answers or short phrases will be accepted. [3]
 (a) emphasising (line 15)
 (b) handicap (line 21)
 (c) psychological (line 35)
- Answer the following questions briefly in your own words.
 (a) Why does the writer say "Sometimes arguments lost are arguments won?" Also, give your viewpoints to justify the statement. [2]
 (b) How does the writer advise to begin an argument or discussion? Why? [2]
 (c) Which word in the passage means one who is averse to change or innovation? [1]
 (d) Why does a person stick to his negative response for long? [2]
 (e) How does a clever speaker move his listeners in the affirmative direction? [2]
- Give a summary of the above passage in your own words. Do not exceed 50 words. [8]

PASSAGE 18

Read the following passage carefully and the questions that follow.

- 1 In the winter of 1975, I saw Hassan run a kite for the last time. Usually, each neighbourhood held its own competition. But that year, the tournament was going to be held in my neighbourhood, Wazir Akbar Khan
 5 and several other districts—Karteh-Char, Karteh-Parwan, Mekro-Rayen and Koteh-Sangi—had been invited. You could hardly go anywhere without hearing talk of the upcoming tournament.
- One night that winter, with the big contest only 4 days away, Baba and I sat in his study in overstuffed
 10 leather chairs by the glow of the fireplace. We were sipping tea, talking. Ali had served dinner earlier—potatoes and cauliflower over rice—and had retired for the night
- 15 with Hassan. Baba was fattening his pipe and I was asking him to tell the story about the winter a pack of wolves had descended from the mountains in Herat and forced everyone to stay indoors for a week, when he lit a match and said, casually, ‘I think maybe you’ll win the tournament this year. What do you think?’
- I didn’t know what to think. Or what to say. Was that what it would take? Had he just slipped me a key? I was a good kite fighter. Actually, a very good one. A few
 25 times, I’d even come close to winning the winter tournament once, I’d made it to the final three. But coming close wasn’t the same as winning, was it? Baba hadn’t come close. He had won because winners won and everyone else just went home. Baba was used to winning, winning at everything he set his mind to. Didn’t he have a right to expect the same from his son did win.? And just imagine, if I
 30 Baba smoked his pipe and talked. I pretended to listen. But I couldn’t listen, not really, because Baba’s casual
 35 little comment had planted a seed in my head: the resolution that I would win that winter’s tournament. I was going to win. There was no other viable option. I was going to win and I was going to run that last kite. Then I’d bring it home and show it to Baba. Show him once and for all that his son was worthy. Then maybe my life as a ghost in this house would finally be over. I let myself dream: I imagined conversation and laughter over dinner instead of silence broken
 40 only by the clinking of silverware and the occasional grunt. I envisioned us taking a Friday drive in Baba’s car to Paghman, stopping on the way at Ghargha Lake for some fried trout and potatoes. We’d go to the zoo to see Viarjan the lion, and maybe Baba wouldn’t yawn and steal looks at his wrist watch all
 45 the time. Maybe Baba would even read one of my stories. I’d write him a hundred if I thought he’d read one. Maybe he’d call me Amir Jan like Rahim Khan did.
 Baba was telling me about the time he’d cut fourteen
 50 kites on the same day. I smiled, nodded, laughed at all the right places, but I hardly heard a word he said. I had a mission now. And I wasn’t going to fail Baba. Not this time.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) overstuffed (line 10)
 - (b) slipped (line 23)
 - (c) occasional (line 44)
2. Answer the following questions briefly using your own words.
 - (a) What was so special about the tournament of kite flying this time? [2]
 - (b) What had forced everyone to stay indoors for a week? [2]
 - (c) Why was coming close not the same as winning, according to the author? [1]
 - (d) “Baba’s casual little comment had planted a seed in my head....” What does the author imply by this statement? [2]
 - (e) What did the author keep doing when his father was narrating his experience of cutting fourteen kites on the same day? [2]
3. Describe in your own words the inspiration the author received from his father’s words and the thoughts that overwhelmed his mind? Do not exceed 50 words. [8]

PASSAGE 19

Read the following passage carefully and answer the questions that follow.

- 1 When, owing to a disagreement about some questions of administrative policy, I threw up my post at Junagarh and entered the service of the Nizam of Hydria, they appointed me at once, as a strong young man,
- 5 collector of cotton duties at Barich. Barich is a lovely place. The Susta 'chatters over stony ways and babbles on the pebbles,' tripping, like a skilful dancing girl, in through the woods below the lonely hills. A flight of 150 steps rises from the river and above that flight,
- 10 on the river's brim and at the foot of the hills, there stands a solitary marble palace. Around it there is no habitation of man—the village and the cotton mart of Barich being far off.
- About 250 years ago the Emperor Mahmud Shah II
- 15 had built this lonely palace for his pleasure and luxury. In his days, jets of rose-water spurted from its fountains and on the cold marble floors of its spray-cooled rooms young Persian **damsels** would sit, their hair dishevelled before bathing and splashing
- 20 their soft naked feet in the clear water of the reservoirs, would sing, to the tune of the guitar, the ghazals of their vineyards. The fountains play no longer; the songs have ceased; no longer do snow-white feet step gracefully on the snowy marble. It is but the vast and
- 25 solitary quarters of cess-collectors like us, men oppressed with solitude and deprived of the society of women. Now, Karim Khan, the old clerk of my office, warned me repeatedly not to take up my abode there. I passed it off with a light laugh. The house had
- 30 such a bad name that even thieves would not venture near it after dark.

At first the solitude of the **deserted** palace weighed upon me like a nightmare. I would stay out and work hard as long as possible, then return home at night

- 35 jaded and tired, go to bed and fall asleep. Before a week had passed, the place began to exert a weird fascination upon me. It is difficult to describe or to induce people to believe; but I felt as if the whole house was like a living organism slowly and
- 40 imperceptibly digesting me by the action of some stupefying gastric juice.

Perhaps the process had begun as soon as I set my foot in the house, but I distinctly remember the day on which I first was conscious of it. It was the beginning

- 45 of summer and the market being dull I had no work to do. A little before sunset I was sitting in an

arm-chair near the water's edge below the steps. As the Sun sank behind the hill-tops, a long dark curtain fell upon the stage of day and the intervening hills cut

5 short the time in which light and shade mingle at sunset. I thought of going out for a ride and was about to get up when I heard a footfall on the steps behind. I looked back, but there was no one. As I sat down again, thinking it to be an illusion, I heard

10 many footfalls, as if a large number of persons were rushing down the steps. A strange thrill of delight, slightly tinged with fear, passed through my frame and though there was not a figure before my eyes, methought I saw a bevy of joyous maidens coming

15 down the steps to bathe in the Susta in that summer evening. Not a sound was there, but I distinctly heard the maidens' gay and mirthful laugh, like the gurgle of a spring **gushing** forth in a hundred cascades, as they ran past me, in quick playful pursuit of each

20 other, towards the river, without noticing me at all. As they were invisible to me, so was I, as it were, invisible to them. I felt a thrill at my heart. I cannot say whether the excitement was due to fear or delight or curiosity.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - damsels (line 18)
 - deserted (line 32)
 - gushing (line 63)
- Answer the following questions briefly using your own words.
 - What luxuries did the emperor enjoy in his palace? [2]
 - What is the present condition of the palace? [2]
 - Why must the clerk Karim Khan have warned the author against living in the palace? [1]
 - What did the author do to subdue the fear of the haunted palace? [2]
 - What does the author compare the 'gurgle of a spring' with? [2]
- Describe in your own words the scene at the river Susta when the author was sitting there during the sunset on one evening. Do not exceed 50 words. [8]

PASSAGE 20

Read the passage carefully and answer the questions that follow.

1 There is no doubt that much of the intellectual refinement and superiority of Boston is referable to the quiet influence of the University of Cambridge, which is within three or four miles of the city. The
 5 resident professors at that university are gentlemen of learning and varied attainments; and are without one exception that I can call to mind, men who would shed a grace upon and do honour to any society in the civilised world. Many of the resident gentry in Boston
 10 and its neighbourhood and I think I am not mistaken in adding, a large majority of those who are attached to the liberal professions there have been educated at this same school. Whatever the defects of American universities may be, they **disseminate** no prejudices,
 15 rear no bigots, dig up the buried ashes of no old superstitions; never interpose between the people and their improvement, exclude no man because of his religious opinions; above all, in their whole course of study and instruction, recognise a world and a
 20 broad one too, lying beyond the college walls.

It was a source of inexpressible pleasure to me to observe the almost **imperceptible**, but not less certain effect wrought by this institution among the small community of Boston and to note at every turn the
 25 humanising tastes and desires it has engendered; the affectionate friendships to which it has given rise; the amount of vanity and prejudice it has dispelled. The golden calf they worship at Boston is a pigmy compared with the giant effigies set-up in other parts
 30 of that vast counting-house which lies beyond the Atlantic and the almighty dollar sinks into something comparatively insignificant, amidst a whole Pantheon of better Gods. Above all, I sincerely believe that the public institutions and charities of this capital of
 35 Massachusetts are as nearly perfect as the most considerate wisdom, benevolence, and humanity can make them.

I never in my life was more affected by the contemplation of happiness, under circumstances of
 40 privation and bereavement, than in my visits to these establishments. It is a great and pleasant feature of all such institutions in America that they are either supported by the State or assisted by the State; or (in the event of their not needing its helping hand) that
 45 they act in concert with it and are emphatically the people's. I cannot but think, with a view to the

principle and its tendency to elevate or depress the character of the industrious classes, that a Public Charity is **immeasurably** better than a Private Foundation, no matter how munificently the latter may be endowed. In our own country, where it has not, until within these later days, been a very popular fashion with governments to display any extraordinary regard for the great mass of the people or to recognise
 55 their existence as improvable creatures, private charities, unexampled in the history of the Earth, have arisen, to do an incalculable amount of good among the destitute and afflicted. But the government of the country, having neither act nor part in them, is
 60 not in the receipt of any portion of the gratitude they inspire and offering very little shelter or relief beyond that which is to be found in the workhouse and the jail, has come, not unnaturally, to be looked upon by the poor rather as a stern master, quick to correct and punish, than a kind protector, merciful and vigilant in their hour of need.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. (3)
 - disseminate (line 14)
 - imperceptible (line 22)
 - immeasurably (line 49)
- Answer the following questions briefly in your own words.
 - How has the University of Cambridge influenced the intellectual refinement and superiority of Boston? (2)
 - What are the special features of the American universities as described in the passage? (2)
 - What does the writer experience after visiting the public institutions of America? (1)
 - What according to the passage has not been the fashion amongst government institutions in the country of the author? (2)
 - What is the view of the poor towards the government of the author's country? (2)
- Describe in not more than 50 words the feelings of the writer for American institutions in your own words. (8)

Answers

Passage 1

1. (a) worn out (b) said thoughtfully
 (c) came out
2. (a) Granny hoped that Uncle Ken would keep his job at Firpo's hotel as it was a steady job with a good salary.
 (b) This remark tells us about Uncle Ken that he was not good at work or maybe he had created some problem due to which the hotel had closed down, all because Granny knew him very well. Granny wanted to point out that Uncle Ken should be serious about earning a living.
 (c) Uncle Ken thought that driving a taxi in Dehra would be profitable because there was only one taxi in the whole of Dehra; thus, there was enough business for another.
 (d) The sentence which tells us this is : Mohan and I needed no urging.
 (e) Miss Kellner had seen Uncle Ken nearly running over a cat, so she was afraid for her own safety. Thus, she ran indoors when she saw Uncle Ken at the wheel of the car.
 (f) Uncle Ken's intention at the roundabout was to take a turn and drive back again.
3. (a) Uncle Ken stopped the car in the middle of Maharaja of Jetpur's lawn. Seeing this, the Maharaja became alarmed and came running to see what had happened. When he saw it was Uncle Ken, whom he knew, he remarked that he was delighted to see his friend and would like to play a game of tennis with him.
 (b) A title to the summary may be 'Look at the positive aspect'. This title is suitable because the Maharaja was looking at the positive aspect of the incident, as he had met an old friend. He did not bother about the negative aspect, which was that his garden wall had been damaged.

Passage 2

1. (a) all rounder or able to do many different things
 (b) of or belonging to the same time (or era) as one lives in
 (c) easily understood
2. (a) The author says that some of Kipling's works exhibit a very decorative and expressive style of writing. While on the other hand, a few of his works have been written in informal and careless style.

- (b) John Lockwood Kipling and Alice Kipling were the parents of Rudyard Kipling.
 (c) Kipling's father was appointed curator of the Government Museum of Lahore. Hence, they had to move to Lahore from Mumbai.
 (d) Rudyard Kipling had many qualities that made him popular. He was not only a writer, but also a journalist. His works include short stories, novels and poems; with different styles of writing. Therefore, the author says he was a versatile personality.
 (e) Kipling's works included stories of Indian people, of children and of animals. His works also depicted the value of the machine, benefits of civilisation to the world.
3. Rudyard Kipling was born in Mumbai in 1865 and eventually his family moved to Lahore. He did his education from England and Devon. He was a prolific writer and a versatile personality. His works include short stories, novels and poetry; based on Indian people, children and animals. He gained immense popularity though he wrote in different styles. Kipling was the first writer in English to receive Nobel Prize for Literature. He died in 1936 a few days after undergoing a surgery.

Passage 3

1. (a) unable to move because of great horror
 (b) here and there
 (c) to caution against something
2. (a) The tiger reassured the coffee drinkers that he was there just to enjoy the sight and would not trouble them.
 (b) Human beings kill one another, even their brethren without any reason or hunger. Whereas tigers attack only when they are hungry.
 (c) The children were delighted because the schools were being closed hurriedly.
 (d) Some days later, the headmaster remarked that he had never dreamt of leaving his office to a tiger.
 (e) A wag cracked a joke which was surprising, saying that the tiger's presence is for maintaining better discipline among the boys.
3. The tiger watched the children (of different sizes) cheering and cherishing the joy coupled with fear. He watched them scream joyously.

He took himself to the steps of the school, saw an open door at the other end of the veranda. He entered the room of the headmaster.

The headmaster jumped to the attic out of fear. The tiger lay down on the cool floor with his head under the table and went to sleep.

Passage 4

- 1.** (a) to use strength to harm or intimidate those who are weaker
 (b) made them to leave school
 (c) to bump into someone
- 2.** (a) Jill was crying on the little damp path that ran between the gym and the shrubbery because she was being bullied by the malicious students.
 (b) ‘Them’ refers to the malicious students of Jill’s school who liked to frighten and harm others.
 (c) Jill flew into a temper because Eustace tried to preach her not to be saddened because of those bad students’ behaviour.
 (d) The sentence, “I suppose you mean we ought to spend all our time sucking up to them and currying favour and dancing attendance on them like you do” indicates that both Jill and Eustace had suffered similarly.
 (e) Jill began to see things differently when Eustace; understanding the delicacy of the situation; offered her a peppermint. She realised that he was not a bad fellow.
- 3.** It was a co-educational school. The people who ran the school were indifferent to the problems of the students. They had a strange and wicked idea that boys and girls should be allowed to do what they liked. Some senior students who liked to harm and frighten others took advantage of this. They were immune to any fear of being expelled. But the other students suffered a lot due to being bullied by them.

Passage 5

- 1.** (a) shaken up badly
 (b) one who refuses to change one’s opinion
 (c) use
- 2.** (a) Swami wished there had been an earthquake and the school building had collapsed. His wish was unlikely to be fulfilled because calamities do not take place as a response to human wishes.
 (b) The sentence, “Nonsense! Dress up and go” shows that Swami’s father was unsympathetic to his headache.

- (c) When Swami informed his mother of his headache, she asked him to stay home and miss school. In this way, his mother’s response was different from his father’s who seemed adamant on sending his son to school.
- (d) Swami knew that his father was bent on sending him to school. So, he gave a colourful account of Mr Samuel to convince him that he was very cruel and would punish him severely.
- (e) Swami’s father was quite annoyed hearing about Mr Samuel and his behaviour changed all of a sudden. He decided to send Swami to school late as a challenge. He also decided to write a letter to the headmaster.
- 3.** Swami gave a colourful account of Mr Samuel to his father as he did not want to go to school. He said that if he reached late to school, his teacher Mr Samuel would beat him. He added that his teacher was very violent, especially with boys who came late. He also narrated an incident of a boy who was made to stay on his knees for a whole period in a corner of the class because he came late. Only after beating him with the cane and twisting his ears, Mr Samuel made him sit.

Passage 6

- 1.** (a) dead body (b) satisfied
 (c) (of an animal) to raise itself upright on its hind legs
- 2.** (a) The panther was getting bolder as it had killed seven persons in two months. Very recently, it carried off a little girl and the previous victim had been a man who was attacked in broad daylight in his field.
 (b) The villager’s kept a watch for the panther hoping to surprise and kill it, but it never appeared. So the Forest Department hired a professional hunter to track and kill it.
 (c) The hunter expected that the panther would be an old, wasted male with worn teeth, incapable of catching anything more difficult than a human. But what he actually encountered was a sleek tigress with a single cub.
 (d) The tiger followed the cub to the water’s edge and drank water thirstily before she turned to the goat to satisfy her hunger because thirst is a greater urge than hunger.
 (e) The hunter named the cub ‘Thirsty’ as he remembered how the cub had rushed to drink water in the river.
- 3.** The hunter shot an immobilising dart at the tiger as she was about to attack the goat. The tiger rose and ran away. The hunter called his assistants. They found the tiger about two hundred yards from the river. She had lost balance. She tried to attack the men as they got close but collapsed. Then the men captured her.

Passage 7

1. (a) the ability to move about quickly and easily
(b) to call and attract attention of someone
(c) a wicked man
2. (a) While other boys worked in the fields, Chittru did fishing in the stream or engaged himself in plucking fruits from other people's trees.
(b) Bisnu aspired to receive good schooling. He wanted to be known in the big world. So, he went to school regularly.
(c) Sarru gave Bisnu the information that a panther had entered their village the previous night. He also told that they didn't lose any animal.
(d) The information interested Bisnu but did not excite him. This was so because panthers were common in the hills and they did not present any problem except during the winter months, when their natural prey was scarce.
(e) Bisnu asks Sarru what happened to the panther that purportedly killed ten people. Sarru replied that it ate the headman of his village and got poisoned to death.
3. A colony of langoors lived in the forest. They fed on oak leaves, acorn and other green things. They lived in trees and moved quickly from one tree to another. They came down only to play in the Sun. The young ones of the langoors wrestled on the grass like boys. The langoors were honest and didn't approach dogs or humans. But they would watch Bisnu quietly when he passed through the forest where the longoors lived.

Passage 8

1. (a) daring
(b) the richest people in a society
(c) the fact of experiencing something
2. (a) The children are better off than their parents because they can attend school. Their parents never got a chance to go to school and spent their lives working in the fields or delivering milk in the hill station.
(b) Ranbir's ambition was to buy a plane one day and go all around the world.
(c) In earlier days, a very few girls had the privilege of attending school. They had to do household work and would get married soon. But, the fate of girls has changed now because the number of girls going to school has equalled that of boys.

- (d) Bindra was a hardworking and dutiful girl. But, her brother put pleasure before work. He preferred playing a cricket match to helping his mother to cut the grass.
- (e) The narrator is amazed at the quality of talent and fineness with which the boys bowled or batted. He observed that some of the local teams were as good as those from the private schools with better facilities.
3. The children do not get buses to go to school. They have to walk. Some children walk up the hills. However, their condition is better than their parents who could not get the opportunity to study. Girls, earlier, didn't get education and got married in early age. Now, they are getting the right of education. Many children are talented enough to get selected for state and national teams but don't get exposure. Yet, they are better off than their parents.

Passage 9

1. (a) surprise
(b) not planned
(c) hold firmly
2. (a) Michael was freely wandering in the market place and was looking out to do some mischief. The ladders stretched from Earth to the steeple of the church and the workmen slating the church spire attracted his attention.
(b) Michael longed to do the things that had never been done before. He planned to be the first person in flushing to stand on the golden ball at the top of the spire of the church which was beneath the weather-vane.
(c) The market was full of people who had rushed out of their shops and houses to gaze at the precarious view of Michael standing at such a giddy height. His heart was delighted to see all eyes centred at him.
(d) Michael did not wait for rescue because he did not want to be handed over to his father and rebuked before the crowd for his escapade.
(e) Bold people do not hesitate to face the challenges of destiny.
3. Michael clasped his hands around top of the ball and let his body swing down. His toes; somehow reached the first slate. He kicked the slate with his iron toecaps and got a foothold on the wooden laths beneath. Slowly and precariously sliding his hands downward over the bulging face of the ball, he finally reached its base, where he got a stairway to run down.

Passage 10

1. (a) to work slowly and continuously without interest
(b) friendly
(c) belief that what he said was true
2. (a) The coming examination had made everyone grave about studies. Shankar had not smiled for weeks. Somu had become confident and serious. Pea didn't indulge in cracking jokes and also took time to understand any. Rajam came to school exactly at the first bell, took down everything that the teacher said, without wasting time in chatting and left at the stroke of the last bell.
(b) The word 'omniscient' in the passage describes that the clerk was all knowing.
(c) There was a general belief in the school that the clerk knew everything. Therefore, Mani took fresh brinjals to please him and wheedle him into telling him what questions would appear in the examination.
(d) The clerk believed that the eyeflies were mainly responsible for eyesore and the only remedy for it was a large juicy variety of onion.
(e) Mani wanted to extract the exact information about the questions and was not satisfied with the clerk's diplomatic and wandering replies. So, he asked the question bluntly.
3. Mani wanted to know which questions would appear in the exam in order to do selective study and avoid reading unnecessary things.

After giving a diplomatic reply first and then being flattered by Mani, the clerk told him that he should practise map-drawing more for Geography and five problems everyday for Mathematics. For English, he advised Mani to read all lessons; giving more emphasis on important lessons.

Passage 11

1. (a) rich
(b) thinking that one is better and more important than other people
(c) pleased by the praise
2. (a) The Portuguese lady wished to see the architectural marvels of Lord Venkateshwara, Virupaksha and Vithalaswamy temples. Therefore, she visited the imperial capital of Hampi.
(b) The king had learnt that the lady was very egoistic and loved to be praised. This is why the king cautioned all his courtiers to be extra careful while conversing with or responding to the lady.

- (c) The king adopted a diplomatic attitude in answering the lady. He told her that she was such an elegant lady that only a person with reasonable intellect could guess her age.
- (d) The lady was extremely amazed at Tenali's estimation of her age and suddenly burst into laughter.
- (e) The three words that express that the architecture and ambience of the palace was splendid are—grandeur, majestic and marvels.
3. The king answered the lady in a subtle, sensible way that she was so elegant that only a person with high intellect and reason could guess her age. He tactfully deviated the question to his courtier Tenali, appreciating his wisdom. Tenali, satisfying her ego, gave different guesses suiting her dazzling teeth, wavy hair and gentle complexion. He then asked her to add all the figures to arrive at his estimation of her age. The lady was impressed with his answer.

Passage 12

- 1.(a) happening (b) attribute (c) poisonous
- 2.(a) The diet rich in dietary fibres helps in preventing diseases like, coronary heart disease, irritable bowel syndrome, dental caries and gall stones. Dietary fibres also help in managing diabetes, relieving constipation and reducing obesity.
(b) The dietary fibres like gums and pectin that decrease post prandial glucose levels in blood, are beneficial in the management of certain types of diabetes.
(c) The dietary fibres hold water to make stool soft and bulky and facilitate its easy elimination. This is how high fibre intake prevents or relieves constipation.
(d) The fibres decrease the time for exposure of mucosa to harmful toxic substances and increase motility of the small intestine and the colon. Consequently the desire to eat is under control and obesity is put on check.
(e) Yes, dietary fibres may have some adverse effects too. They may prevent absorption of some trace metals and minerals leading to a possibility of nutritional deficiency.
3. Dietary fibres are obtained from foodstuffs like cereals and grains, legumes, fruits with seeds, citrus fruits, cabbage, green leafy vegetables, apples, melons, peaches, pears etc. They help in preventing coronary heart disease, irritable bowel syndrome, dental caries, gall stones, constipation etc. They also help in management of diabetes and obesity. Dietary fibres may also cause nutritional deficiency by binding some trace metals and minerals (and preventing their absorption).

Passage 13

1. (a) causing great harm or suffering
 (b) the act of getting rid of something
 (c) things responsible for causing plague
2. (a) It was in the seventh century when the plague was first recorded in London. The Great Plague occurred after around ten centuries, i.e. in the seventeenth century.
 (b) The plague of 1665 was the most widespread and most disastrous. Therefore, it was given the name of 'The Great Plague'.
 (c) The plague began to spread dramatically in the hot summer of 1665 though it had actually started in the winter of 1664-65.
 (d) The sentences that express that the plague of 1665 was really disastrous are
 - (i) At its height in September, the plague claimed approximately eight thousand victims a week.
 - (ii) Disease was rife and death, common.
 (e) The most telling sign of the plague were the buboes under the armpits and in the neck and groin.
2. It was hot windless summer of 1665 in London. The evil of the plague was sprawling across the city. Poor people lived in public on the streets and on the edge of the city. Vendors sold articles on road. There was no hygiene. Waste and sewage were released in the open, giving way to mosquitoes to multiply. All this led to the spread of the disease because of which thousands of people were dying every week.

Passage 14

1. (a) shouting loudly as you are excited
 (b) making fun of or attempting to provoke a person
 (c) the act of reuniting
2. (a) All the relatives of the narrator including those who stayed abroad got together to celebrate his grandmother's birthday. That's why it was a unique occasion for him.
 (b) The narrator's mother woke up very early in the morning, went to the market and brought fresh vegetables, meat and fish before starting the preparation for the party.
 (c) Everybody carried with himself either a present or a red packet to give her. They all wished her a very happy birthday with traditional Chinese greetings.
 (d) The phrase means 'smiling with happiness and generosity for everyone'.

(e) The grandmother was the happiest person because she loved having her children and grandchildren around her. She felt satisfied to see them well and happy.

3. All the children were occupying one side of the dinner table that displayed a variety of hot, sizzling and tempting dishes. They enjoyed food, teasing one another and laughing. On the other side, the adults were sharing their life experience.

The grandmother looked contented to see all of them happy. She told everyone how miserable a life she had led in China owing to poverty and famines and was yet happy to have such a loving family.

Passage 15

1. (a) look closely or carefully
 (b) aggressive or violent
 (c) putting into a liquid
2. (a) Mother did not join swimming in the beginning as she was far too old for that sort of thing.
 (b) The swimming costume was an extraordinary shapeless garment of cloth, covered from top to bottom with hundreds of frills and pleats and tucks.
 (c) Larry thought it was a badly-skinned whale.
 (d) Margo was horrified and thought that the swimming costume looked as though, it was made in nineteen-twenty.
 (e) Leslie was concerned that their mother might get waterlogged with all that cloth around her.
3. The children could not stop their mother from wearing her swimming costume. She went upstairs to try it on. Meanwhile, the children continued with their apprehensions as to how will their mother look in that shapeless black cloth. They wanted their mother to get something more up to date, like a two-piece bathing suit. Larry thought she would look like a badly-skinned whale, Margo thought it was old-fashioned, Leslie thought she might get waterlogged in it. These children didn't understand the age difference and the body changes which come with age.

Passage 16

1. (a) having a very bright or beautiful appearance
 (b) shocked or surprised
 (c) the act of acquiring or gaining possession of something
2. (a) The two sentences in the passage that show Gaiety Land was popular are
 - From all over the district, crowd poured into the show.
 - Within a week of opening, in gate money, they collected ₹ 500 a day.
 (b) Gaiety Land became very popular because it provided a lot of entertainment as well as an allure of winning prizes, that too, at very low and affordable prices.
 (c) This is the expression made by the narrator. It was compulsory on the winners part to remove their prizes immediately after the draw and by their own effort. But the narrator's prize, the road engine was too big and heavy to carry home at such a short notice.
 (d) The showman showed him the notice that declared that all the winners should remove their prizes immediately after the draw and by their own effort. However, he went out of the way in his case and offered to keep the engine there till the end of the season.
 (e) The showman had already spent a lot on transportation and the upkeep of the engine. Now, it had become a burdensome possession for him. Therefore, he made up his mind to leave the engine to its fate.
3. People were astonished at the narrator's miraculous achievement, the road engine. He was overwhelmed with the greetings by his relatives. He was also overjoyed to hear his friends saying that even a scrap of it would fetch him thousands of rupees.
 The narrator started loving his road engine. He went to the Gymkhana Grounds everyday and patted the engine affectionately. But he didn't know that it would become a burdensome possession for him.

Passage 17

1. (a) giving special importance to something
 (b) obstacle
 (c) related to mental or emotional state of a person
2. (a) A good argument is meant for interchange of ideas, thereby modifying one's views by being receptive not for merely winning or losing. It is wise to stay silent if you can't prove your point rather than foolishly arguing even if you are right. Hence, the writer says, "Sometimes arguments lost are arguments won."

- (b) The writer advises to begin a discussion or an argument by emphasising the things on which we agree with others by telling them that our goal is the same though the methods may be different. This will soothe the listeners and will in turn invite their affirmative responses.
- (c) Conservative
- (d) A person sticks to his negative response for long owing to his pride of personality. It is his pride that prevents him from amending even when he realises that he has made a wrong statement.
- (e) A clever speaker begins his discussion with affirmative responses to other's arguments, thereby invoking a lot of 'Yes' to his arguments. This is how he sets the psychological process of his listeners moving in the affirmative direction.
3. A wise argument should aim at logical exposition and thoughtful exchange of facts and ideas and modifying individual's views. It shouldn't aim at thrusting one's own biased or personalised viewpoints. A winning argument begins with positive responses by oneself thereby invoking the same from others. Too many negative responses reflect badly on oneself. They show one's pride and obsession. One who wins affirmation of others is a real winner.

Passage 18

1. (a) filled heavily with something
 (b) passed
 (c) not frequent or regular
2. (a) The tournament of kite flying was special this time as it was going to be the biggest tournament in 20 years. Moreover, it was to be held in the author's neighbourhood.
 - (b) During one winter, a pack of wolves had entered the author's locality threatening and preventing the people from going out of their homes.
 - (c) Coming close was not the same as winning according to the author because winner could be only one and those who didn't win lagged behind irrespective of the level of their performance.
 - (d) By these words, the author implies that his father's statement had stirred his innate talent of fighting kites well. His father had shown his trust in him and he wanted to prove to be worthy of it.
 - (e) The author kept nodding, smiling and laughing wherever, it was required to show a correct response. But he hardly paid any sincere attention to his words.

3. The author's latent talent was evoked by his father's words. He was a good kite fighter. So, he felt that he too could win. He was lost into the world of dreams. He wanted to see the satisfaction on his father's face. He was fancied by the thought of winning and started visualising the lively scene at the dining table after his winning the tournament, where usually only silence prevailed.

Passage 19

1. (a) a young unmarried woman
(b) abandoned
(c) flowing suddenly and quickly
2. (a) The emperor's palace was splendid with rose water fountains and marble floors. And below the cool showers; the young beautiful Persian girls sang ghazals of their vineyards to the tune of the guitar.
(b) The palace has become an abandoned and solitary place. It has lost its grandeur and beauty.
(c) The clerk Karim Khan feared that the palace must be haunted since nobody dared to go near it after dark. Therefore, he must have warned the author against living in it.
(d) The author spent more hours out of the home. He worked a lot to exhaust himself so that he might fall asleep immediately after going back home.
(e) The maidens laugh merrily as they pursued one another and ran past the author. This laughter of theirs is compared with 'the gurgle of a spring' by the author.
3. The author was sitting in his arm-chair near the water's edge. The sunset was followed by the dark. Dropping his idea of a ride, he again sank in his chair. He experienced a thrill mixed with delight when he heard a number of people walking down the steps but there was no one. He had an illusion that maidens were happily coming to bathe in the Susta.

Passage 20

1. (a) spread
(b) a change which is so slight that it cannot be measured
(c) to a great unmeasurable extent
2. (a) The resident professors of the University of Cambridge are highly learned persons. Most of the people engaged in liberal profession in Boston are from this university. Hence this University has influenced the intellectual refinement and superiority of Boston.
(b) American universities are free from the evil of prejudices and bigots. They are not ill affected by superstitions. Also, these universities neither exclude anyone because of his religious opinions nor interfere between people and their progress. Moreover, they recognise a broad world lying beyond college walls.
(c) The writer feels that only most considerate wisdom, benevolence and humanity can make such perfect institutions as the public institutions of America were. He experienced immense happiness after visiting these institutions.
(d) In the country of the author, there has not been any fashion with government to show any regard for the great mass of the people who are deprived of right to education. They are not considered as likely to be educated and elevated.
(e) The government of the author's country offers least help or relief to the poor. Hence, the poor consider the government as a strict master who implements harsh rules to correct and punish and is not at all lenient.
3. The universities of America had many learned and scholarly professors. They influenced not only the city of Boston and whole America, but also the writer's mind. These universities didn't show any prejudices or bigots for any religion.
The public institutions of America reflected the perfection of wisdom, benevolence and humanity. The writer was very pleased to see them.

SELF ASSESSMENT

PASSAGE 1

Read the following passage carefully and answer the questions that follow.

- 1 Writing is HARD, and it's not with just a capital H, it's with capital ARD too, or maybe even longer words like challenging or difficult or problematic with all their alphabets in capitals, underlined and in bold. It's been a week since I decided to be amongst the 0.33 per cent people who finish writing a book every year, but all I can think of are the beautiful books I have read, of how I will let them down if I write something **pathetic** and unreadable. It's like 10 performance pressure when **drowning** under the watchful eyes of a gaggle of coaches and parents.

I have just written half a sentence and it goes like, 'As he entered ...' Post that I felt like death, stationary, stuck in place, and all pervasive. I felt 15 light and disgusted, and soon, I was in a pit of inconsolable despair, clawing to get out. Staring at a blank computer screen is distressing, unromantic, and in stark contrast to feeling imprinted sheets of paper, yellowed by age and use, between your fingers.

- 20 There are 298 listed writers in the Wikipedia page under the category 'Writers who committed suicide', and like every list, I'm sure it's incomplete. I shudder to think of the pressure writers are under to not write something that's hated.

- 25 I have just finished reading Fahrenheit 451, a novel set in the future, when houses and buildings are fireproof, and firemen don't stop fires, they start them. Their job is to burn all the books and stoke the fires that consume them, one page at a time, 30 one story at a time.

451 Fahrenheit is the temperature at which the printing paper catches fire and I am that temperature. Anything that I write should catch fire and burn before anyone reads it, because reading it would 35 destroy them. And I hope not to destroy.

- I shut down my laptop, dump my register and the solitary printed sheet with half a sentence in my bag, and storm out of the library. I have come to realise that trying to write is the single fastest path 40 to feeling worthless. But also, there is a little joy.

I take the Metro to college, which is conveniently located, at a ten-minute distance from Dad's library. Today we have Advanced JAVA, C++ and IT security, but I'm not worried about the classes, I'm 45 worried about not descending down the slippery slope of depression and nihilism.

I am reading a hardback and walking towards the class, wondering if the author battled with **mediocrity** like I am, trying not to fall in my own eyes. Often deep in 50 my thoughts, my writing is shallower than the script of Pokemon.

The book I am reading is so brilliant that I want to cry and throw it away. Instead, I just keep reading, not thinking of writing a book, and soon enough I do 55 crash into a stupid lamp-post, the book flies out of my hand and I am sprawled on ground with my legs wide open. My chest hurts and a few girls start giggling from a distance. In all the years I have been walking, a perfect upright homo-sapiens-type walk, this is when they choose to notice me, in my brightest hour.

'Are you okay?' a voice says from behind. I turn around to see Archana, my ex-girlfriend, and she's not imaginary. Our relationship was brief but it happened. 'I am fine, I say. 'This lamp-post here. Stupid lamp-post, 60 always there, never moving.'

She giggles, like she always does, and covers her mouth with her slender fingers.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. (3)

- (a) **pathetic** (line 9)
- (b) **drowning** (line 10)
- (c) **mediocrity** (line 48)

2. Answer the following questions briefly in your own words.

- (a) What attempts has the writer made to convince the reader that writing is not an easy task? What does he want to express by saying 'with all their alphabet in capitals, underlined and in bold'? (2)

- | | | | |
|---|-----|--|-----|
| (b) What was the author's situation after being unable to write anything more than half a sentence? | [2] | (e) What is tragic, in the author's opinion, about being noticed by the girls? | [2] |
| (c) What thoughts horrify the author? | [1] | | |
| (d) What is the job of the firemen in the book 'Fahrenheit 451'? | [2] | | |
- 3.** Describe the author's state of distress and despair due to not being able to write something good, using your own language. Do not exceed 50 words. [8]

PASSAGE 2

Read the following passage carefully and answer the questions that follow.

- 1 I believe forgetting can be an art. I would like to say I forgot my family's past. It would make my task (and my life) much easier. But I didn't forget my family's past, I was ignorant of it. And this ignorance
 5 bothered me. Not in itself, mind you. It wasn't as if they had all died before I had a chance to talk to them. No, I would see my mother every day, and my grandparents almost as often, and not once did I ask them a single question about the past. To put it more
 10 precisely then: it wasn't my ignorance that bothered me, it was the fact I wasn't bothered. I grew up in a small mining town in the coalfields of the Hunter Valley, in what at the time was an exotic family, and I couldn't give a stuff.
 15 It came to me sometime in High School. I couldn't work it out then, but I think I can understand a little now of what was going on. As an adolescent, I hated the child I had been. I could have sympathised with him if he'd failed to learn his mothertongue (how
 20 often had I been told what a 'hard' language Russian was?), but he didn't fail because he didn't even try. It was the absence of desire I could never forgive myself; and though I couldn't put it into words, I knew that it had something to do with cowardice, a
 25 fear of something too large (and dark) to grasp: A fear of being swamped.
 Now, as I write, I'm not so sure. Perhaps there was something heroic in my desire not to know, or at least something positive—something necessary. And
 30 how could I know that my grandfather might have conspired in this ignorance, happy, for his own reasons, that I showed no **inclination** to push beyond what he had given? Because the truth is, the few stories I had were enough. During the first twelve
 35 years of my life I knew almost nothing about the Ukraine and while, on the surface at least, I cared little for its actuality, as a fabled place it became for me the source of almost all my romance. I understand now that it was precisely because I knew so little that

- 40 this could be so.
 Like almost all second generation Australians, I lived in two worlds as a child. And somehow that child sensed intuitively that it was essential to avoid actual knowledge; that by knowing just a little, not only
 45 was he able to establish his own sense of self, he could also, and more importantly, make himself however he wanted. Without knowledge, without language, there was no deceit and certainly no self-consciousness: it was the easiest thing in the
 50 world to see the forests of the Ukraine, to listen at night to the howl of the wolves, in the backyards of Cessnock.

Questions

- 1.** Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 (a) bothered (line 5) (b) swamped (line 26)
 (c) inclination (line 32)
- 2.** Answer the following questions briefly in your own words.
 (a) What advantage did the writer see in being ignorant about his family's history? [2]
 (b) Whom does the author refer to as 'him' in the second paragraph? When could the author have sympathised with 'him'? [2]
 (c) Why does the author say that he could never forgive himself? [1]
 (d) Why does the author feel that his grandfather might have conspired? [2]
 (e) What was the easiest thing in the world for the author? [2]
- 3.** Write down in your own words, what kind of feelings did the author experience about not trying to know the past of his family. Do not exceed 50 words. [8]

PASSAGE 3

Read the following passage carefully and answer the questions that follow.

- 1 Ashfaqulla Khan was a loyal friend, a great revolutionary, a real martyr who sacrificed his life for the cause of freedom. By his unique sacrifice, Ashfaqulla Khan became an **immortal** revolutionary,
- 5 an unforgettable name in the Indian freedom struggle history.
- Born in Shahjahanpur, Uttar Pradesh, Ashfaqulla Khan was the son of Shafiqulla Khan. In 1921, Mahatma Gandhi had called on all Indians not to
- 10 pay taxes to the government or cooperate with the British. This non-cooperation movement **kindled** the fire of freedom in the hearts of all Indians. However, with the Chauri Chaura violence which resulted into setting ablaze of a police station and
- 15 death of some policemen, Mahatma Gandhi called off the non-cooperation movement in February, 1922. The youth of the country were greatly disappointed with this calling off the movement and they themselves resolved that the country should become free as early
- 20 as possible. Ashfaqulla Khan joined the band of such revolutionaries.
- Ramprasad Bismil who also hailed from Shahjahanpur was the leader of the militant group of these revolutionaries. A friendship was cultivated between
- 25 Ashfaqulla Khan and Ramprasad Bismil. He was an Aryasamaji whereas Ashfaqulla Khan was a devout Muslim. They were so devoted to the cause of the nation that their religion did not come in the way of their firm resolve to join together for the freedom struggle.
- 30 Their friendship was so strongly fastened that they always moved together, ate together and worked together. They were called two bodies but one soul. An incident in this connection is worth mentioning. Once Ashfaq had severe fever and under the very high
- 35 temperature he was muttering Ram, my dear Ram. Ashfaq's parents became much perturbed and thought Ashfaq had been overpowered by some evil spirit since he was uttering the name of Ram, the Lord of Hindus. They called their neighbour. The neighbour
- 40 assured them, explaining that Ashfaq was remembering Ramprasad Bismil, his friend, whom he was in the habit of addressing as Ram. Bismil was called. Asfaq's **muttering** came to a stop and both embraced each other.
- 45 They formed the Hindustan Republican Association. Shachindra Nath Sanyal was the founder of this organisation. Their objective was to win freedom for the country through armed revolution. The association published a manifesto called Krantikari in 1925,
- 50 advocating the elimination of inequality and slavery. For the purpose of carrying out the revolution, they needed money. The famous Kakori train robbery was conceived with the sole objective of getting money for carrying out their revolutionary activities. The
- 55 train robbery was conceived by Ramprasad. Once while travelling from Shahjahanpur to Lucknow, he noticed money bags being taken into the guard's van and dropped into an iron safe. Ashfaq opposed the idea saying that it would be a hasty step and will
- 60 expose the revolutionaries to direct attack by strong government that will use the entire machinery to crush the revolutionary activities. However, the revolutionaries decided to go ahead with the plan. Like a disciplined soldier, Ashfaq vowed to join.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 (a) immortal (line 4)
 (b) kindled (line 11)
 (c) muttering (line 43)
- Answer the following questions briefly in your own words.
 (a) Who called the Indians for non-cooperation movement? How was it to be carried out? [2]
 (b) Why was the non-cooperation movement called off? [2]
 (c) Why were Ashfaq's parents perturbed? [1]
 (d) What plan was proposed by Ramprasad Bismil in order to materialise the mission of revolution? [2]
 (e) What epithet did the friendship of Ashfaq and Ramprasad win them? [2]
- Describe the character and life events of Ashfaqulla Khan based on the passage in your own words. Do not exceed 50 words. [8]

PASSAGE 4

Read the following passage carefully and answer the questions that follow.

1. In Banaras District, there is a village called Bira in which an old, childless widow used to live. She was a Gond woman named Bhungi and she didn't own either a scrap of land or a house to live in. Her only 5 source of livelihood was a parching oven. The village folk customarily have one meal a day of parched grains, so there was always a crowd around Bhungi's oven. Whatever grain she was paid for parching, she would grind or fry and eat it. She slept in a corner of 10 the same little shack that sheltered the oven. As soon as it was light she'd get up and go out to gather dry leaves from all around to make her fire. She would stack the leaves right next to the oven, and after twelve, light the fire. But on the days when she had 15 to parch grain for Pandit Udaybhan Pandey, the owner of the village, she went to bed hungry.
- She was obliged to work without pay for Pandit Udaybhan Pandey. She also had to fetch water for his house. And, for this reason, from time to time 20 the oven was not lit. She lived in the Pandit's Village, therefore he had full authority to make her do any sort of odd job. In his opinion, if she received food for working from him, how could it be considered as work done without pay? He was doing her a favour, 25 in fact, by letting her live in the village at all. It was spring, a day on which the fresh grain was fried and eaten and given as a gift. No fire was lit in the house. Bhungi's oven was being put to good use today. There was a crowd worthy of a village fair around 30 her. She had scarcely any opportunity to draw a breath. Because of the customer's impatience, squabbles kept breaking out. Then two servants arrived, each carrying 35 a heaped basket of grain from Pandit Udaybhan with the order to parch it right away. When Bhungi saw the two baskets, she was alarmed. It was already after twelve and even by sunset, she would not have time to parch so much grain. Now she would have to stay at the oven parching until after dark for no payment. In despair, she took the two baskets. One of the flunkeys 40 aid menacingly, 'Don't waste any time or you'll be sorry.' With this command, the servants went away and Bhungi began to parch the grain.

It's no laughing matter to parch a whole maund of grain. She had to keep stopping from the parching 45 in order to keep the oven fire going. So by sundown not even half the work was done. She was afraid Panditji's men would be coming. She began to move her hands all the more frantically. Soon the servants returned and said, "Well, is the grain parched?"

50 Feeling bold, Bhungi said, "Can't you see? I'm parching it now." 'The whole day's gone and you haven't finished any more grain than this! Have you been roasting it or spoiling it? This is completely uncooked! How's it going to be used for 55 food?

It's the ruin of us! You'll see what Panditji does to you for this.' The result was that that night the oven was dug up and Bhungi was left without a means of livelihood.

Questions

- Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. (3)
 (a) squabbles (line 31)
 (b) flunkeys (line 39)
 (c) maund (line 43)
- Answer the following questions briefly using your own words.
 (a) How did Bhungi earn her livelihood? (2)
 (b) Why was Pandit Udaybhan against paying Bhungi? (2)
 (c) Which word in the passage shows that the old woman started working hastily in a disorderly manner out of anxiety? (1)
 (d) What did one of the servants of Pandit warn Bhungi? (2)
 (e) What does the author mean by 'She had scarcely any opportunity to draw a breath'? (2)
- Describe the hard work and the plight of Bhungi, in your own words not exceeding 50. (8)

PASSAGE 5

Read the following passage carefully and answer the questions that follow.

1. Lucie, a student from the United States, has just arrived at Charles de Gaulle in Paris, the airport that greets a million visitors to Paris every day. Paris; finally. It's always been a dream of Lucie.
- 5 to live in the city of light, the city of fine arts, of the Latin Quarter, of wine, and who knows, perhaps the city of a little love story. She plans to study in France for one year, to get her degree in Computer Science at the University of
- 10 Versailles St Quentin-en-Sveline. It's the university that offered her a scholarship to study. Plus, her friend Josephine studies there and Lucie can live with her in a small apartment. She takes the RER which brings her straight to the
- 15 St Lazare station at the city center. After arriving there, she looks for the platform that will take her to the train for Versailles. She boards the train and soon it's heading into a black tunnel toward Versailles. Lucie is a little disappointed because
- 20 she has to stay in Versailles when she'd like to live in Paris. But, she tells herself that Versailles is only a few minutes by train from the big city of Paris, and moreover, there are several attractions in Versailles.
- 25 The train exits the tunnel, and while passing the big city, she sees a large cemetery, the Eiffel Tower, and Montmartre with the Sacre Coeur cathedral nearby. A few moments later she arrives at Versailles station.
- 30 She has arrived. This is her destination. In front of her is the grand Chateau of Versailles where Lucie 14th, the Sun king, had parties and lived the high life with his mistresses. To the right is the avenue St Cloud where the apartment that
- 35 she'll live in with Josephine is tired, but joyful. She starts looking for the address of the apartment. "All alone in a new country, knowing no one, future, I'm ready!" Lucie says to herself. Lucie has arrived at the Versailles train station.
- 40 She has already seen the Chateau of Versailles but she wants to come back later for a more in-depth visit. But, first she walks along avenue St Cloud to find her apartment. She finds the address in front of the police station in a little brick house. She sets
- 45 her bags down in front of the gate of the little pathway that leads to the sidewalk of the house. She rings the yellow doorbell next to 'Josephine Gerard'. Her friend, Josephine, whom she met on the web, opens the door. Josephine gives her two kisses. Shocked Lucie
- 50 asks why she did that. "That's how it's done in France. Girls give each other two kisses, guys give two kisses to girls and guys shake each other's hands. We do all this to say hello". Josephine says.
- "Come with me", says Josephine. "I'll show you the
- 55 apartment. It's small but it's our own little place." Silently Lucie follows her. Awed, she looks at the apartment's entryway. She can't believe her eyes, she enters the hallway and sees the walls are painted red, completely red. The floors are wood, beautiful and
- 60 possibly oak. The ceiling is painted black. On the left is an iron table with the telephone on it. She goes on and to the left is a bathroom, which is across from Josephine's room. A little farther, to the right is Lucie's room. She puts all of her things in the corner,
- 65 jumps into the bed, and stretches her arms and legs. "Finally at my own place," she says to herself.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) scholarship (line 11)
 - (b) disappointed (line 19)
 - (c) destination (line 30)
2. Answer the following questions briefly in your own words.
 - (a) What are the two reasons for Lucie to take admission to the University of Versailles? [2]
 - (b) How does Lucie console herself about living in Versailles? What is her sorrow? [2]
 - (c) What is Lucie ready for? [1]
 - (d) How do people say 'hello' in France? [2]
 - (e) Why does Lucie say "Finally, at my own place", according to you? [2]
3. Describe the apartment, in which Lucie goes to stay, right from the entry in your own words. Do not exceed 50 words. [8]

PASSAGE 6

Read the following passage carefully and answer the questions that follow.

- 1 Curious as it may sound, I have always felt I am an Indian by accident. Let me explain why I say this. I was born in Bhagalpur. This ought to make me a Bihari. But I am not because my mother was a Bengali
 5 whose family had settled in Bihar. Within weeks of being born I came to Calcutta, where I spent all my growing up years. My school was founded by a Frenchman, a soldier of fortune. And though I scored far better marks in Bengali and Hindi there,
 10 the only language I learnt was English. How and why I have no clue since we all spoke Bengali at home. My first English article appeared in the Statesman when I was 13. Soon I published my first book of poems, again in English. I dropped out of college.
 15 Wrote more books till the desire to change the world (yes, in those days we actually thought we could) brought me to what was then Bombay, to be a journalist.
- Mumbai is where I have lived for most of my life. In
 20 between, for what seemed like six long years, I also lived in Lutyens' Delhi. In a charming bungalow just opposite the BJP office on Ashoka Road, eating subsidised meals in Parliament and representing Maharashtra's interests on a Shiv Sena ticket. So am
 25 I a Mumbaikar? Or a Bengali from Calcutta? A Bihari? Or a born again Anglophile like Nirad C Chaudhuri? I have no clue. Most Indians are like me, put together by accident. That's the magic of being a migrant in your own land, trying to discover yourself through
 30 your many identities.
- My mother's maiden name seemed to suggest that someone in her family in the past had a Muslim connect though her first name was Hindu (or Bengali, depending on how you see it). The only place of
 35 worship I ever saw her visit was the St Paul's cathedral on New Year's eve more out of convention than faith. My father was born a Hindu and his family home was in Kalighat. His father remarried and **chucked**.
 40 them out. My father, his mother and two sisters found themselves on the street trying to fend for themselves when a passing Jesuit took pity on them.

He gave them shelter in Bishnupur where he ran a school. The freedom struggle brought my parents together. They married and we three brothers were born. Never did it once strike me what my religion was, which state I belonged to, what my language ought to be, which culture I should fight for. (My adolescent years went in protesting against the
 45 Russians **invading** Czechoslovakia and the Americans, in Vietnam. My Bengali DNA I guess.) If you look around you, you will find many people like me who in the midst of their many identities, accidentally chanced upon their Indianess. Each of
 50 them will **swear** by their regional culture, the language they speak, the faith they follow or (like me) do not. And, as they wander through all these, and discover themselves, they also discover the magic of being Indian.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) **chucked** (line 39)
 - (b) **invading** (line 50)
 - (c) **swear** (line 55)
2. Answer the following questions briefly using your own words.
 - (a) Why does the author say that he is an Indian by accident? [2]
 - (b) What brought the author to Bombay? [2]
 - (c) What pity a passing Jesuit on road took on the author's family? [1]
 - (d) What similarity does the author seem to have with Nirad C Chaudhuri as mentioned in the passage? [2]
 - (e) What quality in himself does the author attribute to his Bengali DNA? [2]
3. Write in your own words not exceeding 50, how the author discovers magic in being Indian. [8]

PASSAGE 7

Read the following passage carefully and answer the questions that follow.

- 1 Nails provide vital clues to the state of your health. Made up of protein, keratin and sulphur, they grow about one centimetre every 3 months and protect the highly sensitive nerve endings at the fingertips. It is not surprising, then, that nails can highlight very important changes in the body. What sort of complaints show up in fingernails? One problem, anaemia, is **betrayed** by spoon-shaped nails and often by a brittle texture and a whitish hue. Psoriasis, a skin problem, which affects two per cent of the population, can appear in the primary stages as yellow marks on the nails. Alopecia (circular patterns of hair loss, most commonly on the scalp) may be signified by multiple sunken pits on the nails.
- 15 The colour of the nails can also act as an indicator of a general health problem. A dysfunction in the lung, **for instance**, can be signalled by a bluish tinge to the nails accompanied by clubbing or excessive roundness and spreading of fingertips and nail tips. Heart disease is often revealed by reddish nails with white half moons. Yellowed nails, on the other hand, are a telltale sign of liver problems, while the appearance of brown streaks on the nail could indicate a melanoma, a type of cancer, under the nail.
- 25 Although nails can highlight serious illness, they are far more likely to show up nutritional or vitamin and mineral deficiencies. e.g., zinc deficiency is to blame for the white spots often wrongly **attributed** to a lack of calcium. Brittle, splitting nails could also be due to a lack of hydrochloric acid in the system, a deficiency often caused by stress. We know that vitamin deficiency can render the hair dull and lifeless, so it is only natural it should affect the nails, which are similarly composed. A person with weak nails is also 35 often lacking in Essential Fatty Acids (EFAs). Of course, brittleness can be hereditary, or even the product of external factors such as overexposure to

detergents. One of the more intriguing conditions you can discern from the nails is arsenic poisoning which may be disclosed by white lines across their surface. But before you go running off to the doctor the next time you break a nail or spot a strange marking, you should remember that the state of the nails varies greatly from individual to individual. 45 John Eastman, a naturopath in London, points out: There may be ten separate reasons why ten different people have nails problem.

Questions

1. Give the meanings of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) betrayed (line 8)
 - (b) for instance (line 17)
 - (c) attributed (line 28)
2. Answer the following questions briefly in your own words.
 - (a) What are the symptoms of anaemia that can be seen in nails? [2]
 - (b) What changes are found in fingernails when there is a dysfunction in lungs? [2]
 - (c) What is the common misconception about white spots in nails? [1]
 - (d) Which part of the body is told to be similar to the fingernails in the passage? In what respect are they similar? [2]
 - (e) What are the different causes of weak nails that are discussed in this passage? [2]
3. In your own words, describe all the diseases or disorders the symptoms of which can be seen in nails, as discussed in the passage. Do not exceed 50 words. [8]

PASSAGE 8

Read the following passage carefully and answer the questions that follow.

- 1 Apollo Hospital group installed the world's most advanced Cyberknife robotic radio surgery system at the Cancer Speciality Centre in Chennai, India. Although it meant substantial price for the hospital,
- 5 Apollo decided to go ahead with the project due to the new-found enthusiasm for robotics in India. From the Chandrayaan I project for sending robots to Moon, to biomedical engineering and the auto industry, India has been using robotics on a wide scale.
- 10 In an increasingly technology-driven country, robotics has fast assumed **significance** not only for industrial applications, but also in various day-to-day human activities. According to the Oxford Dictionary, robotics is the branch of technology that deals with the design,
- 15 construction, operation, structural disposition, manufacture and application of robots.
- The word robotics was derived from the word robot. The word robotics was first used in print by Isaac Asimov, in his science fiction published in May 1941,
- 20 in Astounding Science Fiction. Today it is a confluence science using the continuing advancements of mechanical engineering, material science sensor fabrication, manufacturing techniques and advanced algorithms.
- 25 Presently, robotics is the **pinnacle** of technical development. Though robotics in India is at a nascent stage, but industrial automation in India has opened up huge potential for robotics. Innovation coupled with consolidated research and development has
- 30 catapulted India's scientific position in robotic technology. Analysts claim that the Indian manufacturing industry has been growing at an average rate of 10 per cent to 12 per cent per year and the global market for robots is projected to rise by an
- 35 average of 4.2 per cent, while in India, the industry is expected to grow at a rate 2.5 times that of the global average.
- In medicine, the importance of robotics has been growing. Robotic surgery is a new and exciting
- 40 emerging technology that holds significant promise. Robotics are increasingly being used in a variety of clinical and surgical settings for increasing surgical accuracy and decreasing operating times and often create better healthcare outcomes than standard
- 45 current approaches. Robotic technology will have a tremendous social and cultural impact on the future
- of healthcare. In providing healthcare, robots are expected to augment traditional treatment, resulting in humans and robots working side by side.
- 50 It has been proven that robotic systems have benefited in many ways. For instance, few robots have helped children with developmental disabilities, others have improved the health status of people with different **deficiencies**. People who have
- 55 experienced therapy robots in their lives have commented that robots brought confidence in their lives as well as solved problems related to health. The other fact is that in some industrial countries robots are helping children with deficiencies to
- 60 develop faster and have positively influenced their behaviour. Experts predict that by 2020, robots will become more intelligent and irreplaceable as they would perform most household chores like laundry and home maintenance and would provide
- 65 valuable services for children and elderly people. Thus, future robots promise important role in our lives.

Questions

- Give the meaning of the following words as used in the passage. One word answers or phrase will be accepted. (3)
 - significance (line 11)
 - pinnacle (line 25)
 - deficiencies (line 54)
- Answer the following questions briefly in your own words.
 - In which sectors has India been using robotics? (2)
 - What does 'robotics' mean? (2)
 - Which word in the passage denotes that setting up a radio surgery system was an expensive deal for Apollo Hospital group? (2)
 - What is the current scientific position of India in robotic technology? (1)
 - Why are robotics being increasingly used in clinical surgeries? (2)
- Describe in your own words, the present scenario of robotic technology in India and its growing influence in medicine. Do not exceed 50 words. (8)

PASSAGE 9

Read the following passage carefully and answer the questions that follow.

- 1 "If a country is to be corruption free and become a nation of beautiful minds, I strongly feel there are three key societal members who can make a difference. They are the father, the mother and the teacher."
- 5 These golden words are remembered by the people of the country as they mourn the death of Dr A P J Abdul Kalam; the great scientist and former President of India. Throughout his lifetime, he had been an inspiration for the students, the youth who are the 10 aspirants of great India. And these '**ignited**' minds' illuminated by the character and influence of this great soul will keep spreading the light of their wisdom and virtues across the world. Kalam was born into a poor South Indian family in Rameshwaram. His family 15 lived a very frugal life and could hardly make their both ends meet. It was difficult for his father to pay even the school fees on time. So, Kalam had a habit of sparingly using his resources. Despite all unfavourable circumstances, he worked very hard and continued 20 with his education and **consequently** became a highly respected aerospace scientist in the country.
- His journey to success was not an easy affair. India's 'Missile Man' also had some failure stories. He had narrowly missed his dream of becoming a fighter pilot 25 as he ranked 9th in the list and there were only eight positions in the IAF. Also, when he was pursuing aerospace engineering in Madras Institute of Technology, his Dean was dissatisfied with the lack of progress that he exhibited in a project. It is another 30 fact that he later accomplished it within the deadline of three days and impressed the Dean.
- Abdul Kalam received Honorary doctorate from 40 universities. The Government of India awarded him the Padma Bhushan in 1981, and the Padma 35 Vibhushan in 1990 for his work with ISRO and DRDO and as a scientific advisor to the government. The government also awarded him the highest civilian award 'Bharat Ratna' for his contribution to the Missile Programme in 1997.
- 40 Kalam's message for the youth was that they should have the courage to think differently, to travel the unexplored path, discover the impossible and to overcome the problems and succeed. Above all they should work towards achieving 'excellence' was his 45 most important lesson for the youth of the country.
- He didn't believe in doling out advice about the things he didn't do himself. It is said that amidst his tight schedule, Kalam found time to put pen to paper, almost everyday. His urge for excellence and 50 fear of intellectual **stagnation** always provoked him to stretch his schedule beyond the daily routine. When Kalam was President, a reporter who was interviewing him was referring to him as 'Your Excellency'. Kalam cut him short, saying, 'call me 55 Kalam'. This is the key to Kalam's personality. He was modest to the core.
- This great philosopher and scientist who spread the message of spirituality, inspiration, and hardwork in the country passed away due to a cardiac attack while 60 he was delivering a lecture on 'Creating a livable Planet Earth' at Indian Institute of Management in Shillong on the 27th July, 2015.

Questions

1. Give the meaning of the following words as used in the passage. One word answers or short phrases will be accepted. [3]
 - (a) ignited (line 10)
 - (b) consequently (line 20)
 - (c) stagnation (line 50)
2. Answer the following questions briefly in your own words.
 - (a) What is Dr Kalam's view regarding a nation of beautiful minds? [2]
 - (b) How did Kalam acquire a habit of using his resources sparingly? [2]
 - (c) Why could Dr Kalam not become a fighter pilot in the IAF? [1]
 - (d) What according to Dr Kalam should the youth of the country strive for? [2]
 - (e) Why did Abdul Kalam stretch his schedule beyond the daily routine? What did he do? [2]
3. Give the character sketch of APJ Abdul Kalam using your own language, in not more than 50 words. [8]

PASSAGE 10

Read the following passage carefully and answer the questions that follow.

1. At the end of my first year at Hampton, I was confronted with another difficulty. Most of the students went home to spend their vacation. I had no money with which to go home, but I had to go
 5 somewhere. In those days very few students were permitted to remain at the school during vacation. It made me feel very sad and homesick to see the other students preparing to leave and starting for home. I not only had no money with which to go home, but
- 10 I had none with which to go anywhere. In some way, however, I had gotten hold of an extra, second-hand coat which I thought was a pretty valuable coat. This I decided to sell, in order to get a little money for travelling expenses. I had a good deal of
- 15 boyish pride and I tried to hide as far as I could, from the other students the fact that I had no money and nowhere to go. I made it known to a few people in the town of Hampton that I had this coat to sell and after a good deal of **persuading**, one coloured man
- 20 promised to come to my room to look the coat over and consider the matter of buying it. This cheered my drooping spirits considerably. Early the next morning my **prospective** customer appeared. After looking the garment over carefully, he asked me how
- 25 much I wanted for it. I told him I thought it was worth three dollars. He seemed to agree with me as to price, but remarked in the most matter-of-fact way: "I tell you what I will do; I will take the coat and will pay you five cents, cash down and pay you the rest of
- 30 the money just as soon as I can get it." It is not hard to imagine what my feelings were at the time. With this disappointment I gave up all hope of getting out of town of Hampton of my vacation work. I wanted very much to go where I might secure work
- 35 that would at least pay me enough to purchase some much needed clothing and other necessities. In a few days, practically all the students and teachers had left for their homes and this served to depress my spirits even more. After trying for several days in and near
 40 the town of Hampton, I finally secured work in a restaurant at Fortress Monroe. The wages, however, were very little more than my board. At night and between meals, I found considerable time for study and reading and in this
 45 direction I improved myself very much during the summer. One day, during the last week of my stay in the restaurant, I found under one of the tables a crisp, new ten-dollar bill. I could hardly contain myself, I was so happy. As it was not my place of
 50 business, I felt it to be the proper thing to show the money to the proprietor. This I did. He seemed as glad as I was, but he coolly explained to me that, as it was his place of business, he had a right to keep the money and he proceeded to do so. This, I confess,
 55 was another pretty bad blow to me. I will not say that I became discouraged. I have begun everything with the idea that I could succeed. I determined to face the situation just as it was. At the end of the week, I went to the treasurer of the Hampton Institute,
 60 General J F B Marshall and told him frankly my condition. To my **gratification**, he told me that I could reenter the institution and that he would trust me to pay the debt when I could.
 When I left school at the end of my first year, I owed
 65 the institution sixteen dollars that I had not been able to work out. It was my greatest ambition during the summer to save money enough with which to pay this debt. I felt that this was a debt of honour and that I could hardly bring myself to the point of
 70 even trying to enter school again till it was paid. I economised in every way that I could think of, did my own washing and went without necessary garments, but still I found my summer vacation ending and I did not have the sixteen dollars.

Questions

1. Give the meaning of the following words or phrases as used in the passage. One word answer or short phrases will be accepted. *[3]*
(a) persuading (line 19) (b) prospective (line 23)
(c) gratification (line 61)
 2. Answer the following questions briefly in your own words.
(a) What did the author hide from the other students? Why? *[2]*
- (b) What did the customer say regarding the deal of the author's second-hand coat? *[2]*
- (c) Which word in the passage expresses that the author was getting depressed? *[1]*
- (d) How did the author improve himself during the summer? *[2]*
- (e) What did the proprietor of the restaurant do when the writer showed him the money? *[2]*
3. What kind of a personality do you visualise the author has? Write the answer in your own words not exceeding 50 words. *[8]*

Tenses

(Verb Forms)

Tenses are a means of putting a sentence into a time frame.

According to these times, there are three kinds of tenses which are :

1. Present (the time that is running)
2. Past (the time that is gone)
3. Future (the time that is to come)

These tenses indicate the time in which the action is taking place. Each tense has four sub-kinds that exactly express the degree of completion of an action. They are as follows :

- | | |
|---------------------|-------------------------------|
| (i) Simple Tense | (ii) Continuous Tense |
| (iii) Perfect Tense | (iv) Perfect Continuous Tense |

Present Tense

1. Simple Present Tense

Subject + Ist form of verb + object.

This tense is used to denote

- (i) Habitual/Regular/Periodic Actions e.g.
 - (a) I go to school by bus.
 - (b) Riddhi reaches office at 9 am everyday.
 - (c) Maria plays basketball in the evening.
 - (d) We go to Sai temple every week.
- (ii) Universal/Eternal Truths e.g.
 - (a) The Sun rises in the East.
 - (b) Plants produce their own food by photosynthesis.
 - (c) The Earth takes 365 days to revolve round the Sun.
 - (d) Water boils at 100° C.
- (iii) General Facts e.g.
 - (a) Every cloud has a silver lining.
 - (b) Teachers like sincere students.
 - (c) People elect their own representatives in a democratic set up of government.
 - (d) Man proposes, God disposes.

(iv) Actions Happening in Near Future e.g.

- (a) The government launches new schemes for poor students next month.
- (b) Our college commences soon.
- (c) They go on a world tour this year.
- (d) The next train comes in 10 minutes.

Simple Present tense is also used for writing ‘News Headlines’ and ‘Stories’.

News Headlines e.g.

- (a) A car dashes four people on footpath.
- (b) The Minister alleges threat from the opposition.

Story e.g.

- (c) The thirsty crow gathers a few pebbles, throws them one-by-one into the pitcher
- (d) The two ladies fight fiercely over the possession of the baby. People take them to the court of the King Vikram.

Note The sentences in Simple Present tense, generally contain the adverbs like often, sometimes, always, never, off and on, or phrases such as every Monday, every week / month etc.

2. Present Continuous Tense

Subject + am/is/are + 1st form of verb + ing + object.

It is used to denote actions

- (i) that are progressive or going on at the time of speaking. e.g.
 - (a) She is plucking flowers from the plant.
 - (b) We are watching TV.
 - (c) Where are you going?
 - (d) Mansi is searching her book.
- (ii) that are not actually happening at the time of speaking, but at the present time. e.g.
 - (a) Rumpa is looking for a job. (Not now, but these days)
 - (b) I am reading ‘The Blue Hour’. (these days)
 - (c) Purab is learning Spanish. (these days)
 - (d) He is working hard for GRE. (at present)
- (iii) that are going to happen in near future. e.g.
 - (a) The Prime Minister is visiting the flood affected areas of Assam tomorrow.
 - (b) The actor is getting married in December this year.
 - (c) The Chautalas are shifting their office to Jwala Nagar next month.
 - (d) The mobile company is launching a new model next week.

3. Present Perfect Tense

Subject + has/have + IIId form of verb + object.

It is used to denote actions

- (i) that are recently completed.

These sentences generally contain the adverbs like just, recently, this week, this month, this year etc e.g.

 - (a) I have just had my lunch.
 - (b) The organisation has recently completed 1 year.
 - (c) The machine has stopped functioning.
 - (d) The board has declared results of class X.
- (ii) that were started in past, continued for some time period and have been completed now. e.g.
 - (a) They have lived in this city for 30 years. (action started 30 years ago and recently completed).
 - (b) Ms Reena has worked here since 1999.
 - (c) He has awaited this opportunity since long.
 - (d) The king has renounced his luxurious life for many years.

4. Present Perfect Continuous Tense

Subject + has/have + been + 1st form of verb + ing + object.

It is used to denote action that started at some point of time in the past, continued for some time and is still going on at the time of speaking.

Use of ‘For’ and ‘Since’ in Present Perfect Continuous Tense

- (i) ‘Since’ is used when the ‘point of time’ is given and from that point of time the action starts. e.g.
 - (a) Abhay has been reading a novel since morning/since 9 o’clock in the morning.
 - (b) Ms Aditi has been teaching History since 2003.
 - (c) She has been practising her maiden speech since Wednesday.
 - (d) Guru and Pranay have been travelling since last month.
- (ii) ‘For’ is used when the ‘period of time’ for which the action lasted is given. e.g.
 - (a) Kamal has been writing articles for a magazine for 2 years.
 - (b) Garima has been working in the kitchen for many hours.
 - (c) They have been preparing the welcome song for a week.
 - (d) I have been waiting for the train for last 20 minutes.

Past Tense

1. Simple Past Tense

Subject + IInd form of verb + object.

It is used to denote actions

- (i) that were completed in the past. e.g.
 - (a) Jay completed MCA last year.
 - (b) They reached Goa yesterday.
(when time is given)
 - (c) They met each other in Dubai.
 - (d) I called you many times.
(When time is not given, but it is implied that the action was completed in the past.)
- (ii) that were past habits. e.g.
 - (a) Sagar wore T-shirts earlier. (doesn't wear now)
 - (b) I played badminton in my college.
(don't play now)
 - (c) My sister drove to office earlier. (but now she goes by Metro).
 - (d) Gunjan studied very hard last year.
(She has become careless nowadays.)

2. Past Continuous Tense

Subject + was /were + Ist form of verb + ing + object.

It is used to denote action that was progressive at certain point of time which is being talked about. e.g.

- (a) Naina was watching a movie at 6 pm yesterday.
- (b) I was trying to call you in the morning.
- (c) The teacher suddenly entered the class while the students were mimicing him.
(It is generally accompanied by another sentence in Simple Past tense when two simultaneous actions are talked about).
- (d) She was preparing lunch when the doorbell rang.

3. Past Perfect Tense

Subject + had + IIIrd form of verb + object.

It is used to denote the actions which were completed in the past. However, one has to be very careful about its use.

It is used when

- (i) Two actions occurred one after the other in the past.
 - The action that happened earlier (i.e. Ist action) is expressed in **Past Perfect tense**.
 - The action that happened later (i.e. IIInd action) is expressed in **Simple Past tense**. e.g.

(a) The tiger had run away before the hunter reached the forest.

(b) All had settled down before the director arrived.

(c) We went out after it had stopped raining.

(d) Garima returned home after their plane had taken off.

(ii) Desires in the past that have not been fulfilled. e.g.

(a) I wish I had taken the 3 o'clock train.

(b) Madhuri wishes she had studied a little more seriously.

(iii) For conditional sentences (If.....then), for actions which were possible but could not happen.

(a) If he had spoken politely, he would not have borne the consequences.

(b) Had they started earlier, they could have caught the train.

4. Past Perfect Continuous Tense

Subject + had + been + Ist form of verb + ing + object.

It is used to denote an action that began before a certain point in the past and continued upto that time. e.g.

- (a) When we met in Pune last year, she told me that she had been working in Wipro since 1995.
- (b) When Mr Mukerjee came to school in 1995, Mr Anand had already been teaching there for five years.

Future Tense

1. Simple Future Tense

Subject + shall /will + Ist form of verb + object.

(i) It is used to denote actions happening in future. e.g.

(a) I will tell you a story tomorrow.

(b) They will meet in Paris.

(c) You will learn if you practise.

(d) If it rains, our bus will halt in the village.

(Subordinate clause of conditional sentence in Simple Present tense).

Note The use of 'shall' with I/we has become archaic now. So, in general 'will' is used with all subjects (Ist/IInd/IIIrd person singular/plural). When there is determination/obligation/threat etc, then with I/we-will and you/he/she/it-shall is used. e.g.

(a) You shall obey my orders.

(b) We will pass the UPSC exam this year.

(c) Trespassers shall be executed.

(d) The students shall follow the rules and regulations.

2. Future Continuous Tense

Subject + shall/will + be + 1st form of verb + ing + object.

It is used the same way as Simple Future tense to express actions of future. e.g.

- (a) The famous tennis star will be inaugurating the sports day events.
- (b) The doctor will be coming in an hour.
- (c) The duo will be singing at the party.
- (d) Their plane will be landing at 4 pm at the London airport.

3. Future Perfect Tense

Subject + shall/will + have + 3rd form of verb + object.

It expresses an action that will be completed by a certain time in future. e.g.

- (a) Ruhi will have completed MA by 2017.
- (b) India will have become a superpower by 2025.

- (c) You all will have got a good job by the end of this year.

- (d) I will have started a new project by next week.

4. Future Perfect Continuous Tense

Subject + shall/will + have + been + 1st form of verb + ing + object.

It expresses an action that will be continuing over a period of time in future and end in future. e.g.

- (a) On Lydia's birthday, we will have been decorating the hall since morning.
- (b) When Sharad returns to home country, his parents will have been waiting for him for many years.
- (c) Tomorrow the contestants will have been doing rehearsals for several hours when you go on a round.
- (d) He will have been recording all that the criminal speaks right from his entry.

EXAM PRACTICE

In the following passages, fill in each of the numbered blanks with the correct form of the word given in the brackets.

1. Alice was (0) **Beginning** (*begin*) to get very tired of (i) (*sit*) by her sister on the bank and of having nothing to do : once or twice she had (ii) (*peep*) into the book her sister was reading, but it (iii) (*have*) no pictures or conversations in it, "and what is the use of a book," (iv) (*think*) Alice, "without pictures or conversations?" Alice wondered whether the pleasure of (v) (*make*) a daisy- chain would be worth the trouble of getting up and picking the daisies, when suddenly a White Rabbit with pink eyes (vi) (*run*) close by her. Alice did not think this was very remarkable, until the Rabbit actually (vii) (*take*) a watch out of its waistcoat- pocket, and (viii) (*look*) at it, and then hurried on. [2018]

2. Pablo Picasso (0) **showed** (*show*) his truly exceptional talent from a very young age. His first word (i) (*be*) lapiz (Spanish for pencil) and he (ii) (*learn*) to draw before he could talk. He was the only son in the family and very good looking, so he was thoroughly (iii) (*spoil*). He (iv) (*hate*) school and often (v) (*refuse*) to go unless his doting parents (vi) (*allow*) him to take one of his father's pet pigeons with him.

Once, he painted his father's half completed painting so beautifully that his father (vii) (*give*) him his own palette and brushes and never (viii) (*paint*) again. He was 13 then.

3. As heart disease (0) **is continuing** (*continue*) to be the number one killer in the United States, researchers (i) (*become*) increasingly (ii) (*interest*) in identifying the potential risk factors that (iii) (*trigger*) heart attacks. High-fat diets and 'life in the fast lane' have long (iv) (*know*) to contribute to the high incidence of heart failure.

Heart failures (v) (*appear*) to have seasonal and temporal patterns. Many heart failures (vi) (*occur*) in cold weather and many people (vii) (*experience*) heart failure on Monday than on any other day of the week. Cardiologists (viii) (*observe*) more morning phenomena of heart attacks than in afternoons or evenings.

4. The term 'traditional medicine' (0) **refers** (*refer*) to ways of protecting and restoring health that (i) (*exist*) before the arrival of modern medicine. As the term (ii) (*imply*), these approaches to health belong to the traditions of each country, and (iii) (*hand*) down from generation to generation. Traditional systems in general have had to meet the needs of the local communities for many centuries. China and India, (iv) (*develop*) very sophisticated systems such as acupuncture and ayurvedic medicine. A genuine interest in various traditional practices now (v) (*exist*) among practitioners of traditional, indigenous or alternative systems. They (vi) (*begin*) to accept and (vii) (*use*) some of modern technology. This (viii) (*help*) foster teamwork among all categories of health workers within the framework of primary health care.

5. Eye donor can (0) **belong** (*belong*) to any age group or sex. People who (i) (*use*) spectacles, or those (ii) (*operate*) for cataract, can still donate the eyes. People who (iii) (*be*) diabetic, have hypertension, asthma patients and those without communicable diseases can also (iv) (*donate*) eyes. Eyes must (v) (*remove*) within 4-6 hours after death. The eye bank team if (vi) (*inform*) immediately (vii) (*remove*) the eyes at home of the deceased or at a hospital. Eye removal (viii) (*take*) only 10-15 minutes. It is a simple process and does not lead to any disfigurement.

- 6.** I (0) **climbed** (*climb*) into bed and (i) (*roll*) myself in my blankets, first extinguishing the light that (ii) (*burn*) steadily near the door. I lay still trying to get to sleep, but my fear (iii) (*make*) that impossible and soon I (iv) (*sit*) up in bed peering into the darkness and occasionally (v).....(*glance*) at the round window in the side of the ship which (vi) (*seem*) like a plate suspended in the darkness. For an hour I must have sat like this, and (vii) (*rouse*) by a drought of cold air. I (viii) (*jump*) out of the bed; not having allowed for the motion of the ship, I was instantly thrown violently across the room.
- 7.** Mobile phones (0) **have become** (*become*) the greatest necessity in today's age. They (i) (*be*) no longer a means of mere communication but serve many other purposes. Mobiles (ii) (*take*) the form of a mini PC. Apart from making calls and sending SMSes, they (iii) (*facilitate*) you to schedule your work, take photographs, browse data, store as well as share data etc. They (iv) (*connect*) you to your friends on miles in minutes through WhatsApp and Facebook. Moreover, they can (v) (*use*) anytime and anywhere without electricity unlike landline phones. GPS and GPRS (vi) (*add*) to the advantages of mobile phones. But youngsters (vii) (*tend*) to purchase costliest phones to (viii) (*show*) off their status and prestige.
- 8.** After 68 years of independence it is a necessity that we (0) **measure** (*measure*) our gains and our losses. We need (i) (*consolidate*) our gains and prevent further losses. While (ii) (*do*) so, we must also introspect on what we did for the country and for ourselves. Only then will we be able (iii) (*take*) steps towards the benefit of the country and of our own. It's time we (iv) (*define*) our goals. Also remember that if you (v) (*aim*) for reaching the top of the mountain, you will reach the top of the tree. If you aim for the top of the tree, you (vi) (*reach*) the height of the tip of the top of the grass. If you aim for the tip of the top of the grass, (vii) (*imagine*) where you will (viii) (*go*).
- 9.** Roald Dahl, a famous children's writer (0) **was born** (*born*) on 13th September, 1916, in Wales. His colourful experiences as a student in boarding schools (i) (*be*) the inspiration for his books *Boy* and *Danny Champion of the World*. Dahl (ii) (*become*) a writer during World War II, when he (iii) (*recount*) in a short story his adventures as a fighter pilot for the Royal Air Force. The story (iv) (*buy*) by the Saturday Evening Post and a long, illustrious career was born. He (v) (*marry*) a film actress with whom he (vi) (*have*) five children. After (vii) (*establish*) himself as a writer for adults, Dahl (viii) (*begin*) writing children stories in 1960.
- 10.** Malala Yousufzai, a Pakistani activist for female education (0) **was born** (*born*) in 1997. She (i) (*know*) for her advocacy of Human Rights for education. Her family (ii) (*run*) a chain of schools in Swat Valley of Pakistan. So, the devotion for education (iii) (*receive*) by Malala in heritage. At the very early age of 13, she (iv) (*write*) a blog for the BBC, regarding the right for education, in the pseudonym. Her movement (v) (*grow*) international since she gave interviews in print and on television. And she (vi) (*nominate*) for 'International Children's Peace Prize' by South African activist Desmond Tutu. After Malala's being attacked in 2012 and safely recovered, the UN special Envoy for Global Education Gordon Brown (vii) (*launch*) a UN petition in her name, demanding that all children worldwide be in school by the end of 2015. It (viii) (*help*) leading to the ratification of Pakistan's first Right to Education Bill.
- 11.** "My father (0) **will get** (*get*) ahead of me in everything and will leave nothing great for me to do". These were little Alexander's words when he (i) (*come*) to know about the conquests of his father, the King Philip of Macedonia. Action and glory, rather than pleasure and wealth (ii) (*be*) what Alexander (iii) (*want*) from life. Fame was his passion. One of the greatest in history, Alexander (iv) (*conquer*) much of what was then the civilised world. He was born in Pella, Macedonia. Even as a boy Alexander was fearless and strong. He (v) (*tame*) the beautiful and spirited Bucephalus, a horse that no one else (vi) (*dare*) to touch or ride. His father was so proud that he said, "Oh my son, (vii) (*seek*) out a kingdom worthy of thyself, for

Macedonia is too little for thee." And, he (*viii*) (*fulfil*) his father's wishes.

- 12.** My mother (0) **started** (*start*) school when she (*i*) (*be*) six and (*ii*) (*stop*) the same term. She was unusual in the village as she had a father and brother who (*iii*) (*encourage*) her to go to school. She was the only girl in a class of boys and claims she was brighter than the boys. But every day she (*iv*) (*will*) leave behind her girl cousin (*v*) (*play*) at home and she (*vi*) (*envy*) them. There (*vii*) (*seem*) to be no point in (*viii*) (*go*) to school just to end up doing housework. [2017]

- 13.** The other days we (0) **discussed** (*discuss*) the attitudes of people in our country. Why (*i*) (*be*) most of them arrogant and aggressive? Akash asked. Rachna (*ii*) (*say*) that (*iii*) (*be*) because there (*iv*) (*be*) too many people and one had to fight for everything. Nirode (*v*) (*insist*) that it (*vi*) (*be*) the climate. We (*vii*) (*be*) as efficient and polite as Canadians if only our weather (*viii*) (*be*) better. [2017]

- 14.** He had been zero (0) **sitting** (*sit*) on the bank of a small irrigation canal. He was (*i*) (*gaze*) at a couple of heron (*ii*) (*fish*) in the muddy water, when he (*iii*) (*feel*) something bump his elbow. (*iv*) (*look*) around, he (*v*) (*find*) at his side a little goat, jet black and soft as velvet with lovely grey eyes. Neither her owner nor her mother (*vi*) (*be*) around. She continued to (*vii*) (*nudge*) Mukesh, so he (*viii*) (*look*) in his pocket for nourishment. [2016]

- 15.** One morning I (0) **see** (*see*) the python curled up on the dressing table. It was (*i*) (*gaze*) at its own reflection in the mirror. I (*ii*) (*go*) for grandfather but by the time we (*iii*) (*return*) to the room, the python (*iv*) (*move*) on. He was seen in the garden and once the cook saw him (*v*) (*crawl*) up the ladder to the roof. Then we (*vi*) (*find*) him on the dressing table again (*vii*) (*admire*) himself in the mirror. "He's

trying to look better for Aunt Mabel" I said. I (*viii*) (*regret*) this remark immediately because grandmother overheard and held up my pocket money for the rest of the week! [2015]

- 16.** From his perch behind the clock, Hugo could (0) **see** (*see*) everything. He rubbed his fingers nervously against the small notebook in his pocket and (*i*) (*tell*) himself to be patient. The old man in the toy booth (*ii*) (*argue*) with the girl. She (*iii*) (*be*) about Hugo's age and he often saw her go into the booth and (*iv*) (*disappear*) behind the counter. The old man (*v*) (*look*) agitated today. Had he figured out some of his toys were (*vi*) (*miss*)? Well, there was nothing to be (*vii*) (*do*) about that now. The old man and the girl argued some more and finally she closed her book and (*viii*) (*run*) off. [2014]

- 17.** A woman (0) was waiting (*wait*) at an airport one night, with several long hours before her flight. She (*i*) (*hunt*) for a book in the airport shops, (*ii*) (*buy*) a bag of cookies and found a place to sit. She (*iii*) (*engross*) in her book, but happened to see that the man sitting beside her, bold as could be, grabbed a cookie or two from the bag in between, which she tried to ignore to avoid a scene. So, she (*iv*) (*munch*) on the cookies and watched the clock, as the gutsy thief diminished her stock. She (*v*) (*get*) more irritated as the minutes ticked by, thinking, "If I wasn't so nice, I (*vi*) (*blacken*) his eye". With each cookie she took, he took one too. When only one was left, she wondered what he would do. With a smile on his face, a nervous laugh, he (*vii*) (*take*) the last cookie and broke it in half. He offered her half, as he ate the other. She had never known she could be so angry and turned to gather her belongings. As she reached for her baggage, she gasped with surprise, there was her bag of cookies, in front of her eyes. If mine are here, she moaned in despair, the other were his, he (*viii*) (*try*) to share. [2013]

- 18.** My guide (0) **told** (*tell*) me if I wanted to meet these people, I would have to walk two miles. We finally (*i*) (*reach*) a village where I (*ii*) (*meet*) a lady whose age I (*iii*) (*can*) not immediately make out. My translator (*iv*) (*find*) it difficult to interpret the lady's words because her dialect was quite different. She

- (v) (be) a dark-skinned and dark-haired lady. She must have been around 70 years old, but there was no grey in her hair. She obviously could not afford to dye her hair. So what was her secret? Nobody (vi) (know). It must have been a 'secret' common to all for not one person in that whole village (vii) (has) a trace of grey hair ! I (viii) (think) about it for a long time. [2012]
- 19.** We were not (0) **allowed** (*allow*) to talk during the lecture. The children (i) (*sit*) in a neat circle and (ii) (*begin*) (iii)..... (*copy*) their multiplication tables. Most (iv) (*scratch*) in the dirt with sticks they had (v) (*bring*) for that purpose. The more fortunate (vi) (*has*) slate boards that they (vii) (*write*) on with sticks (viii) (*dip*) in a mixture of mud and water. [2011]
- 20.** But just when I had almost (0) **given** (*give*) up hope. I was (i) (*strike*) with a brilliant idea : my birthday was due fairly soon and if I (ii) (*deal*) with the family skilfully, I (iii) (*feel*) sure, I could not only get a boat but a lot of other equipments as well. I (iv) (*suggest*) to the family that, instead of (v) (*let*) them choose my presents, I (vi) (*may*) tell them the things that I (vii) (*want*) most. In this way, they could be sure of not (viii) (*disappoint*) me. [2010]
- 21.** As she (0) **spoke** (*speak*), I (i) (*rise*) and (ii) (*go*) to the centre blackboard. I (iii) (*find*) the chalk (iv) (*write*) in block letters the title of the book. Then I (v) (*put*) the chalk down and went to (vi) (*sit*) beside her, to (vii) (*hold*) her hand. The day had barely (viii) (*begin*). [2010]
- 22.** I (0) **am convinced** (*convince*) that my father (i) (*remember*) by all those who value integrity. He (ii) (*be*) a man of learning and also saw to it that he (iii) (*teach*) his pupils with passion and patience. He, at times (iv) (*use*) to lose his temper but that was

because he always (v) (*want*) his pupils to learn and learn well. As a person, he was honest and simple. His greatness (vi) (*lie*) in the fact that he (vii) (*have*) a pure heart, devoid of malice. Such a man is always valued and (viii) (*be*) very rare to find. [2010]

- 23.** There (0) **was** (*be*) some confusion in the doorway. A man (i) (*get*) into the compartment (ii) (*stammer*) an apology. Then the door (iii) (*rang*) and the world was (iv) (*shut*) out again. I (v) (*return*) to my berth. The guard (vi) (*blow*) his whistle and we (vii) (*move*) off. Once again I (viii) (*has*) a game to play.
- 24.** Mid-afternoon while (0) **giving** (*give*) my report to Mrs Biggs, I (i) (*hear*) a loud thumping (ii)..... (*come*) from the direction of her store room. "What (iii) (*be*) all that noise downstairs ?" I asked. "Probably a rat. I don't hear anything," she replied. I ran downstairs and (iv) (*open*) the store room door. There was Mr Biggs (v) (*look*) very dusty and very disgruntled; he wanted to know why Mrs Biggs (vi) (*shut*) him up for hours. He had gone into the store room in search of a walking stick and Mrs Biggs, (vii) (*see*) the door open, had promptly (viii) (*bolt*) it.
- 25.** After Christopher Columbus (0) **returned** (*return*) from his famous voyage across the Atlantic, the king of Spain (i) (*wish*) to celebrate the great event and do honour to the man who (ii)..... (*make*) himself a national hero. He (iii) (*do*) so by holding a banquet in honour of the explorer. To this banquet he (iv) (*invite*) many of the nobles of the king's court. Some of them (v) (*be*) jealous of the success Columbus (vi) (*achieve*). One of them sat next to Columbus. He turned towards Columbus and said, "Of course you (vii) (*be*) a brave man but anyone can take ship and sail on and on till he (viii) (*reach*) land."

ANSWERS

- 1.** (i) sitting
 (iii) had
 (v) making
 (vii) took
- 2.** (i) was
 (iii) spoilt
 (v) refused
 (vii) gave
- 3.** (i) have become
 (iii) trigger
 (v) appear
 (vii) experience
- 4.** (i) existed
 (iii) have been handed
 (v) exists
 (vii) use
- 5.** (i) use
 (iii) are
 (v) be removed
 (vii) removes
- 6.** (i) rolled
 (iii) made
 (v) glancing
 (vii) roused
- 7.** (i) are
 (iii) facilitate
 (v) be used
 (vii) tend
- 8.** (i) to consolidate
 (iii) to take
 (v) aim
 (vii) imagine
- 9.** (i) were
 (iii) recounted
 (v) married
 (vii) establishing
- 10.** (i) is known
 (iii) was received
 (v) grew
 (vii) launched
- 11.** (i) came
 (iii) wanted
 (v) had tamed
 (vii) seek
- 12.** (i) was
 (iii) encouraged
 (v) playing
 (vii) seemed
- 13.** (i) are
 (iii) was
- (ii) peeped
 (iv) thought
 (vi) ran
 (viii) looked
- (ii) had learnt
 (iv) hated
 (vi) allowed
 (viii) painted
- (ii) interested
 (iv) been known
 (vi) occur
 (viii) have observed
- (ii) implies
 (iv) have developed
 (vi) are beginning
 (viii) will help
- (ii) operated
 (iv) donate
 (vi) informed
 (viii) takes
- (ii) was burning
 (iv) sat
 (vi) seemed
 (viii) jumped
- (ii) have taken
 (iv) connect
 (vi) have added
 (viii) show
- (ii) doing
 (iv) defined
 (vi) will reach
 (viii) have gone
- (ii) became
 (iv) was bought
 (vi) had
 (viii) began
- (ii) ran
 (iv) wrote
 (vi) was nominated
 (viii) has helped
- (ii) were
 (iv) conquered
 (vi) dared
 (viii) fulfilled
- (ii) stopped
 (iv) would
 (vi) would envy
 (viii) going
- (ii) said
 (iv) were
- (v) insisted
 (vii) will be
- 14.** (i) gazing
 (iii) felt
 (v) found
 (vii) nudge
- 15.** (i) gazing
 (iii) returned
 (v) crawling
 (vii) admiring
- 16.** (i) told
 (iii) was
 (v) looked
 (vii) done
- 17.** (i) hunted
 (iii) was engrossed
 (v) was getting
 (vii) took
- 18.** (i) reached
 (iii) could
 (v) was
 (vii) had
- 19.** (i) sat
 (iii) to copy
 (v) brought
 (vii) were writing
- 20.** (i) struck
 (iii) felt
 (v) letting
 (vii) wanted
- 21.** (i) rose
 (iii) found
 (v) put
 (vii) hold
- 22.** (i) will be remembered
 (iii) taught
 (v) wanted
 (vii) had
- 23.** (i) got
 (iii) rang
 (v) returned
 (vii) moved
- 24.** (i) heard
 (iii) is
 (v) looking
 (vii) seeing
- 25.** (i) wished
 (iii) did
 (v) were
 (vii) are
- (vi) was
 (viii) is
- (ii) fishing
 (iv) Looking
 (vi) was
 (viii) looked
- (ii) went
 (iv) had moved
 (vi) found
 (viii) regretted
- (ii) was arguing
 (iv) disappear
 (vi) missing
 (viii) ran
- (ii) bought
 (iv) munched
 (vi) would blacken
 (viii) was trying
- (ii) met
 (iv) found
 (vi) knew
 (viii) thought
- (ii) began
 (iv) were scratching
 (vi) had
 (viii) dipped
- (ii) dealt
 (iv) suggested
 (vi) might
 (viii) disappointing
- (ii) went
 (iv) to write
 (vi) sit
 (viii) begun
- (ii) was
 (iv) used
 (vi) lay
 (viii) is
- (ii) stammering
 (iv) shut
 (vi) blew
 (viii) had
- (ii) coming
 (iv) opened
 (vi) had shut
 (viii) bolted
- (ii) had made
 (iv) invited
 (vi) had achieved
 (viii) reaches

Active and Passive Voice

In grammar, the voice of a verb describes the relationship between the action that the verb expresses and the participants identified by its arguments (subject, object etc.)

When the subject is the agent or doer (performer) of the action, the sentence begins with the subject. This means 'subject' is of prime importance or is 'active' in the sentence. Then the verb is said to be in **Active voice**.

- e.g. (a) Nidhi purchases a chandelier.
(b) Sanobar has composed a nice song.

In active voice, since the subject is an active agent, the 'verb' should be in accordance with the 'subject'.

When the subject is a passive undergoer (or receiver) of the action and the object is of more importance and the sentence begins with it, the verb is said to be in **Passive voice**.

- e.g. (a) A chandelier is purchased by Nidhi.
(b) A nice song has been composed by Sanobar.

In passive voice, the 'verb' should be in accordance with the 'object'.

Subject, Verb and Object

- The doer of an action is called 'subject'.
- The action done by the subject is represented by a 'verb'.
- The receiver of the action done by the subject is called the 'object'.

Now, examine the following sentences carefully

Raghav sold his old car. (Active voice)

His old car was sold by Raghav. (Passive voice)

What is the action being performed in both the sentences? – Selling = Verb

Who is selling? – Raghav = Subject

What is being sold? – Old car = Object

No matter whether the sentence begins with 'Raghav' or 'His old car', the performer of the action of selling is 'Raghav'. Therefore 'Raghav' is the subject.

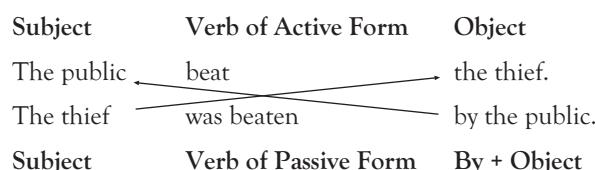
And the sentence beginning with the subject 'Raghav' i.e. **Raghav sold his old car**, is in active voice whereas the sentence beginning with 'His old car', the receiver of the action (object) i.e. **His old car was sold by Raghav** is in passive voice.

So, now, it is crystal clear that if you understand who the performer of the action is, it becomes very easy to decide whether the sentence you want to form will follow the syntax of Active or Passive voice.

Change of Voice

While changing a verb from Active voice to Passive voice, the following general rules should be followed :

- (i) The object of the active verb is made the subject of the passive verb.
- (ii) The subject of the active verb is made the object of the passive verb.
This object is preceded by a preposition mostly 'by'; in some cases, 'to' or 'with'. It will be elucidated further in the chapter.
- (iii) The passive voice must contain the third form of the main or finite verb.
- (iv) Helping verb is placed before the main verb.
- (v) The tense of the verb does not change.
- (vi) The form of the verb is changed according to the tense.



Change of Persons

Subject	Object
I	me
we	us
you	you
he	him
she	her
they	them
Name (Jay/Mayur)	Name remains as it is (Jay/Mayur)

Change of Verb According to Tense

Tense or Modal + Base	Active Voice	Passive Voice
Simple Present	beat / beats	am/is/are beaten
	beat	was/were beaten
	shall/will beat	shall/will be beaten
Continuous	am/is/are beating	am/is/are being beaten
	Past	was/were beating
	Future	shall/will be beating
Perfect	Present	Not applicable
	Past	have/has been beaten
	Future	had beaten
Perfect Continuous	Present	had been beaten
	Past	shall/will have beaten
	Future	
Can/may/must, etc + base	Not applicable	Not applicable
	can/may/must, etc beat	can/may/must, etc be beaten.

Transformation of Active Voice Into Passive Voice

Present Tense

Simple Present Tense

Active : S + V₁ + O

Passive : 'O' + am/is/are + V₃ + by + 'S'

- (a) I bake a cake today. (Active voice)
A cake is baked by me today. (Passive voice)
- (b) NDTV launches gadgets360.com soon. (Active voice)
Gadgets360.com is launched soon by NDTV. (Passive voice)
- (c) The jury will declare the results in a few minutes. (Active voice)
The results will be declared in a few minutes by the jury. (Passive voice)
- (d) Anushka and Neha learn Salsa. (Active voice)
Salsa is learnt by Anushka and Neha. (Passive voice)
- (e) The archaeologists study the fossils. (Active voice)
The fossils are studied by the archaeologists. (Passive voice)

Present Continuous Tense

Active : S + am/is/are + V₁ + ing + O

Passive : O + am/is/are + being + V₃ + by + S

- (a) Rishabh is painting the portrait of a lady. (Active voice)
The portrait of a lady is being painted by Rishabh.
(Passive voice)

- (b) The police are investigating the matter. (Active voice)
The matter is being investigated by the police.
(Passive voice)

- (c) She is preparing the list of guests for the party.
(Active voice)

The list of guests for the party is being prepared by her.
(Passive voice)

- (d) Indian scientists are developing the technology against data hacking.
(Active voice)

The technology against data hacking is being developed by Indian scientists.
(Passive voice)

- (e) The secretary of the manager is preparing the agenda of the meeting.
(Active voice)

The agenda of the meeting is being prepared by the secretary of the manager.
(Passive voice)

Present Perfect Tense

Active : S + has/have + V₃ + O

Passive : O + has/have + been + V₃ + by + S

- (a) Ovi has changed the channel on TV. (Active voice)
The channel on TV has been changed by Ovi.
(Passive voice)

- (b) Anurag Basu has made a few very good movies.
(Active voice)

A few very good movies have been made by Anurag Basu.
(Passive voice)

- (c) They have auctioned 'Shabnam Villa'
'Shabnam Villa' has been auctioned by them.
(Passive voice)

- (d) Nitika and Vihaan have revealed their secrets.
(Active voice)

Their secrets have been revealed by Nitika and Vihaan.
(Passive voice)

- (e) This book has incorporated all the important topics.
(Active voice)

All the important topics have been incorporated by this book.
(Passive voice)

Past Tense

Simple Past Tense

Active : S + V₂ + O

Passive : O + was/were + V₃ + by + S

- (a) We submitted the assignments last week.
(Active voice)

The assignments were submitted last week by us.
(Passive voice)

- (b) Sakshi cracked GRE at the very first attempt.
(Active voice)

GRE was cracked at the very first attempt by Sakshi.
(Passive voice)

- (c) India won last Hockey World Cup many years back.
(Active voice)

Last Hockey World Cup was won many years back by India.
(Passive voice)

- (d) Vansh grabbed four prizes at the Inter School competitions.
(Active voice)

Four prizes were grabbed by Vansh at the Inter-school competition.
(Passive voice)

- (e) My father purchased this car in the year 1997.
(Active voice)

This car was purchased in the year 1997 by my father.
(Passive voice)

Past Continuous Tense

Active : S + was/were + V₁ + ing + O

Passive : O + was/were + being + V₃ + by + S

- (a) He was practising Hinduism.
(Active voice)

Hinduism was being practised by him.
(Passive voice)

- (b) Sumi was counting stars in the sky.
(Active voice)

Stars in the sky were being counted by Sumi.
(Passive voice)

- (c) They were flying kites.
(Active voice)

Kites were being flown by them.
(Passive voice)

- (d) Sejal and Mahima were planting trees in the garden.
(Active voice)

Trees were being planted in the garden by Sejal and Mahima.
(Passive voice)

- (e) Radha was searching something in the cupboard.
(Active voice)

Something was being searched in the cupboard by Radha.
(Passive voice)

Past Perfect Tense

Active : S + had + V₃ + O

Passive : O + had been + V₃ + by + S

- (a) I had already done this. (Active voice)
This had been already / had already been done by me. (Passive voice)
- (b) He had tolerated much before coming to this city. (Active voice)
Much had been tolerated by him before coming to this city. (Passive voice)
- (c) Sahil had sent the invitation letter. (Active voice)
The invitation letter had been sent by Sahil. (Passive voice)
- (d) Noorjahan had learnt many recipes of Chinese food. (Active voice)
Many recipes of Chinese food had been learnt by Noorjahan. (Passive voice)
- (e) Rudra had not accepted the offer. (Active voice)
The offer had not been accepted by Rudra. (Passive voice)

Future Tense

Simple Future Tense

Active : S + shall/will + V₁ + O

Passive : O + shall/will + be + V₃ + by + S

- (a) He will manipulate her. (Active voice)
She will be manipulated by him. (Passive voice)
- (b) We will find out a solution. (Active voice)
A solution will be found out by us. (Passive voice)
- (c) Trespassers shall not use this road. (Active voice)
This road shall not be used by trespassers. (Passive voice)
- (d) God will endow him with the power of speech one day. (Active voice)
He will be endowed with the power of speech by God one day. (Passive voice)
- (e) The boss will not entertain his lame excuses. (Active voice)
His lame excuses will not be entertained by the boss. (Passive voice)

Future Perfect Tense

Active : S + shall/will have + V₃ + O

Passive : O + shall/will have + been + V₃ + by + S

- (a) Mother will have prepared delicious lunch. (Active voice)
Delicious lunch will have been prepared by mother. (Passive voice)

(b) You will have won the game. (Active voice)
The game will have been won by you. (Passive voice)

- (c) India will have eradicated illiteracy by 2020. (Active voice)
Illiteracy will have been eradicated by 2020 by India. (Passive voice)
- (d) Shanu will have eaten up all the chocolates. (Active voice)
All the chocolates will have been eaten up by Shanu. (Passive voice)
- (e) Miheer will have surprised her. (Active voice)
She will have been surprised by Miheer. (Passive voice)

Miscellaneous Changes

Changes with Modals

(can, could, may, might, should, would etc)

be + Past Participle

- (a) They **may** change your seat. (Active voice)
Your seat **may be** changed by them. (Passive voice)
- (b) I **can** do this. (Active voice)
This **can be** done by me. (Passive voice)

Interrogative Sentences

In interrogative sentences, the ‘auxiliary’ or the ‘wh-word’ that forms the question remains at its place, the question mark also remains at the end of the sentence. The rest of the changes (like interchange of places of subject and object) take place the same way as in the case of assertive sentences.

- Only ‘who’ changes to ‘by whom’ since it acts as the subject itself.

Yes-No Type Questions

Active Voice	Passive Voice
• Do you like apples? (simple present tense)	Are apples liked by you?
• Has she done her homework?	Has her homework been done by her?
• Were you calling Manu?	Was Manu being called by you according to object ‘Manu’?
• Will she earn name and fame?	Will name and fame be earned by her?
• Did Tejal receive the letter?	Was the letter received by Tejal?

Wh-Type Questions

- (a) What do you need? (Active voice)
 What is needed by you? (Passive voice)
 I need a phone. (Active voice)
 A phone is needed by me. (Passive voice)
- (b) Where did she purchase this bag from? (Active voice)
 From where was this bag purchased by her? (Passive voice)

(did + purchase make simple past tense, therefore was purchased and by her. Also, wh-word remains at its place and the question remains a question)

- (c) Who cooked that? (Active voice)
 By whom was that cooked? (Passive voice)
 (d) When is she joining office? (Active voice)
 When is office being joined by her? (Passive voice)
 (e) Who do you trust? (Active voice)
 Who is/are trusted by you? (Passive voice)

Imperative Sentences

Imperative sentences are of three kinds.

(i) Orders/Commands

To convert these sentences into Passive voice, 'let' is used followed by 'be + Past participle'.

- e.g. (a) Pass the book (Active voice)
 Let the book be passed. (Passive voice)
 (b) Close the door (Active voice)
 Let the door be closed. (Passive voice)

(ii) Requests

In case of requests, the Passive voice begins with the implicit subject i.e. 'you', as
 'You are requested to'

- e.g. (a) Please, give me some water. (Active voice)
 You are requested to give me some water. (Passive voice)
 (b) Please, tell the answer.
 You are requested to tell the answer.

(iii) Advice/ Suggestions

'Help the poor', 'Love animals' are not the orders though they begin with a verb. They are either an advice or a suggestion.

And the implicit subject is 'you' i.e. the second person. Therefore, these sentences actually mean

- (a) 'You should help the poor'.
 (b) 'You should love animals.'

Therefore their passive voice will be :

- The poor should be helped (by you).
- Children should be loved (by you).

These can also be done as :

- You are advised to help the poor.
- You are advised to love children.

Changes with Prepositions

Prepositions used with the verbs in Active voice are retained in Passive voice.

Active Voice

- (a) Yuvi does not listen to the instructions carefully.
- (b) Why is everybody staring at her?
- (c) Pay attention to the news.
- (d) We need to sort this out.
- (e) They saw him off at the railway station.

Passive Voice

- (a) The instructions are not listened to carefully by Yuvi.
- (b) Why is she being stared at by everybody?
- (c) Let the news be paid attention to.
- (d) This needs to be sorted out.
- (e) He was seen off at the railway station by them.

Some Important Exceptions

- (a) I know her name. (Active voice)
 Her name is known to me. (Not 'by me') (Passive voice)
- (b) Her appearance pleases everyone. (Active voice)
 Everyone is pleased with her appearance.
 (Not 'by her appearance') (Passive voice)
- (c) Such stories interest Janhavi. (Active voice)
 Janhavi is interested in such stories.
 (Not 'by such stories') (Passive voice)
- (d) The GM's sudden visit shocked all. (Active voice)
 All were shocked at the GM's sudden visit.
 (Not 'by the GM's sudden visit') (Passive voice)

In Case of Two Objects

(Direct and Indirect)

(a) My friend sent me a gift.
 ↓ ↓
 Indirect object Direct object
 A gift was sent to me by my friend.

Or

I was sent a gift by my friend.
 (b) Mr Gandhi teaches us English.
 ↓ ↓
 Indirect object Direct object
 English is taught to us by Mr Gandhi.
 ↓
 according to 'English'

Or We are taught English by Mr Gandhi.
 ↓
 according to 'We'

(c) Who gave you this?
 By whom were you given this?
 ↓
 according to 'you'

Or By whom was this given to you?
 ↓
 according to 'this'

Or Who were you given this by?
 (d) Give her the medicine.
 Let she be given the medicine.

Or

Let the **medicine** be given to her.
 (e) I will ask a question to you.
 You will be asked a question (by me).
 A question will be asked to you (by me).

How to Identify 'Object' In Case of Longer Sentences

Examine the following sentences carefully :

- (a) The Asian Heart Institute has conducted over 175 robotic surgeries as a step to implement advanced technology in medical sciences.
- (b) PM Modi says that we have gained a lot from 'Mann Ki Baat' programme.
- (c) Our great saints have brought a divine light of knowledge and truth to our lives.
- (d) Abha missed her examination owing to her prolonged illness.
- (e) This will bring about a tremendous change in the present system of education.

Now, let us try to identify the subject, verb and object.

- Identify the action—You will get the verb.
- Ask the question—Who does the action—You will get subject.
- Ask the question—What is being done—You will get the object.

Subject	Verb	Object
(a) The Asian Heart Institute	has conducted	over 175 robotic surgeries.
(b) We	have gained	a lot.
(c) Our great saints	have brought	a divine light of truth and knowledge.
(d) Abha	missed	her examination.
(e) This	will bring about	a tremendous change.

This identification and segregation helps a lot in constructing the sentences in Passive voice, since it is clearly defined what exactly should come in place of subject or object.

This also helps in deciding whether the given sentence is in Active voice or Passive voice and transforming it into the other accordingly.

Having known this, we can change the above sentences into passive voice as follows :

- (a) Over 175 robotic surgeries have been conducted as a step to implement advanced technology in medical sciences by the Asian Heart Institute.
- (b) PM Modi says that a lot has been gained from 'Mann Ki Baat' programme (by us).

Note The object (subject in active voice) can be hidden as it is understood and need not be mentioned.

- (c) A divine light of knowledge and truth has been brought to our lives by our great saints.
- (d) Her examination was missed owing to her prolonged illness by Abha.
- (e) A tremendous change will be brought about in the present system of education by this.

Did You Notice?

- That not all that follows the **verb** is an 'Object'.
- In the second example two sentences are joined by the coordinating conjunction 'that'. Voice of the 'noun clause' has been changed.
- In the sentences (i) and (v) only 'over 175 robotic surgeries' and 'a tremendous change' are the objects though the remaining words/phrases define or support the same. They are not the part of the object.

Points to be Kept in Mind

- Only transitive verbs can be used in the Passive voice. This is because a transitive verb has an object which is the recipient of the action done by the subject.
- On the other hand, an intransitive verb cannot be changed into Passive because it has no object which can be turned into the subject in the Passive voice. e.g.
 - He played.
 - Rupa smiles nicely.
 - Poornima walked to office today.

In these sentences, there is no object which can be changed to subject.
- Passive voice is more often used in those sentences in which subject is not known/defined.
e.g. Somebody stole my watch yesterday.

Sounds better if written as 'My watch was stolen yesterday' (by someone).

- In other words, somebody, they etc are vague subjects to mention. Therefore, the sentence may begin with object.
- If the subject or cause or doer of the action is generally known.
 - The thieves were caught (by the police).
Or
 - The thieves were beaten (by the public).
- If the action is more important than its doer.
 - The earliest mechanical analog computer was discovered **in 1901**.
 - The meeting was conducted **in a round-table set up last week**.

EXAM PRACTICE

- 1.** Change the following Active voice sentences into Passive voice.
- (i) She is watering the plants.
 - (ii) I have collected a sufficient number of articles.
 - (iii) Who told you about this?
 - (iv) This gives a clear reflection.
 - (v) Keep your mouth shut.
 - (vi) She had bolted the doors before the alarm rang.
 - (vii) Kangana has signed the film.
 - (viii) Kids are blowing the balloons.
 - (ix) Mother will tie Shipra's ponytail.
 - (x) Will you achieve this impossible goal.
 - (xi) The wasp can sting a predator.
 - (xii) The Dauphin gave Joan of Arc an army of 10000 to relieve the town of Orleans.
 - (xiii) I showed them my appointment letter as an aeronautical engineer.
 - (xiv) The impish acts of certain uncivilised individuals threaten the grand edifice.
 - (xv) Some people, earlier, believed that the astronomers caused the eclipse.

- 2.** Change the following Active voice sentences into Passive voice.
- (i) What do the workers demand?
 - (ii) Which religion does he follow?
 - (iii) Please, pass the salt.
 - (iv) Convey my message to him.
 - (v) This will cause a great trouble in the future.
 - (vi) Rahim has learnt a number of proverbs.
 - (vii) This will help him in essay writing.
 - (viii) Who brought the vegetables today?
 - (ix) Take your seats quickly.
 - (x) Always respect your parents.
 - (xi) Nobody knows dinosaurs' colour for sure.
 - (xii) Peter Ilyich Tchaikovsky wrote concertos, symphonies and many other pieces of music apart from doing ballets.
 - (xiii) Don't talk nonsense.
 - (xiv) Vahida has done great acting.
 - (xv) Who will give me money?

3. Change the voice of the following sentences.

- (i) We are taught grammar by Ms Sullivan.
- (ii) He was praised by the teacher.
- (iii) The injured were taken to the hospital by the fireman.
- (iv) The town was destroyed by an earthquake.
- (v) The teacher was pleased with the boy's work.
- (vi) The building was damaged by the fire.
- (vii) By whom were you taught French?
- (viii) You will be given a ticket by the manager.
- (ix) The streets were thronged with spectators.
- (x) We will be blamed by everyone.
- (xi) The trees were blown down by the wind.
- (xii) The thieves were caught by the police.
- (xiii) The letter was posted by Alice.
- (xiv) We were received by the hostess.
- (xv) The snake was killed with a stick.

4. Change the voice of the following sentences.

- (i) The minister was welcomed by the people.
- (ii) He was found guilty of murder.
- (iii) This house was built by John Mathews in 1991.
- (iv) I did not beat her.
- (v) I will never forget this experience.
- (vi) Mother made a cake yesterday.
- (vii) The boy teased the girl.
- (viii) Did she do her duty?
- (ix) The tiger was chasing the deer.
- (x) She has written a novel.
- (xi) She has learned her lessons.
- (xii) Have you finished the report?
- (xiii) The police have caught the thief.
- (xiv) My brother has completed the work.
- (xv) Somebody stole my pen yesterday.

5. Rewrite the following sentences according to the instructions given after each one of them. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) The party has given a green signal for his nomination.
(Begin : A green signal.....)
- (ii) The examination board is changing its parameters of evaluation rapidly, every year.
(Begin : Its parameters.....)

(iii) Which all lessons have been prepared thoroughly by you for the coming examination?
(Rewrite using 'have you prepared')

(iv) You are requested to oblige me with the immediate concern about this matter.

(Rewrite using 'please')

(v) The garbage had not been cleared by the scavengers for many days before the Mayor visited the area.

(Begin : The scavengers.....)

6. Rewrite the following sentences according to the instructions given after each one of them. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Were all the corners of the hall scanned properly by him?
(Begin : Did he)
(Begin : Did he)
- (ii) Why were such stupid questions being bombarded at the speaker by the audience?
(End :the speaker?)
(End :the speaker?)
- (iii) Do you know why this is so boring?
(Begin : Is it)
(Begin : Is it)
- (iv) Vageshwari has been blessed with a sweet and melodious voice.
(Begin : God has.....)
(Begin : God has.....)
- (v) The poet has maintained a rhythm throughout his poem.
(Begin : A rhythm.....)

7. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Last night's dinner was cooked for us by father.
(Begin : Father) [2016]
- (iii) They are painting a mural on the front wall.
(Begin : A mural) [2015]
- (iii) She found the keys in the garage.
(Begin : The keys) [2014]
- (iv) These windows need cleaning again.
(Begin : These windows will) [2013]
- (v) The peasants regarded him as a thief and called him a villain.
(End the peasants) [2011]

ANSWERS

- 1.** (i) The plants are being watered by her.
(ii) A sufficient number of articles has been collected by me.
(iii) By whom were you told about this?
Or Who were you told about this by?
(iv) A clear reflection is given by this.
(v) Let your mouth be kept shut.
(vi) The doors had been bolted by her before the alarm rang.
(vii) The film has been signed by Kangana.
(viii) The balloons are being blown by kids.
(ix) Sipra's ponytail will be tied by mother.
(x) Will this impossible goal be achieved by you?
(xi) A predator can be stung by the wasp.
(xii) An army of 10000 was given to Joan of Arc to relieve the town of Orleans by the Dauphin.
(xiii) My appointment letter as an aeronautical engineer was shown to them by me.
(xiv) The grand edifice is threatened by the impish acts of certain uncivilised individuals.
(xv) Some people, earlier, believed that the eclipse was caused by the astronomers.
Or That the astronomers caused the eclipse was believed by some people earlier.
- 2.** (i) What is demanded by the workers?
(ii) Which religion is followed by him?
(iii) You are requested to pass the salt.
(iv) Let my message be conveyed to him.
(v) A great trouble will be caused in the future by this.
(vi) A number of proverbs has been learnt by Rahim.
(vii) He will be helped in essay writing by this.
(viii) By whom were the vegetables brought today?
(ix) Let your seats be taken quickly.
(x) Your parents should always be respected.
(xi) Dinosaurs' colour is known to nobody for sure.
(xii) Concertos, symphonies and many other pieces of music were written apart from doing ballets by Peter Ilyich Tchaikovsky.
(xiii) Let nonsense not be talked.
(xiv) Great acting has been done by Vahida.
(xv) By whom will I be given money?
Or By whom will money be given to me?
- 3.** (i) Ms Sullivan teaches us grammar.
(ii) The teacher praised him.
(iii) The fireman took the injured to the hospital.
(iv) An earthquake destroyed the town.
(v) The boy's work pleased the teacher.
(vi) The fire damaged the building.
(vii) Who taught you French?
- (viii) The manager will give you a ticket.
(ix) Spectators thronged the streets.
(x) Everyone will blame us.
(xi) The wind blew down the trees.
(xii) The police caught the thieves.
(xiii) Alice posted the letter.
(xiv) The hostess received us.
(xv) They/somebody killed the snake with a stick.
- 4.** (i) The people welcomed the minister.
(ii) They found him guilty of murder.
(iii) John Mathews built this house in 1991.
(iv) She was not beaten by me.
(v) This experience will never be forgotten by me.
(vi) A cake was made by mother yesterday.
(vii) The girl was teased by the boy.
(viii) Was her duty done by her?
(ix) The deer was being chased by the tiger.
(x) A novel has been written by her.
(xi) Her lessons have been learned by her.
(xii) Has the report been finished by you?
(xiii) The thief has been caught by the police.
(xiv) The work has been completed by my brother.
(xv) My pen was stolen by somebody yesterday.
- 5.** (i) A green signal has been given for his nomination by the party.
(ii) Its parameters of evaluation are being changed rapidly by the examination board every year.
(iii) Which all lessons have you prepared thoroughly for the coming examination?
(iv) Please oblige me with the immediate concern about this matter.
(v) The scavengers had not cleared the garbage for many days before the Mayor visited the area.
- 6.** (i) Did he scan all the corners of the hall properly?
(ii) Why were the audience bombarding such stupid questions at the speaker?
(iii) Is it known to you why this is so boring?
(iv) God has blessed Vageshwari with a sweet and melodious voice.
(v) A rhythm has been maintained throughout his poem by the poet.
- 7.** (i) Father cooked dinner for us last night.
(ii) A mural is being painted on the front wall by them.
(iii) The keys were found in the garage by her.
(iv) These windows will be cleaned again.
(v) He was regarded as a thief and called a villain by the peasants.

Reported Speech

The act of reporting the words of a speaker is called narration. There are basically two ways in which a speaker can convey the intended message/idea to the listener.

Direct Speech (Direct Narration)

Direct speech is the speech inside quotation marks. It is used to tell/report the words of a speaker as it is.

e.g. Divisha said, "I like to study Geography".

Indirect Speech (Indirect Narration)

While Direct narration is okay for sharing stories with friends, this is not the best way to report a conversation, either in speech or in writing. Therefore, we need to report the words spoken by somebody else in our own words. This is called **Indirect narration**.

In case of Indirect narration, the pronouns (I, we, you, they etc), the tense of the statement, time words (like today, tomorrow etc), words denoting place (here, there etc), may change as the time and place of the original speech may be different from the time and place of narration.

Therefore, the above statement in indirect narration will be :

- Divisha said that she liked to study Geography.

Now, before we learn the rules of changing direct narration into indirect narration, let us get to know Reporting verb and Reported speech.

Reporting Verb

The first verb part of the sentence that comes before the quotation marks is called the Reporting verb.

Reported Speech

The statement (words) spoken by the speaker and which is written in quotation marks (".....") is called the Reported speech.

e.g. Divisha said, "I like to study Geography".
 Reporting Verb Reported Speech

Some Basic Rules to Change Direct Speech to Indirect Speech

In Direct Speech

- Put the statement within “ ” (inverted commas).
- The Reporting verb is separated from the Direct speech by a comma.
- The first word in inverted commas begins with a capital letter.

In Indirect Speech

- No inverted commas are used.
- The comma separating the Reporting verb from the Reported speech is removed.
- The Indirect speech is introduced by some connectors like—that, if, whether, what, where, how, why etc depending on whether you want to transform a statement, question or request etc into Indirect speech.
- The Reporting verb changes according to the sense conveyed by the speech.
- The tense of the Reporting verb remains unchanged.
- All kinds of sentences turn into assertive statements.
- Other changes in the person, verb forms, time and place expressions follow.

Rules for Changing Simple Direct Speech into Indirect Speech

Rules	Direct Speech	Indirect Speech
• Remove separating comma, inverted commas and use the connector 'that'.	He said, "I do not like pasta."	He said that he did not like pasta.
• When there is an object in Reporting verb, change 'said to' into 'told' and 'says to' into 'tells'.	He said to me, "You have been a great help." He says to me, "My teacher is highly educated."	He told me that I had been a great help. He tells me that his teacher is highly educated.

Rules	Direct Speech	Indirect Speech
• When there is no object in Reporting verb, 'said' and 'says' remain the same.	Sheeba said, "I work in an MNC." Kamya says, "I will go to the party."	Sheeba said that she worked in an MNC. Kamya says that she will go to the party.

Changes in Reported Speech when Reporting Verb is in Past Tense

Change of Verb Forms	Change of Pronouns	Time, Place Expressions and Other Changes
is, am, are – was, were	1st person → according to the subject	now – then
has, have – had	2nd person → according to the object	ago – before
V ₁ – V ₂	3rd person → unchanged	today – that day
did – had + IIIrd form of the verb	2nd person → changed to 3rd person if the Reporting verb has no object	last night—the previous night or the night before
was, were – had been will – would shall – should can – could		next week – the following week here – there hither – thither this – that thus – so come – go

Note If the Reporting verb is in the present or future form, the tense of the verb in the Reported speech remains unchanged. e.g.

- (i) Riya says, "I stay in a girls' hostel here." (Direct)
Riya says that she stays in a girls' hostel here. (Indirect)
- (ii) Swara says to Ragini, "I need your help." (Direct)
Swara tells Ragini that she needs her help. (Indirect)
- (iii) Alhad will say to the man, "I have seen you somewhere before." (Direct)
Alhad will tell the man that he has seen him somewhere before. (Indirect)
- (iv) The teacher will say to the students, "You will not make a noise." (Direct)
The teacher will tell the students that they will not make a noise. (Indirect)

Tensewise Conversion of Direct into Indirect Speech

Present Tense

Present Simple Changes to Simple Past

	Direct Speech	Indirect Speech
(i)	She said, "I get the first prize."	She said that she got the first prize. ('I' changes to 'she' according to subject)
(ii)	Mohit said to Neetu, "You look very nice in this dress."	Mohit told Neetu that she looked very nice in that dress.
(iii)	Ashi said, "Govind sings bollywood songs".	Ashi said that Govind sang bollywood songs.

Exception If the Reported speech is a universal truth or a general fact, then its 'tense' does not change irrespective of the Reporting verb. e.g.

	Direct Speech	Indirect Speech
(i)	My father said, "The Earth is round."	My father said that the Earth is round.
(ii)	Our teacher said to us, "Respecting elders is a virtue."	Our teacher told us that respecting elders is a virtue.

Present Continuous Changes to Past Continuous

	Direct Speech	Indirect Speech
(i)	I said to her, "You are doing a good job."	I told her that she was doing a good job.
(ii)	Bhakti said, "I am looking for a good novel to read now."	Bhakti said that she was looking for a good novel to read then.
(iii)	Shamal said, "You are not paying attention to me."	Shamal said that he was not paying attention to her.
(iv)	They said to Gauri, "We are waiting for someone."	They said to Gauri that they were waiting for someone.

Present Perfect Changes to Past Perfect

	Direct Speech	Indirect Speech
(i)	I said, "I have watched this movie earlier."	I said that I had watched that movie earlier.
(ii)	Raman said to Ishita, "You have done it wonderfully."	Raman told Ishita that she had done that ('It' changes to 'that') wonderfully.
(iii)	Prachi said, "The story has opened my eyes."	Prachi said that the story had opened her eyes.

	Direct Speech	Indirect Speech
(iv)	His uncle said to him, "I have got a new bicycle for you today."	His uncle told him that he had got a new bicycle for him that day .

Present Perfect Continuous Changes to Past Perfect Continuous

	Direct Speech	Indirect Speech
(i)	Aunt said, "Women have been tolerating a lot for years."	Aunt said that women had been tolerating a lot for years.
(ii)	Bunty said to Shipra, "I have been working on this project for two years."	Bunty told Shipra that he had been working on that project for two years.
(iii)	Rishabh said to his mother, "I have been looking for the keys for last ten minutes."	Rishabh told his mother that he had been looking for the keys for last ten minutes.

Past Tense

Simple Past Changes to Past Perfect

	Direct Speech	Indirect Speech
(i)	His brother said, "I got the clue."	His brother said that he had got the clue.
(ii)	Ketan said to mother, "You made my day with such a delicious meal."	Ketan told mother that she had made his day with such a delicious meal.
(iii)	"We got here yesterday", said Manu.	Manu said that they had got there the previous day.
(iv)	The doctor said, "The patient lost the will power to live."	The doctor said that the patient had lost the will power to live.

Past Continuous Changes to Past Perfect Continuous

	Direct Speech	Indirect Speech
(i)	Aryan said, "He was calling you."	Aryan said that he had been calling him.
(ii)	Raghu said to Radhika, "You were not answering my calls."	Raghu told Radhika that she had not been answering his calls.
(iii)	Ninad said, "I was playing football in the morning."	Ninad said that he had been playing football in the morning.
(iv)	My father said to me, "India was living in peace before the British came."	My father told me that India had been living in peace before the British had come.

Past Perfect remains Past Perfect

	Direct Speech	Indirect Speech
(i)	She said, "I had finished my job before 5 pm."	She said that she had finished her job before 5 pm.
(ii)	Madhavi said to Manish, "You had borrowed a suitcase from me."	Madhavi told Manish that he had borrowed a suitcase from her.
(iii)	Jeevan said, "I had made the enquiry before their arrival last night."	Jeevan said that he had made the enquiry before their arrival the previous night.

Future Tense

Simple Future (Shall/Will) Changes to (Should/Would)

	Direct Speech	Indirect Speech
(i)	Anurag said, "I will give India a very nice movie next year."	Anurag said that he would give India a very nice movie the coming year.
(ii)	Shaina said to Survi, "You will perform the role of the princess."	Shaina told Survi that she would perform the role of the princess.
(iii)	His uncle said to us, "I will give you a treat tonight."	His uncle told us that he would give us a treat that night. ('you' changes to 'us' according to object.)
(iv)	Shoaib said to his friends, "I will need your cooperation."	Shoaib told his friends that he would need their cooperation. ('Your' changes to 'their' according to object 'friends')

Future Continuous (Shall be/Will be) Changes to (Should be/Would be)

	Direct Speech	Indirect Speech
(i)	Mann said, "You shall be following my orders."	Mann said that he/she/they should be following his orders.
(ii)	Father said, "I will be joining you all at the airport."	Father said that he would be joining us all at the airport.
(iii)	"We will be going there tomorrow", said he.	He said that they would be going there the next day.
(iv)	Pawan said, "We will be getting good crops this year."	Pawan said that they would be getting good crops that year.

Future Perfect (Shall/Will + have) Changes to (Would + have)

	Direct Speech	Indirect Speech
(i)	He said, "I will have completed my MBA by next year."	He said that he would have completed his MBA by the coming year.
(ii)	"We will have purchased a plot on the Mars by the end of 2017", said Alisha.	Alisha said that they would have purchased a plot on the Mars by the end of 2017.
(iii)	Rajan said, "He shall have ended in utter darkness."	Rajan said that he would have ended in utter darkness.
(iv)	Gurmeet said to Manpreet, "I will have taught you good spoken English by next month."	Gurmeet told Manpreet that he would have taught her good spoken English by the next month.

Rules for Changing Interrogative Sentences into Indirect Speech

Interrogative sentences are of two types

- (i) Yes-No type questions or verbal questions
- (ii) Wh-type questions

Yes-No Type Questions

When the Reported speech is a yes-no type question, the conjunction 'if' or 'whether' is used and the interrogative sentence (or question) is converted into an assertive sentence.

The other changes (tense, pronouns etc) are made as usual and the question mark is removed.

Most importantly, the Reporting verb is changed from 'says', 'said' to 'asks', 'asked' as the Reported speech is a question.

	Direct Speech	Indirect Speech
(i)	I said to Mayur, "Do you like mangoes?"	I asked Mayur if he liked mangoes.
(ii)	Rohan said to his brother "Are you coming with me?"	Rohan asked his brother whether he was going with him.
(iii)	"Did you pay the electricity bills?", said mother to Parag.	Mother asked Parag whether he had paid the electricity bill.
(iv)	Neha said to Kartik, "Will you marry me?"	Neha asked Kartik if he would marry her.

Wh-Type Questions

- No conjunction is used whereas the Wh-word itself works as a conjunction to join the Reporting verb with the Reported speech.
- All other changes are made in the same manner as the yes-no type questions.

	Direct Speech	Indirect Speech
(i)	The man said to the boy, "Where did you come from?"	The man asked the boy where he had come from.
(ii)	Anup said to me, "Which movie do you like most?"	Anup asked me which movie I liked most.
(iii)	Harsh said to his mother, "Who was the first man to travel to the space?"	Harsh asked his mother who the first man to travel to the space had been.
(iv)	I said to her, "How long will you stay here?"	I asked her how long she would stay here. (Since the speaker is 'I', first person the place of the speech remains the same)

Rules for Changing Imperative Sentences into Indirect Speech

- In case of imperative sentences, the preposition 'to' is used in place of conjunction after the Reporting verb.
- Depending upon the type of imperative sentence (i.e. order, suggestion, advice, request etc), the Reporting verb is changed into ordered, suggested, advised, requested etc.
- In case of negative imperative sentences (such as don't play there), 'to' is put after not that follows Reporting verb.
- In case of sentences beginning with 'Let's', the Reporting verb is changed to proposed or suggested.

	Direct Speech	Indirect Speech
(i)	The teacher said to the students, "Quickly settle down and open your books."	The teacher ordered the students to settle down quickly and open their books.
(ii)	Rati said to Mani, "Please, pass the salt and pepper."	Rati requested Mani to pass the salt and pepper.
(iii)	Pari said to her friend, "Take proper rest."	Pari advised her friend to take proper rest.
(iv)	I said to my sister, "Let's go for a movie tonight."	I suggested my sister that we should go for a movie that night.

Rules for Changing Exclamatory Sentences into Indirect Speech

The sentences containing sudden expressions of joy, sorrow, anger, applause, surprise or contempt are called exclamatory sentences.

- We replace the Reporting verb with 'exclaimed with joy,' 'exclaimed with sorrow,' 'exclaimed with surprise' etc according to the sense of the Reported speech.
- The conjunction 'that' is used.

	Direct Speech	Indirect Speech
(i)	Ritu said, "Wow! That's beautiful".	Ritu exclaimed with joy that it was beautiful.
(ii)	He said, "Alas! His heartbeats have stopped."	He exclaimed with sorrow that his heartbeats had stopped.
(iii)	She said, "Oops! The power is cut."	She exclaimed that the power was cut.
(iv)	Abhay said, "Hurrah! We win."	Abhay exclaimed with extreme happiness that they won.

EXAM PRACTICE

- 1.** Transform the following sentences into indirect speech.
 - (i) My friend said to me, "What is your cat's name?"
 - (ii) Anubhav said to me, "Please lend me your bike for a day."
 - (iii) He said, "I shall leave these papers here."
 - (iv) The teacher said, "Gandhiji died in 1948."
 - (v) The mother said to her son, "Change your shoes."
- 2.** Transform the following into direct speech.
 - (i) The father asked me if I was happy.
 - (ii) Pravesh asked Seeta whether her brother was playing cricket.
 - (iii) Kavita asked Minakshi if she watched television.
 - (iv) The teacher asked Shubham whether he would join extra class the next day.
 - (v) Pushpa asked her teacher respectfully if she might take her book.
- 3.** Transform the following sentences into indirect speech.
 - (i) Sushma said to Asmita, "Where are you going?"
 - (ii) Manmeet said to me, "Why did I fail in my exams?"
 - (iii) They said to us, "Who has broken the wall of the school?"
 - (iv) Mohit said to his brother, "When will you give me a new shirt?"
 - (v) The father said to Apoorva, "Change the dress."
- 4.** Transform the sentences into indirect speech.
 - (i) The officer said, "Move fast."
 - (ii) Mahima said to Anubhav, "Please give me a new book."
 - (iii) Shardha said, "Keep quiet and listen to my words."
 - (iv) I said to my friend, "Take care of your health."
 - (v) The teacher said to the student, "Do not make a noise."
- 5.** Transform the sentences into indirect speech.
 - (i) He said, "Let us move to the party."
 - (ii) The police said, "Let no one leave this room."
 - (iii) He said to us, "Let us have some tea."
- 6.** Transform the sentences into direct speech.
 - (i) Neena exclaimed that the doll was pretty.
 - (ii) The doctor wished that Mohan might live long.
 - (iii) Kavita exclaimed with sorrow that she was ruined.
 - (iv) Arpit applauded me saying that I had won the match.
 - (v) The captain exclaimed with joy that they had won the match.
- 7.** Transform the sentences into indirect speech.
 - (i) He said, "I write a letter."
 - (ii) She said, "He goes to school daily."
 - (iii) They said, "We love our country."
 - (iv) He said, "He does not like computers."
 - (v) She said, "He has finished his job."
- 8.** Transform the sentences into direct speech.
 - (i) He said that he had started a job.
 - (ii) I said that she had eaten the meal.
 - (iii) They said that they had not gone to New York.
 - (iv) He said that he had been studying since 3 o'clock.
 - (v) She said that it had been raining for three days.
- 9.** Transform the sentences into indirect speech.
 - (i) I said, "She has been working in this office since 2007."
 - (ii) He said to me, "You answered correctly."
 - (iii) John said, "They went to the cinema."
 - (iv) He said, "I made a table."
 - (v) She said, "I didn't buy a car."
- 10.** Transform the sentences into indirect speech.
 - (i) They said, "We were enjoying the weather."
 - (ii) He said to me, "I was waiting for you."
 - (iii) I said, "It was raining."
 - (iv) She said, "I was not laughing."
 - (v) "We have had no rain since January", Ramu said.
(Begin : Ramu said that they.....)

ANSWERS

- 1.** (i) My friend asked me what my cat's name was.
(ii) Anubhav requested me to lend him my bike for a day.
(iii) He said that he would leave those papers there.
(iv) The teacher said that Gandhiji died in 1948.
(v) The mother asked her son to change his shoes.
- 2.** (i) The father said to me, "Are you happy?"
(ii) Pravesh said to Seeta, "Is your brother playing cricket?"
(iii) Kavita said to Minakshi, "Do you watch television?"
(iv) The teacher said to Shubham, "Will you join extra class tomorrow?"
(v) Pushpa said to her teacher, "Sir, may I take my book?"
- 3.** (i) Sushma asked Asmita where she was going.
(ii) Manmeet asked me why he had failed in his exams.
(iii) They enquired from us who had broken the wall of the school.
(iv) Mohit asked his brother when he would give him a new shirt.
(v) The father asked Apoorva to change the dress.
- 4.** (i) The officer commanded them to move fast.
(ii) Mahima requested Anubhav to give her a new book.
(iii) Shardha urged them to keep quiet and listen to her words.
(iv) I advised my friend to take care of his health.
(v) The teacher ordered the student not to make a noise.
- 5.** (i) He proposed that they should move to the party.
(ii) The police officer ordered that no one should leave that room.
(iii) He suggested us that we should have some tea.
(iv) The union leader urged the employees to show the management that they were always together.
(v) Sarita urged me not to miss the chance to study.
- 6.** (i) Neena said, "How pretty the doll is!"
(ii) The doctor said to Mohan, "May you live long!"
(iii) Kavita said, "Alas! I am ruined".
(iv) Arpit said to me, "Bravo! You have won the match".
(v) The captain said, "Hurrah! We have won the match."
- 7.** (i) He said that he wrote a letter.
(ii) She said that he went to school daily.
(iii) They said that they loved their country.
(iv) He said that he did not like computers.
(v) She said that he had finished his job.
- 8.** (i) He said, "I have started a job."
(ii) I said, "She has eaten the meal."
(iii) They said, "We have not gone to New York."
(iv) He said, "I have been studying since 3 o'clock."
(v) She said, "It has been raining for three days."
- 9.** (i) I said that she had been working in that office since 2007.
(ii) He told me that I had answered correctly.
(iii) John said that they had gone to the cinema.
(iv) He said that he had made a table.
(v) She said that she had not bought a car.
- 10.** (i) They said that they had been enjoying the weather.
(ii) He told me that he had been waiting for me.
(iii) I said that it had been raining.
(iv) She said that she had not been laughing.
(v) Ramu said that they had had no rain since January.

Preposition

A preposition is a word which precedes a noun or a pronoun to show the relationship of the nouns (or the pronouns) with another words in the sentence. The word ‘preposition’ comes from the idea of being positioned before. It is not true to say that a preposition always precedes a noun or a pronoun but it does most of the time. There are approximately 80 to 100 prepositions in English language. They basically introduce information to the reader. This information can include where something states place (such as ‘at’ the store), when or why something takes place (such as ‘before’ dinner), or general descriptive information (such as the girl ‘with’ the cool tattoo).

Role of Preposition

Prepositions are important when constructing sentences. Prepositions are usually short words, and they are normally placed directly in front of nouns. e.g.

1. It is a container for butter.
(The preposition ‘for’ shows the relationship between butter and container).
2. The eagle soared above the clouds.
(The preposition ‘above’ shows the relationship between clouds and soared).

Types of Prepositions

There are four types of prepositions. These are as follows:

- (i) **Simple Prepositions** They include ‘at’, ‘by’, ‘for’, ‘in’, ‘of’, ‘off’, ‘on’, ‘out’, ‘through’, ‘till’, ‘to’, ‘up’, ‘with’ etc.
- (ii) **Compound Prepositions** These are usually formed by prefixing a preposition (‘a’ or ‘be’) to a noun, an adjective or an adverb.

These include :

about	beside	inside
along	below	outside
amidst	beneath	within
among	between	without
aloud	beyond	underneath

- (iii) **Phrasal/Group Prepositions** These are formed by joining two or more words. These include ‘according to’, ‘in front of’, ‘by means of’, ‘on account of’, ‘in place of’ etc.
- (iv) **Participle Prepositions** When Present participles are used without any noun or pronoun attached to them, these are called Participle prepositions. These include ‘concerning’, ‘passing’, ‘considering’, ‘during’, ‘notwithstanding’, ‘pending’, ‘regarding’ etc.

Classification of Prepositions

To make a distinction, simple prepositions can also be divided into three classes.

- (i) **Prepositions of Time and Date** These include 'at', 'on', 'in', 'by', 'to', 'till', 'until', 'during', 'for', 'since', 'from', 'within', 'before', 'after', 'afterwards', 'then' etc.
- (ii) **Prepositions of Place** These include 'at', 'in', 'on', 'to', 'behind', 'instead of', 'in', 'into', 'at', 'out' 'out of', 'off' etc.
- (iii) **Prepositions of Travel and Movement** These include 'from', 'to', 'by', 'on', 'in', 'into', 'at', 'out', 'out of', 'off' etc.

How the Prepositions Should be Placed

Prepositions normally precede nouns or pronouns. However, in certain cases, it is possible to move the preposition to the end of the sentence.

- (i) When object of the preposition is an interrogative pronoun like what, who, whom, which, where etc, the preposition can take end or front position.
e.g. (a) What are you thinking of?
 (b) To whom were you talking?
- (ii) When object of the preposition is relative pronoun 'that', the preposition takes end position.
e.g. This is the dish that she is fond of.
- (iii) When object of the preposition is infinitive (to + verb), the preposition is placed after infinitive.
e.g. It is a beautiful house to live in.
- (iv) In some sentences, where the relative pronoun is hidden, the preposition takes end position.
e.g. This is the girl (that) I told you of.
- (v) In some miscellaneous sentences, preposition is attached with the verb.
e.g. I hate being laughed at.

The Use of Prepositions

Prepositions are used with reference to time and reference to space. With reference to time, they may denote 'a point of time' or 'a period of time'. A point of time will tell you a particular time as 8 o'clock, 8 pm etc, whereas a period of time as 8 years, 8 months etc.

With Reference to Time

1. At, In, On

- (i) **At** Used for a point of time.
e.g. (a) Meet me at 1 pm.
 (b) Also, at noon, at the age of ninety.
- (ii) **In** Used for a period of time in which something happens.
e.g. (a) I met him in the morning.
 (b) His birthday falls in the month of January.
- (iii) **On** Used with particular dates and days.
e.g. (a) Her dog died on Friday.
 (b) I will go to Mumbai on 22nd of this month.

2. In, Within, Before , After

- (i) **In** Also denotes the end of a period of time.
e.g. (a) Justin will return in a week.
 (b) Shalini will leave in a minute.
- (ii) **Within** Denotes anytime before the expiry of a period.
e.g. They have ordered him to come back within a week.
- (iii) **Before** Used when we refer to a point of time.
e.g. I will come back before 8:00 am.
- (iv) **After** Denotes the end of a period of time.
e.g. (a) I will go there after a month.
 (b) She gave the book back after I reminded him.

3. By, Till

- (i) **By** Denotes not later than.
e.g. (a) We will have vacated this space by 6 o'clock.
 (b) She will have done it by this evening.
- (ii) **Till** Means up to certain period.
e.g. (a) I will be staying in London till 15th of December.
 (b) Wait here till I come back.

4. Since, For, From

- (i) **Since** Used for a point of time.
e.g. (a) He has not been in touch since last Monday.
 (b) He has been absenting himself since last week.
- (ii) **For** Used to define a period of time.
e.g. (a) Nirmala has been ill for two weeks.
 (b) I have been struggling in the industry for 3 years.

- (iii) **From** Used for a point of time but can be preceded by a verb in any tense.
 e.g. (a) I will be busy from tomorrow onwards.
 (b) The guest lecture is from 8 to 10 am.

With Reference to Space

1. At, In

- (i) **At** Used with the names of places.
 e.g. (a) He was waiting at the metro station.
 (b) Her friend lives at Nehru Nagar.
 (ii) **In** Used with the names of big cities, states and country.
 e.g. (a) He lives at Kalyan in Mumbai.
 (b) The Prime Minister lives in Delhi.

2. In, Into

- (i) **In** Denotes rest or position inside something.
 e.g. (a) They are waiting in the room.
 (b) The guests gathered in the auditorium.
 (ii) **Into** Denotes motion towards the inside of something.
 e.g. (a) He came into the room.
 (b) The fisherman jumped into the river.

3. On, Upon

- (i) **On** Used when we point to something at rest.
 e.g. (a) She was made to sit on the floor.
 (b) The girl sat on the carpet.
 (ii) **Upon** Generally denotes motion.
 e.g. (a) The cat jumped upon the table.
 (b) The tiger sprang upon the deer.

4. Behind

Refers to the position or place signalling at the back of something.

- e.g. (a) He hid behind the wall.
 (b) Who stood behind Abhinav?

5. Between, Among

- (i) **Between** Used for two persons or things.
 e.g. (a) Share this biscuit between the two girls.
 (b) Shankar and Ravi fought between themselves.
 (ii) **Among** Used with more than two persons or things.
 e.g. (a) They shared the fruits among themselves.
 (b) There is said to be honour even among thieves.

6. Beside, Besides

- (i) **Beside** Means 'by the side of' or 'outside of'.
 e.g. (a) She sat beside him.
 (b) His speaking ill about her, is beside the point.

- (ii) **Besides** Means 'in addition to'.
 (a) Besides Mira, all of you are invited.
 (b) Besides being rich, she is famous too.

7. Above, Below, Across

- (i) **Above** Means 'in a higher position'.
 e.g. (a) A sword is hanging above my head.
 (b) I was surprised to see my name above his.
 (ii) **Below** Means 'a lower level than the other'.
 e.g. (a) He is much below me in rank.
 (b) I live in the flat below his.
 (iii) **Across** Means 'from one side to the opposite'.
 e.g. (a) He waited across the road.
 (b) I live across the river.

8. Towards

Denotes 'in the direction of'.

- e.g. (a) They moved towards the setting sun.
 (b) She ran towards the police station for help.

9. Through

Indicates a piercing action and also the medium or passage.

- e.g. (a) The sword ran through him.
 (b) I was able to pull through the deal.

10. Around

Refers to a surrounding position.

- e.g. (a) She looked around the place.
 (b) The path around the statue was concrete.

11. Over, Under

- (i) **Over** Indicates the position exactly above something or somebody.
 e.g. (a) I leaned over my son to explain the sentence.
 (b) A new bridge is being constructed over this river.
 (ii) **Under** Indicates a position exactly below somebody or something.
 e.g. (a) I put my suitcase under the table.
 (b) There is something under your chair.

12. Against

Indicates opposition of some kind.

- e.g. (a) She went against him for Rachna.
 (b) He married against his parents' wish.

13. Along

Through any part of the length of or from one end to the other end.

- e.g. (a) I took a walk along the broken path.
 (b) They scanned for the gold ring along the edges of the river.

EXAM PRACTICE

1. Fill in the blanks with correct prepositions.

- (i) Peter is playing tennis Sunday.
- (ii) My brother's birthday is the 5th of September.
- (iii) My friend has been living in Canada two years.
- (iv) The son and the daughter are sitting each other.
- (v) The woman is looking her daughter.
- (vi) What are you doing Saturday?
- (vii) I haven't been to the countryside December.
- (viii) I am leaving the afternoon.

2. Fill in the blanks using suitable prepositions.

- (i) The people are busy some important work.
- (ii) The girl was eager show her painting.
- (iii) He dreamt being a king.
- (iv) I write letters my parents regularly.
- (v) Look after the children a while.
- (vi) He takes a lot interest in music.
- (vii) Put this place of that.
- (viii) I learnt about it my friend.

3. Fill in the blanks using suitable prepositions.

- (i) Rita heard her success.
- (ii) She came time.
- (iii) He had no money give you.
- (iv) Walk carefully avoid falling.
- (v) The author Saket was very religious minded.
- (vi) I go bed at night.
- (vii) The thief climbed the roof.
- (viii) He is dedicated his work.

4. Fill in the blanks using suitable prepositions.

- (i) Does this book belong you?
- (ii) I saw him felling a big tree an axe.
- (iii) These people are always quarrelling themselves.
- (iv) Himani borrowed a pen use.
- (v) I met him Alipur.
- (vi) I have been waiting here 6 o'clock.
- (vii) the last ten years, he had done all the good.
- (viii) The situation has grown a big menace.

5. Fill in the blanks using suitable prepositions.

- (i) Nobody cares a weak, old man.
- (ii) Shobha burst tears.
- (iii) Mohan was charged the murder of Rajan.
- (iv) The boys are confident a huge victory.
- (v) I saw the monkey charge the house.
- (vi) Let us divide the money ourselves.
- (vii) I am worried her.
- (viii) She is busy her work.

6. Fill in the blanks using suitable prepositions.

- (i) She is doing a degree course a university.
- (ii) His trousers were washed the washing machine.
- (iii) We had to climb slowly the hill.
- (iv) His house looks a temple.
- (v) How many your group will join the trip?
- (vi) Don't lean the ladder the wall.
- (vii) He stood me firmly.
- (viii) She yelled me.

7. Fill in the blanks using suitable prepositions.

- (i) Don't clap I finish talking.
- (ii) Children always quarrel toys.
- (iii) She has applied a job.
- (iv) She came a week.
- (v) I was invited dinner.
- (vi) I am satisfied your work.
- (vii) He resorted thievery.
- (viii) Sarla has been called an interview.

8. Fill in the blanks with appropriate words. /2014/

- (i) The teacher spoke for Raju when he was wrongly accused of stealing money.
- (ii) We can visit her in the hotel 3 pm and 5 pm on Saturday.
- (iii) The Suhas have lived in New Delhi 1943.
- (iv) Little children are often afraid the dark.
- (v) Sneha has applied a scholarship.
- (vi) It took Ahmed many months to get the loss of his friends.
- (vii) She turned the generous offer made by the manager.
- (viii) We were asked to take our footwear as we were entering a place of worship.

9. Fill in the blanks with appropriate words. [2013]

- (i) She takes a lot of trouble her work.
- (ii) Our English friends have taken Indian food quite quickly.
- (iii) He secured grade 'A' the Mathematics test.
- (iv) He jumped the river to save his friend from drowning.
- (v) Always be prepared a surprise test.
- (vi) She hid the cupboard and gave everyone a fright.
- (vii) She is fond pets.
- (viii) The brothers quarrelled themselves for their father's property.

10. Fill in the blanks with appropriate words. [2012]

- (i) He was touched pity when he heard the tale.
- (ii) There is always a demand good tailors.
- (iii) The mother prevented her child going out in the farm.
- (iv) The baby crawled the table and hid there.
- (v) Once upon a time the great king ruled all these villages and towns.
- (vi) She is the smarter the two.
- (vii) Shila insists wearing that dress, although her mother thinks it is too short for her.
- (viii) The teacher complained him when she met his father in the market.

11. Fill in the blanks with appropriate words. [2011]

- (i) He congratulated me my great achievement.
- (ii) The poor man is afflicted arthoritis.
- (iii) She is blind the faults of her husband.
- (iv) The boss had many complaints Shyam.
- (v) You must prepare the examinations.
- (vi) She is not aware the danger.
- (vii) Ravi was accurate his calculations.
- (viii) They hid the money the carpet.

12. Fill in the blanks with appropriate words. [2010]

- (i) I refrained telling Reeta the truth.
- (ii) The leader counted the cooperation of his colleagues.
- (iii) The public was cautioned pickpockets.
- (iv) Janaki escorted her daughter to the cinema theatre as she was anxious her safety.

- (v) The path was beset difficulties yet they succeeded.

- (vi) The mouse crept stealthily the cheese.
- (vii) It was good you to invite Sheila for the picnic.
- (viii) Smoking public places is now banned.

13. Fill in the blanks with appropriate words. [2009]

- (i) I prevailed him to join the gymnasium.
- (ii) The curious child eagerly begged an answer to the riddle.
- (iii) He was bent coming first in the examination.
- (iv) The theory exam was followed a group discussion.
- (v) I ran my teacher at the show last night.
- (vi) She is extremely anxious the interview next week.
- (vii) What a contrast the two siblings!
- (viii) The brother fought their father's property.

14. Fill in the blanks with appropriate words. [2008]

- (i) The elderly man prepared himself for a life retirement.
- (ii) Do you take his word mine?
- (iii) Rohini is very concerned her father's health.
- (iv) Altaf had many books and papers scattered all the room.
- (v) The phoenix is a legendry bird that rises its ashes.
- (vi) The police pulled the briefcase from the table.
- (vii) The mob rushed onto the pavement, everyone seemed angry everyone else.
- (viii) The old woman looked the cupboard, searching for the photograph.

15. Fill in the blanks with appropriate words.

- (i) Truth always prevails the long-run.
- (ii) Sujata stood the river and saw the ship pass by.
- (iii) She took some money her father to buy a video game.
- (iv) Shilpa gave me a rare gift my birthday.
- (v) Deepak was very upset me.
- (vi) Michelle is longing meet me.
- (vii) It has been a long time I met my sister.
- (viii) The worker asked his wages.

16. Fill in the blanks with appropriate words.

- (i) He refused to put with their interference in his affairs.
- (ii) She has been going the script for days.
- (iii) It is our duty to protest injustice.
- (iv) He soon became accustomed the harsh weather.
- (v) Dilip went out his way to help the poor.
- (vi) He was able to put his ideas so cleverly that he impressed everyone.
- (vii) He persists teasing the other children in the class.
- (viii) I have been waiting for you four o'clock.

17. Fill in the blanks with appropriate words.

- (i) The safari parks of South Africa abound wild animals.
- (ii) The young man excels both music and dance.
- (iii) She is a diligent student, worthy praise.
- (iv) I saw his plan and realised that he was going to cheat us.
- (v) I was the impression that the meeting had been cancelled.
- (vi) Always be true yourself.
- (vii) The villagers lodged a complaint the corrupt officials.
- (viii) I can rely my sister for help.

18. Fill in the blanks with appropriate words. [2016]

- (i) There was a steep rise onion prices.
- (ii) Air pollution is responsible for the spread bronchitis.

(iii) He was pressure to complete the work.

- (iv) John jumped the river to rescue the child.
- (v) His teacher is very pleased him.
- (vi) All took his cap and wiped his face.
- (vii) The old woman could not get the shock.
- (viii) He should not get with such rudeness.

19. Fill in the blanks with the suitable prepositions.

- (i) What is he thinking ?
- (ii) Veer is fond this dish.
- (iii) This is the house he lives
- (iv) Everybody laughed the joker .
- (v) She promised me to meet 2 pm.
- (vi) He left the city Monday.
- (vii) My father will return from the village a week.
- (viii) She hid herself the curtains.

20. Fill in each blank with an appropriate word.

[2017]

- (i) She shouted angrily the disobedient boy.
- (ii) I asked them to provide us..... a guide.
- (iii) The tree grew at a dangerous slant and had to be cut
- (iv) My daughter believes fairies.
- (v) He drew a beautiful diagram the board.
- (vi) She battled her way the crowd.
- (vii) We were asked to gather the teacher.
- (viii) They had to climb the steep pathway to reach the top.

ANSWERS

- | | | | |
|--|---|---|--|
| 1. (i) on
(iii) for
(v) at
(vii) since | (ii) on
(iv) beside
(vi) on
(viii) in | 11. (i) on
(iii) to
(v) for
(vii) with | (ii) with
(iv) against
(vi) of
(viii) under |
| 2. (i) with
(iii) of
(v) for
(vii) in | (ii) to
(iv) to
(vi) of
(viii) from | 12. (i) from
(iii) against
(v) with
(vii) of | (ii) on
(iv) about
(vi) towards
(viii) in |
| 3. (i) about
(iii) to
(v) of
(vii) upon | (ii) on
(iv) to
(vi) to
(viii) to | 13. (i) upon
(iii) on/upon
(v) into
(vii) between | (ii) for
(iv) by
(vi) about
(viii) over/for |
| 4. (i) to
(iii) among
(v) at
(vii) In | (ii) with
(iv) to
(vi) since
(viii) into | 14. (i) after
(iii) about
(v) from
(vii) with | (ii) over
(iv) over
(vi) under
(viii) inside/into |
| 5. (i) for
(iii) with
(v) into
(vii) about | (ii) into
(iv) of
(vi) among
(viii) with | 15. (i) in
(iii) from
(v) with
(vii) since | (ii) beside
(iv) on
(vi) to
(viii) for |
| 6. (i) from
(iii) up
(v) of
(vii) before | (ii) in
(iv) like
(vi) against
(viii) at | 16. (i) up
(iii) against
(v) of
(vii) on | (ii) through
(iv) to
(vi) up
(viii) since |
| 7. (i) until
(iii) for
(v) for
(vii) to | (ii) over
(iv) for
(vi) with
(viii) for | 17. (i) with
(iii) of
(v) under
(vii) against | (ii) in
(iv) through
(vi) to
(viii) on |
| 8. (i) up
(iii) since
(v) for
(vii) down | (ii) between
(iv) of
(vi) over
(viii) off | 18. (i) in
(iii) under
(v) with
(vii) away with | (ii) of
(iv) into
(vi) off
(viii) away |
| 9. (i) for
(iii) in
(v) for
(vii) of | (ii) to
(iv) into
(vi) inside
(viii) among | 19. (i) of
(iii) in
(v) at
(vii) within | (ii) of
(iv) at
(vi) on
(viii) behind |
| 10. (i) with
(iii) from
(v) over
(vii) on | (ii) for
(iv) under
(vi) of
(viii) against | 20. (i) at
(iii) down
(v) on
(vii) near | (ii) with
(iv) in
(vi) against
(viii) up |

Conjunctions

Connectors are those words that are used to join words, phrases and clauses.

Connectors are divided into three clauses

- (i) Relative Pronouns and Relative Adverbs
- (ii) Conjunctions
- (iii) Prepositions

In this chapter, our focus would be entirely on Conjunctions.

Conjunctions

Conjunctions are the connectors that help you join two words, phrases or clauses together.

Conjunctions can be divided into four classes as:

Coordinating Conjunctions

Coordinating conjunctions join two words, clauses or sentences of equal ranks. The common ones are and, but, for, or, still, yet, so, otherwise, nor, neither, either, as well as, then, thus etc.

- e.g.
- (a) She must weep or she must die.
 - (b) He is very rich, yet he is not contented.
 - (c) Wise men love truth while fools shun it.
 - (d) He worked hard, therefore he passed.
 - (e) Take this and give that.

Subordinating Conjunctions

A subordinating conjunction joins a subordinate clause to a principal clause.

The common subordinating conjunctions are though, although, since, after, as, because, before, lest, as if, as soon as, as long as, as though, than, till, until, if, while, when, whether etc.

Subordinating conjunctions show the following :

- (a) **Time**
The patient had died before the doctor came.
I will complete my work before it is five.
You have grown weak since I last saw you.
- (b) **Cause or Reason**
I will give it to you since you demand it.
He failed because he did not work hard.
As he was not there, I spoke to his father.

(c) Effect

He is so poor that he cannot pay his fee.
He is so weak that he cannot walk.

(d) Place

I want to live where you live.
Stay where you are.

(e) Purpose

I ran away lest I should be killed.
I eat so that I may live.

(f) Condition

I shall pass if you teach me.
You will fail unless you study.

(g) Comparison

I am happier than you.
She is taller than her sister.

(h) Extent or Manner

He is a good person as far as I know.
He talks as if he were a minister.

(i) Concession or Contrast

Though she was poor, she was happy.
Although they performed their best, they failed.

Correlative Conjunctions**(Conjunctions Used in Pairs)**

Some Conjunctions are used in pairs. They are called correlative conjunctions.

The following are the types of correlative conjunctions :

(a) Either or

Either Rana or his sister will attend the wedding.

(b) Neither nor

My friend can neither sing nor dance.

(c) Both and

We offered them both food and drinks.

(d) Not only but also

He not only studies but also teaches in a school.

(e) Though yet

Though he is poor, yet he is honest.

(f) So that

He is so weak that he cannot run.

(g) Hardly/Scarcely when

Amit was hardly 7 years old when his father died.

(h) No sooner than

No sooner did she reach the school than the bell rang.

(i) Whether or

I do not know whether she will meet me today or not.

Compound Conjunction

There are some compound conjunctions also which are :

(a) In order that

The notice was published in order that all might know the facts.

(b) Even if

Such an act would not be kind even if it were just.

(c) As though

He walks as though he were slightly lame.

(d) As well as

The principal as well as the teachers attended the Independence Day function.

(e) As soon As

He took out his umbrella as soon as it started raining.

Transformation of Sentences Using Different Conjunctions**If/Unless**

'If' and 'Unless' are used for conditional sentences. Both of them join the subordinate clause with the principal clause. However 'Unless' means ' If not', hence the affirmative sentences (principal clause) is converted into negative and vice-versa; while changing the sentence of 'If ...' into those of 'Unless ...' .

But, if both, subordinate and principal clause are negative then while using 'unless', no changes are done.

Consider the following sentences

"If you keep patience, you will win."

"Unless you keep patience, you will not win."

If we reverse the order in both of the above sentences, the Conjunction will be joining the two clauses thereby eliminating the need for 'comma' as,

You will win if you keep patience.

Or You will not win unless you keep patience.

e.g.(a) If the weather is fine, the flight will take off.

The flight will not take off unless the weather is fine.

(b) If Mayank is not confident, he will not succeed.

Unless Mayank is confident, he will not succeed.

(c) Survi will marry him if he has a bungalow.

Survi will not marry him unless he has a bungalow.

(d) Don't go to office if you are not feeling well.

Don't go to office **unless** you are feeling well.

As soon as/Hardly/Scarcely when/ No sooner than

'As soon as' is used for both present and future actions whereas 'Hardly/scarcely when', 'No sooner than' are used for past actions only.

All of them are used to denote actions that happen one after another. e.g.

- (a) As soon as he heard the bang, he hid himself behind the door.
- No sooner did he hear the bang than he hid himself behind the door.
 - Hardly had he heard the bang when he hid himself behind the door.

With 'No sooner.....than', both Past Perfect Tense and Past Indefinite Tense are used in the subordinate clause, while the main clause is kept in Simple Past Tense.

- (b) No sooner did she hear the news than she started weeping aloud.
- Hardly had she heard the news when she started weeping aloud.
 - As soon as she heard the news, she started weeping aloud.
- (c) Ayesha joined the gym as soon as she put on a little weight.
- Hardly had Ayesha put on a little weight when she joined the gym.
 - No sooner had Ayesha put on a little weight than she joined the gym.

- (d) As soon as the lion roared, the children got panicky.

- No sooner did the lion roar than the children got panicky.
- Hardly had the lion roared when the children got panicky.

Note 'No sooner' and 'hardly' are the adverbs and when a sentence begins with an adverb, the law of inversion applies. Hence, the 'helping verb' is put before the 'subject'. With 'Hardly/Scarcely when', only Past Perfect Tense is used in the subordinate clause, while the main clause is kept in Simple Past Tense.

Too to/So that

The adverb 'too' has a negative sense and means 'that much which is not desirable'.

Therefore,

"He is too weak to walk further." means "He is so weak that he can not walk further".

Hence, when we use 'so' in place of 'too', the other clause is made negative and *vice-versa*.

e.g. (a) I am **too** tired to sit.

I am **so** tired that I can not sit.

(b) The chapter is **too** boring for her to read.

The chapter is **so** boring that she cannot read it.

(c) The mobile was **so** costly that he could not buy it.

The mobile was **too** costly for him to buy.

(d) He was **so** cruel that he never took pity on anybody.

He was **too** cruel to ever take pity on anybody.

EXAM PRACTICE

- 1.** Join the following sentences to make one complete sentence without using *and*, *but* or *so*.
[2018]

- (i) They have to go to bed every night. They are allowed to stay up late on Saturdays.
- (ii) The children were delighted. The exams had been cancelled.
- (iii) We are not allowed to play in the Sun. We are not allowed to play in the rain.
- (iv) This is the place. The dog was rescued from its cruel owner.

- 2.** Fill in the blanks with suitable connectors.

- (i) There is no more food left there are plenty of drinks.
- (ii) The Interact Club has done well to help the poor, the Welfare Club has done well too.
- (iii) The documents will be scrutinised by the police they are sent back to the relevant authority.
- (iv) The retailer has been making losses he intends to wind up his business.
- (v) Don't move from here I come back.

- 3.** Fill in the blanks with suitable connectors.

- (i) We have been trying to contact Michael for the past few days we have not been able to trace him yet.
- (ii) Life in the country may not be as exciting as life in the city you are close to nature which provides peace and quietness.
- (iii) The dog will bark without fail every time the ice cream man passes by it will start howling.
- (iv) Let us not be complacent with ourselves we may lose out in the final round.
- (v) Hoper has experienced poverty and hardship before he has a sympathetic heart towards the poor and needy.

- 4.** In the passage given below, a sentence connector is missing in each line. Find the missing word and write it.

Two suicide attackers were shot dead (i) they were carrying out their terrorist strike during the Republic Day celebrations. It was reported by the police that they were (ii) from Pakistan (iii) were heavily armed with fatal ammunition.

The police team (iv) had been trailing them tried to stop them. Ultimately in the exchange of fire (v) followed, the two men were shot dead.

- 5.** In the passage given below, a sentence connector is missing in each line. Find the missing word and write it.

My mother was both a mother (i) father to me. She taught us the right values (ii) she passed away. We all looked towards her for support. We were very scared of her. Not (iii) she had a bad temper or ever hit us, (iv) we could never say no to her. She was a wonderful cook (v) taught us all how to cook.

- 6.** Fill in the blanks with suitable connectors.

- (i) No one expected Felix Ben to be selected.
- (ii) I don't think we can make it you pitch in.
- (iii) night fell, the children packed their things and we were ready to leave.
- (iv) They did not do well in the physical test they were accepted.
- (v) We mentioned it to him we ran into him outside the school.

- 7.** Fill in the blanks with suitable connectors.

- (i) They were told to practise more they would face elimination in the final game.
- (ii) the blue dress the yellow one look cheap.
- (iii) we comforted her, she could not seem to get over the bad experience.
- (iv) bringing them to the hospital, they died on the way.
- (v) Farooque told he was from Pakistan.

- 8.** (i) The book was so interesting that I could not put it down.
[2016]

(Begin : The book was too

- (ii) If Marry catches the first bus, she will be on time for school.
[2016]

(Begin : Unless

- (iii) Hardly had the teacher left the room when all the children started making a noise.

(Begin : No sooner.....)

- 9.** Join the following sentences to make one complete sentence without using *and, but or so.* [2014]
- (i) He is good at gymnastics. His handwriting must improve.
 - (ii) Her grandfather gifted her a paint box. He knew she was good at art.
 - (iii) Ravi fractured his arm. He insisted on playing the match.
 - (iv) Mona has been ill for a month. She stood first in the examination.
- 10.** Join the following sentences to make one complete sentence without using *and, but or so.* [2013]
- (i) We had better got ready now. We may not have time to reach the airport.
 - (ii) Mr Liew has been sick. He has been so since he came back from Japan.
 - (iii) The debating teams were very happy. Both were declared joint-champions.
 - (iv) He escaped from the prison. He looked for a place where he could hide.
- 11.** Join the following sentences to make one complete sentence without using *and, but or so.* [2012]
- (i) He lived in the city for many years. He could not find his way out.
 - (ii) She complained that her brother did not know anything. Her brother claimed he knew everything.
 - (iii) The coffee isn't strong. It won't keep us awake.
 - (iv) I finished my homework. I switched on the TV.
- 12.** Join the following sentences to make one complete sentence without using *and, but or so.* [2012]
- (i) The minister was wise. The king did not trust him.
 - (ii) We reached the port. The storm came on.
 - (iii) One should not borrow money. One should not lend money.
 - (iv) She will win the prize. She deserves it.
- 13.** Join the following sentences to make one complete sentence without using *and, but or so.* [2010]
- (i) You will surely be late. Hurry up!
 - (ii) The trekkers got lost due to the heavy fog. They had misplaced their map as well.
 - (iii) She has to apologise. He will not meet her again if she does not do so.
 - (iv) I wear this expensive outfit very sparingly. I bought it last month.
- 14.** Join the following sentences to make one complete sentence without using *and, but or so.* [2009]
- (i) Swarna asked me a question. I was unable to answer it.
 - (ii) You helped Tania. She will always be grateful.
 - (iii) I heard you won a prize. I am extremely delighted.
 - (iv) There was heavy traffic. We reached the stadium on time.
- 15.** Join the following sentences to make one complete sentence without using *and, but or so.*
- (i) The heart attack was mild. Mr Bose stayed in bed for three weeks.
 - (ii) The men went out to see if anyone was missing. The women stayed behind to care for the injured.
 - (iii) Her mother warned her not to talk to strangers. She told her not to accept gifts from people she did not know.
 - (iv) Everyone was drenched wet by now. The rain had come down harder.
- 16.** Join the following sentences to make one complete sentence without using *and, but or so.*
- (i) John gave me the novel. John wanted me to review it.
 - (ii) Debjani received my note. She sent her reply within a week.
 - (iii) Raja is a great footballer. He is also popular.
 - (iv) Jenifer saw that I was confused. She came to my rescue.
- 17.** Join the following sentences to make one complete sentence without using *and, but or so.*
- (i) Sahil composed a wonderful song. It became a hit.
 - (ii) Rani reached the spot. We were to meet there.
 - (iii) Dick met me. I gave him the document.
 - (iv) Shenaz was very upset. I wanted to help her out.
- 18.** Join the following sentences to make one complete sentence without using *and, but or so.*
- (i) The young generation has learnt modern technologies. It has forgotten old culture and values.
 - (ii) There are many athletes in India. They were champions of one time. Nobody remembers them now.
 - (iii) I have read that book. The language of that book is very difficult.
 - (iv) Veeru likes to play cricket. He likes to watch movies too.

19. Re-write the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) As soon as we lit the candle, the power supply was restored.
(Begin : No sooner)[2014]
- (ii) The old woman was too slow to catch the bus.
(Begin : The old woman was so)[2014]
- (iii) My mother said I could go with you only if I returned home by 5 o'clock.
(Use : as long as)[2013]
- (iv) As soon as the Chief Guest had seated himself the play began.
(Begin : No sooner)[2012]
- (v) The children will sit out in the garden if the weather is cool.
(Begin : The children won't)[2011]
- (vi) The thief ran so fast that the police could not catch him.
(Re-write using : too)[2011]
- (vii) The child disappeared as soon as the bus stopped.
(Begin : Hardly)[2011]
- (viii) Study hard now or you will regret it.
(Begin : Unless)[2009]

(ix) Megha is too tall to crawl under the table.

(Begin : Megha is so)

[2009]

(x) As soon as the curtain came down the applause rang out.

(Begin : No sooner)

[2009]

(xi) I suddenly realised that the room was too small for the three of us to share.

(Begin : I suddenly realised that the room was so.....)

(xii) As soon as the bell rang, the children rushed out of class.

(Begin : No sooner)

20. Re-write the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Sachin stood first in class and he also excelled at debate.
(Use : not only)
- (ii) No sooner had Ram narrated the story than he was praised.
(Begin : Hardly)
- (iii) As soon as the chief guest arrived, the band started playing.
(Begin : No sooner)
- (iv) He was so tired that he could not stand.
(Use : too)[2017]

ANSWERS

- 1.** (i) They have to go to bed early every night except Saturdays, when they are allowed to stay up late.
(ii) The children were delighted that the exams had been cancelled.
(iii) We are not allowed to play in the Sun or the rain.
(iv) This is the place from where the dog was rescued from its cruel owner.
- 2.** (i) however
(ii) similarly
(iii) before
(iv) therefore
(v) until
- | | |
|---|---|
| 3. (i) but
(ii) nevertheless
(iii) or
(iv) otherwise
(v) therefore | 3. (i) but
(ii) nevertheless
(iii) or
(iv) otherwise
(v) therefore |
|---|---|
- 4.** (i) while
(ii) both
(iii) and
(iv) who
(v) that
- 5.** (i) and
(ii) until
(iii) that
(iv) but
(v) and
- 6.** (i) both and
(ii) unless
(iii) As
(iv) yet
(v) when
- | | |
|--|--|
| 7. (i) or
(ii) Both, and
(iii) Although
(iv) While
(v) that | 7. (i) or
(ii) Both, and
(iii) Although
(iv) While
(v) that |
|--|--|
- 8.** (i) The book was too interesting to be put down.
(ii) Unless Marry catches the first bus, she will not be on time for school.
(iii) No sooner had the teacher left the room than the children started making a noise.
- 9.** (i) He is good at gymnastics, therefore his handwriting must improve.
(ii) Her grandfather gifted her a paint box because he knew she was good at art.
(iii) Even though Ravi fractured his arm, he insisted on playing the match.
Or Ravi insisted on playing the match despite having his arm fractured.
(iv) Mona stood first in the examination despite having been ill for a month.
- 10.** (i) We had better get ready now otherwise we might not have time to reach the airport.
(ii) Mr Liew has been sick since he came back from Japan.
(iii) Both the debating teams were very happy as they were declared joint-champions.
(iv) As he escaped from the prison, he looked for a place where he could hide.
- 11.** (i) Although he lived in the city for many years, he could not find his way out.
(ii) She complained that her brother did not know anything whereas her brother claimed he knew everything.
(iii) The coffee isn't strong enough to keep us awake.
(iv) I switched on the TV as soon as I finished my homework.
- 12.** (i) Although the minister was wise, the king did not trust him.
(ii) As soon as we reached the port, the storm came on.
(iii) One should neither borrow nor lend money.
(iv) She deserves to win the prize.
- 13.** (i) Unless you hurry up, you will surely be late.
(ii) Not only did the trekkers get lost due to the heavy fog but also misplaced their map.
(iii) He will not meet her again unless she apologises.
(iv) I wear this expensive outfit, very sparingly, which I bought last month.
- 14.** (i) I was unable to answer Swarna's question.
Or I was unable to answer the question that/which Swarna asked me.
Or Swarna asked me a question that/which I was unable to answer.
(ii) Tania will always be grateful for your help.
Or Tania will always be grateful because you helped her.
(iii) I am extremely delighted to hear that you won a prize.
(iv) Though there was heavy traffic, yet we reached the stadium on time.
- 15.** (i) Mr Bose stayed in bed for three weeks after a mild heart attack.
(ii) While the men went out to see if anyone was missing, the women stayed behind to care for the injured.
(iii) Her mother warned her neither to talk to strangers nor to accept gifts from them.
(iv) Everyone was drenched wet by now because the rain had come down harder.

- 16.** (i) John gave me the novel to review.
(ii) Debjani replied to my note within a week of its receipt.
(iii) Raja is a great popular footballer.
(iv) When Jenifer saw that I was confused, she came to my rescue.
Or Jenifer came to my rescue on seeing that I was confused.
- 17.** (i) Sahil composed a wonderful hit song.
Or Sahil composed a wonderful song which became a hit.
(ii) Rani reached the spot where we were supposed to meet.
(iii) I gave the document to Dick.
Or I gave the document to Dick when he met me.
(iv) Shenaz was very upset therefore I wanted to help her out.
Or I wanted to help Shenaz out because she was very upset.
Or Shenaz being upset, I wanted to help her out.
- 18.** (i) Though the young generation has learnt modern technologies, it has forgotten old culture and values.
(ii) Nobody remembers many athletes who were the champions of one time, in India.
(iii) I have read that book the language of which is very difficult.
(iv) Veeru likes not only to play cricket but also to watch movies.

- 19.** (i) No sooner did we light the candle than the power supply was restored.
(ii) The old woman was so slow that she could not catch the bus.
(iii) My mother said I could go with you as long as I returned home by 5 o'clock.
(iv) No sooner had the Chief Guest seated himself than the play began.
(v) The children won't sit out in the garden if the weather is hot.
(vi) The thief ran too fast for the police to catch him.
(vii) Hardly had the bus stopped when the child disappeared.
(viii) Unless you study hard, you will regret it.
(ix) Megha is so tall that she cannot crawl under the table.
(x) No sooner did the curtain come down than the applause rang out.
(xi) I suddenly realised that the room was so small that it could not be shared by the three of us.
(xii) No sooner did the bell ring than the children rushed out of class.
- 20.** (i) Sachin not only stood first in the class but also excelled at debate.
(ii) Hardly had Ram narrated the story when he was praised.
(iii) No sooner did the chief guest arrive than the band started playing.
Or No sooner had the chief guest arrived than the band started playing.
(iv) He was too tired to stand.

Degree of Comparison

Degree of comparison is a tool of estimating, praising, comparing the qualities (like colour, size, shape and other virtues) of two or more people, places, ideas or things.

There are basically three degrees of comparison :

1. Positive degree
2. Comparative degree
3. Superlative degree

Positive Degree

It is the adjective in its simplest form. It is used to denote the existence of a quality but can be used to indicate comparison to an equal degree.

Positive degree is formed by using ‘as as’ with adjective in positive (affirmative) sense and ‘not as as’ or ‘not so as’ in negative sense. e.g.

- (i) Gunjan is **as smart as** Pritam.
- (ii) Mumbai is **as busy as** Delhi.
- (iii) My pen is **not so (as) expensive as** yours.
- (iv) Vipin is **not as clever as** (or so clever as) his brother.

Consider the following sentences :

- (i) Rudra is a **kind** man.
- (ii) This baby is **gorgeous**.

Here, the qualities of ‘Rudra’ and ‘baby’ have been simply stated and not been compared with those of anybody else.

This is also positive degree.

Comparative Degree

It is generally used when two entities being compared possess an unequal degree of a certain quality.

In comparative degree, suffix ‘er’ is added to the adjective and ‘than’ is used after the adjective. e.g.

- (i) Shamli is **taller than** Sonali.
- (ii) Anurag is **braver than** Prayas.
- (iii) Iron is **harder than** wood.
- (iv) Rutuja is **fairer than** Swapnil.

Some adjectives with more than one syllable do not take 'er' as a suffix but 'more' is used before them as follows :

- (i) Ayan is **more intelligent** than Rehan.
- (ii) Tokyo is **more expensive** than Delhi.
- (iii) This room is **more spacious** than that.
- (iv) He found Sherlock Holmes **more interesting** than Donald Duck.

Important Points about Comparative Degree

Adjectives ending in 'or' such as superior, inferior, prior, junior, senior etc take 'to' in place of 'than' along with them. e.g.

- (i) Mr Sharma is **junior** to (not 'than') Mr Mishra.
 - (ii) This jewellery is **superior** to that one.
- We use 'to' with the verb 'prefer'. Neither 'er' nor 'than' is used with 'prefer' as the verb itself means 'to like more'. e.g.
- (i) I prefer tea to coffee.
 - (ii) Madhurima preferred eating fruits to drinking juices.

Superlative Degree

Superlative degree is used for the comparison of three or more things of unequal degree of a certain quality. It is the highest degree of quality and is used to express that one person or thing possesses the most superior of the quality among the things being talked about.

While forming the superlative form of an adjective, the suffix 'est' is added to the adjective which is preceded by article 'the'. e.g.

- (i) Resham is **the wisest girl** among them all.

Or

Resham is **the wisest** of all girls.

- (ii) This is **the funniest** of all books that I have read so far.
- (iii) Rishi is **the strongest** boy in our class.
- (iv) You are **the best friend** of mine.

Some adjectives with more than two syllables that take 'more' in comparative degree take 'most' in superlative degree. e.g.

- (i) The snake is **the most dangerous** animal.
- (ii) The Taj Mahal is **the most famous** epitome of love.
- (iii) Chiraag is **the most handsome** boy in his family.
- (iv) Room no 15 in the hotel was **the most convenient** one for the businessmen.

Forming Comparatives and Superlatives

When you compare two items, you are using a comparative, so you use 'more' before the adjective or the suffix-'er' at its end. When you compare three or more items, you're using a superlative, so you use 'most' or the suffix-'est'.

The following hints may be used while forming comparatives and superlatives.

1. Most adjectives of one syllable form the comparative by adding 'er' and the superlative by adding 'est' to the positive degree.

Positive Degree	Comparative Degree	Superlative Degree
white	whiter	whitest
short	shorter	shortest
tall	taller	tallest

Note If the positive degree ends in 'e', only 'r' or 'st' is added e.g. able, abler, ablest.

2. When the positive degree ends in 'y' , preceded by a consonant, the 'y' is changed into 'i' before adding 'er' and 'est'.

Positive Degree	Comparative Degree	Superlative Degree
wealthy	wealthier	wealthiest
merry	merrier	merriest
happy	happier	happiest

3. When the positive degree consists of a word of one syllable and ends in a single consonant preceded by a vowel, this consonant is doubled before adding 'er' and 'est'.

Positive Degree	Comparative Degree	Superlative Degree
thin	thinner	thinnest
fat	fatter	fattest
big	bigger	biggest

4. In case of adjectives of more than two syllables, the comparative and superlative degree are formed by putting 'more' and 'most' respectfully before the positive degree.

Positive Degree	Comparative Degree	Superlative Degree
beautiful	more beautiful	most beautiful
courageous	more courageous	most courageous
intelligent	more intelligent	most intelligent

5. Adjectives with two syllables ending in 'ful' (e.g. resentful), 'less' (e.g. senseless), 'ing' (e.g. boring) and 'ed' (e.g. surprised) and many others (e.g. polite, foolish, famous, certain, recent, modern) take 'more' and 'most'.

Positive Degree	Comparative Degree	Superlative Degree
polite	more polite	most polite
cruel	more cruel	most cruel
stupid	more stupid	most stupid

6. Two fold comparisons

Positive Degree	Comparative Degree	Superlative Degree
Near	nearer	nearest
Deep	deeper	deepest
Close	closer	closest

7. Irregular comparisons

Positive Degree	Comparative Degree	Superlative Degree
Good	better	best
Bad	worse	worst
Much	more	most

'older' and 'oldest' refer to age of persons or things, 'elder' and 'eldest' refer to order of birth within a family.

Change of Degree

Change of degree means transformation of one form of degree of an adjective into another form but retaining the same meaning of the sentence. Let us try to understand the rules of transforming one form of degree of comparison into another.

Superlative Degree to Positive and Comparative

When we use superlative degree to estimate the quality of an object, we mean to say that it has the highest degree of that particular quality among all the objects being compared. This means 'no other' object has that quality to the same degree.

Therefore, in positive degree, we use, 'No other' and in comparative 'all other' or 'any other' because the degree of the quality in the object being talked about is 'superior' to that in any other object. e.g.

- (i) Superlative Degree Hardik is the strongest player of our team.

Positive Degree No other player of our team is as strong as Hardik.
 ↑
 (Singular noun with 'no other')

Comparative Degree Hardik is stronger than any other player of our team.

↑
 (Singular noun with 'any other')
 ↑
 (The sentence begins with the same entity as in superlative degree)

Or

Hardik is stronger than all other players of our team.

↑
 (Plural noun with 'all other')

- (ii) Superlative Degree Swara is the cleverest of all girls in my class.

Or

Swara is the cleverest girl in my class.

Positive Degree No other girl in my class is as clever as Swara.

Comparative Degree Swara is cleverer than any other girl (or all other girls) in my class.

- (iii) Superlative Degree Mumbai is the most expensive place to live in Maharashtra.

Positive Degree No other place in Maharashtra is as expensive to live in as Mumbai.

Comparative Degree Mumbai is more expensive than any other place to live in Maharashtra.

- (iv) Superlative Degree Suraj is the most intelligent of all boys.

Positive Degree No other boy is as intelligent as Suraj.

Comparative Degree Suraj is more intelligent than all other boys.

Positive Degree to Comparative Degree

Both positive and comparative degree are used to compare only two objects (i.e. two persons, ideas, or things). Therefore, they cannot be transformed into superlative degree.

Consider the following sentence :

"Ram is as tall as Shyam".

This means both have equal heights. Its comparative degree will be :

"Shyam is not taller than Ram".

Some More Examples

- (i) Positive Degree A glass of juice is as good as a glass of water.
Comparative Degree A glass of water is not better than a glass of juice.
- (ii) Positive Degree Question A is as simple as question B.
Comparative Degree Question B is not simpler than question A.
- (iii) Positive Degree President Rule is not as good as democracy.
Comparative Degree Democracy is better than President rule.
- (iv) Positive Degree Rose is as beautiful as tulip.
Comparative Degree Tulip is not more beautiful than rose.

Comparative Degree to Positive Degree

Consider the following example :

“Metals are harder than non-metals”.

This means non-metals are not equal in degree of hardness as metals. Therefore its positive degree will be :

“Non-metals are not as hard as metals”.

Some More Examples

- (i) Comparative Degree Chocolates are tastier than cookies.
Positive Degree Cookies are not so tasty as chocolates.
- (ii) Comparative Degree Arushi’s house is bigger than her office.
Positive Degree Arushi’s office is not as big as her house.
- (iii) Comparative Degree Mobile phones are more convenient than tablets.
Positive Degree Tablets are not as convenient as mobile phones.
- (iv) Comparative Degree Drinking is not more dangerous than smoking.
Positive Degree Smoking is as dangerous as drinking.

In Case of Conversion from Positive Degree to Comparative Degree and Comparative Degree to Positive Degree

- The sentence begins with the second entity (person, place etc) being compared.
- An affirmative sentence is changed into positive and *vice-versa*.
- And the degree is changed.

EXAM PRACTICE

- 1.** Change the following into positive degree and comparative degree.
 - (i) India is the largest democracy.
 - (ii) The Pyramids of Egypt are the greatest architecture.
 - (iii) Mr Sinha is the most successful businessman of his town.
 - (iv) Asia is the largest continent in the world.
 - (v) Soufia was the most ambitious girl in the class.
 - (vi) 'The Bhagwad Gita' is the holiest epic of the Hindus.
 - (vii) The pen can be the mightiest tool for fighting against social evils.
 - (viii) 'Silence' is the strongest weapon to win an argument.
 - (ix) Bhavesh is the tallest of all students.
 - (x) This is the safest way to escape punishment.
- 2.** Change the degree of comparison in each of the following sentences.
 - (i) Varun was as weak as Ravish.
 - (ii) Geetika is the bravest of all girls in her family.
 - (iii) Mobile phones are better than pagers.
 - (iv) The Ganga is the longest river in India.
 - (v) Manoshi is my best friend.
 - (vi) To practise is better than to preach.
 - (vii) The Dead sea is the lowest point on the Earth.
 - (viii) India is bigger than Bangladesh.
 - (ix) Serena's phone is smarter than Shipra's.
 - (x) Aryan is as clever as Mahroof.
- 3.** Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence. **[2018]**
 - (i) She laid the table after she had finished the cooking.
(Begin : When)
 - (ii) He is old but still he works hard.
(Begin : Despite)
 - (iii) The delivery boy was requested to bring the parcel the next day.
(Rewrite using direct speech)
 - (iv) I prefer playing a game to watching television.
(Begin : I would rather)
 - (v) Every family has a black sheep.
(Begin : There is no)
 - (vi) I have never worn a more ill-fitting suit.
(End : ever worn.)

- 4.** Change the degree of comparison in each of the following sentences.
 - (i) Lead is the heaviest non-metal.
 - (ii) This is the best book.
 - (iii) Ruby is as red as blood.
 - (iv) Emerald is as green as grass.
 - (v) Pencils are cheaper than pens.
 - (vi) Anushka is not smarter than Rabia.
 - (vii) Birbal was the wisest courtier in Akbar's court.
 - (viii) The Taj Mahal is more famous than any other monument in India.
 - (ix) Pen is mightier than sword.
 - (x) Baikal lake is the deepest fresh water lake in the world.
 - (xi) Gungun is as sweet as her brother.
 - (xii) The cap of blue pen is bigger than that of red pen.
 - (xiii) Books are the most interesting companions.
 - (xiv) They are the most reliable friends.
 - (xv) Dheeraj is as strong as his father.
- 5.** Re-write the following sentences according to the instructions given after each sentence. Make other changes that may be necessary, but do not alter the meaning of each one.
 - (i) Grapes are as lovely as Jumblums.
(Begin : Jumblums)
 - (ii) Ganesh is the wisest among all Gods.
(Begin : No other)
 - (iii) Miheer is not weaker than this friend.
(Begin : His friend)
 - (iv) English language is as tough as French.
(Use : tougher)
 - (v) Akhilesh Yadav is the youngest Chief Minister in India.
(Use : younger)
 - (vi) Diamond is the costliest non-metal.
(Use : costly)
 - (vii) Iodine is the most lustrous non-metal.
(Use : as lustrous as)

- (viii) Groundnuts are good as cashewnuts.
(Use : better)
- (ix) No other substance is as soft as butter.
(Use : softest)
- (x) Newspapers are the best media for a variety of news.
(Begin : No other)
- (xi) Physics is as difficult as Mathematics.
(Begin : Mathematics)
- (xii) The rabbit is as soft as cotton.
(Begin : Cotton)
- (xiii) Blood is thicker than water.
(Use : thick)
- (xiv) Saree is the most graceful dress.
(Begin : No other dress)
- (xv) Ayushmati is the fastest runner in our school.
(Use : faster)

6. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Tansen was the best singer in Akbar's court. *[2006]*
(Use : better)
- (ii) Very few doctors in the hospital are as dedicated as he is. *[2004]*
(Begin : He is)
- (iii) I have never seen a film as bad as this. *[2017]*
(Begin : This is)
- (iv) Nobody in our city can run as fast as Usha. *[2005]*
(Begin : Usha)
- (v) This is the funniest movie I have ever seen. *[2016]*
(Begin : Never)

7. Change the degree of comparison without changing the meaning.

- (i) Malacca is the oldest town in Malaysia.
- (ii) Peter is cleverer than any other boy in the class.
- (iii) Jupiter is the biggest of all planets.
- (iv) Very few boys are as industrious as John.
- (v) India is the largest democracy in the world.
- (vi) Shakespeare was greater than any other playwright.
- (vii) Asoka was one of the greatest Indian kings.
- (viii) Greenland is the largest island in the world.
- (ix) Lead is heavier than any other metal.
- (x) Very few animals are as useful as the cow.

8. Rewrite the sentences given below using different degrees of comparison.

- (i) Shakespeare is the most famous of all writers in English.
- (ii) Iron is more useful than any other metal.
- (iii) I earn as much money as Ram.
- (iv) China is larger than India.
- (v) Air is lighter than water
- (vi) I am taller than my brother.
- (vii) Shyam is the strongest boy in the class.
- (viii) Supriya is the smartest girl in the class.

9. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Kochi is the best port in Kerala.
(Use : better instead of 'best')
- (ii) Mount Everest is higher than any other peak in the world.
(Use : 'highest' instead of 'higher')
- (iii) Mount Everest is the highest peak in the world.
(Use : 'high' instead of 'highest')
- (iv) The Nile is longer than the Amazon.
(Use : 'long' instead of 'longer')
- (v) Greenland is the largest island.
(Use : 'large' instead of 'largest')
- (vi) Oranges are cheaper than apples.
(Use : 'cheap' instead of 'cheaper')
- (vii) James is not as intelligent as Mark.
(Use : 'more' intelligent instead of 'intelligent')
- (viii) I don't eat as much chocolate as you do.
(Use : 'more' instead of 'much')
- (ix) She is the richest woman in the country.
(Use : 'rich' instead of 'richest')
- (x) Africa is hotter than any other continent in the world.
(Use : 'hottest' instead of 'hotter')

10. Change the degree of comparison in each of the following sentences.

- (i) Lead is heavier than any other metal.
- (ii) Susie is the tallest girl in the class.
- (iii) Gold is more precious than silver.
- (iv) Bombay is one of the biggest cities in India.
- (v) Wordsworth is the greatest of all English poets.
- (vi) The tiger is the most ferocious of all animals.
- (vii) He is as wise as Solomon.
- (viii) No other metal is as costly as gold.

ANSWERS

- 1.** (i) No other democracy is as large as India.
(Positive Degree)
India is larger than any other democracy.
(Comparative Degree)
- (ii) No other architecture is as great as the Pyramids of Egypt.
(Positive Degree)
The Pyramids of Egypt are greater than all other architectures.
(Comparative Degree)
- (iii) No other businessman of his town is as successful as Mr Sinha.
(Positive Degree)
Mr Sinha is more successful than any other businessman of his town.
(Comparative Degree)
- (iv) No other continent in the world is as large as Asia.
(Positive Degree)
Asia is larger than all other continents in the world.
(Comparative Degree)
- (v) No other girl in the class was as ambitious as Soufia.
(Positive Degree)
Soufia was more ambitious than any other girl in the class.
(Comparative Degree)
- (vi) No other epic of the Hindus is as holy as the 'Bhagwad Gita'.
(Positive Degree)
'The Bhagwad Gita' is holier than all other epics of the Hindus.
(Comparative Degree)
- (vii) No other tool can be as mighty as the pen for fighting against social evils.
(Positive Degree)
The pen can be mightier than any other tool for fighting against social evils.
(Comparative Degree)
- (viii) No other weapon is as strong as 'silence' to win an argument.
(Positive Degree)
'Silence' is stronger than any other weapon to win an argument.
(Comparative Degree)
- (ix) No other student is as tall as Bhavesh.
(Positive Degree)
Bhavesh is taller than any other student.
(Comparative Degree)
- (x) No other way is as safe as this one to escape punishment.
(Positive Degree)
This is safer than any other way to escape punishment.
(Comparative Degree)
- 2.** (i) Ravish was not weaker than Varun.
(Comparative Degree)
- (ii) No other girl in her family is as brave as Geetika.
(Positive Degree)
Geetika is braver than all other girls in her family.
(Comparative Degree)
- (iii) Pagers are not as good as mobile phones.
(Positive Degree)
- (iv) No other river in India is as long as the Ganga.
(Positive Degree)
The Ganga is longer than all other rivers in India.
(Comparative Degree)
- (v) No other friend of mine is as good as Manoshi.
(Positive Degree)
Manoshi is better than any other friend of mine.
(Comparative Degree)
- (vi) To preach is not as good as to practise.
(Positive Degree)
- (vii) No other point on the Earth is as low as the Dead sea.
(Positive Degree)
The Dead sea is lower than any other point on the Earth.
(Comparative Degree)
- (viii) Bangladesh is not as big as India.
(Positive Degree)
- (ix) Shipra's phone is not so smart as Serena's.
(Positive Degree)
- (x) Mahroof is not cleverer than Aryan.
(Comparative Degree)
- 3.** (i) When she had finished the cooking, she laid the table.
- (ii) Despite being old, he still works hard.
- (iii) I asked the delivery boy, "Could you bring the parcel tomorrow?"
- (iv) I would rather play a game than watch television.
- (v) There is no family without a black sheep.
- (vi) This is the most ill-fitted suit that I have ever worn.
- (vii) Anil is so fast a runner that he came first in the race.
- (viii) Hardly had the sports meet ended than the children ran on the field.
- 4.** (i) No other non-metal is as heavy as lead.
(Positive Degree)
Lead is heavier than any other non-metal.
(Comparative Degree)
- (ii) No other book is as good as this one.
(Positive Degree)
This book is better than any other one.
(Comparative Degree)
- (iii) Blood is not redder than ruby.
(Comparative Degree)
- (iv) Grass is not greener than emerald.
(Comparative Degree)
- (v) Pens are not as cheap as pencils.
(Positive Degree)
- (vi) Rabia is as smart as Anushka.
(Positive Degree)

- (vii) No other courtier was as wise as Birbal in Akbar's court. (*Positive Degree*)
 Birbal was wiser than any other courtier in Akbar's court. (*Comparative Degree*)
- (viii) No other monument in India is as famous as the Taj Mahal. (*Positive Degree*)
 The Taj Mahal is the most famous monument in India. (*Superlative Degree*)
- (ix) Sword is not as mighty as pen. (*Positive Degree*)
 (x) No other fresh water lake in the world is as deep as Baikal lake. (*Positive Degree*)
 Baikal lake is deeper than any other fresh water lake in the world. (*Comparative Degree*)
- (xi) Her brother is not sweeter than Gungun. (*Comparative Degree*)
 (xii) The cap of red pen is not so big as that of blue pen. (*Positive Degree*)
 (xiii) No other companion is as interesting as the books. (*Positive Degree*)
 Books are more interesting than any other companion. (*Comparative Degree*)
- (xiv) No other friend is as reliable as they are. (*Positive Degree*)
 They are more reliable than all other friends. (*Comparative Degree*)
- (xv) His father is not stronger than Dheeraj. (*Comparative Degree*)
- 5.** (i) Jumblums are not lovelier than grapes.
 (ii) No other God is as wise as Ganesha.
 (iii) His friend is as weak as Miheer.
 (iv) French is not tougher than English.
 (v) Akhilesh Yadav is younger than all other Chief Ministers in India.
 (vi) No other non-metal is as costly as diamond.
 (vii) No other non-metal is as lustrous as iodine.
 (viii) Cashewnuts are not better than groundnuts.
 (ix) Butter is the softest substance.
 (x) No other medium is as good as the newspaper for a variety of news.
 (xi) Mathematics is not more difficult than Physics.
 (xii) Cotton is not softer than the rabbit.
 (xiii) Water is not as thick as blood.
 (xiv) No other dress is as graceful as saree.
 (xv) No other runner can run faster than Ayushmati in our school.

- 6.** (i) Tansen was better than any other singer in Akbar's court.
 (ii) He is one of the most dedicated doctors in the hospital.
 (iii) This is the worst film I have ever seen.
 (iv) Usha runs fastest in our city.
 (v) Never have I seen such a funny movie.
- 7.** (i) No other town in Malaysia is as old as Malacca. (*Positive Degree*)
 Malacca is older than any other town in Malaysia. (*Comparative Degree*)
 (ii) No other boy in the class is as clever as Peter. (*Positive Degree*)
 Peter is the cleverest boy in the class. (*Superlative Degree*)
 (iii) Jupiter is bigger than any other planet. (*Comparative Degree*)
 No other planet is as big as Jupiter. (*Positive Degree*)
 (iv) John is more industrious than most boys. (*Comparative Degree*)
 John is one of the most industrious boys. (*Superlative Degree*)
 (v) India is larger than any other democracy in the world. (*Comparative Degree*)
 No other democracy in the world is as large as India. (*Positive Degree*)
 (vi) No other playwright is as great as Shakespeare. (*Positive Degree*)
 Shakespeare is the greatest of all playwrights. (*Superlative Degree*)
 (vii) Very few Indian kings were as great as Asoka. (*Positive Degree*)
 Asoka was greater than most other Indian kings. (*Comparative Degree*)
 (viii) No other island in the world is as large as Greenland. (*Positive Degree*)
 Greenland is larger than any other island in the world. (*Comparative Degree*)
 (ix) No other metal is as heavy as lead. (*Positive Degree*)
 Lead is the heaviest of all metals. (*Superlative Degree*)
 (x) The cow is more useful than most other animals. (*Comparative Degree*)
 The cow is one of the most useful animals. (*Superlative Degree*)

- 8.** (i) No other writer in English is as famous as Shakespeare. (*Positive Degree*)
 Shakespeare is greater than any other writer in English. (*Comparative Degree*)
- (ii) No other metal is as useful as iron. (*Positive Degree*)
 Iron is the most useful of all metals. (*Superlative Degree*)
- (iii) Ram does not earn more money than I do. (*Comparative Degree*)
- (iv) India is not as large as China. (*Positive Degree*)
 (v) Water is not as light as air. (*Positive Degree*)
 (vi) My brother is not as tall as I am. (*Positive Degree*)
 (vii) Shyam is stronger than any other boy in the class. (*Comparative Degree*)
 No other boy in the class is as strong as Shyam. (*Positive Degree*)
- (viii) No other girl in the class is as smart as Supriya. (*Positive Degree*)
 Supriya is smarter than any other girl in the class. (*Comparative Degree*)
- 9.** (i) Kochi is better than any other port in Kerala.
 (ii) Mount Everest is the highest peak in the world.
 (iii) No other peak in the world is as high as Mount Everest.
 (iv) The Amazon is not so long as the Nile.
 (v) No other island is as large as Greenland.
 (vi) Apples are not as cheap as oranges.
 (vii) Mark is more intelligent than James.
 (viii) You eat more chocolate than I do.
- (ix) No other woman in the country is as rich as her.
 (x) Africa is the hottest continent in the world.
- 10.** (i) No other metal is as heavy as lead. (*Positive Degree*)
 Lead is the heaviest of all metals. (*Superlative Degree*)
- (ii) No other girl in the class is as tall as Susie. (*Positive Degree*)
 Susie is taller than any other girl in the class. (*Comparative Degree*)
- (iii) Silver is not as precious as gold. (*Positive Degree*)
 (iv) Few Indian cities are as big as Bombay. (*Positive Degree*)
 Bombay is bigger than most other Indian cities. (*Comparative Degree*)
- (v) Wordsworth is greater than any other English poet. (*Comparative Degree*)
 No other English poet is as great as Wordsworth. (*Positive Degree*)
- (vi) No other animal is as ferocious as the tiger. (*Positive Degree*)
 The tiger is more ferocious than any other animal. (*Comparative Degree*)
- (vii) Solomon was not wiser than he is. (*Comparative Degree*)
- (viii) No other metal is costlier than gold. (*Comparative Degree*)
 Gold is the costliest of all metals. (*Superlative Degree*)

Synthesis of Sentences

Definition

Synthesis means the combination of a number of sentences into one new sentence.
The three types of sentences are— Simple, Compound or Complex.

Types of Sentences

Simple Sentence

These kinds of sentences have only one subject and one predicate.

e.g. She was a good girl.
 ↓ ↓
 Subject Predicate

Compound Sentence

These kinds of sentences are the combination of two or more principal or main clauses.
e.g. The room was bright so we could see.

Complex Sentence

These types of sentences consist of two parts. One, the principal or main clause and the other a subordinate clause.

e.g. He studied diligently though he was ill.
 ↓ ↓
 Principal clause Subordinate clause

The following are the chief ways of combining two or more simple sentences into one long sentence.

By Using a Participle

- He sprang up to his feet. He ran away.
Springing up to his feet, he ran away.
- She was tired of trying. She decided to quit.
Tired of trying, she decided to quit.

By Using a Noun or a Phrase in Opposition

- This is my mother. Her name is Susie.
This is my mother Susie.

By Using a Preposition with a Noun or Gerund

- Her husband died. She heard the news. She fainted. On hearing the news of her husband's death, she fainted.
- He has failed many times. He still hopes to succeed. In spite of many failures, he still hopes to succeed.

By Using the Absolute Construction

- The watch was expensive. He could not buy it. The watch being expensive, he could not buy it.

- The cot was too small. He could not sleep on it. The cot being too small, he could not sleep on it.

By Using an Infinitive

- He wanted to pass the examination. He studied hard. He studied hard to pass the examination.
- I have some duties. I must perform them. I have some duties to perform.

By Using an Adverb or Adverbial Clause

- The sun set. The travellers had not reached their destination. The travellers had not reached their destination before sunset.

EXAM PRACTICE

- 1.** Rewrite the sentences, keeping in mind the three types of sentences, without changing the meanings of them.
 - (i) He hurt his foot. He stopped.
 - (ii) I was walking along the street one day. I saw a dead snake.
 - (iii) The magician took pity on the mouse. He turned it into a cat.
 - (iv) He was weary of failure. He emigrated to Africa.
 - (v) I was returning home. I saw a man. He was lying by the roadside.
- 2.** Rewrite the sentences, keeping in mind the three types of sentences without changing the meanings of them.
 - (i) Jawaharlal Nehru died in 1964. He was the first Prime Minister of India.
 - (ii) The word of command will be given. You will fire.
 - (iii) The judge gave his decision. The court listened to it silently.
 - (iv) He amused us very much. He sang a funny song.
 - (v) It was a very hot day. I could not do any work properly.
- 3.** Join the following sentences to make one complete sentence without using *and*, *but* or *so*.
 - (i) The king died. His eldest son came to the throne.
 - (ii) His father was dead. He had to support his widowed mother.
- 4.** Join the following sentences to make one complete sentence without using *and*, *but* or *so*.
 - (i) I will speak the truth. I am not afraid of any consequences.
 - (iv) He must apologise. He will not escape punishment otherwise.
 - (v) He cannot afford a car. He is very poor.
- 5.** Rewrite the sentences without changing their meanings.
 - (i) He does well. He is nervous at the start.
 - (ii) It is raining heavily. I will take an umbrella with me.
 - (iii) I am in the right. You are in the wrong.
 - (iv) Sheena is a good student. Sheena is a good singer.
 - (v) He was fined. He was sent to prison.
- 6.** Rewrite the following sentences without changing their meanings.
 - (i) The train was wrecked. No one was hurt.
 - (ii) Ram is ill. He still attends school.
 - (iii) I shall not oppose your plan. I cannot approve of it either.

- (iv) He is a rich man. He did not earn his wealth.
He does not appreciate the value of money.
He squanders it.
- (v) The storm abated. The sun shone. The ship
wrecked could see no sign of land.
- 7.** Rewrite the sentences without changing their meanings.
- He is poor. He is honest.
 - Her father died. She heard the news. She fainted.
 - Marco Polo made many discoveries.
The discoveries were wonderful.
 - I have some duties. I must perform them.
 - The police arrived. The crowd disappeared.
- 8.** Rewrite the sentences without changing their meanings.
- It must be done. The cost does not count.
 - I have read Bacon. It profited me greatly.
 - He is a bad boy. It is certain.
 - He kicked the goal keeper. It was his intention to do so.
 - He was not at the meeting. His absence was unavoidable.
- 9.** Rewrite the sentences without changing their meanings.
- The storm ceased. The sun came out.
 - The bugle sounded. The weary soldiers leapt to their feet.
 - He must confess his fault. He may thus escape punishment.
- (iv) He set traps every night. He cleaned his house of rats.
- (v) Arohi has won Miss Mumbai crown. She will give us party today.
- 10.** Join the following sentences to make one complete sentence without using *and, but or so*. (2017)
- Sonia asked a riddle. I was unable to solve it.
 - John helped Thomas. Thomas will always be grateful.
 - Rajan is a great Cricketer. He is also popular.
 - Adnan sang a wonderful song. It became a hit.
- 11.** Join the following sentences to make one complete sentence **without using and, but or so**. (2016)
- My grandfather is very old. He is very active.
 - Mala is not in the classroom. Mala is not in the library.
 - She was so excited about her performance. She could not sleep at night.
 - Mumbai is densely populated. It is one of the major cities in the country.
- 12.** Join the following sentences to make one complete sentence without using *and, but or so*. (2017)
- This is the hospital. I was born here.
 - The children have been sick for a week. They were unable to go to school.
 - Mrs Kumar has been a teacher for thirty years. She will now retire.
 - We have had no respect for nature. Now we are suffering from the effects of global warming.

ANSWERS

- 1.** (i) Having hurt his foot, he stopped.
Or He hurt his foot, therefore he stopped.
Or He stopped because he hurt his foot.
- (ii) While walking along the street one day, I saw a dead snake.
Or During my walk along the street one day, I saw a dead snake.
Or I was walking along the street one day and I saw the dead snake.
- (iii) Taking pity on the mouse, the magician turned it into a cat.
Or The magician took pity on the mouse, so he turned it into a cat.
- (iv) Being weary of failure, he emigrated to Africa.
Or He emigrated to Africa because he was weary of failure.
- (v) While returning home, I saw a man lying by the roadside.
Or While I was returning home, I saw a man who was lying by the roadside.
- 2.** (i) Jawaharlal Nehru, the first Prime Minister of India, died in 1964.
Or Jawaharlal Nehru, who was the first Prime Minister of India, died in 1964.
Or Jawaharlal Nehru was the first Prime Minister of India and he died in 1964.
- (ii) At the word of command, you will fire.
Or You will fire as the word of command will be given.
- (iii) The court listened silently to the decision given by the judge.
Or The judge gave the decision which the court listened to silently.

- Or* The court silently listened to the Judge's decision.
- (iv) He amused us very much by singing a funny song.
- Or* He sang a funny song and amused us very much.
- (v) It being a very hot day, I could not do any work properly.
- Or* I could not do any work properly because it was a very hot day.
- 3.** (i) After the king's death, his eldest son came to the throne.
- (ii) His father being dead, he had to support his widowed mother.
- (iii) I will speak the truth without being afraid of any consequences.
- Or* Since I am not afraid of any consequences, I will speak the truth.
- (iv) He must apologise to escape punishment.
- Or* If he wants to escape punishment, he must apologise.
- (v) He is too poor to afford a car.
- Or* He is so poor that he can not afford a car.
- 4.** (i) He works hard to earn his livelihood.
- Or* He works hard because he wants to earn his livelihood.
- (ii) He is honourable enough not to break his word.
- Or* As he is very honourable, he will not break his word.
- (iii) I unreservedly accept your answer.
- (iv) He obstinately refused to listen to advice.
- (v) He preserved without being deterred by obstacles.
- 5.** (i) Despite being nervous at the start, he does well.
- (ii) It is raining heavily so I will take an umbrella with me.
- (iii) I am in the right but you are in the wrong.
- (iv) Sheena is not only a good student but also a good singer.
- Or* Apart from being a good student, Sheena is a good singer too.
- (v) He was fined and sent to prison.
- Or* He was not only fined but also sent to prison.
- 6.** (i) The train was wrecked but no one was hurt.
- Or* No one was hurt although the train was wrecked.
- (ii) Ram is ill yet he attends school.
- Or* Ram attends school despite being ill.
- (iii) I shall not oppose your plan, however, I cannot approve of it.
- (iv) He is a rich man but as he did not earn his wealth, he does not appreciate the value of money and squanders it.
- (v) The storm having abated, the sun shone, but the ship wrecked could see no sign of land.
- 7.** (i) In spite of being poor, he is honest.
- Or* Though he is poor, he is honest.
- (ii) On hearing the news of her father's death, she fainted.
- (iii) Marco Polo made many wonderful discoveries.
- Or* Marco Polo made many discoveries which were wonderful.
- (iv) I have some duties to perform.
- Or* I have some duties that must be performed by me.
- (v) The police having arrived, the crowd disappeared.
- Or* As soon as the police arrived, the crowd disappeared.
- 8.** (i) It must be done at any cost.
- (ii) Reading Bacon has profited me greatly.
- (iii) It is certain that he is a bad boy.
- (iv) He kicked the goalkeeper intentionally.
- (v) His absence at the meeting was unavoidable.
- 9.** (i) The storm having ceased, the sun came out.
- Or* Hardly had the storm ceased when the sun came out.
- (ii) The bugle having sounded, the weary soldiers leapt to their feet.
- Or* No sooner did the bugle sound than the weary soldiers leapt to their feet.
- (iii) He may escape punishment by confessing his fault.
- Or* He may escape the punishment if he confesses his fault.
- (iv) He set traps every night to clean his house of rats.
- (v) Having won Miss Mumbai crown, Arohi will give us a party today.
- 10.** (i) I was unable to solve the riddle asked by Sonia.
- (ii) Thomas will always be grateful for John's help.
- (iii) Rajan is a great popular cricketer.
- (iv) Adnan sang a wonderful hit song.
- 11.** (i) My grandfather is very old still he is very active.
- (ii) Mala is not in the classroom nor in the library.
- (iii) Since she was so excited about her performance, she could not sleep at night.
- (iv) Mumbai is densely populated as it is one of the major cities in the country.
- 12.** (i) I was born in this hospital.
- (ii) The children were unable to go to school for a week on account of sickness.
- (iii) Mrs Kumar will now retire after teaching for thirty years.
- (iv) We are suffering from the effects of global warming for disrespecting nature.

Transformation of Sentences

A feeling can be expressed in a number of ways. These number of ways may include the usage of different words of similar meanings, or using the words figuratively or using different syntaxes of sentences. Transformation means changing one form of a sentence into another without altering its meaning or sense. Different styles of sentences may help you in developing good writing skills. There are different ways of transforming a sentence form into another.

Types of Sentences

There are four types of sentences.

Assertive or Declarative Sentence

These are the sentences that make statements.

They are of two types;

- | | |
|--|----------------------------|
| e.g. Affirmative (i) (a) He is my brother. | (b) We shall overcome. |
| Negative (ii) (a) He is not my brother. | (b) We shall not overcome. |

Interrogative Sentence

These are the sentences that ask a question.

- e.g. (i) Where does he want to go? (ii) Did they find it very strange?

Imperative Sentence

These are the sentences that make commands, orders, requests etc.

- e.g. (i) Stand in a queue. (ii) Please, be silent.

Exclamatory Sentence

These are the sentences that express strong feelings.

- e.g. (i) What a nice puppy it is! (ii) How beautiful the night is!

The transformation of one form of a sentence into another does not mean the alteration of its meaning, as we have studied earlier. Let us see the interchange of sentences one-by-one.

Affirmative \rightleftharpoons Negative

In order to change affirmative sentences into negative and *vice-versa*, we need to know the antonyms of some regularly used words. Therefore, a little brush up of antonyms and synonyms will be of great help in this particular exercise. Some sentences can also be changed into affirmative or negative by changing the degree of the adjective qualifying the noun or by changing the adverbs or conjunction used in the sentence. Such sentences will be dealt with in the respective chapters.

Interchange of Sentences

You are often asked to interchange the type of sentences in the following ways :

Affirmative \rightleftharpoons Negative

(By using antonym)

- e.g. (i) Apurva is an industrious girl.
→ Apurva is not a lazy girl.
- (ii) I don't understand why this happens.
→ I fail to understand why this happens.

Assertive \rightleftharpoons Interrogative

- e.g. (i) You can wait for a minute.
Can't you wait for a minute?
- (ii) Who doesn't know Hindi in India?
Everybody knows Hindi in India.

Assertive \rightleftharpoons Exclamatory

- e.g. (i) This is a very beautiful sight.
What a beautiful sight this is !
- (ii) How wonderfully she has done it !
She has done it wonderfully.

Interchange of Active and Passive Voice

- e.g. (i) The snake killed the rat. *(Active)*
The rat was killed by the snake. *(Passive)*
- (ii) A few cities are being modernised by the government.
The government is modernising a few cities. *(Active)*

Interchange of Degrees of Adjectives

- e.g. (i) Nayan is cleverer than Meghna. *(Comparative)*
Meghna is not so clever as Nayan. *(Positive)*
- (ii) German is as easy as English. *(Positive)*
English is not easier than German. *(Comparative)*

Use/Change of Conjunctions

- If/Unless
 - So long as/ Until
 - No sooner.....than/As soon as/Hardly.....when/
Scarcely when
 - Not only but also
- e.g. (i) If you pass the test, you will be selected.
Unless you pass the test, you will not be selected.
- (ii) Hardly had the school bell rung, the students entered the class.
No sooner did the school bell ring than the students entered the class.

Change of Adverbs

- too ----- to/ so ----- that
 - though/in spite of (despite)
- e.g. (i) Manpreet is too humble to disobey her mother.
Manpreet is so humble that she can not disobey her mother.
- (ii) Though Sejal was ill, she came for the class.
Despite being ill, Sejal came for the class.

Interchange of Simple/ Complex/ Compound Sentences

Simple \rightleftharpoons Compound

- e.g. (i) In spite of several attempts, he could not get the visa for Australia. *(Simple)*
He attempted several times but he couldn't get the visa for Australia. *(Compound)*
- (ii) I will have lunch and come with you. *(Compound)*
After having lunch, I will come with you. *(Simple)*

Simple \rightleftharpoons Complex

- e.g. (i) In spite of several attempts, he couldn't get the visa for Australia. *(Simple)*
Though he attempted several times, he couldn't get the visa for Australia. *(Complex)*
- (ii) He carried an umbrella because he did not want to get drenched in the rain. *(Complex)*
He carried an umbrella for not getting drenched in the rain. *(Simple)*

Complex \rightleftharpoons Compound

- (i) He carried an umbrella that he might not get drenched in the rain. *(Complex)*
He did not want to get drenched in the rain, so he carried an umbrella. *(Compound)*

- (ii) He promised to return my notes but he didn't.
(Compound)

Although he had promised to return my notes, he
didn't.
(Complex)

1. Transform the following Affirmative sentences into Negative sentences.

- (i) Pranay is a kind person.
Pranay is not a cruel person.
(ii) He will say the truth to you.
He will not lie to you.
(iii) This surface is very hard.
This surface is not soft at all.
(‘very’ changes to ‘at all’)
(iv) We will always remember you.
We will never forget you.

Antonyms of both ‘verb’ and ‘adverb’ used.

- (v) Everybody will accept his involvement in the crime.
Nobody will deny his involvement in the crime.
(vi) All men are wise.
No men are fools.
(vii) Everybody is a little imperfect.
Nobody is absolutely perfect.
(viii) I will always love my country.
I will never hate my country.
(ix) Mandira is very impatient.
Mandira is not patient at all.
(x) It is unlikely to happen.
It is not likely to happen.
(xi) Barkha is wise.
Barkha is not stupid.
(xii) I failed to recognise the girl.
I didn't recognise the girl.
(xiii) Hari was unable to recite the poems.
Hari was not able to recite the poems.

Or

- Hari could not recite the poems.
(xiv) Divisha works very carefully.
Divisha doesn't work carelessly at all.
(xv) This place can prove to be dangerous.
This place cannot prove to be safe.
(xvi) Earlier people could use natural fibres only.
Earlier people could not use anything other than
natural fibres.

Or

Earlier people could use nothing but natural fibres.

- (xvii) The room was full.
The room was not empty.
(xviii) All your efforts may prove futile.
All your efforts may not prove fruitful.
(xix) Unlike poles attract each other.
Unlike poles do not repel each other.
(xx) All it has is disadvantages.
It has no advantages.

2. Transform the following Negative sentences into Affirmative sentences.

- (i) She will not go at all if you don't want her to go.
She will go only if you want her to go.
(ii) Darpan did not recollect Abhi's name.
Darpan failed to recollect Abhi's name.
(iii) No smoke exists without fire.
Smoke exists only if there is fire.
(iv) There's no mother who does not love her children.
Every mother loves her children.
(v) The fuel in the aircraft was not sufficient to keep it
soaring in the sky.
The fuel in the aircraft was insufficient to keep it
soaring in the sky.
(vi) Manav does not agree with this.
Manav disagrees with this.
(vii) He did not look cheerful on that day.
He looked gloomy on that day.
(viii) There is nobody who does not like music.
Everybody likes music.
(ix) They could not understand its significance.
They were unable to understand its significance.
(x) This place is no longer a peaceful place.
This place has become a noisy place now.
(xi) You should not be so rude to the customers.
You should be a little polite to the customers.
(xii) I did not find it real.
I found it false.
(xiii) The road is not wide enough.
The road is very narrow.
(xiv) Not many people are honest these days.
Many people are dishonest these days.

Or

- Very few people are honest these days.
- (xv) These vegetables are not fresh.
These vegetables are stale.
- (xvi) We cannot exclude these points since they are very important.
We will have to include these points since they are very important.
- (xvii) Saints do not live luxurious lives.
Saints live simple/mundane lives.
- (xviii) His resources were never abundant but he managed to set up such a huge empire.
His resources were always meagre but he managed to set up such a huge empire.
- (xix) One, who betrays one's own country, is not a patriot.
One, who betrays one's own country, is a traitor.
- (xx) Their products were not accepted by the purchase department.
Their products were rejected by the purchase department.

Assertive \rightleftharpoons Interrogative

There are not set rules on how to change an assertive sentence into interrogative and *vice-versa*.

However, it absolutely depends upon the meaning and sense of the sentence and this has to be retained by framing the sentence in a different syntax.

3. Transform the following Assertive sentences into Interrogative sentences.

- (i) We cannot live without water.
Can we live without water?
- (ii) These shoes do not match with this dress.
Do these shoes match with this dress?
- (iii) Money can't buy love and happiness.
Can money buy love and happiness?
- (iv) Pushkar is not a trustworthy boy.
Is Pushkar a trustworthy boy?
- (v) That she was lying is not acceptable.
Is it acceptable that she was lying?
- (vi) The sun never revolves around other stars.
Does the sun ever revolve around other stars?
- (vii) A horse cannot make friendship with grass.
Can a horse make friendship with grass?
- (viii) He could have asked for somebody's favour.
Could he not have asked for somebody's favour?

- (ix) Radheshyam could not escape the allure of mountain climbing when he went to Nepal.
Could Radheshyam escape the allure of mountain climbing when he went to Nepal?
- (x) He is a stupid fellow.
Isn't he a stupid fellow?

Note We can infer from the above examples that positive-declarative (assertive) sentences are transformed into negative-interrogative questions whereas the negative-declarative sentences are transformed into positive-interrogative sentences.

Assertive \rightleftharpoons Exclamatory

'What' is used for the sentences in which the adjective is followed by a noun and preceded by 'a' or 'an'.

e.g. This is a very beautiful picture.

What a beautiful picture (this is)!

'How' is used for the sentences in which the adjective is generally not followed by a noun.

e.g. This is very beautiful.

How beautiful this is !

Note Exclamatory sentences end with an Exclamation Mark (!)

4. Transform the following Assertive sentences into Exclamatory sentences.

- (i) This has been planned wonderfully.
How wonderfully this has been planned!
- (ii) The saree is very gorgeous.
How gorgeous the saree is!
- (iii) She is a very dull girl.
What a dull girl she is!
- (iv) The sun is shining very brightly today.
How brightly the sun is shining today!
- (v) This is a wonderful morning.
What a wonderful morning this is!
- (vi) Riddhima is a very sincere girl.
What a sincere girl Riddhima is!
- (vii) Rahul is an awesome cricket player.
What an awesome cricket player Rahul is!
Or What a cricket player Rahul is!
- (viii) That was a pitiable act.
What a pitiable act that was!
- (ix) The book is badly torn.
How badly the book is torn!
- (x) The beaches of Kerala were very serene.
How serene the beaches of Kerala were!

5. Transform the following Exclamatory Sentences into Assertive sentences.

- (i) What a shameful story!
This is a very shameful story.
- (ii) How disgusting!
This is very disgusting.
- (iii) What a lovely shot it was!
It was a very lovely shot.
- (iv) How amazing the designs are!
The designs are very amazing.
- (v) What a peaceful place Nainital is!

Nainital is a very peaceful place.

- (vi) How ridiculously Gayatri has reacted!
Gayatri has reacted very ridiculously.
- (vii) What an interesting game chess is!
Chess is a very interesting game.
- (viii) How finely the onion has been chopped!
The onion has been chopped very finely.
- (ix) How complicated the problems are!
The problems are very complicated.
- (x) What a dress Suhana is wearing!
Suhana is wearing a very nice dress.

EXAM PRACTICE

1. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) What a difficult question it was!
(Begin : It)
- (ii) You are not supposed to create any disturbance here.
(Begin : Are you)
- (iii) Can the cat ever sing?
(Begin : The cat)
- (iv) He could not parachute down in the Taj Mahal.
(Begin : Could)
- (v) How irritating his voice was!
(Use : very)

2. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) How could anybody cool down the sun?
(Use : nobody)
- (ii) These pieces of furniture are not of superior quality.
(Use : inferior)
- (iii) All these instruments were not known to us earlier.
(Use : unknown)
- (iv) No one could infer what his last lines meant.
(Begin : It)
- (v) Everybody will admit that he did his best.
(Use : deny)

3. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) There have been people who have already written about this earlier.
(Begin : You are not the)
- (ii) I am listening to such a miraculous and enchanting music for the first time.
(Begin : I have not)
- (iii) Can you imagine how the people at places having -24°C temperature survive?
(Begin : You cannot)
- (iv) He never expected to receive such a nice gift from his friends.
(Begin : It was)
- (v) Radhika is unable to accept this shocking news.
(Use : cannot)

4. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Only a foolish person would be taken in by this trick.
(Begin : None) [2012]
- (ii) The children will sit out in the garden, if the weather is cool.
(Begin : The children won't) [2011]

- (iii) I've never seen so many people in this building before.
 (Begin : This is)
 [2013]
- (iv) There is no success without effort.
 (Begin : You will)
 [2011]
- (v) If you are not a member, you cannot borrow books.
 (Begin : Only)
- 5.** Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.
- (i) As soon as we lit the candle, the power supply was restored.
 [2014]
 (Begin : No sooner)
- (ii) The bee is more industrious than all other creatures.
 (Use : most industries)
- (iii) The old woman was too slow to catch the bus.
 (Begin: The old woman was so)
- (iv) "I'll do it tomorrow", he promised.
 (Re-write in Indirect Speech)
- (v) I prefer reading a book to watching a movie.
 (Begin : I would rather)
- 6.** Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.
 [2013]
- (i) My mother said I could go with you only if I returned home by five o'clock.
 (Use : as long as)
- (ii) Who does this pen belong to?
 (Begin : Do)
- (iii) If we light the fire, the rescuers will see us.
 (Begin : We will be)
- (iv) Only a few books were remaining on the shelf when we left.
 (Begin : Most)
- (v) Heavy rains have caused the cancellation of the outdoor garden party.
 (Begin : Due to)
- 7.** Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.
 [2012]
- (i) My mother left a month ago.
 (Begin : It has)
- (ii) As soon as the chief guest had seated himself, the play began.
 (Begin : No sooner)
- (iii) Rajiv said to Arjun, "Is this the book you were reading yesterday"?
 (Begin : Rajiv asked Arjun if)
- (iv) Everybody has heard of Gandhiji.
 (Begin : Who?)
- 8.** Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.
 [2011]
- (i) This horse is better trained than yours.
 (Begin : Your)
- (ii) The thief ran so fast that the police could not catch him.
 (Use : too)
- (iii) Her attitude often annoys me.
 (Use : annoyance)
- (iv) The child disappeared as soon as the bus stopped.
 (Begin : Hardly)
- (v) "Please teach me to cycle", she asked her brother.
 (Rewrite in Indirect form)
- 9.** (i) In spite of having high fever, the girl came to school.
 (Begin : Despite)
 [2016]
- (ii) I prefer going out with friends to staying alone at home.
 (Begin : I would rather)
- 10.** Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.
- (i) Not many people read for pleasure these days.
 (Begin : Few.....)
 [2017]
- (ii) Since her childhood Meera has been good in Mathematics.
 (End :childhood.)
- (iii) It is dangerous as well as illegal to drive a motorcycle without a helmet.
 (Begin : It is not)
- (iv) Every one of them was an experienced mountaineer.
 (Begin : There was no)

11. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence. *[2014]*

- (i) Though Reema got an expensive gift she was not happy.
(Begin: In spite.....)
 - (ii) I have never seen Mr Roy lose his temper.
(Begin : Never.....)
 - (iii) It doesn't matter which chemical you put into the mixture first, the results will be the same.
(Use: difference)
 - (iv) Who does this pen belong to?
(Begin : Do you know)
 - (v) Anil was wrong to lose his temper
(Begin : Anil ought.....)
- [2013] [2012]*

12. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence. *[2012]*

- (i) He will issue the cheque only when he hears from the head office.
(Begin: On.....)
- (ii) Father will send you a message if his flight is cancelled.
(Begin: Should.....)
- (iii) There is no success without effort.
(Begin : Whenever.....) *[2011]*
- (iv) Unless Ria takes care of her health, she will not be able to look after her family.
(Begin : Ria must.....) *[2010]*
- (v) It is a pity our vacation is not longer.
(Begin : I wish.....) *[2010]*
- (vi) Raju did not complete the exercise on time.
(Re-write the sentence adding a question tag)
- (vii) Rohan was so terrified of being left alone in the house that he started screaming.
(Begin: So.....) *[2010]*
- (viii) He arrived in school on time even though he stopped for a bit on the way.
(Use : 'in spite of' instead of 'even though') *[2009]*

ANSWERS

1. (i) It was a very difficult question.
(ii) Are you supposed to create any disturbance here?
(iii) The cat can never sing.
(iv) Could he parachute down in the Taj Mahal?
(v) His voice was very irritating.
2. (i) Nobody could cool down the sun.
(ii) These pieces of furniture are of inferior quality.
(iii) All these instruments were unknown to us earlier.
(iv) It was difficult for anyone to infer the meaning of his last lines.
(v) No one will deny that he did his best.
3. (i) You are not the first person to write about this.
(ii) I have not listened to such a miraculous and enchanting music before.
(iii) You cannot imagine how people at places having -24°C temperature survive.
(iv) It was beyond his expectation to receive such a nice gift from his friends.
(v) Radhika cannot accept this shocking news.
4. (i) None other than a foolish person would be taken in by this trick.
(ii) The children won't sit out in the garden, if the weather is hot.

- (iii) This is the first time when I see so many people in this building.
(iv) You will get success if you make an effort.
Or You will not get success unless you make an effort.
(v) Only members can borrow books.
5. (i) No sooner did we light the candle than the power supply was restored.
(ii) The bee is the most industrious of all creatures.
(iii) The old woman was so slow that she could not catch the bus.
(iv) He promised to do it the next day.
(v) I would rather read a book than watch a movie.
6. (i) My mother said I could go with you as long as I returned home by five o'clock.
(ii) Do you know to whom does this pen belong?
(iii) We will be seen by the rescuers if we light the fire.
(iv) Most of the books had been removed from the shelf before we left.
(v) Due to heavy rains, the outdoor garden party has been cancelled.
7. (i) It has been a month since my mother left.
(ii) No sooner had the chief guest seated himself than the play began.

- (iii) Rajiv asked Arjun if that was the book he had been reading the day before.
(iv) Who has not heard of Gandhiji?
- 8.** (i) Your horse is not as well trained as this.
(ii) The thief ran too fast for the police to catch him.
(iii) Her attitude often causes annoyance to me.
(iv) Hardly had the bus stopped when the child disappeared.
(v) She requested her brother to teach her to cycle.
- 9.** (i) Despite high fever, the girl came to school.
(ii) I would rather go out with friends than stay alone at home.
- 10.** (i) Few people read for pleasure.
(ii) Meera has been good in Mathematics since her childhood.
(iii) It is not safe and legal to drive a motorcycle without a helmet.
(iv) There was no inexperienced mountaineer among them.
- 11.** (i) In spite of getting an expensive gift, Reema was not happy.
(ii) Never have I seen Mr Roy lose his temper.
(iii) It doesn't make any difference which chemical you put into the mixture first, the results will be the same.
(iv) Do you know to whom does this pen belong?
(v) Anil ought not to lose his temper.
- 12.** (i) On hearing from the head office only will he issue the cheque.
(ii) Should his flight get cancelled, your father would send you a message.
(iii) Whenever you make an effort, you get success.
(iv) Ria must take care of her health, otherwise she will not be able to look after her family.
(v) I wish our vacation were longer.
(vi) Raju did not complete the exercise on time, did he?
(vii) So terrified was Rohan of being left alone in the house that he started screaming.
(viii) In spite of stopping for a bit on the way, he arrived in school on time.

Nominalisation

Nominalisation is a type of word formation in which a verb or an adjective or a common noun is used as or transformed into a noun generally, abstract noun.

- e.g. guide (Verb) → guidance (Abstract noun)
- smart (Adjective) → smartness (Abstract noun)
- child (Common noun) → childhood (Abstract noun)

Formation of Nouns from Verbs

Nouns are usually formed by adding a suffix to the verb. Given below are the examples of the nouns that are formed by adding a suffix to the verb.

1. ication

Verb	Noun	Verb	Noun
Amplify	Amplification	Imply	Implication
Justify	Justification	Verify	Verification
Apply	Application	Multiply	Multiplication
Certify	Certification	Modify	Modification
Glorify	Glorification	Quantify	Quantification

2. ation

Verb	Noun	Verb	Noun
Activate	Activation	Combine	Combination
Adapt	Adaptation	Confirm	Confirmation
Admire	Admiration	Devastate	Devastation
Agitate	Agitation	Exam	Examination
Alienate	Alienation	Intimate	Intimation
Animate	Animation	Oblige	Obligation
Authenticate	Authentication	Prepare	Preparation
Cancel	Cancellation	Perturb	Perturbation
Civilise	Civilisation	Resign	Resignation

3. ment

Verb	Noun	Verb	Noun
Abandon	Abandonment	Enact	Enactment
Align	Alignment	Improve	Improvement
Amaze	Amazement	Nourish	Nourishment
Appoint	Appointment	Procure	Procurement
Deport	Deportment	Settle	Settlement
Employ	Employment		

4. ure

Verb	Noun	Verb	Noun
Close	Closure	Expose	Exposure
Context	Contexture	Fail	Failure
Enclose	Enclosure	Please	Pleasure

5. ance

Verb	Noun	Verb	Noun
Absorb	Absorbance	Disturb	Disturbance
Accept	Acceptance	Govern	Governance
Allow	Allowance	Hinder	Hindrance
Avoid	Avoidance	Insure	Insurance
Clear	Clearance	Perform	Performance
Comply	Compliance	Tolerate	Tolerance

6. ion

Verb	Noun	Verb	Noun
Abort	Abortion	Contradict	Contradiction
Act	Action	Demote	Demotion
Attract	Attraction	Disperse	Dispersion
Calculate	Calculation	Duplicate	Duplication
Celebrate	Celebration	Generate	Generation
Collect	Collection	Incubate	Incubation

7. ence

Verb	Noun	Verb	Noun
Absent	Absence	Insist	Insistence
Emerge	Emergence	Occur	Occurrence
Exist	Existence	Prefer	Preference
Excel	Excellence	Reside	Residence

8. age

Verb	Noun	Verb	Noun
Assemble	Assemblage	Link	Linkage
Block	Blockage	Marry	Marriage
Carry	Carriage	Pack	Package
Cover	Coverage	Pass	Passage
Drain	Drainage	Post	Postage

9. al

Verb	Noun	Verb	Noun
Betray	Betrayal	Propose	Proposal
Disapprove	Disapproval	Survive	Survival
Dismiss	Dismissal	Try	Trial

10. sion

Verb	Noun	Verb	Noun
Admit	Admission	Emit	Emission
Concede	Concession	Omit	Omission
Convert	Conversion	Permit	Permission
Divert	Diversion	Submit	Submission

Formation of Nouns from Adjectives

1. ness

Adjective	Noun	Adjective	Noun
Fit	Fitness	Sharp	Sharpness
Happy	Happiness	Smart	Smartness
Hard	Hardness	Soft	Softness
Rough	Roughness	Sweet	Sweetness
Rude	Rudeness	Tough	Toughness

2. ry

Adjective	Noun	Adjective	Noun
Brave	Bravery	Gallant	Gallantry

3. th

Adjective	Noun	Adjective	Noun
Deep	Depth	Warm	Warmth
Long	Length	Wide	Width
True	Truth		

4. ity

Adjective	Noun	Adjective	Noun
Able	Ability	Clear	Clarity
Active	Activity	Curious	Curiosity
Brief	Brevity	Extreme	Extremity
Brutal	Brutality	Generous	Generosity
Capable	Capability	Humble	Humility
Equal	Equality	Secure	Security

5. ty

Adjective	Noun	Adjective	Noun
Cruel	Cruelty	Poor	Poverty
Frail	Frailty	Sovereign	Sovereignty

6. 'nt' changes to 'nce'

Adjective	Noun	Adjective	Noun
Brilliant	Brilliance	Excellent	Excellence
Congruent	Congruence	Intelligent	Intelligence
Confident	Confidence	Prudent	Prudence
Dependent	Dependence	Significant	Significance

Formation of Nouns from Common Nouns

1. by adding 'hood'

Common Noun	Abstract Noun	Common Noun	Abstract Noun
Baby	Babyhood	Father	Fatherhood
Brother	Brotherhood	Mother	Motherhood
Child	Childhood	Parent	Parenthood

2. by adding 'ship'

Common Noun	Abstract Noun	Common Noun	Abstract Noun
Apprentice	Apprenticeship	Friend	Friendship
Citizen	Citizenship	Lecturer	Lectureship

3. by adding 'ry'

Common Noun	Abstract Noun	Common Noun	Abstract Noun
Ballad	Balladry	Legend	Legendry
Dentist	Dentistry	Poet	Poetry
Herald	Heraldry	Tenant	Tanantry

Transforming a Verb in a Sentence into its Noun Form

A noun can be a subject or an object in a sentence.

Therefore, when we are changing the 'verb' in a sentence into its 'noun' form, we need to provide another verb that may suit the context of the sentence and that may not harm its syntax as well as its meaning.

Let us consider following examples to learn this phenomenon:

- You need to justify your answer.

If we have been asked to use the noun form of the verb 'justify', i.e. 'justification', then the sentence will be :

- You need to give justification of your answer.

Or

- Your answer needs justification.

You can understand that both the sentences have the same meaning as the original sentence. But the syntax of both of them is different.

Therefore, if you comprehend the sentence with the context with which the words are used, you will be able to change their construction using different parts of speech.

Some More Examples

- The bright and intelligent youth of the country can glorify her.

The bright and intelligent youth of the country can lead her to glorification.

Or

The bright and intelligent youth of the country can bring glorification to her.

- This plan needs to be modified.

This plan needs modification.

- The company agreed to provide one-time food.

The company made an agreement to provide one-time food.

- Venu went to cancel the tickets.

Venu went for the cancellation of tickets. (Preposition 'to' changed to 'for' in order to suit 'noun')

- The gardener examined the plants carefully.

The gardener made a careful examination of the plants. (the 'adverb' also changed to 'adjective' in order to define 'noun')

- Sanyukta has prepared everything nicely.

Sanyukta has done a nice preparation of everything (you also need to supply a suitable article for noun).

- Vitamins and minerals nourish our body.

Vitamins and minerals provide nourishment to our body.

- They want to settle this issue.
They want a **settlement** of this issue.
- The king announced to **celebrate** the victory.
The king announced the **celebration** of the victory.
- Your words **contradict** your gestures.
There is a **contradiction** between your words and your gestures.

Transforming an Adjective in a Sentence into its Noun form

Consider the following example :

- The little boy gave a **brave** performance.

We know that an adjective qualifies a noun. So, when we change adjective into abstract noun, the noun which is being qualified by it, must either change its position or be provided with a suitable preposition to receive its effect. Sometimes, another suitable ‘verb’ also needs to be supplied in order to complete the sense of the sentence.

The above sentence can be rewritten as :

- The little boy exhibited **bravery** in his performance.

Or

The little boy's performance exhibited **bravery**.

Some More Examples

- They led a **happy** life.
They led their life with **happiness**.
- The nurse devoted a **warm** care to the patients.
The nurse devoted a care with **warmth** to the patients.
- How **wide** is the path?
What is the **width** of the path?
- Granny was always **generous** to her grandchildren.
Granny always showed **generosity** for her grandchildren.
- Alok's words are **not clear**.
There's no **clarity** in Alok's words.
- They are menaced by being **poor**.
They are menaced by **poverty**.
- Nobody can tolerate such a **brutal** act.
Nobody can tolerate such an act of **brutality**.
- The two lines are exactly **congruent** to each other.
There is an exact **congruence** between the two lines.
- Shilpa behaved in a **humble** manner.
There was a **humility** in Shilpa's behaviour.
- Sagar is **confident** enough to win the gold.
Sagar has enough **confidence** to win the gold.

EXAM PRACTICE

1. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- He was preparing with full enthusiasm for IAS Examination.
(Rewrite using the word ‘preparation’)
- We have an obligation to do our best.
(Rewrite using ‘oblige’ in your own sentence)
- Latest intimation on the capture of the suspect was given to media.
(Rewrite using ‘intimate’ in your sentence)
- His resignation was not accepted by the Governor.
(Rewrite using ‘resign’)

- Closure time of the market has been shortened by one hour.
(Rewrite using word ‘close’)
- The animals were kept in the **enclosure** to keep them safe from outside disturbances.
(Rewrite using the word ‘enclose’)
- The fraud by the company was exposed to police.
(Use the word ‘exposure’ in a sentence)
- The **failure** to file IT Returns may lead to fine and punishment.
(Rewrite using the word ‘fail’)
- The Pleasures of Reading are not felt by todays' young generation.
(Rewrite using ‘please’)
- Rohan was watching the circus show in **amazement**.
(Rewrite using the word ‘amaze’)

2. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) The property dispute could not be settled amicably.
(Rewrite using the word 'settlement')
- (ii) The governors are appointed by the President of India.
(Rewrite using the word 'appointment')
- (iii) The procurement of wheat is not required at present.
(Use the word 'procure')
- (iv) This **enactment** of the new law required a referendum in the entire state.
(Rewrite using the word 'enact')
- (v) The trade fair attracts thousands of visitors from all over India.
(Rewrite using the word 'attraction')
- (vi) The collections of the party fund was going at a low speed.
(Rewrite using the word 'collect')
- (vii) Nobody appreciated the honest officer's demotion.
(Rewrite using the word 'demote')
- (viii) His **actions** are a matter of serious concern.
(Rewrite using the word 'act')
- (ix) Seeds get dispersed with the help of wind and birds.
(Rewrite using the word 'dispersion')
- (x) Our existence on this Earth is very limited.
(Rewrite using the word 'exist')

3. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) Please do not **insist** upon my being present in the party tomorrow.
(Rewrite using the word 'presence')
- (ii) He excelled as a voice-trainer in the company and was well rewarded.
(Use the word 'excellence' and rewrite the sentence)
- (iii) My preference of coffee to tea is known to everyone.
(Rewrite using the word 'prefer')
- (iv) My residence is a rented one.
(Rewrite using the word 'reside')
- (v) If he accepts his crime, he might be convicted.
(Rewrite using the word 'acceptance')

(vi) How he performs in this competitive exam will make a great difference.

(Rewrite using the word 'performance')

(vii) Too many flights at one time delay the **clearance** procedure.

(Rewrite using the word 'clear')

(viii) Most of the staff was absorbed in the new company.
(Rewrite using the word 'absorbance')

(ix) Daily allowance of ₹ 200 is too less to survive.
(Rewrite using the word 'allow')

(x) The committee's disapproval of OROP will ignite more agitation.
(Rewrite using 'disapprove')

4. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

(i) The minister dismissed the complaint suggesting it was done to damage his reputation.
(Rewrite using the word 'dismissal')

(ii) Our 'survival' depends on our skills.
(Rewrite using the word 'survive')

(iii) The convict was asked to appear before the court for his trial in robbery case.
(Rewrite using the word 'try')

(iv) The public and the media proposed to continue the discussion.
(Rewrite using the word 'proposal')

(v) The student was not permitted to sit for examination due to very low attendance.
(Rewrite using 'permission')

(vi) Omission of a few passages from the text was brought to the editor's notice.
(Rewrite using the word 'omit')

(vii) Delhi University has made the admission procedure very cumbersome for new students.
(Rewrite using the word 'admit')

(viii) The demand for concessions was rejected by the committee.
(Rewrite using the word 'concede')

(ix) Submission of bail papers was not done in time so he had to stay in lock up for a day.
(Use 'submit' instead and frame a sentence)

(x) Her attitude often annoys me.
(Rewrite using 'annoyance')

[2011]

5. Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary but do not change the meaning of each sentence.

- (i) His arrogance was the cause of his losing the election.
(Rewrite the sentence using the word 'arrogant') **[2010]**
- (ii) She was the only person capable of being house captain.
(Use : capability) **[2008]**
- (iii) He does not intend to leave the company.
(Use : intention) **[2006]**
- (iv) It doesn't matter which chemical you put into the mixture first, the results will be the same.
(Use : difference) **[2013]**

- (v) The teacher forgave the student who had misbehaved with her and it was welcomed by all.
(Rewrite using 'forgiveness')
- (vi) She could never accept the fact of being betrayed by him.
(Rewrite using 'betrayal')
- (vii) Swara hesitated much to tell her that she irritated her by stupid questions.
(Use 'irritation')
- (viii) Sandhya always wanted to go for lectureship.
(Rewrite using 'lecturer')
- (ix) Our lives were devoid of any difficulties when we were children.
(Use 'childhood')
- (x) The minarets of the 'Char Minar' are 48.7 metres high.
(Use 'height')

ANSWERS

- 1.**
 - (i) His preparation for IAS Examination was going on with full enthusiasm.
 - (ii) We are obliged to do our best.
 - (iii) The media was intimated about the latest news on the capture of the suspect.
 - (iv) When he resigned, it was not accepted by the Governor.
 - (v) The market will be closed one hour earlier from the scheduled time.
 - (vi) The animals were enclosed to save them from outside disturbances.
 - (vii) The exposure of the fraud by the company was done by the police.
 - (viii) If you fail to file IT Returns, you may be fined or punished.
 - (ix) Today's young generation is not pleased by reading a book or novel.
 - (x) Rohan was amazed to watch the circus show.
- 2.**
 - (i) The amicable settlement of the property dispute could not be done.
 - (ii) The appointment of governors is done by the President of India.
 - (iii) We do not need to procure wheat at present.
 - (iv) A referendum in the entire state was required to enact the new law.
 - (v) The attraction of trade fair results in thousands of visitors to the fair from all over India.

Or

The trade fair causes attraction of thousands of visitors from all over India.

- 3.**
 - (i) Please do not insist upon my presence in the party tomorrow.
 - (ii) He was well rewarded for his excellence as a voice-trainer in the company.
 - (iii) Everyone knows that I prefer coffee to tea.
 - (iv) I reside in a rented accomodation.
 - (v) His acceptance of his crime will lead to his conviction.

Or

- On his acceptance of his crime, he might be convicted.
- (vi) His performance in this competitive exam will make a great difference.
 - (vii) It becomes difficult to clear too many flights at one time.
 - (viii) The new company brought about the absorption of most of the staff.
 - (ix) To allow to spend only ₹ 200 a day is very less.

Or

- It is very difficult to survive if we are allowed to spend only ₹ 200 a day.
- (x) More agitations will be ignited if the committee disapproves OROP.

4. (i) The minister expressed dismissal of the complaint saying that it was done to damage his reputation.
- (ii) Skills are required to survive.
- (iii) The court wanted to try the convict in the robbery case.
- (iv) The proposal by media and the public was to continue the discussion.
- (v) The permission to sit for examination was not given to the student because of very low attendance.
- (vi) The editor was informed that a few passages were omitted from the text.
- (vii) Delhi University has made the produce to admit new students very cumbersome.
- (viii) Committee did not concede for any concessions.
- (ix) He had to stay in the lock up for a day as he could not submit the bail papers on time.
- (x) Her attitude often causes annoyance to me.

5. (i) He lost the election because he was arrogant.
(ii) She was the only person who had the capability of being house captain.
(iii) He has no intention of leaving the company.
Or He has no intention to leave the company.
(iv) It doesn't make any difference which chemical you put into the mixture first, the results will be the same.
(v) The teacher's forgiveness to the student who had misbehaved with her, was welcomed by all.
(vi) She could never accept the fact of betrayal by him.
(vii) Swara hesitated much to tell her that her stupid questions caused her irritation.
(viii) Sandhya always wanted to become a lecturer.
(ix) In our childhood, our lives were devoid of any difficulties.
Or Our childhood lives were devoid of any difficulties.
(x) The height of the minarets of the 'Char Minar' is 48.7 metres.

ICSE

SAMPLE PAPER 1

Fully Solved

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

1. Answers to this paper must be written on the paper provided separately.
2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
3. The time given at the head of this paper is the time allowed for writing the answers.
4. Attempt **all five** questions.
5. The intended marks for questions or parts of questions are given in brackets [].

1. Write a composition (300 – 350 words) on *any one* of the following: [20]
(*Do not spend more than 30 minutes on this question.*)
 - (a) You had to attend an important event which you could not miss. You had to use public transport but there was a sudden transport strike. Narrate your experience in detail.
 - (b) '*Examinations are not a way of assessing a person's ability.*' Express your views either **for** or **against** this statement.
 - (c) Your class visited a Biodiversity Park. Describe in detail what you saw there.
 - (d) Write a short story beginning with the line: 'I just wish I had'.
 - (e) Study the picture given below. Write a story or a description or an account of what the picture suggests to you. Your composition may be about the subject of the picture or you may take suggestions from it; but there must be a clear connection between the picture and your composition.



2. Select one of the following:

[10]

(Do not spend more than 20 minutes on this question.)

- (a) Your sister is always on her cell phone or on her computer. Write a letter to her drawing attention to the harm of such a sedentary life as well as highlighting the importance of regular physical exercise for a healthy body and a robust mind.
- (b) As Head Boy of your school, write a letter to the Manager of a factory in your city requesting permission for your students to visit the factory. Give details such as the probable date, number of students and so on.
- 3.** (a) You are the Secretary of the Cultural Club of your school. The club has decided to organise an overnight tour to visit places of historical importance in and around Jaipur. Write a notice in about 60 words informing students about the tour. Give the relevant details. [5]
- (b) As the Secretary of the Cultural Club, write an e-mail to the Proprietor of M/s Reliable Tours, a travel agency, for arranging the bus, staying arrangement and catering for the overnight tour to Jaipur. Invent the necessary details. [5]

4. Read the following story carefully and answer the questions that follow:

From the edge of a steep ridge, I peered down into the Red Stone Valley. Like many summer days in North-West Alaska, the morning had begun bright and wind-swept, but now a dark cloud was drifting in from the East. I decided to move on. Camp was still three kilometres down the hill.

As I slung my pack on to my shoulders, a big Arctic mosquito thudded against my cheek. There had been a few of them through the day, but it was early in the season, the ice had melted just two weeks before and I'd scarcely noticed the mosquitoes. But now, as I wound down the ridge, the last breeze faded and they were on me. Rising in clouds from the soggy Tundra, they pelted against my face. I looked for the repellent in my pack, but in vain.

I was flailing away, nailing five or six at a whack, but there were thousands mobbing me now. They were diving in nose-first, piercing me right through my clothes, dozens at a time. Years of Alaskan experience had taught me what to do in a situation like this. I turned up my collar, cinched my pack straps tight and sprinted.

When I saw my tent, I was still going strong, but so were the mosquitoes. Each time I slowed down, the attack resumed. Pausing just long enough to unzip the screen door, I dived through to safety. It took me fifteen minutes to hunt down the hundred or so that entered the tent with me. After I'd cornered the last one, I took stock and tried to relax. My hands and neck were smeared with blood, and every centimetre of the exposed skin was punctured. Outside, the insistent wail was nearly deafening.

Not until later that night, when a cold rain swept in and scattered the mob, did I stick my own itching nose outside again. Bloodthirsty though they are, the big Arctic mosquitoes are frail creatures. These infamous insects, averaging a little over half a centimetre in length, can't even withstand a substantial breeze. They'd wither under bright sunlight. Too hot or too cold, too much or too little rain, and they run for cover.

They spend most of their brief lives hiding under leaves, waiting for the right feeding conditions. A still, humid, cloudy evening is perfect. The upper Kobuk Eskimos know how to handle mosquitoes. As soon as the river is clear of ice, many Ambler people load up their boats and head for the chilly, wind-swept coast to spend the summer. Of course, they also fish and hunt seals, but it's no coincidence that this annual migration sidesteps the worst of the mosquito season.

(a) Give the meaning of each of the following words as used in the passage. One word answers or short phrases will be accepted. [3]

(i) peered (para 1)

(ii) soggy (para 2)

(iii) smeared (para 4)

- (b) Answer the following questions briefly in your own words.
- (i) Why did the author feel that he should move on? [2]
 - (ii) For whom was a 'still humid, cloudy evening perfect' and why? [2]
 - (iii) Why did the author consider the Arctic mosquitoes 'frail creatures'? [2]
 - (iv) According to the author, in which season was the mosquito menace at its peak? [1]
 - (v) Why did the Ambler people head for the chilly wind-swept coast? [2]
- (c) In not more than 60 words of your own, describe how the mosquitoes came upon the author and how he managed to escape from them. [8]

- 5.** (a) In the following passage, fill in each of the numbered blanks with the correct form of the word given in brackets. Do not copy the passage but write in correct serial order the word or phrase appropriate to the blank space. [4]

Example

The car (o) (slow) down at the curve.

Answer: (o) slowed.

When a child learns to stand up and tries to walk, he (i) (be) found to fall down again and again. And by nature, and instinct, he gets up, and again tries (ii) (step) forward, although again he falls down. But ultimately, he succeeds in walking. The same thing (iii) (happen) with each one of us, when we were children.

Similarly, in spite of his (iv) (repeat) failures, a man having perseverance does not admit his defeat. He (v) (try) again and again, and finally attains success. A resolute person (vi) (be) one who has great self-confidence, strong determination, and a natural urge towards hard labour, and untiring energy (vii) (continue) till the last, without (viii) (grumble) or expressing dissatisfaction.

- (b) Fill in the blanks with appropriate words: [4]
- (i) The girl mistook Anil a celebrated artist.
 - (ii) He was irritated the situation
 - (iii) I drove the bridge
 - (iv) We located the key the door.
 - (v) The train went the tunnel.
 - (vi) The scream came from the room.
 - (vii) She ran the track with me.
 - (viii) An awful gale raged the foothills.
- (c) Join the following sentences to make one complete sentence without using *and*, *but* or *so*. [4]
- (i) The car dashed against a wall. It was going at over 150 kmph.
 - (ii) Jyoti met a man at the party. He is a famous football player.
 - (iii) My uncle gave her a watch. She did not thank him.
 - (iv) Here are the letters. They arrived this morning.
- (d) Rewrite the following sentences according to the instructions given after each of them. Make other changes necessary, but do not change the meaning of the sentence. [8]
- (i) If they do not leave now, they will not catch the train.
[Begin: Unless...]
 - (ii) He played like a well-trained player.
[Use: as if]
 - (iii) Keep the papers in a file. You may misplace them.
[Use: lest]

- (iv) The tourists said, "We did not enter the memorial without permission."
 [Use: denied]
- (v) Amelia is one of the most studious girls in the class.
 [Begin: Very few....]
- (vi) We should show sympathy for the poor.
 [Begin: The poor....]
- (vii) I saw the suspect at the theatre yesterday. Immediately I informed the police.
 [Begin: No sooner....]
- (viii) The girl was so excited that she could not contain herself.
 [Use: too...to]

Answers

- 1.** (a) The proverb, "Opportunity seldom knocks twice" is really true in my case. I could have landed a wonderful job which promised to end my financial difficulties, but I bungled it by being careless and overconfident. I am narrating the facts so that others can learn from my experience. I am a qualified software developer working in a small company designing websites. The salary is not enough to manage my expenses, as I am working far away from home. That is why I have to keep on asking my father to send me money every month, although he has retired and is only getting pension. Last week I got a test and interview call from a multinational company. Some of my former classmates were working there. So I knew that they would offer double the salary I was currently getting. So I confirmed that I would attend the interview. I then planned out my journey because the place where I had to go was more than 15 kilometres away. I would have to go by public transport as I did not have either a bike or scooter. On the morning of the day when the test and interview were to be held, the newspaper reported that all the local buses, auto rickshaws and other public transport would be on strike due to some festering issue with the government. I hurriedly got ready and went out to find some means of transport. Even after trying for almost an hour, I failed to find any. Then, just when I had given up, a kind motorist gave me a lift for half the distance. From there, I got another lift and finally walked the last kilometre to reach the company two hours late. I found that the written test had been long over and the shortlisted candidates were being interviewed. I was told to apply again when the company gave a fresh advertisement. That is how I lost a golden chance due to my unpreparedness for all eventualities.
- (b) (i) Supporting the statement, "Examinations are not a way of assessing a person's ability".
- Actually, exams are tailored to a certain type of student only, especially if they are the descriptive answer type exams. Students that score well on such exams are good at one thing only – cramming. In the modern world, there are many creative and participatory methods to gauge the ability of a person in a particular field. These are also called 'aptitude tests'.
- Exams are a problem for the majority of students for different reasons. One type of student feels that the duration of the exam is too limited to write down the necessary points in essay form. This happens in the case of a slow writer. Other students can sometimes lose their ability to memorise when they get stressed. They may even fall ill due to stress. Still others can't focus in intense silence with only the invigilator staring at them. Thus, most of the conditions prevalent in the exams are completely unrealistic and cannot be expected to represent a student's knowledge and skills as a whole.
- Further, as examinations only test certain aspects of a student's abilities, students who just happen to not have that particular ability would not be able to do well in that exam/test.
- There are a large number of students who are very good in their homework but fail exams and tests. Schools just use tests to weed out all the not-so-smart children to really focus on the really smart ones. All students are aware that the smart students always sit up front in the classrooms and the teachers always answer their questions first. Anyone who doesn't live up to the school's standards is simply forgotten. Therefore, the students who really need help with the material don't get any and fail the tests and exams.
- Therefore, it is true that tests and examinations are not the correct way of assessing a person's ability.

(ii) Against the statement, “Examinations are not a way of assessing a person’s ability”.

Evaluating a student’s ability through examinations is very well established. It is true that different students have different abilities and methods of thinking. Some can be very good at certain aspects but they may be lacking in other aspects. For instance, although a student may be good at managing his time or at collecting necessary information, he may be poor in teamwork or controlling his temper because he always wants everything to occur according to his expectation.

If a student expects to get the best result, he has to coordinate all his skills such as managing time, planning, teamwork and collecting information. Therefore, examinations are fair indicators to show how well a student can manage all his abilities.

Further, we need to understand the difference between ability levels and the amount of experience and knowledge students actually possess. If this is not done, students will work in environments unsuitable for them and will not be able to learn properly. There is no way to assess them properly other than by testing them in a fair and impartial manner. Exams are good at this because they are not vague—they have clear, measurable guidelines.

Exams also allow students to independently work out answers on their own, unlike at home, where they can simply take out their mobile devices and search for the answers on Google.

Exams are also the only objective way to measure progress. If teachers simply gave a grade based on what they think the student’s abilities are, making sure the teacher likes you would be more important than actually knowing the material.

Thus, evaluating students’ abilities based on examinations is correct and should be followed universally.

(c)

Visit to a Biodiversity Park

A field trip was organised for our school students to the Yamuna Biodiversity Park in Delhi. It is a landmark project of ecological restoration in an urban setting on the banks of the River Yamuna. It is located in North Delhi and has attempted to recreate the original ecosystem that River Yamuna is supposed to have had in Delhi before Delhi became a huge metropolis.

The field trip began with introductory remarks about biodiversity conservation and the efforts being made at the Yamuna Biodiversity Park by the Park authorities. The Park Director met us and explained the purpose of the park as well as species of animals and birds residing in it. He also explained the measures taken to make these species feel comfortable in living in the park.

This was followed by a visit to the Nature Interpretation Centre (NIC) which has been made near the entry point to the Park. The NIC provided the students with basic understanding of the various stages through which the Park has gone, from being a barren piece of land and a fruit orchard supporting thorny trees to a fully functional and self-sustaining river ecosystem that it is today.

This was followed by a visit to various zones of the park including the two wetlands located inside it. Wetlands are land areas that are saturated with water, either permanently or seasonally, such that they take on the characteristics of distinct ecosystems. Then the students were shown several species of herbs and trees that were once found in plenty in Delhi’s urban ecosystem, but have become considerably reduced in number in the city. The two wetlands served as sites for spotting waterfowl, including some migratory species of birds as well.

A healthy discussion about the migration of birds and ability of the Park to provide a habitat for them was a good learning experience for the students, as was the overall trip experience.

(d) I just wish I had told my Papa about stealing the sugar from the jar at home. The temptation was irresistible as my sweet smelling fingers clawed in and out of the jar. If only I could rewind time and tell the truth this time. That way a large rat would not be running in my room foraging for the microscopic grains of sugar I had accidentally dropped in my hurry. I lay cuddled up in the corner of my room crying, clinging tightly to my video game. Cries of help to Papa did not evoke any response. The headphones were glued to my Papa’s ears while his eyes stared mesmerised at the screen of his smartphone. The warm sensation of sweet sugar crystals lingered around on my taste buds but quickly vanished, as guilt overpowered all my senses.

I had to confess the truth regardless of the consequences that lay ahead. I silently crept towards my room’s open door, tiptoeing to the entrance. I had just reached the door of my foul smelling bedroom when a strong gush of wind slammed it shut. Luck really wasn’t on my side.

The rat’s vicious fangs suddenly bit into my skin, drawing blood. Its claws scraped vigorously at my face. It was agonising to feel my tender skin being slowly destroyed. I had never experienced such excruciating pain in all my life. Blood splattered everywhere, but only one thought whizzed through my head. I wished I had been brave and told the complete truth to Papa.

Razor sharp blade-like teeth munched away at my tender flesh. Screams ran through my entire body. Its eyes were savage for blood. Two long incisors scraped the blood he was longing to drink. A tail whipped into my fragile back. High pitched yells for mercy bounced from my bedroom walls. It was the slowest agonising death one could ever experience. My body was crumbling away as I muttered my final words. If only I had told the truth.

(e)

Educate the Girl Child

The global community and the world bodies like the United Nations have periodically underlined the need to focus on urgent national and international steps to be taken for ensuring education for the girl child. Hundreds of millions of young children, mostly girls, throughout the world are often deprived of education along with other essential needs like adequate food, clothing and healthcare. Going by these yardsticks, the development of a nation is truly measured by many indicators. Among these, literacy levels, especially those of women and girl children, are vital to judge the nation's progress.

A literacy drive among girl children would work as a catalyst for social uplift and thereby ensure progress on a nationwide scale. Keeping this as the target, eradication of illiteracy and bringing the girl child into the realm of education has been a major national concern for many decades.

It is relevant to mention here a publication by the Directorate of Adult Education a few years ago called 'Literacy in India' which carried a cover page showing a young village girl holding the slate inscribed with the words, "*ab mein likh sakti hoon* (Now I can write)". The picture-story only rightly emphasises the importance of education for the girl child and how gender inequality in the literacy drive continues to remain a serious challenge.

In 1988, the Government of India undertook the National Literacy Mission. With a new sense of urgency, it gave upon itself and the nation the seriousness of this challenging task in adult education, with a fixed goal, clear time frame and a well-defined target group. Today over 98 per cent of the districts in India have been covered under literacy campaigns and lifelong learning opportunities are being made available in more than 200 districts.

The National Literacy Mission had endeavoured to ensure functional literacy for all adult non-literates in the country. By the turn of 2001, there was an indication that overall literacy rate had shot up substantially, particularly those of women. So, education of the girl child has become a reality.

2. (a)

Room 365, Malviya Hostel
National Institute of Technology
Patna - 800004
10th January, 20XX

Dear Sanjana

How are your preparations for the Board exams going on? I wish I could be at home to guide you, but I am in my second semester here and the rules of our institution do not allow us to commute from home.

When I was home for the week long break between semesters last week, I observed that every day you were absorbed in your studies the whole day either on your laptop or your mobile phone to check answers on YouTube to possible questions. You did not even go out in the evening to play any game, although you had been practising playing basketball and volleyball regularly earlier. In fact, I was very proud to tell my friends that my sister represents her school girls' team in both basketball and volleyball.

Wise men say, "A healthy mind lives in a healthy body." This implies that if we do not take care of our physical health, our mental health will automatically suffer. Taking regular physical exercise, even during exam days, is necessary to keep your brain fresh so that you can do better in your upcoming Board exams. So I suggest that you should go out in the evening for about an hour for playing any game or exercising. This will keep you active and fit.

I will be coming home for three or four days during Holi, when we have a mid-semester break. I expect to see you active and fit then.

Yours affectionately
Arvind

(b)

Brahma Public School

Sector 73

NOIDA - 201305

17th October, 20XX

The Manager
 Solartron Panels Ltd
 Alpha Sector
 Greater NOIDA - 210303

Subject Factory Visit of our School Students

Sir

Our school conducts tours for the senior students to manufacturing plants in the area to acquaint them with current technology. We have identified your plant as one which manufactures solar panels for various applications using the latest technology.

A group of about 40 students from Class XI and XII of our school wants to visit your plant to understand the process used and any other relevant information.

Kindly inform us a convenient date and time next week when the group can visit. We would prefer to visit the plant during the morning hours.

Thank you.

Yours sincerely
 Dilip Vashishth
 (Head Boy)
 Mobile no 97187XXXXX

3. (a)

Bal Bharti Public School

Notice

Educational Tour to Jaipur

14th January, 20XX

All students of Class IX to XII are informed that the school Cultural Club is organising an overnight educational tour to Jaipur and its surrounding areas on 24th and 25th January, 20XX. We will go by luxury bus and stay overnight at Jaipur. We will visit all the historical sites in the area with a qualified tourist guide.

Interested students may contact the undersigned for details.

Thank you.

Sanjeev Lal

(Secretary, Cultural Club)

(b) To: kkgupta@reliabetoursindia.com

Subject Overnight Tour to Jaipur for 50 Schoolchildren

Dear Sir

We have come to know from your website that your company organises group package tours to tourist sites in Rajasthan. Our school's Cultural Club wants its members to visit tourist sites in Jaipur area with a qualified tourist guide. The details are as follows:

Dates of tour 24th and 25th January, 20XX. Departure will be from Delhi on morning of 24th January. We will stay overnight at Jaipur and return in the evening of 25th January.

Number of persons 50 students from Class IX to XII. About 20 students will be girls.

Arrangements to be made by you

1. Transport by luxury bus.
2. Overnight stay arrangement at a 3 star hotel (2 persons to a room).
3. Complete catering for the entire trip.
4. Availability of a qualified tourist guide at Jaipur.
5. Entrance tickets at all sites visited.

Special conditions Separate accommodation in the hotel should be provided for girl students.

Kindly inform us the total expenses which will be incurred by us along with any other details.

Thank you.

With Regards

Sanjeev Lal
(Secretary, Cultural Club)
Bal Bharti Public School
Mobile no 98106XXXXX

4. (a) (i) looked with concentration or difficulty
 (ii) completely wet
 (iii) streaked
 - (b) (i) The author felt that he should move on because a dark cloud was drifting in from the East which may bring rain and camp was still three kilometres down the hill.
 (ii) A still, humid, cloudy evening is perfect for the Arctic mosquitoes because they can neither withstand a substantial breeze nor bright sunlight or rain.
 (iii) The author considered the Arctic mosquitoes 'frail creatures' because they cannot survive in adverse weather conditions like bright sunlight, rain or a substantial breeze.
 (iv) According to the author, summer is the season when the mosquito menace is at its peak.
 (v) The Ambler people head for the chilly wind-swept coast in summer to avoid the worst of the mosquito season as well as for fishing and hunting seals.
 - (c) When the breeze stopped blowing, the Arctic mosquitoes came out in huge numbers to attack him and suck his blood. So he raised up his collar to cover his neck, tightened his pack straps and started running towards his tent. He escaped from them by entering his tent, entering the mosquito screen and zipping it closed.
5. (a) (i) is (ii) to step
 (iii) happened (iv) repeated
 (v) tries (vi) is
 (vii) to continue (viii) grumbling
 - (b) (i) for (ii) by/ at
 (iii) over (iv) for
 (v) through (vi) within/ inside
 (vii) along (viii) across
 - (c) (i) The car dashed against a wall as it was going at over 150 kmph.
 (ii) Jyoti met a famous football player at the party.
 (iii) Although my uncle gave her a watch, she did not thank him.
 (iv) Here are the letters that arrived this morning.
 - (d) (i) Unless they leave now, they will not catch the train.
 (ii) He played as if he was a well-trained player.
 (iii) Keep the papers in a file lest you misplace them.
 (iv) The tourists denied that they had entered the memorial without permission.
 (v) Very few girls in the class are as studious as Amelia.
 (vi) The poor should be shown sympathy by us.
 (vii) No sooner did I see the suspect at the theatre yesterday than I informed the police.
 (viii) The girl was too excited to contain herself.

ICSE

SAMPLE PAPER 2

Unsolved

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

1. Answers to this paper must be written on the paper provided separately.
 2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
 3. The time given at the head of this paper is the time allowed for writing the answers.
 4. Attempt **all five** questions.
 5. The intended marks for questions or parts of questions are given in brackets [].
- 1.** Write a composition (300 – 350 words) on *any one* of the following: [20]
(*Do not spend more than 30 minutes on this question.*)
- (a) You have lived in your ancestral home since birth. The house is to be sold so that flats may be built in its place. Narrate the circumstances that led to this decision and describe your feelings about moving out of this house.
 - (b) '*Teenagers today are more worldly-wise than their parents.*' Express your views either **for** or **against** this statement.
 - (c) Write about two deeds you have done, one of which gave you immense joy and satisfaction, while the other was a cause of deep regret.
 - (d) Write a short story which illustrates the truth of the statement, '*Self-help is the best help.*'
 - (e) Study the picture given below. Write a story or a description or an account of what the picture suggests to you. Your composition may be about the subject of the picture or you may take suggestions from it; but there must be a clear connection between the picture and your composition.



2. Select one of the following:

[10]

(Do not spend more than 20 minutes on this question.)

- (a) Your mother has won the National Award for Meritorious Teachers. Write a letter to a friend giving details of the award, the award ceremony and the celebrations that followed.
- (b) Your school had contributed a large sum of money to the Prime Minister's Relief Fund to help the victims of the floods in Assam. You visited the state recently and were shocked to see the poor living conditions in the camps made for the victims of the flood. Write a letter to the Officer Incharge of the Prime Minister's Relief Fund, drawing his attention to the plight of the people in the affected area.
- 3.** (a) You are the Literary Secretary of Sardar Patel School, Secunderabad. You have been asked to inform students of classes IX to XII about an Interschool Dramatics Competition to be held at Ravindra Bharati Auditorium in Saifabad, Hyderabad. Draft a notice in not more than 60 words for the school Notice Board with all necessary details. [5]
- (b) As the Literary Secretary of your school, write an e-mail to the Manager, Ravindra Bharati Auditorium, asking for reservation of 80 seats in the auditorium for staff and students from your school during the duration of the Interschool Dramatics Competition. Invent the necessary details. [5]
- 4.** Read the following story carefully and answer the questions that follow:

Although Harrods has over a hundred thousand customers a week, the quietest period is always between ten and eleven on a Monday morning. Kenny knew every detail about the great store, in the way a football **fan** knows all the statistics of his favourite team.

He knew where all the CCTV cameras were placed, and could recognise any of the security guards at thirty paces. He even knew the name of the assistant who would be serving him that morning, although Mr Parker had no idea that he had been selected as a tiny **cog** in Kenny's well-oiled machine.

"Good morning, Sir" said Mr Parker, turning to face his first customer of the day. "How can I help you?"

"I was looking for a pair of cufflinks", Kenny said, in the **clipped** tones he hoped made him sound like a Guards officer.

"Yes, of course Sir", said Mr Parker.

It amused Kenny to see the deferential treatment he received as a result of the Guards tie, which he had been able to purchase in the men's department the previous day for an outlay of £ 23.

"Any particular style?", asked the sales assistant.

"I'd prefer silver."

"Of course, Sir", said Mr Parker, who proceeded to place on the counter several boxes of silver cufflinks.

Kenny already knew the pair he wanted, as he had picked them out the previous Saturday afternoon. "What about those?" he asked, pointing to the top shelf. As the sales assistant turned away, Kenny checked the TV surveillance camera and took a pace to his right, to be sure that they could see him more clearly. While Mr Parker reached up to remove the cufflinks, Kenny slid the chosen pair off the counter and slipped them into his jacket pocket before the assistant turned around.

Out of the corner of his eye, Kenny saw a security guard moving swiftly towards him, while at the same time speaking into his walkie-talkie.

"Excuse me, Sir", said the guard, touching his elbow. "I wonder if you would be kind enough to accompany me."

"What's this all about?" demanded Kenny, trying to sound annoyed, as a second security guard appeared on his other side.

"Perhaps it might be wise if you were to accompany us, so that we can discuss the matter privately", suggested the second guard, holding onto his arm a little more firmly.

"I've never been so insulted in my life", said Kenny, now speaking at the top of his voice. He took the cufflinks out of his pocket, replaced them on the counter and added, "I had every intention of paying for them."

Kenny knew that on an average day, forty-two people were arrested for shoplifting at Harrods, and over 90 per cent of them were prosecuted.

(a) Give the meaning of each of the following words as used in the passage. One word answers or short phrases will be accepted. [3]

- (i) fan (para 1)
- (ii) cog (para 2)
- (iii) clipped (para 4)

(b) Answer the following questions briefly in your own words.

- (i) How do we know that Kenny prepared the act of shoplifting well in advance? [2]
- (ii) How can we tell that Kenny wanted his crime to be detected immediately? [2]
- (iii) How can we understand that shop assistants at Harrods do not often serve customers wearing a Guards tie? [2]
- (iv) What did Kenny know about the prosecution of shoplifters at Harrods? [1]
- (v) Why did the second security guard want to "discuss the matter privately" with Kenny? [2]

(c) In about 50 words of your own, describe how Kenny stole the cufflinks. [8]

5. (a) In the following passage, fill in each of the numbered blanks with the correct form of the word given in brackets. Do not copy the passage but write in correct serial order the word or phrase appropriate to the blank space. [4]

Example

(o) am convinced

I (o) (convince) that my father (i) (remember) by all those who value integrity. He (ii) (be) a man of learning and also saw to it that he (iii) (teach) his pupils with passion and patience. He, at times (iv) (use) to lose his temper, but that was because he always (v) (want) his pupils to learn and learn well. As a person, he was honest and simple. His greatness (vi) (lie) in the fact that he (vii) (have) a pure heart, devoid of malice. Such a man is always valued and (viii) (be) very rare to find.

(b) Fill in the blanks with appropriate words: [4]

- (i) Truth always prevails the long run.
- (ii) Sujata stood the river and saw the ships pass by.
- (iii) She took some money her father to buy a video game.
- (iv) Shilpa gave me a rare gift my birthday.
- (v) Deepak was very upset me.
- (vi) Malvika is longing meet me.
- (vii) It has been a long time I met my brother.
- (viii) The worker asked his wages.

- (c) Join the following sentences to make one complete sentence without using *and*, *but* or *so*. [4]
- Ravi gave me the novel. Ravi wanted me to review it.
 - Jyoti saw that I was confused. She came to my rescue.
 - Raja is a great cricketer. He is also popular.
 - Debjani received my letter. She sent her reply within a week.
- (d) Rewrite the following sentences according to the instructions given after each of them. Make other changes necessary, but do not change the meaning of the sentence. [8]
- Tanuja is a very friendly girl and is always cheerful.
[Begin: Besides]
 - The business talks failed because neither side was willing to compromise.
[Begin: Since]
 - They were very afraid and so they could not speak.
[Begin: Being]
 - No sooner had Ram narrated the story than he was praised.
[Begin: Hardly]
 - They had to put off the garden party because of the heavy rain.
[Begin: The heavy]
 - Margaret said to me, "Please do not forget to meet me tomorrow."
[Begin: I was]
 - In spite of my warning Dev, he ignored me.
[Begin: Though]
 - Arpita paid a heavy price for her recklessness.
[Begin: It]

ICSE

SAMPLE PAPER 3

Unsolved

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

1. Answers to this paper must be written on the paper provided separately.
2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
3. The time given at the head of this paper is the time allowed for writing the answers.
4. Attempt **all five** questions.
5. The intended marks for questions or parts of questions are given in brackets [].

1. Write a composition (300 – 350 words) on *any one* of the following: [20]
(Do not spend more than 30 minutes on this question.)
- (a) Describe a remarkable event of social importance in your city or locality. Give a little of its background, the event as it occurred, and its impact on the lives of people.
 - (b) '*Bollywood cinema both entertains and educates the masses.*' Express your views either **for** or **against** this statement.
 - (c) Siblings often grow up side by side in families; yet they have very different life experiences. Imagine that you have one or more siblings and feel that your lives have differed significantly. Explain the reasons and the effects of such differences.
 - (d) Write a short story which illustrates the truth of the statement, 'Advice not taken results in disaster'.
 - (e) Study the picture given below. Write a story or a description or an account of what the picture suggests you. Your composition may be about the subject of the picture or you may take suggestions from it; but there must be a clear connection between the picture and your composition.



2. Answer one of the following:

[10]

(Do not spend more than 20 minutes on this question.)

- (a) Your grandmother has completed eighty years. Write a letter congratulating her on her birthday, expressing gratitude, praise and admiration for the way she has lived her life.
- (b) A company has been marketing spurious medicines while claiming that its product is effective in preventing bird flu and other forms of influenza. Write a letter to the Drug Controller General of India, Ministry of Health and Family Welfare, Government of India, for examining the claim of the company and explaining the harm these kind of claims can cause.
- 3.** (a) You are President of the Students Council of St Peter Secondary School, Agra. You have invited a Russian Ballet Troupe to conduct a ballet performance in your school auditorium. Draft a notice informing students about this event in not more than 50 words for the school Notice Board with all necessary details. [5]
- (b) As the President of the Students Council of your school, write an e-mail to the Coordinator of the Russian Ballet Troupe, explaining the directions to reach your school from the airport and the facilities available in the school auditorium. [5]
- 4.** Read the following story carefully and answer the questions that follow:

At last he felt ready to **startle** the town. He pulled himself to his feet, and, keeping tight hold of the weather-vane, managed to stand on top of the ball. It was well that he had a cool head and iron nerves.

Someone must have cast a casual glance up at the vane and, seeing his little figure, cried out. In a minute or two, Michael was delighted to see the market-place full of people who had rushed out of their shops and houses to gaze at the dizzy sight. It was splendid to have all those eyes and hearts glued upon him.

But Michael did not intend to stay there until he was fetched down, to be handed over to his father and **cuffed** by him before the crowd. After a while he prepared to descend of his own free will.

He leaned over the ball. The ladder had gone. The workmen had taken it away! A sudden feeling of sickness and giddiness came over Michael. He mastered it. To wait for rescue was a **humiliating** end to his escapade. He would come down alone, even if it cost him his life.

The church spire at the base of the ball was only half slated, and Michael saw some hope of gaining a foothold on the old part. He clasped his arms round the top of the ball and let his body swing down; he was just able to feel the first slate with his toes. Those toes were shod with iron toe-caps, for Michael was hard on his shoes. Michael kicked with his armoured toes till the slate crashed and fell in; then he got a foothold on the wooden strips beneath.

He rested for a minute, with aching arms and a stiff body. He must change his grip on the ball, which was too big to slide his arms down; he must get clear of it, and somehow grasp the spire beneath. One false move and he would be hurled to death on the cobbles below.

Slowly he began to slide his hands together at the top of the ball, and then downward over its bulging face. Every inch was packed with peril; every inch pushed him backward towards death. It seemed to him that he would be too weak to hold on when the time came for him to grasp the spire.

But at last the steady, deadly creeping of his fingers brought him to a point where he could bend forward. With a sudden snatch he caught the base of the ball. The next moment he was kicking out a stairway in the old tiles and swarming swiftly down. He reached the foot of the spire, lifted the trapdoor of the tower, ran down the steps, and was caught by his father, who was waiting for him in the loft.

- (a) Give the meaning of each of the following words as used in the passage. One word answer or short phrases will be accepted. [3]
- startle (para 1)
 - cuffed (para 3)
 - humiliating (para 4)
- (b) Answer the following questions briefly in your own words.
- How did Michael display 'a cool head and iron nerves'? [2]
 - Which sight filled Michael's heart with delight and why? [2]
 - What discovery made Michael sick and giddy? Why? [2]
 - Why did Michael not wait for rescue? [1]
 - How did his armoured toes help Michael in his descent? [2]
- (c) In not more than 60 words of your own, trace Michael's descent from the top of the ball to the foot of the spire. [8]

- 5.** (a) In the following passage, fill in each of the numbered blanks with the correct form of the word given in brackets. Do not copy the passage but write in correct serial order the word or phrase appropriate to the blank space. [4]

In the olden days, when merchant ships usually (i) (employ) teenage boys as part of the crew, a lad applied for one of these jobs. The owner of the (ii) (ship) company asked him what he (iii)..... (can) do.

"I can do my best", the boy answered, "to do what you are kind enough (iv) (let) me try."

"What have you done?" asked the owner.

"I (v) (saw) and split wood for my mother for nearly two years", replied the boy.

"What have you not done?" asked the employer.

After some (vi) (think) the boy said, "I have not gossiped in school for over a year."

"That is enough", said the merchant, "I (vii) (take) you aboard on my vessel and I hope some day (viii) (see) you as its captain. A boy who can master a wood-pile and control his tongue must have good stuff in him."

- (b) Fill in the blanks with appropriate words: [4]

- A cow feeds grass.
- I am indebted my teacher for helping me.
- The sister was deprived her property.
- The army rounded the insurgents last night.
- The old man hankered money.
- The aeroplane flew the clouds.
- Who will take when the Mayor retires?
- I do not have any complaint her.

- (c) Join the following sentences to make one complete sentence without using *and*, *but* or *so*. [4]

- He finished his work. He went out to play.
- The mangoes were very sour. He couldn't eat them.
- He is a good tennis player. There is no doubt about it.
- Come back soon. We will wait for you till then.

(d) Rewrite the following sentences according to the instructions given after each of them. Make other changes necessary, but do not change the meaning of the sentence. [8]

(i) He received my message and immediately came to see me.

[Begin: As soon as]

(ii) He never admitted that he had cheated me.

[Begin: At no time]

(iii) He inquired of us whether we were going home.

[Begin: He said to us, “.....”]

(iv) “Would that I could swim like a fish!” said Anil.

[Begin: Anil wished]

(v) It is most probable that it will rain today.

[Use: probability]

(vi) He is the cleverest man I have ever met.

[Use: clever]

(vii) None but a fool would believe you.

[Begin: Only]

(viii) If you wear thin clothes you will feel cold.

[Use: unless]

Latest ICSE SPECIMEN PAPER

Fully Solved

English Language-IX (Paper-1)

Time : 2 hrs

Max Marks : 80

1. Answers to this paper must be written on the paper provided separately.
2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
3. The time given at the head of this paper is the time allowed for writing the answers.
4. Attempt **all five** questions.
5. The intended marks for questions or parts of questions are given in brackets [].

1 (Do not spend more than 30 minutes on this question.)

Write a composition (300 – 350 words) on any one of the following: [20]

- (a) Write an original short story which clearly illustrates the friendship between a boy and his dog.
- (b) You mistakenly went to your school on a day which was a holiday. Everything was closed and the school was empty. Write a description of what you saw and heard. What were your feelings at the end of the visit?
- (c) Your room has been very untidy for a long time and your parents have been urging you to tidy it. Narrate your experience of cleaning and tidying your room. What did this experience teach you?
- (d) Express your views either for or against the statement:
“Life’s best lessons are learnt from friends.”
- (e) Study the picture given below. Write a short story or a description or an account of what it suggests to you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.



2 (Do not spend more than 20 minutes on this question.)

Select any one of the following:

[10]

- (a) You have behaved very rudely to a friend. Write a letter to him / her apologising for the rude behaviour. Explain what happened and tell him / her what you plan to do to make amends.
- (b) You are in charge of the Nature Club in your locality. Write a letter to the Secretary of the Sports Club in the neighbourhood requesting permission to hold a Nature Fest on the club grounds nearby. Give details of your plans for the event.

3 (a) Your school is hosting an Inter-school music competition. Write out a notice to be put up in your school informing students about the event and inviting them to participate in the Inter-school music competition. [5]

- (b) Write an e-mail to the Principal of a neighbouring school requesting him / her to send a team to participate in the event. [5]

4 Read the following passage carefully and answer the questions that follow:

With dry lips, parched throat, and ink-stained fingers, and exhaustion on one side and exaltation on the other, Swaminathan strode out of the examination hall on the last day.

Standing in the veranda, he turned back and looked into the hall and felt slightly uneasy. He would have felt more comfortable if all the boys had given their papers as he had done, twenty minutes before time. With his left shoulder resting against the wall, Sankar was lost to the world. Rajam, sitting under the second ventilator, between two third-form boys, had become a writing-machine. Mani was still gazing at the rafters, scratching his chin with the pen. The Pea was leaning back in his seat, revising his answers. One supervisor was drowsing in his chair; another was pacing up and down with an abstracted look in his eyes. The scratchy noise of active nibs, the rustle of papers, and the clearing of the throats, came through the brooding silence of the hall.

Swaminathan suddenly wished that he had not come out so soon. But how could he have stayed in the hall longer? The Tamil paper was set to go on till five o'clock. He had found himself writing the last line of the last question at four-thirty. Out of the six questions set, he had answered the first question to his satisfaction, the second was doubtful, the third was satisfactory, the fourth he knew was clearly wrong (but then, he did not know the correct answer).

The sixth answer was the best of the lot. It took only a minute to answer it.

He had read the question at two minutes to four-thirty, started to answer a minute later, and finished it at four-thirty.

He had found it hard to kill time. Why wasn't the paper set for two and a half hours instead of three? He had looked wistfully at the veranda outside. If only he could pluck up enough courage to hand in the paper and go out – he would have no more examinations for a long time to come – he could do what he pleased – roam about the town in the evenings and afternoons and mornings – throw away the books – command Granny to tell endless tales.

He had seen a supervisor observing him, and had at once pretended to be busy with the answer paper. He thought that while he was about it, he might as well do a little revision. He read a few lines of the first question and was bored. He had to pretend that he was revising. He set his pen to work. He went on improving the little dash under the last line indicating the end, till it became an elaborate complicated pattern.

He had looked at the clock again, thinking that it must be nearly five now. It was ten minutes past four-thirty. He saw two or three boys giving up their papers and going out, and felt happy. He briskly folded the paper and wrote his name.

The bell rang. In twos or threes the boys came out of the hall. It was a thorough contrast to the preceding three hours. There was din of excited chatter.

- (a) Give the meaning of the following words as used in the passage: [3]
 One word answers or short phrases will be accepted.
- (i) pacing (line 9) (ii) wistfully (line 21)
 - (iii) din (line 34)
- (b) Answer the following questions briefly in your own words.
- (i) Why did Swamy feel slightly uneasy as soon as he came out of the examination hall? [2]
 - (ii) Why did he think he had answered the sixth question best of all? [1]
 - (iii) What did he plan to do with his books once the examination was over? [2]
 - (iv) Which word in the passage tells you that Swami used to bully his grandmother? [2]
 - (v) Why do you think Swami drew an elaborate complicated pattern after his last answer? [2]
- (c) In not more than 50 words, describe what Swami's classmates and supervisors were doing in the examination hall. [8]

- 5** (a) Fill in each of the numbered blanks with the correct form of the word given in brackets. Do not copy the passage, but write in correct serial order the word or phrase appropriate to the blank space. [4]

Example:

(o) looked

Suraj (o) (look) out of the door. He (1) (catch) sight of the board (2) (bear) the station's name. He was so (3) (astonish) that he almost (4) (fall) out of the compartment. He was back in his home town! After (5) (travel) for forty or fifty kilometers, here he (6) (is) home again. He (7) (can) not understand it. He (8) (climb) out of the compartment slowly.

- (b) Fill in each blank with an appropriate word: [4]

- (i) Bobby waited in front the school.
- (ii) The children were told to return home it became dark.
- (iii) He wore an old muffler wrapped his neck.
- (iv) We saw the bird fly high the tower and disappear.
- (v) Music therapy is a cure many ills.
- (vi) The thief ran the staircase and out into the yard.
- (vii) Mr Roy jumped into his car and drove as fast as he could.
- (viii) Please do not get carried by these rumours.

- (c) Join the following sentences to make one complete sentence without using and, but or so: [4]

- (i) The teacher arrived. The class started.
- (ii) The drive was so tedious. I fell asleep on the backseat.
- (iii) He was found in possession of the stolen goods. He was punished.
- (iv) Stop talking. Leave the classroom.

- (d) Re-write the following sentences according to the instructions given after each. Make other changes that may be necessary, but do not change the meaning of each sentence. [8]

- (i) "I saw a panther this morning", he said modestly.
 (Rewrite using indirect speech.)
- (ii) Kiran is the fastest runner in our school.
 (Begin: No other.....)
- (iii) Susan hid her grandmother's spectacles.
 (Begin: Her grandmother's.....)

- (iv) Ali was too embarrassed to speak clearly.
 (Begin: Ali was so.....)
 (v) As soon as the election results were out, the victory procession started.
 (Begin: No sooner.....)
 (vi) Ranji prefers reading a book to watching a movie.
 (Begin: Ranji would rather.....)
 (vii) Anu does not study enough, but she still stands first.
 (Begin: Despite.....)
 (viii) If Aruna practices, she will win the competition.
 (Begin: Unless.....)

Answers

1. (a) Savita Sharma's neighbour, Madhuri Agrawal, knocked on her door one morning and asked her to keep an eye on a lost Pomeranian dog which she had found roaming around the nearby primary school. Savita agreed to look after the dog, but told Madhuri it would only be for that day. Then the two women took photos of the dog and put messages on Facebook and a website for lost dogs to alert the owner.

In the meantime, Savita went to a pet supplies shop to get some dog food, warning her two sons not to fall in love with the dog, as it would be there only for a short time. Savita's elder son, Devendra, was subject to epileptic seizures. So she asked her younger son to look after his brother and the dog when she went out.

For the next four days, nobody claimed the Pomeranian and Savita was still looking after the dog, who they had started to call Pommy. Devendra had become very friendly with Pommy and they were frequently playing together. On the fifth day, when Savita returned from work in the evening, Pommy flung himself against the screen door and barked loudly at her. As soon as she opened the door, Pommy sprinted into the boys' room where Savita found Devendra in the middle of a violent epileptic seizure. Pommy ran over to Devendra but, as soon as Savita bent over to help Devendra, Pommy went silent.

"If Pommy hadn't come to get me", Savita told the neurologist afterwards, "Devendra would have choked on his own blood and died." Savita reported this incident in the local newspaper. The next morning Madhuri got a phone call from a man named Ravinder who recognised his lost dog. Madhuri started crying, and told him on the phone, "That dog saved my friend's son."

Ravinder came to Savita's house to pick up his dog, but when he saw both of Savita's sons crying, he said, "Maybe the dog was destined to remain with you. Please keep him."

(b) I had been down with fever for a few days before the holiday for Raksha Bandhan and so was not going to school. When I became fully fit to attend school on Raksha Bandhan day, my father decided to send me to school the next day. I used to cycle to school and so got ready in the morning as usual and went to school. However, I was somewhat surprised that I did not see any other schoolboys of my school on the way. I found out the reason when I reached school: it was closed that day.

When the school watchman saw me approach dressed in my school uniform, he exclaimed, "Son, didn't you know that the school is closed today?"

"What for?" I asked.

"For Raksha Bandhan.", said the watchman, "Don't you know?"

"But that was yesterday", I said.

"Sometimes the dates of festival holidays can change by one day from what has been announced at the beginning of the year", informed the watchman. "The Principal had put up a notice about this change two days ago."

"Oh, I was ill and not attending school for the last four days", said I, "and that is why I did not know. Anyway, I am feeling thirsty. Can I drink water from the cooler near the canteen?"

"Yes, of course. Come in", said the watchman and opened the gate to let me in.

What I saw inside the school on a holiday made me realise how much work is required to keep the school neat and tidy. There was no rubbish lying around anywhere in the school premises. Even the canteen was spotlessly clean.

The remains of yesterday's meals and snacks had either been stored in refuse bins or disposed off completely. The water cooler was running efficiently. All the corridors were spotlessly clean.

I finished drinking water and thanked the watchman before leaving. I had been impressed by the methods adopted by our Principal to give any unexpected visitor a good impression about our school. This visit had been an eye-opener for me.

(c)

Tidying My Room

My father is a very systematic person. As I am just the reverse, he keeps on telling me, "You must have a place for everything and everything must be kept in its place." So, one Sunday, just to please him, I decided to tidy up my room. It taught me a lesson which I will never forget.

First I opened my clothes cupboard to hang up all my trousers and shirts neatly, as earlier I used to throw them into the cupboard after wearing them; Mother would decide which clothes needed to be washed and would take them from the cupboard. As I was hanging up my trousers, I felt that one pocket of an expensive trouser was bulging. I discovered that my favourite party necktie was lying, neatly folded, in it. Many days ago, I had given it up for lost, as I couldn't find it. I then remembered that I had removed the tie after the New Year party was over and we were returning home. What a relief it was to discover the tie!

After tidying my clothes cupboard, I decided to tidy up my study table. It was always in a mess with text books, reference books and assorted stationery items lying all over it. While removing some heavy books from the table, the Science textbook fell down on the floor vertically with the binding on top. Out of the book flew a ₹ 100 currency note! At first, I was stupefied. Where had it come from? Then I realised what it was. About a month ago, just when I was going to school, my father had given me my monthly pocket money, ₹ 300. I had kept the three currency notes in the Science book for the time being and took out two of them during the next few days for various expenses. Then I lost track of where the third note was and I felt bad that I had lost it. It was part of that pocket money!

This experience has taught me the value of the expression which my father kept repeating.

(d) (i) Views for the statement, "Life's best lessons are learnt from friends."

I am 16 years old and have just cleared my High School Board exams. Despite being young, I've learned one thing for sure, that life's best lessons are learnt from friends. The best lesson I have learned from my best friend Rajiv is to have enough courage to always be yourself; do not pretend to be like someone else. Rajiv never compromises his beliefs, morals or feelings just to accommodate others. He doesn't change his decisions or actions just to please anyone. Thus, he has established a reputation for being a 'no nonsense' person. I have now realised that I myself am the only person I have to please. Rajiv has taught me this.

Another lesson that I have learned by observing how Rajiv acts is that any decisions I take must be in favour of what is best for me, not for anybody else. This does not mean that I haven't made bad decisions, because everyone does make them sometimes. However, I can tell you that the best decisions are ones that I have made not because they were popular decisions or what others wanted me to do, but were what was best for me. Rajiv always decides what is best for him and goes through with the action which follows that decision.

The third important life lesson that I have learned from Rajiv is that life isn't about waiting for all troubles to go away, but rather learning to deal with them. I also believe that this means that if someone decides to spend one's life sitting along the sidelines and watching life go by, one is going to miss out the good things in life. Rajiv follows this principle and that is why he is so successful. Life is like an hourglass; once your time runs out, you can't go back. So I firmly believe that life's best lessons are learnt from friends.

(ii) Views against the statement, "Life's best lessons are learnt from friends."

I don't believe that life's best lessons are to be learnt from friends. In fact, whatever good lessons I have learnt are from strangers, not friends.

One lesson I learnt from an auto-rickshaw driver was dedication to work. I was travelling to a distant place in the city from my residence for an important meeting. I would be late for the meeting if the driver did not drive fast; so I told him to do so. Halfway to our destination, when we were waiting for a traffic light to turn green, the driver got a call on his cellphone which informed him that his mother had met with an accident at his home and needed to be hospitalised. His neighbour was on the phone. All this I could make out from the driver's conversation with his neighbour.

As soon as he ended the call, I suggested that I would take another auto-rickshaw for my meeting, although there was no auto-rickshaw in sight. However, the driver refused and said that he would reach me to my destination on time and then go home to attend to his mother. And he did! I was able to attend my meeting in time. That is dedication to work! The driver was a total stranger to me.

In fact, most of my friends are really not ones who can set an example by making people learn lessons from their conduct. They are always missing appointments because they are late. They are very disorganised in their work, which causes them to become a laughing stock sometimes. Nobody can learn any good lessons from such friends. In fact, they set bad examples for youngsters because of their selfish and self-serving attitudes. Sometimes I am ashamed to call them my friends. However, what can I do? I have known them for most of my life and thus they are my friends. But I try to avoid learning any lessons from them due to their behaviour.

(e)

Why Children Should Read Comic Books

There are many reasons why children should read comic books. The first reason is that comic books help them learn to love reading. Children struggling to improve their reading skills can benefit from the visual format of comic books and graphic novels. Comic books often appeal to readers who find other material too challenging or uninteresting. With their intense visuals and focus on plot and characters, comic books can be much more engaging than novels or short stories.

Another reason is that comic books help children think differently. Readers of comic books must process the visual, spatial and textual information given in the comic book and integrate these into one solid understanding of the story. This means that, even though comic books may appeal to readers just like television and video games, reading these books actually involves much more complex processing in the brain.

The third reason is that stories are good for a child's brain. Reading stories actually has a noticeable effect on brain function. Reading compelling novels or comic books changes children's brain's neuron activity not only while they were reading them but also for several days after they have finished them. Stories can actually change the ways in which our brains function and the ways in which we think. What is a more story-based medium than comic books?

Comic books are also interesting for children to read because of the exploits of the superheroes portrayed in them. Which child reading comic books has not heard of Ninja Turtles, Batman and Robin, Wolverine, Green Lantern, Superman, The Incredible Hulk, Captain America, Iron Man, Spider-Man etc? Because superheroes are popular. And where do superheroes originate from? Comic books. If children enjoy big superhero blockbuster movies, there is no reason they won't enjoy the stories from where these adaptations came. There is a whole culture to explore surrounding comic books and their adaptations.

2 (a) A-111, Aradhana Colony

Station Road

Ghaziabad – 201001

13th December, 20XX

Dear Ravi,

You must have been upset at my behaviour at my birthday party yesterday. I want to apologise for my rude behaviour towards you when you were dancing to the music and I was deprecating the dance steps you took as being very awkward. After all of you had left and I started thinking of all that happened at the party, I understood that I have behaved very rudely to you, as you were my guest. So please accept my apologies and simply forget what I said.

I know that next week your birthday is coming up and you have planned to celebrate it in style. At the party, I plan to make amends for my rude behaviour by publicly acknowledging my rude behaviour in front of all our friends. This will ensure that your reputation will not remain tarnished. I hope this is acceptable to you.

See you soon!

Yours sincerely

Saurabh

(b) 12/ A, Sarvodaya Colony

Sector 31

NOIDA – 201301

8th February, 20XX

The Secretary

Sarvodaya Sports Club

Sarvodaya Colony

Sector 31, Noida – 201301

Subject Permission Requested for Holding Nature Fest on Your Club Grounds

Sir

You are aware that Sarvodaya Nature Club holds its Annual Nature Fest during the month of February every year. This time we request your Sports Club to permit us to hold the Nature Fest in the club grounds on Sunday, 24th February, 20XX. The programme is planned as given below

7 AM	Early morning bird walk
10 AM – 1 PM	Inauguration by Eminent Natural Scientist Presentations by Natural Scientists Expert tips to attract wildlife to your garden Setup of Exhibitor booths by various nature lovers

5 PM – 7 PM Live Animal Presentations on Stage Closing function

We hope for a positive response from your side. Thank you.

Yours sincerely

Sunil Sardana

Incharge, Sarvodaya Nature Club

3 (a)

VIVEKANAND MEMORIAL SCHOOL

NOTICE

Participation in Inter-School Music Competition

19th August, 20XX

All students are informed that our school is hosting an Inter-School Music Competition on the evening of Saturday, 5th September, 20XX. Students who are interested in representing the school for this prestigious competition may submit their names to undersigned by 25th August, 20XX, indicating the type of item they want to present: vocal, dance (classical/ modern), playing a musical instrument (indicate which one) or participating in an orchestra.

Only the best exponents of each item will be selected to represent the school.

Thank you.

Ravi Raheja (President)

Cultural Club

(b) To: principal@meenakshimemorialschool.com

cc:

bcc:

Subject Participation in Inter-School Music Competition

Respected Sir,

Vivekanand Memorial School is holding an Inter-School Music Competition on the evening of Saturday, 5th September, 20XX in the school auditorium. We have invited all the major secondary schools in the city to participate.

Competitions will be held for a number of items including vocal, dance (classical/ modern), playing a musical instrument and orchestra. We expect a prominent Government Officer to be the Chief Guest and give away the prizes.

You are requested to send a team of students of your school to participate in this prestigious event. More details about the items to be presented can be given by the undersigned.

Thank you.

With Regards

Ravi Raheja (President)

Cultural Club

Vivekanand Memorial School

Mobile no 99885XXXXX

SEND

- 4** (a) (i) walking (ii) longingly (iii) noise
 (b) (i) Swaminathan felt slightly uneasy as soon as he came out of the examination hall because he had given on his paper twenty minutes before time while the others were still writing theirs.
 (ii) Swaminathan thought that he had answered the sixth question best of all because he took only a minute to answer it.
 (iii) Once the examination was over he planned to throw away his books.
 (iv) The word 'command' in line 30 tells us that Swami used to bully his grandmother.
 (v) Swami drew an elaborate complicated pattern after his last answer because he went on improving the little dash under the last line indicating the end.
 (c) Swami's classmate Sankar was lost to the world; Rajam was writing very fast. Mani was looking up and thinking. The Pea was leaning back in his seat, revising his answers. One supervisor was drowsing in his chair and the other was pacing up and down.
- 5** (a) (1) caught (2) bearing (3) astonished (4) fell
 (5) travelling (6) was (7) could (8) climbed
 (b) (i) of (ii) before (iii) upto (iv) over
 (v) for (vi) down (vii) off (viii) away
 (c) (i) The teacher having arrived, the class started.
 (ii) The drive being too tedious, I fell asleep on the backseat.
 (iii) Being found in possession of the stolen goods, he was punished.
 (iv) Having stopped talking, leave the classroom.
 (d) (i) He modestly informed that he had seen a panther that morning.
 (ii) No other student in our school runs faster than Kiran.
 (iii) Her grandmother's spectacles were hidden by Susan.
 (iv) Ali was so embarrassed that he could not speak clearly.
 (v) No sooner were the election results out than the victory procession started.
 (vi) Ranji would rather read a book than watch a movie.
 (vii) Despite not studying enough, Anu still stood first.
 (viii) Unless Aruna practices, she will not win the competition.

Latest ICSE SPECIMEN PAPER

Fully Solved

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

1. Answers to this paper must be written on the paper provided separately.
2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
3. The time given at the head of this paper is the time allowed for writing the answers.
4. Attempt **all five** questions.
5. The intended marks for questions or parts of questions are given in brackets [].

1. Write a composition (300 - 350 words) on *any one* of the following: [20]
(Do not spend more than 30 minutes on this question.)

- (a) Write an original short story entitled: 'Lost and Found'.
(b) 'Democracy cannot survive without education'.

Express your views either **for** or **against** this statement.

- (c) You are a regular traveller in your school bus.

Describe what you see on your way home from school each afternoon.

Give details of the familiar sights and sounds you experience each day.

- (d) Imagine that you have changed your school recently.

Narrate your experiences on your first day in the new school. How did you feel at the end of the day?

- (e) Study the picture given below.

Write a short story or description or an account of what the picture suggests you. Your composition may be about the subject of the picture or you may take suggestions from it.



2. Select one of the following:

[10]

(Do not spend more than 20 minutes on this question.)

- (a) Your friend has been sick and has been unable to attend school for two weeks. An interschool drama competition took place during this period. Write a letter to your friend telling him/her about the event and your role in it.
- (b) You have accidentally left your suitcase behind when you got off the train. You only realised it after the train left the platform. Write a letter to the Station Master reporting your loss and request that the suitcase be located and kept till you claim it.

3. (a) You are the President of a children's club in your locality.

[5+5]

You and your team are planning to organise a programme to celebrate Teachers' Day.

Write a notice to be put up in the local Supermarket, giving details of the programme to create an awareness of the event.

- (b) Write an e-mail to the General Manager of the Supermarket seeking permission to display the notice and requesting a sponsorship for the event.

4. Read the following passage carefully and answer the questions that follow:

He would have gone on worrying and worrying in this way if an unexpected **distraction** had not arrived in the form of a heavily loaded car bumping over the grassy bank, dodging between the coconut trees and raising a cloud of dust in the narrow path before it came to a standstill in front of *Mon Repos*, the white bungalow that stood empty most of the year. It was the de Silvas, the family that came from Bombay to spend an occasional holiday in it and bring it suddenly to life for a few days. They had bought *Mon Repos* a year ago from the Vakils who had been one of the first Bombay families to build holiday cottages on the Thul beach. But they had grown too old and **frail** to come often and, after the house had stood empty for several years, sold it to the de Silvas who were young and energetic and seemed heartily to enjoy life on the beach. Whenever they came, life changed for the family and the little hut, too. Immediately there was a hubbub, all kinds of excitement and expectations, and of course work to be done, employment to be had and wages.

Hari, Bela and Kamal stood by their door under the frangipani tree, tense with excitement watching and holding Pinto back as he barked at the unfamiliar sight of a car and stranger till his voice was quite hoarse. There was a **commotion** in the marshy creek that separated the hut from the house, too – herons, egrets, kingfishers and moorhens all flapping into the dense greenery of the pandanus, the casuarina and the bhindi trees for shelter.

'Do you think they have come here for good?' Bela whispered.

'Hunh – who would live here if he had a house in Bombay?' Hari scoffed.

'But look how much luggage they've brought – it can't be just for a few days,' Bella said, and it was true that an unbelievable number of boxes and bags and baskets were being taken out of the car, out of the boot and off the luggage carrier so that anyone would have thought they had come to stay forever.

- (a) Give the meaning of each of the following words as used in the passage.

One word answers or short phrases will be accepted.

[3]

- (i) distraction (line 1)
- (ii) frail (line 8)
- (iii) commotion (line 15)

- (b) Answer the following questions briefly, in your own words.

- (i) Who were the Vakils?

[2]

- (ii) Why was the house more suited to the de Silvas?

[2]

- (iii) Who was Pinto?

[1]

- (iv) What effect did the noise have on the natural surroundings? [2]
 (v) From Hari's answer to Bela's question what opinion does Hari have of Bombay? [2]
- (c) In not more than 50 words describe how the arrival of the de Silvas changed life for the family in the little hut. [8]
- 5.** (a) Fill in each of the numbered blanks with the correct form of the word given in brackets. Do not copy the passage but write in correct serial order the word or phrase appropriate to the blank space. [4]
- Example :**
 I (o) (slow) the car as I saw the new house.
 Answer: slowed.
- I (i) (pull) up into the driveway (ii) (observe) the way they had (iii) (build) up the balcony. I (iv) (forget) that the bricks of the house (v) (be) chocolate brown. The new people (vi) (make) the tiny balcony into a study room. I (vii) (stare) at this house (viii) (remember) my childhood there.
- (b) Fill in each blank with an appropriate word: [4]
- (i) He hid the stolen goods the floor boards.
 - (ii) The teacher knew all the problem.
 - (iii) The boy sat still the night waiting to be called.
 - (iv) My grandmother would have fallen if I had not caught her hand.
 - (v) The sailor held on to the mast of the boat for fear of being blown in the storm.
 - (vi) All the boarders were taken a walk today.
 - (vii) Even though she slept several mattresses she still felt the hard pea.
 - (viii) Anup and Arun have quarrelled a silly matter.
- (c) Join the following sentences to make one complete sentence **without using and, but or so.** [4]
- (i) He practised every day. He came first in the race.
 - (ii) She did such intricate embroidery. Her eyesight was affected.
 - (iii) Molly has a very good vocabulary. She reads a lot.
 - (iv) They broke open the door. They saw everything was in a mess.
- (d) Rewrite the following sentences according to the instructions given after each. Make other changes that may be necessary, but do not change the meaning of each sentence. [4]
- (i) "Will you lend me the book tomorrow?" Priya asked her classmate.
 (Begin: Priya asked her classmate if)
 - (ii) The teacher scolded him for coming late.
 (Begin: He)
 - (iii) It was so hot that the P.T. period could not be held.
 (Begin: It was too)
 - (iv) As soon as her song was over, I knew that she had won the competition.
 (Begin: No sooner)
 - (v) Our school sent up the best exhibit to the Town Hall.
 (Rewrite using: 'better')
 - (vi) Visitors under eighteen were not allowed into the hall.
 (Begin: Only visitors)
 - (vii) As soon as the bell rang the children ran out.
 (Begin: No sooner)
 - (viii) They were asked to combine all their ideas into one document.
 (Rewrite using: 'combination')

Answers

1. (a)

Lost and Found

Shubham was unhappy because his two year old brother had dropped some milk from his glass on Shubham's science project, damaging it. He did not want such a problem to occur again. So he asked his father to buy him a study table with drawers where he could keep his school materials safely.

Next day, after Shubham returned from school, his father took him to a nearby furniture shop to buy the study table. This shop also kept second-hand furniture for those who could not afford new items. There Shubham saw a dark brown colour study table with two large drawers. He thought it suitable and opened the upper drawer to judge how large it was from inside. To his surprise, there was a small ladies handbag lying in it.

He opened the bag and found a large number of currency notes along with some papers in it. He quietly closed the handbag, kept it back in the drawer and closed the drawer tightly. He went back to his father and told him that he had found the study table he was looking for.

When his father saw the table, he told Shubham that it was not looking new. However, Shubham justified his choice by saying that the big size drawers were what he really wanted in the table. So it was purchased and brought home. Shubham set it in a corner of his room and started arranging his books on it.

When his father left the room, Shubham opened the handbag in the drawer and counted the currency notes. He was surprised to learn that there was more than ₹ 8000 in the bag.

Suddenly the thought struck him that he would have to tell many lies to spend so much money. So he looked at the papers in the handbag. One of them was an identity card of an elderly gentleman which contained his home address. So Shubham decided to tell his father all about the money he had found and to return it to the rightful owner. As the proverb says, "All's well that ends well".

(b) (i) Supporting the statement, "Democracy cannot survive without education".

Franklin D Roosevelt, 32nd President of USA, said, "Democracy cannot succeed unless those who express their choice are prepared to choose wisely. The real safeguard of democracy, therefore, is education". He was absolutely right. Democracy cannot succeed on its own. It's only one piece of a larger puzzle. A democratic society is fragile and ripe for exploitation. A successful democracy relies heavily on the abilities and intelligence of its people.

But what if the people lack in ability? What happens if they are uneducated and not intelligent enough to understand the empty promises that most politicians make during elections? What if the voters are nothing but just a group of gullible and misinformed idiots? Well, then the structure of democracy simply falls apart.

This is why education is so important. It's also why powerful people make it a priority to try and wield as much control over education as possible, although that's a different topic altogether. Democracy cannot succeed without a culture of learning, introspection, and critical thinking.

Education provides guidance to the people and helps them to run their democratic country properly. A nation is said to be democratic if it is ruled by the people of the nation either directly or through their elected representatives. In order to run the government and a country, education plays an important role by providing guidance to the people in choosing their representatives.

Education is not only learning bookish knowledge, but also the process of complete development of the human mind. By studying different subjects, a student gets information about the subjects. For instance, by studying subjects like History and Civics, a person comes to know the history of the world, what mistakes were made by the early people, how they found solutions to their problems, how they formed the Constitution of any country etc. Thus, education can help in providing effective democracy to the nation.

(ii) Against the statement, "Democracy cannot survive without education".

The statement that democracy cannot survive without education is not brought out by facts. Education has become almost universal only very recently, whereas democracy has been used as a method of governance for thousands of years. Take the example of Greece before the era of Christ. The city-state governments of Greece, for instance Athens, Corinth and Syracuse, were run democratically. In fact, democracy is widely regarded as the Greeks' greatest contribution to civilisation. But were the Greeks educated? With hardly any schools existing in those days, most people were illiterate and uneducated.

From the remnants of those days, we know that the assembly of Athens met at least once a month on a hill in a dedicated space which could accommodate 6000 citizens. Any male citizen, 18 years or over, could speak and vote in the assembly, usually with a simple show of hands. This was true democracy, and it survived for a long time until the Romans conquered Greece.

For the Greeks, the State was not seen as an interfering entity which wanted to limit one's freedom, but as a channel through which the individual could fully express his membership of the community. The representatives of the people had limited terms of office and re-election was prohibited. Thus, it meant that abuse of power was kept in check and the rulers would in turn become the ruled. Various boards of officials also existed to make administrative decisions.

The existence of such democratic structures, similar to the ones which exist today and which survived for hundreds of years, shows that democracy could flourish even without education. What was really required of the citizens was awareness and common sense, not education. They had to be aware of their rights as well as being knowledgeable enough to know that they had to govern their own city-state or community through their own resources or the common resources of their community. They accomplished without any education.

Thus, education is not really required for running a democracy effectively.

- (c) I always try to take a window seat in the school bus taking me home after school. Thus I am able to get an unobstructed view of the familiar sights on the side of the road, which are particularly interesting at this time, as there are very few people on the road to block my view. The journey is almost 45 minutes long, as I am the last student to be left home because I live more than 10 kilometres from school.

The first interesting place is a crossing called *Bada Chauraha*. True to its name, it is a huge roundabout with five roads leading from it. When the bus stops near this crossing just opposite a sugarcane juice stall for some students to get off, the familiar 'chug-chug' of the mechanised cane crusher can be heard. The boy managing the stall has turned on his transistor radio at full volume and it is blaring some film song. This is his entertainment when he is not having customers.

The next stop of our school bus is at *Phoolbagh*. As its name implies, it is a large park with lots of flowering shrubs. During February–March, all the flowers are blooming and the park wears a colourful look. At other times, some flowers which bloom early or late are seen. For instance, in early May, just before the summer holidays start, we can see the bright orange *palash* flowers in their full glory, making an exquisite sight.

Moving on to the Mall Road, soon we reach the Regal Cinema, a hall where mostly English and American movies are screened. Here, when the bus stops at a traffic light, I can see all kinds of vendors selling eatables to schoolchildren who have just come out of a nearby school. Every day our bus reaches this point at the time when the school ends. It is a joyous sight to observe many primary school children chattering while going home.

Soon I reach the end of my journey to a warm welcome from my mother, who accompanies me home from the bus stand.

- (d) I am not happy at what happened in school today and am also afraid for the future. Actually, last week we had shifted to a small town due to my father's transfer, as he was working in a government job. So I had to change school. There was no decent English medium school in the new place and so I was admitted to the biggest Hindi medium school there. That is how the problem started.

The first class in the morning was on Mathematics. I reached school well before the start of class and so I was able to find a seat in the first row of students. The class had more than 60 student chairs, but the students were more than this number. When all attended, some had to stand at the back of the class. I can now understand that I was lucky to find a chair by reaching early.

The Maths teacher came about five minutes late and started teaching in Hindi. I could not understand most of the mathematical terms used by him, but could only guess what they meant from what he wrote on the blackboard. However, soon I was confused and so raised my hand to ask a question. The teacher gave me permission to clear my doubt, but when I asked the meaning of a Hindi word he had spoken, he was surprised and reprimanded me for not knowing the meaning of mathematical terms taught in lower classes. I kept quiet, but after the class was over, I explained to him that I had studied in an English medium school earlier. He was not at all sympathetic and suggested me to read the Hindi medium textbook for guidance. He clearly explained that he will not be able to help an individual student in this regard.

That is why I am afraid for the future, because all the subjects except English are taught in Hindi medium. I will have to really work hard to understand and use the new words I am learning every day.

(e)

Child Labour

Child labour refers to the employment of children in any work that deprives them of their childhood, interferes with their ability to attend regular school, and which is mentally, physically, socially or morally dangerous and harmful. Child labour is fundamentally different from casual work done by children, like guarding other children or helping out at home. It is usually work that is difficult to do, or is physically exhausting. It may be dangerous; the children may be required to work for long hours and in humiliating clothing.

Child labour is forbidden in most countries. These days we see many minor boys and girls working in tea stalls, restaurants, hotels and other small shops. Some work in huge factories like brick making plants. They do so due to poverty of their families. The consequences are that child labour has become a serious threat to economic growth. Uneducated children of today cannot contribute much in the economic prosperity of the country in the future.

Although a National Policy on Child Labour was formulated in 1987 and the Government of India took several initiatives to completely eradicate child labour, it is still a major problem for the government. This is due to lack of cooperation from the weaker sections of society, as they are steeped in poverty. These sections of society should be made aware of the negative consequences of not giving their children a chance to become educated. Then they should also be given suggestions for alternative means to remove their poverty and provided opportunities to do so. Then the government can make arrangements to ensure that the Child Labour laws are properly followed. These laws include the Child Labour (Prohibition and Regulation) Act, Juvenile Justice (Care and Protection) of Children Act, Right of Children to Free and Compulsory Education Act, Factories Act and Mines Act. Hopefully, with proper action by the government, child labour will be eliminated in the near future.

2. (a)

B-103, Sanjeevani Society

MG Road

New Delhi – 110019

17th November, 20XX

Dear Mohit

How are you now? Sorry I could not visit you during your illness, but as your father said it was infectious, I had no alternative. Hopefully, you will be back to school in a week.

A lot has happened since you fell ill. The main event in school last week was the Interschool One Act Drama Competition. It was hosted by our school for the first time. I know that you were looking forward to it, as you had been given a character to play in the comedy drama which our school presented called 'Pygmalion', written by the well-known English dramatist GB Shaw.

When your father reported that you had got chicken-pox, I volunteered to play your role, that of the angry landlord, as I had read the play and the part was quite small. And you know what? Our acting brought the house down! The special effects of lightning and thunder were successfully carried out. Our play won the first prize.

Although eight schools participated in the competition, all other plays were serious in nature. Our comedy show was the last one to be enacted and really impressed the judges. You really missed something!

More news when we meet. Take care of yourself and recover fast.

Look forward to meeting you.

Yours sincerely

Ravi

12/ C, Mahavir Enclave

Uttam Nagar

New Delhi-110059

19th June, 20XX

(b)

The Station Master

Hazrat Nizamuddin Railway Station

New Delhi – 110003

Subject Loss of Suitcase in Train no 12280 (Taj Express) on 18th June, 20XX

Sir

I have left a suitcase behind by mistake in my compartment when I travelled by Taj Express Train no 12280 on 18th June after I got off the train at Nizamuddin station and it had left the platform. My passenger details and the description of the suitcase are given below.

Name: Mayank Chaturvedi

Journey: From Agra Cantt to Hazrat Nizamuddin

PNR no: 234-5432XXX

Compartment no: C6

Seat no: 73

Details of suitcase and its contents: Size about 80 cm long and 50 cm wide. Colour: brown. It contains my clothes and some toilet items.

Kindly inform me on the mobile number given below if the suitcase has been found. I will be grateful for your cooperation in this matter.

Thank you

Yours sincerely

Mayank Chaturvedi

Mobile no 99887XXXXX

3. (a)

Nehru Vihar Children's Club

Notice

Celebration of Teachers' Day

29th August, 20XX

All residents are informed that our club is going to celebrate Teachers' Day in the colony Community Hall at 6 PM on 5th September, 20XX. The programme of the function is given below.

- Welcome to the Chief Guest, Ms R Madhabi, Educationist
- *Nukkad Natak* (Street play) on Informal education by club members
- Presentation of awards to teachers in local schools
- Address by Chief Guest
- Refreshments

All colony residents and other visitors are welcome to attend.

Thank you.

Ravi Saroha

(President)

(b) To: gm@nvsupermarket.com

Subject Teachers' Day Celebration: Sponsorship Requested

Dear Sir

Our colony's Children's Club is celebrating Teachers' Day in the colony's Community Hall by honouring notable teachers of the area. Ms R Madhabi, noted Educationist, has kindly consented to be the Chief Guest.

A notice giving details of the event is enclosed. You are requested to display it prominently at the entrance to your supermarket.

As our funds are limited, we request you for sponsorship of the event. We are sure that such sponsorship will raise your esteem in the community and bring more business to you.

You are requested to contact the undersigned on the mobile no given below to meet you at a convenient time for a discussion regarding details of the sponsorship.

Thank you.

With Regards

Ravi Saroha

(President)

Nehru Vihar Children's Club

Mobile no 99885XXXXX

- 4.** (a) (i) diversion
(ii) weak
(iii) disturbance
- (b) (i) The Vakils had been one of the first families from Bombay to build holiday cottages on the Thul beach. They sold the *Mon Repos cottage* to the de Silvas.
- (ii) The house was more suited to the de Silvas because they were young and energetic. They seemed to heartily enjoy life on the beach.
- (iii) Pinto was the dog belonging to Hari, Bela and Kamal.
- (iv) The noise created a commotion in the natural surroundings as all the birds living in the nearby creek flew away into the nearby trees and bushes.
- (v) Hari had the opinion that life in Bombay would be very busy and exciting compared to life in the cottage, which was far away from any city.
- (c) The arrival of the de Silvas meant that they would require help in cooking food, cleaning the house, bringing supplies from the market and other domestic duties. Thus it changed life for the family in the little hut, as they could now earn money by carrying out these domestic duties.
- 5.** (a) (i) pulled (ii) observing
(iii) built (iv) had forgotten
(v) were (vi) had made
(vii) stared (viii) remembering
- (b) (i) under (ii) about
(iii) in (iv) off
(v) away (vi) for
(vii) on (viii) over
- (c) (i) He came first in the race because he practised every day.
(ii) Her eyesight was affected because she did very intricate embroidery.
(iii) Because Molly reads a lot, she has a very good vocabulary.
(iv) When they broke open the door, they saw that everything was in a mess.
- (d) (i) Priya asked her classmate if she would lend her the book the next day.
(ii) He was scolded by the teacher for coming late.
(iii) It was too hot for the P.T. period to be held.
(iv) No sooner did her song get over than I realised she had won the competition.
(v) The better exhibit of our school was sent up to the Town Hall.
(vi) Only visitors over eighteen were allowed into the hall.
(vii) No sooner did the bell ring than the children ran out.
(viii) They were asked to make one document having a combination of their ideas.



SOLVED PAPER 2019

ICSE

SOLVED PAPER 2019

Fully Solved

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

1. Answers to this paper must be written on the paper provided separately.
2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
3. The time given at the head of this paper is the time allowed for writing the answers.
4. Attempt **all five** questions.
5. The intended marks for questions or parts of questions are given in brackets [].

- 1. Write a composition (300 - 350 words) on *any one* of the following:** [20]

(Do not spend more than 35 minutes on this question.)

- (a) Write an original short story in which two children and their Grandfather are the main characters.
- (b) 'Closed Circuit Television (CCTV) must be installed in every class room. Give your views either for or against this statement.
- (c) Your class had to conduct a Morning Assembly. Write an account of how you prepared for it, what your role was and what you gained from the experience.
- (d) Summers are becoming hotter with each passing year. Write a description of one such very hot day. What did you see and hear as you walked outside? How were birds and animals affected?
- (e) Study the picture given below. Write a story or a description or an account of what it suggests to you. Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.



2. Select one of the following:

[10]

(Do not spend more than 20 minutes on this question.)

- (a) You want to start a new club in your school.

Write a letter to your Principal requesting permission to start the club, explain your role in it and give reasons to prove that the club will be beneficial for the school.

- (b) Your friend has not fared well in the recent examinations.

Write a letter to him/her expressing your concern. Give him/her some advice on how to score better marks and offer to help him/her to improve his/her performance.

3. Select one of the following:

[5]

(Do not spend more than 20 minutes on this question.)

- (a) Your school is hosting an Inter-School Quiz Competition.

Write out a notice to be displayed in your school giving all details for the event.

- (b) Write an e-mail to the Principal of a neighbouring school requesting him/her to send a team of three members to participate in the Quiz Competition.

4. Read the following passage carefully and answer the questions that follow:

Billy Weaver had travelled down from London and by the time he arrived it was nine O'clock in the night and the moon was coming up.

"Excuse me," he asked a porter. "but is there a cheap hotel nearby?"

"Try The Bell Hotel," the porter answered, pointing down the road.

Billy thanked him, picked up his suitcase and set out to walk the distance to The Bell Hotel. He had never been to Richmond before. But the man at the Office had told him it was a *splendid* city.

Billy was seventeen years old. He was wearing a new navy-blue overcoat, a new brown hat, and a new brown suit, and he was feeling fine. He walked briskly down the street. He was

10. trying to do everything briskly these days. The big shots up at the Head Office were fantastically brisk all the time. They were amazing.

The road was lonely and dark with a few scattered houses.

Suddenly, in a downstairs window Billy saw a printed notice propped up against the window glass. It said Bed and Breakfast.

He moved a bit closer and peered through the window into the room, and the first thing he saw was a bright fire burning in the hearth. On the carpet in front of the fire, a little dog was curled up asleep with its nose tucked into its belly. The room in half-darkness was filled with pleasant furniture. There was a Piano and a big sofa and several plump armchairs; and in one

19. corner he spotted a large parrot in a cage. Animals were usually a good sign in a place like this, Billy told himself and it looked to him as though it would be a pretty decent house to stay in.

Then a queer thing happened to him. He was in the act of stepping back and going away from the window when he felt a strange urge to ring the bell!

He pressed the bell. He heard it ringing , and then at once the door swung open and a woman was standing there.

She gave him a warm welcoming smile.

27. "Please come in," she said pleasantly. Billy found himself *automatically* moving forward into the house.

"I saw the notice in the window," he said, holding himself back.

"Yes, I know."

"I was wondering about a room."

"It's all ready for you, my dear," she said. She had a round pink face and very gentle blue eyes.

"How much do you charge?"

"Five dollars a night, including breakfast."

It was fantastically cheap. He could easily afford it.

- (a) Give the meaning of the following words as used in the passage : [3]

One word answers or short phrases will be accepted.

- | | |
|-------------------------------|------------------------|
| (i) splendid (line 7) | (ii) spotted (line 19) |
| (iii) automatically (line 27) | |

- (b) Answer the following questions briefly in your own words. [2]

(i) How did the porter assist Billy? [2]

(ii) Why did Billy want to do everything briskly? [2]

(iii) Why did Billy think animals were a good sign in a place like this? [2]

(iv) Which sentence tells you that something strange happened to Billy? [2]

(v) How much did the room cost? [2]

- (c) In not more than 50 words, give a brief account of what Billy saw as he looked through the window of the room. [8]

5. (a) Fill in each of the numbered blanks with the correct form of the word given in brackets.

Do not copy the passage, but write in correct serial order the word or phrase appropriate to the blank space. [4]

Example

(o) roamed

Once upon a time, in the days when genies and giants (o) (roam) the land, there

(i) (live) a farmer (ii) (name) Baba Ayub. He lived with his family in a little village by the name of Maidan Sabz. Because he had a large family to feed, Baba, Ayub (iii) (see) his days (iv) (consume) by hard work. Every day, he (v) (labour) from dawn to sundown, (vi) (plough) his field and (vii) (turn) the soil and (viii) (tend) to his meagre pistachio trees.

- (b) Fill in each blank with an appropriate word : [4]

(i) The puppy was hiding the sofa.

(ii) Stop worrying your future.

(iii) When I stepped the lift, I found it had stopped working.

(iv) We had to use a bridge to go the river.

(v) I have lived in this town ten years.

(vi) Please switch all lights and fans when you leaves the room.

(vii) Ronnie is married my cousin.

(viii) The gift came a birthday card.

- (c) Join the following sentences to make one complete sentence without using *and*, *but* or *so*. [4]

(i) He was very ill. He did not take any medicine.

(ii) You come back from your holiday. We will discuss the problem.

(iii) He remained absent on Friday. It was foolish of him.

(iv) Rahul ran all the way to the bus stop. He missed the bus.

- (d) Re-write the following sentences according to the instructions given after each. Make other changes that may be necessary, but do not change the meaning of each sentence. [8]
- (i) The old women said to Arun, “Can you help me to cross the street?”
(Begin : The old women asked Arun)
 - (ii) As soon as the sun rose over the hills, the fog disappeared.
(Begin : No sooner)
 - (iii) It rained so heavily that they could not go for the picnic.
(Rewrite : Using ‘too to’)
 - (iv) If your friends get here before 7 O'clock we can take them out for dinner.
(Rewrite : Using ‘unless’)
 - (v) The school captain was elected by the students of classes XI and XII.
(Begin : The students)
 - (vi) Greenland is the largest island in the world.
(Rewrite : Using ‘larger’)
 - (vii) How cruel Shylock was to demand his pound of flesh!
(Begin : It was cruel)
 - (viii) Arun was asked by his mother to explain the missing buttons on his shirt.
(Rewrite : Using ‘explanation’)

Answers

1. (a)

What Sarita Did with Grandfather's Coins

Every month, Sarita and her younger cousins would go for Sunday lunch at their Grandparents' house. The children would always wait excitedly for the moment their Grandfather would give them a few coins, “so you can buy yourself something.” Then all the children would run off to buy chewing gum, ice cream or potato chips. The adults in the family felt that the children would never learn to manage their money. So, they told the children that they would have to show, over a period of one year, just what they could manage to get with those few coins.

The two smallest children paid no attention to this and continued spending the coins on sweets. However, Ajit, all of ten years old, had a will of iron. He saved all the coins he was given. At the end of the year he had collected more money than anyone. He won the competition hands down. His cousins learnt from him the advantages of knowing how to save and how to wait.

The eldest cousin was 12-year old Sarita. Poor Sarita didn't enjoy the end of the competition because, even though she had had a wonderful secret plan, she had spent her money without giving her plan enough time to work. But she continued with her plan.

When she was about to complete the second year of her plan, Sarita surprised everyone by turning up at the Grandparents' house with a guitar and a lot of money. What was even more impressive was hearing her play it. She did it really well.

Then Sarita told how she did it. She had got to know a poor guitarist who played in the park. She offered him all the coins her Grandfather had given her, if he would teach her how to play. On seeing Sarita's excitement, the guitarist agreed, and he taught her happily for months. Then the guitarist loaned her a guitar so they could play together in the park, as a duo. They were so successful that gradually she managed to buy her own guitar.

Sarita would always tell people how it was possible, with just a few coins well spent, to make your wildest dreams a reality.

(b)

Views in Favour of the Statement

We have all heard or read stories of children being ill-treated by unsympathetic teachers at schools around the world. These incidents happen, as they are reported regularly in the media. Accordingly, everyone has their own opinion on whether a school should have CCTV cameras installed.

There are many advantages of installing CCTV cameras in every classroom which the Principal can monitor. The first one is that this move will deter bad behaviour, both by the students among themselves as well as the teacher towards the students. If the students know they are being watched, they might be better behaved. This might prevent bullying and intimidation. Further, Teachers and students can be protected from false accusations later on. If there was an incident regarding safety (for instance, a fight, bullying etc), CCTV cameras will be able to capture the incident and what is happening for the police (if required), and the recording can be used as evidence. A lot of times incidents like these happen and there is no evidence against the perpetrator, but closed circuit cameras would be able to capture what is happening.

The teachers can also use past recordings for improving classroom management and also work on their problem areas. Even the Principal can evaluate a teacher's effectiveness by analysing the video footage. However, the most important advantage is the trust generated in parents' minds when they come to know that the Principal is monitoring every classroom. Parents will feel more secure for their children if they know that the classrooms are being constantly monitored. Parents of new students being admitted to the school will be put at ease when they discover that the classrooms have cameras. So, it encourages them to send their children to one school over another.

For all these reasons, I believe CCTV in the classrooms at our school can be a good thing. Parents can come in, see the footage and any problem situation can be settled faster than it could have been previously without the cameras.

Views against the Statement

The biggest problem with installing CCTV cameras in classrooms is that teachers and students would feel that the school principal does not trust them. Teachers will be afraid of using innovative methods of teaching due to the fear of being misunderstood by the Principal. They would be afraid to take up any classroom activity other than the 'done' thing, as they may fear that it may be used against them. This could lead to a "guilty until proven innocent" attitude. It will create an authoritarian atmosphere and students may come to school with a sense of apprehension. Another important issue which goes against installing CCTV cameras is that of intrusion of privacy of the students and teachers. This is a legal issue. Teachers and students would be worried whether there are any hidden cameras installed in places other than classrooms also which they are not aware of, which would invade their personal privacy.

A further issue is regarding the cost to the school of such systems compared to the benefit they will give. The whole system will need not only the cameras. The associated equipment includes a digital video recorder (DVR) to record information from the cameras, a switcher to view scenes from different cameras, power supply for the system and the extensive cabling involved. With such a large expenditure, the school Principal and Management will definitely want a commensurate return in improved learning, better security and, ultimately, better results of the students. It means that the Principal will be overworked unless he hires an assistant to help him with the monitoring. This will again bring up the matter of intrusion of privacy, as the assistant will not be of the same stature as the Principal.

Thus, if we do a cost-benefit analysis of installing CCTV cameras in classrooms, it is doubtful whether the benefits will outweigh the costs.

- (c) I am the Class Monitor for Class X in our school. One week before Teachers Day, our school Principal informed me that my class will conduct the Morning Assembly on Teachers Day and we should start preparing for it. That day I asked my classmates to wait in the classroom during the short morning break and announced this decision of the Principal. I also informed two classmates that they would look after the public address system and lighting arrangements. The remaining students of our class (35 in number) would ensure that all the school students were seated in their respective places well before the 'Principal' arrives. I was to act as the Principal.

The programme decided was that after I made the announcements for the day, one student would speak on a topic of interest for five minutes. We chose a highly vocal girl, Rashmi, of the class to speak on the importance of Teachers Day. For the next two days we rehearsed our roles in the auditorium. I made some improvements in what Rashmi had prepared by using simple words. I also asked her to speak slower than her normal speed, as students of Class VI were to also understand what she said. The two boys in charge of the sound and light arrangements also checked that all the equipment was in working condition one day before the important day.

Teachers Day arrived. My classmates came 15 minutes earlier than normal and ensured that all students were seated. When the bell rang for the start of the Assembly, I came out from behind the curtain and walked up to the podium. Simultaneously all the students stood up. After we had greeted each other, we sang the Vande Mataram. Then I told the students to sit down and made two announcements. After that Rashmi spoke very enthusiastically on her topic. The rehearsals had paid off handsomely in her case. After singing the National Anthem, I announced the end of the Assembly.

From the experience of conducting the Morning Assembly, I have gained the knowledge that conducting any important event successfully requires proper and detailed planning. I also learnt that it is important to conduct rehearsals to iron out any flaws before the actual event.

- (d) I was spending the summer holidays in my small native village. It was the beginning of June when I had to go out to the post office in the nearby village for some work. The morning was very stuffy. There was not a single cloud in the sky or any breeze to dry my sweat as I walked the three kilometre distance on the cart track. As the Sun rose higher and higher, it shone more strongly. Although I was wearing a cap, I felt the Sun's heat, but walked on. The ground was also like a furnace.

Then hot winds began to blow and the dust started swirling around me. I saw that the condition of birds and animals was as bad as mine. The birds were trying to seek shelter in the trunk of leafless trees. I saw some black buffaloes which had lain down in a pond which still had some water, although the water was very dirty. The trees and bushes looked withered. The grass was yellowed and totally dry. The cart track was deserted, as all people were indoors. I did not meet anyone during the 30 minutes I walked to the post office.

By the time I finished the work at the post office, it was 2 PM. I was dreading the trek back to home. However, I was lucky to find a small dhaba in this village where I could eat lunch and relax till the evening in the shade. As I had nothing to do at home that day, I decided to do just that. After eating a delicious lunch, I dozed off while sitting under the fan in the dhaba.

The heat continued till evening. When I woke up, I found that the Sun was about to set. After having tea at the dhaba, I started the walk back to home. People had begun to move about. The silence of the village was broken by the shouts of some hawkers. The village was coming to life. I hastened my steps and was soon back at home. The first thing I did was to have a bath and change into fresh clothes. I was feeling comfortable again.

- (e) **Shopping with Father**

When I went to the local market outside my office during the lunch break to eat something, I observed a very common sight at the nearby small shop which sold all kinds of packaged food items such as chips, sweets etc. The nearby primary school had just got over and there was a crowd of students around this shop, who were jostling each other to buy food items. I realised that the children were simply wasting their pocket money on such snacks which are tasty but have very little nutritive value. In fact, such snack items are harmful to the health of children. This is because they are generally deep fried and spiced heavily, thus being high in calories, fat, sugar and salt. Children and teenagers these days are more prone to eat such foods daily while they neglect homemade food. They are leading their lives towards danger through their unhealthy lifestyle.

These foods affect their health adversely, whatever may be their age group, weight and health condition. The foods are considered as high in calories; however, one who eats them ends up getting easily exhausted and needs more food frequently. These items do not provide an appropriate level of energy which is required by children of this age. Thus, the child develops the tendency of craving for food more frequently. What the children acquire from these foods are unhealthy fats, but not healthy nutrients. Thus, they feel a lack of oxygen, which causes poor functioning of the brain. They absorb cholesterol from such types of foods. The cholesterol causes plaque formation in the arteries and creates problems for the heart to pump its normal amount of blood. That's why they feel fatigued.

A high level of bad cholesterol damages their liver and also increases their weight. According to research, such children are overweight or obese and are highly prone to the heart and liver disorders. They are more prone to become diabetic and lethargic because of the high amount of sugar collecting in their body. They also get high blood pressure because of the high amount of sodium in the salt. Thus, such children should be trained by their parents to follow healthy eating habits and not waste their pocket money on such items..

- 2. (a)** Students of Class IX
Sunlight Public School
Ghaziabad

8th July, 20XX

The Principal
Sunlight Public School
Ghaziabad

Subject Request for Permission to Start a Nature Club in the school

Respected Sir

We, the students of class 9, want to start a nature club in our school to make the club members concerned about our environment and study animals, birds, flowers and plants and how to conserve them. We plan to hold weekly excursions and meetings on Saturday afternoons when school gets over. I myself have experience

of running such a club in my previous school last year. It has helped to increase our general knowledge about these and will benefit the school through increasing the general knowledge of the students, which will enable them to do better in the examinations.

We hope you will permit us to start the nature club for the students whose activities can be monitored by a teacher whom you nominate.

Thank you.

Yours Obediently
Rahul
Class 9, Section A, Roll no 20

(b) B-103, Sajeevani Society

MG Road
New Delhi - 110019

27th March, 20XX

Dear Mohit

How are you? I came to know from your brother who met me yesterday that you had not fared well in your Class IX final papers. I am very concerned about this because you were always serious about your studies and I did not expect this.

I miss you so much now that you are away at boarding school for the last one year. When you come here to spend the summer holidays we will have lots to talk over together.

I am sure you can do much better in the Boards next year if you learn to study without help from coaching. I feel you had adjusted yourself to coaching till you studied here upto class VIII. In boarding school, I know that there is no coaching. Here also, I don't attend any coaching. I do self-study every day in the evening and revise each of the lessons taught in class that day. This keeps the lessons fresh in my mind. At the time of exams, I need to just go through my notes to refresh my memory. You can study using my method when you come here and obtain as good results as I get by following it.

More news when we meet. Take care of yourself. I look forward to meeting you in the second week of May.

Thank you.

Yours sincerely
Ravi

3. (a)

Sunlight Public School, Ghaziabad

NOTICE

29th August, 20XX

Inter-School Quiz Competition

All faculty, staff and students are informed that our school is hosting the District Annual Inter-School Quiz Competition at 4 PM on 5th September, 20XX in the school auditorium. *The programme of the function is as follows*

- Welcome to the Chief Guest, Ms R Shastri, MLA
- Announcement of the rules, introduction of the teams and the Quiz Master
- Actual conduct of the quiz
- Presentation of prizes to the winners and runners-up
- Address by Chief Guest
- Vote of Thanks by the Principal
- Refreshments

All are welcome to attend.

Thank you.

Ravi Saroha
(Head Boy)

(b) To : principal@bhairavschool.com cc: principal@sunlightschool.com
 Subject : Invitation for Sending Team for Inter-School Quiz Competition

Respected Sir

Our school has been honoured to host the Inter-School Quiz Competition of the district this year. Ms R Shastri, MLA, has kindly consented to be the Chief Guest.

A notice giving details of the event is enclosed. You are requested to arrange to send a team of three students to participate on behalf of your school.

You are requested to convey the contact details of the undersigned given below to any of your staff members for giving any further details about the competition.

Thank you.

With Regards

Ravi Saroha

(Head Boy)

Sunlight Public School

Mobile no. 99885XXXXX

Encl. a/a

Send

- 4.** (a) (i) excellent (ii) noticed (iii) instinctively
- (b) (i) The porter assisted Billy by guiding him to The Bell Hotel, as Billy had asked him whether there was any cheap hotel nearby.
 (ii) Billy wanted to everything briskly because he admired the senior officers at the Head Office who also did everything briskly.
 (iii) Billy thought animals were a good sign in a place like this because the road was lonely and dark and pet animals there made him feel that it would be a decent place to live in.
 (iv) The sentence which tells us that something strange happened to Billy begins in line 24 with the words, "Then a queer"
 (v) The room cost five dollars a night, including breakfast.
- (c) When Billy looked through the window, he saw a bright fire burning in the hearth with a little dog asleep on the carpet before it. The room's furniture included a piano, a big sofa and several plump armchairs. A large parrot was in a cage in one corner.
- 5.** (a) (i) lived (ii) named (iii) could see
 (iv) would be consumed (v) laboured (vi) ploughing
 (vii) turning (viii) tending
- (b) (i) beneath (ii) about (iii) into
 (iv) across (v) for (vi) off
 (vii) to (viii) with
- (c) (i) Although he was very ill, he did not take any medicine.
 (ii) We will discuss the problem after you come back from your holiday.
 (iii) it was foolish of him to remain absent on Friday.
 (iv) Although Rahul ran all the way to the bus stop, he missed the bus.
- (d) (i) The old woman asked Arun whether he could help her cross the street.
 (ii) No sooner did the sun rise over the hills than the fog disappeared.
 (iii) It rained too heavily for them to go to the picnic.
 (iv) Unless your friends get here before 7 o'clock, we cannot take them out for dinner.
 (v) The students of classes XI and XII elected the school captain.
 (vi) There is no island larger than Greenland in the world.
 (vii) It was cruel of Shylock to demand his pound of flesh.
 (viii) Arun's mother asked him to give her an explanation about the missing buttons on his shirt.

ICSE

SOLVED PAPER 2020

Fully Solved

English Language-X (Paper-1)

Time : 2 hrs

Max Marks : 80

General Instructions

1. Answers to this paper must be written on the paper provided separately.
2. You will **not** be allowed to write during the first **15** minutes. This time is to be spent in reading the question paper.
3. The time given at the head of this paper is the time allowed for writing the answers.
4. Attempt **all five** questions. The intended marks for questions or parts of questions are given in brackets [].
5. You are advised to spend not more than 30 minutes in answering Question 1 and 20 minutes in answering Question 2.

- 1. Write a composition (300–350 words) on any one of the following :** [20]

(Do not spend more than 30 minutes on this question.)

- (a) Write an original short story entitled 'The Secret'.
- (b) 'A family without pets is an incomplete family'. Express your views either for or against this statement.
- (c) Which do you prefer—morning, afternoon, evening or night?

Describe your favourite time of the day. What are the sights, sounds, smells and feelings that you associate with your favourite time of the day? Why do you like this part of the day better than the others?

- (d) Have you ever said or done something that changed the life of another person?
Give an account of your words or actions that led to this change and describe how the experience made you feel.
- (e) Study the picture given below. Write a story or a description or an account of what it suggests to you.
Your composition may be about the subject of the picture or you may take suggestions from it; however, there must be a clear connection between the picture and your composition.



2. Select any one of the following :

[10]

(Do not spend more than 20 minutes on this question.)

- (a) You have changed your school recently. Write a letter to your friend in your old school telling him / her what you like about your new school but also what you miss about your old school.
- (b) Some taps in your locality are left open all day resulting in a tremendous waste of water. Write a letter to the Municipal Commissioner of your town / city, complaining about the problem. Suggest ways in which this waste of water can be prevented.

3. Select any one of the following :

[5]

- (a) Your school is organising a fete/carnival to raise funds for victims of the recent floods in your State. Write a notice to be put up on the school notice board giving details of the event.
- (b) Write an e-mail to the Principal of a neighbouring school, inviting him/her to send their students to attend the fete/carnival.

4. Read the following passage carefully and answer the questions that follow:

Attending classes inside a railway carriage seemed unusual enough, but the seating arrangements turned out to be unusual, too. At Totto-chan's previous school each pupil was assigned a specific desk. But here they could sit anywhere they liked at any time. The most unusual thing of all about this school, however, was the lessons themselves.

Schools normally schedule one subject, for example history, during the first period, when everyone in the class just did history; then say, arithmetic in the second period, when you just did arithmetic. But here it was quite different. At the beginning of the first period, the teacher made a list of all the problems and questions in the subjects to be studied that day. Then she would say, "Now, start with any of these you like".

10. So, whether you started on history or arithmetic or something else didn't matter at all. Someone who liked composition might be writing something, while behind you someone who liked chemistry might be boiling something in a flask over an alcohol burner. This method of teaching enabled the teachers to observe as the children progressed to higher grades, what they were interested in as well as their way of thinking and their character.

It was an ideal way for teachers to really get to know their pupils.

16. As for the pupils, they loved being able to start with their favourite subject, the fact that they had all day to cope with the subjects they disliked meant they could usually manage them somehow. So, study was mostly independent, with pupils free to go and consult the teacher whenever necessary. Then pupils would be given further exercises to work at alone. It was study in the truest sense of the word, and it meant there were no pupils just sitting inattentively while the teacher talked and explained.

The first-grade pupils hadn't quite reached the stage of independent study, but even they were allowed to start with any subject they wanted. Some copied letters of the alphabet, some drew pictures, some read books, and some even did physical exercises. Just then the boy sitting behind her got up and walked toward the blackboard with his notebook, apparently to consult the teacher.

25. Totto-chan stopped looking around the room and fixed her eyes on his back as he walked. The boy dragged his leg, and his whole body swayed from side to side. Totto-chan wondered at first if he was doing it on purpose, but she soon realised the boy couldn't help it.

28. The boy said brightly, "My name's Yasuaki. What's yours?" She was so glad to hear him speak that she replied loudly, "I'm Totto-chan."

Adapted from Totto-chan

- (a) Give the meaning of the following words as used in the passage:

[3]

One-word answers or short phrases will be accepted.

- | | |
|-------------------|-----------|
| (i) assigned | (line 2) |
| (ii) ideal | (line 15) |
| (iii) independent | (line 21) |

- (b) Answer the following questions briefly in your own words.

- (i) What was unusual about the seating arrangement?

[2]

- (ii) How did the method of teaching help the teacher?

[2]

- (iii) Why did the pupils enjoy their lessons at this school? [2]
 (iv) What different things did the first-grade pupils do? [2]
 (v) Which sentence in the passage tells us that the boy had difficult walking like other children? [2]
 (c) In not more than 50 words, describe how the children were taught. [8]
5. (a) Fill in each of the numbered blanks with the correct form of the word given brackets. Do not copy the passage but write in correct serial order the word phrase appropriate to the blank space. [4]
- Example**
- (o) taught
By the time she was three, Matilda had (o) (teach) her; read by (i) (study) newspapers and magazines (ii) (lie) around the house. At the age of four, she (iii) (read) fast and well and she naturally began (iv) (hanker) after books. The only book in the whole of enlightened household was something called Easy cooking (v) (belong) to her mother, and when she had read this cover to cover and had (vi) (learn) all the recipes by heart (vii) (decide) she (viii) (want) something interesting.
- (b) Fill in the blanks with appropriate words. [4]
- (i) It has been raining two hours.
 (ii) He just scrapped his examination.
 (iii) Mrs Kapoor was bent attending the meeting.
 (iv) She is proud and looks on her colleagues.
 (v) Rahul plays football his grandfather.
 (vi) The mother was sitting the sick child all night.
 (vii) Monica is leaning the wall.
 (viii) Rosie is very good art and craft.
- (c) Join the following sentences to make one complete sentence without using and, but or so : [4]
- (i) Sarah and Tyra are twins. They look exactly alike.
 (ii) Rohan does not like to play cricket. He does not like to play hockey either.
 (iii) Sania pushed as hard as she could. The door would not open.
 (iv) The school bus drove through the gate. The clock was striking eight at that moment.
- (d) Re-write the following sentences according to the instructions given after each. Make other changes that may be necessary, but do not change the meaning of each sentence. [8]
- (i) The librarian orders books for the school library every year.
 (Begin: Books)
 (ii) No one will deny that the children have worked very hard this year.
 (Begin: Everyone)
 (iii) As soon as the teacher enters, she is greeted by her students .
 (Begin: No sooner)
 (iv) She is so busy that she finds no time to entertain her friends.
 (Rewrite using 'too')
 (v) In spite of the very hot weather, Kevin stepped out to buy som
 (Begin: Despite)
 (vi) Sheela will be selected for the competition only if she goes for auditions.
 (Begin: Unless)
 (vii) I would rather eat fruit than a lot of unhealthy junk food.
 (Begin: I prefer)
 (viii) The tree was cut down ruthlessly.
 (Begin: They)

Answers

1. (a)

The Secret
 Rohan was a fun-loving teenager. He was fourteen years old and student of eighth standard in a reputed school. His happy family included his parents and his seven years old sister Rhea. His father was a doctor and mother was a homemaker. One day Rohan found a diary from their storeroom while playing with his sister. The attractive diary had a leather cover with golden border. He took it and kept it in his bookrack.

The next day Rohan opened the diary and found that it was an old secret diary of his mother. He started reading it. It contained beautiful description of his mother's childhood, her village, ancestral home etc. Next he found the description of the marriage ceremony of his parents and their new life. But the real surprise waited for him. After few pages it was written that he was the adopted child of his parent. They adopted him from an orphanage after five years of their marriage. This secret left him absolutely shattered. He felt betrayed and ran away from home immediately.

Rohan roamed for many hours. Being exhausted he sat on a bench in a park. There he saw an old lady coming with a large tiffin-box. She distributed puri-aloo to all poor children. All the children called her 'Amma' (mother). After finishing their meal, they started reading. Again the old lady helped them.

Suddenly one thought came to Rohan's mind that his parents were so caring and loved him unconditionally. They never differentiated between him and his sister who was their biological child. They always fulfilled his every wish. He realised his mistake and returned home. His anxious mother asked him where he had gone for such a longtime. He replied that he was very busy with his cricket match and forgot the timing. Mother served his favourite meal Rajma-chawal. Rohan realised it was his real home and would never think about the 'secret' anymore.

(b)

For the Motion

I fully agree that a family without pets is an incomplete family. Pets are really a part of our everyday lives and part of our families. They provide companionship and help to reduce our loneliness. Sometimes playing with pet reduces our stress level. It may help in lowering the blood pressure level of elderly member in the family.

Having a pet delivers a great sense of responsibility to the child. Feeding and caring for pet encourages childhood responsibility. Children with pets display improved impulse control, social skill and self-esteem. Kids with pet go outside more frequently to go for walks, run and play in the park. All these enjoyments with pets give them associated health benefits. Children who grow up in homes with pets have less risk of developing common allergies and asthma. Thus, pet owners require fewer doctor's visit.

Research shows children who live in homes with a dog can possibly have fewer ear infections, respiratory tract infections and require fewer antibiotics. The exposure to animals at a young age stimulates the immune system. Pets teach kindness and compassion. Pets are a perfect stepping stone for teaching children about empathy and kids will feel so proud of themselves for taking care of another living being.

Children can learn trust from the pet. A pet offers unconditional support when a child or anyone in the family is sad, angry or upset. We can always trust our pets. It never betrays us. Pets like dog give safety to our family and lots of entertainment to family members. There are lots of benefits to own a pet. Pets teach adults as well as children valuable life lessons which have great significance in our life.

Against the Motion

I disagree with the view that a family without pets is an incomplete family. First of all maintaining a pet is an expensive affair. You have to maintain their health which includes expensive food items, immunisation or visit to the Veterinarians.

Today, we are leading very busy schedule in our life. Who has enough time to look after the pet? Most of the parents are professional and the children are busy with their schools and other activities. Nobody has time to play with the pets or look after them. Pets have to spend long hours in home without any companion. It makes them anxious and irritated. To solve this problem some family appoint servants to look after pets. But these paid persons are not kind enough to the pets.

Sometime pets, like cats, dogs carry infectious diseases. It is not good for the child below 10 years of age. Thus, the parents should be cautious while selecting pets for their family. A pet can also not be good for your family if you do not get the right kind of pet for your family's need. If someone buys a dog like, German Shepherd or Saint Bernard for his small flat, it is harmful both for him and the pet. These large dogs need at least 2 hours of exercise, i.e. need enough space for run and play. If you cannot provide this, it will ruin the health of the dog.

The family with young children should be very careful about getting a pet. Until the children are at a responsible and trainable age parents should properly choose the pet. If the child is too young, sometimes he may be hurt by the animal accidentally. Finally, we should remember that bringing a pet home means we also have to adjust with them. Pets like cat, dog, bird can make noise in the middle of the night. So we have to prepare ourselves to take these challenges positively, when we decide it's time for a pet, otherwise being a pet owner only creates problem for us.

(c)

Morning

My best time of the day is early morning. Usually I get up at 5 O' clock in the morning. Getting up early makes me feel pleased as I can offer prayer to God, it enhances my energy. I start my days with a refreshed mind. It is still dark in the early morning. The birds are just starting to wake up. Its pretty calm and quiet all our locality. The Moon is still in the sky. I breathe fresh air and take my tea while standing in my balcony. The sky is like a canvas where God paints a streak simply dividing the dark from the light. Gradually, more colours come out, red being the first.

The clouds float like cotton balls circling the nucleus of sky, the Sun. The Sun rises by spreading yellow golden colour all over the sky. The birds start chirping. There are lots of birds in the park of our locality. In the meantime I finish my tea, my mother asks me to take bath. I take bath and prepare myself for school. Devotional music from adjacent temple makes me cool. While taking breakfast I usually plan for the day's schedule. I can easily do it with my fresh mind. At 7:20 am my school bus comes. I usually take a window seat.

It is a pleasure for me to see the activities in early morning. Generally, there are students and parents in the roadside waiting for their school buses. Sweepers are busy to clean the roads. Owners Grocery shops are just opening their shutters. Fresh cold air is blowing. Newspaper boys are busy in distributing papers. There are few vehicles in roads. Within 10 minutes I reach to my school gates. I enjoy the charms of morning and prepare myself for the whole day.

Afternoon

My best time of the day is afternoon. The afternoon is the time of day that starts in mid-day and ends in evening. Usually from school I return back home at 2:30 pm. It is the time of the day when I can relax after a hectic schedule. Afternoon is the time when the sun is descending from its daytime peak position. During this time, the Sun moves roughly from the centre to the Western part of the sky. Sunlight becomes bright and glaring. Everybody is busy with his work, there are lots of vehicles in the road, sometime it creates traffic jam. Often I get late to reach at home. After reaching home I feel relaxed. I change my clothes. It gives me feeling of freshness. Sometimes I watch television for a while.

Then I read the newspaper as I do not have time to read it in the morning. I often play with my pet dog. It gives me pure joy and relaxation. I chat with my mother and used to tell her about the whole days activities in schools. She advises me about my study. Then we take our lunch. It is really a fun time for me. My mother always makes favourite dishes for me. While I am taking my lunch, my pet dog is sitting before me expecting food. I give him some food inspite of my mother's disapproval. In the afternoon I usually take a nap. It refreshes my body muscles and my mind. Scientific research proves that the ability to remain alert is associated with proper resting time. So, taking rest in afternoon rejuvenates me to do my studies properly in the evening. We can also nurture our hobbies like music, painting etc., during afternoon. As it is considered as relaxing time, we can fully utilise this time for our extra-curricular activities. In the afternoon I attend my guitar class twice a week. It gives me immense pleasure and enhances my peace of mind. Thus, afternoon is the best part of my day.

Evening

To me the best part of the day is between five to seven in the evening. It is truly a relaxed and peaceful time for our family after a hectic morning at school or at the office. My mother who has been busy from 5:00 am would be relaxing in our balcony with a cup of coffee and some snacks and I would be sitting by her chatting about the whole day activities in schools and tuition centre. It is the best time when we can share our views about everything. My father would be in his favourite chair reading the newspaper or watch news in television.

After a while, I play with my dog which loves to run around with me. Sometime I go to the nearby park to play with my friends. We have great fun on the swings, we often scream or sing which reduces our tiredness and rejuvenates us.

Later I sit on the grass to rest, I admire the scenery around me. There are lots of flowers blooming in our park. Now it is time to sunset. The Sun, a golden ball of fire is sinking behind the buildings. Gold, pink, orange and yellow colours are displaying in the sky, making it a huge painting of our artist. Birds are seen flying back to their nests. All the plants and trees are looking beautiful in the twilight.

The stillness and quietness of the evening make me feel at peace with everything. It is the time when the cricket start to chirp and the surrounding becomes quiet. Now it is the time for return back home. Coming back home I take some light snacks and prepare myself for doing next day's homework.

Thus, evening is my favourite time of the day, a time of beauty and quietness when we can relax after a hectic day schedule.

Night

My favourite part of the day is night. After taking the dinner it is the time which I can spend according to my wish. In the night time my surrounding is most peaceful, noise-free and distraction free. In this time I can study attentively. I can learn a topic with just one attempt and that thing retains longer in my memory.

I prefer night time as it signifies that I have no more work to do. I can just relax and study. There is no stress. I feel comfortable and do my work. It is time for which I wait all through the day. It is my favourite time to relax, watch tv and eat. Literally night is my comfort zone when I can do anything I wish to do.

It is always good to relax at home. Spending the whole day in school, in coaching centre, in hobby centre my full body requires rest. It is only possible during the night. Lying on my own bed with my favourite pillows makes my body muscles relaxed. This helps me to boost up my energy.

Scientific studies suggest that the brain works actively at night, thus it is more effective to study before I go to bed. Studies also suggest that a good amount of sleep at night also helps good memory retention. So I take atleast 7 hours sleep every night. This proper resting time helps me to start my next day with full of energy.

- (d) In life we all have something that has changed the way we perceive things. Most things that change a person's perception happens to be an experience that they have gone through and learned from. And of all these experiences, there are some rare instances when an individual becomes the agent or the cause of bringing change in someone's life.

Recently, I had the opportunity to become a medium of bringing change in somebody's life. It so happened that I accidentally bumped into a very old friend of mine. It had been around three years since we last met. And we had not been in regular contact since then. So, it was a happy accident. It took us some moments to recognise each other but when we did, we exclaimed with joy.

She had left the city because of her father's transfer and had come back after so long to attend a family function. We decided to sit in a coffee shop and spend sometime with each other as we had met after so long. We ordered something to eat and began discussing our lives. She was very happy because her father had been recently promoted and they were prospering financially. She also showed me her latest phone and told me about her recent vacation to Italy. I was so happy to see her enjoying the life.

We had been sitting there for an hour, when we realised that we had to leave for our respective homes as it was getting dark when the bill came she insisted upon paying my share as a treat for her father's promotion. I hesitated at first but then seeing her happiness, I gave in. She paid the bill and gave the remaining amount as a tip to the waiter. I was a little surprised but didn't say anything. Just as we stepped out of the coffee shop, it started raining. Since both of us had to go in the same direction, we decided to take a rickshaw.

But because of the rain, we couldn't find any. It was getting dark and we started getting worried. Suddenly, a rickshaw pulled in front of us. The rickshaw puller was an old man. He was completely shocked in the rain and was also shivering a little. But we were glad to see him. We asked if he would take us to Pandav Nagar.

He agreed and said that he would charge fifty rupees. I was about to get on the rickshaw when my friend suddenly said, "Are you mad uncle. Just because it is raining, you will charge fifty rupees. This is not fair. I will only give you thirty rupees." I was surprised to hear this. It had been three years since she left the city and the prices had increased. What the old man was charging was fair enough.

But my friend kept on arguing. And it was at that moment that I said, 'Isn't it strange that we tend to spend extravagantly in places where we have to show off our prosperity. But when it comes to pay a fair price to a hardworking man, we start negotiating.' My friend immediately realised that I was referring to her gracious tip in the coffee house. She felt ashamed and quietly got on the rickshaw. The old man safely dropped us home and happily took the money.

I saw that my friend had understood the real meaning of happiness when she saw the gleam in the eye of the old man as he held the fifty rupees note in his hand. This episode made my friend a little more humble and compassionate. This experience made me realise that change can be brought anywhere, anytime, in anyone and by anyone. All you need is a good heart and compassion for others

- (e) The given picture shows five children, seemingly from a humble background trying to click a selfie. The only difference is that they don't have a mobile phone. But there is a thing that they have, that strikes out invariably, irrespective of the fact that they are just pretending to take a selfie. That thing is the genuine smile on their face. They may not have the perfect tool for clicking a selfie but they do have the thing that is needed the most is the smile. In this century, no one can refuse that money has become a deciding factor for quality of life we are leading. But the problem is that nowadays people have started linking money with happiness. We will have to understand that money helps us in acquiring the comforts and luxuries of life and not the happiness.

Money doesn't make you laugh when you are lonely. Indeed, money can help you buy a mansion, a fancy car or branded clothes that might make you happy, but that doesn't last for long. Soon you will start seeing that your neighbours have a better house, more cars and many other things that you don't have. At that moment, money will no longer be a source of happiness for you.

Happiness isn't a quality like height, weight or income that can be measured easily. It is a complex, in distinct state that is developed by momentary simple pleasures. It is the tendency to feel positive emotions and holding a sense of purpose.

Happiness is not having a lot of privilege or money. It's a broader thing. It is our ability to connect with others, to have meaningful relationships and to have a better community. People who say they are happy have strong connections and communications with other people. That is a sort of recipe for happiness.

This picture of these children smiling with pure innocence reflects their happy souls and gives us the clear message that we should stop searching for happiness in materialistic things. All we need is a big smile from within the heart and the world will be a happy place.

2. (a) House No. 125

Sector 1, IMT
Manesar, Gurugram
Haryana

24th March, 20XX

Dear Yug

Hope this letter finds you in good health. I am writing this letter to tell you about my new school. It has been a month since I joined this school after my father was transferred here. The name of my new school is Modern Public School. It is a lot bigger than my old school. It has the playground twice the size of the one we had in our old school. Even the library is much bigger. There is also a spacious cafeteria that serves good quality food. The teachers are loving and teach well. Every Saturday, we have house activities in which the students compete with each other in various sports, literary and cultural competitions. I have also made some new friends.

But I still remember the fun I used to have in my old school. I especially miss those hobby classes that were conducted every Thursday. What fun we used to have during the dance class. I also miss Mrs. Sangeeta Sharma, our English teacher and her motherly attitude towards us. (But most of all, I miss you). Although I have made new friends, but nobody can replace you.

I hope I will be able to see you soon. Eagerly waiting for you!

Yours affectionately

Harshit

(b) House No. 222,

Shakti Nagar
Amritsar, Punjab

15th September, 20XX

The Municipal Commissioner
Punjab

Subject Wastage of Water Due to Running Taps

Respected Sir

I am a resident of Shakti Nagar colony. I would like to bring to your notice the tremendous wastage of water occurring in our area. The Municipality has installed various public taps to facilitate the water supply in the area. It is especially helpful for those households which do not have submersibles at their homes. But this facility has now become a source of trouble for the people.

Due to lack of maintenance, most of the taps have worn out and as a result they keep on running. This has caused two problems : first there is a lot of wastage of water and second, this water gets collected along the roads leading to water logging. This has caused a lot of inconvenience for the residents.

I, therefore, request you to look into the matter and get the taps repaired. Also, to prevent the excessive wastage of water, these public taps could be replaced by underground water pipelines with connection to every household. This would provide them water twice a day and there would not be any wastage of water. Until then, these public taps should be repaired and replace at regular intervals.

I hope you will take the matter into consideration as soon as possible.

Yours faithfully

Pragya Sharma

3. (a)

Vidyasagar Public School, Bihar

NOTICE

20th April, 20XX

Fund Raising Carnival

The school is organising a carnival to raise funds for victims of the recent floods in our state. The Carnival will be organised on 8th April, 20XX from 11:00 am onwards. The students can bring their parents and friends. There will be various food stalls, games and rides. A lucky draw will also be organised. The coupons for the lucky draw can be obtained from the reception.

Sarita

(Head Girl)

(b) **To** : principalgloriaschool@gmail.com
Subject : Invitation for attending the carnival

Respected Sir

We feel an immense pleasure in inviting you to attend the carnival being organised by our school on 8th April, 20XX. The carnival will begin at 11 O'clock in the morning. The purpose of this carnival is to raise funds to help the victims of the recent floods in our state. There will be a lot of interesting games and rides. Attractive food stalls have also been arranged.

We request you to kindly grace the occasion with your presence.

Thanking You

Yours Obediently

Sarita

(Head Girl)

Vidyasagar Public School

4. (a) (i) allotted
(ii) appropriate
(iii) not bound by any schedule
- (b) (i) In contrast with normal seating arrangement where every student is allotted a designated place to sit, the students in this school could sit wherever they liked.
(ii) As the children studied their favourite subjects, the teachers had a lot of time to observe them and find out more about their interests, their way of thinking and their character. This way the teachers got to know students well enough to help them go ahead in their studies.
(iii) The pupils enjoyed their lessons at this school because they could begin their day by studying their favourite subject. In this way they could also save the rest of the day to cope up with the subjects they found difficult. The pupils could go and discuss their problems with the teachers whenever they liked. In this way, no pupil sat inattentively wasting his time.
(iv) The first grade pupils were not enough to study independently but even they were allowed to start with the subject of their choice. So, some of them wrote alphabet. Some drew pictures, the others read books and some of them did physical exercises also.
(v) The boy dragged his leg, and his whole body swayed from side to side.
- (c) The teacher made the list of all the topics to be studied that day. The children were then allowed to begin the day with the subject of their own choice. They could discuss their difficulties with the teachers anytime they liked. The first grade pupils also followed the same practice.
5. (a) (i) studying (ii) lay (iii) read (iv) hankering
 (v) belonging (vi) learnt (vii) decided (viii) wanted
- (b) (i) for (ii) up (iii) upon (iv) down
 (v) with (vi) beside (vii) against (viii) at
- (c) (i) Because they are twins, Sarah and Tyra look exactly alike.
(ii) Rohan neither likes to play cricket nor hockey.
(iii) The door would not open despite Sania pushing it was hard as she could.
(iv) When the school bus drove through the gate, the clock was striking eight.
- (d) (i) Books for the school library are ordered by the Librarian every year.
(ii) Everyone will admit that the children have worked very hard this year.
(iii) No sooner does the teacher enter the class than she is greeted by her students.
(iv) She is too busy to find time to entertain her friends.
(v) Despite the very hot weather, Kevin stepped out to buy.
(vi) Unless she goes for auditions. Sheela will not be selected for the competition.
(vii) I prefer eating fruit to a lot of unhealthy junk food.
(viii) They cut down the tree ruthlessly.

Latest ICSE SPECIMEN PAPER

Semester 1

English Language-X (Paper-1)

Time : 1 hr

Max Marks : 40

1. All questions are compulsory.
2. The marks intended for questions are given in brackets [].
3. Select the correct option for each of the following questions.

SECTION A

[10 × 1]

- 1** Read the following passage carefully and answer the questions that follow:

Father was standing in the small courtyard, wearing a dhoti and a banian, the dress which, for its very homeliness. Swaminathan detested to see him in; it indicated that he did not intend going out in the near future.

“Where are you going?”

“Nowhere.”

“Where were you yesterday at this time?”

“Here.”

“You are lying. You were not here yesterday. And you are not going out now.”

“That is right,” Mother added, just appearing from somewhere, “there is no limit to his loafing in the sun. He will die of sunstroke if he keeps on like this.”

Father would have gone on forever without Mother’s encouragement. But now her words spurred him to action. Swaminathan was asked to follow him to his ‘room’ in his father’s dressing-room.

“How many days is it since you have touched your books?” Father asked as he blew off the fine layer of dust on Swaminathan’s books, and cleared the web that an industrious spider was weaving between a corner of the table and the pile of books.

Swaminathan viewed this question as a gross breach of promise.

“Should I read even when I have no school?”

“Do you think you have passed the B.A.?” Father asked.

“I mean, Father, when the school is closed, when there is no examination, even then should I read?”

"What a question! You must read."

"But Father, you said before the examinations that I needn't read after they were over. Even Rajam does not read." As he uttered the last sentence, he tried to believe it; he clearly remembered Rajan's complaining bitterly of a home tutor who came and pestered him for two hours a day thrice a week.

Father was apparently deaf to Swaminathan's remarks. He stood over Swaminathan and set him to dust his books and clean his table. Swaminathan vigorously started blowing off the dust from the book covers. He caught the spider carefully, and took it to the window to throw it out. He held it outside the window and watched it for a while. It was swinging from a strand that gleamed in a hundred delicate tints.

"Look sharp! Do you want a whole day to throw out the spider?" Father asked. Swaminathan suddenly realized that he might have the spider as his pet and that it would be a criminal waste to throw it out. He secretly slipped it into his pocket and, after shaking an empty hand outside the window, returned to his duty at the desk.

"Look at the way you have kept your English text! Are you not ashamed of yourself?" Swaminathan picked up the oily red-bound Fourth Reader, opened it, and banged together the covers in order to shake off the dust, and then rubbed violently the oily covers with his palm.

"Get a piece of cloth, boy. That is not the way to clean things. Get a piece of cloth, Swami," Father said, half kindly and half impatiently.

Swaminathan looked about and complained, "I can't find any here, father."

"Run and see."

This was a welcome suggestion. Swaminathan hurried out. He first went to his grandmother.

"Granny, get me a piece of cloth, quick."

- (a) For each word given below choose the correct meaning (as used in the passage) from the options provided [3]
- (i) detested
 - 1. detention
 - 2. detained
 - 3. hateful
 - 4. hated
 - (ii) pestered
 - 1. tiny insect
 - 2. botheration
 - 3. annoyed
 - 4. annoyance
 - (iii) violently
 - 1. cruelly
 - 2. with great energy
 - 3. loudly
 - 4. with a lot of noise
- (b) (i) What did father's clothes show? [1]
- 1. He was relaxed
 - 2. It was a holiday
 - 3. He was planning to stay at home
 - 4. He was planning to leave shortly
- (ii) How did mother encourage father? [1]
- 1. By appearing suddenly
 - 2. By following father to his room
 - 3. By complaining about Swami
 - 4. By calling Swami in from the outside
- (iii) What did the dust on Swami's books indicate? [1]
- 1. The house was dusty
 - 2. Swami had not touched his books
 - 3. The books were old
 - 4. Swami had forgotten to pack it in his school bag

- (iv) What is meant by 'breach of promise'? [1]
1. To go back on one's promise
 2. To make a promise
 3. To keep a promise
 4. Never to promise
- (v) What is father's tone when he says, "Do you think you have passed your B.A."? [1]
- Father's tone was
1. jovial
 2. angry
 3. sarcastic
 4. tired
- (vi) In what way was Rajam situation similar to that of Swami's? [1]
1. Rajam had gone on holiday
 2. Rajam's tuition teacher had taken a holiday
 3. Rajam's father also scolded him
 4. Rajam had tuition during the holidays
- (vii) What attracted Swami to the spider? [1]
1. Its web
 2. Its colour
 3. The colour of the thread
 4. The dust on the spider
- (viii) What does Swami do with the spider? [1]
1. He shook it
 2. He hid it in the book
 3. He hid it outside the window
 4. He hid it in his pocket
- (ix) What was Swami ordered to do? [1]
1. Get a cloth
 2. Free the spider
 3. Throw the spider
 4. Call grandmother
- (x) The author says the father's spoke 'half kindly and half impatiently'. This indicates that [1]
1. He was really angry
 2. He was complaining
 3. He really wanted to free the spider
 4. He was not really angry
- (xi) Swami hurried out. Why did he do so? [1]
1. He wanted to meet his grandmother
 2. He wanted to dust the table
 3. He wanted to check on the spider
 4. He wanted to run out and play
- (c) How did Swami deal with the spider? [6]
- (i) First, he
1. dusted the books
 2. lifted the cover
 3. wiped the books vigorously
 4. caught the spider
- (ii) Then he
1. took it to the window
 2. put it in his pocket
 3. hid the spider
 4. got frightened
- (iii) He wanted to
1. keep the spider
 2. hide the spider
 3. throw the spider
 4. kill the spider
- (iv) But he
1. held the spider
 2. squeezed the spider
 3. dusted the spider
 4. hid the spider

(v) And he

- 1. watched the spider
- 2. swung the spider
- 3. held the spider
- 4. killed the spider

(vi) He decided to

- 1. keep the spider as his pet
- 2. put the spider into the dustbin
- 3. throw the spider out of the window
- 4. tame the spider and teach it tricks

2 (a) Choose the correct option to fill in the blanks.

[4]

(i) He was frightened so he hid _____ the cupboard.

- 1. into
- 2. behind
- 3. across
- 4. toward

(ii) They built a bridge _____ a turbulent stream.

- 1. across
- 2. in
- 3. into
- 4. against

(iii) His intelligence will carry him _____ all his difficulties.

- 1. through
- 2. above
- 3. towards
- 4. against

(iv) She called _____ her teacher to help her to sort out her difficulties.

- 1. in
- 2. to
- 3. up
- 4. over

(b) Fill in the blanks with the correct forms of the words provided after the passage.

[4]

When Ranji (o) _____ (see) the pool, he did not hesitate to (i)

_____ (get) into it. He had often (ii) _____ (go) swimming, alone or with friends, when he had (iii) _____ (live) with his parents in a thirsty town in the middle of the Rajputana Desert. There, he had (iv) _____ (know) only sticky muddy pools where buffaloes wallowed and women washed clothes.

Example: (o) saw

- | | | |
|-------|------------|-----------|
| (i) | 1. get | 2. gets |
| | 3. got | 4. gots |
| (ii) | 1. goes | 2. gone |
| | 3. go | 4. got |
| (iii) | 1. lives | 2. living |
| | 3. lived | 4. live |
| (iv) | 1. know | 2. knows |
| | 3. knowing | 4. known |

(c) Choose the correct option to join the following sentences without using 'and', 'but' or 'so'.

[4]

(i) He plays cricket. He plays tennis.

- 1. He plays not only cricket but also tennis.
- 2. He plays either cricket or tennis.
- 3. He plays cricket as well as tennis.
- 4. He plays neither cricket nor tennis.

(ii) Submit your project. Only then can you appear for the test.

- 1. Until you submit your project you can appear for the test.
- 2. Until you appear for the test you cannot submit your project.
- 3. Unless you submit your project you can appear for the test.
- 4. Unless you submit your project you cannot appear for the test.

- (iii) The man was running fast. The police caught him.
1. Although the man was running fast, the police caught him.
 2. The police caught the man in spite he was running fast.
 3. Despite his running fast the man caught the police.
 4. The man was running fast although the police caught him.
- (iv) Sheena drew a picture. Her mother put it up on the fridge.
1. Her mother put a picture on the fridge that Sheena drew.
 2. Sheena drew a picture that her mother put on the fridge.
 3. He mother drew a picture that Sheena put on the fridge.
 4. Her mother put on the picture that Sheena drew.
- (d) *Read each sentence with its instructions. Choose the correct answer from the options provided beneath each.* [8]
- (i) He came to the party.
(Add Question tag)
1. Isn't it?
 2. Didn't he?
 3. Wasn't it?
 4. Wasn't he?
- (ii) The teacher said, "Akhtar, why were you absent yesterday?"
(Begin: The teacher asked Akhtar...)
1. The teacher asked Akhtar why he was absent yesterday.
 2. The teacher asked Akhtar why were you absent yesterday.
 3. The teacher asked Akhtar why are you absent yesterday.
 4. The teacher asked Akhtar why he had been absent the previous day.
- (iii) In spite of the water logging the traffic was heavy.
(Begin: Despite...)
1. Despite the water logging the traffic was heavy.
 2. Despite of the water logging the traffic was heavy.
 3. Despite the traffic being heavy there was water logging.
 4. Despite of water logging there was heavy traffic.
- (iv) As soon as the whistle blew, the game stopped.
(Begin: No sooner...)
1. No sooner did the whistle blow, the game stopped.
 2. No sooner than the whistle blew, the game stopped.
 3. No sooner did the whistle blew, than the game stopped.
 4. No sooner did the whistle blow, than the game stopped.
- (v) Mother was too angry to argue with the shop keeper.
(Remove 'too'.)
1. Mother was too angry so that she could not argue with the shop keeper.
 2. Mother was so angry to argue with the shop keeper.
 3. Mother was so angry that she could not argue with the shop keeper.
 4. Mother was so angry not to argue with the shop keeper.
- (vi) Everybody put up their hands.
(Begin: There was nobody...)
1. There was nobody who put up their hands.
 2. There was nobody who did not put up their hands.
 3. There was nobody whom put up their hands.
 4. There was nobody who should put up their hands.

(vii) We celebrated grandfather's hundredth birthday.

(Begin: Grandfather...)

1. Grandfather's hundredth birthday was celebrated by us.
2. Grandfather celebrated his hundredth birthday.
3. Grandfather was celebrated on his hundredth birthday.
4. Grandfather celebration was on his hundredth birthday.

(viii) Kaushik has the best handwriting in the class.

(Begin: No one...)

1. No one has the better handwriting than Kaushik in the class.
2. No one has the better handwriting in the class than Kaushik.
3. No one in the class has better handwriting than Kaushik.
4. No one's handwriting in the class is better than Kaushik.

Answers

1. (a) (i) 4 (ii) 3 (iii) 2
(b) (i) 3 (ii) 3 (iii) 2 (iv) 1 (v) 3 (vi) 4 (vii) 3 (viii) 4 (ix) 1 (x) 1 (xi) 4
(c) (i) 1 (ii) 1 (iii) 3 (iv) 1 (v) 1 (vi) 1

2. (a) (i) 2 (ii) 1 (iii) 1 (iv) 1
(b) (i) 1 (ii) 2 (iii) 3 (iv) 4
(c) (i) 1 (ii) 4 (iii) 1 (iv) 2
(d) (i) 2 (ii) 4 (iii) 1 (iv) 4 (v) 3 (vi) 2 (vii) 1 (viii) 3

Latest ICSE SPECIMEN PAPER

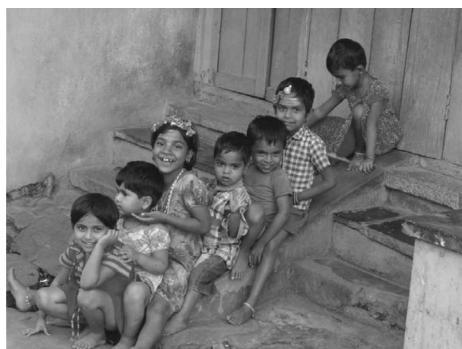
Semester 2

English Language-X (Paper-1)

Time : 1 hr

Max Marks : 40

1. Attempt all the questions.
 2. The intended marks for questions or parts of questions are given in brackets [].
- 1** Write a composition (300 - 350 words) on any one of the following. (20)
(i) Imagine a situation where a child runs away from home but later returns. Why did he or she run away? What made him/her come back? Write an original short story entitled: 'Finding My Way Home'.
(ii) Parents can never be friends with their children. Express your views either for or against this statement.
(iii) Describe an area in your city or hometown which is famous for its street food. Give details of the familiar sights and sounds you would experience on this street.
(iv) It is very important for young people to spend time quietly or alone for a short while every day. If you were given an hour to spend on your own, how will you spend it? What will you learn from the process?
(v) Study the picture given below. Write a short story or description or an account of what the picture suggests to you. Your composition may be about the subject of the picture or you may take suggestions from it.



- 2** Select any one of the following. (10)
(a) You have been given a small sum of money to buy a gift with for a friend. What gift would you choose (specify) and why would you choose this? Write a letter to your friend telling him/her about the gift and how it will benefit him/her.

- (b) You have planned to organise a health camp at school. Write a letter to the Manager of a supermarket requesting sponsorship for the event. Name the event and explain how it will benefit both the community as well as the supermarket.
- 3** (a) You are the President of the school Science Club. You and your team are planning to organise a creative mask-making event using renewable materials. Write a notice to be put up on the school notice board, giving details of the event. (5)
- (b) Write an e-mail to the General Manager of a local hospital requesting him / her to send a senior doctor to talk to the participants at the event about the quality of mask which would give them the best protection. (5)

Answers

1 (i)

'Finding My Way Home'

Was it a correct decision I wonder – to leave home like this? Or should I have stayed back? It was after all a place I've spent the entirety of my life at. It had my mother's warm food, my siblings' funny bickering, my grandparents' life lessons and wisdom, and my father's wrath.

No, it was a correct decision. I couldn't bear it anymore. He would always scream at me, even for the littlest things like waking up late or watching cartoons or wanting to eat my favourite food, the list goes on. Which kid of sixteen years of age doesn't do that? But where am I going to go? If I go to my uncle's house, my father will find me. Same goes for any of my friends' place. I kick a tiny stone on the ground as I think and it goes straight to hit someone in the foot. I look up to see a child sitting on the footpath. He looks about twelve years old and is being scolded by someone, probably his father. Same old story. I stand still and witness the whole thing and when his father leaves I walk up to him and introduce myself and we get to talking.

"Why do you take this kind of behaviour from him? Parent or not, he shouldn't talk to you in this manner," I said. He smiled slightly and replied, "Of course, he can talk to me like that. It was my fault anyways. I didn't see the car coming my way and would've been hit, if not for my father. He saved me." "Still, he shouldn't scold you; rather he should've reprimanded the driver of the car."

"He would've if the car had stopped. But I was at fault too. I could've died. I should be careful while walking on the road. My father scolded me because he cares for me and loves me."

It was like a wave had come crashing at me. He was right. My father scolded me only because I was being careless and he wanted the best for me. I bid the kid goodbye and ran back home. My family would be worried and I miss them.

(ii)

For the motion

To be friends with someone means to understand them and their mentality. It means to relate to them on mental, physical and emotional level. Hence, it becomes imperative that two people who want to be friends be of nearly same age.

Respected Principal, Teachers and My Fellow School Mates; today, I, Sahil Srivastav, am here to present my views for the motion – 'Parents can never be friends with their children'.

It is true that in today's world, every parent wants their child to share every little information with them. But is it possible? Can a child actually be comfortable enough to share minute details of their life with their parents? The answer is NO. We can only be so open with people of same age, because they would understand our perspective. They would understand what advice we are looking for and what can we actually do in tough situations.

Parents may think that they can help their children with anything, but because of the generation gap they might not even understand most of their children's problems. Their reaction to a difficult situation might be totally opposite to what their child expects.

Not to forget that in the process of trying to become their child's friend, a parent may find it extremely difficult to play their role as 'the rules-enforcer'. Friendship is a rather egalitarian relationship. Everyone involved is an equal. How do you suppose a parent can then exercise their authority over their child? And if that doesn't happen, if a child thinks that they can treat their parents as equal and not listen to them, who will teach them the difference between right and wrong?

Additionally, such behaviour on a parent's part can put too much pressure on the children, who are already burdened in this competitive age. In trying to be a friend in their child's life, a parent might end up putting too much of their focus on them, eventually ending up over-programming their child with several activities. This is a way of excusing working on themselves. This focus and over-working may drive a child to several mental health problems including depression, anxiety, annoyance, fatigue, etc.

Hence, for the above listed reasons, I stand for the motion.

Against the motion

"Parents are friends that life gives us" – rightly said by Comtesse Diane. Bound to them by blood, it's easiest to love our parents as equally as they love us. Hence, it becomes the easiest to share our life's deepest secrets with them. Respected Principal, Teachers and My Fellow School Mates; today, I, Sahil Srivastav, am here to present my views against the motion – 'Parents can never be friends with their children'.

One of the most basic requirements of a friendship is to have things in common – be it two people's behaviour, their thinking or life choices. We want our friends to relate to us. And who do we have more in common with than our parents? We live in the same home, eat the same food, know each other's daily routine and are the most close with. They can easily be the best of all our friends. All they have to do is be genuine and open with their child.

Even with the wide generation gap that my opponent mentioned, it is possible to be of an open mentality, which can be easily expected of parents of the previous generation. They are educated, modern, understanding and hence, thinking that they would not understand their child's life and perspective is close to misunderstanding them. They might prove to be the right balance a child might need. They are sure to find it easy to behave strictly and friendly with their child as per the requirement.

A parents' knowledge of their child's life is the strongest weapon at their disposal to become friends with them, and their quest to get more information can only strengthen this bond of friendship further. This experience might help them to help their child to face any problem headstrong. For instance, if a child is facing harassment or violence in their life, a friend from their class cannot be the appropriate help but a parent can definitely be just that. And, if a parent is friends with their child, the child will develop trust towards them and be able to share their problems with their parent. A parent, with their need to not only protect their child but also ensure that they don't fall prey to similar problems again, will find a strong solution to their child's problem.

Hence, for the above listed reasons, I stand against the motion.

- (iii) I've found that one of the easiest ways to learn more about a place is to go on a walk in a forgotten street. When I moved to Delhi with my family five years ago, I found an amazing place while on one of such walks. I am sure many people know about this place now, but back then, it was one of those hidden gems of the city. I am talking about the place many call 'Little Tibet'. Situated in Northern Delhi, it is exactly that – a little bubble that contains a slice of Tibet.

I've visited Majnu ka Tila hundreds of time now, for that place provides not only a delicious cuisine but also a serenity one might not find in the busy city-life. You can visit it any time of the day but if you want to enjoy the best street food ever (after momos, of course), 3 to 8 pm is the time I'd suggest. During this time, one can find tens of stalls of a Tibetan snack called 'laping' on every corner of the street. It is made from soya chunks and gluten and is very spicy, but that doesn't diminish its strong flavours. I always thank God for Tibetan cuisine after eating it.

I called it a little bubble because it takes you far away from Delhi's fast track life, so far that you might even forget that you're in Delhi. It's calm and it's peaceful. At the heart of the colony is a Buddhist Temple. Once you get inside that temple, you'll feel like there is no other place you'd rather be. Just being there is like meditating. My mind always becomes very cool and composed when I'm inside and I can hear my every breath. That calm is only strengthened by the ringing of the bells that surround the temple on two sides. These bells are to be touched and rotated in order to fuel the serenity in a person. And there is a huge bell outside the temple too.

The people there stand in contrast to the spicy flavour of a laping. They are very sweet. Everyone I met had a sweet smile on their faces and they greeted me with much love. One might think that due to the differences with them and their culture and language, it might be difficult to connect with them. But what does our country represent, if not 'Beauty in Diversity'?

Adorned with wind-chimes, idols of the Buddha and fascinating China, the colony is jam-packed with multiple shops that have a wide collection of a variety of Asian food – be it Tibetan, Korean or Japanese. And what else do I need? Some calm and good food. That's enough to make anyone happy.

(iv) It's true that man is a social animal, but simultaneously it can't be denied that some time alone can do wonders to calm a person's mind. It can help a person listen to their inside voice, which is often diminished in the loud noise of the outside world.

What I do to keep my sanity is take one hour everyday to read my favourite book. I love to write. Sometimes, I write about my day in my diary, sometimes a poem, and sometimes it's just random information. My English teacher told me that if I want to develop my writing skills, I should read books – any book I like. She said it would sharpen my skills and teach me the art of writing.

Currently, I am reading the third book in the Harry Potter series. It has proven to be one of my favourites. I know almost everyone in the world has seen the Harry Potter movie series, but they have probably missed the detailing of the book. Certain characters and information is lacking in the movie, I realised only after reading the books.

I chose the series as the first books to read because I thought it would be fun, considering it contains a magical world, wizards and spells. Obviously, I limited the extent of the book since it has proven to be far more than that. The book though circles around the difference between good and evil magic and magicians, it does so only on the surface. It doesn't fail to focus on the important aspects of the real world and life as it deals with loss, bullying, confrontation of one's fears, tolerance, power and greed, self-sacrifice, friendship, strong familial bonds and several other things.

I am about at the end of the book, having just finished Chapter 19. It tells the truth about the character everyone thought was the villain and depicts him as a great friend. It contains elements of betrayal, loss and a very strong friendship, which only goes on to highlight that friendship and strong bonds are one of the most important lessons to be learnt from the book.

So, even though I am reading the books as part of refining my writing skills, there are other important things that I am learning at the same time. To be a great friend and to stand up against a wrong thing or person are both very important. I can surely say that this won't be the only time I reach towards this series in order to learn something or even while seeking calm.

(v) The given picture reminds me of the time I visited an orphanage as part of an initiative of the NGO I volunteered in. I was part of a team of seven youngsters who were all school-going children. The purpose of this initiative was to make us aware of the reality of the children and people who suffer just because they don't have a family, and to have us learn that we should be grateful for what we have.

When we entered the compound, the kids came running towards us and surrounded us. I was eager to meet them, so, I left my team leader to deal with the manager and went to talk to them, a couple of my mates followed suit. I sat down with a group of seven children and told them my name, and also asked theirs. I asked them if they were happy to see new faces and they said that they are always happy to see new people because someone might've come to adopt one of them. Hearing this, I felt even more strongly for these children than I did before.

I asked them if they went to school. One of them, named Khyati, answered, "Yes didi, we all go to school. It is very close too." I asked them to recite the alphabets, numbers and even a few easy tables. They did so happily. It was heartening to know that they were getting such good education. Then, I asked if they wanted to play a game. Hearing this, they leaped happily. I sat them down in a straight line on the stairs and kept a football in front of the first child. I asked the child sitting at the back end to give me that ball without moving from his place. His name was Lakshya, I remember. He was puzzled. A moment or two later, the first and the youngest child, Chhaya smiled at me and picked up the ball. She passed it to the kid behind her who passed it further, until the ball ended up in Lakshya's hands. They all looked at me victoriously and when I smiled, they stood and gathered together to hug each other. I clapped for them and said to them, "This is what you must always remember. Never back down from offering help to others. It will always make you happy too."

To this, Lakshya said, "You are also here to do the same, didi, aren't you?" "I am," I smiled and stood to meet my team. I told my team what happened and said to our leader that these kids are happy and they are together. And although they are getting good education, we should help them get even better facilities and opportunities. That's what they need, opportunities to recognize their talents and skills and facilities to sharpen those skills.

And I learned a great lesson that day – Happiness can be found in any time, no matter how tough or unbearable it may seem.

2 (i)

36, Samar Apartments
Phase 3, Model Town
Delhi
21st December, 2021

Dear Raghav,

I got your letter day before yesterday, and waited for two days to reply because I'm attaching your birthday gift with this letter. I hope it finds you in good health.

Happy Birthday Raghav. I wish you the best.

You'll be happy to know that my family and I are doing very well at home. I was glad to know that your move to Mumbai was comfortable too.

So, yesterday I got some money from my parents to buy you a gift and I already had one in mind.

I'm sure you'll be surprised by it because you never once asked for it from anyone. Simultaneously, I'm also sure that you'll love it.

It's a colouring set and a drawing book.

I know you don't see it but you're a very good painter, even our drawing teacher said so. I am giving you this gift because I know you like to paint when you're upset and also because I know that with practice you can become a great painter. Please stop doubting yourself and start painting.

Here's to hoping that you are never upset whenever you open this gift. Please my love and respect to your parents and siblings.

Yours lovingly,
Pallavi

(ii)

DAV Public School
3, Vasant Kunj
Delhi
14th December, 2021

The Manager
Anand Supermarket
Sector D, Vasant Kunj
Delhi

Subject Sponsorship for Health Camp at 'Pharmane'

Sir,

Respectfully, I, Ajhar Taufeeque, the Head Boy of DAV Public School, would like to draw your attention on an event being organised in my school on the 25th of December of this year.

As part of the event, 'Pharmane', we are organising a health camp in which we'll offer free consultation and medical services to the people of the nearby village, who would normally find it difficult to visit a good hospital. We'll be providing them with expert doctors, nurses and paramedics, along with a few volunteers, which mainly include the students, teachers and some of the parents too.

I am writing to you to request you to sponsor this event, and help us make it a grand success. If you could please provide us with some items from the supermarket, and also with some financial support, we will be eternally grateful to you. This event will not only help the people in need but also bring customers to your supermarket, as everyone will appreciate your action.

I am attaching the poster for the event with this letter.

Kindly respond in affirmation to this letter if you agree that it will be beneficial for the whole of the community.

Thanking you
Yours sincerely,
Ajhar Taufeeque
(School Captain
DAV Public School)

3 (i)

Recycled Creations

Mask-Making Event

16th December 2021

from 1:00 p.m. to 3:00 p.m.

at Montgomery Hall, St. John's School

All the students from Classes VIII to XII are invited to participate in the mask-making event being organized by the School's Science Club, Scienceporium, on the 25th of this month. You'll be required to make creative masks using renewable materials. The theme of the event is Christmas. The student who makes the best mask will be rewarded.

Also, be ready to be a part of the Christmas Party afterwards. Refreshments will be provided by the school.

Any item needed should be brought by the students themselves.

Please submit your name by 20th December to the undersigned.

Jai Maheshwari
(President Scienceporium)

(ii)

To: ashokagrawal.sanjeevan.23@gmail.com
Subject: Request for a Senior Doctor at 'Mask Today, Elysium Tomorrow'

Sir,

I am Sameer Gupta, General Secretary at Rakshan Foundation, Navi Mumbai. We are organising an event called 'Mask Today, Elysium Tomorrow' on Saturday, 27th November, 2021, to inform people about which mask to wear in order to properly protect themselves. This event will be conducted from 11:00 a.m. to 2:00 p.m., in the Tandel Grounds.

We request you to send a senior doctor from your hospital to educate people regarding the variety of masks and the best quality mask to use in order to lower the chances of the corona virus entering our system. And also to help them understand the need for masks even when there is no risk of corona virus.

An expert medical presence will make a huge impact on the people who attend and on the entire community. Please help us make a difference.

Looking forward to a positive response from you.

Yours faithfully,

Sameer Gupta
(Secretary Rakshan Foundation)