

## 4

## Art and Literature

## Summary of the Text

Dr. Avul Pakir Jainulabhidin Abdul Kalam wrote books on art and literature (1931-2015). He founded India's missile technology and served as the country's eighth president. He launched three missiles, including Trishul, Agni and Prithvi. He received the *Padma Bhushan*, *Padma Vibhushan* and *Bharat Ratna*, India's highest civilian award, in 1981, 1990 and 1997, respectively.

He presided over the country between the years 2002 and 2007. Known as 'the missile man of India,' he was a renowned aerospace engineer, a forward-thinking mentor, an innovator and a visionary in addition to being a well-liked president. Despite his many scientific accomplishments, he was renowned for his simplicity and humility. He fostered a casual atmosphere in his lab and believed in encouraging a sense of teamwork.

The extract 'Art and Literature' is taken from Kalam's book *Indomitable Spirit*. It discusses the value of literature and arts in shaping a person's life, highlighting its capacity to occupy our minds and inspire us. The extract can be summarized as :

**□ Art as support for life :**

- The civilizations that were able to predict the future and adapt to the dynamics of change were able to endure. Our Indian civilizations adapted to the shifting dynamics and we observed how tradition produced epics to ensure its survival and spread throughout the nations.

**□ Book as a true friend :**

- A good book becomes a lifelong friend, guiding us on our journey through life and doing so for many generations.

**□ Dr. Kalam's choice of books :**

- Dr. Kalam was an avid reader. He claims that they challenged him in many areas of life and assisted him in finding emotional equilibrium. Additionally, they gave him a superb code of behaviour for life and challenged him to think outside of the box, elevating the human mind in the process.

**□ The value of authors :**

- A great author's book can be a source of wisdom and prosperity for many generations. Natural resources make a country prosperous, but its thinkers, who can help develop enlightened leaders among our children are the nation's rising splendor.

**□ Dance, drama and music :**

- All people are united by music. They aid in promoting preserving and furthering our rich cultural tradition. Dance and music can be effective tools for promoting happiness and peace, which can help put an end to terrorism. Drama has been a fantastic medium for spreading information and providing amusement to the public.

**□ The impact of movies :**

- Actors had the power to move an audience to tears, laughter and leave a lasting or fleeting impression. Such is a movie's influence.

**□ Art raises the spirits :**

- Painting, according to M.F. Hussain, is a product of society. It implies that mediocre painting will result from mediocre society. The known should unite with the artists so that the unknown might express itself.

**□ Art and prosperity :**

- A pleasing manifestation of nature's inherent beauty is art. A work of art lifts the lovely spirit of life so that everyone can see it and quietly appreciate it, but does so with grace and humor, for example. The most noble aspects of life's beauty are brought out by art.

**□ Summing up :**

- The ancient literature and art of our nation are emphasized in the lesson. Music, dance, painting and theatre, all fall under the category of art. Each one has a unique significance and contribution to the growth of a nation. The true riches of our nation is used in sculptures and literature. We should work toward their improvement because they are so important to us. Literature and the arts are crucial in shaping a person's life. A divine gift, art. It displays the inherent beauty of nature. Our brains and souls can be filled with delight thanks to it.

### Reading Comprehension

Q.1 Answer the following questions in about 50 to 100 words each.

i) Why should children be encouraged to read books ?

Ans. : The natural resources, biological diversity and the people of a nation all contribute to its prosperity. The nation's talented brains, though, who foresee change and propel society forward, are its greatest strength. The maxim, "Give one hour a day solely to book reading and you will become a knowledge center in a few years," should be promoted to kids and students. Giving books as gifts, especially to children and young adults, should become common practice. These initiatives will benefit our young people and help them change our society into a knowledge-based one.

ii) What is the power of drama and films on human lives ?

Ans. : Drama has been a great form of entertainment for invigorating the minds of people. It can be a powerful medium for delivering messages and planting imaginative ideas and thoughts. This form of art has been under great pressure due to cinema, TV and multimedia, which have their own role. We need to recapture many of our ancient drama forms and the rich traditional stories embedded in them. On the other hand, the power of films, people from the film industry have the ability to make the audience laugh, make them cry and even make them angry, inspire them and at times also depress them. They can touch the emotions, one viewer and create an impression in his mind temporarily or at times even for a long period. Such is the power of a film.

iii) How has Indian civilization managed to survive the different forces of change ?

Ans. : Our planet earth has witnessed the birth of many great human civilisations at different periods of time, but only a few of them managed to survive. The ones that did were those which had the capacity to see the future and the ability to adapt to the dynamics of change. This ability is the function of the thinking capacity created by literature, poetry and other dialectical inputs. Ancient philosophers and in later years, scientists, technologists, economists and sociologists, all in unison, enriched the various human civilizations. Our Indian civilization accepted and absorbed the dynamic changes of multicultural impact. That is how we have a society of a billion people of multi-cultures, multi-languages and multi-religions with unity of mind. Thanks to our thinkers, we see the tradition producing epics such as Mahabharata and classics like Thirukkural, Kabirvani and Narayaneeyam continuing to survive and flourish over the centuries.

**iv) What are Kalam's favorite books and how have these influenced him ?**

**Ans. :**

- Dr. Kalam cherishes to read all kinds of books. He considers books as his eternal companions. One is *Light from Many Lamps* edited by Lillian Eichler Watson. It has been his close friend and companion for more than five decades. It has been so much used that it has had to be bound and rebound many times.
- Whenever he faces a problem, he turns to the book and it helps wipe away his tears. When happiness overwhelms him, the book again softly touches the mind and brings about a balanced thinking.
- The second book which he venerates is Thiruvalluvar's *Thirukkural*. It provides an excellent code of conduct for life and the author's thinking which extends beyond the narrow concept of a nation, language, religion and culture indeed elevates the human mind.
- The third book is *Man the Unknown* by Dr. Alexis Carrel, a doctor turned philosopher and a Nobel laureate. The book highlights how, in an ailment, both the mind and the body need to be treated as the two are integrated. You cannot treat one and ignore the other. In particular, children who dream of becoming doctors should read the book. They will learn that the human body is not a mechanical system; it is an intelligent and integrated organism made of psychological and physiological systems with an intricate and sensitive feedback system.

**Q.2 Answer the following questions in about 250 to 300 words each.**

i) Kalam believed that 'Students of art and literature are important contributors to transforming India into a developed nation. Do you agree with this statement ? Elaborate on your answer.

**Ans. :** We would recall from your history classes that during the height of every empire, there was always a significant number of artists and authors who were supported by the kings and courts. The success of any

nation directly depends on the originality of its artists and writers. The development of India is significantly aided by the work of students of literature and the arts. They will have plenty of employment options in the management and creative entertainment industries, which are expected to see significant increases in time and resource expenditure in the future. They can also serve as an efficient conduit between the public and decision-makers, as well as between the public and scientists and technologists.

Moreover, it is a benign expression of the innate beauty in nature. Be it a cartoon, sculpture or literary composition, it elevates the beautiful spirit of life for everyone to see and enjoy. Such a spirit silently but eloquently conveys the message of love, humor, affection and peace. It helps to bring out the beauty of life in its noblest forms and takes it on to a higher, better and more civilized plane, imparting meaning and depth to human existence, justifying and vindicating the purpose for which life was evolved. What more can you ask for, what more can you look for in a strife-stricken world where eternal human values are being mercilessly trampled upon and the beauty of life lost in relentless materialistic pursuits.

**ii) What is the importance of art and literature in one's life, according to A.P.J. Abdul Kalam ?**

**Ans. :** The prosperity of any nation depends directly on the creativity of its artists and writers. You would remember from your history lessons the fact that during the golden period of any empire there was always a large number of artists and writers supported by the kings and courts. Students of art and literature are important contributors to transforming India into a developed. They will find an ample job opportunity in the arena of creative entertainment and management which are the areas where future society would be spending enormous amounts of time and money. They can also act as an effective interface between the people and the policy makers as well as between the people and the scientists and technologists.

III) How do the different arts influence human civilization?

**Ans.:** Art is a benign expression of the innate beauty in nature. Be it a cartoon, sculpture or literary composition, it elevates the beautiful spirit of life for everyone to see and enjoy. Such a spirit silently but eloquently conveys the message of love, humor, affection and peace. Art helps to bring out the beauty of life in its noblest forms and takes it on to a higher, better and more civilized plane, imparting meaning and depth to human existence, justifying and vindicating the purpose for which life was evolved. What more can you ask for, what more can you look for in a strife-stricken world where eternal human values are being mercilessly trampled upon and the beauty of life lost in relentless materialistic pursuits.

### Multiple Choice Questions

Q.3 What is the full name of Dr. Abdul Kalam ?

- a) Avul Jakir Jalaluddin Kalam
- b) Avul Pakir Jainulabdeen Abdul Kalam
- c) Abdul Sakir Jainulabdeen Kalam
- d) None of the above

**Ans. :** (b)

Q.4 When was Dr. A.P.J. Abdul Kalam born ?

- a) 15 October 1931     b) 2 September 1929
- c) 15 August 1923     d) 29 February 1936

**Ans. :** (a)

5 Which island is named after Dr. A.P.J. Abdul Kalam ?

- a) Wheeler Island, Odisha
- b) Landfall Island
- c) Bhavani Island
- d) Sriharikota

**Ans. :** (a)

Q.6 Dr. A.P.J. Abdul Kalam was the president of India.

- a) 9<sup>th</sup>
- b) 10<sup>th</sup>
- c) 11<sup>th</sup>
- d) 12<sup>th</sup>

**Ans. :** (c)

Q.7 Which of the following awards is not given to Dr. A.P.J. Abdul Kalam ?

- a) Padma Bhushan
- b) Padma Vibhushan
- c) Shanti SwaroopBhatnagar
- d) Bharat Ratna

**Ans. :** (c)

Q.8 What is the birthplace of Dr. APJ Abdul Kalam ?

- a) Kanyakumari
- b) Ramanathapuram
- c) Rameshwaram
- d) Madurai

**Ans. :** (c)

### Common English abbreviations :

A list of frequently used abbreviations in English is shown below. You might come across these acronyms frequently in both speech and writing, so you should become familiar with their definitions. Look up the words in a dictionary and take note of their usage.

### Abbreviation with their Specific Meanings

- a.k.a. - also known as
- a.m. - before noon (from the Latin phrase ante meridianum)
- a/c - account of
- AGM - annual general meeting
- AOB - any other business
- AGM - annual general meeting
- approx. - approximately
- ASAP - as soon as possible
- ATM - automated teller machine

- Attn. - for the attention of
- AWOL - absent without official leave
- BCE - Before Common Era
- C/O - care of (on letters, this means 'at the address of')
- CC - copy to
- CE - Common Era
- CEO - chief executive officer
- cf. - compare (from the Latin word confer)
- CFO - chief financial officer
- Co. - company
- COD - cash on delivery
- COO - chief operating officer
- Dept. - department
- DIY - do it yourself
- DOB - date of birth
- e.g. - for example (from the Latin phrase exempli gratia)
- EGM - extraordinary general meeting
- ETA - estimated time of arrival
- ETD - estimated time of departure
- FAQ - frequently asked questions
- et al. - and others (from the Latin phrase et alia)
- etc. - and so on (from the Latin phrase et cetera)
- FDI - foreign direct investment
- FIR - first information report
- FYI - for your information
- GDP - gross domestic product
- GMO - genetically modified organism
- GMT - Greenwich Mean Time (the time in London)
- GNP - gross national product
- GST - goods and services tax
- HR - human resources
- i.e. - that is (from the Latin phrase id est.)
- ID - identification
- Inc. - incorporated

- IOU - I owe you
- IPO - intial public offer
- IQ - intelligence quotient
- Jr - Junior
- K - thousand
- lb - pound (the unit of weight)
- Ltd - limited
- misc. - miscellaneous
- mo. - month / per month / monthly (depending on context)
- N/A - not applicable
- NB - please note well (from the Latin phrase nota bene)
- no./ nos. - number / numbers
- NRI non - resident Indian
- OBC other backward class
- OTT over-the-top (refers to the delivery of content over the internet)
- p.a. - every year (from the Latin phrase per annum)
- p.m. - after noon (from the Latin phrase post meridiem)
- P.P. - per pro (used before signing in a person's absence)
- p.s. - per pro (used before signing in a person's absence)
- PA - personal assistant
- postscript (a note added to a letter after the signature)
- PAN - permanent account number
- PEA - please find attached
- PIN - personal identification number
- PLC - public limited company
- PR - public relations
- PTO - please turn over
- Qty. - quantity

**Avoiding Clichés in Communication**

**Q.9 What is cliché ? Explain with examples.**

**Ans. :**

- A cliché is a remark that has been repeated in speech and writing so often that it has become almost meaningless. There are many clichés frequently used in English. Here are a few examples : Heated debate, new lease of life, paradigm shift, cutting edge, etc.
- The overuse of clichés results in stale writing and speech because the mind of the reader is so used to these expressions that it no longer engages with the images that the expressions invoke. So, the frequent use of it is not very effective. clichés are used unthinkingly. The excessive use of clichés loses the originality and sincerity of writing and speech. When replacing clichés, consider what the phrase actually means before expressing it in your own words. For instance, 'at this moment time' can be re-written more simply as 'now.'

**EXERCISES :**

**Q.10 Spot the cliché in the following sentences and then rewrite the sentence to avoid the cliché. Note that when re-constructing the sentences, there is no one correct answer; but be careful to not change the original sentence altogether.**

At work, she was always ready to go the extra mile.

**Ans. :** At work she is always multitasking.

He had to toe the line to keep his job.

**Ans. :** He had to follow the rules and regulations to keep his job.

Leading the team is no bed of roses.

**Ans. :** Leading the team is not an easy task.

Injustice makes my blood boil.

**Ans. :** Injustice makes me lose my temper as I am a humanitarian.

**Avoiding Redundancies in Communication**

**Q.11 What is redundancy in communication ? How to avoid it.**

**Ans. :**

- We often tend to write like what we think always in a rambling and semi-structured manner. However, this kind of writing, often termed as circumlocutory, makes it poor. Redundancy in writing is the use of words, phrases or sentences that needlessly repeat what has already been said. Unnecessary repetition sometimes distracts or confuses the reader, often makes a passage less interesting and usually dilutes the impact of the text.
- Being precise, exact and pointed is an important quality of a good writer that needs to be cultivated. Check the underlined words in the following sentences. The first sentence contains many redundant phrases. The second sentence, a re-written version of the first, is both precise and easier to understand.
  - Snehal's cap is yellow in color.
  - Snehal's cap is yellow.
  - Priya practiced German on a daily basis.
  - Priya practiced German daily.

**EXERCISES :**

**Q.12 Cross out unnecessary words from the sentences below.**

i) She summarized the report briefly.

**Ans. :** She summarized the report.

ii) The announcer was inaudible at the back of the hall and could not be heard.

**Ans. :** The announcer was inaudible.

iii) The committee is in the process of reviewing our recommendations.

**Ans. :** The committee is reviewing our recommendations.

iv) Go and fetch my belongings, please.

Ans. : Please, bring my belongings.

v) We must encourage new innovation.

Ans. : We must encourage innovation.

vi) The police chased after the thief.

Ans. : The police chased the thief.

vii) They should learn to cooperate together.

Ans. : They should learn to cooperate.

viii) He ordered for two plates of biryani.

Ans. : He ordered two plates of biryani.

ix) The person who is responsible for this mess should be fired.

Ans. : The person responsible for the mess should be fired.

x) The money we have is sufficient enough.

Ans. : The money we have is sufficient.

**Q.13 Simplify the following passages. Note that there may be more than one correct way of rewriting these sentences; but be careful not to change the intended meaning.**

i) The meetings of the planning committee are scheduled on a weekly basis. It is necessary that the final decisions taken by the members of the committee must be arrived at in a unanimous manner.

Ans. : The meetings of the planning committee are scheduled weekly to take the final decisions taken by the members of the committee in a unanimous manner.

i) I have no queries at the moment right now other than just one question that I want to ask about the time of the meeting. I want to know when will the meeting be beginning.

Ans. : I have no query now other than the time of the meeting.

iii) Mr. Venkat Aluri is the CEO of Sai Food Products. As far as the matter of safety is concerned, Mr. Aluri said that he was not bothered by the news report because his company has a good track record on these matters.

Ans. : Mr. Venkat Aluri, the CEO of Sai Food Products, was not bothered by the news report; because his company had a good track record of safety.

## Reading

### The SQ3R Method :

**Q.14 What is the SQ3R method ? Explain.**

Ans. :

- The abbreviation SQ3R stands for survey, question, read, recite and review, the steps that constitute the process of reading. It is a five-step reading comprehension method that trains reader's mind to focus on what he/she is reading in order to understand and retain information from written material.
- It is specifically developed as a technique for reading study materials (like textbooks), yet is useful for all types of expository, argumentative or informative texts. The sequence of steps in this method, is designed to make the reader read actively, with intention. The purpose of the method is to make effective use of the time and effort spent reading information that needs to be understood, absorbed and recalled. The method is as below.

#### 1. Survey :

- Do not dive in and begin reading immediately rather skim through the material first to get a general idea of what it is about.
- Look at (a) the title, (b) headings and subheadings, (c) tables, graphs, charts, images and (d) text that is highlighted or set apart (abstracts, objectives, summaries, points to remember, etc.)
- No need of spending too much time in this step; five minutes or less is sufficient.

## **1. Question :**

Based on the information picked up through quick survey and a prior knowledge of the subject, ask questions about what you are about to read.

Examples of questions to ask yourself are : *What is this book, chapter, etc. going to be about ? What do I already know about this subject ? What is the author's purpose in writing this ? Why am I reading this (or, what is my goal) ? How will this benefit me ?*

The reader can convert the heading of each sub-section into a question ? For example, after skimming through Unit 4 of the textbook, some questions could be asked to yourself about the section as : *Have I come across the term 'SQ3R' before ? What is the SQ3R method ? It looks like an abbreviation-what does it stand for ? Why is this topic in the reading section of the chapter ? What does it have to do with reading skills ?*

The purpose of the step is to warm up reader's mind, to prepare and engage reader's mind, so that it is ready to read in an active (rather than a passive) manner. The reader is usually more alert than usual when one is looking for something.

## **Read :**

After the reader has completed the first two steps; he/she can finally begin actually reading the material. Read the book, chapter, etc. section by section instead of all at once. As he/she reads each section, keep in mind the questions you had formulated during the previous step and look for answers to those questions. While reading, more questions may arise in your mind; keep looking for answers to those questions within the current section (and in later sections).

**TIP :** It would be even better if the reader could write down all his/her questions in a notebook. Answering these questions as he/she reads will help them engage with the text and identify critical information contained in it.

The current section may not answer all the questions that spring to the readers' mind, just try to identify the answers that are present in the current part of the text.

## **4. Recite :**

- When the reader reaches the end of the section, pause and repeat (recite) to himself/herself what he/she remembers from that section.
- Recall the headings, the main points and the answers to questions.
- If he/she can't remember these points, look at the text again and repeat his/her attempt to recollect the information.
- Try reciting the main points out aloud to oneself or even to someone else (such as a study partner) as though you are explaining it to them (or to yourself). As much as possible, use your own words when doing so, instead of repeating the words of the text verbatim. One can paraphrase and summarize the information. The reader can create written (or picture or audio) notes.
- All of these tips will boost the readers' long-term memory of what he/she has just read. Move on to the next section (of the book, chapter, etc.) only after the success at this step.

## **□ Review :**

- After the reader finishes the reading of the entire material, it is time to review everything the reader has learnt.
- Try to recall from memory (a) The main points of the material and (b) Answers to all the questions you had formulated.
- Review (correct, update and expand) the notes. Check to see if there are any gaps in understanding of the material and make a note of those.
- The SQ3R method seems slow at first, but never to be discouraged. It saves time and effort in the long run, compared to reading without focus, letting readers' eyes glaze over the extra effort involved. The method definitely supercharges the learner's learning.

## Multiple Choice Questions

Q.15 SQ3R is a \_\_\_\_\_ step process for comprehending and thinking about texts.

- a 3
- b 5
- c 7
- d 10

Ans. : (b)

Q.16 During the survey step of SQ3R, the reader surveys \_\_\_\_\_ looking for key ideas that may be in the text.

- a questions
- b the assignment sheet
- c text features
- d a study guide

Ans. : (c)

Q.17 In SQ3R, what provides the basis for the questions that the reader writes in the second step of the process ?

- a The survey of text features
- b The teacher's assignment
- c The students lecture notes
- d The course syllabus

Ans. : (a)

## EXERCISE :

Q.18 Apply the principles of the SQ3R method when reading the following passage. Remember to go step by step outlined in this lesson : Skim; formulate questions before reading in detail; read carefully to answer your questions; check your comprehension.

Ans. : Refer Q.14 for passage to apply SQ3R method.

## Writing

### Essay Writing

Q.19 Explain essay writing with its types in detail.

Ans. : An essay is a long, self-contained piece of composition on a particular topic. The four main types of essays are :

### Descriptive essays :

- These essays include descriptions of various things, places or people. The subject's characteristics are explored and one can decide to concentrate on particular details. An essay about your college campus or one on a location you have visited would serve as an example.

### Narrative essays :

- The purpose of a narrative essay is to recount or report an event, as the name implies. The arrangement follows the chronology of the events. It's important to bring the story to a satisfying finish that fulfills the reader's interest. The essay may recount incidents from history, folklore or someone's life; an occasion, like an election or a basketball game; or an occurrence, like a narrow escape or a train accident.

### Expository essays :

- An expository essay's goal is to define, analyze or explain a topic, as well as to define or interpret a phrase or concept. The reader is intended to be informed. These writings may cover a wide range of topics, including healthy eating, quantum computing, the UN and its operations, etc.

### Argumentative (or discursive) essays :

- In an argumentative essay, you must persuade your audience that the stance you have taken on a subject is accurate. When writing this style of essay, you must clearly establish your perspective, include evidence to back it up and organize your arguments logically.
- For instance, The mother tongue as the medium or teaching at the college level could be the subject of a discursive essay. These papers are also referred to as reflective papers. Consider the various approaches that a single topic, such as earthquakes, could be taken in order to comprehend the distinctions between different types of essays. After a significant earthquake, a descriptive essay can explain the visual scenes that are now there. On the other hand, a narrative essay would describe the events that occurred during a specific earthquake.

- In an expository essay, the reader would learn about earthquakes what they are, why they happen, how they are studied and instances of actual earthquakes as well as their causes. Your personal viewpoint on the best strategies for reducing the effects of earthquakes may be discussed in an argumentative essay.

### How to Write an Essay ?

**Q.20 Explain in short the tips to write an essay in your words.**

**Ans. :**

Starting a lengthy composition can occasionally feel like an overwhelming undertaking. Here are some fresh, practical things to keep in mind when creating any kind of lengthy written essay. Before you begin writing, have a clear understanding of the subject and your goal. Start by giving the subject of your essay some serious thought. If you need to conduct research, look up for information in books or online and establish a list of pertinent topics.

You could start by developing the outline elements in the essay's body before writing the introduction if you find it tough to start writing with the introduction. When writing the entire essay, if you start by writing the introduction first, remember to go back and read it to see whether the opening needs to be updated.

Make a list of your essay's important ideas and arrange them in the proper chronological sequence. Write down a few supporting details for each main topic because the essay will be lengthy. This will provide you an outline that you can build upon in the following phase.

After creating an outline of your essay's primary points and supporting details, it's time to develop each idea into complete phrases and paragraphs to produce the essay itself.

Your essay should be organized with a distinct beginning, middle and end. The next section contains advice on how to create an effective opening and conclusion. Your ideas are more in-depth in the center (also known as the "body") of the essay.

- Create a series of paragraphs to present your ideas. Making use of paragraphs will aid readers in understanding and processing your ideas as coherent thought units. Consider paragraphs as the foundation of your writing.
- Make sure you do not introduce any unrelated concepts or arguments that undermine the case you are making. Throughout the essay, stay focused on your position and resist the need to explore similar topics. An essay shouldn't be disorganized or rambling and each section should add to the overall idea. Always look through your essay draught after expanding the plan and make revisions. Verify all of the facts and spellings. Pay close attention to grammatical accuracy and clarity.

**Q.21 How to write introductions and conclusions of an essay ? Explain.**

**Ans. :**

- You could start by developing the outline elements in the essay's body before writing the introduction if you find it tough to start writing with the introduction. When writing the entire essay, if you start by writing the introduction first, remember to go back and read it to see whether the opening needs to be updated.
- The tone of your writing is established by your opening paragraph. The reader need to be enticed to read the rest of your essay by the opening, which should be intriguing. Most descriptive, expository and argumentative essays can be started by briefly outlining the topic and/or goal of the essay. Introductions can be made interesting by using a hook statement of some form.
- If, for example, you are writing an essay on social media, you could begin by stating what is meant by the term social media.
- If you wish to illustrate the working of an induction motor, you could begin by defining an induction motor and then stating that you will explain how one works.
- For argumentative essays, you could begin by stating your position on the topic (for or against).

- The end of any essay is as important as the beginning. In narrative essays, provide a satisfying end to the story you set out to tell. In other types of essays, mention your final thoughts on the matter by providing recommendations, opinions and solutions. A good way to end is to leave the reader with something to think about:
- In expository and descriptive essays, you could talk about what the future holds with regard to the subject of the essay.

**Q.22 Write an expository essay on any one of the following topics.**

1. Climate change and its impact
2. Social media : A curse or boon ?
3. The benefits of diversity in society
4. The benefits of meditation

#### **□ Social media : A curse or boon ?**

#### **□ Ans. :**

- People can keep in touch with friends and family using social media. Some people use social media to interact with people around the world in a matter of minutes, locate jobs and career prospects and express their own opinions and feelings online.
- Facebook, YouTube, WhatsApp, Instagram, Snapchat, Twitter and other popular social media platforms are fantastic resources for people who actually want to accomplish something. These programmes are easily accessible to everybody. The world of today is awash in shares, likes, comments and posts. Facebook is the most well-known and widely utilized of these apps.

Andrew Weinreich introduced social media in 1997. The father of social media is regarded as Jonathan Abrams. It is a special forum for exchanging concepts, private thoughts, knowledge, abilities, creative ideas and much more.

#### **Social media as a boon :**

Influencers, marketing, startups, brands, bloggers, content creators and publicity are all believed to have

homes on social media. It has facilitated people's continued growth. It supports the expansion and marketing of small enterprises. It enables pupils to readily clarify their doubts. Children can learn through watching videos online.

- Connecting with others is made simple and better by doing this. People these days constantly learn new ideas and they share them on social media so that others might benefit. To draw in a crowd, people come up with increasingly creative ideas. When people during Covid lost their employment, they used these social media tools as support to launch their own businesses. The main benefit of social media is that it allows you to share your creativity with others around the world.

#### **□ Social media as a curse :**

- There are some disadvantages too. Social media addiction is no less than drug addiction. It has the disadvantage of misusing the information provided by the user. Cases of Fraud increase on a daily basis. It has a negative effect on teenagers. It creates a communication gap and disorder. Some people know data hacking methods, so one should never share personal details with strangers or whom they have met once or twice and sometimes folks face cyber bullying. It reduces people's thinking capacity somewhat because so many things are available with just one click.
- People don't spend much time with their family and friends; instead, they are preoccupied with their online friends. Families have less time to spend together. Sometimes, the media might lead to depression, anxiety, etc. It's really simple to spend the time by doing nothing but scrolling.
- Students waste time on social media instead of paying attention in their online studies, which contributes to the pandemic. When they see someone online who is more capable than they are, people are seriously influenced. Young children submit some personal information and are unable to appreciate its advantages and downsides.

The proudest moment of your life

An embarrassing experience

What superpower would you choose to have and whys?

If you could change one thing about yourself, what would it be?

How you would spend a million rupees?

Ans. : An embarrassing experience :

Everyone has had their share of awkward incidents in life. Some things are simpler to recall, while others are simpler to forget. We will either chuckle or feel embarrassed about this event. I've always been interested in public speaking contests. I like to see my students speak clearly and confidently when they are expressing their ideas. But I never had the guts to enter these contests as a real competitor. I was constantly plagued by the worry that I would forget my narrative, stutter and stammer when speaking or fail the impromptu sessions. My worst mistake is still fresh in my mind even though it happened years ago.

Nevertheless, Mrs. Savita Upadhyay, my English teacher, persuaded me to enter the district public speaking contest. At first, I felt a little intimidated and constricted, but with some support, I felt ready to meet the challenge. I put a lot of effort into my daily practice with the goal of winning the tournament. Instead of caving in to my weaknesses, I wanted to rise to the challenge. Over the years, I've tried to put this moment out of my mind, but it just won't go away.

I quickly left for the location of the public speaking competition, which was close to my school. I kept replaying the planned speech in my thoughts. I was aware that I had to use each word flawlessly. After a while, I began to have a bit more faith in my capacity to memorize the story and I was convinced I could win the competition.

- I walked into a room full with teachers and students, many of whom seemed frightening. She smiled at me and told me not to fear as I looked up at Mrs. Savita Upadhyay, I was the last competitor in my division. While I watched each candidate make their agonizing exit, the waiting was pure misery.
- I was told that it was my turn by a teacher thirty minutes later. I quickly stepped onto the stage. I slightly cringed at the size of the audience, but I still managed to start my speech perfectly. I began losing track of my words halfway through my eight-minute speech. Small drops of sweat started to run down my neck. My hands started to tremble. My mind became utterly blank and I lost the words to my story. I hurried off stage and into the parking lot as people began pointing and staring at me.
- When you've been humiliated, it might be difficult to move past the situation. Mrs. Ho promptly approached me and made an effort to comfort me. She assured me that everything that had transpired was not unusual. On stage, a lot of pupils frequently lose their minds or freeze. However, I will always remember that incident as being the most embarrassing thing I have ever done. As I've aged, I can recall that day and simply laugh at myself.

Q.24 Write an argumentative essay on any one of the following topics. You may choose to write either for or against the given topic.

Violence in cinema promotes violence in society

Students should be allowed to carry phones in schools

Television journalism today is just entertainment

Technology is ruining our ability to communicate

Nursing homes can provide better care for the elderly than their families.

**Violence in cinema promotes violence in society :**

- As a result of its ability to shape public opinion, the cinema is frequently identified as the fourth pillar of democracy. The importance of media has been steadily increasing in today's ultramodern culture. As India's wise watchdog, it has grown.
- When examining the connection between cinema and society, the first startling finding is the impact that violence in the cinema can have on viewers. Since the beginning of the 20<sup>th</sup> century, every study in this area has demonstrated how violent material impacts people.
- Due to a drive to attract a larger audience and generate more revenue, violence is commonly depicted in cinema nowadays, including television serials, movies and the majority of virtual worlds. Violence is promoted among people as a result of it. The essay passionately agrees with the assertion since watching violent videos on television or in cinema has a negative effect on students and people's minds.
- Young children watch bollywood/hollywood videos content via television or internet, such as movies or cartoons, on average for five hours each day. Today's movies frequently feature physical violence, such as rape, rioting and horrific killings. As a result, these young minds are exposed to violence and crime at a very tender age and start to think that using violence is acceptable when it is necessary.
- There are four main effects of cinema violence exposure on us, according to numerous research, which are encouragement of violence
  - Fear of being a victim
  - Depersonalization
  - Effects on appetite
- Everyone is aware that 'violence in cinema encourages violence in society.' When violent activities are viewed as right, beneficial, lawful and criminal rather than normal, natural and a typical part of daily life, they

spread more quickly through a society. The media shouldn't glorify violence. It can occasionally occur in locations where it should be depicted in the news as a mistake. To be able to assess what is happening in society, people need to be aware of what is legal and what is criminal in cinema.

- Thus, to sum up, the phrase 'violence in cinema promotes violence in society' refers to how violence shown in cinema directly affects people's lives and causes them to consider how they should behave in society. Because of this, violent crimes like murder, riots or even rape occasionally occur. In no way should violence be encouraged. As a humanitarian, we should always strive to live peaceful lives.

### Multiple Choice Questions

**Q.25 All of these are types of essays, except ?**

- a Narrative essay
- b Personal essay
- c Argumentative essay
- d Descriptive essay

**Ans. : (b)**

**Q.26 The introductory paragraph of an essay requires the topic, thesis and \_\_\_\_\_.**

- a main ideas
- b supporting details
- c both a and b
- d a and b

**Ans. : (a)**

**Q.27 An essay is a \_\_\_\_\_.**

- a song with a novel or a story
- b poem that has multiple stanzas
- c some kind of writing that has organized paragraphs
- d some kind of writing that requires research

**Ans. : (c)**

**Q.28** Which of the following essays describes a subject ?

- a Narrative essays
- b Reflective essays
- c Argumentative essays
- d Expository essays

**Ans. : (d)**

**Q.29** A good essay has the characteristics except ?

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/> a Fakeness | <input type="checkbox"/> b Dignified style |
| <input type="checkbox"/> c Brevity  | <input type="checkbox"/> d Personal touch  |

**Ans. : (a)**

**Q.30** Which of the following is the essay that uses to increase the imagery of the setting ? The five senses : The sense of taste, sound, touch, smell and sight ?

- a Narrative essays
- b Expository essays
- c Descriptive essays
- d Argumentative essays

**Ans. : (c)**

**Q.31** Which of the following essay tells a story ?

- a Argumentative essay
- b Descriptive essay
- c Reflective essay
- d Narrative essay

**Ans. : (d)**

**Q.32** Which of the following essays are a set of one's thoughts ?

- a Reflective
- b Expository
- c Argumentative
- d Narrative

**Ans. : (a)**

**Q.33** The writer concludes by logical reasoning in \_\_\_\_\_ essays.

- a narrative essays
- b reflective essays
- c argumentative essays
- d descriptive essays

**Ans. : (c)**

### Précis Writing

**Q.34** What is précis writing ? State its purpose.

**Ans. :** A précis is a condensed version of a text, passage, report, article, chapter or book that you have written yourself. The word précis, which also has a plural form, is a French borrowing that denotes both a precise summary (adjective).

**The purpose of précis :**

- Writing concisely is a very valuable ability in both professional and academic environments. A summary helps the reader by saving time. Without taking the time to read the complete text, the reader can rapidly review the main ideas in a piece of writing. A senior executive who is busy could find it helpful to read the summary of a document or collection of letters.
- When determining if a book or article is relevant to someone working on a specific topic, précis are incredibly helpful. In order to decide whether they want to read the original content, academics and scientists use summaries of research reports, articles and books.
- Many types of written and spoken communication frequently include points that are pointless and redundant. A summary directs focus to the important information. Newspaper writers must, for instance, sum up speeches, reports and the sessions of various governmental committees since readers do not need to be aware of every word or action that was spoken or done.

- How does one become motivated or, more importantly, stay motivated through the course of something? Choose goals, tasks, projects and occupations that interest you, that you are passionate about? If you are interested in your job, in your field, in your goal, then you will do whatever it takes to be excellent at it. You won't think twice about putting in extra effort and longer hours or about making necessary sacrifices, if you love what you do.

What if a goal or a task has been thrust upon you and is not of your choosing? If you can find even one thing about your situation in life, be it at the workplace or home, to be excited about, then you will find dealing with that situation easier and you will be able to execute necessary tasks to the best of your abilities. Connect your goal or task to something that has meaning for you, something that is relevant to your personal goals or ideas. This will help you stay motivated. Break up larger goals or tasks into smaller ones. Track your progress and celebrate catch milestones. All this will feed your desire to achieve your goal and thus keep you motivated. Remember that failures (even repeated failures and setbacks) are inevitable. View setbacks, obstacles and failures as opportunities that teach you how to progress in a better manner. This kind of a positive attitude is essential to motivation. (301 words)

#### □ Precis :

- Motivation is that which propels us towards a goal, therefore very important to keep oneself motivated. Track your progress and celebrate catch milestones. Remember that failures (even repeated failures and setbacks) are inevitable. (35 words)

- A précis can be used to condense essays, articles or book chapters for future reference, making it an excellent study tool. Summarizing helps students remember and retain the stuff they are learning.

#### Points to Remember

##### Q.35 Which points should be remembered while writing précis?

□ Ans. : Précis are quite useful for determining whether a book or article is relevant to someone researching a specific topic. As a result, academics and scientists skim research reports, articles and books to decide if they want to read the entire text or not.

- A précis' length varies according to the source content and the purpose for which it was created.
- Make sure you have covered all of the important aspects of the original while writing the précis in your own words.
- Because of the order and weight given to the main points and the sub-points, the arrangement of the précis should correspond to that of the original.
- Don't add any information or commentary that isn't included in the original.
- Precis must maintain the original's tone and refrain from expressing your personal opinion on the matter. The purpose of the précis is to summarize what is expressed in the original section, not to endorse or disapprove it.

##### Q.36 Read the following passages and write a précis of any two that is about one-third of the original in length. Give each précis an appropriate heading.

□ Ans. :

□ Passage :

- Very often we begin something with a lot of enthusiasm, but we lose our sense of purpose and direction along the way and end up leaving things incomplete or poorly done. Motivation is that which propels us towards a goal. It is the reason why we do something and indeed, do it well, if it is therefore very important to keep oneself motivated.



## Multiple Choice Questions

Q.37 The word 'precis' is of \_\_\_\_\_ origin.  
a) English      b) French  
c) German      d) Italy

Ans. : (b)

Q.38 The meaning of precis is \_\_\_\_\_?  
a) to write meaning      b) write in own words  
c) write a paragraph      d) to cut short

Ans. : (d)

Q.39 Which of the following is NOT a rule of precis writing ?

- a) Always have a heading
- b) Use as extensive vocabulary as possible
- c) Remove any irrelevant information present in the original passage
- d) Do not use any short forms or abbreviations

Ans. : (b)

Q.40 For attempting a precis it is very essential that one should the passage thoroughly.

- a) Read      b) Know grammar
- c) Large knowledge      d) Understand

Ans. : (a)

Q.41 What is the important point for a good attempt in precis writing ?

- a) Know good english
- b) Speaking power
- c) Better knowledge
- d) General idea of the message

Ans. : (d)

Q.42 What is the rule of precis writing ?

- a) Slowly and carefully read the passage
- b) Go through and write
- c) Too long
- d) Spent long time in reading

Ans. : (a)

Q.43 What is the method of making good precis ?

- a) Note the important and central ideas
- b) Use present tense
- c) Use first person and direct speech
- d) Title should be long

Ans. : (a)

Q.44 Which of these is not the type of precis ?

- a) Precis of speech
- b) Precis of correspondence
- c) Tables
- d) Telegraph

Ans. : (c)

Q.45 Which of these should be avoided in a precis

- a) Imagery      b) Verbs
- c) Pronouns      d) Indirect speech

Ans. : (a)

Q.46 A precis must use \_\_\_\_\_ tense of verbs.

- a) present      b) past
- c) future      d) present continuous

Ans. : (b)

Q.47 A precis must have a \_\_\_\_\_.

- a) subheading      b) heading
- c) story      d) incident

Ans. : (b)

**Q.48 A precis must be how long ?**

- a One-third of original passage
- b Two-third of original passage
- c Same as of original passage
- d One-fifth of original passage

Ans. : (a)

**Q.49 Which of these are not allowed in a precis ?**

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> a Semicolon | <input type="checkbox"/> b Verbs         |
| <input type="checkbox"/> c Headings  | <input type="checkbox"/> d Abbreviations |

Ans. : (d)

**Q.50 In a precis, conjunction can be replaced by \_\_\_\_.**

- a full stop
- b semicolon
- c apostrophe
- d dash

Ans. : (b)

**Q.51 Rohit donated blood, paid the insurance premium, took a college admission form and ate Samosa, gulabjamun and bhelpuri. Which part is unnecessary ?**

- a Ate samosa, gulabjamun and bhelpuri
- b Donated blood
- c Paid insurance premium
- d Took a college admission form

Ans. : (a)

**Q.52 Which words are not suitable in precis ?**

- a Suggested, advised, questioned
- b Required, consultant the doctor
- c Requested, honored, awarded
- d Plz, coz, BT

Ans. : (d)

**Q.53 Savita saw a person whose eyes were working and he was unable to see anything. This sentence can be shortened as :**

- a I saw a man with no eyes
- b I saw a man with two spoiled eyes
- c Savita saw a blind man
- d I saw a deaf man

Ans. : (c)