



GOVERNMENT OF TAMIL NADU

COMMUNICATIVE ENGLISH

HIGHER SECONDARY - SECOND YEAR

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Department of School Education

Untouchability is Inhuman and a Crime



Government of Tamil Nadu

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THE NATIONAL ANTHEM

Jana-gana-mana-adhinayaka jaya he
Bharata-bhagya-vidhata.
Punjab-Sindhu-Gujarata-Maratha-
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
Uchchhala-jaladhi-taranga
Tava subha name jage,
Tava Subha asisa mage,
Gahe tava jaya-gatha.
Jana-gana-mangala-dayaka jaya he
Bharata-bhagya-vidhata
Jayahe, jayahe, jaya he,
Jaya jaya, jaya, jaya he.

- Rabindranath Tagore.





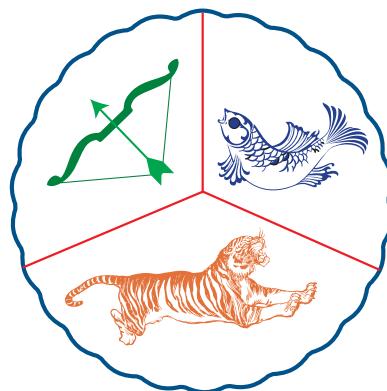
தமிழ்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதன மெனத் திகழ்ப்பாதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலைகழுமே!
அத்திலை வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழனங்கே!

தமிழனங்கே!

உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே!
வாழ்த்துதுமே!

— 'மனோன்மணீயம்' பெ. சுந்தரனார்.



தமிழ்தாய் வாழ்த்து – பொருள்

ஒவி எழுப்பும் நீர் நிறைந்த கடலெனும் ஆடையூத்திய நிலமெனும் பெண்ணுக்கு, அழுகு மினிரும் சிறப்பு நிறைந்த முகமாகத் திகழ்கிறது பரதக்கண்டம். அக்கண்டத்தில், தென்னாடும் அதில் சிறந்த திராவிடர்களின் நல்ல திருநாடும், பொருத்தமான பிறை போன்ற நெற்றியாகவும், அதிலிட்ட மணம் வீசும் திலைகமாகவும் இருக்கின்றன.

அந்தத் திலைத்தில் இருந்து வரும் வாசனைபோல, அனைத்துலகமும் இன்பம் பெறும் வகையில் எல்லாத் திசையிலும் புகழ் மணக்கும்படி (புகழ் பெற்று) இருக்கின்ற பெருமையிக்க தமிழ்ப் பெண்ணே! தமிழ்ப் பெண்ணே! என்றும் இளமையாக இருக்கின்ற உன் சிறப்பான திறமையை வியந்து உன் வயப்பட்டு எங்கள் செயல்களை மறந்து உன்னை வாழ்த்துவோமே! வாழ்த்துவோமே! வாழ்த்துவோமே!





THE NATIONAL INTEGRATION PLEDGE

"I solemnly pledge to work with dedication to preserve and strengthen the freedom and integrity of the nation."

"I further affirm that I shall never resort to violence and that all differences and disputes relating to religion, language, region or other political or economic grievances should be settled by peaceful and constitutional means."

A STUDENT'S VOW BEFORE MOTHER INDIA

Name :

Class :

School :

"I shall overcome the obstacles raised by caste and communal prejudices and work for the greatness of my Motherland putting to the fullest use the benefits that I derive through education.

Vandae mataram!





Preface

The overall aim of Communicative English for Class XII is to develop the communicative competence of learners as opposed to linguistic competence. Hence authentic materials have been given priority in this textbook as was done in Class XI. These materials will influence the quality of classroom interaction and language use. They include extracts from media, magazines, journals or books etc. The textbook has been prepared keeping in mind the consistent needs and interests of the learners and in tune with the social and cultural context in which they will be used. The focus is to equip the learners with essential language skills and give them confidence to use them effectively in real-life situations. The materials are sensitive to perspectives of equality (gender and societal) and harmony (between humans, and between humans and nature), given that a quantum of independent reading is expected.

Emphasis is on study skills such as note-making, note-taking and reference skills and spoken and written communication skills such as public speaking, interviewing, and debating, rather than on writing essays on well-worn topics. Exposure to well-known speeches and the structure of arguments has been analysed. Grammar serves as a tool for increasing the language repertoire and for understanding the construction of text - rhetoric and argumentation.

ICT corner will kindle the learner's interest to go beyond the textbook. This corner is a digital resource with adequate learning material. The additional information and reference skill will equip the learners to achieve effective learning and project completion.

Finally evaluation must be 'proficiency' rather than 'achievement' oriented, i.e. designed not to test the mastery of studied passages, but rather the ability to use the language appropriately in new contexts.

The syllabus has been prepared according to the recommendations of the National Curriculum Framework 2005.





How To Use The Book

- ❖ Class XII Communicative English textbook has been designed based on themes, with selections from authentic, true-to-life materials. Embedded in the course are universal values and social justice with focus on the inherent diversity of India. They involve different kinds of texts and the activities have been built around them.
- ❖ Warm up activities are designed to introduce the theme and the essence of the unit.
- ❖ The focus is concentration on use and appropriacy rather than simply on language form.
- ❖ Emphasis is on fluency- focused rather than accuracy-focused activities.
- ❖ Communication tasks are to be performed through the language rather than exercises on the language.
- ❖ Necessary scaffoldings are provided to help learners to build their abilities in creative writing. Focus is on a plethora of writing forms accompanied by guidelines , samples and checklists.
- ❖ Appreciation will be for variation in language rather than uniformity of language structure.
- ❖ Linking LSRW skill based activity will reduce the curriculum load while providing learning experience that is creative and participative.
- ❖ Students have to take the initiative and interact, rather than wait for directions from the teacher.
- ❖ The learners should contribute as much as they gain and interact primarily with each other rather than with the teacher.
- ❖ The teachers have to take on several roles – that of a facilitator, participant, manager, instructor and guide – so that learning takes place through individual, pair or group activities.



Learning Outcomes

Listening and Speaking

Students will be able to

- ❖ engage in oral exchanges of ideas through discussions, debates etc.
- ❖ participate actively and effectively in group work as presenter or facilitator
- ❖ deliver a speech with clarity, coherence suitable for purpose and audience
- ❖ respond to activities embedded in appropriate and meaningful context
- ❖ speak fluently with correct phonic skills

Reading

Students will be able to

- ❖ develop inferential abilities and rich vocabulary to enhance learner's word power
- ❖ respond in writing to works of fiction and non-fiction
- ❖ identify essential nuances in poem
- ❖ read and explore works from various genre
- ❖ record or store information for easy retrieval

Writing

Students will be able to

- ❖ engage in meaningful formal and informal writing tasks using all stages of the writing process, in class and at home
- ❖ write in clear, understandable and accurate language
- ❖ use language and style appropriate to the purpose and audience
- ❖ organize and order words, sentences and paragraphs in an essay with an introduction, coherent body and a conclusion that summarizes the topic
- ❖ proofread various areas such as sentence structure, grammar and punctuation
- ❖ evaluate their own writing according to the established rubrics

Grammar

Students will be able to

- ❖ understand the concepts that are graded systematically and explained with examples followed by exercises
- ❖ gain a thorough grounding in grammar that is functional and communicative
- ❖ edit passages with focus on accuracy



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Assessment



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Chapter

1

Human values

In Harmony With The World



Warm up

a). Human Rights For All



Unscramble the jumbled letters given below to form words that denote human rights. Write the correct words in the hands given. One has been done for you.

meferod
yrsrpteiopustrt
tdingiyvelo
yeiqluatltrue fo wla
ejtucis

aecpe



- b. You must have come across discrimination of various kinds in the news. Discuss in pairs and list out a few.

Example- 'Fair Brides Preferred'

- c. Given below are some human values and human rights. Classify and write 'V' for values or 'R' for rights, against each word.

honesty	justice	compassion	speech	equality
language	expression	trust	citizenship	kindness
speech	self-esteem	tolerance	mercy	information
religion	liberty	gratitude	education	humility



Reading

a. Read the following passage.

"There's always room for a story that can transport people to another place."

- J.K.Rowling

Short stories capture human values evolving from wide ranging incidents and episodes. Each of the stories given below has a specific goal; to teach unique values that are truly valuable in life.

Positive Thinking

This **parable** is told of a farmer who owned an old mule. The mule fell into the farmer's well. The farmer heard the mule praying or whatever mules do when they fall into wells.

After carefully **assessing** the situation, the farmer sympathized with the mule, but decided that neither the mule nor the well was worth the trouble of saving. Instead, he called his neighbours together, told them what had happened, and **enlisted** them to help **haul** dirt to bury the old mule in the well and put him out of his misery.

Initially the old mule was **hysterical!** But as the farmer and his neighbours continued shovelling and the dirt hit his back, a thought struck him. It suddenly dawned on him that every time a shovel load of dirt landed on his back, HE WOULD SHAKE IT OFF AND STEP UP!

This he did, blow after blow. "Shake it off and step up... shake it off and step up... shake it off and step up!" He

repeated to encourage himself. No matter how painful the blows, or how **distressing** the situation seemed, the old mule fought panic and just kept right on SHAKING IT OFF AND STEPPING UP!

It wasn't long before the old mule, **battered** and exhausted, stepped triumphantly over the wall of that well! What seemed like it would bury him actually helped him ... all because of the manner in which he handled his adversity.

THAT'S LIFE! If we face our problems and respond to them positively, and refuse to give in to panic, bitterness, or self-pity, life becomes meaningful.

Selflessness

Once upon a time, there lived a big mango tree. A little boy loved to come and play around it every day.

He climbed to the tree top, ate the mangoes, and took a nap under the shade. He loved the tree and the tree loved to play with him.

Time went by... The little boy grew, and he no longer played around the tree.

One day, the boy came back to the tree with a sad look on his face.

"Come and play with me," the tree asked the boy.

"I am no longer a kid; I don't play around trees anymore." The boy replied, "I want toys. I need money to buy them."

"Sorry, I don't have money, but you can pick all my mangoes and sell them so you will have money."



The boy was so excited. He picked all the mangoes on the tree and left happily. The boy didn't come back. The tree was sad.

One day, the boy, now a grown man, returned. The tree was so excited.

"Come and play with me," the tree said.

"I don't have time to play. I have to work for my family. We need a house for shelter. Can you help me?"

"Sorry, I don't have a house, but you can chop off my branches to build your house."

So the man cut all the branches off the tree and left happily. The tree was glad to see him happy but the man didn't return afterwards. The tree was again lonely and sad.

One hot summer day, the man returned and the tree was delighted.

"Come and play with me!" the tree said.

"I am sad and getting old. I want to go sailing to relax myself. Can you give me a boat?"

"Use my trunk to build your boat. You can sail far away and be happy."

So the man cut the tree trunk to make a boat. He went sailing and didn't return for a long time.

Finally, the man returned after he had been gone for many years.

"Sorry, my boy, but I don't have anything for you anymore. No more mangoes to give you," the tree said.

"I don't have teeth to bite," the man replied.

"No more trunk for you to climb on."

"I am too old for that now," the man said.

"I really can't give you anything— the only thing left is my dying roots," the tree said with sadness.

"I don't need much now, just a place to rest. I am tired after all these years," the man replied.

"Good! Old tree roots are the best place to lean on and rest. Come sit down with me and rest."

The man sat down and the tree was glad and smiled.

The tree in the story represents our parents. When we are young, we love to play with them. When we grow up, we leave them and only return when we need help. Parents sacrifice everything for us, like the tree.

All experiences teach us something. A valuable lesson can be learnt from these stories. The short story then can be equated with situations in life and values can be established, which in turn motivate us. The moral and ethical principles imparted through these short stories help in influencing behaviour and priorities in life.



Glossary

parable (n)	- a simple story with a moral
assessing (v)	- form an opinion of
enlisted (v)	- enrolled
haul (v)	- pull or drag with force affected by
hysterical (adj.)	- uncontrolled emotion
distressing (adj.)	- causing anxiety
battered (v)	- beaten

b. On the basis of your reading of the passage, answer the following briefly.

1. What was the decision taken by the farmer after assessing the situation?
2. What help did the farmer ask from his neighbours?
3. How did the mule face the situation?
4. How did the mango tree fascinate the little boy?
5. What do we learn from the mango tree?

c. Complete the sequence in the following table showing the five stages in the boy's life and his affinity to the tree.

S.No.	Stages in the boy's life	His needs	Tree's response
1	little boy	loved to play around the tree
2	young boy	the tree gives its mangoes to be sold
3	middle aged man	the tree gives its branches to build a house
4	old man	sad, old and wanted to go sailing and relax
5	very old man

d. Read the following poem carefully.

Be A Friend

- By Edgar Albert Guest

Be a friend. You don't need money;
Just a disposition sunny;
Just the wish to help another
Get along some way or other;
Just a kindly hand extended
Out to one who's unbefriended;



Just the will to give or lend,
This will make you someone's friend.

Be a friend. You don't need glory.

Friendship is a simple story.
Pass by trifling errors blindly,
Gaze on honest effort kindly,
Cheer the youth, who's bravely trying,
Pity him who's sadly sighing;
Just a little labour spend
On the duties of a friend.

Be a friend. The pay is bigger
(Though not written by a figure)
That is earned by people clever
In what's merely self-endeavour.
You'll have friends instead of neighbours
For the profits of your labours;
You'll be richer in the end
Than a prince, if you're a friend.



e. Complete the summary of the poem given below with suitable words.

In the first stanza, the poet explains that it doesn't cost any to be a We just need to be, helpful and be willing to to others. The second stanza links to some of the of friendship. We should our friends' little mistakes in them whatever they are trying to do and feel when they are sad. Lastly, the third stanza points out that although people who work for their own benefit do earn a lot of, we can earn more valuable wealth by being Then, all of our will be our friends and that makes us richer than a

f. The poet uses certain expressions in the poem to suggest something to the readers. Study the suggestions given in the box. Choose an apt one that fits the expressions given in the table.

money earned	silly mistakes	hard work	selfish
self striving	helping nature	a happy character	



Expressions	Suggestions
1) a disposition sunny	1) a happy character
2) hand extended	
3) trifling errors	
4) merely self endeavour	
5) profits of your labour	

Language Study

- a. Match the Synonyms in box A with their antonyms in box B.

A	B
Synonyms	Antonyms
equality	demote
segregation	illegal
promote	disrespect
respect	congregation
legal	injustice
justice	inequality

- b. Using a dictionary, find the synonyms and antonyms for the words given below.

1. dignity
2. arbitrary
3. deprived
4. prejudice
5. emancipation
6. fundamental
7. discrimination
8. security
9. isolation
10. betrayal



QUESTION TAGS



- a. Choose suitable question tags given in the boxes and tag them to the sentences given below.

have you?	was he?
aren't you?	can't we?
wasn't it?	do you?
isn't he?	can they?
have I?	isn't it?

1. We can employ the local youth in our company,
2. Ranga is very sincere in his effort,
3. It was raining cats and dogs yesterday,
4. Harish wasn't here to attend the meeting,
5. You usually do not come late to school,
6. I haven't seen a movie for ages,
7. It is impossible to escape from the dust storm,
8. You are struggling to learn a new language,



9. They cannot deny justice to the tribals,?
10. Selvi, you have not done your homework,?

b. Complete the following using question tags.

1. Shalu cooked a delicious meal last night,?
2. You are very serious about starting a business,?
3. Soni could swim well,?
4. Hari had toiled day and night to enter the mountaineering institute in Darjeeling,?
5. This book appeals to all the sections of students,?

c. Provide suitable sentences for the following question tags.

1., am I?
2., doesn't he?
3., does she?
4., hasn't he?
5., shouldn't they?

d. Complete the following conversation by supplying question tags.

Shanthi: There is an article in the newspaper about the transfer of an English teacher. You have read it,??

Marudu: Yes, the teacher came back much to the delight of the students,?

Shanthi: The joy of the students knew no bounds on seeing their favourite teacher,?

Marudu: The teacher was very popular among the students,?

Shanthi: The students and the parents protested against the transfer,?

Marudhu: The Department plans to speak to the parents and the students for an amicable solution,?

Shanthi: That's wonderful news,?

MODALS

a. A letter written by a mother to her daughter Kalyani is given below. Fill in the blanks by choosing the most appropriate modals given in brackets.

Dear Kalyani,



I am very happy to know that you have been selected to present a paper at the UNO. Congratulations! You (used to / need to) have a break before the trip. Let me suggest a few things which will rejuvenate you during the break. You (must / might) relax and (shall / should) keep yourself calm and composed so that you (can / must) collect and prepare materials for the presentation.



I am sure you (could / would) do a wonderful job. Regarding your travel plans, a word of advice is that you (ought to / used to) be cautious of strangers, do not move away from your teammates. Help them at all times. By the way, if you had informed me earlier, I (should have / could have) shared my ideas and helped you with the project. Take care of yourself and (might / may) you bring laurels to your school.

*Wishing you all the best,
With love,
Mummy.*

b. Read the following words and phrases carefully and arrange them in meaningful sentences. The first word/ phrase has been given in bold.

- 1) to grow / in life / they help us / **Values**/ important / because / develop / are / and
- 2) the future / to create / we want / **They help us** / to experience
- 3) individual / of decisions / is involved / **Every** / in making / every day / hundreds
- 4) reflection / and they are / **The decisions** / are a / directed towards / of our values / we make / a specific purpose / and beliefs / always

Listening

a. Listen to your teacher read a poem that glorifies the invaluable nature of human sympathy and answer the following questions by choosing the

most appropriate option. Before you answer, go through the questions thoroughly.

- 1) The tone of the poem is

 - a) slightly criticising.
 - b) slightly cautioning.
 - c) slightly moralising.

- 2) The poem represents two kinds of charity
 - a) Financial help and moral help.
 - b) Financial help and emotional support.
 - c) Emotional support and words of encouragement.
- 3) The speaker lay....
 - a) in want, grief and pain.
 - b) in grief and distress.
 - c) in sorrow and want.
- 4) The speaker was in,
 - a) a lot of debts.
 - b) a lot of pain.
 - c) a lot of trouble.
- 5) The proud man helped the speaker by.....
 - a) serving him with love.
 - b) giving him money.
 - c) speaking kind words.
- 6) "His looks were cold....." 'Cold' in this context refers to,
 - a) stern eyes with understanding.
 - b) lack of affection or warmth of feeling.
 - c) the state of unhappiness.



7) The poor man's charity was more valuable to the speaker because

- a) he treated the poet's injuries and gave him food and drink.
- b) comforted him by talking to him.
- c) he treated his injuries, gave him food and comforted him.

8) The speaker could not pay back the

- a) gold given by the proud man.
- b) gold given by the poor man.
- c) kindness shown by the poor man.

Speaking

a. Study the picture carefully and present your interpretation. Give a caption for the picture.



b. Read the following carefully and have a class room discussion.

1. Are women equal to men?
2. What are the habits that people think are appropriate for men but not for women?
3. Are there more female executives and managers than men? Why do you think this is so?

4. Are there different laws depending on gender?

5. Do men and women have equal rights to ancestral property? 

6. Do you think our educational system is gender biased? Justify.

7. How has gender roles changed in the last 50 years?

8. Are there different barriers for men and women at work?

9. In what aspects of life do you think it's easier to be a woman than a man?

c. DEBATE



You are already familiar with the art of debating. It involves discussions on a particular topic using the right language and expressions. Familiarise yourself with the following phrases and expressions.

While starting the debate

Good Morning judges and audience...
Respected teachers and dear friends...

Introduce the Motion

The motion for today's debate is ...
I believe that what is meant by ... is ...
When we say ... we mean ...



Presenting views for or against

Let us first understand what ...
Let me explain ...
It goes without saying that ...

Supporting with evidence

I can quote proofs from...
There are a number of instances...
In fact, you can find many examples...

Summarizing the views

Therefore, I wish to sum up my views...
By now you would have realized and agree with me ...

Concluding your views

In short ...
I'm confident my opponents...
I'd like to conclude...

When you give your rebuttal

I get your point, but I ...
I'm afraid I can't argue with ...
Sorry, you've misunderstood my point...
Let me explain my stand, ...
Please wait a moment, let me respond to ...
Excuse me; Let me reiterate my stance...
It's obvious ...

Task

Women have the courage to change the course of history. We have read of such women from mythological and historical times and seen them shape our world in modern times, too.

There can be no development without equal participation of women and men in all spheres of life and at all levels.

Being able to do more than one thing at a time is not easy. Women have however been able to multitask without much of a struggle, juggling between motherhood and career.

Many a time we are stuck in tedious arguments. Some argue that a stay-at-home mother spends all her time with her child and shares a stronger bond, while the others believe that there is some truth in the adage "Distance makes the heart grow fonder."



Now with your partner/ group, analyse the pros and cons of stay-at-home mothers and working mothers and participate in a class debate organised by your teacher on the motion "Who makes a better home – a stay-at-home mother or a working mother?"



Writing

MESSAGE

You have already learnt how to write a message in Class XI. Recall the format and the writing technique.



a. The following is a telephone conversation between Prabha and Karthik. After the call, Karthik has to leave for work and hence leaves a message for his roommate Dr.Vetri. Read the conversation and write the message in not more than 50 words.

Prabha: Hello, can I talk to Dr.Vetri?

Karthik: I am sorry; he is not here right now. May I know who is on the line?

Prabha: I am Prabha, a colleague of his, from the hospital where he works.

Karthik: Glad to speak to you. Would you like to leave a message for him?

Prabha: Yes, please. Inform him that the conference scheduled to be held in Madurai on the 10th of October has been postponed to the 15th of October. So he can come to Madurai by 14th evening, and I have also made the hotel booking too at Park Plaza.

Karthik: I will surely convey this message to him. Don't worry.

Prabha: Thank you.

b. Rachel and Shiela plan to go to a book fair at 10 a.m. But guests arrive unexpectedly at Rachel's house and therefore her mother asks her to stay back and help her. So she sends a message to Shiela expressing her inability to go to the book fair. Write the message for Rachel in not more than 50 words.

c. You are going to Salem. Your manager accompanies you to the airport to see you off. On reaching the airport you hear the following announcement:

"Your attention please! Flight No. 133 flying from Chennai to Salem has been delayed by 30 minutes due to a technical snag. Passengers are requested to wait for further announcements. The inconvenience is regretted."

Now write a message to your father informing him of the delay and send it through your manager.

SHORT PARAGRAPH

You have classified human rights and values in the beginning of this unit. Now, choose one of the values which you consider the most important for all human beings and write a short paragraph in about 100 words.

REPORT WRITING

Report writing has been dealt with in detail in Class XI. Recall those instructions and complete the following exercises.

a. You are a Special Reporter appointed by the Commission for Human Rights. This commission examines, monitors and publicly reports on various human rights violations. Recently you came across an incident where a domestic help, a boy of 18 years, has been facing multiple forms of violence in the hands of his employers. Write a report about it in about 120 to 150 words, to be submitted to the Commission, using the following hints.

- ❖ beaten up and held captive
- ❖ accused of theft
- ❖ physically abused
- ❖ overworked and underpaid



- ❖ starved and sleep deprived
- ❖ vulnerable due to lack of awareness and social security

Note: Try to be fair – include both sides of the story and don't let your personal opinion get in the way of reporting the facts.

You may find the following outline useful.

TITLE
BY
WHO? WHAT? WHY?
WHEN? WHERE? HOW?

b. You are the teacher counsellor of your school. You organised a workshop on 'Good Parenting' in your school to discuss various issues concerning the student community and the ways to tackle them. **Write a detailed report of the workshop held.**

You will find the following inputs useful.

Title	
	By (name)
Para 1	- Name of the event and Chief Guest (What, why, When, where) Objective / purpose Date, time and place
Para 2	- Description of the event (How) Highlights of the programme (Contributions in the form of sharing their experiences, problems and suggestions) Chief Guest's address (appreciation / comments)
Para 3	- Conclusion, Vote of thanks

LETTER TO THE EDITOR

The language tips given below will be helpful in writing a letter to the Editor

- ❖ The tone and style should be formal.
- ❖ Specify the purpose of writing.
- ❖ Express your ideas logically.
- ❖ Do not ask the editor to solve the problem.
- ❖ Request him to publish the letter to gain the attention of the authorities concerned.
- ❖ Conclude on an optimistic note.

a. You are concerned about the changing face of society, where people want to earn either by hook or by crook. They don't care if their acts are in agreement with moral values or not. **Write a letter to the Editor of a national daily, in not more than 150 words, about the changing values and the importance to re-orient the concept of earning for need and not for greed. The following hints can be used.**

Present scenario...

- ❖ Forgotten values
- ❖ Loud late night parties, luxurious lifestyle
- ❖ Corruption at all levels
- ❖ Earning money through unfair means
- ❖ Match fixing in the field of sports
- ❖ Exploiting religious beliefs of people



Solutions

- ❖ Need for reinstating values
- ❖ Value education to be made part of school curriculum
- ❖ Ways to preserve our culture and tradition
- ❖ Parents and teachers to be role models
- ❖ Transparency and accountability

Extensive Reading

Long Walk to Freedom

- Nelson Mandela

A thousand Splendid Suns

- Khaled Hosseini

A Hope More Powerful Than The Sea: One Refugee

- Melisa Fleming

Twenty Two Cents

- Mohammed Yunus

Mother of 1084

- Mahaswetha Devi

Koogai (Translation)

- Cho Dharman

The Adventures of Huckleberry Finn

- Mark Twain

Poonachi (Translation)

- Perumal Murugan

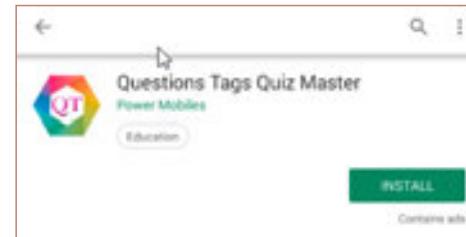
Goat Days (Translation)

- Benyamin



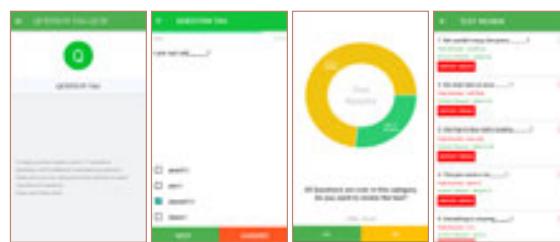
ICT CORNER QUESTION TAGS

To enable the students to check their knowledge in Question tags



STEPS:

1. Access the application with the help of the link or the QR code which is given below and install it in the mobile
2. You can see the instructions about the quiz in the home page. A single practice session carries 15 questions.
3. Questions will be different every time you practice.
4. Click the 'Q' button and start answering the questions on Question Tag. After answered all questions your performance will be shown in the form of pie chart
5. You can review and analyze your performance by clicking YES to review.



To Download The Application:

Application Name : Question Tags Quiz Master

https://play.google.com/store/apps/details?id=app.mobile.question_tag_quiz_master&hl=en

* Images are Indicatives only



B281_12_COMM_ENG



Chapter

2

English For The Work Place

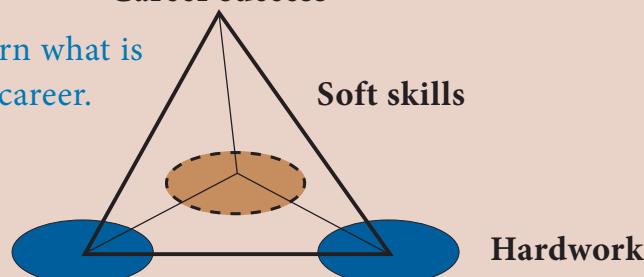
Improve Your Connectivity



Warm up

Career success

- a. Study the diagram to learn what is needed to be successful in one's career.

Technical
strengths

Soft skills

- b. Here is an illustration of what soft skills are. Study the picture thoroughly.





- c. Notice that those who have English skills have an edge over others, when they attend an interview.



Now list out a few soft skills that you think are necessary for one to succeed.



MUST-HAVE SOFT SKILLS



- a. Read the following passage carefully.

Frankness Matters

1. Whether in an exam, interview, or life itself, we may not always have answers to all questions. Right from when we begin school, through college, and even into the working world, we are coached

to face questions with answers, to exhibit what we know, to fill the space between lines with words. When we encounter a question that we do not have an answer to, **panic** sets in. We feel **inadequate**, or are prompted to immediately search for the answer - this latter response is mostly a good thing. But sometimes, we refuse to recognize or admit that we don't know, and proceed to apply the most familiar of exam techniques- we **fudge**. Fudging can be a high art, and when done skilfully, can do a good job of persuading all but the most **discerning** examiner that you do know something.

2. Don't get me wrong here. I am certainly not advocating fudging, although it is something most of us have been guilty of doing, when we encounter the unexpected question or one that we just haven't fully prepared for. In a written exam, it is possible to fudge and get away with, to some degree, but in a face-to-face situation, or in an interview, I wouldn't recommend it. In fact, it is good to get comfortable with the idea that we may not always have answers to all questions in an examination, interview, and life. There are also contexts where it is not expected that you have a ready answer for every question, where a bit of uncertainty is not just acceptable, but even welcome.

Honesty matters

3. Take the typical interview. You may have questions that test your subject knowledge, assess your attitude, and get a sense of your skills. In terms of subject knowledge, there are some things that everyone who has studied a given subject



is expected to know basic theories and foundational concepts. But every field of knowledge is vast and complex, and one cannot know everything; nor is someone at the entry level expected to. So while facing an interview, it is important to be aware of what you can speak of with confidence, and what you are not too comfortable talking about. When faced with questions from this second area, you should be able to **graciously** admit that you don't know, or are not too sure.

4. Fudging as an answer in an interview can be disastrous. For one, interviewees are usually experienced enough to be able to tell when a candidate is just shooting the breeze. For another, if you really don't know the answer, you may get so involved in **faking** knowledge that you end up spinning a complicated web that you can't **extricate** yourself from. This may lead to follow-up questions that only make it worse. Instead, a simple "I'm afraid I don't know" could save you and your interviewers considerable misery and embarrassment.

5. Being able to say that you don't know requires confidence and **humility**. It is important to prepare well for any test, and to try to cover as much ground as possible, but it is equally important to **acknowledge** that it is impossible to know everything, particularly when there may be questions that combine theory, application and **strategy**. A sincere response that acknowledges the current limits of one's knowledge yet indicates a willingness and interest to learn would go a long way in making a good impression.



Glossary

panic (n)	- sudden fear or anxiety
inadequate (adj.)	- insufficient
fudge (n)	- cover up
discerning (adj.)	- judicious, enlightened
graciously (adv.)	- pleasantly and kindly
faking (v)	- pretending, falsify
extricate (v)	- withdraw, free
humility (n)	- humbleness
acknowledge (v)	- accept, confess
strategy (n)	- plan of action

b. On the basis of your understanding of the above passage, answer each of the questions given below by choosing the most appropriate option.

1. What happens when we do not know the answer to a question?
 - a. lethargy sets in
 - b. panic sets in
 - c. expectation rises
2. Fudging in a written examination
 - a. impresses people.
 - b. persuades the examiner that you know something.
 - c. improves your communication.
3. What are you expected to know in terms of subject knowledge in an interview?
 - a. the complexities of a subject
 - b. the basic theories and foundational concepts
 - c. to assess yourself



4. One will not know everything about a subject at the entry level. Why?
- because it is vast and complex
 - because it needs a lot of hard work
 - because it might be dull and boring

c. Fill in the blanks with appropriate words from the passage.

- It can be disastrous in a face to face..... .
- Interviewees are enough to be able to tell that a candidate is just You cannot yourself if you complicated web.
- The two things that are required to say that you don't know something are and..... .

d. Pick out the words from the passage that mean the following.

- show(para 1)
- recommending (para 2)
- a feeling of awkwardness (para 4)
- utilization (para 5)

e. Use the following words in sentences of your own.

- | | |
|----------------|---------------|
| 1. uncertainty | 3. spinning |
| 2. strategy | 4. impression |

f. Read the following poem carefully.

THE BUILDERS

HENRY WADSWORTH LONGFELLOW

All are architects of Fate,
Working in these walls of Time;
Some with massive deeds and great,
Some with ornaments of rhyme.

Nothing useless is, or low;
Each thing in its place is best;
And what seems but idle show
Strengthens and supports the rest.

For the structure that we raise,
Time is with materials filled;
Our to-days and yesterdays
Are the blocks with which we build.

Truly shape and fashion these;
Leave no yawning gaps between;
Think not, because no man sees,
Such things will remain unseen.

In the elder days of Art,
Builders **wrought** with greatest care
Each minute and unseen part;
For the Gods see everywhere.

Let us do our work as well,
Both the unseen and the seen;
Make the house, where Gods may **dwell**,
Beautiful, entire, and clean.

Else our lives are incomplete,
Standing in these walls of Time,
Broken stairways, where the feet
Stumble as they seek to climb.

Build to-day, then, strong and sure,
With a firm and **ample** base;
And ascending and secure
Shall to-morrow find its place.

Thus alone can we **attain**
To those **turrets**, where the eye
Sees the world as one vast plain,
And one boundless reach of sky.



Glossary

wrought (v)

- made or fashioned in a specified way

dwell (v)

- live in or at a specified place

ample (adj.)

- enough

attain (v)

- succeed in achieving

turret (n)

- a small tower at the corner of a castle wall

g. Answer the following briefly.

1. What does the poet mean by the architects of fate?
2. What advice does the poet give to build a good life?
3. Explain "Leave no yawning gaps between."
4. When does our house become fit for the Gods to dwell?
5. How can one shape one's tomorrow?
6. Find the literary devices in the given lines.
 - a. Working in these walls of time
 - b. Strengthens and supports the rest
7. Identify the rhyme scheme of the poem.
8. Find the antonyms for the following words from the poem.
 - a) active
 - b) younger
 - c) weak
 - d) limited

9. Make sentences of your own with the following expressions.

- a) architects of fate
- b) yawning gap
- c) wrought with greatest care
- d) unseen and the seen

h. Fill in the blanks with the words from the poem.

According to the poet, everything is the

(1) in its place, nothing is (2)
..... What looks (3) today
can (4).....and (5) the rest
tomorrow. In the olden days (6)
used to take greatest care whether (7)
..... or (8) because (9)
..... presence is felt (10)

Language study

a. Do you know these people?

1. One who studies the stars and other spatial phenomena -
 - (a) geologist
 - (b) astronomer
 - (c) anthropologist
2. One who studies plant life -
 - (a) botanist
 - (b) zoologist
 - (c) biologist
3. One who studies insect life -
 - (a) sociologist
 - (b) etymologist
 - (c) entomologist
4. Collector of books -
 - (a) bibliophile
 - (b) anglophile
 - (c) anaphase



5. One who does charity -

- (a) psychiatrist
- (b) philanthropist
- (c) psychologist

b. Do you know what these foreign words mean? Match them with their meaning.

- | | |
|--------------------------|--|
| 1. Ad hoc | at first glance |
| 2. Sine die | in disguise |
| 3. Alma mater | I have found it. |
| 4. Sub Judice | writ to bring someone to the court |
| 5. Eureka | mode of working |
| 6. Extempore | without assigning a day |
| 7. Habeas Corpus | hint of caution |
| 8. Incognito | still under judicial consideration |
| 9. Modus operandi | without preparation |
| 10. Prima facie | school, college that one formerly attended |
| 11. Caveat | for this purpose |

c. Let's learn some more terms used in the court. Match them to the meaning.

- | | |
|-------------------------|---|
| 1. Allegation | the person who files the complaint in a lawsuit |
| 2. Continuance | trial without a jury in which a judge decides the facts |
| 3. Cross examine | a written order directing the arrest of a party |
| 4. Bench trial | put off trial until another time |
| 5. Juror | judge's office |

6. **Oath**

a person who is on the jury

7. **Affidavit**

questioning of a witness by the attorney

8. **Plaintiff**

a written fact confirmed by the oath of party before a notary

9. **Warrant**

claim without proof, that someone has done something illegal

10. **Chambers**

a promise to tell the truth

d. Fill in the blanks with words given below in the box.

conviction	bail	summons
jurisdiction	verdict	docket
counsel	indictment	prosecute
impeachment		

1. A documentation of what happens during a court case and all its proceedings is a.....
2.is amount of bond money paid to the court to guarantee the defendant's attendance at court.
3.is a judgement of guilt against a criminal defendant.
4. The process of calling a witness' testimony into doubt or a constitutional process whereby high officials are accused of misconduct is called.....
5. The formal charge issued by a grand jury stating that there is enough evidence that the defendant committed the crime is
6. The legal authority of a court to hear and decide a certain type of case is



7. To charge someone with a crime is
8. The decision of a jury and judge that determines the final outcome of a civil case is
9. A legal advice is
10. A document notifying a defendant that he is required at the court is

e. Look at a few terms used in the field of education and use them in completing the sentences that follow.

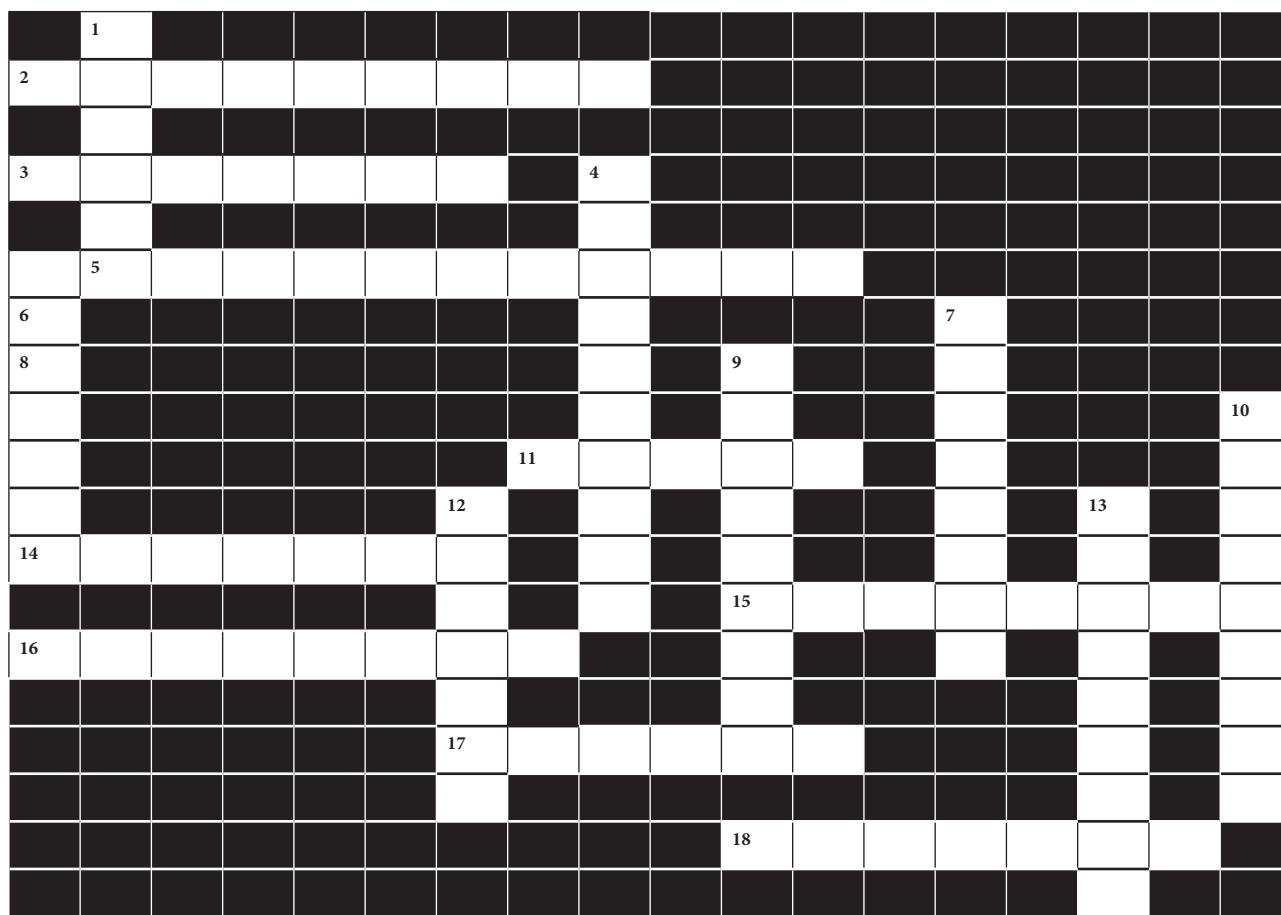
pedagogy	- the method and practice of teaching, especially as an academic subject or theoretical concept
didactics	- the art or science of teaching
vocational	- relating to an occupation or employment
humanities	- academic disciplines that study aspects of human society and culture
assimilation	- the process of taking in and fully understanding information or ideas
erudition	- the quality of having or showing great knowledge or learning
extramural	- outside the walls or boundaries of a town or a city
collegiate	- of or relating to a college

pedagogue	- a teacher, especially a strict or pedantic one
mentor	- a person who gives a younger or less experienced person help and advice over a period time, especially at work or school
intramural	- taking place within a single educational institution
holistic	- dealing with or treating the whole of something or someone and not just a part

1. He was known for his wit, _____ and teaching.
2. The school has many _____ clubs.
3. With the development of modern _____, teaching strategy is increasingly attracting people's attention.
4. I assume that she has a normal child's capacity of _____ and imitation.
5. He needed a _____ to teach him about the world of politics.
6. The purpose of _____ education is to prepare students to meet the challenges of living as well as academics.
7. The trainers have a programme to teach them _____ skills.
8. This year my favourite_____ is my English teacher.



f. Solve the cross word puzzle with the help of the clues given.



Across

2. School Education for children after age 11 (9)
3. School Education for children aged 5-11 (7)
5. The work of an engineer (11)
8. To go to a place, school or university (6)
11. Someone who teaches (5)
14. The study of natural world like Biology, Physics, and Chemistry(7)
15. The study of treatment for illness (8)
16. To complete a first university degree (8)
17. To study a subject before a test (6)
18. A meeting of a group of people to discuss or study a subject (7)

Down

1. A qualification given after completing a university course (6)
4. group of subjects studied in a school or college or university (10)
6. The land that surrounds a college or university (6)
7. Related to subjects which involve thinking and studying skills (8)
- 9 The study of trade, money and industry (9)
10. A teacher in a university (9)
12. A formal talk to a group of students (7)
- 13 The person in charge of a school or college (9)



g. Match the following words with their meanings.

- | | |
|-------------------|---|
| 1. Soliloquy | (a) talking indirectly in a roundabout manner |
| 2. Ventriloquism | (b) informal expression used in everyday conversation |
| 3. Colloquialism | (c) art of speaking without moving your lips |
| 4. Circumlocution | (d) talking or a speech 'to one self' |



Grammar

TENSES



F991M5

We have learnt about tenses in detail in the earlier classes. Let us do some exercises.

a. Fill in the blanks with the correct tense form of the verb given in brackets.

I (be) in London sometime ago on a short visit and (happen) to witness an incident. A very trivial one, but it (set) me thinking. I (take) a walk in one of the suburbs and there (be) this teenage girl ahead of me (take) her pup for a walk. The pup (decide) to use that moment to relieve itself. The girl (take) a paper bag from her pocket, (clean) up the mess and then (walk) onto the nearest bin to dispose of it! What (impress) me (be), this (be) a teenager. This (be) an age when there (be) a natural

tendency to rebel, but this civic sense (be) so deeply (ingrain) in her that she never (give) a second thought to it.

b. Complete the passage by choosing the correct form of the verb from the options given.

We Indians.....(took/take/taken) pride in our rich civilisation, history and culture. But sad to say, we find that most people (lack/lacking/ lacked) in civic sense when it comes to public cleanliness, (form/ forming/ formed) queues or even when (driven/drove/driving) vehicles. Cleanliness and discipline must be (inculcate/inculcating/ inculcated) in children in their formative years. We (were/ are/ have) used to throwing garbage in public places. We (have encouraged/ are encouraged/ will encourage) to be more disciplined and (followed/ follow/ following) rules but in trashy places we (became/ become/ will become) trashy ourselves. No city in our country(had managed/ has managed/ is managing) to fight the garbage menace. Civic sense (are/ is/ has) the need of the hour.

c. Hari is attending an interview. Given below is an excerpt of his interview. It is incomplete. Complete it with verbs in the proper tense with the help of the words in brackets.

Interviewer : Good Morning, Hari.

Hari : Good Morning, Sir.

Interviewer : I (be)
Ramamurthy, the
General Manager.



I(see) that currently you(work) at ABC International as a Senior Sales Manager. What responsibilities(do) you(have) there?

Hari : Well, on a day to day basis, I(deal) with customers and(handle) all cash transactions. However in the last six months, I.....(give) other responsibilities like(take) customer complaints and(supervise) stock levels.

Interviewer : I see. So you(have) experience with(purchase) stock as well.

Hari : Yes, Sir. I(be) always on the move. I(keep)(travel) to all the main cities.

Interviewer : Great. We(get) back to you in a week, Hari.

Hari : Thank you, Sir.

d. Rewrite the following paragraph correcting the underlined errors.

While several destinations is coming up with measures to counter the effects of over-tourism, New Zealand was gently urging travellers to be much responsible. The country's tourism industry have

launched a initiative 'Tiaki-Care for New Zealand', who invites visitors to care for its unique land and environment. The Tiaki Promise encourage visitors to experience the country in a way that protects the nature environment, respect all cultures and preserves the country on future generations. Tiaki means to care for and protect in New Zealand native language, Te Reo Maori. In Maori culture, them believe all things were interconnected; peoples and land are ones.

e. Complete the following by filling in the correct form of the word in brackets.

My father (1).....(like) fishing very much. Every Sunday morning, he (2).....(go) fishing by the river. There (3).....(be) many different kinds of fishes in the river. If my father (4).....(catch) a small fish, he will release it in the river. Sometimes when he (5).....(be) lucky enough to get a big fish, he (6).....(bring) it home for dinner.

This morning, my father and my brother(7).....(go) fishing together by the river. They (8).....(promise) Mom to bring home a big fish. In the morning, they (9).....(buy)some bait from the market. As soon as they reached the river, they (10).....(start) fishing. They (11).....(wait) for two hours patiently, but they (12).....(not catch) any fish. There (13).....(be) grey clouds in the sky and it looked like it was going to rain. Therefore, they (14).....(leave) empty-handed.



Then, they (15).....(be) at the market again. However, this time they (16).....(not get)any bait. Instead they (17).....(buy) a big fish.

At the moment, Mom (18).....(prepare) dinner in the kitchen. She (19).....(cook) the fish. Dad and my brother(20).....(watch) a football match on TV now.

f. Put the verb in brackets in the correct form.

Moving house

I come from a very large family and recently my parents (decide) that they (spend) long enough living in an overcrowded house in Chennai. “We (move) to the country”, my father (announce) one evening. “I (sell) this house and we (live) on a farm”.

So last week we (load) all our belongings into two hired vans, and for the last few days we (try) to organise ourselves in our new home. Yesterday, for example, my two brothers and I (start) painting the upstairs rooms. Unfortunately, while I (mix) the paint, one of my brothers (open) the door.

Nobody (tell) him that we (be) in the room. So instead of painting the walls, we (spend) all morning cleaning paint off the floor.

But worse things (happen) since then. This morning, when I

.....(wake) up, water(drip) through the ceiling next to my bed. We(spent) the last five hours repairing the roof. It is not all bad news though. The school in the village nearby(close) down two years ago, and my parents(not find) another school for us yet.



Listening

COMMENTARIES

a. Listen to your teacher reading a commentary on the Republic Day Parade of our country at New Delhi and answer the questions given below.

b. Based on your listening, fill in the blanks with correct words.

1. There are commentators and they are speaking from New Delhi.
2. Rajpath is a path which means and runs through the heart of
3. India's capability, and social heritage are in this grand parade.
4. This year's Republic Day Celebration is on account of the of ten ASEAN leaders as of
5. Forty four drawn from different army centres played the, the cavalry brigade and the Army star '.....'.



c. Choose the right answer.

1. The President hoists the
 - (a) army flag.
 - (b) services flag.
 - (c) national flag.
2. Children are awarded on 26th January for
 - (a) art and literature.
 - (b) bravery and courage.
 - (c) academic achievement.
3. Seven hundred students performed from the
 - (a) host country.
 - (b) guest countries.
 - (c) SAARC countries.
4. The parade traditionally ends with
 - (a) a fly past.
 - (b) a floral formation.
 - (c) an army tableau.

d) Match the following.

A

- 1 Reversed rifle topped by a helmet
- 2 Presenting the arms
- 3 Sounding the rouse
- 4 Reversal of the arms
- 5 Prime Minister lays the wreath at

B

- Completion of two minutes silence
Amar Jawan Jyothi
'Shok Shastra'
Symbolises the courage of the soldiers
'Salami Shastra'

e) Complete the following sentences.

1. The President's body guard personnel are trained _____, _____, and _____.
2. Eminent personalities from various fields are awarded Padma_____, _____, _____, by the President on this day at New Delhi.

3. The BSF women Dare Devils squad 'Seema Bhavani' are showcasing their_____ and_____ on their _____ _____ _____ _____ motorcycles.

4. The culmination of the grand parade is marked by the _____ _____ the _____ _____ and _____ _____ _____ by the Air force.



Speaking

ROLE PLAY - INTERVIEW

An imaginary interview with a famous author Anil Sharma

Interviewer : Welcome sir, How are you?

Anil Sharma : Fine, thank you. How are you do?

Interviewer : Well, nice to meet you.



Anil Sharma : Glad to meet you, too.

Interviewer : What is your first piece of writing that got published?

Anil Sharma : I was 16, when Illustrated Weekly of Media published my first story soon after I left school. It was a funny story about a child.

Interviewer : please tell me something about your parents.

Anil Sharma : My parents are from Himachal Pradesh and there was a great deal of differences in their interests. While one was interested in books, the other was fond of travelling.

Interviewer : Who introduced you to books?

Anil Sharma : During my early childhood, we were in Delhi. My father was very attached to me and spent a lot of time with me. He introduced me to books and films. I was only ten years old when he died. It was a traumatic experience and for two or three years I became a recluse and books were my only companions.

Interviewer : How did you do in your studies?

Anil Sharma : I loved to study English and History but hated Maths. I used to read a lot of books in the school library. You could say I was self-taught.

Interviewer : Did it take long for your first novel, "The Flying Frog" to get published?

Anil Sharma : Yes ! A couple of years. On my mother's suggestion I went to England when I was 17 and took up various jobs there. I would write when I came home in the evenings.

Interviewer : What made you return to India?

Anil Sharma : I missed my friends. I came back purely for emotional reasons.

Interviewer : Did it affect your writing career?

Anil Sharma : I would write four or five short stories and articles every month and send them to magazines and newspapers in the country.

Interviewer : You were making a modest living out of freelancing, weren't you?

Anil Sharma : Well, I did briefly take up jobs. But I wanted to concentrate on my writing.

Interviewer : Why did you settle down in Ooty?

Anil Sharma : I needed peace so that I could write without interruption. I have written many of my best stories there.



Interviewer : You have written a lot for children. What fascinates you about childhood?

Anil Sharma : I had a lonely childhood. It helped me to understand children who had problems.

Interviewer : What do you prefer – short stories or novels?

Anil Sharma : A short story is a slice of life. But in a novel you are covering a period of time.

Interviewer : How will you describe your style of writing?

Anil Sharma : Easy and conversational style. I use the first person quite a lot. It makes it more personal in a way.

Interviewer : Three of your stories were adapted for films. Am I right?

Anil Sharma : Yes, you are right. That happened by chance.

Interviewer : Do you think reading is declining in this digital age?

Anil Sharma : No, there are a lot of people who still enjoy reading books.

Interviewer : What are the benefits of reading?

Anil Sharma : It makes one understand life better, face the ups and downs of life more easily. It helps you to be more sensitive to others.

Interviewer : It has been very interesting talking to you. Thank you very much for sparing your valuable time and talking to us.

Anil Sharma : Thank you too.

Task – 1

You are a reporter from the magazine ‘First Line’. Interview Colonel Ratna Deep, from the Indian Army, who was awarded Shourya Chakra for gallantry this year.

Use the following hints:

Colonel’s early childhood – education, interest in armed forces – career – exposure, experiences – awards and achievements – message to the youth.

Task – 2

You are the captain of your school’s cricket team. Interview Kumara Singam, a famous cricket commentator for your school magazine. Use the hints given below:

Kumara Singam’s passion – when it started – his role models – how many live commentaries – his commentaries abroad – nuances learnt – tips for budding commentators – his knowledge about the game – best moments



Task – 3

You are a music critic who writes music reviews, which are published in the dailies. Mrs. Gayathri is a veena exponent. Meet and interview her on her childhood

– her gurus – first recital – achievements – awards – her hobbies – her family – support – her travels – favourite ragas – her role model – her ambitions



Writing

JOB APPLICATION

A job application is a formal letter, sent along with a resume to give details about an applicant's personal information, qualifications, skills and experience for the post applied.

An application for a job has two components:

- i) A covering letter
- ii) A Resume / Bio – data / Curriculum Vitae

The covering letter has the same format as an official letter.

While writing the content

- ◆ Be brief.
- ◆ Mention the source from where you got the information about the vacancy you are applying for.
- ◆ Give a brief summary of your qualifications – academic and professional, along with the additional skills relevant to the post applied for.
- ◆ Conclude with a promising and positive note and express your wish to attend an interview.
- ◆ After the signature, list the documents enclosed under the title – ‘Encl.’

The Bio-data should include

- ◆ Name
- ◆ Date of Birth
- ◆ Address
- ◆ Contact Ph. No
- ◆ Mail ID
- ◆ Educational qualification – course of study, year of passing, institution
- ◆ Work Experience –Latest to the previous places of work with designation and years of service
- ◆ Professional skills



- ◆ Hobbies and Interests.
 - ◆ References (at least 2)

Name:

Designation:

Contact:

Sample Application for a job

(Sender's address)

(Date)

(Receiver's designation and address)

(Salutation)

Sub.: Application for the post of

(Opening statement)

With reference to your advertisement in “The Bharat “ dated dd/mm/yyyy for the post of an accountant, I would like to offer my candidature for the same.

(Suitability)

As regards my qualifications and experience, I'm enclosing my bio-data to enable you to make an assessment of my suitability for the given post.

I have 5 years of experience and can assure you of my best services if given a chance.

(Conclusion)

In case my application is considered, I'm available for the interview at any time suitable to you.

Awaiting your favourable response,

Thank you,

Yours sincerely,

(Signature)

**Bio Data**

Name : _____

Date of Birth : _____

Address : _____

Contact details : _____

Phone : _____

Mail id : _____

Educational Qualification : _____

Exam / Degree	Institution / University	Year of Passing
X		
XII		
UG		
PG		

Work Experience : Working as an Accountant in ABC Firm.
Worked as a Business Executive in a Finance Company for 2 years.

Professional Skills : Excellent communication skills, Proficient in Tally 9.

Hobbies : Teaching the under privileged, playing cricket.

References : 1. Mrs. S. Senthil Kumar,
General Manager,
Mobile : 9874802011.
2. Mrs. Lakshmi,
Principal, Govt. Arts College,
Mobile : 8976124587.

Signature :

Place :

Date :



1. You came across a vacancy for the post of an Editor in a private publishing house. You feel you are eligible and decide to apply. Forward your application to the Human Resources Manager of the publishing house along with your bio-data.
2. You see a job advertisement in the Employment Opportunities for the post of a Maths teacher in a private school and you decide to apply for the said post. Write a letter to the Principal of the school along with your bio-data.

FILLING IN FORMS

We learnt to fill in forms in Class XI.
Let us look at some more forms.

OPTICAL MARK RECOGNITION (OMR) FORMS

Every college or university has to deal with lots of admission forms every year. Checking each admission form manually is a big task and hence most institutes issue OMR admission forms to the students. The advantage of this type of admission form is that it becomes a soft copy automatically when it is scanned. With a good OMR software and a normal scanner, it is possible to evaluate huge numbers of admission forms easily.

Instructions to Fill OMR Admission Form

The admission form asks for more detailed information. Along with the name, date of birth and other such basic information, it also requires information like names of the students' parents, marks acquired by the student, etc. As this information would be recorded with the

institute, it is important that mistakes are not made while filling the form. Therefore, it is essential to know about the rules of filling the OMR admission form.

- ◆ The students should take several photocopies of the admission form before filling up the actual form. It would be best to practise on these photocopies first. This would prevent the occurrence of unnecessary errors on the original form.
- ◆ Remember that a tampered OMR admission form cannot be scanned properly. Ensure that it is not folded.
- ◆ Always use a black or blue ballpoint pen for filling the form. Most institutes specify the colour of the pen to be used on the form.
- ◆ Never use a stapler on the form. If you have to attach your photograph on the form, always do it with glue.
- ◆ The circles that you have to fill should be completely shaded. Light or half-filled circles would not be read by the scanner software.

The OMR admission form is a document that would help you to secure admission in a college or university. Hence, make sure that you fill the form carefully without making any errors.





Here is a sample form.

NAME without Initial (Leave space between your Name and Father's Name) (Max 25 Characters)																																																				
<input type="text"/>																																																				
<input type="radio"/> Male <input type="radio"/> Female																																																				
GENDER																																																				
COMMUNITY																																																				
<input type="radio"/> BC <input type="radio"/> MBC <input type="radio"/> SC <input type="radio"/> ST <input type="radio"/> Other																																																				
WRONG METHODS CORRECT METHODS																																																				
QUALIFICATION																																																				
<input type="radio"/> B.A. <input type="radio"/> B.B.A/B.B.M. <input type="radio"/> B.C.A. <input type="radio"/> B.Com. <input type="radio"/> B.Sc. <input type="radio"/> M.A. <input type="radio"/> M.B.A. <input type="radio"/> M.Com. <input type="radio"/> Others																																																				
MEDIUM OF INSTRUCTION IN SCHOOL UP TO +2																																																				
<input type="radio"/> Malayalam <input type="radio"/> English <input type="radio"/> Marathi <input type="radio"/> Others																																																				
FUTURE PLAN																																																				
<input type="radio"/> Going for PG <input type="radio"/> Job after UG <input type="radio"/> Job after PG <input type="radio"/> Family Business <input type="radio"/> Marriage after this study <input type="radio"/> Research <input type="radio"/> Not decided																																																				
TYPING SKILL																																																				
<input type="radio"/> NIL <input type="radio"/> Less than 20 Wpm <input type="radio"/> More than 20 Wpm																																																				
DATE OF BIRTH																																																				
<input type="radio"/> D <input type="radio"/> M <input type="radio"/> H <input type="radio"/> Y <input type="radio"/> Y																																																				
MOBILE NUMBER (10 Digit)																																																				
<input type="text"/>																																																				
SECTION - 1			SECTION - 2			SECTION - 3			COLLEGE CODE																																											
<input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E			<input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E			<input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E			<input type="text"/> <input type="text"/>																																											
1	2	3	4	5	6	7	8	9	10	11	12	13i	13ii	13iii	13iv	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50
SECTION - 3			SECTION - 4			PLEASE CONSULT INVIGILATOR		STD CODE + LANDLINE No. (10 Digit)																																												
<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>			<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>			<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/>		<input type="text"/>																																												
EMAIL ID																																																				
DATE & SIGNATURE																																																				



Once you complete your school education you have to fill in application forms to gain admission in colleges/ universities. So let's take a look at one such form.

COLLEGE APPLICATION FORM		Page 1
E. PREVIOUS INSTITUTIONS (please only select one program)		
<input type="checkbox"/> New Student <input type="checkbox"/> Freshman Student <input type="checkbox"/> Continuing Student <input type="checkbox"/> Non-FRESH Student <input type="checkbox"/> CCFP (D.F.P.) Academic Program <input type="checkbox"/> Spring '20 <input type="checkbox"/> January to May <input type="checkbox"/> Fall '20 <input type="checkbox"/> August to December		
Conditional Admission: <input type="checkbox"/> Spring '20 <input type="checkbox"/> 10 Weeks - January to May <input type="checkbox"/> 8 Weeks - June to July <input type="checkbox"/> Fall '20 <input type="checkbox"/> 10 Weeks - August to December <input type="checkbox"/> 8 Weeks - October to December		
Intensive English Programs: <input type="checkbox"/> Spring '20 <input type="checkbox"/> 10 Weeks - January* <input type="checkbox"/> 8 Weeks - (8 - Month)* <input type="checkbox"/> Fall '20 <input type="checkbox"/> 8 Weeks - June* <input type="checkbox"/> 4 Weeks - (8 - July)* <input type="checkbox"/> Winter '20 <input type="checkbox"/> 10 Weeks - August* <input type="checkbox"/> 4 Weeks - (8 - October)*		
H. PERSONAL INFORMATION (please print clearly)		
a. Name can be spelt in either passport: Last (Family) First (Given) Middle b. Date of Birth: Month Day Year <input type="checkbox"/> Male <input type="checkbox"/> Female		
c. Country of Birth: <input type="checkbox"/> Canada d. Complete address in your home country: Street Address: _____ City: _____ State/Province: _____ Postal/Zip Code: _____		
e. Home Country (Please Tick One): <input type="checkbox"/> First Response: No <input type="checkbox"/> Second Response: Yes		
f. Complete address for the place you are applying for admission package (please check over delivery methods) <input type="checkbox"/> First Response: No <input type="checkbox"/> Second Response: Yes		
g. Name of Recipient: Delivery Street Address: _____ City: _____ State/Province: _____ Postal/Zip Code: _____		
h. If you would like to pick up or have someone pick up your acceptance package, please provide below information: Full Name: _____ Phone #: _____ Relationship to Applicant: _____		
i. Complete legal address in the U.K. if you are presently in the U.K.: Street Address: _____ City: _____ State/Province: _____ Postal/Zip Code: _____ U.K. Phone Number: _____		
I. ETHNIC BACKGROUND (please check all that apply)		
Are you Hispanic or Latino? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> African American <input type="checkbox"/> Asian American <input type="checkbox"/> American Indian <input type="checkbox"/> Asian American <input type="checkbox"/> Asian American <input type="checkbox"/> Asian American <input type="checkbox"/> Black American <input type="checkbox"/> Asian American <input type="checkbox"/> Chinese American <input type="checkbox"/> Asian American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Asian American <input type="checkbox"/> Indian American <input type="checkbox"/> Asian American <input type="checkbox"/> Latino American <input type="checkbox"/> Asian American <input type="checkbox"/> Middle Eastern <input type="checkbox"/> Asian American <input type="checkbox"/> Other <input type="checkbox"/> Asian American		
J. EDUCATION INFORMATION		
a. What is your intended major field of study in the U.S.A.?* <input type="checkbox"/> If applicable, please add relevant literature here for placement (P.P. for Intensive English Program only)		
b. What is your intended education goal in the U.S.A.? (please check one only) <input type="checkbox"/> To obtain a degree <input type="checkbox"/> To get a job <input type="checkbox"/> To travel c. If you plan to work on the basis, please check the list of occupations that have attached with ATOM on page 900:		
d. Full name of last High School attended State of Graduation (if applicable)		
e. Full name of last College/University attended State of Graduation (if applicable)		
f. English Proficiency: <input type="checkbox"/> Fluency (90%+ English used) Native Speaker <input type="checkbox"/> My native language is English <input type="checkbox"/> I studied in an English speaking school for more than 3 years <input type="checkbox"/> I graduated from high school, college, or university in the U.S. after English speaking country		
g. Do you have a Bachelor's Degree from the U.S.A.?* <input type="checkbox"/> Yes <input type="checkbox"/> No If no, from where? h. Do you have a Master's Degree from the U.S.A.?* <input type="checkbox"/> Yes <input type="checkbox"/> No If no, from where?		
i. Do you desire to pay any of the fees listed in the place you choose to study in? It is recommended to refer to each college's fee breakdown		
K. CURRENT STATUS (of you currently in the U.S. only) - Are you applying for Change of Status to F-1 status? <input type="checkbox"/> Yes <input type="checkbox"/> No		
a. Are you currently an F-1 International student/student? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, what type are you currently on? b. If yes, is your I-20 currently in good standing? <input type="checkbox"/> Yes <input type="checkbox"/> No		
c. If yes, which school are you studying at now? _____ d. If you have left your home there? _____ e. If you are attending different? _____ f. If yes, what is your I-20# & DOB? _____		
g. If you are not an F-1 student, what type of visa or status are you currently on?		
L. FINANCIAL INFORMATION		
a. Who provides your financial support? <input type="checkbox"/> Self <input type="checkbox"/> Family <input type="checkbox"/> Spouse(s) <input type="checkbox"/> Relative <input type="checkbox"/> Government b. Name of family member, spouse, organization, or government		
c. Relationship to applicant of family member, spouse, or organization		
M. GENERAL INFORMATION		
a. How did you hear about CCFP? <input type="checkbox"/> Family <input type="checkbox"/> Friends <input type="checkbox"/> Current/Future CCFP Students <input type="checkbox"/> Agency <input type="checkbox"/> Mail <input type="checkbox"/> Other		
N. ACKNOWLEDGEMENT Please confirm that the information set forth in this application is true to the best of my knowledge. If accepted to City College of New York, I hereby agree to abide by all the rules and regulations set forth in the catalog.		

There are many forms that you need to learn to fill, and one such form is Self Awareness form, which will help you analyse your strengths and weaknesses and improve yourself.

Self-awareness

- One thing that I like about myself
- One thing others like about me
- One thing I do very well
- I'm glad that
- One thing that I have overcome
- One goal I'm presently working on
- I think I have the guts to
- One way I successfully control my emotion is
- A compliment that has been paid to me recently was
- A value that I try hard to practice
- My biggest problem is
- I'm quite concerned about
- I don't have the skills to

- The person I have the most trouble with is
- The most frequent negative feeling
- I feel that way when
- Life would be better if
- I'm afraid to
- I wish I
- If I could change just one thing in myself it would be

Extensive Reading

- | | |
|---|---|
| Vanity Fair
Ethics and Human Values
Pygmalion
Malgudi Days | - William Makepeace Thackeray
- Govindarajan .M.
- George Bernard Shaw
- R.K.Narayan |
| Professional
Professional
Human Values
Human Values | - Govindarajan .M.
- George Bernard Shaw
- R.K.Narayan |



ICT CORNER

FOREIGN WORDS & PHRASES

To enable the students to know more about the foreign words & phrases and also to check their knowledge in it.

The screenshot shows the CareerRide.com homepage with a navigation bar at the top. Below it, a section titled "Foreign words and phrases test series" is displayed. It features a banner for "100% Refund on Cancellation" from MakeMyTrip. Below the banner, there are six links for different parts of the test series, each with a brief description and the number of replies. An arrow points from the text box above to this section.

STEPS:

1. Type the URL link given below in the browser or scan the QR code to access the website.
2. You can see the link of Exercises on Foreign words & phrases under six parts.
3. Click Part – I to view the questions. Read the question and try to answer by yourselves.
4. Click **VIEW ANSWER/ HIDE ANSWER** to reveal the answer.
5. Continue the same with other set of questions to strengthen the knowledge.

The screenshot shows a specific exercise from the website. It asks the user to pick the correct meaning for two foreign phrases: "Ab initio" and "Ab origine". For each phrase, four options are provided. Below the questions, there are "View Answer / Hide Answer" buttons. To the right, the correct answers are listed with examples. A QR code is visible in the bottom right corner of the page.

WEBSITE LINK:

Click the following link or scan the QR code to access the website.

<https://www.careerride.com/post/foreign-words-and-phrases-test-series-659.aspx>

** Images are Indicatives only



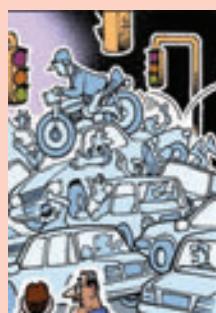


Chapter

3

Road safety

Have Another Day



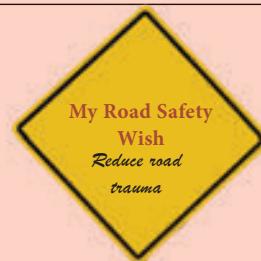
a.What does this image convey?

What is this picture about? Discuss with your partner why we should follow rules.

b. This is a very common scene in our country. What is the rule that is being violated? Is this safe?

c.One road safety wish has been mentioned. Identify some more. Work in pairs and share your ideas with the class.

Warm up



Reading

a.Read the following passage.

Whose fault?

1. A 20 - year - old BCA student met with an accident – his bike **rammed** a tractor parked on the roadside that had iron rods sticking out. It was dark and around midnight. Arjun did not see the rods. They pierced his eyes, severely injuring his brain. A passerby saw him lying on the road and informed the family.

2. Even today that telephone call is **vivid** in Arjun's father's mind. That call changed everything. Arjun was his only child. The family rushed to the hospital, where Arjun had been taken. Doctors told them that he was brain dead. Even though

his heart was beating and he was breathing, he was in fact dead. The precious life of a young man was lost!

3. Why did this happen, even after the government has banned vehicles from carrying rods, pipes or any protruding material beyond the body frame? The road transport ministry has deleted the provision in the Central Motor Vehicle Rules that allows **protrusions** up to one meter.

4. The Supreme Court had **sought** the centre's response in this regard, because thousands of motorists die every year in accidents caused by trucks parked **recklessly** on highways, many with iron rods protruding from their body frames. The Road Transport Ministry is trying its best to focus on the rule that the material



carried in a truck or **trailer** remains within the length of the vehicle or trailer. But truck drivers **seldom** follow the law. They do not follow the practice of fixing **blinkers** at the end point of protruding material to warn vehicles coming from behind.

5. Arjun still lives in 34 lives

Arjun's family bravely put its grief behind and came forward to give the gift of life to others. They asked the doctors to harvest their son's organs - a decision that would help save at least 34 people.

6. Arjun's heart valve, pancreas, cornea and at least 20 other organs were preserved for transplant, said doctors at AIIMS Trauma Centre where the organ **retrieval** was conducted; matching recipients were identified and the transplants carried out simultaneously.

7. Arjun's family has set an example and created an awareness about organ donation among the family members of brain dead persons. Many families are unable to understand or accept what brain death means. A senior forensic expert says, "Brain death means the irreversible loss of brain functions which has to be certified by a team of experts as per the law. Once a patient is declared brain dead, more than 37 different organs and tissues can be **harvested**, including the heart, liver, lung, kidney and pancreas among others."

8. AIIMS has reported a threefold increase in the number of such donations after Arjun's gift of life to 34 people. Arjun is physically not alive today, but he continues to live in those who have

received his organs. He has become a source of inspiration to many others who are coming forward to donate organs.

9. Experts say that more than 3000 patients die in India for want of organ donors. In India, there are just 0.08 organ donors per million people. The Director of Health Services, says a central body called National Organ and Tissue Transplant Organization (NOTTO) is being set up to increase the availability of organs from cadaver donors, build capacity for organ retrieval and transplantation and roll out post transplant services to recipients and living donors.

Long live Arjun!



rammed (v)	- dashed violently against
vivid (adj.)	- clear
protrusions (n)	- projections
sought (v)	- asked for
recklessly (adv.)	- carelessly
trailer (n)	- the long rear section of a lorry or trunk, in which goods are carried
seldom (adv.)	- not often , rarely
blinkers (n)	- a device for flashing light signals
retrieval (n)	- the process of getting something back from somewhere
harvested (v)	- to remove an organ from a person for transplant



b. On the basis of your reading of the passage, answer the following.

1. How did Arjun meet with an accident?
2. What was the cause of the accident?
3. What happened to Arjun in the accident?
4. Which rule was violated in this case?
5. How can drivers carrying protruding materials in their vehicles prevent accidents?

c. Fill in the blanks with appropriate words from the passage.

1. Arjun's family kept aside their and came forward to give the of life to others.
2. Arjun's organ was conducted by
3. The loss of brain functions, by a team of experts is called
4. Arjun has become a source of for many others who are now coming forward for

f. Read the following poem carefully.

Somebody's Mother

- Mary Dow Brine

The woman was old and **ragged** and gray
And bent with the chill of the Winter's day.

The street was wet with a recent snow
And the woman's feet were aged and slow.

She stood at the crossing and waited long,
Alone, uncared for, amid the **throng**

5. To the of organs from donors, a central body called is being set up.

d. Find words from the passage which mean the same as the following.

1. a person walking by (para 1)
2. a multi-lane, high speed connecting road (para 4)
3. transparent outer layer of the eye (para 6)
4. great distress (para 6)
5. a corpse of a human to be dissected (para 9)

e. Complete the following statements taking clues from the passage.

1. is still vivid in Arjun's father's mind.
2. The government has banned beyond the body frame.
3. In India, many people die because of



Of human beings who passed her by
Nor **heeded** the glance of her anxious eyes.

Down the street, with laughter and shout,
Glad in the freedom of "school let out,"

Came the boys like a flock of sheep,
Hailing the snow piled white and deep.

Past the woman so old and gray
Hastened the children on their way.

Nor offered a helping hand to her—
So **meek**, so timid, afraid to stir

Lest the carriage wheels or the horses' feet
Should crowd her down in the slippery street.

At last came one of the merry troop,
The gayest **laddie** of all the group;

He paused beside her and whispered low,
"I'll help you cross, if you wish to go."

Her aged hand on his strong young arm
She placed, and so, without hurt or harm,

He guided the trembling feet along,
Proud that his own were firm and strong.

Then back again to his friends he went,
His young heart happy and well content.

"She's somebody's mother, boys, you know,
For all she's aged and poor and slow,

And I hope some fellow will lend a hand
To help my mother, you understand,

If ever she's poor and old and gray,
When her own dear boy is far away."

And "somebody's mother" bowed low her head
In her home that night, and the prayer she said

Was "God be kind to the noble boy,
Who is somebody's son, and pride and joy!"



Glossary

ragged (adj.)	- worn out
throng (n)	- dense crowd
heeded (v)	- pay attention to
hailing (v)	- praising
meek (adj.)	- gentle
lest (conj.)	- in case
laddie (n)	- a boy





g. On the basis of your understanding of the poem, complete the sentences given below.

1. An old woman was _____ near a school.
2. The road was wet _____.
3. Many people went past but no one _____.
4. The merry troop of the boys is compared to _____.
5. One of the boys noticed the woman who was _____, _____ and _____.
6. He helped her to _____.
7. Later he explained to his friends that one day his own mother _____.
8. That night the woman prayed to God _____, who is somebody's son.
9. Pick out a few adjectives from the poem which are closely associated with the word 'happiness'.
10. Pick out any two pairs of rhyming words from the poem.



Language Study

IDIOMS

We have learnt about idioms in Class XI. Now, let us look at some more idioms associated with Roads and Paths.

1. Blaze a trail – be the first to take a certain approach

2. Fast track – a quick way to accomplish or manage something
3. On the beaten path – frequented or well known path
4. One track mind – having a narrow focus
5. End of the road – conclusion or outcome

a. Match the idioms given below with their meaning.

- | | |
|------------------|---|
| 1 Road hog | - lose focus |
| 2 Get off track | - something ethical or noble |
| 3 On the trail | - starting to achieve something |
| 4 High road | - a driver who does not allow other motorists to pass |
| 5 On the road to | - seeking someone or something |

b. Link the sentences with the idioms given in the box .

paper trail all roads lead to Rome road show pit stop on the right track



1. Many methods will produce the same result.
2. A theatrical performance given by a troupe on tour
3. Documents from which a person's action may be traced
4. A brief rest, especially during a journey
5. Doing something correctly or well



- | | | |
|---|---|--------------------|
| 1 | A place where a road is narrow or blocked | - bottleneck |
| 2 | A place crowded and difficult to move around | - congestion |
| 3 | Vehicles travelling in both directions using only one side of the road while the other side is under repair | - contraflow |
| 4 | Many cars on the road that traffic cannot move | - gridlock |
| 5 | Vehicles that are close together and moving very slowly | - bumper to bumper |

COMPOUND WORDS

There are some compound words that are commonly used, like.....

school zone	arterial road
dead end	ring road
low beam	cross road

a. Combine words to form compound words. The first one has been done for you.

express	round	lane
right	tyre	flat
way	road	turn
side	limit	speed
track	dead	plate
license	end	one
lot	parking	patrol
about		

e.g: Express lane



ACTIVE AND PASSIVE VOICE



a. Planning a road trip with your family

Given below are a few tips that Satisf followed while taking a road trip with his family. Later he narrates this experience to his younger brother Sashi. Rewrite the tips in the paragraph using the passive voice. One has been done as an example.

1. Make a tentative schedule.
2. Make hotel reservations in advance, in places you are going to stay overnight.
3. Buy a road map of the area you are going to visit.
4. Choose good restaurants along the route.
5. Get a good night's sleep before you start the trip.



6. Wear comfortable clothing for the trip.
7. Avoid driving in the night.
8. Take a break every 90 minutes; get out and stretch and refresh yourself.

A road trip is very enjoyable, if we follow a few tips.

Let me tell you how my trip was planned. First, a tentative schedule _____. Hotel reservations _____ in advance, in places where I was going to stay overnight. A road map of the area I was going to visit _____. Good restaurants _____ along the route. Before I started the trip, I made sure that a good night's sleep _____. Comfortable clothing _____ for the trip. Driving in the night _____. A break _____ every 90 minutes, during which I got out and stretched myself before resuming the trip.

b. Complete the following news item by filling in the blanks using the correct form of the verb.

FIRST CHILDREN'S TRAFFIC PARK INAUGURATED IN COIMBATORE



The first ever children's traffic park in Tamil Nadu _____ (inaugurate) in Coimbatore yesterday. This effort _____ (take) up with a view to

impart knowledge about Traffic Rules and Regulations to children. The children's traffic park _____ (locate) in PRS grounds in Dr.Balasundaram Road, Coimbatore. A popular bike company _____ (offer) technical support to this children's traffic park.

After Coimbatore, a similar park _____ (set) in Chennai, in the near future. It _____ (locate) near Napier Bridge. It _____ (design) as a road set up, with traffic signals and signs and simulators which will help create awareness on road safety.

In Madurai, a special park for children with disability with specially designed equipment, wheelchair assisted play area and even a sensory garden _____ (construct) at a budget of ₹ 40 lakh. It _____ (inaugurate) earlier this month.

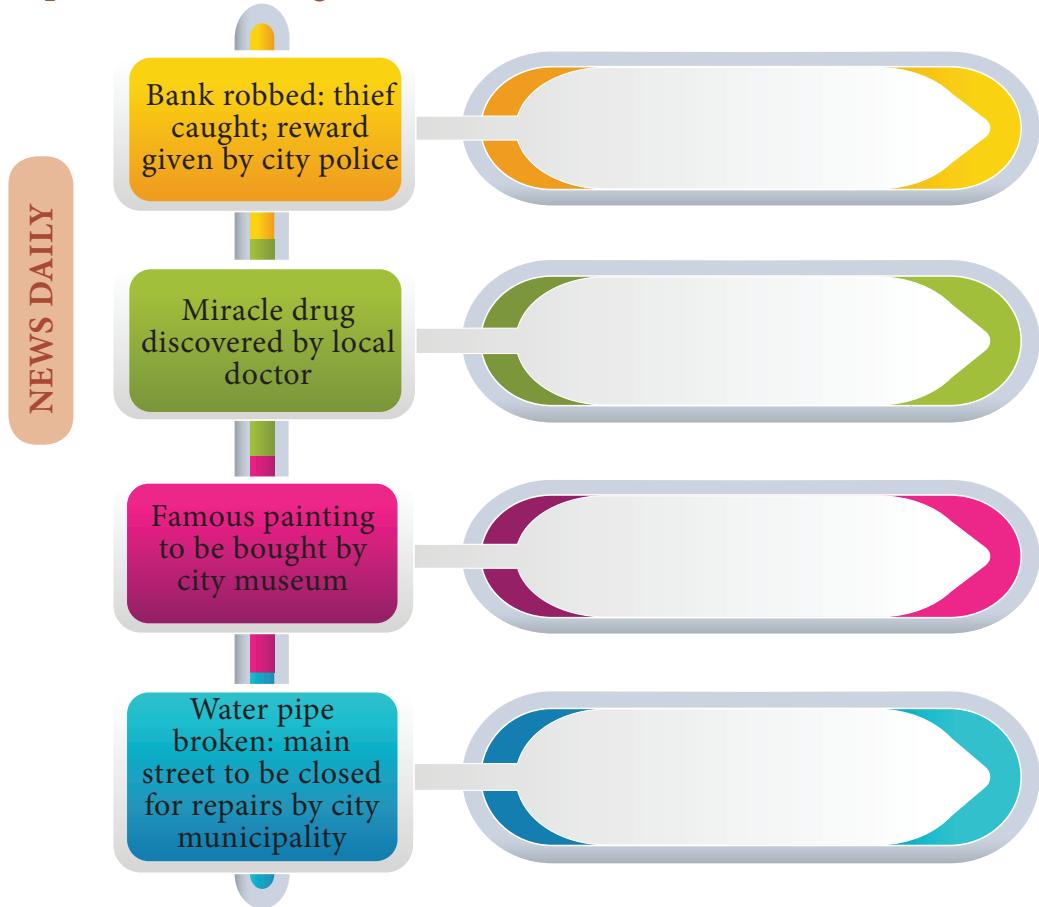
c. Change the voice in the following sentences which highlight safety rules.

1. Wear your seat belt.
2. Talking on the phone while driving should be avoided at all costs.
3. Avoid driving when you are sleepy or tired.
4. Maintain lanes while driving.
5. Do not skip red lights even if you don't see any oncoming traffic.
6. You should be aware of what's happening around you, while you are on the road.
7. Use walkways or subways while crossing the road.



8. Children should follow the rules of the road.
9. Allow pedestrians to cross the road.
10. Do not drink and drive.

d. Expand the following news headlines:



MODALS

a. Fill in the blanks with should, shouldn't, must , mustn't, have to , don't have to.

1. You _____ use the mobile phone, when you are driving.
2. You _____ stop at a zebra crossing if there are pedestrians.
3. You _____ smoke when you are driving.
4. You _____ slow down, when you come to a roundabout.
5. You _____ stop at a red light.
6. If you are riding a motorbike, you _____ wear a helmet.
7. You _____ respect all the traffic signals.
8. You _____ always wear your seat belt.
9. If you are driving a car, you _____ have the radio on all the time.
10. Children _____ be seated in special seats.



b. What do these traffic signs mean? Write a sentence using the modal verb given in the bracket.



Listening

a. You received the handout given below, at your school gate.

Chennai city police . Started a good service with a dedicated helpline for women. Before boarding the taxi or auto, sms the Vehicle Number to +919969777888. You will get an acknowledgment via sms. Vehicle will be tracked via GPRS. Share with as many as you can... Help your sister, mom, your wife and female friends!



(have to)



(must)



(can't)



(shouldn't)



(must)



(should)



(can)

As you went through the handout, you wondered about the tracking facility via GPRS and wished to know more about it. On reaching home, you discussed it with your uncle and this is what he said.

Listen to his briefing and complete the notes.

1. Expansion of GPRS _____
2. Established in _____
3. Transmitted across _____
4. Used _____
5. Allows _____ and _____
6. Tracks changes in _____
7. Enables us to avoid _____ by suggesting quickest roads to travel.
8. Complete the flow chart by choosing the phrases given below.



receives data

transmits signal

displays position

relays information



Speaking

PAPER PRESENTATION

Paper presentation is all about how you present your topic in front of an audience. Hence, the way you present the topic, the way you put across your points, presentation style and language are important.

Paper presentations must be dynamic, informative and enjoyable. Here are some guidelines to help you prepare for it.

1. Know the requirements: Know how long your presentation should be. Know how many points you have to cover. Check if you must include visuals.

2. Know your audience: Know the background of the audience – what they know and what they don't know about the topic that you are going to present. If it is your own classmates, you will know how to break your paper down and what to gloss over.

3. Create a script for your presentation: It is always good to have notes written down for what you plan to say. This way you will be able to remember everything that you want to say and you will sound like you are talking. You will also be able to make eye contact. Number your points to avoid getting mixed up.

4. Design visual aids to make your presentation better: You can use visual aids like slides, graphics, charts and bullet points to make your presentation more captivating.

5. Think in terms of conversation: You are going to address a human audience. So, it's okay to be repetitive. But make sure to emphasize important ideas.

6. Practise before you present: Practise as many times as you need to overcome nervousness. Welcome your audience and remember to thank them at the end of the presentation. Then open the floor for any questions and be prepared to answer them.

Below are some topics that can be used for paper presentations. Choose one of the topics and present a paper for about 3 to 5 minutes.

1. Challenges on the road
2. Infrastructure
3. Keep safe, stay alive.
4. Innovative measures to ease traffic.



Writing

NOTICE

You have learnt all about Notice Writing in Class XI. Let's work on some more notices.

1. Your pet dog named Jimmy has been missing from your home since yesterday. Write a notice in about 50 words to be put up at prominent points in your locality, giving details of your dog and offering a suitable reward to the finder.
2. You are an official of the Public Works Department of your state. Write a notice in about 50 words announcing diversions of roads planned for the proposed Metro Rail Project. Also mention the period of time and request for public co-operation.



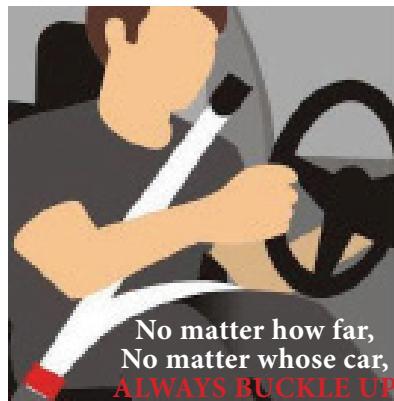
SLOGANS

“Vande Mataram” “Jai Hind”

You are all familiar with the above phrases. Do you know what they are ? They are slogans. A slogan is a phrase or a sentence that expresses an idea or purpose effectively to persuade someone or the target group. Slogans are generally used in commercials, religious and political contexts.

To write effective slogans, follow the guidelines given.

- ❖ Use catchy words.
- ❖ Maintain rhyme / rhythm.
- ❖ Keep it short and simple.
- ❖ Make it clear and crisp.
- ❖ Consider the target group.



a. ‘Speed thrills but kills.’ This is a slogan on Road Safety. Complete some more slogans on your own. The first one has been done for you.

Be cautious, LIFE is precious.

1. _____ drive could be your _____ drive.
2. Be _____, accidents hurt.
3. Safety ever, accident _____.

4. Safety is everyone’s _____.

5. _____ or hell met?

b. Frame 5 slogans of your own to keep your surroundings clean.

PAMPHLET

The word pamphlet refers to a short piece of write-up containing information, such as product description, instructions, corporate information, events promotion or tourism guides and is used in the same way as leaflet, handouts and brochures.

They are often used to

- ❖ advertise an event.
- ❖ promote products.
- ❖ persuade people about a social, religious or political message.
- ❖ recruit members for organisation / factories.
- ❖ to canvas during an election campaign.

Note: The language used in a pamphlet is simple and straightforward. Meaningful phrases or simple sentences will make the pamphlet more effective.



An electric traffic light was developed in 1912 by Lester Wire, a police man in Salt Lake City, Utah, who used red - green lights. On 5th August 1914, the American Traffic Signal Company installed a traffic signal system on the corner of East 105th Street and Euclid Avenue in Cleveland, Ohio.



The First traffic light in South India was installed at Egmore Junction, Chennai in 1953.



Sample Pamphlet

10 GOLDEN RULES FOR ROAD SAFETY

HELMETS
It is necessary while riding for both the riders to **wear helmets** as in case of an accident the driver as well as the person riding pillion is at equal risks of injury.

MOBILE PHONES
Mobile phone use while driving considered dangerous due to its potential for causing distracted driving and accidents. Use of a cell phone while driving is illegal.

BUCKLE UP
Buckle up - low and tight. Lock it and shift your body forward hard against the belt. In a real crash, this is the position of your body a split second after impact.

OBEY SPEED LIMIT
We all know that we have to **obey the speed limit** in order to reduce the risk of being involved in an accident. Speed limits are normally indicated on a traffic sign.

TRAFFIC RULES
Traffic Rules play a very important role in the **traffic system** of a country. These rules are made for avoiding traffic jams and accidents in cities and towns.

SLOW DOWN OR STOP
Slow down or Stop road junctions, intersections, pedestrian crossings and road corners and wait until you are sure of a clear passage ahead.

NEVER DRINK & DRIVE
Never drive after you've drunk. Not only ... If you suspect that someone is driving drunk call the police immediately.

VEHICLE FITNESS
Vehicles Fitness should be compulsorily insured for risk, because of the growing number of accidents that causes fatalities and disability among the victims.

CAREFUL DRIVING
Safe Driving for life- Be careful to use your indicators in good time to warn others what you're going to do, but not so early that it could confuse others.

AVOID ROAD RAGE
Instead of giving in to road rage, take a simple step that help you **avoid aggressive driving**, stay calm and keep the road safe for everyone.

- a. You are the Secretary of the Residents Welfare Association of your locality. Design a pamphlet to caution the residents about the safety measures in the apartment. Remember to put the pamphlet in a box. Use the visual ideas to complete the pamphlet.





FACTUAL DESCRIPTION OF A PLACE

Steps of the Writing Process

Step 1



Study the picture carefully before you start writing.

Step 2



Organise your ideas. Decide which idea you want to talk about first, which to talk about next and which one should be last.

Step 3



Write description from start to finish with the help of the notes about ideas and organization.

Step 4



Review and revise your writing. Check spelling and grammar and the words you have used in your writing.

Observe the following pictures carefully and bring the scene to life by expressing your thoughts and feelings about your findings in a paragraph of about 100 words. Imagine yourself to be on top of a high rise building and viewing the scene.





ARTICLE WRITING

Study the guidelines on how to write an article.



a. Given below is the statistics of road accidents, published in a national daily. Interpret the statistics and write an article based on the given details.

STATE	PERSONS KILLED (Jan. – Mar. '17)	PERSONS KILLED (Jan. – Mar. '18)	INCREASE / REDUCTION
Uttar Pradesh	4,695	5,432	737
Gujarat	1,796	2,116	320
Maharashtra	3,102	3,361	259
Odisha	1,221	1,390	169
Tamil Nadu	4,148	3,271	-877
Andhra Pradesh	2,164	1,897	-267
West Bengal	1,683	1,481	-202
Telengana	1,680	1,550	-130

(Source : The Times of India (15th July 2018))



You may begin like this

RECKLESS DRIVING

Many cases have been reported against reckless driving, thereby escalating the number of road accidents in the city.

DRAFTING A SPEECH

Nowadays, parking of vehicles has become a problem for the general public. It leads to traffic congestion, accidents and environmental pollution. You are a traffic sergeant who has been invited by a Rotaract Club to deliver a speech on parking problems and to give suggestions ways to overcome the problem. Write out the speech in not more than 150 words.



The following points can be highlighted in the speech...

- ❖ obey traffic rules
- ❖ park at designated areas
- ❖ plan development with adequate parking facility
- ❖ multilevel parking
- ❖ cancel license of violators

Extensive Reading

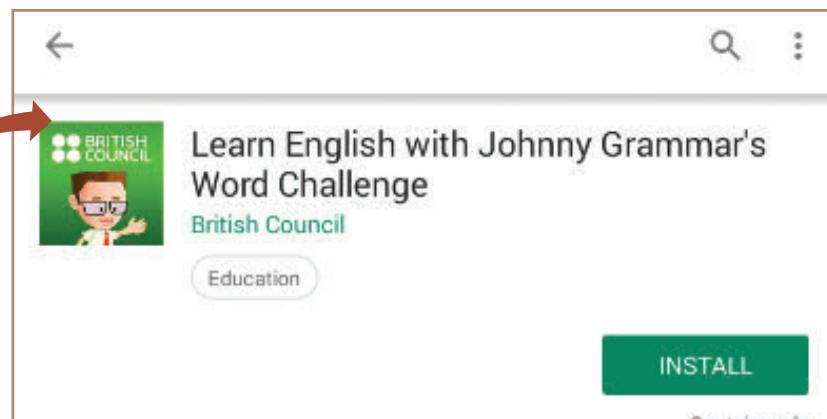
Have a safe journey - Ashwin Sanghi
Travel safe, Travel smart- Kjell E Lauvik



ICT CORNER

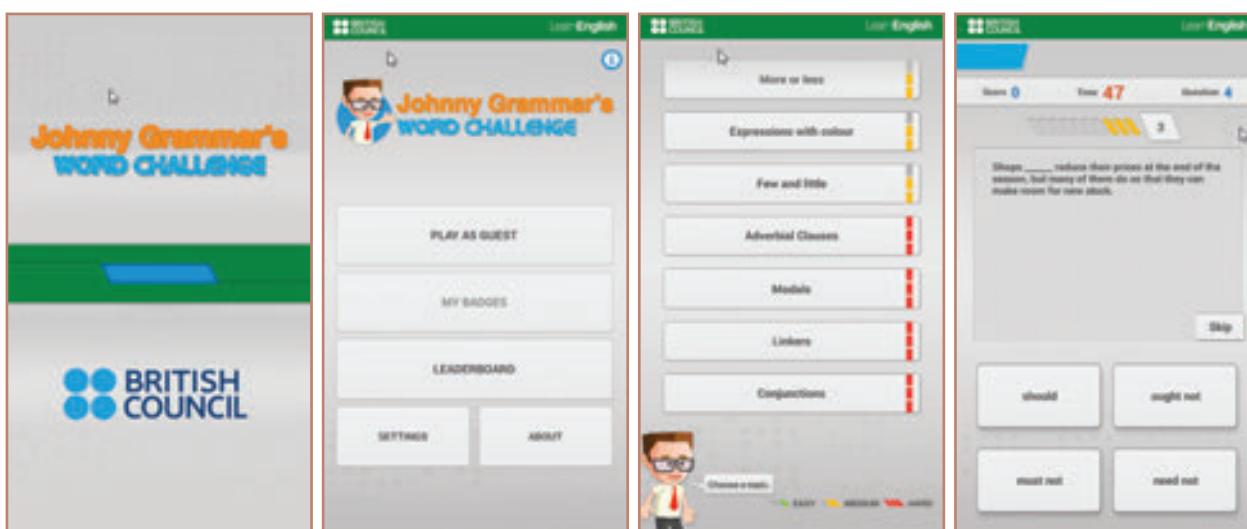
MODAL VERBS

To enable the students to check their knowledge in Modal verbs



STEPS:

1. Access the application with the help of the link or the QR code which is given below and install it in the mobile.
2. Click **PLAY AS GUEST** and then click **GRAMMAR** in the next screen.
3. Click **MODALS** from the list.
4. Question will be displayed with four options (modal verbs). Select the right modal verb within the time limit.
5. After the quiz, your scores will be revealed.



TO DOWNLOAD THE APPLICATION:

APPLICATION NAME : LEARN ENGLISH WITH JOHNNY
GRAMMAR'S WORD CHALLENGE

<https://play.google.com/store/apps/details?id=com.ulb.spellmaster&hl=en>

** Images are Indicatives only



B281_12_COMM_ENG



Chapter

4

Art and literature

Celebrations Of Expressions



Warm up

- a. Look at the following pictures carefully, identify the art and discuss.



- b. Make a list of ten random things. Try connecting them in a logical way and narrate an interesting story. (e.g.) Book, Milk. Once I spilt milk on my drawing book...
- c. What makes an art good or bad? Justify your statement.

 **Reading**

- a. Read the following drama.

**Act 1**

William Shakespeare's '**As You Like It**' is set in France in the early 1600s and follows

the love story of Rosalind and Orlando. The action takes place at the court of Duke Frederick and in the nearby Forest of Arden. As the play opens, Orlando is quarreling with his older brother Oliver over his inheritance. He complains that Oliver has not given him a proper gentleman's education after the death of their father. Oliver threatens Orlando, and Orlando grabs Oliver by the throat and defies his older brother before releasing him. After the fight, Oliver persuades the



wrestler Charles to injure Orlando in a wrestling match the next day. Meanwhile Frederick's daughter Celia tries to cheer up her dear cousin Rosalind, who is depressed because her father, Duke Senior, has been banished by his usurping brother, Duke Frederick.

Rosalind and Celia attend the wrestling match and they meet Orlando, who easily beats Charles despite the brute's undefeated status. Orlando and Rosalind fall in love at first sight, and Rosalind gives him a necklace as a prize for winning. When Duke Frederick learns that Orlando's father is his former enemy, he is displeased. Immediately thereafter, Orlando is warned by his servant Adam that his brother plans to kill him that night. Faced with no options, Orlando flees to the Forest of Arden, and loyal Adam accompanies him. Orlando is not the only one to displease Duke Frederick; Duke Frederick has become disenchanted with Rosalind, believing that she outshines his daughter Celia. He banishes Rosalind from court, and Celia decides to follow her into exile in Arden as she cannot bear to be parted from her dearest friend. The two adopt disguises, with Rosalind becoming the young man Ganymede and Celia pretending to be Aliena, a peasant girl. Touchstone the fool goes with them.

Act 2

Duke Senior, Rosalind's father, and his men have taken up residence in the Forest of Arden during his exile. Among them is the witty, philosophical Jacques, who enjoys being depressed and never misses an opportunity to bemoan his situation. The men hunt for deer and set

up a picnic under a tree when Orlando bursts upon them with a sword. He is desperate for food for himself and Adam as the old man is weak from hunger and travel. Duke Senior graciously invites them both to join his party.

Act 3

Back at court Duke Frederick has discovered Celia missing, and he believes she and Rosalind have gone off with Orlando. He then takes Oliver's lands into temporary custody and sends Oliver to find his brother with the hope of locating Celia.

Orlando writes love poems to Rosalind and posts them on trees throughout the forest. In her disguise as Ganymede, Rosalind issues a witty challenge to Orlando. She claims she can cure him of his love if he will woo her as if she were Rosalind. He agrees to do so and promises to meet her later. At the same time, Touchstone has fallen in love with goat herder Audrey and tries to arrange a quick wedding, which Jacques talks him out of, in favour of a more official ceremony. As Rosalind and Celia wait for Orlando, they witness a spat between the young shepherd Silvius and shepherdess Phoebe, who scorns his love. Rosalind intervenes in as Ganymede, advising Phoebe to accept the young man, but instead Phoebe falls instantly for Ganymede.

Act 4

Orlando arrives late, and Ganymede scolds him for his tardiness, claiming there is no true love in him. Nonetheless, she allows him to woo her, and they agree to meet again later that day after Orlando



attends on Duke Senior. This time while they wait, Silvius delivers to Ganymede a letter from Phoebe and is shocked to learn that it is a love letter. He departs, and Oliver arrives bearing a bloody handkerchief. He explains that Orlando has rescued him from a snake and a lion, and was wounded in the fray. The two, Oliver and Orlando, have been reconciled through Orlando's brave act. Ganymede faints but quickly recovers from it and says it was merely playacting.

Act 5

Ganymede devises a plan to bring all the couples together to be married the next day. She promises to marry Phoebe if Phoebe will have her and extracts a promise from Phoebe that she will marry Silvius if she doesn't marry Ganymede.

Everyone gathers the next day, and Rosalind reveals her disguise as Ganymede. Her father, Duke Senior, gives her to Orlando to wed, and Phoebe agrees to marry Silvius as promised. Touchstone and Audrey will also be married, as will Celia and Oliver, who have fallen in love at first sight. The god of marriage, Hymen, performs the ceremony. Just then another brother of Oliver and Orlando arrives with the news that Duke Frederick has turned over a new leaf and returned his wealth, lands, and position to Duke Senior. The nobles resolve to return to court after the wedding celebration, but Jacques vows to follow Duke Frederick. The play ends with an epilogue in which Rosalind begs the favour of the audience in the form of applause for the actors.

AS YOU LIKE IT (paraphrased) ACT - I

This play by William Shakespeare stands for all times; he is acclaimed for his opening scenes that exposes vividly the plot and introduces all the main characters sequentially and ties a knot which is untied in the subsequent acts and scenes.

Act I Scene 1

Enter ORLANDO and ADAM



ORLANDO: I remember, Adam, that's why my father only left me a thousand crowns in his will. And as you know, my father commanded my brother, Oliver, to make sure that I was brought up well—and that's where my sadness begins. Oliver keeps my brother Jacques away at school, and everyone says he's doing extremely well there. I ask you, is this any way to treat a gentleman as nobly born as I am, to pen me in like an ox? His horses get treated better than I do—at least he feeds them and trains them properly, and spends a lot



of money on trainers for them. He gives me plenty of nothing, and takes away everything else, letting me eat with his servants, refusing me what's owed me as his brother, and ruining my good birth with a poor education. This is what angers me, Adam. My father's temper and spirit, which I think I share, makes me want to mutiny against my brother's tyranny. I won't stand for it any longer, though I haven't yet figured out how to revolt.

(Enter Oliver)

ADAM: Here comes my master, your brother.

ORLANDO: Go hide, Adam, You'll hear how he abuses me.

OLIVER: Hey, you! What are you making here?

ORLANDO: Nothing. I've never been taught how to make anything.

OLIVER: Well, then, what are you messing up?

ORLANDO: I'm helping you mess up one of God's creations. Should I tend your pigs and eat husks with them?

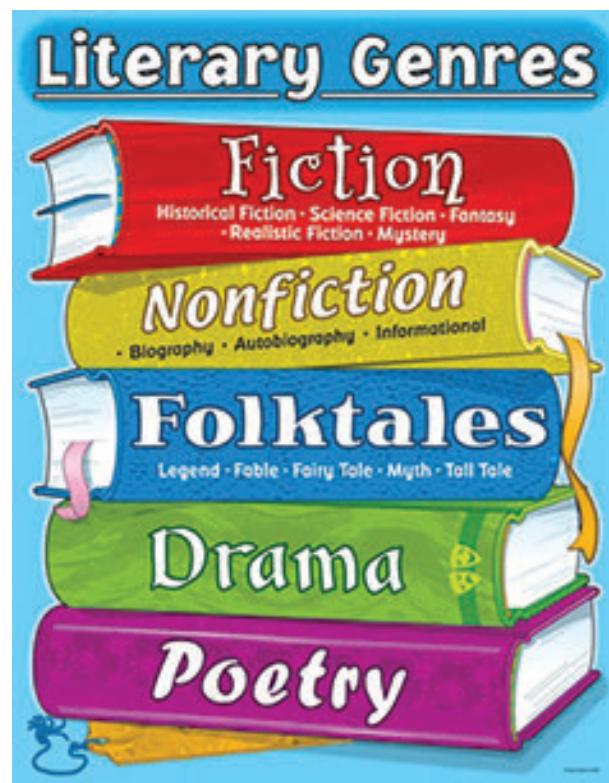
OLIVER: Do you know where you are, sir?

ORLANDO: Yes, sir, very well—I'm here in your orchard.

OLIVER: Do you know whom you're talking to?

ORLANDO: Yes, better than you know me. I know you're my oldest brother and deserve more respect. But we're in the same family, so you should acknowledge that I am a gentleman too. According to

custom, as first-born you are my superior. But it's not customary to treat me like I'm not even a gentleman.



OLIVER: (hitting ORLANDO) What nerve!

ORLANDO: (grabbing hold of OLIVER) Come on, big brother; you don't know anything about fighting.

OLIVER: What, you dare put your hands on me, villain?

ORLANDO: I'm no villain. I'm the youngest son of Sir Rowland de Boys, and anyone who claims my father's sons is a villain himself.

ADAM: Gentlemen, calm down. For the sake of your father's memory, make peace.

OLIVER: Let me, go, I say.

ORLANDO: I won't until I'm ready. You will listen to me. My father instructed you in his will to give me a good education. But you've raised me as a peasant, depriving



me of the education needed to become a gentleman.

OLIVER: And what are you going to do after you've spent your money? Beg?

ORLANDO: I won't bother you any more than necessary.

OLIVER: (to ADAM) And you get lost too, you old dog.

ADAM: Is that my reward—to be called "old dog?" Well, it's true, I've served this family so long I've gotten old and toothless, like a dog. God bless my old master. He would never have spoken to me like this.

(**ORLANDO and ADAM exit.**)

OLIVER: Is that how it's going to be? Are you starting to challenge me? I'll cure you of your insolence, and I'm not going to give you a thousand crowns, either!—

Hey, Dennis!

(**DENNIS enters.**)

DENNIS: Did you call for me, your Worship?

OLIVER: Wasn't Charles, the duke's wrestler, here to speak with me?

DENNIS: Yes, sir, he's here at the door right now and asks to see you.

OLIVER: Call him in. (**exits**) I have a good plan. And tomorrow is the wrestling match.

1. Name the two sons of Sir Rowland de Boys.
2. How is Orlando treated by his brother?
3. Who is Adam?
4. How much money was left in the will for Orlando?
5. What is the name of the Duke's wrestler?

(**Charles Enters**)

CHARLES: Good morning, sir.

OLIVER: Good Mr. Charles.

DENNIS: Tell me, what's the latest news at the newcourt?



CHARLES: No news but the old news. The old Duke Senior has been banished by his younger brother, the new Duke Frederick. A few loyal lords have gone into exile with Duke Senior, and given up their lands and money to Frederick—so he's happy enough to have them leave.

OLIVER: Can you tell me whether Rosalind, Duke Senior's daughter, has also been banished?

CHARLES: Oh, no. Celia loves her cousin so much that she would have followed Rosalind into exile or died of grief. So Rosalind has stayed at court.

OLIVER: Where will the old duke live?

CHARLES: They say he's already in the Forest of Arden. He has many cheerful



men with him, and they live like Robin Hood and his outlaws.

OLIVER: So, are you going to wrestle before the new duke tomorrow?

CHARLES: Indeed I do, sir, and I've come to let you in on a certain problem. I've been informed by certain sources I can't disclose, that your younger brother Orlando plans to fight me in disguise tomorrow. Sir, I'm fighting for my reputation, and any man who gets away without a broken bone or two is an exceptional wrestler indeed. Your brother is young and inexperienced, and because of my affection for you, I'd hate to crush him—though I'd have to, if he challenged me.

OLIVER: Charles, I thank you for your loyalty to me, and you'll see that I'll reward you. I'd heard about my brother's plan and have been subtly trying to change his mind, but he's determined. I tell you, Charles, he's the stubbornest young fellow in France: overly ambitious, jealous of other people's good qualities, and a traitor against me, his own blood brother. So use your discretion. I'd be just as happy if you broke his neck as his finger. It brings me to tears to say this, but there isn't another person alive who is so young and at the same time so wicked. Because he's my brother, I have to take his side.

CHARLES: I'm very glad I came to see you. If he shows up tomorrow, I'll give him what he deserves. If he can manage to walk after our fight, I'll never wrestle for money again. Farewell, my lord.

OLIVER: Take care, Charles.

(CHARLES exits.)

(OLIVER continues.)

Now it's time to get this playboy brother of mine all worked up. I hope I'll see the end of him soon—I don't know why, but I hate nothing in the world as much as him, though he's an upstanding guy. He's never gone to school but he's smart, with good values, and everyone is delighted by him and loves him, especially my subjects, who know him the best. They love him, and therefore they despise me.

(OLIVER exits.)

ACT I SCENE 2

CELIA and ROSALIND enter.

CELIA: Please, Rosalind, my sweet cousin—be happy.

ROSALIND: Dear Celia—I already look much happier than I feel, but you want me to look even happier? Teach me how to forget my banished father, you shouldn't try to teach me how to be happy.

CELIA: Well, by this I can see that you don't love me as much as I love you. If your father had banished my father, I could have learned to love your father as my own, as long as I still had you.

6. Who usurped the dukedom from Duke Senior?
7. Name the daughters of the two dukes.
8. Why is Rosalind sad?

TOUCHSTONE: Mistress, you have to go see your father.

CELIA: Did they make you the messenger?

TOUCHSTONE: No, but they told me to come get you.

CELIA: No more talk about my father; you'll be whipped for slander.



TOUCHSTONE: It's a pity that fools aren't allowed to speak wisely about the foolish things that wise men do.

CELIA: Honestly, you're speaking the truth—ever since the fools were silenced, the foolishness of wise men has become all the more apparent. Here comes Monsieur Le Beau.

(**LE BEAU** enters.)

ROSALIND: With his mouth full of news.

CELIA: Which he'll shove down our throats the way pigeons feed their young.

ROSALIND: Then we'll be stuffed with news.

LE BEAU: Fair princess, you've missed some good sport.

CELIA: What sport?

LE BEAU: I was going to tell you all about a good wrestling match that's going on, which you're missing.

ROSALIND: Tell us about this wrestling.

LE BEAU: I'll tell you about the beginning, and if you find that interesting you can see the end. The best is yet to come, and they're going to perform it right here.

LE BEAU: There comes an old man with his three sons—

CELIA: It sounds like the beginning of an old folktale.

LE BEAU: Three proper young men, all good looking and with great presence—All the three brothers wrestled with Charles, the duke's wrestler. They're now lying over there, and the poor old man, their father, weeps so piteously over them

that the whole audience has joined him in grieving.

ROSALIND: Oh, dear!

TOUCHSTONE: But tell me, monsieur—what sport are the ladies missing?

LE BEAU: Why, the one I just told you about.

TOUCHSTONE: Men must be getting wiser every day; that's the first time I've heard that rib-breaking was appropriate entertainment for ladies.

LE BEAU: You're going to have to, if you stay here. This is the place they're scheduled to wrestle, and they're ready to go.

CELIA: Yes, I see them coming. Let's stay and watch. (**Trumpets play. DUKE FREDERICK, lords, ORLANDO, CHARLES, and attendants enter**)

DUKE FREDERICK: Come on. Since the youth won't be reasoned with, he'll have to suffer for his stubbornness.

ROSALIND: Is that the man?

LE BEAU: That's him, madam.

CELIA: Alas, he is too young. Yet he seems capable.

DUKE FREDERICK: What's up, daughter and niece? Have you snuck over here to watch the wrestling?

ROSALIND: Yes, my lord, if you give us permission.

DUKE FREDERICK: You won't enjoy it much, I can tell you, the odds are so against this young man. Because he's so young, I've tried to discourage him, but he



won't listen. Talk to him, ladies. See if you can persuade him.

9. Who is Touchstone?
10. Find out the meaning of "Touchstone" from a dictionary.
11. Who brings the news about the wrestling match?
12. What happened to the three brothers who wrestled with Charles?

CELIA: Call him over here, good Monsieur Le Beau.

LE BEAU: Mister Challenger, the princess wants to speak to you.

ORLANDO: I'll wait on them with all respect and duty.

ROSALIND: Young man, have you challenged Charles the Wrestler?

ORLANDO: No, lovely princess. He is the general challenger. I have only come in—like the others have—to try to fight him with the strength of my youth.

CELIA: Young gentleman, you are too bold for your age. You have seen the cruel proof of this man's strength. If you took a good look at yourself, or if you thought about this more carefully, your fear would teach you to act more cautiously. We beg you, for your own sake, to respect your safety and give up.

ROSALIND: Please, young sir. We'll make sure your reputation isn't hurt; we'll take it upon ourselves to argue with the duke that the wrestling match should be called off.

ORLANDO: I beg you not to think poorly of me—though I suppose anyone who could deny anything to such beautiful women deserves to be scorned. But please, send me good thoughts in this match.

ROSALIND: I wish I could give you the little strength that I have.

CELIA: Mine too, to join hers.

ROSALIND: Good luck. I hope to God I'm wrong about your chances.

CELIA: I hope you get what you desire!

CHARLES: Come on, where's the young show-off who's so eager to lie with mother earth?

ORLANDO: Ready, sir, but I have more modest ambitions.

DUKE FREDERICK: You get only one round.

CHARLES: No, I'm sure your Grace won't be able to persuade him to try a second round.

ORLANDO: You should mock me after you've beaten me, not before. Come on.

ROSALIND: Hercules give you speed, young man!

CELIA: I wish I were invisible, so I could grab that strong fellow by the leg. (They wrestle).

ROSALIND: Oh, what an excellent young man!

CELIA: If I could shoot lightning bolts from my eyes, I can tell you who'd be on the ground.

(Orlando throws Charles. The crowd shouts.)

DUKE FREDERICK: No more, no more.

ORLANDO: Oh, come on, your Grace—I'm barely out of breath.

DUKE FREDERICK: How are you doing, Charles?



LE BEAU: He can't speak, my lord.

DUKE FREDERICK: Carry him away.
What is your name, young man?

ORLANDO: Orlando, my lord, the youngest son of Sir Rowland de Boys.

DUKE FREDERICK: I wish you were someone else's son. The whole world thought your father was an honourable man, but he was always my enemy. But good luck; you are a brave young man.

(DUKE FREDERICK, his train, and LE BEAU exit).



CELIA: If I were my father, cousin, would I do this?

ORLANDO: I'm proud to be Sir Rowland's son—his youngest son—and I would never change that, not even to be Frederick's adopted heir.

ROSALIND: My father loved Sir Rowland as much as he loved his own soul, and the rest of the world shared my father's opinion. If I had known this young man was his son, I would have tried harder to convince him not to fight.

CELIA: Gentle cousin, let's go thank him and encourage him. My father's rude and envious behaviour is like a knife through my heart. **(to ORLANDO)** Sir, you fought very well. If you live up to your potential

in love as well, your wife will be a very happy woman.

ROSALIND: **(giving him a chain from her neck)** Gentleman, wear this for me. I'm a woman who's down on her luck, and I'd give more if I could. Shall we go, cousin?

CELIA: Yes. Good luck, fair gentleman. **(ROSALIND and CELIA exit).**

ORLANDO: **(to himself)** Can't I even say "thank you"? I left my brain back on the wrestling field. What's left of me is a dummy, just a lifeless block. What is this passion that ties up my tongue? I can't speak to her, even though she asked me to. Oh, poor Orlando, you've been overthrown! Either Charles or some prettier thing has mastered you.

(LE BEAU enters).

LE BEAU: Good sir, as a friend, I advise you to leave this place. Although you deserve praise, applause, and love, right now the duke misconstrues everything you've done. The duke is temperamental. I'm sure you can imagine what I mean without my having to spell it out.

ORLANDO: Thank you, sir. Now please tell me this: which of the two ladies who were at the wrestling match is the duke's daughter?

LE BEAU: Neither one is his daughter, to judge from their good manners. But really, the smaller one is his daughter. The other is the daughter of the banished duke. Goodbye, sir. Later, in a better world than this, I'd love to get to know you.

ORLANDO: I'm indebted to you. Goodbye.

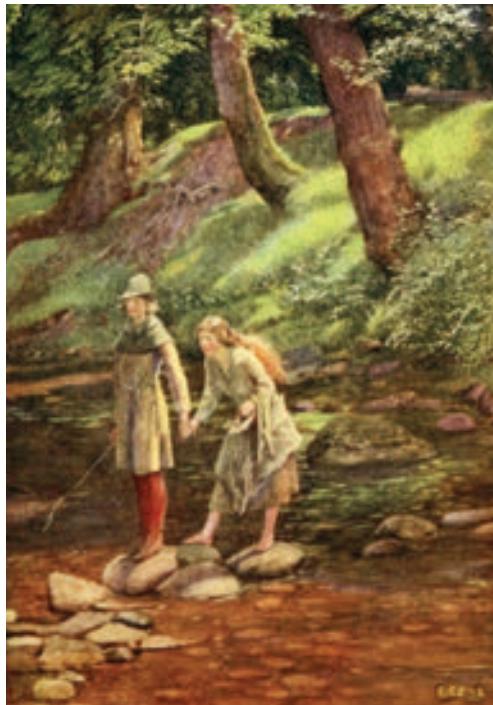


(LE BEAU exits.)

ORLANDO (continues) Out of the frying pan and into the fire—from a tyrant duke to a tyrant brother! But, oh, heavenly Rosalind!

(ORLANDO exits.)

13. Who dissuades the challenger from wrestling with Charles? Why?
14. What is the answer given by Orlando to the ladies?
15. Who succeeds in the wrestling match?
16. What does Rosalind give Orlando as a gift?
17. What is the advice given by Le Beau to Orlando?
18. Explain the term “Out of the frying pan, into the fire”.



ACT I SCENE 3

(CELIA and ROSALIND enter.)

CELIA: What's going on, Rosalind? Cupid have mercy! You won't utter a single word?

ROSALIND: I could cry.

CELIA: Come on, take control of your feelings.

ROSALIND: Look, here comes the duke.

DUKE FREDERICK (enters with lords)

CELIA: He looks angry.

DUKE FREDERICK: Madam, hurry as fast as you can get out of my court.

Rosalind: Me, Uncle?

Duke Frederick: You, niece. In ten days time, if you're found within twenty miles of the court, you'll die for it.

Rosalind: Please, your Grace, tell me what crime I have committed. If I know my own thoughts and desires, and I'm not dreaming or crazy—which I'm sure I'm not—then, dear uncle, I've never had so much as a half-formed thought that would have offended you.

Duke Frederick: All traitors protest like this. If they could purge their guilt simply by saying that they were innocent, they'd all be as innocent as God Himself. I don't trust you. Enough said.

ROSALIND: But your mistrust alone can't make me a traitor. On what basis do you suspect me?

19. What is the new order spelled out by Duke Fredrick? Why?
20. What is the treason committed by Rosalind?
21. Who is in Forest of Arden?

DUKE FREDERICK: You are your father's daughter. That's enough.

ROSALIND: I was his daughter when your Highness took my father's dukedom. I was his daughter when you banished him. Treason is not inherited, my lord. But even if we did inherit it from our family, what does that have to do with me? My father



wasn't a traitor. So, please, my lord, don't assume that I'm treacherous just because I'm poor, with no titles to my name.

CELIA: Dear master, listen to me.

DUKE FREDERICK: Yes, Celia, we kept her here for your sake. Otherwise, she would have been banished with her father.

CELIA: At that time, I didn't beg you to keep her here; you wanted her here, and you felt guilty. I was too young at the time to appreciate her value, but now I know her. If she's a traitor, why then, so am I.

DUKE FREDERICK: She's too devious for you. Her smoothness, her silence, and her patient suffering appeal to the people, and they pity her. You're a fool. She's robbing you of the attention you deserve. You will seem even brighter and more virtuous when she's out of the picture. So be quiet. The sentence I've passed down on her is firm and unshakeable. She is banished.

CELIA: Then lay that sentence on me too, my lord. I cannot live without her.

DUKE FREDERICK: You are a fool.— You, niece, prepare to leave. On my honour and by my word, if you outstay the ten days, you will die.

(Exit DUKE FREDERICK and lords)

CELIA: Oh, my poor Rosalind, where will you go? Do you want to exchange fathers? I'll give you mine. I insist, don't be more distressed than I am.

ROSALIND: I have more reason to be distressed.

CELIA: No you haven't, cousin. Please, be cheerful. Don't you realize the duke has also banished me, his daughter?

ROSALIND: No, he hasn't.

CELIA: Oh, he hasn't? Well, then, you don't have the affection that would teach you that you and I are one. Will we be separated? Should we part, sweet girl? No. Let my father find another heir. So, help me plan how we'll escape, where we'll go, and what we'll take with us.

ROSALIND: But where will we go?

CELIA: To the Forest of Arden, to find your father.

ROSALIND: But what danger we'll put ourselves in, two young, innocent women travelling so far! Fresh beauty attracts thugs and thieves even more than money.

CELIA: I'll put on some poor and ragged clothes and smudge my face with dirt. You do the same, and we'll be able to travel without attracting any attackers' attention.

ROSALIND: Wouldn't it be better—since I'm unusually tall for a woman—to dress myself like a man? I'll wear a big sword in my belt, carry a boar-spear in my hand, and hide all my womanish fear in my heart. We'll maintain a swaggering, warrior look, like so many cowardly men, whose manner has nothing to do with what they're feeling.

CELIA: What should I call you when you're a man?

ROSALIND: I'll take no lesser name than that of Jove's own servant. So call me Ganymede. And what will you be called?

CELIA: Something that refers to my current state. Instead of Celia, call me Aliena.



ROSALIND: Cousin, what if we brought that clownish fool of your father's court, Touchstone? Wouldn't he be a comfort to us in our travels?

CELIA: He'd walk the whole wide world with me. Leave me alone to go convince him. Let's go gather our jewels and money. We'll figure out the best time and safest route to avoid being found out by my father's guards, whom he'll send out as soon as he discovers I've gone. Now, we go contentedly to freedom—not banishment.

(They exit.)

22. Why do Rosalind and Celia decide to go to the forest?
23. What are the dangers of young girls travelling?
24. What is the solution they find for travelling?
25. Describe the disguise discussed by Rosalind.
26. What were the names taken by them while in disguise?

GLOSSARY

tyranny (n)	- oppressive exercise of power
husks (n)	- dry external layer of certain fruits or seeds
crowns (n)	- a foreign coin of certain value
Duke (n)	- a noble holding highest rank outside royal family
outlaw (n)	- a person who has broken the law and remains a fugitive
subtly (adv.)	- skilful, ingenious, clever
high-flown (adj.)	- extravagant

whetstone (n)	- a piece of stone used for sharpening cutlery
pancakes (n)	- flat cake of batter fried on both sides rolled up with sweet or savoury
unleash(v)	- set free
knaves (n)	- dishonest man
knight (n)	- a man who served his sovereign
slander (n)	- crime of making false, spoken statement damaging a person's reputation
apparent (adj.)	- able to be seen or understood
proclamations (n)	- public or official announcements
piteous (adj.)	- deserving pity
snuck (v)	- sneak (old English)
scorned (v)	- to express contempt
graces (v)	- to bring honour or credit
mourn (v)	- feel sorrow or a loss

b. There are a few words jumbled in the box. Pick a word and write it against the meaning given below.

misconstrues	temperamental
malice	burrs
conventional	devious
firm	smudge
boar-spear	swaggering
clownish	modest



1. in accordance with beliefs
2. desire to harm someone
3. to interpret wrongly
4. showing a skilful use of negative tactics to achieve goals
5. rough edge left on an object by a tool
6. solid structure, resilient
7. spear used for hunting bear
8. a person's unreasonable changes of mood
9. parade with arrogance
10. humorously exaggerated
11. unassuming
12. messily smeared

Further Reading

Just to spice up! Here are some idioms used by William Shakespeare in his plays:

1. Nay, if our wits run the **wild-goose chase**, I am done, for thou hast more of the wild-goose in one of thy wits than, I am sure, I have in my whole five. Was I with you there for the goose?" — Mercutio

This term didn't originally refer to actual geese, but rather a type of horse race.

2. "O, beware, my lord, of jealousy! It is the **green-eyed monster**, which doth mock the meat it feeds on." — Iago

Before Shakespeare, the colour green was most commonly associated with

illness. Shakespeare turned the notion of being sick with jealousy into a metaphor that we still use today.

3. "Be thou **as chaste as ice, as pure as snow**, thou shalt not escape calumny. Get thee to a nunnery, go." — Hamlet
"Lawn **as white as driven snow**." — Autolycus

Though Shakespeare never actually used the full phrase "pure as driven snow," both parts of it appear in his work. For the record, this simile works best right after the snow falls, and not a few hours later when tires and footprints turn it into brown slush.

4. "True is it that we have **seen better days** and have with holy bell been knolled to church, and sat at good men's feasts and wiped our eyes of drops that sacred pity hath engendered." — Duke Senior

The first recorded use of "seen better days" actually appeared in Sir Thomas More's work in 1590, but the play was written anonymously, and is often at least partially attributed to Shakespeare. We do know Shakespeare was a fan of the phrase; he uses "seen better days" in As You Like It, and then again in Timon of Athens.

5. "This is a way to **kill a wife with kindness**, and thus I'll curb her mad and headstrong humor." — Petruchio. The Shakespeare canon would contain fewer dead bodies if his characters all believed they should kill their enemies with kindness instead of knives and poison.



Read the following poem carefully.

c. THE BIRD SANCTUARY - Sarojini Naidu.

In your quiet garden wakes a magic tumult
Of winged choristers that keep the Festival of Dawn,
Blithely rise the carols in richly cadenced rapture,
From lyric throats of amber, of ebony and fawn.

The bulbul and the oriole, the honey-bird and shama
Flit among high boughs that drip with nectar and with dew,
Upon the grass the wandering gull parades its sea-washed silver.
The hoopoe and the kingfisher their bronze and sapphire blue.

Wild gray pigeons dreaming of a home amid the tree-tops,
Fill their beaks with silken down and slender banyan twigs.
But the jade-green gipsy parrots are only gay marauders.
And pause upon their sun-ward flight to plunder red ripe figs.

In your gracious garden there is joy and fostering freedom.
Nesting place and singing space for every feathered thing,
O Master of the Birds, grant sanctuary and shelter
Also to a homing bird that bears a broken wing.



Glossary

tumult (n)	- confusion
choristers (n)	- singers in a choir
blithely (adv.)	- without care
cadenced (adj.)	- rhythmic music
rapture (n)	- extreme pleasure
amber (n)	- brownish yellow
ebony (n)	- a hard deep black
marauders (n)	- plunderers
sanctuary (n)	- place of safety
homing (n)	- going home

"Quack!"
said the duck,
unsurprisingly so,
since he was a duck.
'Quack!' His friend responded,
since he, too, was a vocal duck.
Much quacking ensued
between the two
Day in, day out.
one wintery day, Bill,
for that was the first duck's name, of course, opened his...
well... his bill, obviously, to speak. There was not a squeak -
nor a quack. Bert, for that was duck number two's name,
looked on incredulously. How could it be that Bill
could not utter a quack? Bill was obviously
suffering from some dreadful mallardy.

of them.

until...

for that was the first duck's name, of course, opened his...

well... his bill, obviously, to speak. There was not a squeak -

nor a quack. Bert, for that was duck number two's name,

looked on incredulously. How could it be that Bill

could not utter a quack? Bill was obviously

suffering from some dreadful mallardy.



Calligram

A visual representation of a word or poem, that reflects the meaning.



d. Answer the following briefly.

- 1) How do the birds welcome dawn?
- 2) What do the gypsy parrots enjoy?
- 3) What is the poet's prayer?
- 4) What do the "birds" and "the sanctuary" symbolize?

e. Match the following.

Column A	Column B
1. Gull	a. blue / Sapphire
2. Kingfisher	b. silver washed coat
3. Hoopoe bird	c. bronze
4. Parrots	d. gray
5. Pigeons	e. jade



f. Complete the paragraph with words from the poem. You may rephrase some words if necessary.

The poem is addressed to the _____ of birds. There is _____ joy as the birds sing _____. The chanting aura they craft herald the festival of _____. Birds of multitude _____, produce richly _____ melody. The birds

strive to sing _____ from their throats. The wild grey pigeons _____ of home on the _____. The phrase “_____” signifies their aspiration to accomplish new heights.

g. Find the words from the poem which mean the same as given below.

1. song	-	
2. light brown	-	
3. move swiftly and lightly	-	
4. sugary fluid	-	
5. encouraging	-	

h. How does one enjoy poetry?

Poetry can be enjoyed at various levels. One such level is in understanding the imagery used by the poet to create a vivid description of the scene that appeals to our senses. Here in this poem the visual imagery is triggered by the use of colours creating an effect of seeing the colourful birds in the sanctuary.

Pick out some of the colour imagery used by the poet to describe the sanctuary. Here are a few examples:

Eg. 1. Lyric throats of amber, ebony and fawn

2. Sea - washed silver

3. Honey - bird shama

4. _____

5. _____

6. _____

i. Work in pairs and find alliterative pairs from the poem.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

LANGUAGE STUDY

GENRES (/ʒərə/) OF LITERATURE

Here are a few popular genres for you to know and learn. Identify them while enjoying works of literature.

1. Ballad: Oldest form of poetry in a song form narrating a story in short stanzas

2. Biography: Life history of a person written by someone else



- 3. Comedy:** The term in any discourse or work generally inducing laughter
- 4. Couplet:** A pair of successive lines of verse typically rhyming and of same length
- 5. Elegy:** Poem of serious reflections, a lament for the dead
- 6. Epic:** Long narrative poem in relation to the central heroic figure, becoming a part of history of a nation or race
- 7. Folklore:** Traditional beliefs and customs or stories of a community, passed through generations by word of mouth (oral tradition)
- 8. Haiku:** A Japanese poem of seventeen syllables in three lines of 5,7,5 evoking images of natural world
- 9. Horror:** Literature intended to scare, disgust or startle readers through feelings of terror and sometimes through supernatural elements
- 10. Lampoon:** Publicly criticize by ridicule or sarcasm
- 11. Limerick:** Humorous five line poem with a rhyme scheme aabba
- 12. Lyric:** Poetry expressing subjective or personal point of view
- 13. Novel:** Fictitious, long, prose narrative of book length
- 14. Novella:** A short novel or a long short story
- 15. Ode:** A type of lyrical stanza elaborately structured poem praising an event, individual, describing nature intellectually and emotionally
- 16. Romance:** Literature that aims to evoke strong emotions in the audience
- 17. Satire :** Use of humorous irony, exaggeration or ridicule to expose famous personalities
- 18. Sonnet:** Fourteen line poem - using any number of rhyme schemes (that originated in Italy). In English it is ten syllables per line
- 19. Short story:** A story with a well developed theme, much shorter and less elaborate than a novel
- 20. Villanelle:** Nineteen line pastoral lyrical poem, with only two rhymes throughout and some lines repeated

Literary Devices are techniques the writers use to produce the desired special effect in their writing. Enlisted here are a few figurative language devices used in literature with examples

- 1. Connotation:** the feelings and associations suggested by a word
Eg. Mr. Scrooge became thrifty but not cheap.
- 2. Hyperbole:** an exaggeration of something Eg. He was hungry enough to eat a horse.
- 3. Imagery:** the creation of images using words; word pictures Eg. Footprints on the sands of time.
- 4. Irony:** a difference or contrast Eg. Brutus is an honourable man.



5. Oxymoron: a phrase consisting of contradictory terms Eg. Parting is such sweet sorrow.

6. Paradox: a statement that at first appears contradictory, but which on closer examination contains truth Eg. Longest short cut

Task

With the help of the teacher, identify the various literary devices and spark up your creativity.

1. "Well now, one winter it was so cold that all the geese flew backward and all the fish moved south and even the snow turned blue. Late at night, it got so frigid that all spoken words froze solid afore they could be heard. People had to wait until sunup to find out what folks were talking about the night before." - Babe, the blue Ox by Paul Bunyan

2. "Neptune's ocean wash this blood Clean from my hand? No. This my hand will rather The multitudinous seas incarnadine, Making the green one red." Macbeth by William Shakespeare

3. "All animals are equal, but some are more equal than others." Animal Farm by George Orwell

4. "The child is father of the man..." My Heart Leaps Up When I Behold by William Wordsworth

5. "All the world's a stage, And all the men and women merely players; They have their exits and their

entrances;
And one man in his time plays many parts ..." As You Like It by William Shakespeare

6. "Water, water, everywhere,
And all the boards did shrink;
Water, water, everywhere,
Nor any drop to drink."

The Rime of the Ancient Mariner by Samuel T. Coleridge

7. "Why, then, O brawling love!
O loving hate!
O anything, of nothing first create!
O heavy lightness! Serious vanity!
Misshapen chaos of well-seeming
forms!
Feather of lead, bright smoke, cold fire,
sick health! Still-waking sleep,
that is not what it is!
This love feel I, that feel no love in this.
Dost thou not laugh?"

Romeo and Juliet by William Shakespeare

8. "I find no peace, and all my war is done
I fear and hope, I burn and
freeze like ice,
I flee above the wind,
yet can I not arise;" Petrarch's 134 Sonnet by Sir Thomas Wyatt



REPORTED SPEECH



Let's study how to report the following.

- Wh – Questions
- Yes or No questions
- Imperative sentences



- i. Commands
 - ii. Requests
 - iii. Sentences with 'Let'
- d. Sentences with the reporting verbs in the present tense/ future tense

a. Information questions beginning with a question word

While reporting -

- ❖ change the pronoun
- ❖ change the word order

Ex. "Where are you going?"

She asked me where I was going.

Ex. "When are they coming?"

She asked me when they were coming.

Ex. "Who is that charming lady?"

They asked me who that charming lady was.

b. Yes or No questions

Yes or No questions begin with an auxiliary verb.

While reporting -

- ❖ pay attention to auxiliary verbs like 'do, be' and 'have'
- ❖ drop the auxiliary verb
- ❖ add if/ whether

Ex. "Do you like burgers?"

He asked me if / whether I liked burgers.

"Have you ever been to Dubai?" -

She asked me if/ whether I had been to Dubai.

"Do you live here?"

He asked me if/ whether I lived there.

c. Imperative sentences

1. COMMANDS/ ORDERS

While reporting -

- ❖ use 'tell' instead of 'ask'

Ex. "Go to bed."

He told the child to go to bed.

"Be on time."

The teacher told me to be on time.

"Don't shout."

My friend told me not to shout.

2. POLITE REQUESTS

While reporting -

- ❖ use ask me + infinitive

Ex. "Close the window."

She asked me to close the window.

"Could you bring my luggage tonight?"

She asked me to bring her luggage that night.

"Would you mind coming early this evening?"

My aunt asked me to come early that evening.

"Please don't be late."

She asked me not to be late.

3. IMPERATIVE SENTENCES WITH 'LET'

While reporting,

- ❖ 'Let' should be changed to 'suggested' or 'proposed'

Ex. My father said, "Let us invite more family members."

My father suggested they should invite more family members.



I said, ‘Let us go to a beach resort this Sunday.’

I suggested to my sister that we should go to a beach resort that Sunday.

d. Reporting verb in the present/ future

When the reporting verb is in the present/ future tense the tense in the Direct speech does not change.

Mahesh says, “I have a headache.”	Mahesh says that he has a headache.
He says, “I am coming.”	He says that his is coming.
The doctor tells, “Your mother is sick.”	The doctor tells that my mother is sick.
She will say, “I don’t like pizzas.”	She will say that she doesn’t like pizzas.
The child will say, “I cannot write fast.”	The child will say that it cannot write fast.

a. Change the following direct speech into indirect speech.

1. “What do you want?” he said to her.
2. He enquired, “When do you intend to meet me?”
3. “Do you really come from Japan?” the King asked.
4. Uma said, “Are you interested in this deal?”
5. Reena asked Meena, “Will you meet a girl like Sheena?”
6. The king thundered, “Let those who insult me know that I shall not tolerate it.”
7. The teacher told the children, “Please do not eat raw and overripe fruit.”
8. The doctor said, “Let the child take rest for some time now.”

9. The accused said, “Your Majesty, please do not put me to death. I promise I shall never repeat such a crime in the future. You should show mercy on me.”

10. The master said, “Listen to my lecture attentively, note down all the main points and get prepared to answer my questions.”

b. Report the following sentences.

1. The teacher explained, “It snows in the mountains in the winter”.
2. My grandmother informed me, “A diamond in the hardest element.”
3. My friend often tells me, “All that glitters is not gold.”
4. The tourist guide pointed at the temple and said, “These temples were built during the Chola era.”
5. The teacher told the class, “Knowledge is power.”



c. Change the following into indirect speech.

1. The boys says, "I am very nervous to attend school."
2. They will say, "We will not be able to come home early for dinner."
3. We say, "We cannot live without water."
4. The forgetful old lady always questions me, "Where do you live?"
5. My aunt will say, "I am fed up of your pranks."

d. Read the following passage and rewrite in reported speech.

1. "Have you finished reading the book, Mohan?" said Mr. Mani to his son.
"No dad", said Mohan, feeling ashamed.
"Why not, Mohan?"
"Because it is not interesting dad, and I am sure I shall never finish it by this month."

e. Read the conversation given below and complete the paragraph that follows.

- Father : Why didn't you go to school last week?
- Son : I was not well dad, I had fever.
- Father : What will happen to your notes?
Have you completed all the assignments?
- Son : Don't worry dad. My friends have helped me with my notes and my assignments.



Listening

a. You will hear a dialogue between two students. Listen to the conversation carefully and note the points. During the first time, just listen. During the second time fill in the blanks.

1. The jute weavers association is located at _____ in _____.
2. It is nearly ____ km from _____ airport.
3. In those days this cluster was producing real _____ for export to Nigeria.
4. After _____ this cluster began weaving cotton fabric and sarees.
5. Over the past _____ years the cluster has completely shifted to _____.

b. Mention whether the statements given below are true or false.

- 1 A group of students approached Sekar with mango fibre and cotton blend yarn for their project.
- 2 Sekar made it to the Limca Book of Records, in 2011.
- 3 Weavers collaborated with NIFT students.
- 4 NorthEast development council have invited Sekar to train the weavers of Tripura.



c. Complete the following:

1. MuligaiPudavai is infused with natural fibres of

- a) _____ b) _____
c) _____ d) _____.

2. The most popular natural fibre yarns are

- a) _____ b) _____
c) _____ d) _____.



Speaking

PRONUNCIATION

Pronunciation is an indispensable aspect of learning a language. In this section the different sounds in English viz, vowels, diphthongs and consonants are given, with the main objectives being:

- ❖ to pronounce vowel and consonant sounds of English
- ❖ to create awareness about the spelling-pronunciation mismatch in english
- ❖ to check understanding of
 - ▲ one sound—many spellings
 - ▲ one letter—many pronunciations

(Note: the order of the sounds is rearranged to match the order in which Tamil sounds are learnt which the learners may be familiar with)

a. /ʌ/

1. Read the following tongue twister aloud.

The younger brother touched his uncle's umbrella.

2. Identify /ʌ/ sound in the following words.

cut	flood
young	puzzle
among	tough
sudden	brother
butter	couple
some	sum
country	month

3. Write as many words as you can with /ʌ/ sound.

b. /a:/

1. Read the following tongue twister aloud. Mark artists aren't artful.

2. Identify /a:/ sound in the following words.

card	father
arm	master
basket	darn
garden	hard
last	pardon

3. Write as many words as you can with /a:/ sound

c. /i/

1. Read the following tongue twister aloud.

Big gifts sis gives quick is a myth.



2. Identify /i/ sound in the following words.

system	lyric
kid	rhythm
crystal	mill
quick	finger
spring	syrup

3. Write as many words as you can with /i/ sound

d. /i:/

1. Read the following tongue twister aloud.

Three needy nieces seated on the ceiling piece.

2. Identify /i:/ sound in the following words.

even	these
please	seen
scene	receive
scream	beetle
clean	read
she	tree

3. Write as many words as you can with /i:/ sound.

e. /u/

1. Read the following tongue twister aloud.

Good cook could put the pudding.

2. Identify /u/ sound in the following words.

would	wood
look	cushion
woman	foot
bull	push
singular	stood

3. Write as many words as you can with /u/ sound.

f. /u:/

1. Read the following tongue twister aloud.

Moose Flew Into Blue Goose shoes.

2. Identify /u:/ sound in the following words.

rude	through
boots	blew
true	grew
threw	mood

3. Write as many words as you can with /u:/ sound.

g. /ə/

1. Read the following tongue twister aloud.

If I assist a sister- assistant, will the sister's sister assistant assist me?



2. Identify /ə/ sound in the following words.

seller	calendar
doctor	parlour
metre	above
power	valour
under	centre

3. Write as many words as you can with /ə/ sound.

h. /ə:/

1. Read the following tongue twister aloud.

Thirty dirty turtles learnt verses.

2. Identify /ə:/ sound in the following words.

thirsty	earn
curd	heard
word	herd
purse	worse
burn	shirt

3. Write as many words as you can with /ə:/ sound.

i. /ɔ:/

1. Read the following tongue twister aloud.

Modern shoppers caught watching quarrel.

2. Identify /ɔ/ sound in the following words.

omelette	office
quality	orange
dollar	solid
swallow	squash
of	wash

3. Write as many words as you can with /ɔ/ sound.

j. /ɔ:/

1. Read the following tongue twister aloud.

The tall doll had a shawl.

2. Identify /ɔ:/ sound in the following words. (Notice- c is not always pronounced k. It is sometimes pronounced /s/)

august	awesome
order	awful
ornament	auspicious
corn	assault
award	clause

3. Write as many words as you can with /ɔ:/ sound.

k. /æ/

1. Read the following tongue twister aloud.

Pack the black blank bank bag.



2. Identify /æ/ sound in the following words.

band	banned
manner	manor
rap	wrap
tax	tracks
can	lad

3. Write as many words as you can with /æ/ sound.

l. /e/

1. Read the following tongue twister aloud.

Leather never weathers wetter weather.

2. Identify /e/ sound in the following words.

egg	lemon
health	bread
shed	jet
enter	spread
gentle	tell

3. Write as many words as you can with /e/ sound.

m. /ai/

1. Read the following tongue twister aloud.

There's a sty in my eye. Will I sigh?

2. Identify /ai/ sound in the following words.

ice-cream	I
bye	high
might	idle
night	fly
why	whine
wine	prize

3. Write as many words as you can with /ai/ sound.

n. /ɔɪ/

1. Read the following tongue twister aloud.

The boy spoiled the toy and the joy.

2. Identify /ɔɪ/ sound in the following words.

toil	noise
coy	boil
voice	soil
oyster	loiter
employ	point

3. Write as many words as you can with /ɔɪ/ sound.

o. /ei/

1. Read the following tongue twister aloud.

Eight apes ate nape's tape.



2. Identify /ei/ sound in the following words.

shape	taste
paint	weight
wait	play
lake	trays
train	pail

3. Write as many words as you can with /ei/ sound.

p. /iə/

1. Read the following tongue twister aloud.
Dear fierce here cheers.

2. Identify /iə/ sound in the following words.

near	dear
seer	mere
hear	here
clear	deer
weird	year

3. Write as many words as you can with /iə/ sound.

q. /ɛə/

1. Read the following tongue twister aloud.
The heir's hair is rare.

2. Identify /eə/ sound in the following words.

pair	share
rare	mare
wear	fair
fare	care
bear	bare
where	hare

3. Write as many words as you can with /ɛə/ sound.

r. /əu/

1. Read the following tongue twister aloud.
The sow goes over the bough to sew.

2. Identify /əu/ sound in the following words.

know	no
toe	hero
goat	force
go	throw
doe	total
clove	both

3. Write as many words as you can with /əu/ sound.

s. /uə/

1. Read the following tongue twister aloud.
The poor was sure to tour the moor.



2. Identify /uə/ sound in the following words.

cure	bureau
endure	pure

3. Write as many words as you can with /uə/ sound.

t. /au/

1. Read the following tongue twister aloud.

The brown cow allows the plough.

2. Identify /au/ sound in the following words.

out	now
crowd	loud
frown	count
coward	shower
around	owl

3. Write as many words as you can with /au/ sound.

TONGUE TWISTERS

If two witches would watch
two watches, which witch
would watch which watch?



STRESS

Speaking is generally considered the hardest skill to master in English. This is because the English language has unique concepts called **STRESS AND INTONATION**, which is essential to communicate effectively.

Stress is the emphasis given to select sounds / syllables in words. This means, some sounds/syllables are pronounced louder than the others. The syllable which is pronounced the loudest is called the stressed syllable.

Note: A SYLLABLE is a unit formed by a vowel with one or more consonants. Syllables combine to form words.

Unlike Indian languages where all syllables are pronounced with equal degree of loudness, in English only one syllable in a word is stressed. The other syllables are pronounced less louder than the stressed syllable, some may not be heard at all. This is why we do not follow the English spoken by native speakers.

The stressed syllable in a word is constant. For example, **heat**, **party**, **energy**, **memory**, **employee**, **philosophical**, **administration**.

In spoken language, grammatical or form words such as auxiliary verbs, prepositions, pronouns, articles etc., are generally not stressed. Lexical or content words, such as nouns, verbs, adjectives, adverbs, linkers must have at least one stressed syllable.



However, there is no rule to decide which syllable should be stressed in a polysyllabic word (word with more than one syllable). They have to be learnt consciously using a dictionary.

Lexical words (nouns, verbs, adjectives and adverbs) are stressed.

Grammatical words (auxiliaries, prepositions, pronouns, articles) do not receive any stress.

In words with **weak suffixes**, the root of the word is stressed.

Compound Nouns take the stress on the first syllable.

Compound adjectives take the stress on the second syllable.

Compound Verbs take the stress on the second syllable.

Inflectional words do not change their stress pattern even after the suffix is added.

Derivational words change from parts of speech to another and so their utterance varies and so does the stress.

Words ending with **-ic**, **-sion**, **-tion** are stressed on the penultimate syllable. (second from the end).

Words ending with **-cy**, **-ty**, **-phy**, **-gy** **-al** are stressed on the ante-penultimate syllable. (third from the end)

Syllable stress is usually indicated by a ('')mark over the syllable, as is seen in dictionaries. In the above examples, the spellings that represent the syllables are highlighted.

In sentences, we stress only some words and pronounce them louder than the others. By emphasising on a particular word, we can add/ modify the meaning of the sentence. Note that the basic meaning of the sentence does not undergo any change.

Look at the following example.

I gave her an apple yesterday.

See how the sentence gains in meaning by changing the stress from one word to another.

I gave her an apple yesterday. (Only I gave, not somebody else)

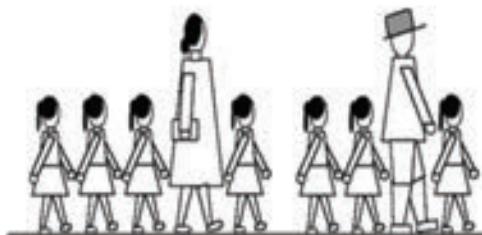
I gave her an apple yesterday. (gave, not bought)

I gave her an apple yesterday. (her and not somebody else)

I gave her an apple yesterday. (apple not banana)

I gave her an apple yesterday. (yesterday, not any other time)

- English is timed by the syllables we stress. It is thus irregular in rhythm, like the two family groups below.





Activity:

a. Read the following sentences aloud stressing on different words.

1. I told you to buy me a bunch of flowers.
2. I **told** you to buy me a bunch of flowers.
3. I told **you** to buy me a bunch of flowers.
4. I told you to **buy** me a bunch of flowers.
5. I told you to buy **me** a bunch of flowers.
6. I told you to buy me **a bunch** of flowers.
7. I told you to buy me a bunch of **flowers**.

b. Role play this dialogue stressing on the highlighted words.

Babu : Sara, I'm home!

Sara : Hi daddy! How was your day at work?

Babu : It was great! I finished the project successfully.

Sara : That's great! Congratulations! I'm really happy.

Babu : I have to go to Madurai this weekend so I won't be able to meet your friends, when they come here on Friday. Sorry to let you down dear.

Sara : You're sorry? You're sorry?!?! I'm afraid "sorry" isn't good enough. I've already told them you will be home!

Babu : I know, I know. And I am sorry about it. But as long as you have the chance to see them it's good, right?

Sara : Fine. But we're going to meet them next Friday. No excuses.

Babu : Sure, definitely.

INTONATION

Intonation is the way the pitch of a speaker's voice goes up or down as they speak. Say this sentence: - "Hello" to the following people:

- ❖ a friend you meet often
- ❖ a friend you are meeting after a long time
- ❖ a neighbour who is troublesome
- ❖ a 6 month infant
- ❖ someone you are seeing for the first time
- ❖ to know if someone is in the room
- ❖ the same as above but on the phone



Is there a difference in the way you say 'Hello'? Discuss and share your views.

The difference is because you raise or lower your voice according to your attitude towards the person. This change in the pitch of your voice is called **Intonation**.

Types of Intonation

There are four types of Intonation: Falling, Rising, Fall-rise and Rise-fall.

They are denoted by the following signs:

Falling - \ Rising - /
Fall-Rise - v Rise-Fall - Λ



Falling tone is the most common type of intonation in English. It is used for asking and giving information in a normal, quiet, style. Usually statements, that are categorical, confident and convincing, are expressed in this tone.

Standard patterns:

Falling tone is used on the last stressed syllable of the sentence in

Statements(declarative sentences):

We live in \Chennai.

He doesn't have the \book.

Questions:

What do you\want?

Commands (imperative sentences):

Close the \door.

Come \here.

Exclamatory sentences:

What a pleasant sur\prise!

Amazing \shot!

The last part of alternative questions (after "or")

Would you like to have coffee or \ tea?

Do you want a pen or a pen\cil?

Tag questions(When the answer is sure to be 'yes')

You live here, don't \you?

Rising intonation in English expresses a number of emotions such as : non-finality,

surprise, doubt, politeness, interest, lack of confidence etc. Standard rising intonation in English usually goes down a little first and then rises up.

Rising intonation is used in

Statement intended to be a question

You came here to/day? (I thought you came last night.)

He left so /early? (I thought he would wait.)

Statement intended to be reassuring

I will come with /you. (So don't worry.)

I hope you will be /ok (So don't worry.)

Question expressing curiosity to know

What are you do/ing?

When is the next /train?

Yes/No Questions (Polar Questions)

Can you /show it?

Have you fi/nished?

Exclamations intended to be a question

Re/ally? (I never thought so.)

/What? (unbelievable)

Greetings and Wishes

Good /Morning!

He/llo!

Happy New Year!

Rhetorical Question

Who knows what will /happen?

Can Spring be far be/hind?

Apostrophes / Direct address

The child is father of the /man!

Sir, you dropped your/ phone.



Requests

/Please sit down.

/Don't forget to send it.

Fall Rise Tone (v)

Tag questions: (When not sure that the answer will be 'Yes')

It's a beautiful movie, ^v isn't it ?

I gave it to you, didn't ^v I?

Express Contrasts

I came to buy a /laptop not a ^v desktop.
The teacher asked for the /book not the ^v paper.

Rise-Fall Tone (Λ)

Enumerating items in a list

She bought pens, [^]pencils[^]and [^]erasers.
[^] I came, [^] I saw, [^] I conquered!

He bought apples, peaches, pears, and oranges.

I'll have two pencils, a black pen, and some ink.

We went to Paris, Brussels, Amsterdam, and London.

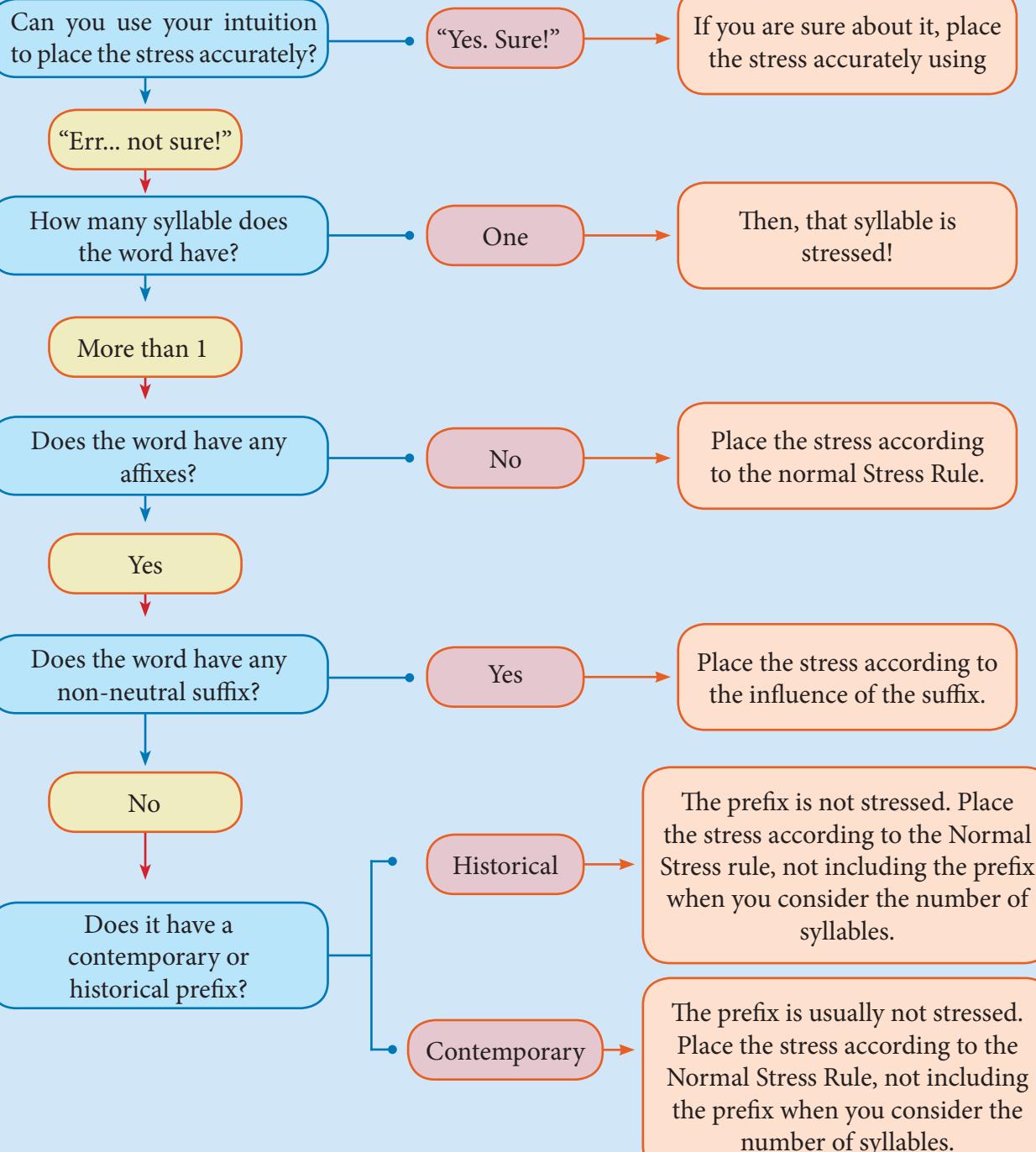
I Saw Esther, Jane, Neil, and Susan.

a. Identify the correct intonation pattern in the following sentences.

1. Try again.
2. I shouldn't have.
3. That's unbelievable!
4. Go to bed.
5. The food is tasty, isn't it?
6. I'll collect it tomorrow.
7. We are going to Teni, Tenkasi and Munnar.
8. You must be joking.
9. So what ?
10. Well, I never!
11. You know best, don't you?
12. Do you work on Saturdays?
13. Happy Birthday.
14. Can I see one of your works?
15. Courage! Thy name is woman!
16. Oh! Is that true?
17. Why can't you keep the table clean?
18. The girls are playing chess.
19. Come in.
20. What a lovely colour!



How to Know Which Syllable Should Receive the Primary Word Stress?





SPEAKING - ART THERAPY

What is Art Therapy?

Art therapy is a mental health profession in which clients, facilitated by an art therapist, use art media, the creative process and the resulting artwork to:



- explore their feelings
 - reconcile emotional conflicts
 - foster self-awareness
 - manage behavior and addictions
 - develop social skills
 - improve reality orientation
 - reduce anxiety
 - increase self-esteem

A goal in art therapy is to improve or restore a client's functioning and his or her sense of personal well-being.

Art therapy is increasingly being adopted as an effective way to calm an anxious mind, and increase self-confidence.

1. Work in pairs along with your teacher and explore the different relaxation therapies available as stress busting hobbies for a healthy mental well-being.



2. Choose a topic under the heading Stress Relief Hobbies and prepare a short speech for about three minutes using

presentation skills, pictures, if possible a power point too to enhance your speech.

- ❖ Recollecting your mistake without pain
 - ❖ Your first reaction to your mistake
 - ❖ What did you think at once? (any short cuts)
 - ❖ Did you own up to the mistake?
 - ❖ What did you learn?

It's Okay to Make Mistakes

Think of a time in your life when you made a mistake. What happened?



When the mistake happened, what did you do about it?

What did you learn from your mistake?





DISPLAY ADVERTISEMENT

Advertising is a type of communication, where people promote their products or persuade people to utilize their services. Features of an effective advertisement are as follows:

- ❖ Advertisement – an advert on radio or TV
- ❖ Logo – the symbol that identifies the product
- ❖ Commercial – symbol that identifies the product
- ❖ Jingle – a short song used by an advertising firm
- ❖ Target market – the people who will buy the product
- ❖ Brand name – the commercial name of a product

How to create an advertisement? - A step-by-step-guide

- ❖ Create a brand name
- ❖ Mention what you want to sell
- ❖ Identify the target
- ❖ Write a catchy slogan
- ❖ Give a headline
- ❖ Think of a layout
- ❖ Create a logo



GUIDELINES FOR WRITING THE AD

- ❖ There should be at least one element in the ad that attracts the eye.
- ❖ The ad must be realistic – believable.
- ❖ It should be persuasive.
- ❖ The aim of the ad is to make the readers buy the product.
- ❖ Write short sentences in simple language.
- ❖ Do not waste words. Be precise.
- ❖ Use the present tense and the active voice.
- ❖ Punctuate correctly to make the message clear.

Let's work on the types of advertisements.

a. DISPLAY COMMERCIAL ADVERTISEMENTS

This is a sort of a public announcement through a popular medium that targets a large number of people. It

- ❖ is visually attractive.
- ❖ includes art work.
- ❖ has catchy slogans.
- ❖ has witty expressions.



1. Imagine you are running an institution that coaches students appearing for various competitive exams (CAT, MAT, NEET, GMAT etc.). Draft a display advertisement highlighting the attractive features of the courses you offer.
2. 'Handloom Expo' is being organised in your district by the weavers of Tamil Nadu showcasing their designs that use traditional methods. As a person in charge of this textile fair, draft a suitable display advertisement for a local newspaper.

b. CLASSIFIED ADVERTISEMENTS

- ❖ Classifieds appear in newspapers and magazines.
- ❖ It has no visuals or designs.
- ❖ It is always brief and to the point.
- ❖ Abbreviations are used to convey more while paying less.
- ❖ Each word is charged in a classified Advertisement.



Classified advertisements are divided into categories according to their subject matter.

- ❖ Recruitment (Situation Wanted - Situation Vacant)
- ❖ Lost and found
- ❖ To - let
- ❖ Matrimonial
- ❖ Sale and Purchase of Vehicle, Property etc.
- ❖ Missing
- ❖ Tours and Travels
- ❖ Appeal
- ❖ Educational
- ❖ Change of Name / Address
- ❖ Obituary

1. You want to dispose of your two wheeler. Draft an advertisement to be published in "The Hindu" under classified advertisements column. Sign as Madhan/ Madhavi. Include the following details.

- ❖ Type / Make of vehicle - model - year of manufacturing - colour - accessories fitted
- ❖ Ownership details - insurance details - mileage and condition
- ❖ Price expected
- ❖ Contact details

(Note: do not exceed 50 words)

2. You are starting a School of Performing Arts in Thanjavur. Draft a suitable advertisement to be printed in the local daily inviting experienced artists for a walk-in-interview for the



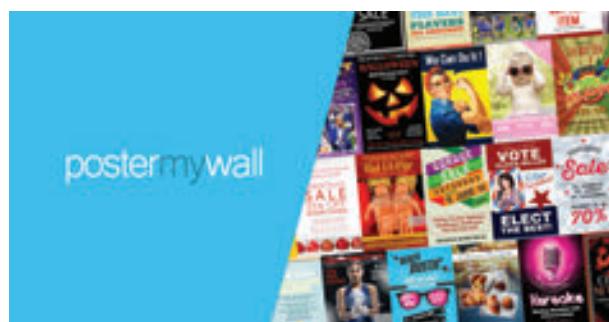
various posts. You are the Director. Invent relevant details and complete the task in about 50 words.

POSTER MAKING

Imagine the walls without posters in the place you live in. Posters are creative, bold and can provoke many emotions, excite and are full of information (in short they tell a story). They should be readable from more than five feet away.

The modern poster dates back to mid-nineteenth century, when the printing industry perfected colour lithography and made mass production possible. Posters include textual and graphic elements. Different types of posters are:

- ❖ propaganda and political posters
- ❖ movie posters
- ❖ travel posters
- ❖ railway posters
- ❖ event posters
- ❖ entertainment posters
- ❖ educational posters



Points to remember while designing a poster.

- ❖ diligent use of colour diligently to create the energy needed; to elicit the mood and attract the eye
- ❖ experiment with typography

- ❖ rank information in order of importance
- ❖ use white space cleverly to form creative composition
- ❖ say more with less
- ❖ use captivating and persuasive language so as to influence
- ❖ create a point of focus (keeping the audience in mind)
- ❖ include slogans, word-play, metaphors etc. to enhance the posters

1. Draft an attractive poster for a newly opened Kid's School of Art and Craft highlighting the special features of the school.
2. Your school is hosting a Theatre Fest staging a variety of plays to be enacted by the members of your school theatre Club. Prepare a poster announcing this along with necessary details.

REPORT

Outline For The Report

Title Page

Title
Author's name

Introduction

Purpose

Description

details of the event
causes and results

Discussion

Conclusion



1. You are the reporter of your school newsletter. Your school organised a project exhibition, "Art Gallery". Prepare a report covering the different aspects of it in about 120 – 150 words.

You may find the following guidelines useful:

- ❖ date, time and venue of the exhibition
- ❖ the purpose
- ❖ inaugural ceremony
- ❖ different sections of the exhibition, arts and crafts, carvings, jewellery making, wall hangings, murals, festoons, clay modelling and pencil shading etc.
- ❖ the most fascinating displays
- ❖ articles for sale – funds – donation
- ❖ visitor's comments
- ❖ your overall opinion

NOTE MAKING

Given below is a sample for note making.

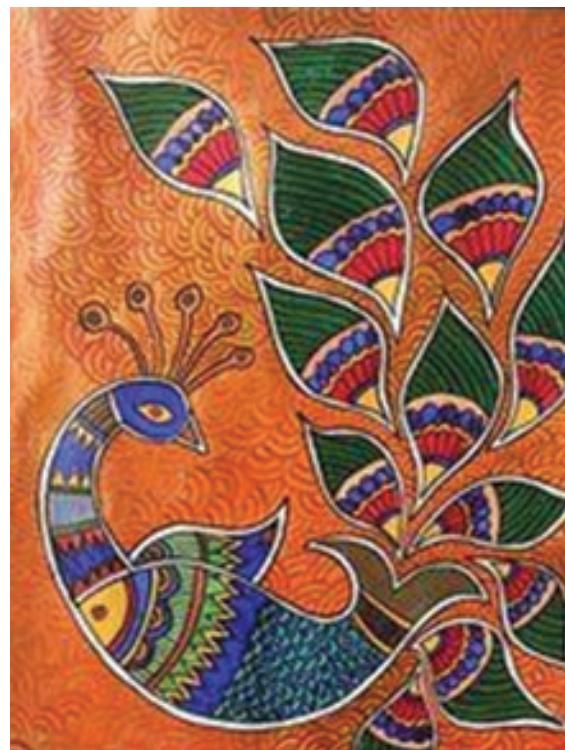
MADHUBANI PAINTING

Madhubani painting is one of the many famous Indian art forms. As it is practised in the Mithila region of Bihar and Nepal, it is called Mithila or Madhubani art. Often characterized by complex geometrical patterns, these paintings are known for representing particular occasions, including festivals, religious rituals, etc. The colours used in Madhubani paintings are usually derived from plants and other natural sources. These colours are often bright and



pigments like lampblack and ochre are used to create black and brown respectively. Instead of contemporary brushes, objects like twigs, matchsticks and even fingers are used to create the paintings.

Madhubani paintings originated in the Mithila region of Bihar. Some of the initial references to the Madhubani painting can be found in the Hindu epic Ramayana when King Janaka, Sita's father, asks his painters to create Madhubani paintings for his daughter's wedding. The knowledge was passed down from generation to generation and the paintings began to adorn the houses of the region. The women of the village practiced these paintings on the walls of their respective home. Their paintings often illustrated their thoughts, hopes and dreams.





Over time, Madhubani paintings became a part of festivities and special events like weddings. Slowly, this art attracted connoisseurs of art as many contemporary Indian artists took the art to the global stage. The traditional base of plastered mud wall was soon replaced by handmade paper, cloth and canvas. Since the paintings have been confined to a limited geographical range, the themes as well as the style are more or less the same.

Madhubani paintings were initially practised by different sects of people and hence the paintings were categorized into five different styles, such as Tantrik, Kohbar, Bharni, Godna, Katchni. But today, these five different styles have been merged by contemporary artists. The themes used in these paintings often revolve around Hindu deities like Krishna, Rama, Lakshmi, Shiva, Durga and Saraswati. Also, heavenly bodies like the Sun and the Moon often form the centerpiece of Madhubani paintings. The women of the village practised these paintings on the walls of their respective homes.

One can also find paintings based on the scenes from the royal courts and social events like weddings. The usage of geometrical patterns is apparent in these paintings. The fact that these complex mathematical patterns were used in Madhubani paintings makes them more intriguing and special.

These paintings are also known for their simplicity, for the brush and colours used are often derived from natural sources. While the paintings are largely

made using powdered rice, colours are derived from turmeric, pollen, pigments, indigo, various flowers, sandalwood, and leaves of various plants and trees, etc. Also, many natural sources are combined and are processed to obtain the desired colours. The colours are often prepared by the artists themselves. If the artists come across empty spaces even after completing the painting, they usually fill up those empty spaces with the motifs of flowers, animals, birds and geometrical patterns. A double line is usually drawn as the border.

I. Note making

Title – Madhubani Painting

Note

1. Madhubani Painting

1.1. Famous Indian art form

1.2. Practised in Bihar & Nepal

1.3. Content

1.3.1. Particular occurs

1.3.2. Festivals

1.3.3. Religious rituals etc.

1.4. Colours

1.4.1. Natural & plant based

1.4.2. Bright, lampblack, ochre

1.5. Instead of brushes use of :

1.5.1. twigs, matchsticks & fingers

2. History and Evolution

2.1. Origin – Bihar

2.2. Referred in the Ramayana

2.3. Women Paint on walls

2.4. Evolution



- 2.4.1. became part of festivities & weddings
 - 2.4.2. art taken to global stage
 - 2.4.3. Style the same
3. Style & Designs
- 3.1. five styles
 - 3.1.1. Tantrik, Kohban, Bharni, Gonda, Kachna
 - 3.2. Themes revolve around Hindu deities & Heavenly bodies Like the sun & the moon
 - 3.3. Empty spaces filled with motifs & geo.ml. patterns
 - 3.4. Double line drawn as border

III Summary

Madhubani painting is one of the many famous Indian art forms, practised in the Mithila region of Bihar and Nepal. They are often characterized by complex geometrical patterns and they represent ritual content of particular occasions, including festivals, and weddings. The colours are usually derived from plants and other natural sources. Twigs, matchsticks and fingers are used instead of brushes. Over time it has attracted many artists who took the art to the global stage. The paintings are categorized into five different styles and revolve around Hindu deities.

II ABBREVIATIONS

Abbreviations used

- | | | |
|-----------|---|-------------|
| 1. & | - | and |
| 2. Ind | - | Indian |
| 3. Occas. | - | Occasions |
| 4. geoml. | - | geometrical |

ICT Corner.

- ❖ https://youtu.be/4MS9zq4Q_Y0
- ❖ Emily Dickinson: 'A bird came down the walk'. By Zenpencils: DO YOU KNOW ? <http://zenpencils.com/comic/99-emily-dickinson-a-bird-came-down-the-walk/>
- ❖ <https://news.artnet.com/art-world/art-inspired-literature-559481> (art inspired by literature)

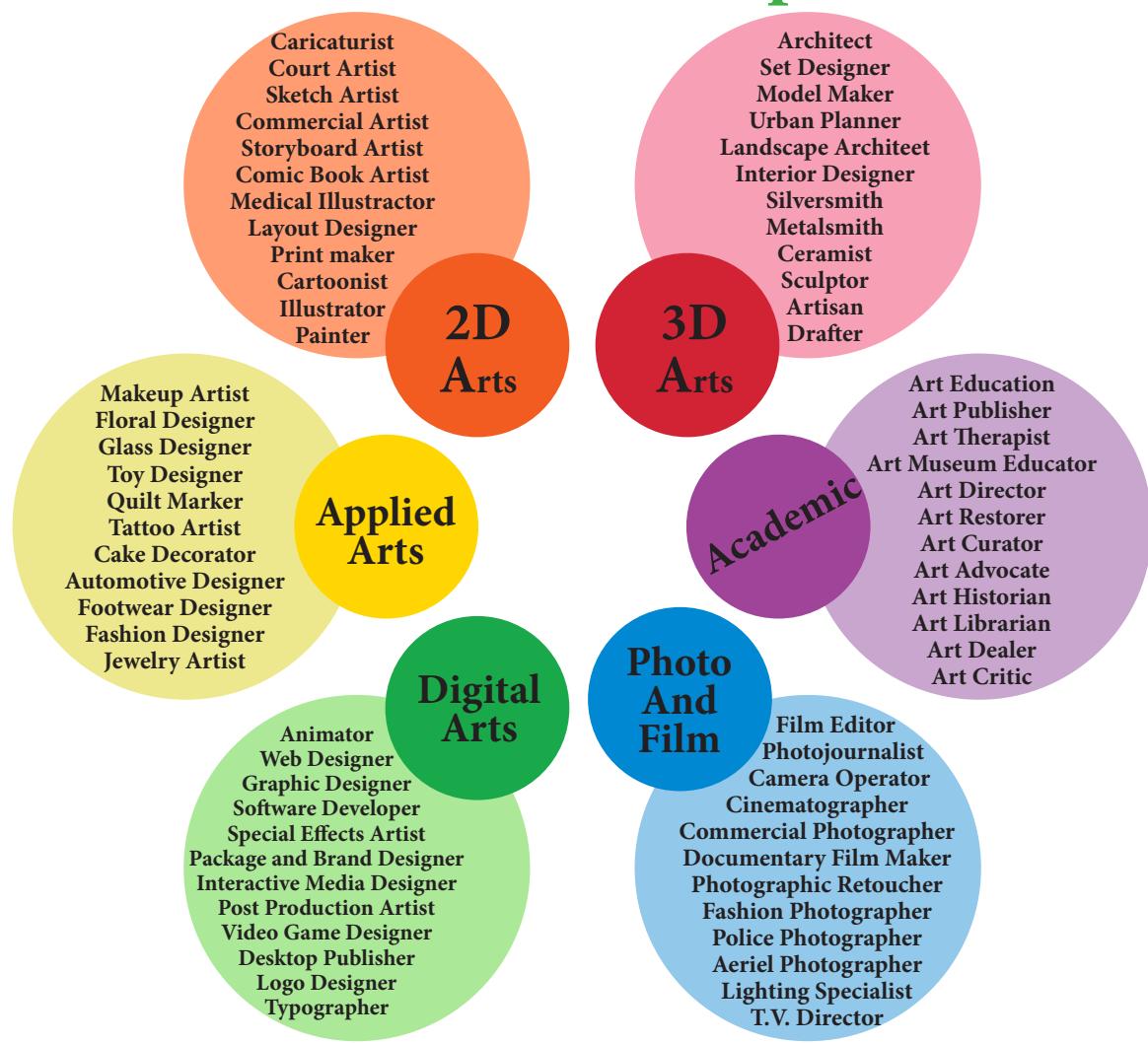
EXTENSIVE READING

Title		Authors
The Agony and Ecstasy	-	Irving Stone
Girl in Pearl Earring	-	Tracy Chevalier
The Picture of Dorian Gray	-	Oscar Wilde
Da Vinci Code	-	Dan Brown
Buddha	-	Osamu Tezuka (Graphic Novel)
Drama	-	Raina Telgemeier
Catch 22	-	Joseph Heller
Diary of a Wimpy Kid	-	Jeff Kinney



CAREER CORNER

Visual Arts Career Spectrum





Writing / Analytical

- Art Curriculum Writer
- Art Historian
- Art Critic
- Arts Administrator
- Arts and Cultural Planner
- Website Owner / Blogger
- Graphic Novel Author

Graphic Design

- Advertising Director
- Logo / Branding Designer
- Advertisement Designer
- Sign Writer
- Magazine Layout Designer
- Book / eBook Designer
- Packaging Designer
- Calender / Stationery / Wallpaper Designer
- Typographer

3D Product Design

- Industrial Designer / Bridge Designer
- Toy Designer / Kite Designer / Utensil Designer
- Miniature Model Maker / Mock up Artist
- Stained Glass Window Designer
- Prop Designer
- Food Product Designer
- Potter / Ceramic Designer
- Wood Turner / Caver
- Mosaic Designer
- Jeweller
- Weaver
- Glass Artist

Fine Art

- Airbrush Artist / Spray Painter
- Architectural Illustrator
- Book Illustrator
- Graphic Illustrator
- Technical / Textbook Illustrator
- Story Board Illustrator
- Cartoonist / Caricaturist
- Commercial Artist
- Fine Artist (Painter)
- Printmaker / Screen Printer
- Courtroom Artist
- Art Conservationist
- Special Effects Makeup
- Mural Artist
- Tattoo Artist

Organisation / People Management

- Art School Director
- Primary / Elementary Teacher
- Middle / High School art Teacher
- University Lecturer/ Professor
- Private Art Instructor
- Art Therapist
- Artist Agent
- Art Supplies Retailer

CAREER CORNER

Fashion / Textiles

- Fiber Artist
- Accessory Designer (Shoes / Bags / Hats)
- Dressmaker
- Embroiderer
- Fashion Consultant
- Fashion Designer / Sports Apparel Designer
- Fashion Merchandising
- Pattern Maker
- Costume Designer
- Quilt / Rug / Linen Designer
- Fabric / Textile Designer
- T-shirt Designer

Spatial Design

- Architect
- Landscape Architect
- Urban Designer / Town Planner
- Playground / Theme Park / Sports Arena / Golf
- Course Designer
- Interior Designer / Decorator
- Set / Stage Design

Digital / Multi - Media

- Animator
- Concept Artist
- Digital Illustrator
- Digital 3D Modeller
- iPhone / Android App Designer
- Television / Film Producer
- Documentary Filmmaker
- Camera Operator
- Film Editor
- Special Effects Designer
- Video Game Designer
- Youtube Video Creator

Arranging / Display

- Food Stylist
- Floral Arranger
- Display and Exhibition Planner
- Art / Designer / Colour Consultant
- Gallery Owner / Assistant
- Museum Curator
- Personal Stylist
- Picture Framer
- Online Curator

Any Other Career!

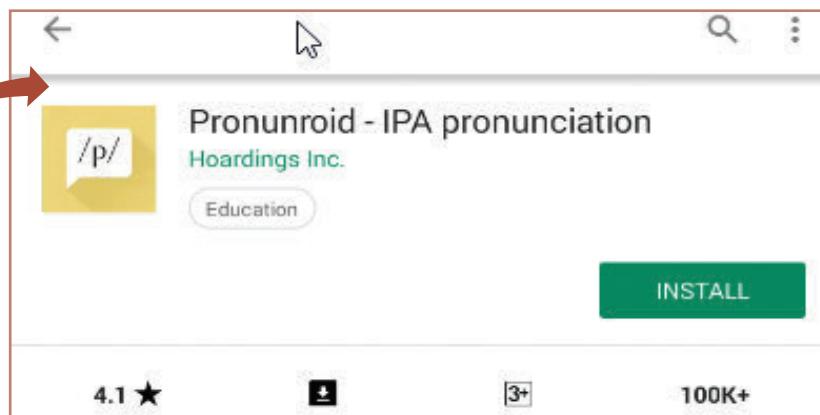
- Art can be great preparation for any career that requires fine motor skills, presentation Skills, an eye for aesthetics and creative thinking !



ICT CORNER

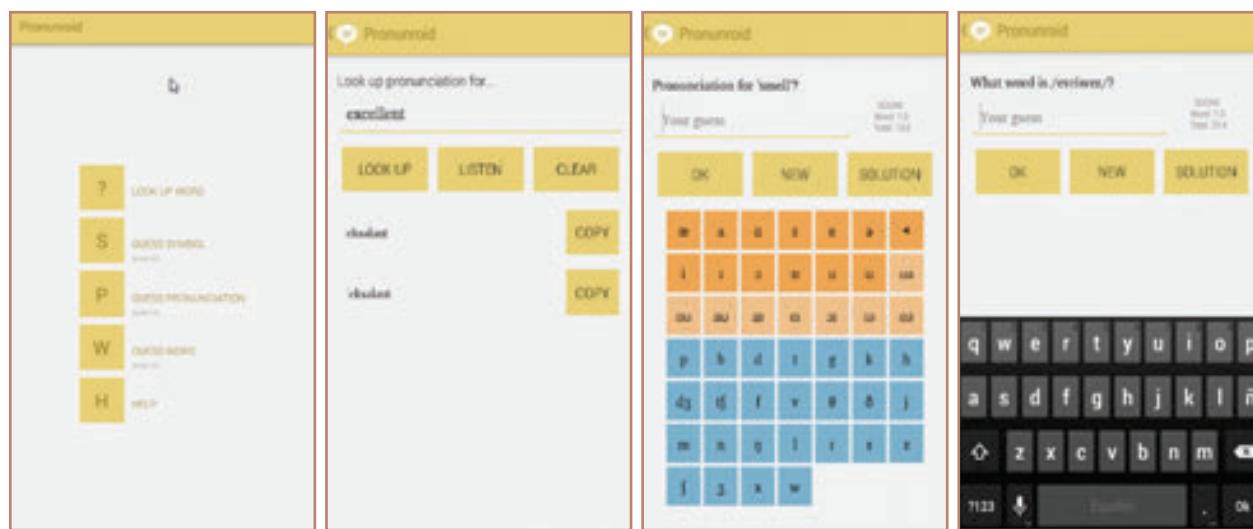
PRONUNCIATION

To enable the students to check their pronunciation based on IPA



STEPS:

1. Access the application with the help of the link or the QR code which is given below and install it in the mobile.
2. You can see the Look up word, Guess symbol, Guess pronunciation and Guess word in the home screen.
3. Click Look up word to check the IPA pronunciation of any word. Type the word and you can look up and listen the pronunciation..
4. Click Guess Symbol to guess the phonetic symbol of the words given there and score points. You can do the same for Guess Pronunciation also.
5. Click Guess word. Type the word by guessing the pronunciation of the phonetic script given there.



TO DOWNLOAD THE APPLICATION:

APPLICATION NAME : PRONUNROID – IPA PRONUNCIATION

<https://play.google.com/store/apps/details?id=com.hoardingsinc.pronunroid&hl=en>

** Images are Indicatives only





Chapter

5

Civic Sense

Better Together



Warm up



"In the face of impossible odds, people who love their country can change it."
-Barack Obama

Start Civic Sense from your side



Others will just follow you

"Ask not what your country can do for you; ask what you can do for your country." - John. F. Kennedy

1. Observe the pictures carefully and discuss the connect between them with the title of the unit.

2. Work in pairs and complete the table below:

Evidence of lack of civic sense	Step(s) to combat / improve civic sense
Garbage strewn	Provide dust bins
Defacing monuments	Strict laws and penalty

3. Many people assume that civic sense is just about keeping the roads, streets and public property clean. But it is much more than that. It has to do with respecting fellow beings, and the law, maintaining decorum in public places, defending the country and so on.

In short, civic sense is nothing but social ethics and responsibilities.

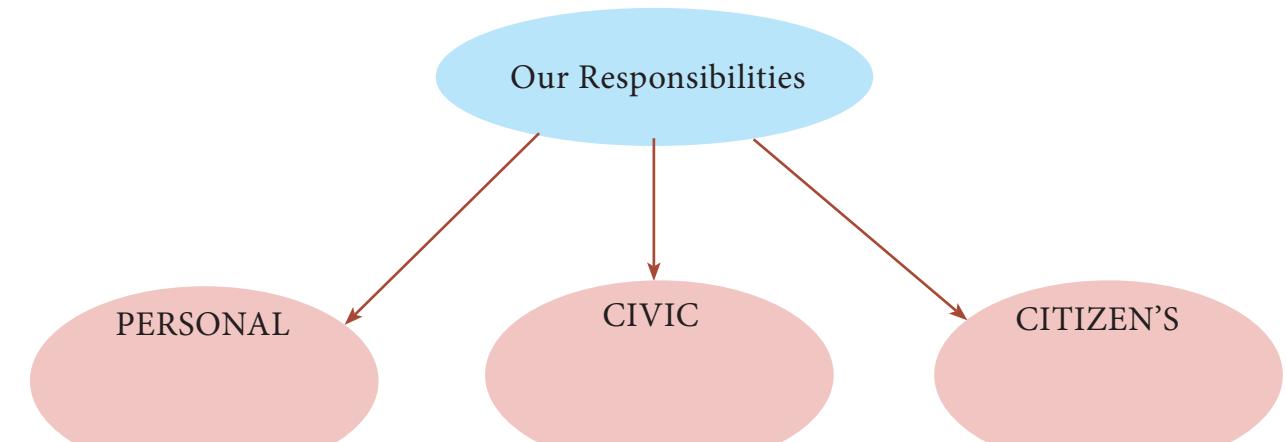
The above aspects can be broadly classified under

- ❖ Personal responsibility
- ❖ Civic responsibility
- ❖ Citizen's responsibility



Now read the following actions carefully and write the numbers given against each action under the appropriate heading given in the bubbles that follow.

1. Considering the rights and interest of others
2. Caring for and supporting family members
3. Staying informed about the issues affecting one's country
4. Accepting the consequences of one's actions
5. Paying the taxes levied by the government
6. Casting one's vote
7. Defending the constitution
8. Behaving in a civilized manner
9. Cherishing the noble ideals which inspired our fighters
10. Taking care of public property
11. Adhering to moral principles
12. Participating in a democratic process
13. Promoting harmony and brotherhood
14. Upholding and protecting the sovereignty and unity of one's country
15. Following safety rules



Reading

a. Read the following passage carefully.

GREAT INITIATIVES FOOD BANK AND BEACH CLEANING





1. One of the major problems today is food wastage. It is estimated that 30 percent of all the food produced around the world is lost, **trashed** or otherwise wasted every year. These **statistics** are **staggering**, especially when you consider how many people around the world need that food to survive.

2. A restaurant owner, Minu Pauline of Kochi, had a solution after seeing a hungry woman pick through trash one night. She decided to donate her restaurant's left over food to the hungry. This **initiative** of hers soon became a major **city-wide** campaign. Pauline stored the cafe's eats in a refrigerator outside her Kochi restaurant.

Beach clean up



4. We come across a lot of people who take part in community clean-up efforts. But not everyone has the drive to do what a young lawyer and environmentalist in Mumbai recently accomplished.

5. Afroj Shah was shocked by the pollution that he saw at Versova beach – **rotting** garbage. No one could walk along the beach, let alone swim in the water. He decided to protect the environment.

6. Initially Shah and his neighbour, an eighty-four-year-old man, would go out and pick as much trash as they could. After a while, Shah realised that he had to expand his team if he were to make a **dent** in what was essentially an environmental crisis. He began to knock on doors and

Soon her small “left overs” refrigerator turned to a large scale donation centre with food from her kitchen and those of other restaurants nearby. Even other citizens donated food to this food bank as a way of helping out. It is open 24 hours a day and is never **surveilled**, allowing those in need to maintain their **privacy** while collecting donated food.

3. Best of all, the food bank provides food for dozens of locals every night, thereby cutting the food waste among the local restaurants. This has become the best example of civic sense and responsibility in recent times.

talk to local residents, explaining the harm caused by marine pollution. His determination inspired a lot of people and soon dozens, hundreds and eventually more than a thousand volunteers from all walks of life pitched in. Clean-ups were ironically called “dates with the ocean”, because it was a Herculean task – cleaning the beach in the sweltering sun.

7. This massive undertaking by the Residents Volunteer Organisation is being hailed as the “World’s largest beach clean-up effort”. After months of toil they picked up tons of trash that had accumulated along the shoreline. They also cleaned fifty two public toilets and planted fifty coconut trees. For his vision and hard work, the UN awarded him the “Champion



of the Earth" award. "I am an ocean lover and feel that we owe a duty to our ocean to make it free of plastic," he told the UN, "I just hope this is the beginning for coastal communities across India and the world."

8. Shah's work didn't end with the last piece of trash picked up. He wanted to plant thousands of coconut trees and to return the beach to the **lagoon** as it once was. He continued to work to limit the garbage by building **barriers** along the **creek's** upstream that carried litter to the beach.

9. Shah also hopes to bring **grassroots** clean-up efforts to other parts of India inspiring a nationwide awareness of environmentalism. Ultimately, Shah wants to export this mentality throughout the world, cleaning up oceans, and ecosystems to create a world that can foster life in all its splendour. Thus Afroj Shah and Minu Pauline proved to the world that individuals with great vision and mission can change the surroundings and make the world a better place to live in.

(Source - Elitedily.c, Ecowatch.com)



Glossary

trashed (v)	- destroyed	rotting (adj.)	- decomposing
statistics (n)	- collection of information in numbers	dent (n)	- impact
staggering (adj.)	- great, shocking	lagoon (n)	- shallow body of water separated from the sea
initiative (n)	- introductory effort	barrier (n)	- a structure that bars passage
city-wide (adj.)	- throughout the city	creek (n)	- small inlet or bay
surveilled (v)	- watched by someone	grassroots (adj.)	- relating to people at local levels
privacy (n)	- not being seen by others		

b. Answer the following questions briefly.

1. Complete the following sentences.

- Food wastage _____
- The statistics are _____
- the initiative of Minu Pauline has soon become a major _____ campaign.
- The food bank is never _____ to maintain a _____ for those who collect donated food.
- Shah realised that _____



2. Pick out the words from the passage which mean the same as the following.

- a) succeeded (para 4)
- b) very hot (para 6)
- c) against the flow (para 8)
- d) the inter connectedness of organisms (para 9)
- e) providing care (para 9)

3. Find words from the passage which mean the opposite of the following.

- a) saved (para 1)
- b) small scale (para 2)
- c) far away (para 2)
- d) foreign (para 3)
- e) finally (para 6)

c. Read the following poem carefully.

A River

- By A.K. Ramananujan

In Madurai,
city of temples and poets,
who sang of cities and temples,
every summer
a river dries to a trickle
in the sand,
baring the sand ribs,
straw and women's hair
clogging the watergates
at the rusty bars
under the bridges with patches
of repair all over them
the wet stones glistening like sleepy
crocodiles, the dry ones
shaven water-buffaloes lounging in the
sun

The poets only sang of the floods.
He was there for a day
when they had the floods.
People everywhere talked
of the inches rising,



of the precise number of cobbled steps
run over by the water, rising
on the bathing places,
and the way it carried off three village
houses,
one pregnant woman
and a couple of cows
named Gopi and Brinda as usual.

The new poets still quoted
the old poets, but no one spoke
in verse
of the pregnant woman



drowned, with perhaps twins in her,
kicking at blank walls
even before birth.



He said:

the river has water enough
to be poetic
about only once a year
and then
it carries away
in the first half-hour
three village houses,
a couple of cows
named Gopi and Brinda
and one pregnant woman
expecting identical twins
with no moles on their bodies,
with different coloured diapers
to tell them apart.

Glossary

trickle(n)	- to flow in a thin gentle stream
baring (v)	- uncovering
ribs (n)	- curved ridges

straw (n)	- dry stalks
clogging (v)	- blocking
lounging (v)	- relaxing
precise(adj.)	- exact
cobbled (adj.)	- paved with stones
verse (n)	- poetry
moles (n)	- marks on the body

d) Having read the poem, answer the questions given below.

- 1.What does the opening line speak about?
- 2.What does the river look like in summer?
- 3.How is Madurai described in the poem?
- 4.What happens when the river is dry in summer?
- 5.What do the people talk about during the flood?
- 6.What else do the people talk about the flood?
- 7.What does the poet convey?
- 8.Can you identify two similes in the first stanza of the poem?

e) Following is the summary of the poem. Fill in the blanks with your understanding of the poem.

The poem is about a _____, which flows through the _____ city. Poets have written many poems on the _____. The poet presents two _____ pictures of the river in summer and during the _____. People remember how _____ village houses, a pregnant lady and a couple of _____ were washed away.



f) Find the words from the poem which mean the following.

- 1 shining
- 2 unit of measurement
- 3 to repeat what someone said

g) Find the antonyms of the following words from the poem.

- | | | |
|---|--------------|---|
| - | 1 awake | - |
| - | 2 falling | - |
| - | 3 dissimilar | - |
| - | 4 together | - |

Language Study

a. Fill in the blanks in the passage by choosing the most appropriate word from the options given below.

(1) _____ is a mission, an attitude. It (2) _____ the actual personality and encompasses unspoken norms of society that help it to run smoothly. Being polite, showing (3) _____ to the (4) _____, women, children and disabled people, driving in one's lane without honking, throwing garbage in the dustbins are some of the examples of having civic sense. We should be proud of our cultural, religious, social, (5) _____ and even more, our nation's civilization.

- | | | | |
|-------------------|-------------------|--------------------|-----------------|
| 1. (a) response | (b) responsive | (c) responsibility | (d) respond |
| 2. (a) reflective | (b) reflection | (c) reflecting | (d) reflects |
| 3. (a) consider | (b) consideration | (c) considerate | (d) considering |
| 4. (a) elderly | (b) elders | (c) eldest | (d) elder |
| 5. (a) educate | (b) educational | (c) educative | (d) education |

b. Most often we use the word 'very' to express something with emphasis. Instead the English language has other words which express the same.

very angry	furious	very good	excellent
very bad	awful	very open	transparent
very big	massive	very painful	excruciating
very friendly	amiable	very perfect	flawless
very funny	hilarious	very poor	destitute

**1. Now replace the following with one word for each phrase.**

- | | | | |
|-------------------|-------|---------------------|-------|
| 1. very crowded | | 6. very intelligent | |
| 2. very dear | | 7. very large | |
| 3. very deep | | 8. very shy | |
| 4. very detailed | | 9. very skinny | |
| 5. very important | | 10. very sorry | |

2. Now supply a word or phrase for the following words.

- | | |
|-------------------------|----------------------------|
| 1. very _____ - serene | 6. very _____ - thrilled |
| 2. very _____ - stingy | 7. very _____ - rare |
| 3. very _____ - obvious | 8. very _____ - colossal |
| 4. very _____ - arduous | 9. very _____ - archaic |
| 5. very _____ - tedious | 10. very _____ - lethargic |

**c. Here are some words that we often get confused with. Learn to use them correctly.
After going through the table, frame sentences using the words given in the box.**

AFFECT	EFFECT
is a verb meaning to influence	is a noun meaning a result or outcome
MAY	MIGHT
expresses permission, possibility, or human interpretation	is used in the same way, but implies possibility over permission
FEW	LESS
is an adjective that describes countable nouns	is an adjective that describes uncountable nouns
CITE	SITE
is a verb meaning to mention or to make reference to	is a noun meaning location
AMONG	BETWEEN
can be appropriately used to describe broad relationships when more than two things are involved	is used to describe specific relationships involving only two things
ACCEPT	EXCEPT
is to willingly receive	is to omit or exclude



FIGURATIVELY	LITERALLY
means metaphorically	describes something that actually happened
FARTHER	FURTHER
is used to literally describe matters of measurable distance	is more figurative and is used for broader general comparison
ALTERNATE	ALTERNATIVE
is someone or something that serves in place of another	is a second option that does not replace the first



Grammar

NOMINALISATION

Nominalisation is a type of word formation in which a verb or an adjective is transformed into a noun by adding suffixes.



TF6JEC

- a. Link the words with a suffix to make Nouns. Make the necessary changes. One has been done for you.

-er -ship -ance -th -ation -ness -ity -sion -ion -ment -age -al -cy -ry
-ence

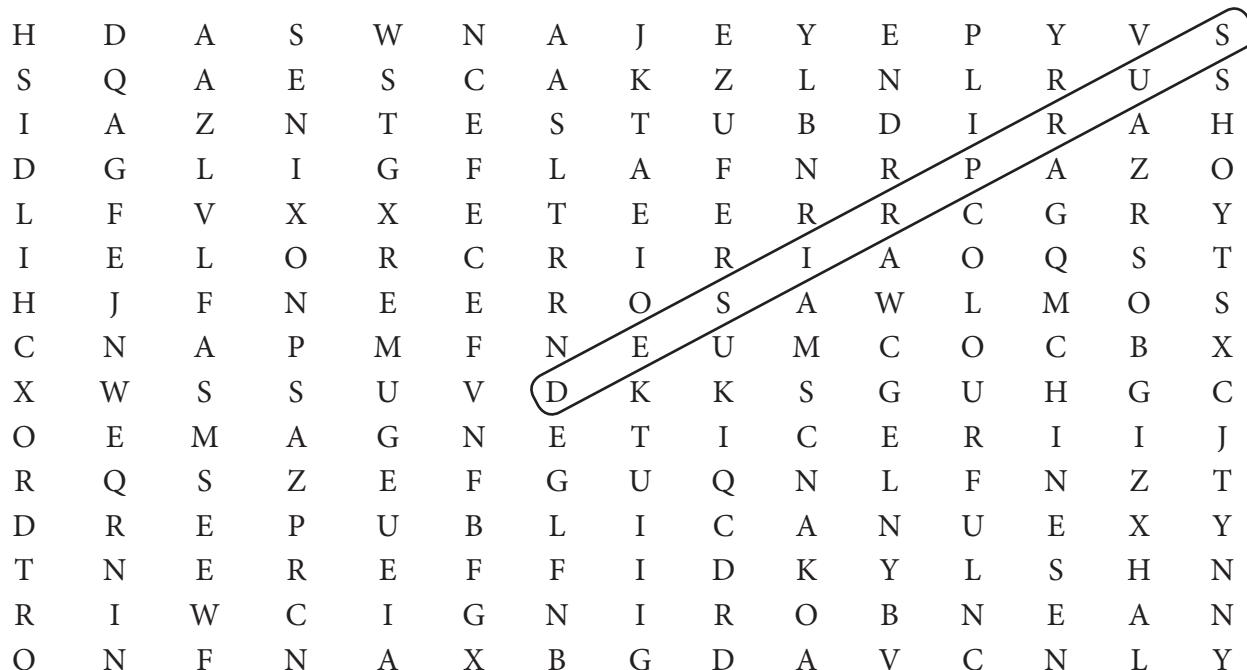
1	refuse	-	al	-	refusal
2	decide	-		-	
3	teach	-		-	
4	transform	-		-	
5	weak	-		-	
6	infect	-		-	
7	assist	-		-	
8	argue	-		-	
9	urgent	-		-	
10	occur	-		-	



- | | | | |
|----|----------|---|---|
| 11 | marry | - | - |
| 12 | secure | - | - |
| 13 | friend | - | - |
| 14 | true | - | - |
| 15 | minister | - | - |

b. Find the Adjectives of the words below in the word search. One example has been done for you.

SURPRISE	RAIN	FRIEND	COLOUR	CARE
CHINA	DIFFER	NATURE	RESPECT	ACT
REPUBLIC	CHILD	DANGER	BORE	MAGNET



c. Identify the root words and suffixes as done in the example.

- | | | | |
|--------------|----------------|----------------|---|
| 1. survival | = survive + al | 6. married | = |
| 2. glorious | = | 7. usage | = |
| 3. historian | = | 8. honesty | = |
| 4. rarely | = | 9. combination | = |
| 5. education | = | 10. equality | = |



d. Fill in the blanks with the correct noun form of the word given in brackets.

E.g.: This chair is of great comfort. (comfortable)

1. The crisis will affect every _____. (national)
2. The _____ of the old man is the talk of the town. (generous)
3. In our _____ we were very active and enthusiastic. (young)

e. Rewrite the sentences with the noun form of the verb underlined. One has been done for you.

E.g.: We evaluated the results.

The evaluation of the results was done by us.

1. Define a business strategy.
2. Identify the nouns, it is an important exercise.
3. This article costs Rs.100.

f. Fill in the blanks with the verb form of the noun given within brackets:

E.g.. He admires (admiration) nature.

1. Jane _____ (reply) curtly.
2. This movie does not _____ (amusement) me.
3. Your answer _____ (difference) from mine.

g. Complete the following passage by filling in with the right form of the words given in brackets.

Friends

Everyone wants to have friends, but building A new (1) _____ (relate) is not always easy. A few people are born with outgoing (2) _____ (personal); they have a natural (3) _____ (able) to make new friends wherever they go. But not many people are(4) (complete) at ease in a room full of strangers. Most of us feel (5) _____ (nerve) when we meet new people, and this can occasionally make us appear (6) _____ (friend) when in fact we are just shy. In any case, the (7)_____ (develop) of new friendships is a gradual process – it doesn't just happen overnight. Long-standing friendships (8) (general)have several things in common. The friends enjoy the same sorts of (9) _____; (active) and share similar beliefs and values, they are (10) _____(honest) with one another, and have similar (11) _____ (expect). They (12) _____ (confidence) in each other, when they have problems. Friends never share a (13) _____ (bore) time with one another and are usually very(14) _____(appreciate) of each other. It (15)_____ (appears) that some are friends based because they seem to share a



similar taste for. Having close friends helps you gain (16) _____ (strong) in terms of (17) _____ (confide). In order to be a (18) _____ (truth) friend there are a few (19) _____ (require)such as (20) _____ (tolerant) and patience.

SUBJECT – VERB AGREEMENT

a. Complete the following sentences by circling the appropriate form of the verb.

1. Each of the teams (were / have / was) given a trophy.
2. Neither Mani nor Mohan (were / have / was)given a trophy.
3. She and I (was / were / have) at the University last week.
4. No prize or cash (were / have / was) given to the boy, though he performed very well.
5. Either Seenu or Reenu (are / has / is) responsible for the blunder.
6. One of my sisters (have / has / was) gone to Sweden.

b. Supply the blanks with suitable verbs.

1. Plenty of apples and mangoes _____ available in this shop.
2. One of my friends _____ in Madurai.
3. Fifteen kilometres _____ a long distance by foot.
4. Every teacher and every student _____ present.
5. Neither he nor his mother _____ arrived.
6. A number of animals _____ leaving the forest in search of water.
7. Time and tide _____ for none.
8. She as well as her cousins _____ invited.

c. Match A with B to make grammatically correct sentences.

A

B

1. Either my uncle or my grandfather is requested to stay back.
2. All children have to be on the move everyday.
3. Everyone who attended this programme are happy with their pay rise.
4. You along with your manager was busy with the project.



5. The staff shall be present tomorrow.
6. Four hours was anxious to finish the lesson.
7. The police is coming home today.
8. Atul, as well as his sister are dismissed.
9. The driver with his car is too short a duration.
10. Not only the students but also the teacher was missing.

d. Take a look at the letter below. There are errors in the letter. Underline the errors and re-write the letter without any errors.

Dear sister,

I was delighted to read you're letter last week. It's always a pleasure to recieve the latest news and to here that you had a great time with your family.

Our family two went on a vocation last month. We spend a week at the beach and have much fun on the sand and on the water. But the rains spoil our mood. But luckilly, we had visited many tourist spot before the rains started.

My kids are back to school. There is less things to do now. I had to plan for the next vacation now. Hoping to come up for some creative ideas soon.

Your loving sister

Lakshmi

Did you find all the 15 errors?

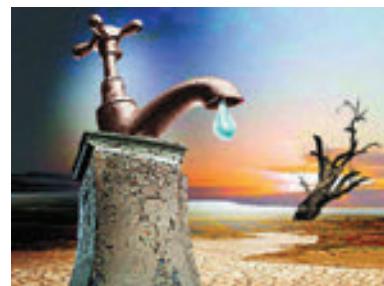
e. Edit the following passage. Write the incorrect word and the correct word in the blanks provided. The first correction has been done for you.

INCORRECT WORD	CORRECT WORD
One cold morning, my class was fill	<u>fill</u>
with excitement. Someone have discovered	a) _____
that the next day was our teachers birthday	b) _____
Our teacher was the kinder person in	c) _____



the school. Thus she is the favourite teacher to d) _____
all the pupils. Everyone want to get e) _____
her a gift. I to wanted to show f) _____
my appreciation. I spend the g) _____
whole afternoon shop for a gift. h) _____
I couldn't get anything suitable to i) _____
her. Finally I made on my mind j) _____
The next day I give her a bouquet. k) _____

Listening



Discussion

Your school is observing World Water Day. Eminent speakers have been invited to discuss on the topic "water shortage". Listen to the discussion and answer the questions given.

The panel of speakers consists of the following:

1. Instructor – one who schedules the programme
2. Moderator – encourages interaction among the speakers and moderates the discussion
3. Experts – speakers who discuss the core topic



a. Identify the speakers of the following statements and mark the answers as 'M' for Moderator, 'R' for Ramesh, 'I' for instructor and 'J' for Joseph in the boxes provided.

1. As many as 4 billion people live under severe water stress.
2. Either there is too much water in certain places or not enough water in other places.
3. Short fall of rain being the most important issue
4. Do not keep taps running.

b. State whether the statements are true or false.

1. 14 of the world's 15 big cities have water scarcity.
2. Water shortage is not due to climatic changes but due to poor water management.
3. Water shortage stems from forestation.

c. Based on your listening fill in the blanks with one word only.

1. Many people already live in regions that _____ water stress.
2. _____ is facing a challenge of water shortage.
3. More active _____ is required from people.

d. Choose the correct answers from the options given.

1. Practical solution to solve water shortage is

a) do not keep taps running

b) do not recycle water

c) do not grow crops

2. To _____ the water crisis the best option is to share water.

a) maximize

b) minimize

c) optimize

3. Obey water restrictions _____.

a) declared b) created c) enforced

Listening and Speaking

ROLE PLAY



Role play the following situations.

a. Given below is a discussion among a parent, teacher and a student, wherein they talk about the responsibilities and challenges they have to face in life.

Parent – Instill – values – right from childhood – cleanliness – value for money – respecting the space for individuals – decision-making skills during emergencies, prioritising – being aware of abuse of children.

Teacher – School – being second home – extended duties; to work with groups of children of different



background – team work – leadership qualities – how to be a follower with values, loyalty etc.

Student – Being heard by elders – be open about – abuses, emotionally hurt – values like – respect for elders – learn from models (Parent & Teacher) – pressures and expectations – comparison- (sibling)

b. Process of voting

Very soon you will all be eligible to vote in elections. Check your awareness.

The Election Commission of India is in-charge of everything concerning the process of election. It conducts the elections and has devised certain norms that are listed below.

- ❖ You must first register on the Electoral Roll which is a list of eligible voters. You can even apply online at designated locations or through a booth level officer.
- ❖ You will be issued a Voter ID which you need to present at the polling booth.
- ❖ You are responsible to find out where the polling booth is in your respective constituency.
- ❖ You must familiarize yourself with all the names, parties and the symbols of all the candidates contesting in your locality.
- ❖ You can vote on the Electronic Voting Machines available in the polling booth.

- ❖ You just have to press the button next to your desired candidate's name and symbol. You can also vote NOTA if you are not very keen in choosing any of the candidates contesting. NOTA means 'none of the above'.
- ❖ You will receive a mark of indelible ink on your index finger that signifies that you have voted.
- ❖ You must take pride in casting your vote as every vote counts. A multitude of people voting will surely make a difference. The responsibility lies on every individual.

Remember VOTING IS YOUR RIGHT AND RESPONSIBILITY.

Here is a discussion on the Voting system and the need to exercise one's vote. In a group of three, role play the following.

First time voter (18 yrs old) – excited – eager to vote – sense of identity – franchise – feels proud about it – learns about the electoral system – procedures

Experienced Voter- Experienced voter – committed – exercise the rights – duty bound considers it his right – never missed the chance

NOTA(VOTER) – Not happy with the election system – doesn't want his rights to be misused – wants to show his emphatic stand



Writing

a. CIRCULAR

A circular is a piece of communication in writing aimed to give information to people concerned. It is often treated as a message or notice and is very common with all institutions, organizations, companies, government sectors etc.

You may follow the format suggested.

Name of the Institution

CIRCULAR

Date: Circular No.:

Salutation

Sub: _____

Body : Details of Information

Name

Issuing authority

Victory Higher Secondary School,

Trichy

CIRCULAR

3rd September'18

Circular No. # SN/P/05

Dear Parent

Sub: Mobile phones prohibited

You are hereby requested to ensure that your wards don't carry mobile phones to school. If students are found using it on the campus, strict action will be taken against them. Kindly co-operate.

With regards,

Headmaster

Please be aware that mobile phone is prohibited in school.

Task

You are aware that wearing a helmet has been made mandatory for bikers and pillion riders to ensure safety. On behalf of your Headmaster, draft a circular to be sent to the parents of your school.

b. DEBATE



Who's responsible?

Civic sense which is the need of the hour often becomes the last in our list. A lot of issues about the lack of civic sense can be solved if children are inculcated with a sense of ownership.

Choose one of the topics given on the next page and write the text of speech for a debate in not less than 150 words.



Follow the guidelines given in Unit -1.

- | | |
|---|--|
| 1 Teaching children the basics of life, like being compassionate, respecting elders, being responsible etc. | Is it the responsibility of teachers or parents? |
| 2 Old age home | Is it a boon or bane? |
| 3 Linking of Rivers | A dream or a reality? |
| 4 Clean Environment | In the hands of the government or individuals? |
| 5 Voting should be made compulsory | Agree or disagree? |

c. Letter of Complaint

Many a time when we are not satisfied with a product or the services offered by a company / Govt. sector , we express our dissatisfaction about it in the form of a letter, which is termed as a letter of complaint.

1. Given below is a sample letter of complaint with blanks. Follow the clues given with each blank and complete the body of the letter. Rewrite the letter using the format suggested.

Complaining about a product

(Sender's address)

(Date)

(Receiver's Address)

Sir / Madam

Sub: (mention the product and the complaint).

I am writing this letter to complain about (product's name , model purchased on, place of purchase).

The (product) has not been working since (from when?) as (mention the defect / problem).

However, (state the actual problem). This has caused (mention the inconveniences caused).

I have already contacted (whom? designation) but no action has been taken so far and the problem persists.

Now, I request you to (suggest solution) and resolve the problem at the earliest. I have enclosed herewith (what?) dated (when?).

Thank you,

Yours faithfully,

Encl: copy of the receipt



2. Complaining about poor service

(Sender's address)

(Date)

(Receiver's Address)

Sir / Madam

Sub: Complaining about (problem)

This is to express my dissatisfaction over (irregular / improper / unsatisfactory service).

This problem has put me into a lot of trouble (list a few). This could have been avoided if (measures / steps to solve).

I strongly feel that this lapse is due to (reason).

I therefore request you to (action to be taken) and help us (free of problem).

Thank you,

Yours faithfully,

Task

City police urge residents to install CCTV cameras to prevent crimes

As suggested by the Chennai City Police you installed closed circuit television cameras to prevent theft and crime. Unfortunately one of the cameras stopped functioning. Write a letter of complaint to V6 Visions requesting them to attend to your complaint as it is still under the warranty period. (Word limit – 100)

Use the sample letter format, that you worked on prior to this task.

Here are a few guidelines

- ❖ follow the format of a formal letter
- ❖ state the real problem you are facing
- ❖ include copies of relevant documents / receipts / warranty details
- ❖ suggest remedies
- ❖ give them a time limit to solve the problem
- ❖ conclude respectfully
- ❖ avoid nasty remarks



d. SHORT PARAGRAPH

1. “We don’t grow when things are easy. We grow when we face challenges.”

Community service should be an integral part of school curriculum and students should be awarded marks for their contribution.



Write your views about this in a paragraph of about 100 words.

2. India’s Biggest Challenge

Observe the flowchart that follows and write a short paragraph on “Waste Management”.

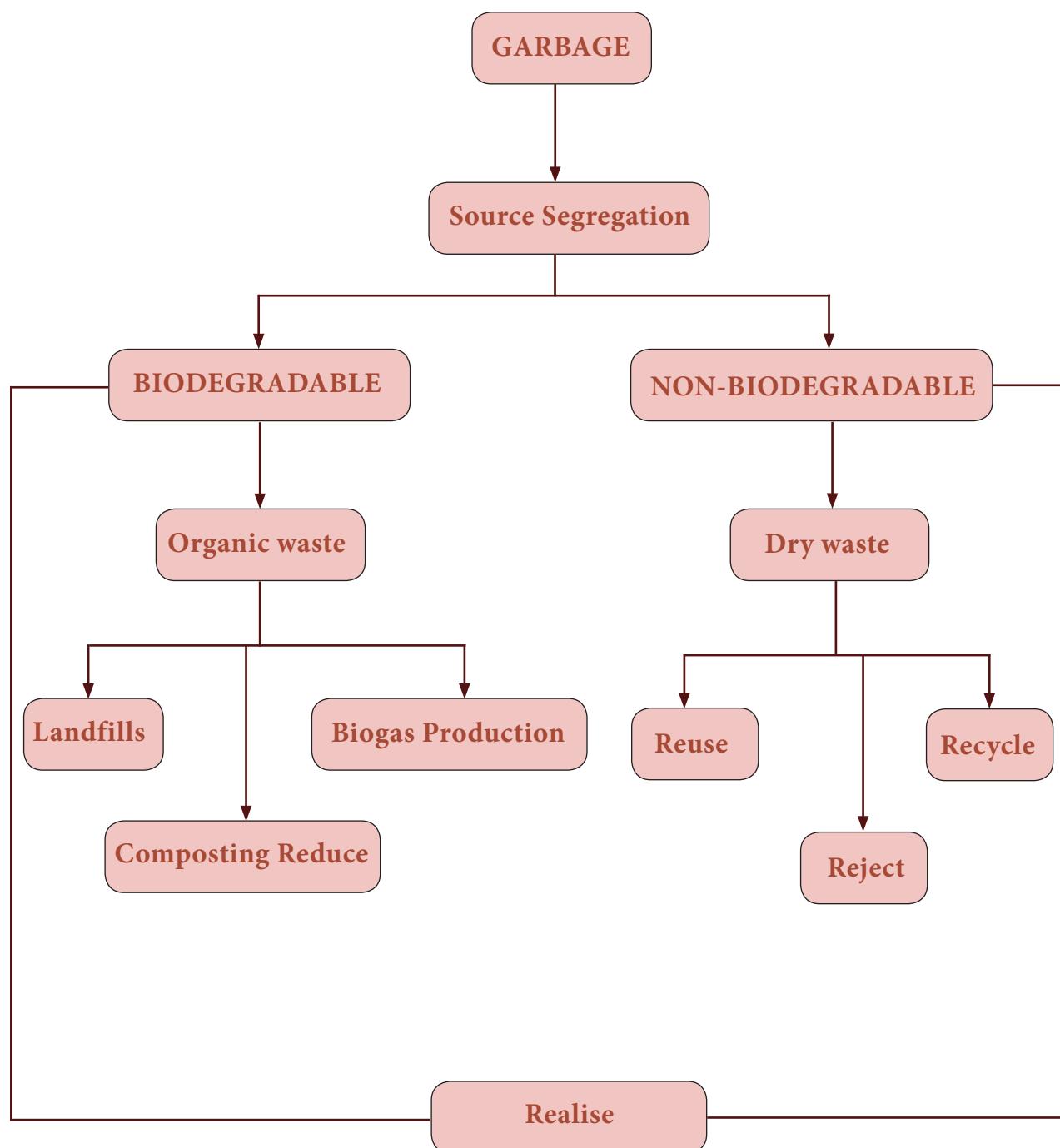
Remember to use the watch words.





Garbage

Realise Reject Reuse Reduce Refuse Recycle



Extensive Reading

Civic Hope – Rodrick.P.Hart

The Good Citizen – David Batstone, Eduardo Mendieta



ICT CORNER

SUBJECT - VERB AGREEMENT

To enable the students to know more about the Subject- Verb agreement rules and also to check their knowledge in it.

Advanced Subject Verb Agreement + Exercises

Subject-verb agreement is one of the first things you learn in English class:

"My friend is Japanese." (singular)
"My friends are Japanese." (plural)

In this English lesson, you're going to learn a few more advanced cases of subject-verb agreement that confuse many learners.

Subject Verb

Subjects and verbs need to agree!

STEPS:

1. Type the URL link given below in the browser or scan the QR code to access the website.
2. You can see the rules of Advanced Subject Verb agreement with many examples clearly. Read those rules carefully.
3. Scroll down to take a Quiz in Subject Verb agreement.
4. Click **START** button to begin the quiz.
5. Check your score after giving answers to all the questions.

Everybody / Anybody / Somebody / Nobody
Everyone subjects are often singular.
"Everybody has problems."
"Everybody has problem."
"Everybody has problems."
"I don't know if somebody is in the office right now."
"What do you teach if someone please give a compliment?"
"Nobody likes the new English teacher!"

Club / Team / Family / Army
These subjects are often singular, even though they are talking about a group of people.
"My family is making fun for the holidays."
"The basketball team like is very cool."
Note: In Indian English 'Nobody' and 'None' are often plural.

"Data" Singular Or Plural?
There is a debate about the word "data". Technically, data is plural (the singular form is "datum"). However, in common usage, people often treat "data" like "information" – i.e. as an uncountable noun, which makes the language form (in both forms) incorrect. "The data is good" and "The data are accurate". You can read more about the "data debate" here and here.

Quiz: Advanced Subject-Verb Agreement
Complete the sentence with the correct form of each verb. Good Luck!

Start

Quiz: Advanced Subject/Verb Agreement

Question 1
Everyone _____ a pencil is called student?
A) Do I have B) Does I have
Question 2
Tell me _____ treatment making the room big.
A) Is B) Are
Question 3
Harry isn't Everyone _____ writing the song in English.
A) are

WEBSITE LINK:

Click the following link or scan the QR code to access the website.
<https://www.espressoenglish.net/advanced-subject-verb-agreement-exercises/>

** Images are Indicatives only



B281_12_COMM_ENG



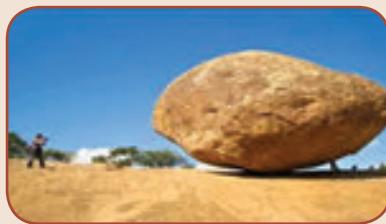
Chapter

6

Mystery And Adventure

Mission ~~X~~possible

Warm Up



a. The pictures given above are places of mystery. Find out where they are and what is mysterious in these places.

b. It is scientifically proved that solving detective riddles everyday will develop your reasoning skill. Now put on your thinking hat and solve the riddles given below logically.

1) A detective comes to a crime scene. A man is said to have jumped out of a window of an abandoned building and committed suicide. The detective goes inside the building to the first floor, to the room at the front. He goes up to the window through which the man had jumped, opens it and looks at the dead man. Then he goes to the second floor and does the same. He continues until he has visited all the floors and repeated the

action. Then he returns to his team and says that it's by no means a suicide, but a murder. **How did he find it out?**

2) Two young ladies stopped at a fresh fruit juice stall and ordered sweet lime juice with ice. One of them was very thirsty and drank very fast and ordered one more. She had two glasses during the time, the other drank only one. Tragically the girl who was drinking the juice slowly dies while the other stayed alive. But it turned out that all the drinks they had been served contained poison. **How is it possible that the girl who drank more survived?**

Lady's drink melted completely, releasing the poison into the juice.
the juice before the ice cubes could melt completely. But the ice cubes in the other

2) In fact, the poison was in the ice. The young lady who escaped death drank

out of the window.
faced the dead man were left open. It means that the man wouldn't have jumped
tend to close the window behind him. But in this case, none of the windows which

1) When a person commits suicide by jumping out of a window, he doesn't

Answers



c. The dictionary defines ‘adventure’ as an ‘unusual and exciting or daring experience’. The following are some of the popular adventure sports. Identify them as land sport, air sport and water sport and list them under the appropriate headings.

Aquajogging

Mountaineering

Skiing

Sky diving

Scuba diving

Bungee jumping

Wildlife safari

Bird watching

Para gliding

Snorkeling

Rafting

Rock climbing

Kayaking

Surfing

Land Sport	Air Sport	Water Sport

Reading

a. Read the following story of how some young boys and their coach were saved from a cave in Thailand.

Mission Impossible

1. On 23rd June, 2018, 12-boys of a football team – ‘the Wild Boars’ went exploring in Thailand’s Chiang Rai province with their football coach and ended up being trapped for two weeks, deep inside a cave underneath a mountain.

2. What happened over those two weeks is a remarkable story of friendship, human endurance and selflessness in saving lives. The dramatic rescue operation gripped the world.

3. The team and their young coach had often ventured deep into Tham Luang cave, sometimes as far as 8 km for initiation rites where they would write the names of the new team members on a cave wall.

4. In high spirits, they clambered into the cave that fateful day with just their torches. After all, they were planning to be there only for an hour. They never thought that they would not emerge until two weeks later.

5. Deep in the cave, the Wild Boars found themselves in trouble. It had been raining for the last few days, and all the water falling on the mountain was fast filling up the Tham Luang cave system. The group was caught off guard by a flash flood. They had no choice but to scramble even deeper into the cave.



6. The Wild Boars eventually found themselves **marooned** on a small rocky shelf about 4 km from the cave entrance, past a dry point known as Pattaya Beach which by now was flooded. Surrounded by darkness, the boys lost all sense of time. But they were determined to survive. They used rocks to dig deeper into the shelf to create a **cavern** where they could huddle together and keep warm. Coach Aken, a former monk, taught the boys meditation techniques to help them stay calm and use as little air as possible and told them to lie still to conserve their strength. They had no food but they had water in the form of moisture dripping from the caves' walls. They had the right conditions to survive at least for a little while. And most importantly the team had the support of each other.

7. Outside the cave, a full blown rescue operation was quickly unfolding. The Thai Navy Seals, the National Police, other rescue teams and local volunteers pitched in.



People are coming from hundreds of kilometers away on bikes or trains just for cooking and delivering food for the rescue team for free for 2 weeks and counting.

8. Exploring the cave was a challenge. Weather was merciless and the heavy rainfall and flooding chambers hindered the rescuers.

9. Engineers desperately tried to pump water out of the cave – but struggled initially.

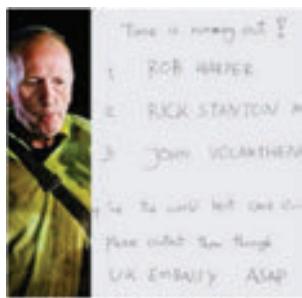
10. At the start no one had any idea what to do. They even tried drilling into the mountain side and used **drones** with thermal sensors to locate the boys.

11. Outside the cave, the boys' worried families offered prayers for their lives. The group gradually expanded to include teachers, administrators, classmates and villagers who rallied together, donating money and hundreds of packages of food to the relatives of the boys and their coach. A sense of community soon began to spread, volunteers from other parts of Thailand flew in, while social media lit up with expressions of love and support.

12. International cave divers from UK, USA, Belgium, Australia, Scandinavia and many other countries arrived by Thursday, 28th June. Over the next few days, the divers faced a constant battle with the elements. Two British divers John Volanthen and Rick Stanton had been braving Than Luang's narrow, murky passage ways for several days laying out guide ropes and by 2nd July Monday, the lost Wild Boars and their coach had been found. The two divers spent some time trying to boost their morale. They left lights, and promised to return with food. The parents of the boys were **ecstatic** to know that their children had miraculously survived.



These 2 British men who are leading the rescue operation are John Volanthen and Rick Stanton. They are universally regarded as the best cave divers in the world. They are the first pair of lost-for-governmental-around-the-world-to-be-rescued divers & the last to be rescued. They are now heroes. Both have been appointed as a named firefighter awarded heroes for bravery in rescuing people from a burning building. John Volanthen has been recognized with honors by France, Mexico, Thailand, and the United States for his contributions. This ride these men look to continue these heroics in nothing short of awe-inspiring. The respect they received from international divers & Thailand made us smile. The best of humanity.



This mission probably wouldn't have started without him. He's a British explorer who has discovered this cave before. He was the one who wrote the map for the rescue team and the one who wrote the letter asking for help from the 2 British divers (the world's best cave divers).

13. After nine days, the group received medicated liquid food and mineral water with vitamins.



14. The rescuers set to work in figuring out how to extract 13 people – from a winding, flooded 4 km stretch of caves that even experienced divers would struggle with.

15. Overnight a small makeshift town mushroomed at the rural country park by the cave entrance. Food stalls were set up and no job was too small to do. People began cleaning the toilets, offered free lifts and a local laundromat cleaned the rescuers' clothes every night. Spirits were high but the death of a navy seal diver Saman Gunan devastated the community.

16. Time was running out. Finally on 6th July, rescuers set up an oxygen supply and the boys communicated with their parents, by writing letters. On Sunday 7th July, the Thai authorities announced they were pulling out the boys. It was a super human effort involving 100 Thai and foreign divers.



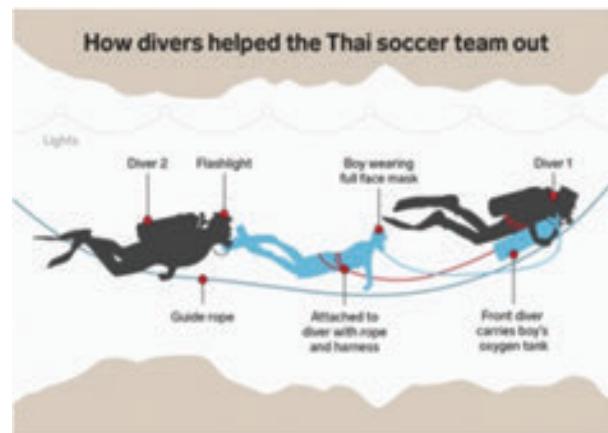
Saman Gunan (ex Thai Navy SEAL) gave up his life so that the trapped kids and the coach could have enough supply of oxygen which had fallen to 15% in their part of the cave. Petty Officer Saman Gunan lost consciousness on his way out of the Tham Luang cave complex, where he had been delivering air tanks, and died shortly after.

17. Each boy was given a full face air mask to ensure he could breathe and was clipped to a diver. Another diver accompanied them. An oxygen cylinder was strapped to the front of the child, while a handle was attached to their backs – and they were held face down to



ensure water would run away from their faces. It was like a “shopping bag” that allowed them to **manoeuvre** the boys around the obstacles. The boys were sedated to ensure that they would not panic.

18. Rescuers had to **winch** the boys up a steep slope using a pulley system, passing the boys hand to hand. One by one, all the Wild Boars were brought out of the darkness of Tham Luang. By the time the last batch of boys and the coach were out, water levels started rising again. But there were the Navy Seal divers and a medic who had looked after the Wild Boars, as well as Richard Harris, a famed Australian cave diving expert and doctor, still in the cave. They emerged shortly and soon the flood waters rushed in.



19. It was an astonishing feat - after two agonizing weeks, the Thai Cave boys and their coach were finally out at last, safe and sound.

20. It's a story of ordinary people coming together in a remote town with one mission: to save 12 young boys and their coach; and the impossible mission was accomplished.



Glossary

1. **province (n)** - area governed as a unit of a country
2. **endurance (n)** - stamina, strength
3. **venture (n)** - risky undertaking
4. **clambered (v)** - climbed awkwardly
5. **marooned (v)** - abandoned
6. **cavern (n)** - large cave
7. **drones (n)** - unmanned aircraft
8. **ecstatic (adj.)** - overwhelming happiness
9. **manoeuvre (n)** - planned movement
10. **winch (n)** - lifting device

a. Complete the blanks in the boxes below by reading the passage carefully.

12 boys and coach went into
.....

1

They would go often

2

But this time they got caught in
.....

3

They kept themselves warm by
.....

4

The coach taught the boys and to save their energy.

5

..... prevented the rescuers from entering the cave.

6

Engineers tried and to find the location of the boys.

7

They received and after

9

The boys wrote letters to their parents on and on the next day

10

..... were strapped to the boys and a helped the divers to move the boys away from obstacles.

11

The boys were brought out of the cave by

12

b. Number the following statements as they occur in the passage.

1. International cave divers arrived ()
2. The two divers spent some time, left lights and promised to return with food. ()
3. Engineers tried to pump water out of the cave. ()
4. Thai National Police, Thai Navy Seals and local rescue teams pitched in. ()
5. The last Wild Boars and their coach had been found. ()
6. Two British divers laid out guide ropes for several days. ()



c. Find the words from the passage which mean the same as the following.

- a. risk undertaken (para 3)
- b. to protect (para 6)
- c. temporary (para 15)

d. Make sentences of your own using the words given below.

- a. sedated
- b. agonising
- c. manoeuvre
- d. accomplished

e. Read the following poem carefully:

Hard Is The Journey
By Li Po

Gold vessels of fine wines,
thousands a gallon,
Jade dishes of rare meats,
costing more thousands,

I lay my chopsticks down,
no more can banquet,
I draw my sword and stare
wildly about me:

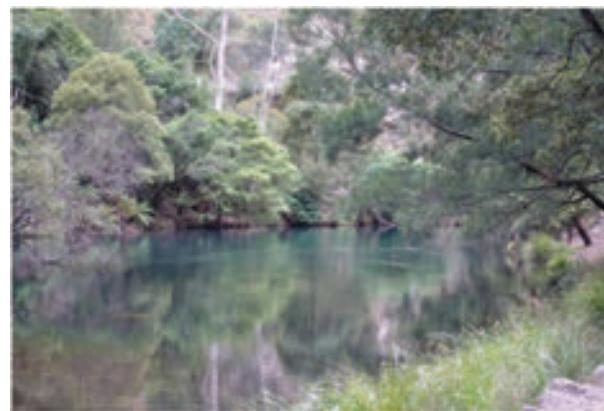


Ice bars my way to cross
the Yellow River,
Snows from dark skies to climb
the T'ai-hang mountains!

At peace I drop a hook
into a brooklet,
At once I'm in a boat
but sailing sunward...

(Hard is the journey,
Hard is the journey,
So many turnings,
And now where am I?)

So when a breeze breaks waves,
bringing fair weather,
I set a cloud for sails,
cross the blue oceans!



Glossary

- 1. **gallon (n)** - liquid measure of eight pints or 4.55 litres
- 2. **jade (n)** - semi precious stone of dark green colour
- 3. **chopsticks (n)** - pair of thin sticks used to eat Chinese food
- 4. **banquet (n)** - elaborate formal dinner

f. Answer the following questions carefully.

- 1. What is the first stanza of the poem about?
- 2. Why do you think the poet's tone changes in the second stanza?
- 3. What obstacles create the tension in the poet?
- 4. On what note does the poet end the poem?



g. Find a word from the poem which means the same as the following:

- a) unusual b) glare
c) truce d) sunny

h. On the basis of your understanding of the poem, fill in the blanks of the summary given below.

The poet begins by describing fine wine and rare meats. When he says that he lays the down, he means to say that he cannot and Anymore because he has to on the ahead of him. When he says he drops a hook into a, it means that his journey has many and he is bewildered and, but towards the end of the poem, the poet seems to take an approach. He describes good weather as, "A breeze breaks waves", and because of this, the journey does not seem as The good weather brings a sense of joy and happiness, so he sets sail to, "....."

LANGUAGE STUDY

a. Choose the expressions from the boxes to complete the sentences given below:

gripped the world	caught off guard
in high spirits	running out of time

- Many residents were by the fury of the storm.
- The joyful man, Tony appeared despite his injury.

3. We were, so we decided to return home.

4. The Thai cave rescue story which, had a happy ending.

b. Fill in the blanks in the sentences given below with the correct alternative chosen from the pairs provided in the brackets.

1. The French doctor understood the full importance of the now being performed and never questioned the religious..... of his patients. (rights, rites)

2. The of the story was clear but it did not help in restoring the of the sailors listening to the story. (morale, moral)

3. The employers must always the lives of their employees so that they increased productivity. (ensure, insure)

4. The monk's to teach meditation to the young boy's was appreciated but the young boy's into the monastery was a surprise to their parents. (initiation, initiative)

c. Replace the underlined words with one word which means the same.

Every year, on August 15, Cochin Adventure foundation arranges systematically a white water rafting event on Tejaswini river in Pilingome, Kannur. Pilingome, is a two hour drive from Payyannur. The three-hour rafting ride will extend over a distance of 10 kilometers. Each raft will carry greatest



number of seven people. The persons who take part will be briefed on safety measures by people who train them and provided with safety equipment.

River Tejaswini is also known as Karimkodu and starts from the Brahmajiri hills of Coorg forest in Karnataka. The river flows through Kannur and Kasargod in Kerala before meeting the Arabian Sea near Nileswaran. According to the Kerala Tourism Board about 20 kilometers of the 64 kilometers long river is considered the most suitable for rafting.

d. Fill in the blanks by choosing the most appropriate word from those given in brackets.

Britain recently (announced, celebrated, abolished) National Park Week during which a poll was conducted to find out the (haunted, favourite, hated) parks of Britons. Lake District in North West England (emerged, declared, stood out) the winner, with 27% votes, which was thrice that of the second most (disliked, unpopular, famous) sites. Lake District region is home to a (breathtaking, unbearable, ugly) mountainous area that is (wellknown, unknown, familiar) for having inspired William Wordsworth and was declared a UNESCO World Heritage Site in 2017. The region has 12 of the (biggest, tallest, shortest) lakes in England. Families can take part in walking, cycling, swimming activities and in winter can head to the mountains and take up one of the many (summer, cold, winter) skills courses.



Integrated Grammar Exercises



a. Fill in the blank with one appropriate word. One has been done for you.

No one knows his name. No one knows the name of the town he came from. He appears to have lived in the jungles Brazil, Amazon 22 years. A video was released for the first time Brazil's Indian Foundation, an agency that supports indigenous communities. The video shows the images of the so-called uncontacted indigenous man is believed to be the last living member of tribe. Anthropologists say the man who is believed to be in his fifties, has lived alone for years in the jungle. agency tried to establish contact with this man a few times starting in 1996 he responded to outsiders with hostility.

b. The following passage has not been edited. There is one error in each of the lines indicated with a blank. Underline each error and write the correct word in the space provided. The first correction has been done as an example.

- ❖ Krishna's Butterball is an curious tourist attraction in Mahabalipuram, a
- ❖ a town about 60 km south of Chennai famous by its stone carvings.
- ❖ The "butterball" is a giant balancing rock, 5 meters of diameter,



- ❖ perched at a smooth slope, seemingly defying all laws of physics.
.....
- ❖ It's a common sight to seeing visitors placing hands under the stone
.....
- ❖ posing for pictures, which looks as though they were holding it up.
.....
- ❖ The rocks provides welcome shade if you dare to sit underneath it,
.....
- ❖ and local kids has discovered that the slippery nearby hillside also
.....
- ❖ make a great natural slide.
.....

c. Punctuate the given passage.

are cherry seeds lucky i asked of course said grandfather what can i do with a seed i asked plant it said grandfather so i found a small space and began to dig up a flower bed

d. Fill in the blanks using the correct form of the word given in brackets.

1. Ram _____ (give) his maiden concert at the Music Academy that evening. As he _____ (get) ready to leave the house, his mother _____ (call) him and _____ (ask) him if he _____ (offer) his prayers to the Goddess of learning. Ram _____ (answer) in the affirmative and _____ (reach) for the keys of his car. He _____ (practice) well and _____ (look) forward to the concert as an opportunity to establish his talent. He _____ (know) that

he _____ (have) to surmount great blocks at every stage. Yet he _____ (undaunt) and _____ (determine) to prove that he _____ (will) shortly be a force to reckon with in the world of music.

e. Complete the following poem by filling the blanks with the appropriate form of the words given below in the brackets. The first one has been done for you. Supply a suitable title of your own.

- ❖ Education (educate) is the light of our life
- ❖ A gift of _____ (academy) rife
- ❖ The key to a bright and _____ (reward) future
- ❖ A glue that _____ (join) our dreams like a suture.
- ❖ A path to divine _____ (succeed)
- ❖ A smooth drive to our _____ (great)
- ❖ Gives our thinking a different _____ (appear)
- ❖ And helps drive away all our _____ (ignore)

f. Change the following into Indirect Speech.

1) The little boy said to his mother, "It is a celebration mother, but we don't eat. All winter long my teacher has been teaching us songs and dances. Now she wants to celebrate our achievements and invite our honourable parents to celebrate with her. She is proud of us and wants to make our parents proud too."



2) Biju said to her brother, "My teacher says there is more than we really understand. This is a great big country now, but it wasn't always so. People from many different nations have come here with many different ideas. Now we all belong to the same nation and sing songs like one big happy family."

g. Combine the following pairs of sentences into one single sentence as shown in the example.

Example: My friend was cheerful. This made me forget my sorrow.

Ans: The cheerfulness of my friend made me forget my sorrow.

1. The furniture was removed. The room looked spacious.
2. He depends on my salary. This worries me.
3. Log everyday. It is a good exercise.
4. The umpire handled the match well. It was appreciated.
5. Health care has improved. It is surprising.
6. All like Sheetal. Her qualities are admired.
7. I respect Mr Das. He is a simple person.
8. Fossil fuels are burnt. It adds to the environment being polluted.
9. The building's foundation is strong. Hence it prevented it from collapsing during the earthquake.

h. Some words are missing in the following passage. Insert a slash where the word is missing and write the missing word in the blank provided against each line. The first one has been done for you.

One day, many years ago,/ mother
of 56 year old British diver Rick Stanton
asked him to watch TV programme
about two cave divers who taking the
longest cave dive the world. Stanton
was hooked and decided /cave
diving his future. He soon
became one the world's
leading cave divers had an
uncanny knack seeing what
other people missed. was his
ability to see obvious that
helped Stanton, along fellow
diver John Volanthan, find soccer
players and coach who
had gone missing the most dangerous caves.

the _____



i. Rearrange the following phrases to make meaningful sentences. The first word has been given in bold letters.

1. /To follow / and / food sources / to hunt. / **Our** earliest / a / nomadic drive /ancestors/had/
2. /Starving to death. / to move / and / **They** needed / explore / literally avoid / to find/herds / and / the best/
3. /Conquests / **Since** then / adventure/ and refinement. / has fuelled / human/
4. /Embrace / thrive / adventure. / **People** /when / seek out /and / they/
5. /Adventure / almost / as well. / accompanies / **Desire** of growth/

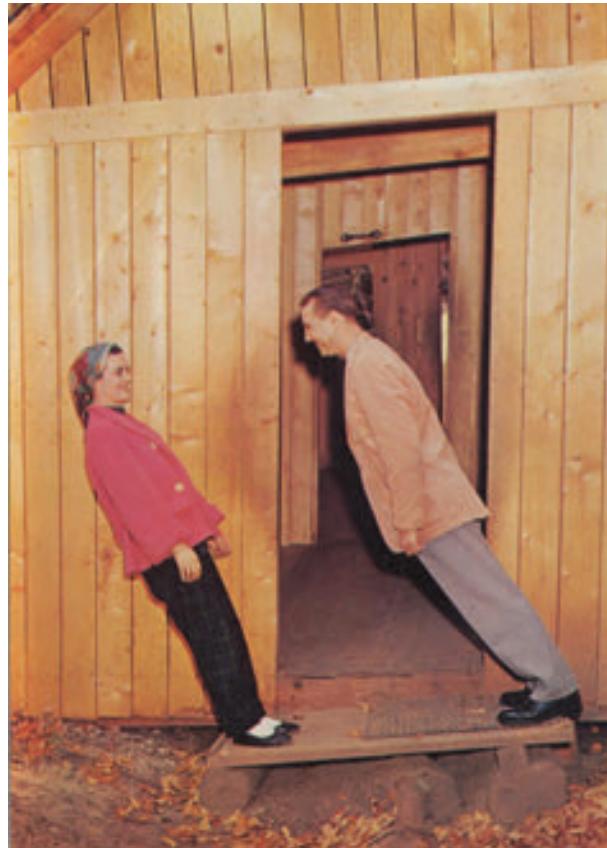
Listening

You are going to listen to a tour guide who guides the tourists and explains the anti - gravity spot in Santa Cruz, California, in USA, popularly known as Mystery Spot.

Mystery Spot Defies Gravity And Logic



Take a minute to observe the given pictures before you proceed with the listening task.



Now listen to the tourist guide sharing a lot of information about the Mystery Spot. Based on your listening complete the following with appropriate words.

1. The speaker is a
2. The name of the tourist attraction is
3. Mystery Spot is surrounded by and
4. It is in the midst of
5. It is located in the
6. It covers an area of diameter
7. The spot defies the laws of
8. The visitors will find themselves in environment.
9. Balls rolling uphill and people leaning farther are the proofs of



10. Some of the speculations that centre around the Mystery Spot are
-buried within the ground.
 - Cones of metal buried tospacecrafts.
 - permeating from the earth.
 - A hole in the

Speaking

WELCOME SPEECH



Essential elements

- ❖ Specifically acknowledge and welcome important guests
- ❖ Details of event
- ❖ Brief introduction of the Chief Guest
- ❖ Details of the occasion

SAMPLE WELCOME SPEECH

Occasion – Inaugural Ceremony of a new school

Good morning Mr. Bharat, Chairman of Pencil India & Co., Board members, guests, parents and the well wishers of the school. Our Chief Guest, Mr. Bharat, is

an eminent entrepreneur who takes keen interest in the welfare of the students as they are the future citizens of a bright India. Sir, has to his credit, many awards in the field of business. He heads the Pencil India company. We take pride in welcoming our Chief Guest.

I take this opportunity to welcome you all.

The opening day of our new school is certainly a moment that we should all savour and enjoy. It all started as a dream to start a world class educational institution that would mould and guide future generations of enlightened minds.

Today is the day, which marks the occasion – the inauguration of our school.

You are welcome to go around the campus and visit the various departments.

Thank you all for having graced the inauguration of our new school.

Task:

You are the Cultural Secretary of your school. Write a welcome speech to be delivered at the Annual Day or Independence Day Celebrations.

VOTE OF THANKS

A vote of thanks speech is a ‘thank you’, given on behalf of the organisation, to a group of people. It can also be given to the individuals who are responsible for the technical arrangements, catering, event managers etc.

A ‘thank you’ speech should be short and crisp. While drafting the speech, make sure to keep the language simple and to the point.



Sample 1

Good morning everyone!

I deem it a great honour and privilege to propose the vote of thanks on this memorable occasion.

Let me first thank the Almighty for the resounding success of today's function.

First and foremost, I thank our special guest, Mr. Anand Mohan, the President of Tara Industries, who, despite his busy schedule, has found time to grace this occasion, and I also express my heartfelt thanks to Mrs. Anand Mohan for her presence and for distributing the prizes.

We are grateful to our respected Correspondent for his words of encouragement. His able guidance has always encouraged us. I thank him for his presence and continued support.

I thank our revered Management members, our Principal, Vice Principal for their unstinted support.

My heartfelt thanks to the Heads of various departments and the faculty for their valuable contribution and guidance.

I owe my special thanks to the special invitees and parents who are present here for having accepted our invitation.

I thank the members of the media for covering the event and all the other good hearts, who worked behind the screen.

My special thanks are also due to the supporting staff, who have worked hard to ensure that this occasion becomes

a memorable one. Last but not the least I thank all the students in making this function a grand success.

Once again I thank you all for your valuable presence.

Thank You.

Sample 2

Sample Vote of thanks for Conferences and Seminars

Good Evening all,

I feel honoured and privileged to propose a vote of thanks on this special day.

Today we have hosted the biggest education conference in our city. 200 delegates and 500 participating colleges have made this event a grand success.

On behalf of the hosting council I convey my regards and hearty thanks to our Chief Guest, Union Education Minister Mr. XYZ for his valuable presence. I wholeheartedly thank all the delegates for their encouraging participation.

I especially thank all the great speakers for their exemplary presentation.

I thank the organizing team, teachers, volunteers, non teaching staff for their untiring efforts.

I thank our digital partners and media for their coverage.

I once again thank our respected Chief Guest, delegates, audience and others for making this conference a grand success. Thank you.



Writing

E-MAIL

Dear Sir/ Madam

Salutations

Dear Sir or Madam
Hello
Dear Mr., Mrs., Ms....

Opening sentence

I'm (just) writing to/ Just a quick note to confirm/
inform you/ follow up on/ thank you/request
Can/could you send it again in .. format, please?

Attaching files

Please find attached..
I'm sending you theas an attachment.
I'm afraid you forgot to attach the file.
I'm afraid I can't open the file/document.

Making an enquiry

Could/can you please send me..
Please send me...
We would be grateful if you could....
I'd appreciate a reply asap.

Replying

Thank you for your e-mail
In reply to your e-mail, here are...
I'd follow up the points mentioned in your
email...

Requesting action

Can you send To me by Friday, please?
I needby Thursday

Writing an Email

Making arrangements

I'm writing to arrange a meeting.
How about /what about Tuesday?

Confirming arrangements

I'd like to confirm...
Just writing to confirm..
Please send me an e-mail by 5 pm.

Changing arrangements

I'm afraid I can't make ...
How aboutinstead?
We are pleased to inform you...
We regret to inform you...

Giving news

I was disappointed to find....
I'm writing to complain about..
I was disappointed to find....
We apologize for any inconvenience caused.
Please accept our apologies.

Complaining

I'd like to inform you of ..
Just to update you on..
FYI: This is to let you know...
Let me know if you need anything else

Informing

Yours sincerely
Regards
Best wishes

Close



In this era of social media and texting conversation, e-mail is still the most popular means of communication in business and corporate world. It uses technology to convey a digital message over the Internet. It is a sort of a letter sent electronically from one computer user to one or more recipients via a network. There are many software platforms available to send and receive emails. Popular e-mail platforms include g-mail, hotmail, yahoo etc.

Your e-mail writing skill can be improved by following simple rules that are listed below:

- ❖ use suitable greeting
- ❖ introduce yourself
- ❖ divide the content into three parts - Opening – Main – Closing
- ❖ Use formal language

Email etiquette

The use of formal language while writing an e-mail is known as E-mail Etiquette. It refers to the principles of behaviour that one should use when writing and the code of conduct for e-mail communications. E-mail etiquette depends upon the person one writes to - friends, relatives, partners, customers, superiors and subordinates.

Formal and Informal expressions used when writing an e-mail

Formal	Informal
<ul style="list-style-type: none">❖ Dear Sir / Madam,❖ Dear Mr / Mrs (surname)	<ul style="list-style-type: none">❖ Dear (first name), Hi❖ Hello
Beginnings	Beginnings
<ul style="list-style-type: none">❖ With reference to our telephone conversation yesterday❖ Thank you for your email regarding❖ I am writing on behalf of	<ul style="list-style-type: none">❖ It was nice to hear from you❖ It's been ages since I've heard from you❖ How are you ? Hope you and your family are doing well❖ I am writing to draw your attention to❖ I am writing to let you know



Making a request	Making a request
<ul style="list-style-type: none">❖ I would appreciate if you could❖ I would be most grateful if you would❖ Would you be so kind to❖ I was wondering if you could	<ul style="list-style-type: none">❖ You don't mind ... ing (form) , do you?❖ Do me a favour, will you?❖ Would it be possible for you to ?❖ Can / could I ask you to..?
Apologising	Apologising
<ul style="list-style-type: none">❖ We apologize for any inconvenience caused❖ Please accept our sincere apologies	<ul style="list-style-type: none">❖ Sorry for any trouble caused❖ We are very sorry
Complaining	Complaining
<ul style="list-style-type: none">❖ I am writing to express my dissatisfaction with❖ I find it most unsatisfactory that❖ I'd like to complain about	<ul style="list-style-type: none">❖ I am fed up with (someone / something)❖ I am not happy with❖ I'm rather annoyed with
Endings	Endings
<ul style="list-style-type: none">❖ I look forward to hearing from you❖ If you require any further information, please don't hesitate to contact me❖ Please feel free to contact me if you have further questions	<ul style="list-style-type: none">❖ Give my love to...❖ Hope to hear from you soon...❖ Just give me a call if you have any questions
Signing off	Signing off
<ul style="list-style-type: none">❖ Yours sincerely (name)❖ Yours faithfully (name)	<ul style="list-style-type: none">❖ Lots of love❖ All the best❖ Best wishes

1. You are an NRI who is eager to visit your place of birth with your family. You come across an advertisement by a tourist agency organising tours in Tamil Nadu. You wish to gather the following information by writing an e-mail to the agency.

Destination – organisers – duration – boarding and lodging – sight seeing and adventure activities – recreation

programmes – travel guides – total trip cost inclusive of all taxes – discount if any – mode of payment

2. Imagine you emerged as a topper in the Civil Services Examination. You have fond memories of your school, teachers without whom you would not have realised the dream of becoming an I.A.S. officer. Convey your gratitude to



Mrs Malathy, your English teacher, through an e-mail, thanking her for all the support and guidance in shaping your future.

INFORMAL LETTER

Writing to a friend

Opening

Hi Vijay, / Hello Mani, / Hey Prashanth,
It's been ages since we last spoke / Sorry for not being in touch for so long.
How are you? / How's life treating you? / How's life?
How are things? Any news? / Anything strange? / What are you up to these days?

Expressing Thanks

Thanks a million for / Thanks a lot for / Cheers for / I really appreciate it

Giving News

Guess what..... I've / I've got some good news / Great news Vijay,
I've unfortunately, I've got bad news / I'm afraid I have some bad news /
Bad news Vijay.....

Responding To News

I'm so happy for you / That's fantastic news / I was delighted to hear that..... /
I'm glad to hear that you..... / I'm thrilled for you / What great news! / Congrats!
Sorry to hear that / That's awful news / Poor you / Is there anything I can do?

Offering, Accepting And Declining An Invitation

I'd love you to come to..... / Have you any plans for.....? / 1st July, save the date!
Do you fancy.....? / Fancy coming to? / Would you like to?
I'd love to / Count me in / I'll be there / I wouldn't miss it for the world
I'm afraid I can't / Count me out / I wish I could but..... / I'll take a rain check

Offering Advice And Making Suggestions

If I were you, I'd..... / If I were in your shoes, I'd..... / You should..... /
You simply have to.....
Why don't you.....? / Have you thought about? / What about.....? / How about.....?
I'd recommend that you..... / I'd suggest that you..... / The best thing to do is.....

Closing

Well, that's all for now / I'd better get back to work here / I must go / I must.....
Do write soon / Hope to hear from you soon / Can't wait to..... /
Looking forward to Pass on my regards to your family / Give my love to..... /
Tell Anna I was asking about her.....
Take care / All the best / All my love / Lots of love / Love



1. You are one of the volunteers (divers) of the team that rescued the trapped boys in ThamLuang cave. You feel elated on receiving the following letter of appreciation from the Ministry of Foreign Affairs, Bangkok.



No. 1403/1492

Ministry of Foreign Affairs,
Sri Ayudhya Road,
Bangkok 10400.

4 July B.E. 2561 (2018)

Excellency,

I have the honour to express my sincere appreciation to the Government of the Republic of India and the Indian people, both in their homeland and diaspora, for the well-wishing for the safety of the twelve boys and their football coach who had been missing in Tham Luang Cave in Chiang Rai Province since 23 June 2018. I also wish to convey my thanks to the Embassy of India in Bangkok for the concern upon the matter as well as the offer of technical expertise in fluid management through the subsidiary of M/s Kirloskar Brothers Limited in Thailand.

In this connection, I am very pleased to inform Your Excellency that eventually, on the night of 2 July 2018, the rescue team was able to find those 12 boys and their coach alive and well, which brought the nation to joy and happiness. This rescue mission would not have been possible without the helping hands from all communities, Thai and international alike.

The generosity offered by India's public and private sectors reflected, indeed, the close and cordial ties and friendship between our two countries and peoples. On behalf of the Royal Thai Government and the entire nation, in particular those missing thirteen and their families, I wish to express my heartfelt gratitude to Your Excellency and the people of the Republic of India for the kind offer to contribute to the efforts to rescue the boys and their coach.

Accept, Excellency, the renewed assurances of my highest consideration.

(Don Pramudwinai)
Minister of Foreign Affairs
of the Kingdom of Thailand

Her Excellency
Mrs. Sushma Swaraj,
Minister of External Affairs of India,
NEW DELHI.

Now write a letter to your friend recalling the ordeal you faced in navigating the boys through the dark in the murky water.



Refer to the text under Reading section and write your letter in not more than 150 words.

LETTER OF ENQUIRY (Business Letter)

Your school has planned for a one week trekking trip of Kurangini Hills near Madurai. Write a letter to the manager of a travel agency in Madurai asking for details about their package. Mention the proposed dates for the trip and the number of students participating in it. (word limit- 100 words)

ARTICLE WRITING

Adventure sports are popular outdoor activities among the youngsters all over the world. No doubt such sports are both exciting and challenging but a minute of reckless excitement can lead to a lifelong disability or even turn fatal. Write an article for your school magazine highlighting the charm of adventure sports in about 150 words.

DESCRIPTION OF AN EVENT

Descriptive writing is a piece of writing

- ❖ written to describe an event, place, person or an object
- ❖ uses the five senses – see, hear, smell, touch , taste
- ❖ helps readers to imagine where you are and what you are sharing
- ❖ includes the reader to be a part of the text
- ❖ includes descriptive words and details

Task

Anything we can't understand or explain holds a magical fascination for us. Imagine you went to your native place for your vacation. Every night you heard some mysterious voices at a particular time and grew restless. Write a description of that event that baffled you in about 100 words. Remember to include how you investigated it and solved the mystery.

Extensive Reading

Treasure Island	-	R.L. Stevenson
Origin	-	Dan Brown
Sherlock Holmes Series	-	Sir Arthur Conan Doyle
Harry Potter Series	-	J.K.Rowling
Star Wars: Thrawn Trilogy	-	Timothy Zahn
Kubla Khan	-	S.T. Coleridge
Listeners	-	Walter de la Mare
Kraken	-	Tennyson
The Raven	-	Edgar Allan Poe
Jabberwocky	-	Lewis Carroll



ICT CORNER

CORRECT FORM OF VERBS

To enable the students to know more about the usage of correct form of verbs accordingly.

The screenshot shows a web page titled "Lead the Competition". The main content is a grammar exercise titled "Use the correct form of the verbs given in brackets". It contains ten numbered questions, each with a blank input field for the student to type their answer. The questions involve various verb forms like past tense, past participle, and past continuous. Below the input fields are two buttons: "Submit" and "Reset". To the right of the main content, there is a sidebar with a list of links for other grammar exercises, such as "Fill in the blanks with suitable words - 1" through "Fill in the blanks with suitable words - 7".

STEPS:

1. Type the URL link given below in the browser or scan the QR code to access the website.
2. You can see the link of Exercises on Using the correct form of verbs given in the brackets.
3. After answering all questions Click SUBMIT button.
4. Click Answers to the above to reveal the answers and compare your answers with it.
5. Do the same with other two set of questions to strengthen your knowledge.

This screenshot shows the same website interface as the previous one, but with the "Answers to the above" section visible. This section lists the correct answers for each of the ten questions, such as "1. Your friends waited for you for over an hour. (wait)" and "10. The robber struck him a blow on the head. (strike)". At the bottom of this section are "Previous" and "Next" navigation buttons.

WEBSITE LINK:

Click the following link or scan the QR code to access the website.
<http://www.leadthecompetition.in/english/grammar/fill-in-the-blanks-with-suitable-verb-forms-1.html>

** Images are Indicatives only





Listening Passages

Unit 1

Sympathy

I lay in sorrow deep depressed...

My grief a proud man heard...

His looks were cold. He gave me gold.

But not a kindly word.

My sorrow passed – I paid him back

The gold he gave me.

Then stood erect and spoke my thanks

And blessed his charity...

I lay in want, in grief and pain.

A poor man passed my way.

He bound my head. He gave me bread.

He watched me night and day.

How shall I pay him back again

For all he did to me?

Oh! Gold is great. But greater far

is heavenly sympathy!

By Charles Mackay



one of the most important roads of India that runs through the heart of New Delhi and where the Republic Day parade takes place every year on the 26th of January.

We are placed right next to the flower bedecked saluting dais from where our Honourable President along with our Vice President, Prime Minister and all the other dignitaries will view the parade which showcases India's defence capability and its cultural and social heritage. The day is memorable on account of the presence of the 10 ASEAN leaders who will be amidst us today as chief guests to honour the day when the Constitution of India came into force. My fellow commentator Yusuf is here, to share with you the proceedings of the day...

Yusuf—Good Morning and heartiest greetings to my fellow citizens on the joyous occasion of the 69th Republic Day of our Nation. As you all know, ASEAN is Association of South East Asian Nations comprising of 10 Nations – Thailand, Myanmar, Vietnam, Singapore, Indonesia, Malaysia, Cambodia, The Philippines, Laos People's Democratic Republic and Brunei. The whole area opposite the dais is bedecked with colourful fresh flowers and certainly the three prominent colours of yellow, saffron, white and green are given more prominence depicting the colours of our National Flag. I can see the Red Roses, Yellow Marigold, the Bird of Paradise, the Pansies and other foliage giving the green colour to it. Over to Manoj....

Unit 2

Commentary on Republic Day Celebrations and parade at New Delhi

Good morning Ladies and Gentlemen. On this splendid morning on behalf of the entire team of Radio India, this is Anitha Rao along with my fellow commentators Yusuf Ahmed, Manoj Pande and our Technical Audio team extending warm greetings to all the listeners on the occasion of the 69th Republic Day of India and welcome you to Rajpath New Delhi, which literally means Kingsway, the ceremonial path and



Manoj – Thank you Yusuf. What a beautiful sight! And in a short while from now, the combined military band will be playing the National Anthem. There are 44 musicians drawn from 3 EME centres and ASE centres from South. They will be playing the National Anthem, the Cavalry brigade and the army star ‘Arjunam’.

The three chiefs of the Army, Navy and Air Force, the Central and State Defence Ministers have arrived. They are all stationed in the inner periphery of India Gate, flanking the ‘Amar Jawan Jyothi’. It’s a resplendent sight. The Amar Jawan Jyothi commemorates the indomitable courage of our soldiers and it is symbolised by a reversed rifle topped by a helmet.

The Prime Minister is now laying the wreath on behalf of the country at the Amar Jawan Jyothi. The Inter services guard of honour gives the command to present the arms ‘The Salami Shastra’, followed by the reversal of the arms, “The Shok Shastra”. Six buglers stationed there sounded the last post and a two minute silence is being observed. The completion of the silence is marked by sounding the rouse by the buglers. The Prime Minister is leaving the India Gate and now over to Anitha for an eye witness account of the grand parade.

Anitha – It’s a lovely day today. The Prime Minister has arrived at the dais and is greeting the guests of honour on the stage. We now see the Honourable President of our country arriving ceremoniously led by the

President’s body guard. The President’s body guard personnel are all handpicked, well trained horsemen, paratroopers and tank men. The Honourable President is led to hoist the National Flag.

The President is now giving the highest Gallantry Awards and Medals to the kin of martyrs. Padma Vibhushan, Padma Bhushan and Padmashree are given to eminent personalities from various fields such as literature, education, art, sports, social work, medicine, science, engineering, civil services, public affairs, trade and industry. Bravery awards to children are given for exhibiting courage and valour. Yusuf will now take over from here...

Yusuf – The customary grand parade has started and is moving ceremoniously, in colourful attires. The different tableaus are showcasing the country’s progress in different fields. And here comes the newly formed all Women Bikes Contingent, the 27 member BSF Women ‘Dare Devils’ Squad named ‘Seema Bhavani’ showcasing their stunts and acrobatics on their 350 cc Royal Enfield Bullet Motorcycles.

After the mesmerising performance of the BSF women, here are the children from various schools in Delhi and 700 students across the guest countries performing on the power of Education. Manoj, isn’t it a splendid sight?

Manoj – A real feast to the eyes! A few of the parade’s highlights are the BSF camel band, the musical band of the Army, Navy, Air Force and the DRDO Subsonic cruise missile Tableau.



The Rudra formation, The Hercules formation, Nethra Global formation and several other formations by Air force mark the culmination of the Republic Day Parade, ending with a stupendous fly past by the Jets and helicopters carrying the National Flag and the flags of the three services.

It's been a day of joy and celebration. Once again with greetings to the Nation on this Republic Day, Anitha, Yusuf and Manoj take leave and sign off. JAI HIND.

Unit 3

General Packet Radio Services known as GPRS has been around for quite some time. It was established in the early 2000s and is widely used across the world today. It is an extension of the global system for mobile communication.

GPRS works by allowing data to be stored into 'packets'. This data is then transmitted in an efficient manner across the mobile network. GPRS, however, is much faster than the cellular network system. This type of networking system can be used worldwide without difficulty.

GPRS devices are extremely versatile. Any device that has GPRS capability will allow the user to have not only mobile communication but also access the internet for things such as e-mail and internet browsing. You can even adjust various settings on the device in order to keep track of things like changes in temperature, sound and motion.

Car tracking devices are cheaper and easier to install. They mainly work via

GPS satellite navigator, although in some cases a radio frequency or cellular network can be used, if GPS coverage is poor. The actual set up is really very simple; each vehicle transmits a signal to orbiting satellites which relay this information back to a specified computer. The vehicle information is then displayed on maps, allowing you to monitor speed and exact whereabouts.

By utilising real-time vehicle tracking you can get accurate information about the travel. Although this system enables you to avoid traffic and find the quickest road to travel, you will still find an excuse to be late!

Unit 4

Valli : Hello, Surya. Did you read today's newspaper?

Surya : No, is there anything important, that you want me to read?

Valli : Yes, Surya. There's an article on creating sarees with natural fruits, bamboo and aloe vera fibre.

Surya : Oh! That's great! How is that possible? Can you give me more information?

Valli : I'll read out the article; "Natural Fibre Weaving". "The rhythm of the loom" welcomes visitors to Shanmuga Mudhaliar Street nearly 9km from Chennai Airport. There are 90 weavers in the cluster. The cluster consisting mostly of third generation weavers was formed nearly 90 years ago, along the banks of the Adyar River.



"In those days this cluster was producing real Madras chequered fabrics for export to Nigeria," says Sekar, the President of the Jute Weavers Association.

After 1970, this cluster began weaving cotton fabric and sarees. Kanchi Cotton dress material sets were woven in the 80's and silk cotton during the 90's. Over the past 10 years, the cluster has completely shifted to natural fibre weaving.

"As a weaver, I was always looking for a breakthrough, something that would make handloom popular, thereby saving it from extinction," says Sekar, adding "The South India Textile Research Association involved us in weaving jute and cotton blended yarn. This set me thinking of developing natural fibre yarn from other sources as well." At that time, a group of students approached him with banana fibre and cotton blended yarn for their project and this added a fillip to his research.

"I developed 25 types of natural fibres and even made it to the Limca Book of Records in 2011 for weaving a saree using 25 different fibres," he says.

Today the Anakaputhur Natural Fibre Weavers Cluster has 25 pit looms and are pioneers in many methods of natural fibre weaving. Collaborating with NIFT students in design intervention and colour combination has enhanced the reach of the products.

Sekar has introduced "MooligaiPudavai" (herbal Sarees) where he infuses natural fibre yarn with turmeric, tulsi, neem

and sandalwood. He says, these herbs and spices have anti-bacterial properties and are good for the skin. The weavers have developed 30 different natural fibre yarns so far, of which the most popular are pineapple, aloe vera, bamboo, banana stem and erukkanchedi (*Calotropis*). Eager to adopt some of these practices, the North East Development council has invited Sekar to train the women weavers of Assam.

"We have finally proved that handloom can be a profitable business," he smiles. This venture has generated more jobs, says Sekar.

Unit 5

Water Shortage

Instructor: 14 of the World's 20 big cities are now experiencing water scarcity or drought conditions. As many as 4 million people already live in regions that experience severe water stress. According to a study in the journal 'Science Advances', nearly half of these people live in our country and with the rising population, this stress is going to mount.

Moderator: I'm happy to introduce two eminent speakers Mr. Ramesh, retired Chairman of Water Management Board and Mr. Joseph, founder of 'The Drop', an NGO. I now request Mr. Ramesh to throw some light on the topic and lead the discussion.

Mr.Ramesh : Humanity is facing water crisis. Either there is too much water in some places or there isn't enough water in other places and we all know that this is being driven not only by climate changes



but also by economic growth, population and poor water management.

Moderator: As mentioned by Mr.Ramesh, water management seems to be the crucial point when we talk about water crisis. I now request Mr. Joseph to make a few suggestions.

Mr.Joseph : Well, to tackle water crisis, a good water management strategy has to be adopted at all levels of planning, developing and distributing water for maximum usage. Say for example, in the field of agriculture, water intensive crops like rice and cotton should be grown in water rich regions and crops which need less water grown in other regions where there is less supply of water.

Moderator: Yes, Mr. Ramesh, what have you got to say about this?

Mr.Ramesh: To minimize water crisis, the main option is to share water, not only in the trans-boundary river basins but also in the river basins within nations and states.

Mr.Joseph: I would like to put forth the causes for this water scarcity. Shortfall of rain is the most important issue, that stems from deforestation. The absence of bunds and encroachments at the catchment areas also aggravate the water shortage issue.

Mr.Ramesh: But the good news is that there are always solutions to our problems. Our motto should be "The less water used, the more water saved." This will go a long way, towards addressing the current crisis. But for the solutions to be effective they need to be implemented vigilantly.

Moderator : Having discussed the status, causes and problems, let us also consider some practical solutions such as

- ❖ do not keep taps running
- ❖ only use what is needed resourcefully
- ❖ practise sustainable home living
- ❖ recycle used water
- ❖ create awareness of the dire consequences of water resource abuse
- ❖ get more involvement from people

By now we are aware how critical our global water shortage is.

Now the panellists are open for questions from the audience.

Unit 6

Text for listening text

Hi everyone! Welcome to our guided tour to a wonderful hiking trail, high up a forested hillside to the Mystery Spot. Gravity and other forces go haywire at this pseudo – scientific anomaly, discovered in 1940. The site is located in Santa Cruz, California amongst the Oak and Eucalyptus trees, near Granite Creek, and within the California Redwood forest. It is a circular area of effect around 150 feet or 46 metres in diameter. Within the Mystery Spot you will be stunned as your perceptions of the laws of physics and gravity are questioned. On this gravity hill you will experience, tilt-induced visual illusion. The illusion experienced by visitors results from the oddly tilted environment as well as standing on a tilted floor. These visual illusions include balls



rolling uphill and people leaning farther than normally possible without falling down.

The mystery spot was discovered in 1939 by a group of surveyors and was opened to the public in 1940. The Mystery Spot has amazed and perplexed hundreds and thousands of visitors from all over the world.

Some speculate that cones of metal were secretly brought here by aliens and buried in the earth as guidance systems of their spacecraft. Some think it is in fact, the spacecraft itself buried deep within the ground. Other theories include carbon dioxide permeating from the earth, a hole in the ozone layer, a magma vortex and the highest dielectric bio cosmic radiation. Whatever the cause is, it remains a mystery.





Appendix

Language Play

1. Let's be clear

	Meaning	Sentence
1. farther, further		
farther	to a greater distance	- He went farther down the road.
further	more or extra	- Have you anything further to add?
2. later, latter		
later	at a time in the future or after the time you have mentioned	- He will visit there in the later half of the season.
latter	concluding, second mentioned of two people or things	- He chose the latter of the two options.
3. all ready, already		
all ready (phrase)	completely prepared	- We are all ready to leave.
already	previously	- When we came in, we found that he had already arrived.
4. everyday, every day		
everyday (adjective)	commonplace	- Don't wear an everyday outfit for the wedding.
every day	each day	- I go to the park every day.
5. poisonous, venomous		
poisonous	anything that poisons you when you eat it	- Don't eat those poisonous berries.
venomous	anything that will poison you if it bites you	- Be careful, that's a venomous snake.
6. imply, infer		
imply	suggest something	- Democracy implies free elections.
infer	to figure something out that isn't stated outright	- What do you infer from her refusal?



7. award, reward

award	prize	- Ravi certainly deserves the award.
reward	something given in return for effort, achievement, hard work, merit etc.	- Let's reward all the participants.

8. compliment, complement

compliment	to say something nice	- We should compliment you on your performance .
complement	added to, required to	- The green wall paper is the perfect complement to the antique table.

12. bemused, amused

bemused	confused	- She was bemused by the questions asked.
amused	entertained	- The teacher read the article with an amused expression.

13. continuous, continual

continuous	never ending	- Focus on continuous improvement.
continual	to stop and start	- The continual disputes between my neighbours disturbs me a lot.

14. discreet, discrete

discreet	careful, cautious, showing good judgment	- Rich people try to be discreet with their money because they do not want everyone to know they are rich.
discrete	individual, separate or distinct	- A room is a discrete place within a house.

15. alternate, alternative

alternate	occur in turns	- She was asked to attend the workshop on alternate days.
alternative	available as another choice	- Is there no alternative to your method?



16. sympathy, empathy

sympathy	feelings of pity or sorrow for someone else's misfortune	- Let us show some sympathy for the flood victims.
empathy	ability to understand and share the feelings of another	- The boss felt no empathy for those who failed to submit their project on time.

17. waiver, waver

waiver	an act or instance of giving up a claim or right	- We had to sign a waiver, giving up all rights to the land.
waver	move in a quivering way, flicker	- The flame wavered in the gentle breeze.

18. historic, historical

historic	having importance in history	- She returned safely from her historic flight into space.
historical	concerning history or past events	- She writes historical novels set in 18th century England.

19. aisle, isle

aisle	a passage between rows of seats	Do not block the aisle with your shopping cart.
isle	an island	Sri Lanka is an island.

20. breach, breech

breach	to break through, to break a rule, a gap	- The huge waves made a breach in the wall of the old castle.
breech	the back part of a gun barrel	- He checked to see if the breech had bullets in it.

2. Choose the correct options:

1. Which word means 'absence of government?

- ❖ autocracy
- ❖ aristocracy
- ❖ autonomy
- ❖ anarchy

2. When something is hilarious it is _____

- ❖ scary
- ❖ funny
- ❖ sad
- ❖ boring



3. If your friend always thinks the best will happen she is _____

- ❖ humorous
- ❖ optimistic
- ❖ creative
- ❖ frank

4. A solemn promise or undertaking

- ❖ promise
- ❖ vote
- ❖ pledge
- ❖ agreement

5. Students screaming in a hall will create a _____

- ❖ argument
- ❖ drama
- ❖ illusion
- ❖ pandemonium

6. I would leave earlier, so that I can avoid the _____

- ❖ peak hour
- ❖ traffic time
- ❖ rush hour
- ❖ peak time

3. Match the root words with their meaning

1. ocul	-	city	4. pseudo	-	light
aud	-	eye	psycho	-	false
urb	-	hear	photo	-	soul: spirit
2. auto	-	life	5. therm	-	measure
bio	-	water	meter	-	beneath
hydr	-	self	hypo	-	heat
3. mono	-	sound	6. inter	-	against
phon	-	far off	trans	-	between
tele	-	one	anti	-	across

4. Give one word for the following (the number of letters are mentioned)

1. To fall down because of illness or weakness - _____ (8)
2. To hurt or cause physical harm - _____ (6)
3. To have an uncomfortable feeling on the skin - _____ (4)



5. Find one word for each of the following. The first letter of the word is given.

- | | | |
|--|-----|-------|
| 1. slightly salty | - b | _____ |
| 2. a hot, smoldering fragment of wood left from a fire | - e | _____ |
| 3. about to occur | - i | _____ |
| 4. technical terminology | - j | _____ |
| 5. a small rounded hill | - k | _____ |
| 6. bright or radiant | - l | _____ |
| 7. a large number | - m | _____ |
| 8. gather or bring together | - m | _____ |
| 9. pure, free from contamination | - p | _____ |
| 10. one who lives in solitude | - r | _____ |
| 11. capable of being wounded or hurt | - v | _____ |

6. Fill in the blanks by choosing the most appropriate word or phrase from those given in brackets.

1. They went for a walk in the _____, clean November air. [clear, crisp, cheerful]
2. He _____ her that she would pass. [ensured, insured, assured]
3. After the sports day, the competitors felt completely _____. [done out, run out, done in]
4. We owe a deep debt of _____ of the freedom fighters. [patriotism, remembrance, gratitude]
5. His shabby clothes and uncombed hair gave him a _____ appearance. [disreputable, disrespect, discontented]
6. One word for 'a following of one thing after another' is _____. [sequence, consequence, similar]
7. An agreement to protect another country is an _____. [treaty, assurance, alliance]
8. _____ is a speech by an actor speaking to himself. [comic relief, monologue, soliloquy]
9. A maze is also known as a _____. [paradox, legacy, labyrinth]
10. Although Veera was very critical, his family hoped that he would _____. [pull out, pull off, pull through]

7. Rearrange the following to make meaningful sentences.

- a. 1. village / thatched / with / Karma / house / lived / his / in / parents / a / house / in / small.
2. village / to / outside / his / went / school / he / a
3. meals / had / midday / and / enjoyed / studying / he / there
4. field / their / his / needed / help / parents / in / his
5. sending / so / him / school / they / stopped / to



- b. 1. here / out / there / flames / broke / and
2. board / now / was / every / fire / knew / one / on / there / a
3. Smoldering / gale / the / fire / fanned / rising / the
4. to / told / quit / were / ship / be / the / ready / passengers / to /
- c. 1. conveying / means / the / first / information / speech / of / was
2. writing / thus / was / of / as / storing / introduced / a / information / means
3. permanent / in / knowledge / printing / spreading / then / helped / in / form / a
4. are / media / however / all / passive / these
5. revolution / hailed / as / computer / therefore / is / a

8. Find words related to the given topic in each group of words and write them in the box.

a. Media

band	thoughts	cast	edition	exhibition
scene	culture	show	audience	circulation
poster	review	association	interval	channel

b. Civic Sense

ethics	zeal	integrity	definition	symbol
attention	adjutant	oilment	birthday	pride
value	heritage	mankind	national	unite

c. Adventure

rash	daredevil	melodious	hazardous
intelligent	alternative	risk	chances
fantasy	gallant	odyssey	venture
unnerved	confectionary	pessimist	heroic

d. Mystery

forensics	baffling	clue	horrific
division	destruction	memory	attractive
spelling	dark	vague	secretive
alibi	specific	weird	

e. Art

power	expertise	involvement	portrait
elimination	demonstration	union	complaint
masterpiece	pastoral	exhibits	imagery



f. Literature

genre	epic	additional
renovation	epistle	folklore
regeneration	classical	exclusive
blank verse	activist	allergy



9. Complete following proverbs.

1. One swallow_____.
2. Don't put off until tomorrow_____.
3. _____ begins with a single step.
4. _____ many irons _____.
5. The grass is always _____.
6. _____ is another mains poison.
7. A friend's frown _____.
8. _____ by the company _____.
9. Hope _____ and prepare _____.
10. _____ today is worth two _____.

10. Different types of expressions in English

There are many different types of expressions in English but here are the main ones:

- ❖ Idioms
- ❖ Phrasal Verbs
- ❖ Cliché
- ❖ Jargon
- ❖ Proverbs

a. Idioms

- 1) An established group of words, the meaning of which is not clear or understandable from the individual words

	Idioms		Meanings
1.	Hang in there	-	don't give up
2.	Hit the sack	-	go to sleep
3.	Miss the boat	-	it's too late
4.	Under the weather	-	sick



5.	Comparing apples to oranges	-	comparing two things that cannot be compared
6.	Ignorance is bliss	-	you are better off not knowing
7.	Spill the beans	-	give away a secret
8.	The ball is in your court	-	it's your decision
9.	Throw caution to wind	-	take a risk
10.	Take a rain check	-	postpone a plan

2) Let's add colour to the English language by learning and using a few idioms associated with colours.

1. Green with envy – to be very jealous envious

Ex: Saif was green with envy when he saw my new car.

2. Take the red eye - a late night flight that arrives early in the morning

Ex: Harish took the red eye from California to New York last night and now he is exhausted.

3. Tickled pink – to be extremely pleased

Ex: My aunt was tickled pink that you called on her birthday.

4. Black as a skillet – used to describe something that is very dirty, black with dirt

Ex: Your clothes are as black as a skillet after cleaning the car.

5. Blue collar – used to describe men used as labourers or factory workers

Ex: The company got rid of a lot of the blue-collar workers during the recession.

6. Browned off – to be bored or annoyed with someone or something

Ex: Children are always browned off when their neighbour comes to visit.

7. White wash something – to cover up our faith or wrongdoings

Ex: The organization was accused of trying to white wash the scandal over charity pay outs.

8. A yellow streak – someone who has cowardice in their character

Ex: My neighbour has a yellow streak and he will not help me, if I have problem.

9. Grey matter – brains, intelligence

Ex: I wish my brother would use his grey matter more effectively when he is planning something.

10. In black and white – in writing, officially

Ex: Put down your complaint in black and white.



11. Black and blue – bruised

Ex: My shoulder was black and blue after I fell down.

3) Idioms associated with insects, animals

1. Open a can of worms – create a whole new set of problems

Ex: That discussion of yours will open a can of worms.

2. The world is your oyster – you have many good opportunities in front of you

Ex: Mohan has graduated from a wonderful university, so the world is his oyster!

3. Watching like a hawk – watching something very closely

Ex: The hostel warden watches the students like a hawk.

4. Mad as a hornet – very angry or furious

Ex: My sister was as mad as a hornet, when we broke the expensive vase.

5. Get your ducks in a row – organise things

Ex: The domain expert will review the project to make sure that all the ducks are in a row.

6. Hold your horses – slow down, stop

Ex: Hold your horses ! There's no need to rush.

7. Let sleeping dogs lie – leave it alone, leave something in peace

Ex: Finally, they decided to let sleeping dogs lie and not discuss the matter any further.

8. Chicken out –to decide not to do something out of fear

Ex: Don't chicken out of the programme because you have to compere.

9. Make a bee line – go straight for something

Ex: As soon as my friend got off the plane she made a bee line to the cafeteria.

10. Until the cows come home – for a very long time

Ex: Shailaja wouldn't mind listening to music till the cows come home

11. A lone wolf- someone who prefers to spend time alone and has few friends

Ex: That boy is a lone wolf and spends most of his time alone.

12. Monkey around with (someone or something) – to play with or waste time with someone or something

Ex: My maid's son spent the morning monkeying around with an old radio.

13. As meek as a lamb – quiet, docile, meek

Ex: The new secretary is as meek as a lamb.

14. A dumb bunny – a stupid or gullible person

Ex: Sam is a dumb bunny and everyone makes fun of him.

15. Have a whale of a time – to have an exciting and interesting time

Ex: We had a whale of a time at the party.



b. Phrasal Verbs

A phrasal verb is always constructed with a verb and an adverb or preposition

	Phrasal Verb	-	Meaning
1.	run into	-	meet
2.	look up to	-	respect
3.	think back on	-	recall
4.	drop by	-	visit without appointment
5.	chip in	-	help
6.	run out	-	have none left
7.	get back at	-	to get revenge on someone
8.	black out	-	to faint
9.	back down	-	to withdraw
10.	clam up	-	to refuse to speak

c. Clichés

It's a word or phrase that has become so popular that it is considered 'overused'

	Clichés	-	Meaning
1.	Every cloud has a silver lining	-	every problem has a solution or something good in it
2.	Take the bull by the horns	-	to tackle a problem head on
3.	To live happily ever after	-	they lived happily
4.	Fit as a fiddle	-	in a good state of health
5.	Avoid like the plague	-	something that should be avoided at all costs



d. Jargon

Words and phrases that are only used by a particular profession or group and are usually difficult for others to understand.

1. Examples of Medical Jargon

1. Agonal	-	Term to signify a major, negative change in a patient's condition
2. IM	-	Intramuscular
3. FX	-	bone fracture

2. Business Jargon

1. The 9 to 5	-	a standard work day
2. bang for the buck	-	to get the most for your money
3. chief cook and bottle washer	-	a person who holds many responsibilities
4. thought shower	-	to come up with several ideas
5. blue sky thinking	-	creative ideas free from practical constraints

3. Police Jargon

1. Code eight	-	officer needs help immediately
2. Code eleven	-	the individual is at the scene of crime
3. FTP	-	the failure of an individual to pay a fine
4. Assumed room temperature	-	an individual has died
5. 10 – 4	-	Radio jargon meaning okay or understand

4. Military Jargon

1. SAM	-	surface-to-air missile
2. PCS	-	a permanent change of station
3. SQDN	-	a squadron



5. Political Jargon

1. getting on a soap box	-	making a speech in public
2. flip flopper	-	a candidate or politician who changes his mind on certain important issues
3. tree hugger	-	an environmentalist
4. lame duck	-	a politician who is considered ineffective

6. Work Place

1. Get our ducks in a row	-	order and organize everything efficiently and effectively
2. The helicopter view	-	an overview of a job or a project
3. Boil the ocean	-	attempt to do something that is impossible
4. Pick the low hanging fruit	-	choose the simplest option or avenue to accomplish a task

e. Proverbs

1. A proverb is a short saying that is repeated as a piece of advice or suggestion. It usually expresses the common truth.

	Proverbs	Meaning
1.	A drowning man will clutch at a straw.	A person in a difficult situation will take any available opportunity to improve it.
2.	Call a spade a spade.	To say the truth, even if it is not pleasant
3.	Cross the stream where it is the shallowest.	To do things in the easiest possible way
4.	Discretion is the better part of valour.	It is wise to be careful and not show unnecessary bravery.
5.	Fall seven times, stand up eight.	Be resilient and try despite failures. That's how you succeed.

2. Proverbs from all around the world

Proverbs are simple and factual sayings that express a truth based on common sense and experience. They are a part of every language as well as every culture. Proverbs play an important part of gaining cultural knowledge, metaphorical understanding and communicative competence.



Think of a proverb as a little tidbit of wisdom. There is a proverb for just about every circumstance. In simple words, proverbs are wise sayings which offer advice on how to live your life.

1. Shared joy is a double joy; shared sorrow is half a sorrow. – Swedish proverb
2. It's better to light a candle than cause the darkness. – Chinese proverb
3. Change yourself and fortune will change. – Portuguese Proverb
4. Don't sail out farther than you can row back. – Danish proverb
5. Instruction in youth is like engraving on a stone. – Moroccan proverb
6. Character is always corrupted by prosperity. – Icelandic proverb
7. Turn your face to the sun and the shadows will fall behind you. – New Zealander proverb
8. To be willing is only half the task. - Armenian proverb
9. A beautiful thing is never perfect. – Egyptian proverb
10. A man does not seek his luck; luck seeks its man. – Turkish proverb

3. Proverbs in Indian Languages

1. Without the breeze blowing can the leaves tremble? – Amanipuri Proverb
2. Knowledge is higher than power – Hindi proverb
3. The worth of the shade is only known when the sun is beating down hot. – Tamil proverb
4. For a satiated duck, fish becomes tasteless. – Bhojpuri proverb
5. The right path is steep and upwards, the wrong path is easy and horizontal. – Mizo proverb
6. There will always be a ditch in front of a person in a hurry – Punjabi proverb

11. Colours and their significance

Colours have tremendous symbolic power across cultures and countries. Artists of all ages have worked with colour schemes to depict different feelings, seasons and ceremonies depending on one's culture and origin.

Colours can be broadly classified into three categories based on their properties.



Interestingly colours are used to portray different moods, emotions and expressions.

- Red - excitement, energy, fusion, courage, attention, danger, power
- Yellow - enthusiasm, opportunity, happiness, positivity, youth, success, confidence
- Blue - freedom, wisdom, joy, trust, honesty, loyalty, responsibility, integrity, tranquility
- Orange - optimism, adventure ,warmth, excitement,sacrifice, fun, creativity,
- Green - prosperity, harmony, safety, growth, kindness
- Purple - comparison, spirituality, mystery, royalty
- Brown - reliability, stability, honesty, comfort, humility
- Grey - gloom, depression, compromise
- Black - pessimism, mourning, evil, sorcery
- White - peace, purity, goodness

12. Abbreviations

1. SMIM - Send Me an Instant Message
2. EOD - End Of Discussion
3. EAT - Estimated Arrival Time
4. IMD - India Meteorological Department
5. INSAT - Indian National Satellite
6. SEBI - Securities Exchange Board of India
7. CSI - Crime Scene Investigation
8. CPS - Child Protective Services
9. DARE - Drug Abuse Resistance Education
10. AMA - Against Medical Advice
11. SUV - Sports Utility Vehicle
12. NHL - National Hockey League
13. PBS - Public Broadcasting Service
14. ACF - Administration for Children and Families
15. SCUBA - Self-Contained Underwater Breathing Apparatus
16. SIM - Subscriber Identification Module
17. DSS - Delayed Shock Syndrome
18. NOPE - National Optimum Population Effort
19. NORD - National Organization for Rate Disorders
20. PSA - Public Service Announcement



21. UNOS - United Network for Organ Sharing
22. WWF - World Wildlife Fund
23. ZPG - Zero Population Growth
24. WMA - World Medical Association
25. PAWS - Progressive Animal Welfare Society

13. Descriptive Writing

Physical Description

He/She has got	He/She is	He/She has got	He/She is wearing
hair long curly dark bald	body tall fat strong pretty beautiful	eyes big blue grey	clothes t-shirt trainers trousers shocks skirt
short straight blond beard	short thin weak ugly handsome	small brown	jumper shoes jeans dress hat

Attempt a description of the following people with the help of the hints given in each box.

Father

Name	:	Elangovan
Age	:	41
Job	:	businessman
Height	:	178cm(medium)
Weight	:	72 kg(slim)
Hair	:	short, straight, black
Eyes	:	small, black
Looks	:	handsome
Clothes	:	smart clothes for work(suit, shirt, tie), casual clothes in free time
Personality	:	hard working, honest, determined,
Sports	:	football, hockey
Free time	:	watch movies
Likes	:	vegetables, chicken
Dislikes	:	junk food, sweets



Mother

Name	:	Thenmozhi
Age	:	38
Job	:	nurse
Height	:	160cm (short)
Weight	:	50 kg (slim)
Hair	:	short, wavy
Eyes	:	big, green
Looks	:	pleasant
Clothes	:	fashionable but comfortable
Personality	:	helpful
Sports	:	Kho Kho,
Free time	:	do cross word, read books
Likes	:	vegetables, fruits
Dislikes	:	meat, chocolates





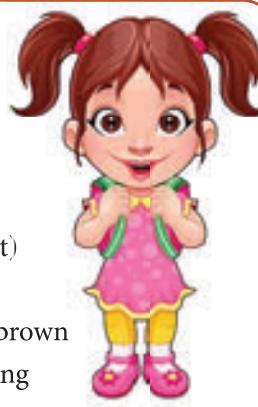
Brother

Name	: Pugazhendi
Age	: 24
Job	: pupil
Height	: 161 (medium)
Weight	: 50 (slim)
Hair	: short, brown, blowy
Eyes	: big, blue
Looks	: freckled
Clothes	: T-shirt, jeans, trainers(always!)
Personality	: clever, wilful, dissatisfied
Sports	: skateboarding
Free time	: play computer games
Likes	: pizza
Dislikes	: fruit, vegetables



Sister

Name	: Bargavi
Age	: 15
Job	: school girl
Height	: 105cm(short)
Weight	: 28 kg(thin)
Hair	: long, wavy, brown
Eyes	: big , blue, long eyelashes
Looks	: beautiful
Clothes	: dresses, skirts
Personality	: lovely, cute, cheerful, shy



Grandmother

Name	: Karpagam
Age	: 68
Relation	: mother's mum
Job	: retired
Height	: 155cm(short)
Weight	: 75 kg(plump)
Hair	: short, curly, grey
Eyes	: small, brown
Looks	: wrinkled
Clothes	: sarees
Personality	: kind, friendly, devoted
Sports	: nothing
Free time	: knit, watch TV, meet friends
Likes	: chicken, salads, candies
Dislikes	: fish, carrots



Grandfather

Name	: Sundar
Age	: 70
Relation	: mother's father
Job	: retired
Height	: 165cm(short)
Weight	: 68 kg(thin)
Hair	: bald
Eyes	: big, black
Looks	: weak and old
Clothes	: pant and shirt
Personality	: kind and loving



Aunt

Name	: Banu
Age	: 29
Relation	: mother's sister
Job	: dentist
Height	: 172cm(tall)
Weight	: 61kg(slim)
Hair	: long, straight, black
Eyes	: big, black
Looks	: pretty, neat
Clothes	: sporty
Personality	: smart, stylish
Sports	: running, skiing
Free time	: do voluntary work
Likes	: vegetables, salads, fish
Dislikes	: onion, cake



Uncle

Name	: Ashwin
Age	: 33
Relation	: father's brother
Job	: manager
Height	: 169cm(short)
Weight	: 68 kg(thin)
Hair	: short, curly, light brown
Eyes	: small, green
Looks	: tired(always)
Clothes	: casual
Personality	: funny, zany, easy-going
Sports	: nothing
Free time	: play the guitar
Likes	: junk food, cola
Dislikes	: healthy food





Me

Name : Anand
Age : 16
Job : student
Height : 170cm(tall)
Weight : 49 kg(thin)
Hair : long, wavy, black
Eyes : big, black
Looks : pretty

Clothes : trendy
Personality : cheerful, friendly, intelligent
Sports : fitness, tennis
Free time : meet friends, shopping
Likes : salad, chicken, fish
Dislikes : cola, beans



14. Telephone Language

Answering the phone	Hello? Jothi speaking. How may I help you?
Introducing yourself	Hello, this is Viji calling
Asking to speak with someone	- May I speak to Mr. Ezhil, please? - I'm just calling to say...
Connecting someone	- One moment, please. - I'm sorry, you have dialled a wrong number
Making special requests	Could you please repeat/spell that? - I can't hear you, can you speak up a little?
Promising to call	- I'll call/phone you(back) - I'll give you a ring /call - I'll get back to you - I'm returning your call - I'll be in touch
Taking a message for someone	- I'm sorry, Lakshmi's out/busy at the moment. - Can I ask who's calling? - Can I take a message? - I'll let him/her know you called.
Leaving a message with someone	- Yes, it's Shakthi here. Could you ask him to call me when he gets in? My number is... - No, that's okay. I'll call back later.
Confirming Information	- Okay, Let me repeat that just to make sure.
Listening to an answering machine	Hello You've reached 222-6789. Please leave a message after the beep/tone. Thank you
Leaving a message on an answering machine	Hello, this is Aryan calling for Kavitha. Could you please return my call as soon as possible? My number is 334-5689 Thank you.
Finishing conversation	- Thanks for calling . Bye for now. - I need to hang up now. I'll talk to you soon. Bye!



15. Job Interview

Questions typically asked by employers:

- ❖ Could you tell me something about yourself?
- ❖ Why do you want to be a / an?
- ❖ What do you know about our company?
- ❖ Why do you want to work for our company?
- ❖ What do / did you study? Tell me about your education.
- ❖ What are your best abilities?
- ❖ Can you tell me about your work experience?
- ❖ What are your greatest strengths? What are your weaknesses?
- ❖ Why should we hire you?
- ❖ How much would you like to earn?
- ❖ How will you contribute to our company?
- ❖ What are your future plans? Where do you see yourself in 10 years?

Questions typically asked by employees

- ❖ What will be my responsibilities?
- ❖ What will be my salary?
- ❖ Will I get some training?
- ❖ Will I get a contract of employment?
- ❖ What are the working hours?
- ❖ Is this a permanent or a temporary job?

Useful work vocabulary

- | | | |
|--------------------------|--------------------------|-----------------------------|
| ❖ Full time / part time | ❖ Employer / employee | ❖ Teamwork |
| ❖ Salary / wage | ❖ Graduate | ❖ Motivation |
| ❖ Contract of employment | ❖ Strengths / weaknesses | ❖ Cost –cutting |
| ❖ Job experience | ❖ To hire / to employ | ❖ Increased sales / profits |
| ❖ Training | ❖ To fire / to dismiss | ❖ Innovative solutions |
| ❖ Placement | ❖ Offer | |
| ❖ Jobless / unemployed | ❖ CV and covering letter | |
| ❖ Promotion | ❖ Raise in salary | |



Useful job interview

- 1) Before the interview, practice your responses to the typical questions most employers ask.
- 2) Know about the company to which you have applied for a job.
- 3) Be there on time for the interview. Do not be late.
- 4) Dress smartly.
- 5) Do not use strong perfumes when you go for the interview.
- 6) Do not answer the interview questions with just a ‘Yes’ or a ‘No’, but at the same time do not give very lengthy answers.
- 7) Stress your achievements but undermine your weaknesses.
- 8) Do not complain about your present employer.
- 9) Be enthusiastic in your replies.
- 10) Be professional.

Most Asked Job Interview Questions and How to Answer Them

1. Tell me about yourself

Confine your answer to work related stuff. Never go much into the personal details unless the panel asks you.

2. Tell me about your dream job

If your response is a specific designation along with the responsibilities that you expect, you may be put under the scanner to confirm whether you suit that particular role. So better make use of stereotyped phrases like amicable environment etc.

3. Why did you leave your last job?

Give out a positive response of the sort “I am in pursuit of greener pastures”. Just confine your words to better opportunities, However factual that may be, never ever speak out things like “It is the ill tempered boss at the workplace that made me think of this change”

4. What is your weakness?

Don’t start listing out all your personality disorders straight away. Stay composed and quote silly weaknesses that are strengths in disguise. Things like “I take time in getting ready to the office and so, I set my alarm two hours in advance” sound good.

**5. What are your strengths?**

The more you market, the more will be the demand. Just list out all your strengths, Be prepared with apt instances that reflect them.

6. What do you know about the type of work we do?

Do necessary homework by browsing every nook and corner of the company's website so that is the most authentic source of information to answer questions like these. Talk to people working at the company for specific information in case you know someone personally.

7. Why should we hire you?

Speak in a balanced tone to send them a message that you need the job as the company needs you. Never compare yourself with other participants.

8. Do you consider yourself successful?

Invariably say "Yes". Success does not mean getting control over the whole world. Discuss all your major achievements till that point in time.

9. Why have you been unemployed for such a long time?

Talk about the productive activity you have done during that time right from attending any course to improving the knowledge by any means such as freelancing or else working for no compensation.

10. What do co-workers say about you?

Just come out with the regular compliments you used to receive from your colleagues and take care you do not sound too exaggerating.

11. How long would you expect to work for us if hired?

Don't be too specific by giving away a word for a particular period of time. Answers like "as long as both the parties feel satisfactory", sound good.

12. Do you think you are overqualified for this position?

Try to convince that you are apt for the job. Never express any sort of doubt about your credentials by speaking a bit uncertain; assure them that you are the right person.

13. Describe your management style.

It is very important that you make the listener understand the that you try a lot of emphasis on communication of any sorts with the subordinates and colleagues. Say how you guide them or share with them so as to make them comfortable with what they do.



14. Are you a team player?

Once again a firm "Yes" is necessary for this! Exemplify with various scenarios you succeeded in meeting the project deadlines as a team.

15. What position do you prefer on a team working on a project?

Be imperative and create a sense of a feeling that you are flexible and don't mind whether you have to follow lead.

Complete the job interview given below:

Employer : Good morning Mr.Siddu. Please take a seat.

Candidate : Good morning. It's a pleasure to meet you.

Employer : Can you tell me?

Candidate : I'm a customer of your company and I think you provide excellent service. I want to be a part of such a company. I'm looking for a part-time job to help me through college.

Employer : Could you

Candidate : I'm 19 years old and need to pay for my college fees..

Employer : What is

Candidate : I've always helped my parents in their shop. I assisted customers, ordered goods and arranged them too. Last year I worked in a restaurant as a waiter. So, I believe I have much experience in serving the customers.

Employer : Very well

Candidate : I don't mind. I can work in the morning and in the evening.

Employer :

Candidate : Unfortunately I am not very good at computers.

Employer : That's ok. Now do you have any questions you would like to ask me about the job?

Candidate : Yes. Could you tell me what hours I'd have to work?

Employer : Well, we work in 2 shifts. There is a morning shift from 6 to 10 and an evening shift from 6 to 10. Is that ok?

Candidate : Yes that sounds very good. Does this mean I get the job?

Employer : I will have to discuss it with my Manager. We will call you on Monday. Thank you very much.

Candidate : Thank you.



16. Tips to write a Book Review

1. Start with a couple of sentences describing what the book is about
 - ❖ Don't reveal the plot twists
 - ❖ Don't write anything in detail
2. Discuss what you particularly like about the book.
Ask yourself these questions
 - ❖ Your favourite character – why?
 - ❖ Did the characters seem real?
 - ❖ The favourite part of the book and why?
 - ❖ Do the incidents follow logically?
 - ❖ Is the style suitable to the plot and theme?
 - ❖ What was the author's goal in writing the book?
 - ❖ Did the author accomplish his or her objective?
3. Is there anything you dislike about the book?
4. Summarise the plot briefly, never go into lengthy details.
5. Take into consideration the exact nature of the book – whether historical, scientific or literary.
6. The title of the book may need an explanation.
7. Begin with the most factual part and end with your own personal impression.
8. Does it give sufficient information for the reader to form a valid opinion of the book? Make note of your answers to these questions, giving specific details to justify your reason. Criticize where criticism is justified but do not feel you must be critical to sound smart.
9. Give the book a rating. (Out of 10)

Model Letters

1. Letters of Cancellation

a. Letter Cancelling an Appointment

From

K. Sumathy,
34, Gayathri street
Kanchipuram – 2

8 July 2019



To

Dr. Chari,
Flawless Dental Clinic,
12, Rama Street,
Kanchipuram - 18.

Dear Dr. Chari,

Sub : Cancellation of Appointment – Reg.

I would like to cancel my dental examination and cleaning appointment, which is scheduled this Thursday, July 15 at 4 p.m. due to unavoidable circumstances. I would appreciate if you could re-schedule this appointment at least two weeks from now. I apologize for any inconvenience caused by this cancellation.

Thanking you,

Yours sincerely,
K. Sunalhy

b. Letter – Cancelling an order and requesting for a refund

From

C. Akilan,
Sports Secretary,
DE Public School,
S.S Nagar,
Kodaikanal – 4.

10th Sep 2019

To

Subash Sports Shop,
14, Mada Street,
Ramnagar,
Madurai – 9.

Sirs,

Sub: Cancellation of Order No : 427 refund of advance paid-reg.

On 26th August, 2019, we had placed a bulk order of 1000 sports caps. The samples sent by you are not up to our expectation. We are not satisfied with the quality of the texture of the caps. Under these circumstances, our order may please be treated as cancelled. Kindly refund the advance amount by cheque to the above address.

Thanking you,

Yours sincerely,
C. Akilan



PROJECTS – UNIT WISE

1. Unit 1 – Poster Making- Create informational posters (on Human Values)
2. Unit 2 – Collect maximum number of slogans associated with banking , law and education and illustrate it with suitable pictures.
3. Unit 3
 - A - awareness (Road rules)
 - B - behavior (things you should do to stay safe)
 - C - choice (how to make safer choices and campaigning to help others make these choices too)
4. Unit – 4
 - Select any poem and give it an artistic form either line by line or the central idea of the poem (use colours, crayons, paint, or any art material)
5. Unit – 5
 - Collect articles from the newspaper and magazines on civic sense (on creating awareness, promoting awareness, implementation of programmes on govt, schemes).
6. Unit – 6
 - Select a short story – (mystery or adventure) and write a short review on it.

Career Options

1. Public Health Entomology

These are professionals who study insects and arthropods that impact human health. Their work involves research on the behaviour and ecology of the numerous such species, with the aim of contributing to preventive and therapeutic healthcare. Many Universities, government agencies and chemical industries look for trained people to hire. The most reputed programmes in this field are the two year post graduate degree courses in public health entomology offered by different universities.

2. Museology

India is leading the world in the University training of museology students. Corporate conservation and private run museum and global museum consultancies are creating considerable demand for professionals in Archeology and curation. MA in museology and conservation is offered by many universities.

3. Pet grooming

Pet grooming now is a legit career, and, it pays too. A number of grooming centres dot the metropolitan map of India, taking into account the demand for pets, more are expected to come up in the future. This is an interesting career meant for those who are passionate about animals.



4. Carpet Technology

Carpet history has completed an interesting full circle recently, with Iran calling India its new rival in the international market for hand woven carpets. A degree in carpet technology and professional education in textiles is getting more specialised. Full fledged bachelor of technology course in carpet and textile designing are available in most of the Universities these days.

5. Cartography

Map making has come a long way since the days of those beautiful medieval pieces where the cartographers' imagination was let loose. Now a days, "It's a blend of art, science and technology." This field is growing and offers attractive career possibilities. You will have to combine formal instruction with auto didactism and hands on experience. Making professional quality maps requires strong education in geography with a focus in cartography and remote sensing, mathematics through basic calculus and statistics including computer science programming. Relevant qualifications include M.Sc. in geography, PG in Cartography, Spatial Information Technology, Geographic Information Technology, Geographic Information Systems, Remote Sensing and Geo-Informatics. Salaries are quite high for a well qualified cartographer.

6. Tea tasting

Tea Tasting is a career that demands sensitive taste buds as well as nurture in the form of courses and actual experience. An undergraduate background in a subject like botany, horticulture or food sciences will be required. Three months Certificate courses to one year diplomas are offered by several institutions. A Master in Tea Estate Management will also stand in good stead with recruiters.

7. Puppetry

Institutions are offering formal courses to cater to aspiring puppeteers. Courses are conducted on history of puppetry as well as practical matters such as voice modulation, scripting and staging issues. Puppetry is useful in televised entertainment and advertisements, for conventional educational purposes such as language teaching as well as to convey social messages.

8. Art Restoration

Restoring works of art, involves touching up, cleaning and repairing damage can overtime, in order to make paintings, sculptures and manuscripts look less worn out without losing their original essence. A bachelor's degree in Archeology or history and some knowledge of art and artists are indispensable for making a career in art restoration.

9. Food Flavourist

All you need to get into this unusual way of making a living is a penchant for taste and an interest in equations. A science background in school, a B.Sc. in food chemistry and a number of allied courses can help you get there. M.Sc. in Food Chemistry and food processing is offered by many universities.



XII – Communicative English
Internal Assessment / Practical's to be examined by
External Examiner

15 Marks

1. Listening - 5 Marks
2. Speaking - 5 Marks
3. Reading - 5 Marks (Any passage)

Time – 45 minutes

DIRECTORATE OF GOVERNMENT EXAMINATIONS – 2019 -2020

Answer script for practical's – Higher Secondary

I Listening / 5

II Speaking / 5

S. No	Marks	
1		
2		
3		
4		
5		
Total		/ 5

III Reading

Passage for Reading / 5



Listening

PASSAGE - 1

Water scarcity is a major threat in many parts of the world, including India. In the world, over two billion people are dying because of it. The situation would worsen in the future with increased demand for fresh water. The earth is 70 per cent water, as are our bodies. We can last for about two to three weeks without food, but we would be dead within three days without water. What we do to our water, we do to ourselves.

Humans are increasingly putting this essential resource in serious danger. We poison our ground and surface water. We burn fossil fuels that cause acid rain and global warming. We dam our rivers, interrupting the water flow and destroyed delicate ecosystems downstream. We clear vegetation and pave massive land areas, decreasing the groundwater level and increasing flood and soil erosion. On top of all this, those with access to the most water are wasting vast amounts of it.

In September 2000, the United Nations adopted a millennium Declaration setting out targets to be reached in the coming years. One target is to reduce by half, "the proportion of people who are unable to reach or afford safe drinking water" by the year 2015.

The Millennium Declaration also aims, "to stop the unsustainable exploitation of water resources by developing water management strategies at the regional, national and local levels,

which promote both equitable access and adequate supplied". Our planet's system for purification of water, like all its other systems, is delicate and balanced. It is high time that each one of us takes positive decisions to conserve water, the 'green gold' essential for all life on earth.

Questions:

1. _____ is the major threat in many parts of the world
 - a) Resources in danger
 - b) water scarcity
 - c) flood and soil erosion
 - d) global warming

2. What does the burning of fossil fuel cause?
 - a) heavy rain
 - b) floods
 - c) water scarcity
 - d) acid rain

3. How is the eco system destroyed?
 - a) By poisoning the ground water
 - b) burning fossil fuels
 - c) by constructing dams
 - d) by not constructing dams

4. The United Nations adopted a Millennium Declaration in
 - a) Sep 2002
 - b) Sep 2000
 - c) Sep 2001
 - d) Sep 2003



5. One target is to _____ by half the proportion of people unable to afford safe drinking water.
- Increase
 - decrease
 - double
 - reduce
6. Our planet's system for _____ of water is delicate and balanced.
- exploitation
 - management
 - supply
 - purification
7. One way to protect is by preventing water _____
- pollution
 - usage
 - wastage
 - exploitation
8. 'green gold' refers to _____
- ecology
 - environment
 - water
 - life
9. The word 'strategies' means _____
- plans
 - resources
 - dangers
 - decisions
10. What is the antonym of 'conserve'
- danger
 - destroy
 - decrease
 - interrupt

PASSAGE - 2

These Islands of great beauty, home to the finest rainforests, silver beaches, and sparkling oceans teeming with life – the Andaman and Nicobar Islands have been earmarked for large – scale tourism promotion and development. The Andaman Islands have the potential to emerge as the world's most exotic and high-end holiday destinations for eco-tourism, and for advent tourism.

Tourism creates more jobs than do the agriculture and industries sectors. Keeping in view the ecology and limited

carrying capacity of the islands, a balance should be struck between environment and economic development through tourism.

Despite their unique natural wealth, the Andamans have been attracting meager tourist traffic – about 90,000 per year. Chennai and Kolkatta are the only gateways to the islands. High – spending tourists from Europe and America take four to six days to reach the destination, and non-availability of tickets between foreign destinations and India and from the mainland to Port Blair deters tourists



from coming. Therefore, traveling to the Andamans is not an attractive proposition.

A major problem in these islands is the acute water shortage. Even though the islands receive an average rainfall of 3000 mm every year, in the dry season, when the tourists start to come, the water problem begins. By the time the tourist season is over, and the tourists have gone, the problem becomes a nightmare. The migration of people from the mainland also continues and the administration refuses to do anything about this. It is a crisis that grows every passing year.

Questions.

1. _____ creates more jobs than do the agriculture and industries sector
 - a) Business
 - b) Technology
 - c) Tourism
 - d) Shipping
2. Despite their natural wealth these islands have been attracting _____ tourist
 - a) Immense
 - b) large scale
 - c) limited
 - d) meager
3. Chennai and Kolkatta are the only _____ to these islands
 - a) Links
 - b) gateways
 - c) tourist spots
 - d) foreign destinations

4. A major problem in these islands is the _____

- a) Unique natural wealth
- b) acute water shortage
- c) tourist traffic
- d) non- availability of tickets

5. Choose an appropriate synonym for the word ‘teeming’

- a) Full of
- b) feebly
- c) unique
- d) emerging

PASSAGE - 3

Tourism has emerged as the world's largest industry. Growing rapidly in the last two decades, today it accounts for six per cent of world output and employs some 100 million people around the globe. Since the end of the Second World War, it has developed immense revenue and development potential and stands today as a unique natural renewable resource industry.

Tourism – the travel – based recreation – provides people with a change of place and a break from the monotony of daily life. It brings peoples of different nations together, allowing them to come into close contact with each other's customs and other aspects of life. It reveals the scenic beauty and past heritage of a country to people belonging to other nations. The knowledge and experience gained in the process can lead to greater understanding and tolerance, and can even foster world peace.



The contribution of tourism can be nowhere seen more clearly than on the economic front. A study conducted by the United Nations has shown that developing countries, in particular, can reap handsome benefits out of tourism which greatly boosts national income.

Tourism generates employment, and adds to the entrepreneurial wealth of a nation. While tourism's advantages are many, its undesirable side -effects have raised fresh problems.

Tourism can cause social, cultural or environmental disruption. Of the greatest concern is its damage to the environment. In order to attract more tourists, sprawling resorts are built which take neither the local architectural styles nor the ecology into consideration. Natural system come to be destroyed as a result of indiscriminate construction to provide water and waste disposal facilities and recreational arrangements to tourists. Overuse of environmental wealth disturbs the ecological balance.

Damage is most in wildlife parks which remain the foremost sites of tourists attraction. Tourist vans and the visitors' feet the ground vegetation, thus affecting the feeding habits of the animals and the landscape as well. Overcrowding bring about congestion, leading to environmental and health hazards.

The Taj Mahal, one of the seven wonders fo the world, has suffered a lot wear and tear from trampling feet of tourists.

To promote safe tourism while ensuring that it remains a profitable industry, it is imperative to understand the factors that hamper the growth o tourism and check them effectively.

Questions:

1. Tourism has grown rapidly in the east_____
 - a) Century
 - b) five decades
 - c) two decades
 - d) few years
2. Tourism accounts for _____ of world output
 - a) 6%
 - b) 7 %
 - c) 5%
 - d) 4%
3. It stands today as a unique natural _____ resource industry.
 - a) Largest
 - b) national
 - c) socio-cultural
 - d) renewable
4. Tourism also means _____ based recreation
 - a) Environment
 - b) travel
 - c) culture
 - d) economy



5. Tourism can also foster _____

- a) Income
- b) recreation
- c) world peace
- d) employment

6. The contribution of business can be more clearly seen on the _____ front

- a) Economic
- b) employment
- c) income
- d) ecological

7. Overcrowding bring about congestion, leading to _____

- a) National income
- b) fresh problems
- c) health hazards
- d) doubts

8. Overuse of environmental wealth disturbs the _____

- a) ecological balance
- b) Natural systems
- c) damage to wild life

9. Choose a synonym for 'imperative'

- a) Necessary
- b) rapidly
- c) immense
- d) contribute

10. Choose an antonym for 'generate'

- a) hamper
- b) hinder
- c) terminate
- d) distract

PASSAGE - 4

In the 16th century, an age of great marine and terrestrial exploration, Ferdinand Magellan led the first expedition to sail around the world. As a young Portuguese noble, he served the king of Portugal, but he became involved in the quagmire of political intrigue at court and lost the king's favor. After he was dismissed from service by the king of Portugal, he offered to serve the future Emperor Charles V of Spain.

A papal decree of 1493 had assigned a land in the New World west of 50 degrees W longitude to Spain and all the land east of that line to Portugal. Magellan offered to prove that the East Indies fell under Spanish authority. On September 20, 1519, Magellan set sail from Spain with five ships. More than a year later, one of these ships was exploring the topography of South America in search of a water route across the continent. This ship sank, but the remaining four ships searched along the southern peninsula of South America. Finally they found the passage they sought near 50 degrees S latitude. Magellan named this passage the Strait of All Saints, but today it is known as the Strait of Magellan.

One ship deserted while in this passage and returned to Spain, so fewer



sailors were privileged to gaze at that first panorama of the Pacific Ocean. Those who remained crossed the meridian now known as the international Date Line in the early spring of 1521 after 98 days on the Pacific Ocean. During those long days at sea, many of Magellan's men died of starvation and disease.

Later, Magellan became involved in an insular conflict in the Philippines and was killed in a tribal battle. Only one ship and 17 sailors under the command of the Basque navigator Elcano survived to complete the westward journey to Spain and thus prove once and for all that the world is round, with no precipice at the edge.

1. The 16th century was an age of great _____ exploration.
 - a) Cosmic
 - b) land
 - c) mental
 - d) None of the above
2. Magellan set sail to prove that the East Indies fell under _____.
 - a) French territory
 - b) Spanish territory
 - c) English territory
 - d) African territory
3. The meridian is now known as the _____.
 - a) International Date Lime
 - b) International Time zone
 - c) Equator
 - d) Latitude

4. Only _____ survived to complete the westward journey to spain
 - a) Two ships and fifteen sailors
 - b) Three ships and seventeen sailors
 - c) One ship and ten sailors
 - d) One ship and seventeen sailors
5. This journey proved that the _____.
 - a) World is round
 - b) World is round with no precipice at the edge
 - c) World is round with precipices
 - d) World is round with edge

Passage - 5

Marie Curie was one of the most accomplished scientists in history. Together with her husband, Pierre, she discovered radium, an element widely used for treating cancer, and studied uranium and other radioactive substances. Pierre and Marie's amicable collaboration later helped to unlock the secrets of the atom.

Marie was born in 1867 in Warsaw, Poland, where her father was a professor of physics. At an early age, she displayed a brilliant mind and a blithe personality. Her great exuberance for learning prompted her to continue with her studies after high school. She became disgruntled, however, when she learned that the university in Warsaw was closed to women. Determined to receive a higher education, she defiantly left Poland and in 1891 entered the Sorbonne, a Fresh university, where she earned her master's degree and doctorate in physics.



Marie was fortunate to have studied at the Sorbonne with some of the greatest scientists of her day, one of whom was Pierre Curie. Marie and Pierre were married in 1895 and spent many productive years working together in the physics laboratory. A short time after they discovered radium, Pierre was killed by a horse – drawn wagon in 1906. Marie was stunned by this horrible misfortune and endured heartbreak anguished. Despondently she recalled their close relationship and the joy that they had shared in scientific research. The fact that she had two young daughters to raise by herself greatly increased her distress.

Curie's feeling of desolation finally began to fade when she was asked to succeed her husband as a physics professor at the Sorbonne. She was the first woman to be given a professorship at the world-famous university. In 1911 she received the Nobel Prize in chemistry for isolating radium. Although Marie Curie eventually suffered a fatal illness from her long exposure to radium, she never became disillusioned about her work. Regardless of the consequences, she had dedicated herself to science and to revealing the mysteries of the physical world.

Questions.

1. The Curies' _____ collaboration helped to unlock the secrets of the atom
 - a) Friendly
 - b) Competitive
 - c) industrious
 - d) courteous

2. Marie had a bright mind and a _____ personality
 - a) Strong
 - b) Humorous
 - c) blithe
 - d) strange
3. Marie left Poland and travelled to France to enter the _____
 - a) University in Warsaw
 - b) University in Poland
 - c) Sorbonne
 - d) University in Austria
4. She received the Nobel Prize in _____
 - a) Physics
 - b) Chemistry
 - c) Astronomy
 - d) Astro Physics

Passage – 6

When Andrew Carnegie came to America from Scotland, he was just a lad. He started out by running errands and ended up as one of the largest steel manufacturers in the United States.

Someone once asked Mr. Carnegie how he dealt with people. Andrew Carnegie replied, "Dealing with people is a lot like digging for gold. When you go digging for an ounce of gold, you have to move tons of dirt. But when you go digging, you don't go looking for the dirt, you go looking for the gold."



Andrew Carnegie's reply has a very important message. Though sometimes it may not be apparent, there is something positive in every person and every situation. WE have to look deep for the positive.

Questions.

1. Andrew Carnegie came from _____.
 - a) England
 - c) Scotland
 - b) Ireland
 - d) Finland

2. When he came to America, he was _____.
 - a) An old man
 - b) A young boy
 - c) a rich man
 - d) a poor man

3. He started out by doing _____.
 - a) Manual work
 - b) Clerical work
 - c) odd jobs
 - d) white collar jobs

4. Dealing with people is a lot like digging for _____.
 - a) Dirt
 - b) Gold
 - c) silver
 - d) ore

5. We have to dig _____ to look for the positive
 - a) Gently
 - b) Fast
 - c) around
 - d) deep

Passage -7

Read the passage and answer each question below in a short sentence.

Some people suffer from an inability to sleep, a disease called insomnia and it may be due to different factors. The first factor many be 'biological imbalance'. Sleep is caused by a sleep system and wakefulness is caused by an arousal system. Both the systems are governed by the brain. In order to have a good sleep, the arousal system must be less and the sleep system must be more. When the arousal system goes up due to tension, insomnia many occur. Drugs are the second factor. People who consume alcohol habitually become prey to insomnia. Drugs like stimulants, sedatives, certain thyroid drugs and heart medicines can cause sleeplessness. Both sleeping pills and alcohol appear to promise better sleep. But habits and disturbing environments are the third factor in making one lose his sleep. If the bedroom is too noisy or too cold it may make one keep awake. If the stomach has too little or too much food, it may cause sleeplessness. Physical exercise too close to bedtime also confuses the sleep mechanism.



Questions:

- a) What is insomnia?
 - b) Does alcohol help a person sleep better?
 - c) List the drugs that can cause sleeplessness.
 - d) Why should one eat the right quantity of food?
 - e) Why should one avoid physical exercise just before bedtime?
1. An inability to sleep is called _____
a) somnia
b) insomnia
c) shallow sleep
d) sleep mechanism
2. The sleep and arousal system are governed by the _____
a) sleep mechanism
b) drugs
c) heart
d) brain
3. The second factor resulting in sleeplessness is _____
a) exercise
b) biological imbalance
c) drugs
d) bad habits

4. Physical exercise too close to bed time _____
 - a) improves good memory
 - b) gives a good sleep
 - c) disturbs the sleep mechanism
 - d) increases blood circulation
5. This passage is about the _____
 - a) different factors
 - b) bad habits
 - c) wakefulness & arousal system
 - d) people suffering from

Passage -8

Read the passage carefully and complete the statements choosing the right options:-

The Indus valley civilization, also known as the Harappan culture is one of the earliest urban civilizations. About 5000 years ago, a group of homeds, traveling from Sumeria, entered North

Western India, and settled there without hesitation. The civilizations anchor lay in the beautiful twin cities of mohenjodaro and Harappa. These cities were made of Bricks either baked Mud or wood bricks or amazingly every brick was of the same size. The city's population was about 30,000 and had very modern methods sanitation and sewerage. Located below the great mountain range, it was abundant with water and fertile soil, making agriculture the main occupation.



1. The Harappan culture originated _____

- a) Recently
- b) of late
- c) very early
- d) in Villages

2. The nomads from Sumeria settled in the new soil _____

- a) With qualms
- b) Readily
- c) with hesitation
- d) unwillingly

3. The civilization was centered upon _____

- a) the hard work of the nomads
- b) the willingness of the people to labour
- c) the trade and business prospects available
- d) the twin cities of Mohenjo-Daro and Harappa

4. Every Mud or Wood Brick was _____

- a) Uneven
- b) Smooth
- c) Uniform
- d) Strange

5. Water and fertile soil rendered the place _____

- a) conducive
- b) facile
- c) complicated
- d) unsuitable

Passage -9

Read the passage carefully and fill in the blanks choosing the correct answer from the following:

Pearl Buck was the first American woman to be awarded the Nobel Prize for Literature in 1938. She was born on January 26, 1892 in West Virginia, USA and as a baby, hardly six months old, was taken to China by her missionary parents. Except for a few College years in her home town, she lived until 1934 in China, where, thanks to her Chinese teacher, she learned in childhood the Chinese language much earlier than English, her mother tongue.

Mrs. Buck had the pen of a ready – writer and was so prolific in writing that she produced more than a hundred works of fiction and non – fiction. Her most popular novel, “The Good Earth”, earned for her the American Pulitzer Prize in 1931. This novel, in addition to being translated into 30 languages, was filmed. Many of her works, both non – fiction and fiction are widely appreciated by the general public and rated high on the popularity lists of student readers. It is not surprising therefore that the Nobel committee in 1938 cited her for her ‘rich and genuine epic portrayal of Chinese like...’

Questions:

1. Pearl Buck got her Nobel prize at the age of _____
 - a) 46
 - b) 56
 - c) 66
 - d) 76



2. She spent most of her life in _____
 - a) America
 - b) England
 - c) Australia
 - d) China

3. Buck's mother tongue was _____
 - a) Chinese
 - b) French
 - c) German
 - d) English

4. The most famous novel of Buck is
 - a) Letter from Peking
 - b) The Good Earth
 - c) East Wind, West Wind
 - d) Death in the castle

5. She produced more than _____ works of fiction and non – fiction
 - a) Two hundred
 - b) three hundred
 - c) a hundred
 - d) four hundred

Passage -10

Read the following passage and complete the answers:

(Topsy) was one of the blacks of her race; and her round shining eyes, glittering as glass beads, moved with quick glances over everything in the room. Her mouth half open with astonishment at the wonders of the new master's parlour, displayed a white and brilliant set of

teeth. Her woolly hair was braided in Sunday little tails which stuck out in every direction. The expression of the face was an odd mixture of shrewdness and cunningness over which was oddly drawn, like a kind of veil, an expression of the most doleful gravity and solemnity. She was dressed in a single, filthy, ragged garment, made of begging; and stood with her hands demurely folded before her. Although there was some thing odd and goblin – like about her appearance – something as Miss Ophelia afterwards said' so heathenish', as to inspire that good lady with utter dismay.

Questions:

1. Topsy's eyes are compared to _____
 - a) germs
 - b) glass beads
 - c) pearls
 - d) beads

2. She was astonished looking at the _____ of the new parlour
 - a) beauty
 - b) decoration
 - c) wonders
 - d) expensive furniture

3. She was dressed in _____
 - a) The best clothes
 - b) neat clothes
 - c) ragged garments
 - d) white frock



4. Topsy was in the care of _____

- a) Miss Olivia
- b) Miss Ophelia
- c) Miss Clara
- d) Mrs. Oliver

5. ‘She stood with her hands demurely folded, before her’ – what does ‘demurely’ mean?

- a) Shyly
- b) angrily
- c) oddly
- d) seriously

Passage -11

In the eighteenth century, two men, a French Professor, Gabriel Venel, and a British chemist Joseph Priestly made a rather pleasant discovery. They found that water charged with carbon – di – oxide tasted rather nice. Jacob Schweppe, a Swiss chemist began to manufacture soda water in England. This was marketed under the name Seltz. Soon, soda water became a popular refreshment.

By the beginning of the 19th century, many factories and bottling plants were set up in Europe and the United States to make and bottle this artificial ‘mineral water’

Later on, it was discovered that soda could be flavoured too. You could have tasted orange flavoured or lime flavoured soda... but the most popular flavoured soda grew to be the cola. This flavor is taken from the cola tree that grows in the tropical parts of Africa, South America and Asia.

Coco-cola, which is now one of the most popular carbonated drinks, was first served in 1886 at a medical ship in Atlanta, Georgia, in South America. It marked a first in the flavouring of carbonated water.

Questions:

1. The pleasant taste of water with carbon-di-oxide was discovered in the _____ century.
 - a) Seventeenth
 - b) eighteenth
 - c) nineteenth
 - d) twentieth
2. Soda water was manufactured for the first time in _____.
 - a) Sweden
 - b) France
 - c) England
 - d) The United States
3. The most well-known flavoured soda is _____.
 - a) Orange
 - b) lemon
 - c) mango
 - d) cola
4. Coco-cola was first served in a _____.
 - a) Restaurant
 - b) party
 - c) medical shop
 - d) departmental store



5. Soda water became a popular refreshment under the name

- a) Scheweppe
- b) Venel
- c) Priestly
- d) Seltz

Passage -13

Food, generally speaking, decays as time passes. Cooked food or uncooked meat and fish or fruits lose their freshness, become old and spoil in warm, wet air by undergoing chemical changes because of bacteria, yeasts and moulds. Some spoil within hours while others take days or weeks. Salt, Sun's heat, oil have been used to store and save food items from decomposing. Salted and dried fish is an example.

During the past five or six decades, several changes have taken place in our life styles. There are more towns and cities today than in the past; people are concentrated in these places. Population has grown in these land. And they also like to eat readymade foods.

All these changes have brought about one big change. That is, processed and canned foods and drinks have become part of our food habits. Getting food items like meat, fish, peas, fruits, and soft drinks like Coca-Cola, Pepsi, Rasna ready for sales inside a country or in another country has become an industry. Factories prepare and produce readymade foods, using the knowledge provided by food science and Technology. They use canning, dehydration, smoke and refrigeration

methods to process and preserve foods. For this purpose they use food additives to add flavours, colour, nutrients to foods.

Food can be preserved by controlling or destroying the agents that spoil foods. A few of these agents are bacteria, moulds, insects, rodents, warm and wet air.

Canning is a thermal or heat processing where foods are subjected to temperatures that are high enough to kill most microorganisms. Foods are sterilized in airtight, heat-resistant pouches.

Dehydration of food removes water in the food and thus prevents bacteria from growing. It compresses and freeze-dries food which can resume their original shape on rehydration.

Refrigeration and freezing help store foods along with their nutrients and flavours. Smoke treatment to food can preserve them only for a short time. Smoke contains guaiacol which has only limited capacity. It is now being used to add an appealing flavor.

Questions

1. Cooked or uncooked food spoils by undergoing _____ changes
 - a) climatic
 - b) chemical
 - c) physical
 - d) biological
2. Salt, heat & oil save food items from _____
 - a. burning
 - b. decomposing



- c. dehydration
 - d. losing colour
3. Changes in the life style of the people has inserted in _____
- a) Refrigerated foods
 - b) Salted food
 - c) processed & canned food
 - d) dried food
4. What method helps store foods along with their nutrients & flavours?
- a) Refrigeration
 - b) Dehydration
 - c) Canning
 - d) Using additives
5. Which treatment preserves food for a short time?
- a) Processing
 - b) adding nutrients
 - c) compressing
 - d) smoke treatment

Passage 14

Mount Vesuvius, a volcano located between the ancient Italian cities of Pompeii and Herculaneum, has received much attention because of its frequent and destructive eruptions. The most famous of these eruptions occurred in A.D 79

The volcano had been inactive for centuries. There was little warning of the coming eruption, although one account unearthed by archaeologists says that a hard rain and a strong wind had disturbed

the celestial calm during the preceding night. Early the next morning, the volcano poured a huge river of molten rock down upon Herculaneum, completely burying the city and filling the harbor with coagulated lava.

Meanwhile, on the other side of the mountain, cinders, stone and ash rained down on Pompeii. Sparks from the burning ash ignited the combustible rooftops quickly. Large portions of the city were destroyed in the conflagration. Fire, however, was not the only cause of destruction. Poisonous sulfuric gases saturated the air. These heavy gases were not buoyant in the atmosphere and therefore sank toward the earth and suffocated people.

Over the years, excavations of Pompeii and Herculaneum have revealed a great deal about the behavior of the volcano. By analyzing data, much as a zoologist dissects an animal specimen, scientists have concluded that the eruption changed large portions of the area's Geography. For instance, it turned the Sarno River from its course and raised the level of the beach along the Bay of Naples. Meteorologists studying these events have also concluded that Vesuvius caused a huge tidal wave that affected the world's climate.

In addition to making these investigations archaeologists have been able to study the skeletons of victims by using distilled water to wash away the volcanic ash. By strengthening the brittle bones with acrylic paint, scientists have been able to examine the skeletons and draw conclusions about the diet and habits



of the residents. Finally, the excavations at both Pompeii and Herculaneum have yielded many examples of classical art, such as jewelry made of bronze, which is an alloy of copper and tin. The eruption of Mount Vesuvius and its tragic consequences have provided everyone with a wealth of data about the effects that volcanoes can have on the surrounding area. Today, volcanologists can locate and predict eruptions, saving lives and preventing the destruction of other cities and cultures.

Questions

1. Herculaneum and its harbor were buried under _____ lava.
 - a) liquid
 - b) solid
 - c) flowing
 - d) coagulated
2. The poisonous gases were not _____ in the air
 - a) able to float
 - b) visible
 - c) able to evaporate
 - d) invisible
3. Scientists analyzed data about Vesuvius in the same way that a zoologist _____ a specimen
 - a) describes in detail
 - b) studies by cutting apart
 - c) photographs
 - d) chart

4. _____ have concluded that the volcanic eruption caused a tidal wave.
 - a) Scientists
 - b) scientist who study atmosphere conditions
 - c) Scientists who study ash
 - d) scientists who study animal behavior
5. Scientists have used _____ water to wash away volcanic ash from the skeletons of victims.
 - a) bottled
 - b) volcanic
 - c) purified
 - d) sea

Passage 15

King Louis XVI and Queen Marie Antoinette ruled France from 1774 to 1789, a time when the country was fighting bankruptcy. The royal couple did not let France's insecure financial situation limit their immoderate spending, however. Even though the minister of finance repeatedly warned the king and queen against wasting money, they continued to spend great fortunes on their personal pleasure. This lavish spending greatly enraged the people of France. They felt that the royal couple bought its luxurious lifestyle at the poor people's expense.

Marie Antoinette, the beautiful but exceedingly impractical queen, seemed uncaring about her subjects' misery. While French citizens begged for lower



taxes, the queen embellished her palace with extravagant works of art. She also surrounded herself with artists , writers, and musicians, who encouraged the queen to spend money even more profusely.

While the queen's favourite glutted themselves on huge feasts at the royal table many people in France were starving. The French government taxed the citizens outrageously. These high taxes paid for the entertainments the queen and her court so enjoyed. When the minister of finance tried to stop these royal spendthrifts, the queen replaced him. The intense hatred that the people felt for Louis XVI and Marie Antoinette kept building until it led to the French Revolution. During this time of struggle and violence (1789 – 1799), thousands of aristocrats, as well as the king and queen themselves lost their lives at the guillotine. Perhaps if Louis XVI and Marie Antoinette had reined in their extravagant spending, the events that rocked France would not have occurred.

1. The people surrounding the queen encouraged her to spend money

- _____
- a) Wisely
 - b) Abundantly
 - c) Carefully
 - d) Foolishly

2. The minister f finance tried to curb these royal _____

- a) Aristocrats
- b) Money wasters
- c) Individuals
- d) Spend thrif

3. This lavish spending _____ the people of France.

- a) Provoked
- b) Insulted
- c) Ear aged
- d) Gladdened

4. The intense hatred of the people led to the _____

- a) Minister being replaced
- b) Government taxing the citizens outrageously
- c) Death of many people
- d) French revaluation

5. Thousands of aristocrats, as well as the king and queen lost their lives

- _____
- a) In the French revolution
 - b) At the guillotine
 - c) In the royal palace
 - d) Into violence



English – Class XII

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