

Harbour **Applied English**

Grammar & Composition

9-10

Answer Booklet

Section A: Reading

Chapter 1 - Discursive Passages

Practice Material (Page Number 38)

1. a. (iii) World Friendship Day j. three
b. (ii) Easily pleased k. False
c. (i) By swallowing the world destroying poison 3. a. (iii) machines
d. (i) exile b. (iii) the study of intelligent agents
e. (iii) Both (i) and (ii) c. (ii) When machines mimic cognitive functions
f. (ii) He greeted him with friendship and courtesy d. (iv) colloquial
g. (iii) Kaikeyi e. (ii) AI Winter
h. (ii) Vishnu f. (i) 1956
i. friendship g. (ii) two
j. hundred chances h. (iv) all of these
k. False i. General Intelligence
2. a. (iv) Work for the love of God. j. disputed
b. (ii) Latin k. True
c. (i) fulfilment 4. a. (ii) Precocious
d. (i) boredom b. (i) 1893
e. (i) One who works only for wages c. (i) Narendra Nath Datta
f. (iii) Both (i) and (ii) d. (iv) Both (i) and (ii)
g. (iii) Money e. (i) universal
h. (ii) Only for wages f. (ii) Hindu
i. joy and delight g. (i) All religions are true

Chapter 2 - Case-Based Passages

Practice Material (Page Number 76)

1. a. (ii) Bandhan Financial Services b. (iii) 34 crore shares
c. (ii) Because ₹ 10,400 crore

- was invested in the financial services, banking and insurance.
- d. (iv) 40%
- e. ₹ 10,200 crore
- f. (iii) Its promoters had failed to comply with the shareholding norms.
- g. (ii) Gruh Finance
- h. (ii) transformed
- i. 21 %
- j. ₹ 311
- k. True
2. a. (iii) ₹ 25,000 crore
- b. (ii) pre-primary to the higher secondary level
- c. (iv) ₹ 59,845 crore
- d. (iii) ₹ 6,000 crore
- e. (ii) ₹ 2,516
- f. (iv) 845
- g. (iii) ₹ 300
- h. (iii) little
- i. NSO
- j. National Statistical Office
- k. False
3. a. (iv) ₹ 50,000 crore
- b. (iii) 2014
- c. (ii) Dewan Housing Finance Corp. Ltd.
- d. (i) To bring systematically important NBFCs on par with banks in terms of regulations.
- e. (i) Lakshmi Vilas Bank
- f. (i) RBI may bring large NBFCs under stricter regulation.
- g. (iv) Power Finance Corp.
- h. (iv) liabilities
- i. non-bank lenders
- j. checks and balances
- k. True
4. a. (iv) November
- b. (iii) 11.5%
- c. (ii) \$1,800-per-ounce level
- d. (iv) Foreign Portfolio Investors
- e. (iv) ₹ 60,000 crore
- f. (iv) \$15 billion or more
- g. (iv) \$40
- h. (iii) positive
- i. 13%
- j. worst monthly loss
- k. False
- h. (i) Israelites
- i. music, studies and athletics
- j. attorney
- k. True
5. a. (iii) M. K. Gandhi
- b. (i) An education that does not teach us to discriminate between good and bad.

- | | |
|---|----------------------------------|
| c. (i) discriminated | g. (iv) To develop the whole man |
| d. (i) faith in truth, love and justice | h. (i) Study of one's religion |
| e. (ii) Human transformation | i. values |
| f. (iv) to implement all in practice | j. moral character |
| | k. False |

Section B: Writing Skills and Grammar

(Part-1 Writing skills)

Chapter 1- Descriptive Paragraph

Practice Material (Page Number 99)

1. A Visit to Orphanage

Recently, I visited an orphanage run by the Missionaries of Charity. It was indeed a pleasure to be greeted by the smiling faces of innocent children. Walking around was a pleasant experience as my expectations of a dusty and gloomy place was replaced by the reality of a vibrant, heart-warming and welcoming environment. I was moved by the sight of children between the ages of one and five years living in the orphanage. The children smiled with sparkling and curious eyes as we walked around. Most of the children were abandoned by unwed mothers and poor parents. The orphanage looked after the children, fed them well and dressed them cleanly. It had airy rooms and clean surroundings. I was greatly touched by the dedication and commitment of sisters and nuns. Some generous people also donated money to the orphanage every month. It was a day spent between fun and games and towards the end of my visit I parted with the promise to return soon.

2. Sachin Tendulkar

Sachin Tendulkar is considered one of the greatest batsmen in the history of cricket. He was born on 24th April 1973 in Bombay (now Mumbai). He was introduced to cricket at age of 11. He got early training by Ramakant Achrekar during his school days at Sharadashram Vidyamandir. Sachin Tendulkar was just 16 when he became India's youngest Test cricketer. He also got early fame when he made 664 runs partnership with Vinod Kambli in Lord Harris Shield inter-school competition. In 2005, he became the first cricketer to score 35 centuries (100 runs in a single inning) in Test play. In 2008, he reached another major milestone by surpassing Brian Lara's mark of 11,953 Test runs. Tendulkar took home the World Cup with his team in 2011 and wrapped up his record-breaking career in 2013. He holds the record for the highest tally of runs in Test matches as well as One Day International (ODI) matches.

3. Elections Held in the City

A municipal corporation administers urban areas with a population of more than one million. At first, the parties run an election campaign that publicises the candidate by coming in contact with voters, address election meetings, deliver speeches and mobilise their supporters. The party's propaganda is

displayed to the public through such campaigns. Often charges are inferred on opposition candidates who are involved in criminal activities.

Apart from this, posters are an essential part of campaigns. These can keep the campaigns relevant and promote the respective candidate. On the polling day, adult voters get their chance to choose their choice of representative in election booths. Nowadays, they use EVM (electronic voting machines) where voters press a button on their choice of party symbol. Each voter needs a valid voter ID that is checked at the entrance. Arrangements at the polling booths are always good. The ballot boxes are sealed after the polling ends in the presence of the agents of the respective candidates. Then they are sent to the District Head Quarters for counting. Once the counting is over, the results are declared.

4. International Trade Fair

An International Trade Fair was held at PragatiMaidan, in Delhi in the month of November last year. I visited this fair along with my cousins. Some big industrial companies of the world participated in the fair. Huge, attractive stalls were put up in the field. The fair lasted for one week. From electronics gadgets to each and every home appliance, the stall was filled with latest models of electronic goods. It was organised to showcase and demonstrate the latest products and services of the company. Handicraft section was the one that caught my attention. In fact, most of the visitors were attracted to this section where one could find decorative items. I bought some amazing things from the fair. Me and my cousins also visited the various food stalls and experienced variety of cuisines from different countries.

5. A Visit to a Park in Mansarovar

While on my way home, I visited a park in Mansarovar. There, I witnessed that the condition of the park was in a mess. Some stray cattle were squatting and roaming in the park. The park is no longer grassy. Only traces of grass can be seen here and there. The swings for the children are again in bad condition. There were areas where heaps of garbage was being dumped. It is poorly maintained even though it is under the government's development. This place was made for children to enjoy rides in the garden, elders sat together and enjoyed nature, youngsters exercised, did yoga and jogging etc. But today, the park is nothing but an open lavatory. The slabs on the pathway are chipped off at several places. Its boundary wall is crumbled. There are no dustbins or washroom inside the park. It has become a thoroughfare for cyclists and scooterist. Parks are the lungs of the locality, where residents come and refresh their tired and fatigued minds. But this park in Mansarovar is not in any condition to refresh minds.

6. During a friendly game of cricket with my friends, excitement filled the air as we sprinted between the wickets, reveling in the camaraderie of the match. However, in the midst of the game, an unexpected obstacle emerged. As I darted between the stumps, a sudden cramp seized my left leg, momentarily halting my progress. The sharp pain served as a reminder that even in the midst of lighthearted competition, our bodies could throw unexpected challenges our way. Despite the temporary setback, my friends rallied around, offering support and laughter, turning the momentary cramp into a shared memory of resilience and the unpredictable nature of friendly sportsmanship.

7. As my father and I made our way to the market, the day seemed ordinary until a sudden and alarming twist disrupted our plans. Without warning, my father, walking beside me, slumped and lost consciousness. Panic set in as I tried to comprehend the gravity of the situation. Concerned bystanders rushed to our aid, offering assistance and calling for medical help. The once familiar path to the market transformed into a scene of urgency and worry. In those tense moments, the unpredictability of life became starkly apparent, overshadowing the mundane errand with a reminder of the fragility of health and the unexpected turns that life can take.

Chapter 2 - Dairy Writing

Pratice Material (Page No. 105)

1. 22nd January 20XX

Monday

8:00 PM

Dear Diary

Yesterday, on the first day of my midterm examination, I witnessed one of my classmates copying answers from paper chits he carried in his pockets. The invigilator was our Maths teacher who is very strict. Despite of that, he kept continuing with his activities and finally after an hour he was caught red-handed. He was sent to the counsellor of examination who would further take necessary actions. The use of unfair means during an examination is strictly against my moral values, it has been repeatedly pointed out by my parents that use of unfair means is not helpful but harmful. We all have the aptitude to excel but taking unfair means is the easy way out creating a bad habit of depending on others to get work done. I hope the child understands his mistake and chooses the right side in future.

Sohan

2. 9th February 20XX

Friday

9:00 PM

Dear Diary

Today, I am writing this diary to thank God for allowing me to be a part of such a wonderful family. I always used to think about my roots, where I came from and who my parents are. Am I the responsibility for anyone? Is there anyone in this world whom I think as my family? God listened to all my prayers and sent me a beautiful mother and the most caring father. I always used to sit waiting for compassionate humans to take me into loving arms. Two days ago this couple came over who looked like the nicest people in the world. I immediately felt that the woman would be a great mother. She saw me and said, 'She is the one.' I now have a place which I can call a 'home'. They love me from the bottom of their hearts. I also found a caring sister who is my parents' biological daughter. I am grateful to them for adopting me and giving me my identity. I finally did get my happily ever after.

Sangeeta

3. 18th January 20XX

Thursday

9:00 PM

Dear Diary,

Today marked an exhilarating chapter in my life as I attended the sensational T-20 match between India and Pakistan at Feroz Shah Kotla Stadium in Delhi. The atmosphere was electric, charged with national pride and fierce competition. The cheers of passionate fans resonated through the air as boundaries were scored and wickets fell. The energy was contagious, and the stadium pulsated with excitement. The thrill of witnessing cricketing legends in action was surreal, creating memories that will undoubtedly last a lifetime. The ebb and flow of the match kept everyone on the edge of their seats, and the camaraderie among fans, regardless of team allegiance, added to the magic of the day.

Aditya

4. 07th January 20XX

Sunday

8:00 PM

Dear Diary,

Today was a cinematic delight! I watched the recently declared super-duper hit movie, and it exceeded all expectations. The plot was gripping,

characters well-developed, and the cinematography simply breathtaking. As the storyline unfolded, I found myself on an emotional rollercoaster, laughing, gasping, and even shedding a tear or two. The performances were outstanding, leaving a lasting impression. The theater echoed with applause, a testament to the film's success. It's incredible how a well-crafted movie can transport you to another world. This experience has ignited a newfound appreciation for storytelling and the magic of the silver screen. Can't wait to discuss it with friends and relive the moments!

Amit

5. 04th February 20XX

Sunday

9:00 PM

Dear Diary,

Last Sunday was a feast for the senses as I explored the handcrafts exhibition at Pragati Maidan. The kaleidoscope of colors, intricate designs, and skilled craftsmanship left me awe-inspired. From traditional textiles to contemporary sculptures, each exhibit was a testament to the rich cultural heritage and artistic prowess of our country. I couldn't resist indulging in some handmade treasures – a vibrant rug and a set of intricately carved wooden figurines. The atmosphere buzzed with creativity, and interacting with the talented artisans behind the creations added a personal touch to the experience. A day well spent, surrounded by the beauty of craftsmanship and the passion of those who create it.

Nitin/Nitaya

Chapter 3 – Story Writing

Practice Material – Story based on Outline

(Page Number 115)

1. The Woodcutter and the Axe

Once upon a time, a woodcutter was felling a tree at the bank of a river. By chance, his axe fell into the river. He began to weep. The God of water appeared before him and asked what his problem was. The woodcutter explained the problem and requested God to get his axe back.

The God of water put her hand deep into the river and took out a silver axe and asked, "Is this your axe?" The Woodcutter looked at the axe and said, "No".

So God put her hand back deep into the water again and showed a golden axe and asked, "Is this your axe?" The woodcutter looked at the axe and said, "No". Then God said, "Take a look again son, this is a very valuable golden axe, are you sure this is not yours?" The woodcutter said, "No, It's not mine. I can't cut the trees with a golden axe. It's not useful for me".

God smiled and finally put her hand into the water again and took out his iron axe and said, "Is this your axe?" To this, the woodcutter said, "Yes! This is mine! Thank you!" The Goddess was very impressed with his honesty so she gave him his iron axe and also the other two axes as a reward for his honesty.

2. Peter and His Old Friend

Peter was surprised when an old man called him at the railway station by his name. He asked the old man how he knew his name. The old man told him that he was his father's old friend. Peter was travelling to his hometown alone. He was standing for his train when the old man saw him and recognised him. He was Mr Gaurav, his father's school friend. They had studied together till class VI until he had to leave school as his father got transferred to another city. Peter was happy to meet someone. He was thinking he would be alone in his journey home. They boarded the train and took their seats. On their entire journey, Mr Gaurav spoke about their childhood stories which fascinated him a lot. He never knew his father was so mischievous in his school. When they reached the destination, Peter invited Mr Gaurav to his home to which he agreed and later they parted ways.

3. Being Different is Perfection

Sonu was delighted to know that his uncle would take him to the city. He was eager to meet his new teachers, friends and neighbours. He thought that his bad days were over. But he was shocked when he realised that his peers at the new school are unapologetic towards him. Whenever his parents enquired about his school, he that everything being good. Meanwhile, he had a hard time keeping up with the grades. He failed miserably. One day, he came home with a sprained wrist and head injury. He couldn't keep it to himself anymore. He poured his heart out to his parents.

When his parents informed the school management about this, they denied any involvement in this. Dejected they tried convincing Sonu to ignore their remarks and concentrate on studies. He didn't want to be their reason for disappointment. He went back, the gang who harassed him, cornered him and threatened him with dire consequences.

Sonu fell into depression, stopped attending classes. A new professor joined

the institution. He came to know about Sonu and tries to figure out what is to be done. Sonu becomes his favourite student. He decides to encourage Sonu's talent to write stories.

Sonu heeded the professor's advice and concentrated all his will power in writing stories. Post high school, he wrote motivational stories on how to never give up in life. When one of his stories got published, he became a household name. Now, a world-renowned writer, Sonu thanks God for making him different.

4. The Beggar and the Miser

There was a rich man who didn't want to spend his money on anything. He was very miser and saved every penny of what he earned. He lived the life of a beggar. His wife didn't like his attitude. One day she called a beggar to their place. The miser answered the door, "What do you want?" The beggar pleaded, "Please! You are so rich and I am so poor. Could you not spare some meat or milk?" But the rich man said he didn't have what he asked for and slammed the door on the beggar's face. The beggar knocked again and asked for wheat or grains. The rich man laughed and said, "I don't have any wheat or bean," he cried and slammed the door. When the beggar asked for water or bread, the rich man ordered him to go away. The beggar kept knocking and asked him for water. But the rich man wouldn't even give him that. Then the beggar said, "Oh, my son, why are you sitting here then? Stand up and start begging for food from the good people. You are even poorer than I am."

5. A Young Boy and His Briefcase

Once, a young boy was travelling by train. He was going to attend his sister's marriage. She lived in the village. He had a briefcase containing a lot of money. He put the bag carefully on the berth and started having his lunch. Just then a man of the same age boarded the train and sat on the berth opposite to him. Soon he befriended that man. While talking to him the boy revealed the purpose of his journey to the fellow traveller. He even invited him to the wedding. When the train stopped at the next station the boy went to the toilet. When he came back, he was shocked to see the fellow traveller was nowhere to be seen. Immediately, he checked for his briefcase. It wasn't there too. The young boy got off the train and ran fast to the nearest RPF escort who gave him the FIR form to register the complaint. The escort assured him that the thief would be caught as soon as possible. The boy thanked him and took the next train to his village. He learnt his lesson that he should never leave his valuables like that while travelling on public transport.

Practice Material – Story based on Visuals

(Page Number 120)

1. The Weaver and the Princess

A weaver sees a princess during a festival and falls in love with her. Since he is a weaver, he has no chance of marrying her, so he sinks into depression. His friend, a chariot maker, decides to help him out. He designs a flying chariot in the shape of Garuda, dresses the weaver up as Vishnu, and tells him to fly the chariot into the princess's room, tell her that he is Vishnu and wants to marry her in Gandharva style. The weaver thanked his friend. The next night, the weaver dressed as Lord Vishnu, flew to the princess's balcony on the mechanical eagle. "That bird looks familiar," she thought, "Wait! That looks like Lord Vishnu's bird, Garuda."

At that moment, the left-wing dropped down. Walking down the wing was Lord Vishnu himself. Princess Srimati fainted. When she opened her eyes, she was staring into the eyes of the weaver, who was looking down at her with concern.

"My Lord! What brings you to our kingdom?" He replied, "Princess, it is you who has brought me to this kingdom," the weaver replied. Srimati blushed as the weaver continued. "Princess, I have fallen in love with you, and wish to marry you. Do accept my proposal." Srimati said nothing but simply nodded.

The weaver and the princess got married that same night. From that day on, the weaver would come every night on his bird dressed as Lord Vishnu. The young couple spent a lot of time together and slowly got to know each other.

That's how for the first time in Vishalnagar, a weaver married a princess. It was their secret.

2. Weaver Goes to War

Princess Srimati's father, the King of Vishalanagar, was sitting in the royal court. Just then, a soldier rushed into court. Bowing to the king, he said, "My Lord, sorry for the intrusion. But this is an urgent matter. Can we speak in private?"

This soldier was in charge of Princess Srimati's security. The King immediately agreed. When the two were alone, the soldier spoke, "My Lord. I have troubling news. It has come to my attention that a stranger visits Princess Srimati's room every night."

"Who is this man Srimati?" the king thundered. Slowly, the Princess told her parents everything, including how she had ended up marrying Lord Vishnu. The king was shocked. He said to his soldiers, "Let's catch him tonight. As

soon as this man flies in on this bird, we will enter the room and nab him.”

The king asks the weaver to fight Chakravarti’s army. The weaver decides to get on to the battlefield and do the best job he can. By this time, Garuda (the real one, not the mechanical one) has tipped off Vishnu about what’s going on and warned him that if the fake Vishnu doesn’t win the battle, the people of the kingdom will lose all faith in him. Vishnu doesn’t want to see this happen, so on the battlefield, he enters the weaver’s body and annihilates the Chakravarti’s army. After this, the weaver marries the princess, everyone goes on worshipping Vishnu, and the king becomes the new Chakravarti.

3. The Three Promises

A young man named Aditya was walking through a forest. He came across a well. Aditya was thirsty and wanted to drink some water. But he was shocked to see a tiger, a snake and a man trapped inside the well, which was dry. All three pleaded with Aditya to pull them up.

Aditya threw a long rope inside the well to help the three out. The tiger came out first. “Thank you for helping me, friend.” the tiger said. The snake said, “You are a brave young man. I promise that I will be there whenever you need my help.” the snake said. The human said, “Thank you, good sir. I promise to be your friend forever.”

A few years later he made his way to the cave where the tiger lived. The tiger gave him gold ornaments covered with precious gems. Aditya went to his friend, the goldsmith to melt the ornaments and give him gold coins.

The goldsmith was shocked when he saw the ornaments. He had made them with his own hands for the king’s younger brother who had gone missing in the forest a few months ago. The king had announced a reward for anyone who could provide information about the prince.

The goldsmith asked Aditya to rest for some time and made his way to the palace. The goldsmith said that he had found the man who had killed the king’s younger brother.

The king dispatched soldiers to arrest Aditya and refused to hear Aditya’s side of the story. Aditya called out the snake’s name. The snake whispered a plan in Aditya’s ears. The next day news spread across the palace that the queen had been bitten by a snake. The king announced a reward for anyone who could treat the queen. Aditya told the soldier outside his cell that he could save the queen. The king immediately sent for him. He whispered the snake’s name once again. The snake smiled at Aditya and drew the poison out from the queen’s body.

A few minutes later, the queen opened her eyes. The king was overjoyed. “Young man, you may ask for any reward you want.” Aditya then narrated

everything that had happened, including the three promises made by the tiger, the goldsmith and the snake.

The king cancelled Aditya's jail term. He sent for the goldsmith and punished him instead. He then gave Aditya a bag of gold for his honesty.

Chapter 4 – Formal Letter

(For Class X)

Practice Material (Page Number 150)

1. B - 127, Punjabi Bagh
New Delhi
16th August 20XX

The Editor
Times of India
New Delhi

Sub: Importance of English Respected Sir

Through the columns of your esteemed newspaper, I wish to put forward my concern on the importance of English. English is very important in this modern world. Apart from our mother tongue, we need to have a common language which makes us able to communicate with other parts of the world. English is the common language that is known to most people in the world. It is very important to communicate well in English because effective communication can reach people better. Education not only helps a man to contribute to his/her nation's development but also in holistic personality development. And English can assist in doing so.

I hope that through the medium of your newspaper, people will also acknowledge the importance of English. And parents will make efforts to encourage their children.

Thanking you

Yours sincerely

Sumit

2. 12/2 1st Floor, Nehru Enclave East
Delhi- 110019
3rd August 20XX

The Editor

The Hindustan Times
New Delhi

Sub: Advantages and Side Effects of Tourism

Dear Sir

Through the columns of your reputed newspaper, I would like to share my views on tourism as a valuable industry to improve the economy of our country. I would also like to throw some light on the side effects of this industry. As we all know, Tourism is one of the biggest and fastest-growing industries globally, and it affects the economic, socio-cultural, environmental and educational resources of nations. The development of tourism leads to national development in many spheres. It will positively affect the economy which includes the growth and development of various industries directly linked with a healthy tourism industry such as transportation, accommodation, wildlife, arts and entertainment. It can lead to the creation of new job opportunities.

On the other hand, the tourism industry puts enormous stress on local land use and can lead to soil erosion, increased pollution, natural habitat loss, and more pressure on endangered species. These effects can gradually destroy the environmental resources on which tourism itself depends. Thus, there is a need to create a support system where our local natural resources are well preserved.

I hope my letter finds some space in your paper.

Thanking you

Yours sincerely

Smita

3. 15 – C, Sector 17
Sahibzada
Chandigarh -160022

19th May 20XX

The Education Minister
Chandigarh

Sub: The mushrooming growth of coaching centres

Respected Sir

I write this letter to you with much hope and expectation. I hope you will give me a patient hearing. Education is the backbone of a nation. The more

educated a nation becomes, the more prosperous it becomes. But looking at the mushrooming growth of coaching centres in the country, the future of youth seems to be at stake. Private coaching is only a quantitative expansion of education in our country. The very motive of some coaching institutes is only to promote the commercialisation of education. These commercial coaching centres are making a mockery of the very divine nature of attainment of education as far as our country is concerned. In the long run, coaching is a business and the students are the clients of these so-called teachers of these coaching institutes.

Your position is one of both power and responsibility. Sir, you have the opportunity to shape the destiny of the entire youth of our state. Thereby, as an experienced counsellor, I am bringing this to your notice and requesting you to kindly take necessary actions regarding this matter.

Thanking you

Yours faithfully

Tusshar

4. J 14, Patel Market
Rajouri Garden
Delhi – 110027

4th April, 20XX

The Principal
St. Joseph School, Dehradun

Sub: Malpractices in the School Hostel

Respected Principal

Most humbly and respectfully I request you to consider my letter about the malpractices in the school hostel. My younger brother Mrinal, studying in class XI, is one of the most brilliant students of your school. But he has informed me about cases of indiscipline taking place in the hostel.

School is an important institution and a hostel is a place where the boarders develop many good qualities through socialising with other fellow mates. It plays an important role in the overall development of a man. But mischievous students make hostel their base of operation and create indiscipline. I wonder if there are any standards of discipline maintained or any code of conduct. Some senior students are regularly involved in immoral acts which are building up fear among students.

I will highly appreciate this if you consider this matter as when my brother asked them not to misbehave they even threatened to hit him. I am hoping

that you will take an action against this soon.

Yours obediently

Harsh

5. Sarojini Naidu Marg
Civil Lines, Prayagraj
Allahabad – 211001

10th September 20XX

The Manager
Life Insurance Corporation of India
Prayagraj

Sub: Information about latest LIC policies

Dear Sir

I would like to have a life insurance policy for myself. I want to know the different kinds of policies that are offered by the LIC. I learn from the various advertisements put up by LIC that a very large number of LIC schemes are now available for the prospective buyer such as Pension Plans, Children Policy, Term Plans, etc. I would like to know all the pros and cons of these schemes. Also, provide me with information related to the mutual funds (e.g. the Future Plus Scheme of LIC) where one can have quick returns.

Kindly, send me the necessary literature or depute your agent who can discuss the matter with me. I also want to know which policy will be suitable for me. I am a salaried man and a central government employee.

I shall feel grateful if your agent contacts me on any Sunday. He can give me a ring at 9155XXXXXX before coming.

Thanking you

Yours faithfully

Rakesh Jajodia

6. Flat 21, Manohar Apartments
Narayan Swami Road
Dwarka, Delhi - 110075

15th October 20XX

Manager
Samsung India Pvt. Ltd.
Gurugram, Haryana

Sub: Product Inquiry Letter

Dear Sir

I am very interested to learn about your products especially the range of washing machines you have to offer. I am looking for Fully Automatic Front Loading Washing Machine with Hygiene Steam Cycle to gift to my sister. I would appreciate it if you could send me information about the products including prices, colours, availability, delivery and discounts. Also, specify some of the best quality refrigerators available.

I also need to know if you offer an extended warranty. Do let me know if there are any better options for me to buy in the same price range or specified conditions. Please get back to me with all the required information. Looking forward to hearing from you. Thank you very much.

Yours sincerely

Utpal

7. Gem & Jewellery Complex

Andheri (west)

Mumbai – 400096

18th May 20XX

The Manager HMT India Pvt.Ltd.

Bangalore

Sub: Placement of order for 200 watches

Dear Sir

This is to inform you that I am an authorised dealer of HMT watches. I wanted to place an order with your company for the supply of 200 watches of various designs. The price quotation submitted by your agents has been approved and the institutional discount of 10 per cent offered by you has been accepted. I am sure the proper packing of the items will be taken care of and the responsibility of any damage caused during transportation shall rest with you. I hope future repairs and maintenance of the pieces will be provided by you promptly and satisfactorily. The payment will be made through a crossed cheque to your agent just after the delivery.

Kindly ensure that the supply is delivered to us within a month of the issue of this letter.

Thanking you

Yours faithfully

Manish

8. Ms Gupta Electricals
Gali Number 10, Block 17
Vishwas Nagar, Shahdara
Delhi – 110032

30th November, 20XX

Manager
Hindustan Distributors

Shahdara

Sub: Placement of order for coolers, water heaters and cables

Dear Sir

I wish to place a bulk order for the supply of a few electrical goods like coolers, water heaters and cables for my shop. Kindly send the following items to the above address through transport carefully.

Name of the Items	No. of Items	Brand
Coolers	800	Bajaj
Water heaters	1000	Havells, Usha, Orient, Bajaj (250 each)
Cables	1000	Havells, RR Kabel (500 each)

You are also requested to send the bill after allowing the discount approved. Payment will be made after the consignment is received and checked by us. Please ensure the quality of the consignment. If defects are found in the products, the whole consignment will be returned without any payment.

Thanking you

Yours faithfully

Rajesh Gupta

9.

From: gurmeet12@ymail.com	8 th January 20XX
To: principal@sanskritis.com CC: viceprincipal@sanskritis.com, anitajain@sanskritis.com Subject: Request for a fee concession Dear Sir It is being stated with the utmost respect, that I am a student of class X in your prestigious school. I would like to inform you that my family's financial conditions are not stable in the current scenario of the pandemic. Due to lockdown, my father faced some crises and it is getting hard for him to meet even the minimum household expenses. Hence, I request you to waiver my fee on humanitarian grounds to enable me to pursue my studies further. Your kindness in this matter will save me from dropping out of school. I have an excellent academic record and I assure you that it will remain like that in future. Yours obediently Shubham Tyagi Class: X B Roll no.: 25	

10.

From: tarun.k24@gmail.com	28 th February 20XX
To: directorzarsacademy@yahoo.in CC: krishnazacademy@gmail.com, girizacademy@gmail.com Subject: Admission in the academy Dear Sir It is being stated with the utmost respect, that I am a student of class X in your prestigious school. I would like to inform you that my family's financial conditions are not stable in the current scenario of the pandemic. Due to lockdown, my father faced some crises and it is getting hard for him to meet even the minimum household expenses. Hence, I request you to waiver my fee on humanitarian grounds to enable me to pursue my studies further. Your kindness in this matter will save me from dropping out of school. I have an excellent academic record and I assure you that it will remain like that in future. Yours obediently Shubham Tyagi Class: X B Roll no.: 25	

Chapter 5 – Analytical Paragraph (For Class X)

Practice Material (Page Number 161)

1. The chart displays data about the number of digital devices purchased in Rishunagar across the years 2015-2019. There has been a steady increase in the purchase of both smartphones and computers from the year 2015 to 2017. But, in the year 2018, the number of computers purchased reduced to 45000 from approximately 81000. Smartphone sellers, too, witnessed a decrease from 78000 to 70000 in the annual sale in 2018. Though, 2019 saw a boom in the purchase of both smartphones and computers, according to the chart. Therefore, we could analyse from the chart that after 2017, the residents of Rishunagar preferred smartphones over computers in their purchase of digital devices.
2. The given table shows the total production of different types of cars by different manufacturing companies from the year 2015 to 2020. According to the table, the production of these five cars increased over the years except for the Hyundai i10. In 2015, the number of Hyundai i10 car produced was 140,000 which dipped to 120,000 in the year 2016, 130,000 in 2017 and 135,000 in 2018. Its demand steadily increased in the year 2019. Nevertheless, both Hyundai i10 and Honda City remained the largest produced cars throughout 6 years, while Renault Kwid saw the lowest production with 50,000. The table also shows that Honda City saw the highest constant demand from 2015 to 2020 in comparison to the other cars.
3. The pie chart shows the details of the average time spent by people in major daily activities. We all have the same “time budget” which is 24 hours per day and 365 days per year. The chart shows the average time spent across several common activities. Most of us spend time a lot of time on similar activities such as sleep, work, eat and leisure. Based on the report, an individual spends 8% of their time eating, 14% on sports, 6% on bathe and 7% on TV. We engage most of our time working and sleeping. Work takes up the highest percentage of time in a day which is 40%. And people spend 25% of their time sleeping.
4. The histogram shows the number of workers the amount of wages they earn every month. According to the report, the highest bar corresponds to the largest number of workers who earn a monthly wage of Rs 950 to 1000 every month. 8 workers fall into this group. The lowest bar corresponds to the least number of workers who earn a monthly income of Rs 900 to 950. There are only 2 workers in this category. The figure indicates that there 5 workers each working with a monthly wage group of Rs 800 to 850 and 1050 to 1100. Hence, the histogram shows the total number of 40 workers who earn different wages in a month.

Practice Material (Page Number 165)

1. Science and technology are important parts of our day to day life. Science and technology have made life a lot easier and also a lot better with the advancement of medicines and analysis on diseases. Today, numerous powerful technologies have been developed to assist people in households and offices. Faster communication is made possible through mobile phones and the Internet. New technology impacts our daily lives in every field, from cars, cell phones, computers and networks and power. Humans have always been greatly affected by developments in new technology. Thus, we live in an era of science and technology.

But what comes with numerous benefits also brings along a negative impact on society. Humans have become too much dependant on technology affecting our health and lifestyle. Sadly, it also has invaded our private life. Cybercrimes, hacking, theft of personal information is increasing every day. To conclude, science and technology have led human civilization to achieve perfection in living. But we should not allow the same to cause inconveniences in our life.

2. Pollutions are two types – natural and man-made. Man-made pollution is caused due to industrialisation, unplanned urbanisation, deforestation, overexploitation of natural sources, etc. It is mainly caused by human waste material, the release of poisonous gases and other chemical pollutants from the industry, agricultural pollutants like pesticides, and chemical fertilizers, pollutants by automobiles and dumping of chemical and nuclear wastes, etc. It has led to a worldwide environmental crisis. In many ways, it has changed both the individual and social ways of life. We get resources from nature. This is for the sake of living. With the increase of human population, the contact is getting more intensive, because needs are increasing. And by the findings and development of new technologies, humans can apply them to get the resources. And, commonly, new technologies would bring their respective side effects besides their advantages. We must be wise in managing our resources and take positive action towards preventing any forms of pollution to the environment.
3. Overpopulation has caused immense problems on our planet today. It places a great demand on resources and land, which may be the reason for widespread environmental issues in addition to impacting global economies and standards of living. Population explosion is a major issue, especially for developing countries. Moreover, the government is not taking major measures to control this. An increase in birth rate, illiteracy, decrease in mortality rate is leading to population explosion. This is affecting our natural resources, causing unemployment and poverty. Despite all these, education related to this issue is yet not being imparted in schools. We need

to highlight and aware people about the untold problems of population explosion to the current as well as the future generation.

4. Almost everything we do, we use the Internet. From ordering a pizza, buying a television, sharing a moment with a friend, sending a picture over instant messaging, we need the Internet. It has improved the quality of life. It provides energy for more people to shape their own life by taking advantages of accessible opportunities. One of the reasons why the Internet is becoming so important in education is because of the abundance of information it contains. We can find additional resources and new methods of learning. Teachers and students can communicate easily using Internet platforms. During this pandemic, schools have been benefited the most from the Internet. They could make use of digital learning and hold classes for students so that they would not lack behind in their progress of learning.
5. Professionalism is the way you conduct yourself at work to represent both yourself and your company positively. It is the most important aspect that leads you to success in your career. It means that an individual shows consideration and respect towards others and a commitment to the profession. Body language is nonverbal communication that involves gestures, movements, and postures. The message that body language can send may be intentional or unintentional. Being professional is being mindful of the body language one portrays in the workplace. Profession involving care like nurses cannot be disrespectful or rude towards patients. Signs of professional we can see in an individual are their strong communication skills, honesty, staying calm under stress, and the way they dress. Effective communication is vital in every industry and it also helps to remove barriers of language and cultural differences.

(Part 2 - Grammar)

Chapter 1 - Tenses

Exercises (Page No. 168)

A. 1. (ii) goes

2. (iv) falls

3. (i) wear

4. (ii) Does / attend

5. (i) Do / speak

6. (ii) works

7. (iii) teach

8. (ii) Do / listen to

9. (iii) emits

10. (ii) Does / allow

11. (iv) donates

12. (iii) Does / play

B. 1. like

2. listen

3. wears

4. does / ride

5. teaches

6. did not do

7. have

8. is

9. does not have

10. Don't / speak

Exercises (Page No. 170)

A. 1. (iii) are agitating

2. (ii) am writing

3. (iv) Are / going

4. (ii) are / allowing

5. (iii) is gearing up

6. (iv) is / doing

7. (ii) Are / making

8. (iii) are discussing

9. (ii) is delivering

10. (iii) Is / briefing

11. (i) is writing

12. (i) are

B. 1. is talking

2. Are / sleeping

3. is not doing

4. is working

5. Are / playing

6. are waiting

7. is not cooking

8. Is / studying

9. Is / not playing

10. are painting

Exercises (Page Number 172)

A. 1. (i) have ended

2. (ii) has not arrived

3. (i) Has / told

4. (ii) already

5. (iv) Have

6. (ii) has / slept

7. (iii) have attacked

8. (iv) grown
9. (ii) has gone
10. (iii) have known
11. (ii) Has / yet
12. (i) have changed

- B.**
1. has brought
 2. have got
 3. has just arrived
 4. have been
 5. Has / not bought
 6. Has / left
 7. have not painted
 8. have known
 9. Has / not led
 10. Have / not read

Exercises (Page Number 175)

- A.**
1. (iii) have you been
 2. (ii) has been
 3. (ii) has been raining
 4. (iii) haven't been
 5. (ii) have been replacing
 6. (iii) have / been learning
 7. (i) has been practising
 8. (ii) has been burning
 9. (iii) has been standing
 10. (ii) Has / been doing
 11. (iv) Present Perfect Continuous Tense
 12. (ii) has been writing

- B.**
1. has been working
 2. have been waiting
 3. Has / not been living
 4. has been playing
 5. have / been learning
 6. have been looking for
 7. have been living
 8. hasn't been running
 9. has / not been working
 10. has been planting

Exercises (Page Number 177)

- A.**
1. (ii) did not come
 2. (i) met
 3. (ii) sent
 4. (iv) shut
 5. (iii) did / do
 6. (i) didn't enjoy
 7. (iv) spent
 8. (iii) did / not attend
 9. (ii) did / design
 10. (iii) did not speak
 11. (ii) visited
 12. (i) went
- B.**
1. took
 2. did not enjoy
 3. did not disturb
 4. slept
 5. ate
 6. Did / not meet

7. laughed
8. Did / charge
9. did not have
10. Did / carry

Exercises (Page Number 179)

- A.**
1. (iv) were drawing
 2. (iv) was cooking
 3. (ii) was doing
 4. (iii) was ironing
 5. (ii) was pruning / were playing
 6. (iii) didn't notice / was reading
 7. (ii) was drinking
 8. (iii) were playing
 9. (ii) was taking
 10. (iii) were attending
 11. (iii) was working
 12. (ii) was sleeping

- B.**
1. was not sleeping
 2. Were / dancing
 3. were not swimming
 4. Were / not riding
 5. Were / listening
 6. was not paying
 7. was waiting
 8. Was / not studying
 9. were playing
 10. was not wearing

Exercises (Page Number 181)

- A.**
1. (iii) had already started
 2. (ii) had listened
 3. (iii) hadn't rained
 4. (ii) had met
 5. (iii) had happened
 6. (ii) had made
 7. (ii) Had / finished
 8. (i) had not taken off
 9. (ii) had left / reached
 10. (iii) had met
 11. (iv) had not paid
 12. (ii) had not studied

- B.**
1. had built
 2. had not been
 3. had already done
 4. had made
 5. had put on
 6. had not ordered
 7. had learnt
 8. had fallen
 9. Had / phoned
 10. had not ridden

Exercises (Page Number 183)

- A.**
1. (iii) Had / been working
 2. (ii) He had been calling
 3. (iii) had been looking
 4. (ii) Had / been taking
 5. (iii) had been watching

6. (ii) had been studying
7. (iv) had been crying
8. (ii) had been looking for
9. (iii) had been snowing
10. (ii) had been studying
11. (iii) had / been learning
12. (ii) Past Perfect
Continuous Tense

- B.**
1. had been sleeping
 2. had been waiting
 3. had been looking for
 4. had not been walking
 5. had / been learning
 6. had been standing
 7. had been driving
 8. had been working
 9. had not been working
 10. had been cycling

Exercises (Page Number 186)

- A.**
1. (iv) She will attend the party.
 2. (ii) will help
 3. (i) will increase.
 4. (ii) will / do
 5. (i) will / give.
 6. (ii) will present
 7. (i) will begin
 8. (ii) Won't
 9. (i) will present
 10. (ii) will stop

11. (i) will reach
12. (i) shall do favour

- B.**
1. will earn
 2. will not travel
 3. will meet
 4. will adore
 5. will not have
 6. will serve
 7. Will / anticipate
 8. Will / not wish
 9. will be
 10. will happen

Exercises (Page Number 188)

- A.**
1. (iv) will be relaxing
 2. (iii) will be raining
 3. (ii) will be reading
 4. (iii) Will / be going
 5. (iii) will be taking
 6. (ii) will be feeling
 7. (iv) will you be
 8. (iii) will be taking
 9. (ii) Shall / finishing
 10. (i) won't
 11. (ii) Will / be
 12. (iii) Will / be taking
- B.**
1. will be sleeping
 2. will be sitting
 3. will not be watching
 4. will not be cramping up

5. Will / be dancing
6. Will / not be playing
7. will not be working
8. Will / not be eating
9. Will / be driving
10. Will / be fighting

Exercises (Page Number 190)

- A.**
1. (iii) Future Perfect Tense
 2. (iii) will have covered
 3. (iii) will / have done
 4. (iii) Will / have finished
 5. (ii) will / have known
 6. (ii) will / have known
 7. (ii) will have eaten
 8. (i) Shall / have read
 9. (iii) will have left
 10. (ii) will not have risen
 11. (i) will / have completed
 12. (ii) will have cleaned
- B.**
1. will have repaired
 2. shall not have done
 3. will have visited
 4. shall have finished
 5. Will / have left
 6. will have discussed
 7. Will / have not arrested
 8. will have written
 9. will have managed
 10. shall have fulfilled our mission

Exercises (Page Number 192)

- A.**
1. (iii) have been working
 2. (ii) will have been striking
 3. (iii) have been
 4. (iv) have been living
 5. (iii) will have been attending
 6. (iii) will have been travelling
 7. (ii) playing
 8. (iii) will have been watching
 9. (ii) not have been working
 10. (iii) will have been driving
 11. (ii) been leaving
 12. (iii) shall have been living
- B.**
1. will have been attending
 2. Will / have been sleeping
 3. will have been watching
 4. will not have been travelling
 5. will have been working out
 6. Will / have not been playing
 7. will / have been waiting
 8. will have been preparing
 9. will have been travelling
 10. will have been studying

Exercises on Present Tenses (Page Number 194)

- I.**
- (a) (iv) lives
 - (b) (i) do not suffer
 - (c) (iii) is planning
 - (d) (i) are not coming

- II.** (a) (ii) has been
 (b) (iii) has been working
 (c) (ii) has been trying
 (d) (iii) have also shifted

**Exercises on Past Tenses
 (Page Number 195)**

- I.** (a) (iv) carried
 (b) (ii) got
 (c) (i) explained
 (d) (ii) allotted
- II.** (a) (ii) was playing
 (b) (iii) had been entertaining
 (c) (ii) had been watching
 (d) (iii) were making

**Exercises on Future Tenses
 (Page Number 195)**

- I.** (a) (iii) will announce
 (b) (iv) will be congratulating
 (c) (ii) will not be
 (d) (ii) will come
- II.** (a) (iii) will have caught
 (b) (ii) will be planning
 (c) (iii) will have stepped up
 (d) (ii) will have released

**Gap Filling Exercises based on
 Tenses (Unsolved)
 (Page Number 197)**

- I.** (a) (ii) known

- (b) (i) is
 (c) (iii) has hosted
 (d) (iv) won

- II.** (a) (iv) was held
 (b) (i) is
 (c) (ii) have been sold
 (d) (iv) had opened

- III.** (a) (i) has increased
 (b) (i) is
 (c) (ii) found
 (d) (i) had been

- IV.** (a) (i) has been rising
 (b) (iii) has shared
 (c) (ii) stated
 (d) (iii) is expected

- V.** (a) (i) was held
 (b) (iii) had communicated
 (c) (iv) will be raising
 (d) (i) is

- VI.** (a) (i) were
 (b) (i) was
 (c) (iii) banned
 (d) (ii) have been convened

- VII.** (a) (iii) have got
 (b) (iv) began
 (c) (i) wrote
 (d) (i) loves

Chapter 2 – Modals

Exercises (Page Number 205)

- A. 1. (ii) needn't
2. (i) mustn't
3. (i) must
4. (i) could
5. (i) can
6. (iv) Can
7. (iv) might
8. (i) shouldn't
9. (ii) must
10. (i) May
11. (ii) needn't
12. (i) Can

- B. 1. must 2. Could
3. will 4. might
5. would 6. may
7. must 8. need
9. need 10. Would
11. Can 12. May
13. must 14. would
15. May

Gap Filling Exercises based on Modals (Unsolved) (Page Number 208)

- I. (a) (ii) has
(b) (iii) can
(c) (ii) used to
(d) (iii) would
II. (a) (iv) could
(b) (iv) might
(c) (iii) should
(d) (iii) did

III. Answers

- (a) (i) might
(b) (ii) could
(c) (iii) should
(d) (ii) must

IV. Answers

- (a) (iii) could
(b) (iii) may
(c) (ii) can
(d) (ii) must

Chapter 3 – The Passive Voice

Exercises (Page Number 215)

- A. 1. (iii) A poem is being recited by him.
2. (ii) By whom are you taught English?

3. (iii) A terrible cyclone destroyed the village.
4. (ii) Where will we build a house?
5. (iii) Let the movie be watched by her.
6. (ii) His homework was finished by him quickly.
7. (i) The truth should always be spoken.
8. (ii) Are story books read by them?
9. (iii) Why was water being wasted by you?
10. (i) Will the ticket be cancelled by him?
11. (iii) Lemons are sour when tasted.
12. (ii) Was the novel read by you?

- B.**
1. Buildings are built by engineers.
 2. A novel is being written by Rakesh.
 3. Ice cream has been prepared by her.
 4. Noise was being made by the students.
 5. Has your purse been taken by her?
 6. The teacher has been insulted by you.
 7. Is French spoken by them?
 8. A novel has been written by Riya.
 9. Has the letter been posted by you?
 10. Where will Diwali be spent by you?
 11. Let the door be shut.
 12. Is Ramesh known by you?
 13. My request was not acceded to by him.
 14. These mangoes are sour when tasted.
 15. Let this work be done.

Gap Filling Exercises based on Voice (Unsolved) **(Page Number 218)**

- I.**
- (a) (i) will be needed
 - (b) (ii) can be booked

(c) (iii) have been made

(d) (ii) was unveiled

II. (a) (ii) was published

(b) (ii) was invented

(c) (i) was designed

(d) (iii) was self-contained

III. (a) (ii) was attributed

(b) (iii) was narrowly avoided

(c) (ii) were performed

(d) (ii) was warned

Chapter 4 – Subject-Verb Concord

Exercises (Page Number 223)

A. 1. (iv) is

2. (ii) has

3. (i) have

4. (iii) take

5. (ii) was

6. (iii) has

7. (i) talk

8. (iv) have

9. (ii) waits

10. (iii) thinks

11. (iv) is

12. (i) want

B. 1. have

2. were

3. is

4. is

5. makes

6. were

7. has

8. works

9. wins

10. is

11. is

12. is

13. is

14. have

15. have

Gap Filling Exercises based on Subject-Verb Concord (Unsolved) (Page Number 225)

I. (a) (iii) are

(b) (i) has

(c) (i) have

(d) (i) have

II. (a) (i) is

(b) (ii) have

(c) (i) are

(d) (ii) tells

III. (a) (ii) helps

(b) (iii) provide

(c) (ii) have

(d) (i) is

Chapter 5 – Reported Speech

Exercises (Page Number 235)

- A.**
1. (iii) The salesman asked me if I was interested in the scheme.
 2. (ii) The driver asked if we wanted to halt for a while.
 3. (iii) Mother forbade me to use abusive words for anyone.
 4. (iii) Rajesh said, "I will deposit the cheque tomorrow."
 5. (ii) He proposed to his classmates that they should organise a party.
 6. (iii) The captain exclaimed with joy that they had won the trophy.
 7. (ii) The director said, "It was my pleasure to be here this evening."
 8. (iii) The sage wished the king that God might grant him victory in the mission.
 9. (i) Father asked me what time it was by my watch.
 10. (ii) He requested me to switch off the light.
 11. (i) She exclaimed with joy that it was as beautiful mobile.
 12. (ii) He said to Amit, "Whom do you want to meet?"
- B. a.**
- (i) (b) he washorseplaying
 - (ii) (a) on her arm
 - (iii) (d) he had accidentally made
- B. b.**
- (i) (b) happiness is something
 - (ii) (d) if there was a higher feeling
 - (iii) (a) could be measured
- B. c.**
- (i) (a) he had then finished his homework
 - (ii) (c) if he could see Derek
 - (iii) (a) his room needs to be cleaned first
- B. d.**
- (i) (a) their itinerary for that day
 - (ii) (a) he could share it with him
 - (iii) (b) exclaimed with wonder that

- B.e.** (i) (b) how he was
(ii) (a) he was upset
(iii) (d) what was wrong

- C.** 1. They said that Neha lived in Mumbai for six years.
2. I asked him if he enjoyed the game.
3. She asked me how my mother was.
4. Rajesh bade goodbye to his friends.
5. He wished to me that I might prosper in my business.
6. The teacher said that a stitch in time saves nine.
7. The master ordered his servant to leave that house at once.
8. I requested my friend to bring me a glass of water.
9. The General ordered the soldiers to march forward and attack the enemy.
10. She exclaimed with sorrow that she had lost her mobile

Gap Filling Exercises based on Indirect Speech (Unsolved) (Page Number 241)

- I.** (a) (i) how she might help him
(b) (iii) that he wanted to know his current plan on his mobile number
(c) (iv) requested to hold for one minute
(d) (iii) affirmatively that he would
- II.** (a) (ii) how many marks he had got in science
(b) (iii) that he had scored 96 out of 100
(c) (iv) exclaimed with joy that that was a good score
(d) (i) that all of his friends had congratulated him
- III.** (a) (i) that he had surrounded him from all the sides and ordered him to surrender himself
(b) (iv) that he would not surrender unless his demands were met
(c) (ii) that he was in no position of making any demand
(d) (iii) that then he would not surrender

- IV. (a) (iv) that she had invited two of her colleagues for lunch the next day
(b) (i) that that was very nice of her
(c) (ii) that they had been asking her to meet her and savour the food made by her
(d) (iv) that she would cook fondly for them

Chapter 6 – Clauses

Exercises (Page Number 247)

- A. 1. (iii) Adjective clause
2. (ii) which has a broken handle
3. (iii) when evening came
4. (i) Noun clause
5. (iii) Adverbial clause of Condition
6. (ii) Relative clause
7. (iii) Adverb clause
8. (ii) Adverbial clause of Time
9. (iii) He is the man to whom I sent the money.
10. (ii) where she had been
11. (i) that he will succeed
12. (iv) Adverbial clause of Purpose
- B. 1. An elephant is an animal which is huge.
2. A publisher is a person who publishes books.
3. A knife is a tool that cuts the objects.
4. The students respect the teacher who teaches English.
5. A scientist is someone who studies science and does research.
6. I live in the house that belongs to my grandfather.
7. I ate the chocolate cake that was baked by my mother.
8. The game which attracted 20,000 people lasted for 7 hours.
9. Most people eat burgers which are not good for health.

10. Ridhima has a pet dog that follows her everywhere.

Gap Filling Exercises based on Clauses (Unsolved)
(Page Number 250)

- I.** (a) (ii) if he had gone somewhere
(b) (iii) where he and his family stayed at a resort
(c) (i) that is produced the most there, in the whole country
(d) (iv) that she would also go there in the next summer holidays
- II.** (a) (iii) that the citizens of India are yet to have freedom
(b) (ii) who control the means of production
(c) (i) where 84 million Adivasis (indigenous people) live
(d) (ii) whose livelihood depends on farming
- III.** (a) (iii) where we will know
(b) (iv) that you do not take up
(c) (i) that pertains to body functions
(d) (ii) that an equilibrium is to be maintained among these three aspects
- IV.** (a) (ii) where more than 125 crore people live
(b) (iii) which are also called blind faith
(c) (ii) who believe in superstitions
(d) (i) who are illiterate and poverty-stricken

Chapter 7 – Determiners

Exercises (Page Number 258)

- | | |
|------------------|------------------------|
| A. 1. (iii) The | 2. (ii) Every |
| 3. (i) much | 4. (ii) any |
| 5. (iv) How many | 6. (ii) little |
| 7. (i) Whose | 8. (i) one |
| 9. (iii) my | 10. (iv) Interrogative |
| 11. (iii) much | 12. (ii) a few |

- | | | |
|-------------------|-------------|--------------|
| B. 1. The | 2. The, the | 3. An |
| 4. the | 5. the | 6. A |
| 7. the | 8. a | 9. some, the |
| 10. a | 11. a | 2. The, the |
| 13. a | 14. An, a | 15. the |
| C. 1. much | 2. Most | 3. Each |
| 4. any | 5. a few | 6. next |
| 7. much | 8. Which | 9. first |
| 10. Either | 11. those | 12. a little |
| 13. many | 14. much | 15. those |

Gap Filling Exercises based on Determiners (Unsolved) (Page Number 260)

- | | |
|---------------------------|-----------------|
| I. (a) (ii) the | (b) (iii) their |
| (c) (iii) my | (d) (ii) the |
| II. (a) (iii) an | (b) (iii) a |
| (c) (iii) more | (d) (iv) their |
| III. (a) (ii) the | (b) (iii) this |
| (c) (ii) most | (d) (iii) the |
| IV. (a) (iii) many | (b) (iv) most |
| (c) (i) more | (d) (i) more |
| V. (a) (ii) all | (b) (iii) a |
| (c) (ii) a little | (d) (ii) my |

Chapter 8 – Prepositions

Exercises (Page Number 276)

- | | |
|-----------------------|----------------|
| A. 1. (ii) for | 2. (iii) off |
| 3. (iv) with | 4. (ii) to |
| 5. (ii) Among | 6. (iv) in |
| 7. (ii) since | 8. (i) beneath |

- | | |
|-----------------|--------------|
| 9. (iv) to | 10. (iii) in |
| 11. (i) at | 12. (iv) by |
| B. 1. to | 2. at |
| 3. with | 4. among |
| 5. among | 6. to |
| 7. of | 8. from |
| 9. to | 10. in |
| 11. to | 12. for |
| 13. to | 14. into |
| 15. at | 16. to |
| 17. to | 18. to |
| 19. in | 20. on |

Gap Filling Exercises based on Prepositions (Unsolved) (Page Number 278)

- | | |
|-----------------------------|------------------|
| I. (a) (i) at | (b) (ii) by |
| (c) (i) at | (d) (ii) towards |
| II. (a) (iii) for | (b) (iv) in |
| (c) (ii) towards | (d) (iii) to |
| III. (a) (ii) from | (b) (iv) to |
| (c) (i) by | (d) (ii) of |
| IV. (a) (ii) through | (b) (iv) in |
| (c) (iii) with | (d) (ii) of |

Chapter 9 – Sentence Transformation

Exercises (Page No. 292)

- A.** 1. The child is very young to understand this.
 2. The room was very small to accommodate all of us.
 3. She was tired and couldn't continue her journey.
 4. The old man is weak and cannot carry this load.

5. He is wise and cannot be easily deceived.
- B.**
1. The audience listened patiently to the leader.
 2. The child has a resemblance to his mother.
 3. At last, he succeeded in his venture.
 4. She made a slow approach towards the stage.
 5. The project is progressing satisfactorily.
 6. He was astonished at her refusal of the proposal.
 7. He agreed with her to complete the job.
 8. A violent mob appeared at the scene suddenly.
 9. The statement issued by the chairman cleared all the doubts completely.
 10. The bomb splinters injured her body.
- C.**
1. The old man was weak, so he could not walk properly.
 2. His father, in spite of being poor, is a kind man.
 3. Our teacher is popular among students, and it is because of his diligence.
 4. Visualizing a danger ahead, the traveler became cautious, adjusting his approach accordingly.
 5. Taking off their clothes, the children jumped into the river, and they splashed around joyfully.
- D.**
1. Despite extensive efforts, nobody could find out the place of their stay.
 2. While the purpose of his visit to this place is not known, he continues to carry out his activities discreetly.
 3. Upon seeing the policeman, the thief quickly flew away, disappearing into the shadows.
 4. A wise man, due to his wisdom and judgment, is consistently held in high esteem by all.
 5. Although the guests were sitting in the room, they could not hear his voice.
- E.**
1. I am confident, and I believe that he is innocent in this matter.
 2. The policeman found the wallet that I lost.
 3. The shopkeeper quarrels with every customer, so nobody likes him.
 4. She did not attend the office, for she felt unwell today.

5. Attending class is mandatory for taking the examination.
- F. 1. Upon seeing the policeman, the thief ran away.
2. Due to feeling unwell, she cannot attend her office today.
3. When the child felt hungry, he started weeping.
4. If you eat less, you will remain healthy.
5. After putting on their new clothes, the children went to see the fair.

Sentence Transformation in Context (Unsolved)

(Page Number 294)

- I. (a) he stayed up all night
- (b) it is very clear from your swollen eyes
- (c) it brought back memories of his youth.
- (d) if he was a spy.
- II. (a) 'what do they fight about normally?'
- (b) to give an instance.
- (c) have you even told them that Daksha is
- (d) how does that alter the situation?
- III. (a) if he saw the umbrella
- (b) if she bought it from the mall.
- (c) your father had bought it.
- (d) I will also ask him to buy one for me also.
- IV. (a) how did she get up that tree?
- (b) she used a ladder.
- (c) to go and get another ladder instead of standing

Chapter 10 – Reporting a Dialogue on a Given Cue

Exercises (Unsolved) (Page Number 301)

1. (a) (i) where was he going
- (b) (ii) that he was going

- (c) (iv) asked him if he played cricket everyday
 - (d) (ii) went to the playground
 - (e) (iii) replied affirmatively
 - (f) (ii) went to the playground
2. (a) (iv) why had he gone
- (b) (iii) replied that he had
 - (c) (ii) asked him who had given
 - (d) (i) replied that
 - (e) (iv) had given the project
 - (f) (i) if he needed
3. (a) (iii) what had he eaten the previous day
- (b) (i) he could hardly eat anything
 - (c) (ii) he had been having stomach ache
 - (d) (iv) if he was still having that
 - (e) (ii) he was having fever and was feeling weak
 - (f) (iv) advised him to take rest
4. (a) (iii) if he had seen the film released recently
- (b) (iv) replied
 - (c) (i) was not allowed to
 - (d) (ii) asked how that was possible
 - (e) (iii) informed that
 - (f) (ii) were very strict
5. (a) (iii) if he knew swimming
- (b) (ii) replied affirmatively
 - (c) (i) if he could teach her
 - (d) (iv) would
 - (e) (iii) to go to his swimming
 - (f) (ii) the next day

Gap Filling Exercises (Unsolved) (Page Number 308)

- | | |
|--------------------------|--------------------|
| 1. (a) (ii) listening to | (b) (ii) at |
| (c) (iii) when | (d) (iv) into |
| 2. (a) (ii) of | (b) (i) crept |
| (c) (iv) creaked | (d) (iii) than |
| 3. (a) (i) describe | (b) (i) are |
| (c) (iii) prefer | (d) (iv) accepted |
| 4. (a) (i) to | (b) (ii) of |
| (c) (iii) the | (d) (i) the |
| 5. (a) (i) a | (b) (ii) when |
| (c) (ii) of | (d) (iv) at |
| 6. (a) (iii) an | (b) (iv) on |
| (c) (ii) by | (d) (i) had become |
| 7. (a) (ii) if | (b) (iv) your |
| (c) (i) a | (d) (iii) because |
| 8. (a) (ii) is | (b) (i) fried |
| (c) (ii) added | (d) (ii) stirring |
| 9. (a) (ii) Their | (b) (i) under |
| (c) (iii) are | (d) (i) of |
| 10. (a) (ii) many | (b) (iii) in |
| (c) (i) and | (d) (ii) drunk |
| 11. (a) (iii) among | (b) (ii) those |
| (c) (i) more | (d) (iii) their |
| 12. (a) (i) a | (b) (iii) as |
| (c) (iii) for | (d) (i) is |
| 13. (a) (ii) or | (b) (ii) in |
| (c) (i) reduce | (d) (iii) as |
| 14. (a) (ii) the | (b) (iv) our |
| (c) (iii) with | (d) (i) is |

- | | |
|-------------------------|----------------------|
| 15.(a) (iv) understands | (b) (i) of |
| (c) (iii) where | (d) (i) be taken |
| (e) (ii) the | |
| 16.(a) (iii) come | (b) (iii) the |
| (c) (i) and | (d) (iv) whering |
| 17.(a) (ii) is | (b) (i) of |
| (c) (ii) are | (d) (iii) visited |
| 18.(a) (ii) of | (b) (i) in |
| (c) (iv) and | (d) (iv) could |
| 19.(a) (iii) to | (b) (i) on |
| (c) (iii) will | (d) (ii) at |
| 20.(a) (ii) rather | (b) (iv) since |
| (c) (i) very | (d) (ii) had moved |
| 21.(a) (iii) the | (b) (i) on |
| (c) (i) selling | (d) (iii) and |
| 22.(a) (iii) in | (b) (iii) used |
| (c) (i) the | (d) (ii) in |
| 23.(a) (i) is | (b) (ii) as |
| (c) (ii) which | (d) (i) among |
| 24.(a) (ii) held | (b) (ii) in front of |
| (c) (iii) piloted | (d) (iii) made |
| 25.(a) (i) next | (b) (i) was |
| (c) (ii) entered | (d) (ii) but |
| 26.(a) (iii) since | (b) (ii) shall |
| (c) (ii) for | (d) (iii) to |
| 27.(a) (iii) by | (b) (ii) was |
| (c) (i) had been | (d) (iii) the |
| 28.(a) (i) at | (b) (ii) had been |
| (c) (i) doubt | (d) (ii) found |

- 29.(a) (ii) admitted (b) (i) its
(c) (i) who (d) (ii) for
- 30.(a) (i) shall (b) (iv) crops up
(c) (ii) from (d) (i) and
- 31.(a) (ii) develops (b) (ii) ago
(c) (ii) an (d) (ii) affected
- 32.(a) (i) these (b) (i) in
(c) (i) and (d) (ii) exists

Editing Exercise (Unsolved) (Page Number 319)

- I. 1. (a) (i) feed/feeds (b) (ii) came/comes
(c) (i) were/are (d) (iii) had/were
2. (a) (ii) children/child (b) (i) but/and
(c) (iii) than/to (d) (iv) being/be
- II. 1. (a) gain/gained (b) a/an
(c) a/the (d) where/which
2. (a) a/the (b) attaining/attains
(c) is/are (d) is/are
3. (a) his/her (b) herself/himself
(c) nursing/nurse (d) whom/who
4. (a) the/a (b) of/for
(c) a/the (d) on/away
5. (a) shouted/shouting (b) cheered/cheer
(c) that/who (d) behave/behaved
6. (a) a/the (b) near/nearly
(c) like/as (d) NA
7. (a) is/are (b) or/and
(c) a/the (d) have/has
8. (a) which/that (b) to/of
(c) to/of (d) in/to

9. (a) who/which (b) an/the
(c) to/by (d) in/out
- 10.(a) encourages/encourage (b) by/on
(c) is/are (d) NA
- 11.(a) undertaking/undertaken (b) a/the
(c) for/of (d) this/the
- 12.(a) for/of (b) the/a
(c) on/in (d) dare/dares
- 13.(a) over/on (b) knew/know
(c) their/the (d) the/a
- 14.(a) is/are (b) on/in
(c) celebrated/celebrate (d) an/a
- 15.(a) play/played (b) on/for
(c) game/games (d) know/known
- 16.(a) human/human's (b) are/is
(c) an/a (d) on/about
- 17.(a) on/in (b) over/to
(c) a/the (d) swamp/swamped
- 18.(a) then/than (b) to/from
(c) knows/know (d) warm/warmer
- III. 1.** (a) for/to (b) devoted/devote
(c) that/the (d) much/many
(e) use/used (f) but/and
(g) at/by (h) of/for
2. (a) gain/gained (b) their/our
(c) been/be (d) upon/on
(e) became/become (f) when/and
(g) on designing/to design (h) these/those
3. (a) men/man (b) in/to

- | | |
|-------------------------|---------------------------|
| (c) studies/studied | (d) in/at |
| (e) at/to | (f) for/to |
| (g) gives/gave | (h) involving/involved |
| 4. (a) anything/nothing | (b) are/and |
| (c) frame/frames | (d) learnt/learned |
| (e) as/, | (f) having |
| (g) in/of | (h) is/if |
| 5. (a) changes/changed | (b) changes/changed |
| (c) but/and | (d) by/till |
| (e) are/is | (f) on/is |
| (g) in/of | (h) ,/; |
| 6. (a) man/men | (b) be/may be |
| (c) NA | (d) seemed/seems |
| (e) among/between | (f) in/of |
| (g) an/a | (h) had/have |
| 7. (a) need/needed | (b) are/ |
| (c) needed/need | (d) any/a |
| (e) children/child | (f) among/between |
| (g) on/in | (h) by/with |
| 8. (a) of/the | (b) by/to |
| (c) help/helps | (d) In/As |
| (e) has/has been | (f) at/on |
| (g) for/for the | (h) NA |
| 9. (a) Na | (b) a/an |
| (c) count/counting | (d) threw/throw |
| (e) drawing/drawn | (f) a/the |
| (g) can/could | (h) reinforce/reinforcing |
| 10. (a) but/and | (b) start/started |
| (c) or/and | (d) a/the |
| (e) was/is | (f) and/or |

(g) then/the

(h) lacks/lack

Omission Exercises (Unsolved) (Page Number 328)

- I. 1. (a) run after power (b) God of wealth
(c) we shall feel (d) bliss is important
2. (a) studying in schools (b) have a special
(c) longer are children (d) contribute and feel
3. (a) women are inadequate (b) of the indiscriminate
(c) to this girls (d) growth and potential
4. (a) aspects of the (b) media are innumerable
(c) impact on children (d) cannot be ruled
5. (a) movement in India (b) open and shared
(c) managed to break (d) NA
6. (a) generated in the (b) posing a major
(c) NA (d) wet and dry
- II. 1. (a) still in school (b) was a beautiful
(c) father was elected (d) I was studying
(e) knock at door (f) door the rameswaram
(g) opened the door (h) where my father
2. (a) accompanied by some (b) It is like
(c) poison in turn (d) in my mind
(e) me a very (f) It is deeply
(g) sharing my thought (h) NA
3. (a) afraid of problem (b) faced and succeeded
(c) definitely an inspiration (d) Becquerel In this his
(e) NA (f) came to know
(g) investigating the effect (h) for the doctoral
4. (a) I am happy (b) rendered their sustained
(c) happiness to the (d) to the nation
(e) connect at the (f) people and society

- (g) once had a (h) me a happy
5. (a) 2007 for the (b) NA
- (c) we shall feel (d) bliss is important
- (e) of the event (f) of the bhajan
- (g) music that cheered (h) Subhani was once
6. (a) Through the intense (b) himself from passion
- (c) souls in the (d) peace and promote
- (e) He is a (f) him and become
- (g) India is fortunate (h) tuoch a millions
7. (a) India and abroad (b) of a friend
- (c) Delhi, and I (d) hospital was honoured
- (e) responsible for arranging (f) to the people
- (g) saw the good (h) that they are
8. (a) based on certain (b) communication , walking
- (c) to the mainstream (d) teachers are unable
- (e) of any help (f) brought to a
- (g) for the first (h) he had zero

Sentence Transformation in Context (Page Number 334)

1. (a) did she know that the summer camp is posponed?
 (b) her that why was it posponed.
 (c) the director's mother wasn't well.
 (d) we must pray for her.
2. (a) why did he go to delhi
 (b) I went there to receive the bravery award.
 (c) if his parents accompanied him.
 (d) yes they did.
3. (a) if there was any problem.
 (b) she had a flat tyre but didn't know how to change it.
 (c) that's very nice of you and thanked him.

- (d) it was his pleasure.
4. (a) why he looked tired.
 (b) that neeraj fell in to well and he had to pull him out.
 (c) he could have been pulled in to well while trying to help.
 (d) he lowered the bucket in to the well and then pulled it up.
5. (a) what will he charge pulling out a tooth?
 (b) he charge ₹ 500.
 (c) that its too much for a few minutes of work.
 (d) he could pull out the tooth slowly.
6. (a) she couldn't believe she had lost ten pounds.
 (b) That her diet seems to be.
 (c) That he had not disturbed the scales.
 (d) He hadn't touched anything.
7. (a) that when can they meet tomorrow?
 (b) He might not be able to meet him.
 (c) Was busy.
8. (a) that why didn't he leave the place
 (b) Drop him
 (c) Where did he come from?
9. (a) when was the science exhibition in their school
 (b) It was after two weeks.
 (c) If he was taking part in it.

Exercises Unsolved (Page Number 337)

- (a) (iii) if he got the tests done
 (b) (ii) he had not got them done
 (c) (iii) him to get the tests done that day

Close Passages Exercises (Unsolved) (Page Number 340)

1. (a) (iii) confronting (b) (ii) as well as
 (c) (i) catch word (d) (iv) is mandated

- | | |
|----------------------------|-----------------------------|
| (e) (ii) is procured | (f) (iii) concentrated |
| (g) (i) benefit | (h) (ii) has led |
| 2. (a) (ii) an illustrious | (b) (iv) of |
| (c) (iii) goes | (d) (i) understand |
| (e) (iv) share | (f) (ii) have |
| (g) (iii) accumulates | (h) (i) position |
| 3. (a) (ii) are | (b) (iv) are bearing |
| (c) (iii) with (d) (i) by | (e) (iv) witnessed |
| (f) (i) has been | (g) (iv) receiving end |
| (h) (iii) is known | |
| 4. (a) (ii) may not be | (b) (i) possess |
| (c) (iv) is considering | (d) (ii) of |
| (e) (iv) has suggested | (f) (i) follow |
| (g) (ii) can be done | (h) (i) use of |
| 5. (a) (iv) suffered | (b) (iii) has been battling |
| (c) (i) have remained | (d) (iv) for |
| (e) (ii) already taken | (f) (iii) forcing |
| (g) (iii) the | (h) (ii) of |

Assessment of Speaking and Listening Skills

Listening

Listening Task 1

1. Scheme 1

- (a) Jan Dhan Yojana
- (b) 15th August
- (c) financial inclusion
- (d) banking facilities
- (e) insurance

Scheme 2

- (a) ₹ 6000/-

- (b) three equal instalments
- (c) ₹ 2,000
- (d) Kisan Yojana
- (e) ₹ 20,000

Scheme 3

- (a) Coronavirus
 - (b) Rs 1.70 lakh
 - (c) Garib Kalyan
 - (d) five kilograms
 - (e) 1 kg
2. (a) ✓ (b) ✓
- (c) ✗ (d) ✓
- (e) ✓ (f) ✗
- (g) ✓ (h) ✗
3. (a) (i) Independence Day address
- (b) (iii) minimum balance
- (c) (i) ₹ 87,217.50 crores
- (d) (ii) ₹ 6000
- (e) (iii) ₹ 1.70 lakh crore
- (f)(iv) ₹ 50 lakh

Listening Task 2

1. (a) (iii) friendlier (b) (ii) Film fest
- (c) (ii) Food (d) (i) camping
- (e) (ii) Annual Desert Fest (f) (i) Large number of foreign tourists
2. a. local b. musicians
- c. French fried d. camp
- e. camp-grounds f. positive
3. a. ✓ b. ✗ c. ✓ d. ✗
- e. ✗ f. ✓ g. ✗ h. ✗

Listening Task 3

1. 1972 Sundar Pichai was born
1993 B. Tech in Metallurgy
1995 M.S. in Engineering and Materials Science
2002 Earned MBA from the Wharton School of the University of Pennsylvania
2004 Joined Google as Head of Product Management and Development
2014 He was touted as a possible CEO for Microsoft
2019 He also was named CEO of Alphabet, replacing Page
2. a. scientist
b. electrical engineer
c. technology and an extraordinary memory
d. Stanford University
e. Pennsylvania
f. \$3.2 billion
3. a. (iii) Both (i) and (ii)
b. (i) Metallurgical Engineering
c. (iii) Stanford University
d. (iv) 2014
e. (i) August, 2015
f. (ii) Larry Page

Listening Task 4

1. i. (a) Digha (b) 20th may
(c) north-northeastwards (d) cyclonic
(e) 270 km
- ii. (a) cropping (b) 5000 trees
(c) roads (d) power

- (e) water scarcity
- iii. (a) 10 billion (b) Chief Minister
(c) relief (d) Amphan
(e) pandemic
2. a. ✗ b. ✓ c. ✗ d. ✗
e. ✓ f. ✓
3. a. Aftershock vii. a small earthquake after a larger one
b. Evacuation viii. the act of making people leave a place because of danger
c. Tsunami i. a big wave that can destroy towns near the sea
d. Landslide vi. a disaster in which hills become too wet and the soil moves
e. Drought ii. a disaster when there is no rain for a long time
f. Avalanche iv. a disaster in which snow and ice move quickly down a mountain
g. Famine iii. a disaster when there is no food
h. Flood v. a lot of water

Listening Task 5

1.

Earth	Mars
150 million kilometres	228 million kilometres
1 astronomical unit	1.3 astronomical unit
Blue	Red
70% water	Frozen water
Nitrogen and Oxygen	1% less
Higher gravity	Lesser Gravity

2. a. human life b. 780 million kilometres
c. Mars d. frozen
e. oxygen f. 38 per cent

3. a. ✗ b. ✓ c. ✗ d. ✓
 e. ✗ f. ✓

Listening Task 6

1. a. shoulders b. dodge c. Black
 d. desert e. Running f. beset
 g. fighting h. high
2. a. (ii) Face to face b. (i) Black
 c. (i) To face challenges d. (i) Hope
 e. (iv) Beset
3. (a) challenges (b) every day (c) face
 (d) obstacles (e) motivation (f) defeat
 (g) Edgar Albert (h) techniques
 (i) personification (j) troubles

Listening Task 7

1. a. Step 5 b. Step 7 c. Step 6
 d. Step 1 e. Step 3 f. Step 2
 g. Step 8 h. Step 4
2. a. space b. discomfort c. eyes
 d. day e. train f. continual
 g. attention h. sensation
3. a. ✓ b. ✓ c. ✗ d. ✓
 e. ✗ f. ✓

Listening Task 8

1. i. (a) Latin (b) one
 (c) group (d) challenge
 (e) balancing
- ii. (a) practice (b) culture
 (c) loyalty (d) sacrifices

- (e) duty
- iii. (a) mechanism (b) Infosys
(c) families (d) tough
(e) family
2. a. (ii) com and unus
b. (i) Man can live individually, but can survive only collectively.
c. (iv) All of the above
d. (ii) Loyalty to family
e. (i) take care of aged parents
f. (i) Critical support mechanism
3. a. ✓ b. ✗ c. ✓ d. ✗
e. ✓ f. ✗ g. ✓ h. ✓

Listening Task 9

1. a. ✗ b. ✓ c. ✗ d. ✗
e. ✗ f. ✗ g. ✓ h. ✓
2. a. COVID-19 pandemic b. faculty
c. library d. 38%
e. 64% f. 15%
g. leisure
- 3.

Questions	Students	Faculty
What type of content are they reading?	Digital content	Digital content
Are they reading more than before the lockdown days?	3-5 hours	3-5 hours
What % of users read up to 2 books during lockdown?	No	Yes
What % of users preferred reading newspapers?	64%	74%
What % of users read research papers?	50%	18%
What % of users read research papers?	-----	60%

Listening Task 10

1. a. Stop hand signal
c. Speed Limit
e. One way
g. Narrow bridge
2. a. accidents
c. informative
e. three
3. a. ✗
e. ✗
- b. ✓
f. ✓
- c. ✓
g. ✓
- d. ✓
h. ✗
- b. Petrol pump ahead
d. Men at Work
f. School crossing
h. Hospital ahead
b. traffic
d. Cautionary
f. blue

Speaking

Speaking Task 1 (Short Conversation)

Reena – Sheetal our school gets very dirty after lunch.

Sheetal– Yes, Reena, you are right. It is a different picture in morning.

Reena – We find our school neat and clean in morning but later leave it littered.

Sheetal – I have noticed a lot of students littering the classrooms, corridors and the playground with papers, wrappers and pieces of eatables.

Reena – This is very bad. We must do something to stop this.

Sheetal – But, What can we do?

Reena – We can tell them that school belongs to all and we must act responsible.

Sheetal – But, what if they say that it's the duty of the sweepers.

Reena – No, it is the duty of every individual to help in keeping our school clean.

Sheetal – Oh yes, it is but everyone is in a hurry to leave and they don't care that they strewn garbage here and there.

Reena – School prefects and cleanliness in-charges should make students learn the habit of keeping our school clean.

Sheetal – Yes, we may take help from seniors and try to make students realize their mistake and leave the bad habit of dirtying the campus

Reena – Ok! We shall talk to our friends.

Speaking Task 2 (Picture Description)

In the picture given, we can see a family working together in their kitchen garden. The mother and father are carrying the vegetables, and the son and daughter are plucking them. The man is carrying a bunch of pumpkins in a garden trolley. The son is plucking the tomatoes while the daughter is plucking eggplant. The woman is carrying the eggplants in a basket. Besides the vegetables, we can also see some corn growing in the garden. On the right-hand side of the picture, we can see a scarecrow put in the field to frighten away the birds. A small bird is sitting on the hat of the scarecrow and it seems like it is hoping to get some food from all the activity going on. On the left-hand side of the picture, there is a squirrel, probably waiting for food too or eating some nuts. A basketball ring and weather vane are also seen in the picture. Looking at the picture, we can say that the family is having a great time.

Speaking Task 3 (Oral Reporting)

Good morning everyone. My name is Kaveri and today, I am going to read out recent news I read in the newspaper.

A 45-year-old Vasai woman foiled a theft in an ATM located in a residential building she was in to meet a relative for condolence on Thursday.

Sukanya Pawar, who suspected a thief to be in action inside the ATM kiosk with its shutters down, returned with a lock and latched the shutters before alerting neighbours.

Pawar was visiting a relative in Fatherwadi, Vasai (east) where a relative had passed away recently. She was reading some religious books when she heard a noise from the ATM centre of a nationalised bank below the building at around 2.30 am.

She came down and found the shutter pulled down. She went closer and could hear the banging of the ATM. She got back to the relative's home, took a lock and latched the shutter. She then raised an alarm and alerted other residents of the building. The accused tried to scare the cops and the public with a hammer but he was soon overpowered by the police.

He was identified as Salim Mansoori (25), a resident of Borivli. Police said that Mansoori had managed to destroy the machine but had not been able

to lay his hands on the Rs 10 lakh cash inside it. Good morning everyone. My name is Kaveri and today, I am going to read out recent news I read in the newspaper.

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He was identified as Salim Mansoori (25), a resident of Borivli. Police said that Mansoori had managed to destroy the machine but had not been able to lay his hands on the Rs 10 lakh cash inside it.

Speaking Task 4 (Simulation)

Here is a conversation between a customer and shopkeeper while buying grocery.

Customer: I want two litres of double-toned milk, a dozen eggs, a litre of soybean cooking oil, one pouch of butter milk, two kilogram of toor dal, three flavoured yogurt, and a kilogram of raw groundnut.

(After the shop assistant has collected the items from different shelves in the store, the shopkeeper prepares the bill.)

Customer: How much is it for?

Shopkeeper: Rupees 555/-

Customer: How much are you charging for the eggs?

Shopkeeper: Rupees 55/- a dozen.

Customer: That's more than what you charged the last time.

Shopkeeper: Rates have gone up in the last week.

Customer: OK. Give me some discount as I'm buying quite a few items.

Shopkeeper: We hardly make any margins on these items.

Customer: I know how much you make.

Shopkeeper: OK, give me rupees 530/-

Customer: Don't put the items in polythene carry bags. Kindly use this jute bag.

Speaking Task 5 (Interview)

Interviewer: Tell me about yourself.

Interviewee: Hi, I am Shakeel. I am from Delhi. I completed my English Honours from Hindu College which is affiliated to Delhi University. I completed my twelfth grade from Delhi Public School with 89% from CBSE Boards. My family includes my father who is an engineer, my mother who is a lawyer and my brother who is pursuing his MS in Computer Science from Cornell University.

Interviewer: Who is your role model?

Interviewer: My role model is my father. He just saysinspires me to do what my heart says.

Interviewer: Where do you see yourself in five years?

Interviewee: A few of the goals I've set for myself over the next few years include leading a writing team and gaining new project management skills within my position. I'm excited about the opportunities this job would provide me, as I believe they will support my long-term career goals.

Interviewer: What are your strengths and weaknesses?

Interviewer: My strength is that I'm a hard worker. My weakness is that I get stressed when I miss a deadline because someone else dropped the ball.

Interviewer: Why do you want to work here?

Interviewer: I'm interested in this job because I can see that, in this role, my skills could help solve this problem within your company. I also see an opportunity for me to learn and grow these skills, so we both would benefit personally, professionally, and financially.

Speaking Task 6 (Story Retelling)

Typewriter: The evolution of the typewriter over the years has played an on-going part of the history of the human need to communicate with others. The invention of the typewriter was brought about in part by combining the need for both speed of communication and for the binding of reading and writing. After many years of thought a machine emerged that would revolutionize the work of a writer that would have normally been done by hand.

The first typewriter was invented by Christopher Latham Sholes, and was marketed by the Remington Arms Company in 1873. The process of the type bars in the earliest typewriters was labelled slow, and tended to jam frequently. To fix this problem, Mr Sholes obtained a list of the most common letters used in the English language, he rearranged his keyboard from an alphabetic arrangement to one in which the most common pairs of letters were spread far apart on the keyboard. Because of the “hunt and peck” method used by typist at the time, Sholes’s arrangement increased the time it took for the typist to hit the keys for common two letter combinations to ensure that each type bar had time to fall back and be out of the way before the next one came up to type the next letter. It was noted that Sholes’s never expected that typing would ever be faster than handwriting, which back then was normally around 20 words per minute (WPM) or less.

In 1878, the ten finger typing method began to be used. Promoted by a woman named L. V. Longley, who was the head of a Cincinnati school for stenographers, started to replace the hunt and peck method. Later, Frank E. McGurkin, a federal court clerk, taught himself to touch-type without looking at the keys.

Ball Pen: A ballpoint pen is a writing instrument with a tip that is continuously supplied with ink. The pen consists of a metal ball seated in a socket below an ink reservoir (the chamber or tube that holds a supply of ink). The ink reservoir is called an ink cartridge. When applied to a writing surface, the ball rotates and is bathed with just enough ink for smooth writing. The ballpoint pen was developed as a solution to the problems of using a fountain pen for writing. Fountain pens need constant refilling with ink. The ink may leak or clog up the pen. The part that is used for writing is exposed, while the rest stays inside the pen. When the pen tip is applied to a writing surface, the ball rolls transferring ink from the ink reservoir to the writing surface. Another advantage of the ballpoint pen is that its ink is quick-drying. In 1941 Bíró brothers and a their friend, Juan Jorge Meyne fled to Argentina and opened their Bíró

Pens of Argentina - factory that made ballpoint pens and sold them in Argentina as “Biroome”.

Speaking Task 7 (Impromptu Speaking)

Does our free media practise and promote unbiased journalism?

The fundamental right to seek and disseminate information through an independent press is under attack. Journalism in India is facing a serious crisis. The mainstream media is increasingly vested in

the hands of a select few and refuses to question authority. In recent times, when we needed more and more news channels to promote unbiased journalism in farmers' strikes for how unfair the recent farm bills have been to the majority of them, the record rise in new Covid-19 cases across the country, the lack of accountability of the government for providing numbers on the migrant crisis during the lockdown (possibly the biggest humanitarian crisis that India has faced) and the doctors who have lost their lives fighting to save others' lives and the agony of students who are or have appeared for the NEET and JEE exams.

India has over 400 news channels in various languages and another 150 channels are awaiting clearance. And when it comes to press freedom, India fares worse than even countries like Afghanistan and the United Arab Emirates.

Debates on private news channels have been censured for being strident and shrill. India has one of the most vibrant and competitive media environments in the world. It is now time to conduct a reality check and ask whether all is well with it. People need to stand up for the value of unbiased journalism as it is one of the fundamental pillars of a democratic nation.

Speaking Task 8 (Group Discussion)

Online education, work from home: Have we arrived in virtual world?

The concept of virtualization of offices or schools is not a new trend. Many companies allow their employees to work from home. Also, we have many online training institutes. There are also many online certifications that can be done, without commuting to different locations. The Covid-19 pandemic led to shutdown of the schools, offices, coaching institutes and almost all the major sectors of the economy. But that doesn't mean that it should hamper the work routines.

Due to the advancements in the technologies, we have enough of resources to continue the work-routines even without going to the office or schools. But, has this pandemic given us the glimpse of how the virtual world operates.

The time taken for commutation has been reduced. There is no longer wastage of petrol as well as time. In metropolitan cities like Mumbai and Bangalore, it has been observed that people spend more than 3 hours a day just for travelling to their work place.

Moreover, the number of vehicles as well as the traffic in the cities has also seen a major decline. We have also witnessed several incidences where the pollution level has gone down and the air quality has increased.

Conclusion

Directly shifting to the virtual world is a bit tedious. Not all have been trained to work in such a tech-savvy way. The employees or the teachers close to their retirements face difficulties in working online with the same efficiency. Especially for the school going children, spending hours attending the classes online is not advisable. There has to be a routine to go to school to give them a sense of discipline. It also makes the children lazy and has a bad impact on their eyes. Hence, we have arrived in the virtual world but it is the need of the time. Traditional activities or classroom education can be very structured, and requires the student to learn at a designated place and time.

Speaking Task 9 (Presentation)

Learning is the consistent and deep engagement of the mind and body in the active pursuit of knowledge and experience from birth to death. “Intellectual growth should commence at birth and cease only at death.”
-Albert Einstein.

Education itself is not enough to get rid of the ignorant ways of existing. Something more is needed. What is this something more? It is a deep sense of morality. This does not mean a religiously prescribed and memorized list of right and wrong doings. Anyone can memorize a laundry list and rehash it at the request of authority. It is more than just this simplified version of morality that is missing. The morality that is missing is a deep sense of appreciation for the beauty and value of life, human freedom to choose and, the mystery of the presence of this universe and Mother Earth in it.

Is there any way to encourage people to develop this deep sense of morality? Firstly, educational institutions can be inspired to return to their roots

of providing enlightenment and wisdom, as opposed to offering just a career. Secondly, human beings could aspire to achieve more, not in a material sense, but in a sense of becoming more reflective, sensitive and contemplative beings. They can learn about who they are and what is important. In the absence of this, fear dictates people's behaviour.

Speaking Task 10 (Role Play)

Role play scenario (The Dissatisfied Customer)

Customer: Hello, I would like to register a complaint. I reserved an ocean view, but I am staring at the street. I've already talked to the manager but he has not taken any action yet.

Receptionist: I apologize for the inconvenience. Unfortunately, all of our ocean view rooms are taken.

Customer: I'm sorry, that is not good enough. I reserved that room for a reason. Can you upgrade me to a better room with a window view? Also, the being a luxury hotel, your services doesn't seem up to the mark.

Receptionist: I'm sorry sir, unfortunately there is not much we can do in this situation, our corporate office has outlined specific actions to take in this situation, and I am afraid they are not very flexible on this point. Here is the corporate customer service number, please feel free to give them a call and share your complaint.

Customer: Are you serious? This is outrageous! Is this how you treat all your customers? Then I would demand for a full refund of the amount paid for my stay.

Speaking Task 11 (Brainstorming)

What if there were no cars?

Assume that there are not more private cars (either trucks, buses, or any engine related to an explosion motor). The horse and cart would now take the place of a car. People would soup up their carts and horses. The carts would come in all sorts of sizes to suit your needs. The reason is irrelevant. It could be because of sudden peak oil, an alien invasion or a crazy political regulation. As a teenager, I spent endless hours longing after the vehicles in car magazines. But I quickly realised it was kind of pointless because most of the time there's too much traffic where I live to go any faster than a golf cart.

From trains, aeroplanes, boats, or even bicycles, we have no form of transportation to do the things we want to do and go to the places we want to go. But as a consequence to the point, illnesses and deaths related to those diseases will significantly reduce. It has been an intense debate about if traffic pollution is the origin of a health problem or only an aggravating one. In any case, the sudden disappearance of traffic pollution would carry general improved health and a reduction in deaths.

Like the car does in our world today, your cart would reflect your social status; the better or more expensive your horse and buggy are, the richer and wealthier you are thought to be. Imagine how much longer it would take to travel from place to place if the horse and buggy were your only way of getting around.

To sum up, if we live in a world where we have no cars, we would no longer sit in traffic jams getting more and more frustrated. There'd be no gas prices rises to worry about, no registration and insurance fees to pay, no endless search for a good place to park, no road rage, no on-going maintenance costs, no drunk drivers, no envy when the neighbours buy a new car.

Speaking Task 12 (Class Seminars)

Why is reading important?

Reading is the most important habit one needs to develop in life. Good books can inform you, enlighten you and lead you in the right direction. It develops language skills and vocabulary. According to me today's readers are our tomorrow's leaders. Encouraging children to read more subsequently results in helping them lead better lives.

Can words, paragraphs, and fictional worlds be all that great for you and your health? It definitely can, and reading is a timeless form of entertainment and information.

Here are some benefits of reading:

Develop positive thinking – When we gain knowledge we can understand the world around us better. It keeps our mind active and enhances our creativity by improving imagination.

Reliefs tension and stress – Most people know from experience that reading is a great form of entertainment, but what you and those other people might not realise is that reading can help lower stress levels.

Improves memory – Reading can also improve our memory function and focus. Reading is a kind of mental exercise that uses the power of mind and its focus to the limits.

Develop writing abilities – Reading can also improve your writing skills and abilities.

Conclusion

Books are amazing things that can be both entertaining and beneficial to your health. They are almost like tools to a healthy lifestyle. If you aren't an avid reader already, give it a shot. Reading might seem boring to some who have never truly read a great piece, but with a little time, you can love reading as well.

Additional Matter for Self Study

Factual Passages

Practice Material (Page Number 373)

1. (a) (ii) e-commerce
(b) (iv) Information and communication technology
(c) (iii) It radically lowers the cost of doing business.
(d) (iii) To create an architecture which encourages Indian entrepreneurs.
(e) (ii) Light touch regulation
(f) (iv) None of these
(g) positive
(h) False
2. (a) (ii) The examiners who mark the papers.
(b) (iii) His friend's house
(c) (i) To celebrate his grandson's CBSE performance
(d) (iii) 62
(e) (ii) The house was steeped in gloom and doom.
(f) (i) He told the narrator about the collapse of his grandson's career.
(g) 98%
(h) True
3. (a) (iii) Humans

- (b) (ii) Stress
 - (c) (ii) To eat healthy and exercise
 - (d) (iii) Cravings for high-sugar and high-fat foods
 - (e) (ii) Poor families
 - (f) (iv) All of these
 - (g) Cortisol
 - (h) True
4. (a) (i) Digital lives and excessive smartphone use
- (b) (iii) Both (i) and (ii)
 - (c) (i) University students
 - (d) (iv) A field experiment in a restaurant and a survey
 - (e) (ii) More than 120
 - (f) (iii) They were told to keep their phones on the table with vibration on or to put them in a container on the table.
 - (g) distracted
 - (h) False
5. (a) (iv) Social media
- (b) (ii) Facebook
 - (c) (ii) Mark Zuckerberg, Facebook
 - (d) (i) Option to alert the users by allowing them to set a time limit
 - (e) (iii) Both (i) and (ii)
 - (f) (iii) 2017
 - (g) Royal Society for Public Health
 - (h) False
6. (a) (ii) Polio Virus
- (b) (i) Brain tumour
 - (c) (iii) The first patient to be treated of brain tumour

- (d) (iii) 61
- (e) (ii) It often recurs after initial treatment
- (f) Glioblastoma
- (g) immune
- (h) True

Discursive Passages

Practice Material (Page Number 391)

- 1.1a. An individual can overcome despair by believing that the soul has infinite potential. We should not think something cannot happen. Saying “It cannot be done” is the stumbling block to any success.
 - b. The principal cause of dejection or disappointment is laziness. When we desire something, but do not work toward it or we have not built our capability to achieve it we are unsuccessful.
 - c. If a man places hard work in front of him instead of destiny, then automatically, his hard work pays off and what it yields becomes his destiny. This is how man can shape his own destiny.
 - d. The two other success mantras discussed by the writer in the passage are patience and pleasant conduct. Patience can take one far ahead in life. People who are knowledgeable but without a pleasant conduct cannot achieve anything.
- 1.2a. (iii) laziness b. obstacle
c. (i) success d. patient
- 2.1a. The narrator explained the term ‘noir’ as black in French. It is a cinematic term used primarily to describe a suspenseful visual narrative in which the protagonist feels trapped in a vortex of physical danger and moral hazard.
 - b. The boxer’s wife feared that in his hope of a last victory, his much-battered body might fatally succumb to another assault upon it. He had a string of lost fights, is determined to enter the ring once again.
 - c. The boxer’s manager made a deal with an underworld boss that the bout has been rigged so that the fighter will deliberately lose, ensuring those who have bet against him to make a killing with the bookies.

4.2 a. (ii) inclination

b. heaven

c. (i) naturally

d. interpret

Informal Letter

Practice Material Page Number 408

1. A - 47, Rainbow Hostel
Vasant Kunj, Sector C
New Delhi - 110070

8th February 20XX

Dear Father

I hope you are in the best health. I am also fine here.

I am writing this letter to you to inform you about my wish to join an English speaking course in a renowned institute here in Delhi. English is one of the most commonly spoken global languages and it helps to increase job opportunities. The institute is near to my college so I will be able to manage both my regular course and attend this short term course simultaneously. The course will enhance my communication skills and help me in my career. The duration of classes will last up to three months.

Thereby, I am requesting you to kindly send me five thousand rupees which is the admission fee for the course. The last date for submission of the application is 15th February, 20XX.

Hope everyone at home is doing well. Convey my regards to them and I hope to see all of you soon.

Your loving son

Rahul

2. 71B, Tamur Nagar
New Friends Colony
Delhi - 110065

17th July 20XX

Dear Mom

I hope you are doing well. You are the best mother and also the most beautiful mom in this world. I am really very sorry about last week's incident. That was my fault and I behaved very badly with you.

I realise now that I was absolutely wrong, and you were right. You were right about the negative effects of being in a bad company. I regret not listening to

you when you said not to be influenced by the wrong people who wanted me to be part of illicit behaviours.

I am so sorry mom and I am writing this to express how bad I feel and how I wish you would forgive me for my disobedience. I promise to make it up to you the best way I can if you would only forgive me.

I love you mom, I always have and always will; you are the best mom any child could ask for. I pray and hope that may God fulfil your all wishes. Please pray for me because your prayer is the biggest protection for me in this world.

Yours sincerely
Kavita

3. Sector 7, Dwarka
New Delhi- 110006

16th August 20XX

Dear Keshav

How are you? I hope this letter finds you in good health and in high spirits.

In this letter, I wanted to share with you my experience of attending online classes and the importance of online teaching during the Covid-19 pandemic.

Things had turned upside down. It was really difficult to clear my doubts and keep up with my studies. But luckily, the school authorities came up with online classes. It has allowed students to attend classes from the comfort of home. It also helped students productively utilise time by making them engage in several fun activities. It has been a hard time for all. Online teaching came as a relief after the halt of regular classes during the lockdown.

Online classes are just like attending regular school. All the periods are the same and students study using online video conferencing platforms. Live features make easy learning.

You can write to me about what you feel about these classes. Convey my regards to uncle and aunt.

Your loving friend
Pratima

4. 23, Asha Apartments
J. N. Road
Kolkata – 700061
West Bengal

15th September 20XX

Dear Nisha

I hope this letter finds you in the best of health and spirits. It's been long since we have met each other. I'm writing this letter to invite you on my birthday which is on 10th of October. This year it falls on Sunday, so my parents have decided to organise a grand party at my home in the evening as I am turning 18.

I have invited all my friends. You will be happy to know that our entire group including Sunil, Rahul and Jaya have confirmed that they will attend the party. I have downloaded a few video games and we will have lots of fun. The party will start at 5:00 pm with cake cutting, followed by games, dance and finally dinner.

I hope you accept my invitation and not make any other plans for that day. I am looking forward to your company. Your presence will make the occasion even more cherished for me.

Yours affectionately,
Rishi

5. MG Road, Sikkim
Gangtok – 737101

7th January 20XX

Dear Lalit

I am fine and hope you are also doing well. I am writing this letter to share you my Christmas holiday experience. I have celebrated Christmas and New Year eve with my family at paternal village. It was a great experience for me. I was very happy to meet my grandparents. They love me so much. I visited the whole village with my grandfather. My father showed me his school. I enjoyed everything in my village. On Christmas, we cut a very delicious cake baked by my grandmother. We celebrated later by dancing and singing the song "Jingle Bell Jingle Bell".

I wish you were here to enjoy these moments with me. Hope we get to see each other soon. Here's wishing you a very happy new year to you and your family.

Your loving friend
Justin

6.

From : riyan77@gmail.com	30 th January 20XX
To : rck11@gmail.com Subject: Grandfather unwell Dear Dad I hope you must have reached Indore quite safe and sound. I am writing this email to inform you that grandpa had a serious heart attack on the day you reached Indore. He was walking down the stairs, when he felt pain in his chest. He cried with pain and came to the bedroom for rest. Fortunately, I was at home. I rushed to Dr Gupta who attended him. He gave first medical aid and then we took him to the hospital where he was properly treated and looked after by a team of expert doctors. Now, he is taking complete rest and feeling much better. You should pray to God for his complete recovery. At home, sister has taken complete charge of the kitchen. Please come back as soon as your work is completed. Yours Affectionately Riyan	

7.

From : harshitg@yahoo.in	12 th March 20XX
To : pramod23@gmail.com Subject: Congratulations on getting admission in IIT Dear Pramod I am glad to know that you have achieved what you always wanted, that is to become an IITian. Your outstanding performance in the IITentrance examination has secured you a good rank. You have been intelligent and hardworking in your school and college days. You did not waste your time and avoided all distractions. My parents are also very happy to hear of your grand success. Certainly, your success is due to God's grace as well as your hard work and timely guidance of your parents. Keep it up! You will be of great asset to our family and more over to this nation. Wish you a bright future ahead. Please convey my respectful compliments to your parents. We will celebrate your success when we meet. Again, congratulations to you! Yours sincerely Harshit	