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Verb Form

Irregular Forms of Verbs (અનિયમિત ક્રિયાપદો)

Different all three forms (જેના ત્રણેય રૂપો જુદાં છે એવાં)

Verb (ક્રિયાપદ)	Meaning (અર્થ)	Past Tense (ભૂતકાળ)	Past Participle (ભુતકૃદન્ત)
arise (અરાઈઝ)	ઊઠવું, પ્રગટ થવું, ઊભા થવું	arose (અરોઝ)	arisen (અરીઝન)
awake (અવેઈક)	જાગવું, જાગાડવું	awoke (અવોક)	awoken (અવોકન) અથવા awoke (આવોક) અથવા awaked (અવેકડ)
bear (બેઅર)	ને જન્મ આપવો	bore (બોર)	born (બોર્ન)
bear (બેઅર)	સહન કરવું, લઈ જવું	bore (બોર)	born (બોર્ન) અથવા borne (બોર્ન)
begin (બિગિન)	શરૂ કરવું, શરૂ થવું	began (બિગેન)	begun (બિગન)
bid (બિડ)	આજ્ઞા કરવી, નોતરવું આદરપૂર્વક વળાવવું	bade (બેડ)	bidden (બિડન)
bite (બાઈટ)	કરડવું, બચકું ભરવું, ડંખ મારવો	bit (બિટ)	bitten (બિટન)
blow (બ્લો)	ફૂંકાવું, વાવું, વગાડવું, ફૂંક મારીને ફૂલાવવું	blew (બ્લુ)	blown (બ્લોન)
break (બ્રેઈક)	ભાંગી નાંખવું, ભાંગી જવું	broke (બ્રોક)	broken (બ્રોકન)
choose (ચૂઝ)	પસંદ કરવું, નિર્ણય કરવો	chose (ચોઝ)	chosen (ચોઝન)
do (ડુ)	કરવું	did (ડિડ)	done (ડન)
draw (ડ્રો)	ખેંચવું, (ચિત્ર વગેરે) દોરવું	drew (ડ્રીઉ)	drawn (ડ્રોન)
drink (ડ્રિંક)	પીવું	drank (ડ્રૅંક)	drunk (ડ્રૅંક)
drive (ડ્રાઈવ)	હાંકવું, ચલાવવું	drove (ડ્રોવ)	driven (ડ્રીવન)
eat (ઈટ)	ખાવું	ate (એટ)	eaten (ઈટન)
fall (ફોલ)	પડવું, (કિંમત વગેરેનું) ઊતરવું	fell (ફેલ)	fallen (ફોલન)
fly (ફ્લાઈ)	ઊડવું, ઉડાડવું, વિમાનમાં મુસાફરી કરવી	flew (ફ્લૂ)	flown (ફ્લોન)
forbid (ફર્બિદ)	મનાઈ કરવી	forbade (ફર્બેદ)	forbidden (ફર્બીદન)
forget (ફર્ગેટ)	ભૂલી જવું	forgot (ફર્ગોટ)	forgotten (ફર્ગોટન)
forgive (ફર્ગિવ)	ક્ષમા કરવી	forgave (ફર્ગેવ)	forgiven (ફર્ગીવન)
forsake (ફર્સેક)	ત્યાજ દેવું, છોડી દેવું	forsook (ફર્સુક)	forsaken (ફર્સેકન)
freeze (ફ્રિઝ)	ઠરી જવું, થીજી જવું	froze (ફ્રોઝ)	frozen (ફ્રોઝન)
give (ગિવ)	આપવું	gave (ગેવ)	given (ગિવન)
go (ગો)	જવું	went (વેન્ટ)	gone (ગોન)
grow (ગ્રો)	ઊગવું, ઊગાડવું	grew (ગ્રીઉ)	grown (ગ્રોન)
hide (હાઈડ)	સંતાડવું	hid (હિડ)	hidden (હીડન) અથવા hid (હિડ)
know (નો)	જાણવું, સમજવું, ઓળખવું	knew (ન્યુ)	known (નોન)
lie (લાઈ)	સૂવું, આડા પડવું	lay (લે)	lain (લેઈન)
overtake (ઓવરટેક)	થી આગળ નીકળી જવું	overtook (ઓવરટૂક)	overtaken (ઓવરટેકન)
ride (રાઈડ)	સવારી કરવી	rode (રોડ)	ridden (રીડન)

ring (રિંગ)	વાગવું, વગાડવું, રણકવું, રણકાવવું	rang (રંગ)	rung (રંગ)
see (સી)	જોવું	saw (સો)	seen (સીન)
shake (શેઈક)	હાલવું, હલાવવું, ધૂજવું	shook (શૂક)	shaken (શેઈકન)
show (શો)	બતાવવું	showed (શોદ)	shown (શોઉન) અથવા showed (શોડ)
sing (સિંગ)	ગાવું	sang (સેંગ)	sung (સંગ)
sink (સિંક)	ડૂબવું	sank (સેંક)	sunk (સંક)
slay (સ્લેઈ)	હણવું	slew (સ્લુ)	slain (સ્લેઈન)
smite (સ્માઈટ)	મારવું, પ્રહાર કરવો	smote (સ્મોટ)	smitten (સ્મિટન)
speak (સ્પીક)	બોલવું	spoke (સ્પોક)	spoken (સ્પોકન)
spring (સ્પ્રિંગ)	ફૂટવું	sprang (સ્પ્રેંગ)	sprung (સ્પ્રંગ)
steal (સ્ટીલ)	ચોરવું	stole (સ્ટોલ)	stolen (સ્ટોલન)
strive (સ્ટ્રાઈવ)	મથવું, પ્રયત્ન કરવો	strove (સ્ટ્રોવ)	striven (સ્ટ્રીવન)
swear (સ્વેઅર)	સોગન ખાવા	swore (સ્વોર)	sworn (સ્વોર્ન)
swim (સ્વિમ)	તરવું	swam (સ્વેમ)	swum (સ્વમ)
take (ટેઈક)	લેવું, સ્વીકારવું	took (ટૂક)	taken (ટેકન)
tear (ટિયર)	ફાડવું, ચીરવું	tore (ટોર)	torn (ટોન)
throw (થ્રો)	ફેંકવું, નાખવું	threw (થ્રૂ)	thrown (થ્રોન)
tread (ટ્રેડ)	પગલું મૂકવું, ના પર ચાલવું	trode (ટ્રોડ)	trodden (ટ્રોડન)
wake (વેઈક)	જાગવું, જાગાડવું, ઊઠવું	woke (વોક)	woken (વોકન)
withdraw (વિથડ્રો)	પાછું ખેંચવું, ખાતામાંથી પૈસા ઉપાડવા	withdrew (વિથડ્રુ)	withdrawn (વિથડ્રોન)
wear (વેઅર)	પહેરવું	wore (વોર)	worn (વોર્ન)
weave (વીવ)	કાપડ વણવું, ગૂંથવું	wove (વોવ)	woven (વોવન)
undergo (અન્ડરગો)	ભોગવવું, વેઠવું, સહન કરવું	underwent (અન્ડરવેન્ટ)	undergone (અન્ડરગોન)
write (રાઈટ)	લખવું	wrote (રોટ)	written (રિટન)
The same two forms (જેનાં બે રૂપ સરખાં છે એવાં)			
beat (બીટ)	મારવું, હરાવવું, ધબકવું, ખાંડવું, છૂંદવું, વગાડવું.	beat (બિટ)	beat (બિટ)
become (બીકમ)	બનવું, થવું	became (બિકેઈમ)	became (બિકેઈમ)
behold (બિહોલ્ડ)	જોવું	beheld (બિહેલ્ડ)	beheld (બિહેલ્ડ)
bend (બેન્ડ)	વાળવું, વળવું, માથું નમાવવું	bent (બેન્ટ)	bent (બેન્ટ)
bind (બાઈન્ડ)	બાંધવું	bound (બાઉન્ડ)	bound (બાઉન્ડ)
bleed (બ્લીડ)	માંથી લોહી વહેવું	bled (બ્લેડ)	bled (બ્લેડ)
breed (બ્રીડ)	ઉછેરવું, જન્મ આપવો, (પ્રાણીઓ વિષે)	bred (બ્રેડ)	bred (બ્રેડ)
bring (બ્રિંગ)	લાવવું	brought (બ્રોટ)	brought (બ્રોટ)
build (બિલ્ડ)	બાંધવું, બનાવવું, ની રચના કરવી	built (બિલ્ટ)	built (બિલ્ટ)
burn (બર્ન)	બળવું, બાળવું	burnt (બર્ન્ટ)	burnt (બર્ન્ટ)
buy (બાય)	ખરીદવું	bought (બોટ)	bought (બોટ)
catch (કેચ)	પકડવું, ઝીલવું	caught (કોટ)	caught (કોટ)
come (કમ)	આવવું, થવું	came (કેઈમ)	come (કમ)

creep (ક્રીપ)	પેટે ચાલવું, છોડ કે વેલાનું, જમીન પર કે દીવાલ પર ચડવું	crept (ક્રેપ્ટ)	crept (ક્રેપ્ટ)
deal (ડીલ)	વ્યવહાર કરવો, નો ધંધો કરવો, સોદો કરવો	dealt (ડિલ્ટ)	dealt (ડિલ્ટ)
dig (ડિગ)	ખોદવું	dug (ડગ)	dug (ડગ)
dream (ડ્રીમ)	સ્વપ્ન જોવું, કલ્પવું	dreamed (ડ્રીમ્ડ) અથવા dreamt (ડ્રીમ્ટ)	dreamed (ડ્રીમ્ડ) અથવા dreamt (ડ્રીમ્ટ)
dwell (ડવેલ)	રહેવું, વસવાટ કરવો	dwelt (ડવેલ્ટ)	dwelt (ડવેલ્ટ)
feed (ફીડ)	ખવડાવવું	fed (ફેડ)	fed (ફેડ)
feel (ફીલ)	મનમાં લાગવું	felt (ફેલ્ટ)	felt (ફેલ્ટ)
fight (ફાઈટ)	લડવું, ઝગડવું, ઝઝૂમવું	fought (ફોટ)	fought (ફોટ)
find (ફાઈન્ડ)	મળવું, શોધી કાઢવું	found (ફાઉન્ડ)	found (ફાઉન્ડ)
flee (ફ્લી)	નાસવું, ભાગી જવું	fled (ફ્લેડ)	fled (ફ્લેડ)
foretell (ફોર્ટેલ)	ભવિષ્ય ભાખવું	foretold (ફોર્ટોલ્ડ)	foretold (ફોર્ટોલ્ડ)
get (ગેટ)	મેળવવું, પ્રાપ્ત કરવું	got (ગોટ)	got (ગોટ)
grind (ગ્રાઈન્ડ)	દળવું	ground (ગ્રાઉન્ડ)	ground (ગ્રાઉન્ડ)
hang (હૅંગ)	ટાંગવું, લટકાવવું	hung (હૅંગ)	hung (હૅંગ)
have (હેવ)	ની પાસે હોવું	had (હેડ)	had (હેડ)
hear (હિઅર)	સાંભળવું	heard (હર્ડ)	heard (હર્ડ)
hold (હોલ્ડ)	પકડી રાખવું, પકડવું, નું વજન ઝીલવું	held (હેલ્ડ)	held (હેલ્ડ)
keep (કીપ)	રાખવું	kept (કેપ્ટ)	kept (કેપ્ટ)
kneel (નીલ)	ઘૂંટણિયે પડવું	kneelt (નેલ્ટ)	kneelt (નેલ્ટ)
lay (લેઈ)	મૂકવું	laid(લેઈડ)	laid(લેઈડ)
lead (લીડ)	દોરવું, આગળનો રસ્તો બતાવવો, દોરીને લઈ જવું	led (લેડ)	led (લેડ)
learn (લર્ન)	શીખવું	learned (લર્ન્ડ) અથવા learnt (લર્ન્ટ)	learned (લર્ન્ડ) અથવા learnt (લર્ન્ટ)
leave (લીવ)	છોડી જવું, છોડી દેવું	left (લેફ્ટ)	left (લેફ્ટ)
lend (લેન્ડ)	ઊછીનું આપવું, વ્યાજે પૈસા આપવા	lent (લેન્ટ)	lent (લેન્ટ)
lie (લાઈ)	જૂઠું બોલવું	lied (લાઈડ)	lied (લાઈડ)
lose (લુઝ)	ખોવું, ગુમાવવું	lost (લોસ્ટ)	lost (લોસ્ટ)
make (મેઈક)	રચવું, બનાવવું	made (મેઈડ)	made (મેઈડ)
mean (મીન)	નિર્દેશ કરવું, સમજવું, નો અર્થ થવો	meant (મેન્ટ)	meant (મેન્ટ)
meet (મીટ)	મળવું	met (મેટ)	met (મેટ)
overcome (ઓવરકમ)	જીતવું	overcame (ઓવરકેમ)	overcame (ઓવરકેમ)
pay (પેઈ)	ચૂકવવું	paid (પેઈડ)	paid (પેઈડ)
read (રીડ)	વાંચવું	read (રેડ)	read (રેડ)
run (રન)	દોડવું	ran (રેન)	run (રન)
say (સે)	બોલવું, કહેવું	said (સેડ)	said (સેડ)
seek (સીક)	શોધવું	sought (સોટ)	sought (સોટ)
sell (સેલ)	વેચવું	sold (સોલ્ડ)	sold (સોલ્ડ)

send (સેન્ડ)	મોકલવું	sent (સેન્ટ)	sent (સેન્ટ)
shine (શાઈન)	ચળકવું, પ્રકાશવું, ઝગમગવું	shone (શોન)	shone (શોન)
shoot (શુટ)	ગોળી છોડવી	shot (શોટ)	shot (શોટ)
sit (સિટ)	બેસવું	sat (સેટ)	sat (સેટ)
sleep (સ્લીપ)	સૂઈ જવું	slept (સ્લેપ્ટ)	slept (સ્લેપ્ટ)
smell (સ્મેલ)	સૂંઘવું, સુગંધ આવવી	smelt (સ્મેલ્ટ)	smelt (સ્મેલ્ટ)
spend (સ્પેન્ડ)	ખર્ચવું, વાપરી નાંખવું, સમય ગાળવો	spent (સ્પેન્ટ)	spent (સ્પેન્ટ)
spin (સ્પિન)	કાંતવું, ઝડપથી ગોળગોળ ફેરવવું કે ફરવું	spun (સ્પન)	spun (સ્પન)
spit (સ્પિટ)	થૂંકવું	spat (સ્પેટ)	spat (સ્પેટ)
stand (સ્ટેન્ડ)	ઊભા રહેવું	stood (સ્ટુડ)	stood (સ્ટુડ)
stick (સ્ટિક)	ઘોચવું, ચોંટાડવું, ચોંટવું	stuck (સ્ટક)	stuck (સ્ટક)
sting (સ્ટિંગ)	ડંખ મારવો	stung (સ્ટેંગ)	stung (સ્ટેંગ)
strike (સ્ટ્રાઈક)	મારવું, ઠોકવું, પ્રહાર કરવો, ફટકારવું	struck (સ્ટ્રક)	struck (સ્ટ્રક)
sweep (સ્વીપ)	કચરો કાઢવો, વાળવું	swept (સ્વેપ્ટ)	swept (સ્વેપ્ટ)
teach (ટીચ)	શીખવવું	taught (ટોટ)	taught (ટોટ)
tell (ટેલ)	કહેવું, બોલવું	told (ટોલ્ડ)	told (ટોલ્ડ)
think (થિંક)	વિચારવું	thought (થોટ)	thought (થોટ)
understand (અન્ડરસ્ટેન્ડ)	સમજવું	understood (અન્ડરસ્ટુડ)	understood (અન્ડરસ્ટુડ)
weep (વીપ)	રડવું, આસું સારવા	wept (વેપ્ટ)	wept (વેપ્ટ)
win (વિન)	જીતવું	won (વોન)	won (વોન)
wind (વાઈન્ડ)	વીટવું, લપેટવું, વળાંક લેતા જવું, ઘડિયાળને ચાવી આપવી	wound (વાઉન્ડ)	wound (વાઉન્ડ)
wring (રિંગ)	નિયોવવું	wrung (રંગ)	wrung (રંગ)
The same three forms (જેનાં ત્રણેય રૂપો સરખાં છે એવાં)			
bet (બેટ)	શરત મારવી	bet (બેટ)	bet (બેટ)
burst (બર્સ્ટ)	ફાટવું, ફૂટવું	burst	burst
cast (કાસ્ટ)	નાંખવું, ફેંકવું	cast	cast
cost (કોસ્ટ)	ની કિંમત પડવી કે હોવી	cost	cost
cut (કટ)	કાપવું, ઓછું કરવું, ઘટાડવું	cut	cut
forecast (ફોર્કાસ્ટ)	ભવિષ્યની આગાહી કરવી	forecast	forecast
hit (હિટ)	મારવું, પ્રહાર કરવો	hit	hit
hurt (હર્ટ)	ઈજા કરવી, કોઈની લાગણી દુભાવવી	hurt	hurt
let (લેટ)	રજા આપવી, છુટ આપવી, ભાડે આપવું, કરવા દેવું	let	let
put (પુટ)	મૂકવું	put	put
quit (ક્વિટ)	છોડી જતું રહેવું	quit	quit
rid (રિડ)	છોડાવવું, દૂર કરવું	rid	rid
set (સેટ)	મૂકવું, ગોઠવવું, આથમવું	set	set
shed (શેડ)	પડવા દેવું, પાડવા દેવું, (આંસુ) વહેવડાવવું	shed	shed

shut (શટ)	બંધ કરવું	shut	shut
slit (સ્લિટ)	લાંબો કાપો મૂકવો	slit	slit
split (સ્પ્લિટ)	ચીરવું, ફાડવું	split	split
spread (સ્પ્રેડ)	ફેલાવવું, બિળ વવું, પાથરવું	spread	spread
thrust (થ્રસ્ટ)	ધોંચવું, ઘુસાડવું, ધકેલવું	thrust	thrust
upset (અપસેટ)	ઊંધું વાળવું કે વળવું ને વ્યાકુળ બનાવવું	upset	upset
wed (વેડ)	પરણવું, જોડાવું	wed અથવા wedded (વેડેડ)	wed અથવા wedded (વેડેડ)

**For
Other
Study
Material**



Figure of Speech

A figure of speech is a literary device in which language is used in an unusual—or "figured"—way in order to produce a stylistic effect.

Similarity

1. Simile (sim-ih-lee)

A Simile shows a likeness or comparison between two objects or events

Sign:- like, as, as.....so.

Examples:

1. She is **as pretty as** a picture.
2. Last night, I slept **like** a Kumbhkaran.
3. Chevrolet: Built **Like** A Rock

2. Metaphor (met-uh-fore)

Two objects are compared, without the words 'as or like'. It is an indirect simile.

Examples:

1. **He** was **a lion** in the battlefield.
2. **She** was **a tower of strength** in their trouble.
3. **The camel** is **the ship of the desert**.
4. **Life** is **a dream**.

3. Personification (per-sahn-if-ick-ay-shun)

In Personification non-living objects, abstract ideas or qualities are spoken of as persons or human-beings.

Examples:

1. **Necessity** knows no law.
2. Let **the floods** clap their hands.
3. I kissed the hand of death.
4. **Death** puts its icy hands on King.
5. **Laughter** is holding her both sides.

Contrast

4. Antithesis-(an-tith-uh-sis)

- In Antithesis, one word or idea is set in direct contrast against another, for importance.
- It is a combination of two words, phrases, clauses, or sentences contrasted in meaning to offer a highlight to contrasting ideas.

Examples:

1. **United we stand**, divided we fall.
2. **To make a mistake is human**, to forgive is great.
3. **We look for light**, but all is darkness.
4. **Man proposes**, but God disposes.
5. Not that **I loved Kamrej less**, but I loved Bardoli more.
6. Speech is silver, but **Silence is Gold**.
7. **Many are called**, but few are chosen.

5. Internal Rhyme (in·tuh·nuhl raim)

The pronunciations of word are similar or same.

Examples:

1. I went to **town** to buy a **gown**.
2. I took the **car** and it wasn't **far**.
3. I had a **cat** who wore a **hat**.
4. He looked **cool** but felt the **fool**.
5. I lost my **dog** in the midst of **fog**.

6. Oxymoron-(awk·see·maw·rawn)

- An Oxymoron is when two terms or words are used together in a sentence but they seem to contradict each other.
- An oxymoron is a figure of speech that deliberately uses two differing ideas.
- This contradiction creates a illogical image in the reader or listener's mind that generates a new concept or meaning for the whole.

Examples:

1. Life is **bitter** sweet.
2. He is **the wisest** fool of them all.
3. He was fated to a **living** death.
4. "The **last** shall be first and the **first** shall be last." The Bible

☺☺☺☺☺☺☺☺ SOMETHING ☺☺☺☺☺☺☺☺

*Ever noticed that it's **simply impossible** to find **seriously funny** oxymoron? The **only choice** is to ask one of those **paid volunteers** at the library – the ones in the **long-sleeved** T-shirts – for an **original copy** of some **obviously doubtful** documents that were **found missing** amongst some paperwork **almost exactly** one hundred years ago.*

☺☺☺☺☺☺☺☺☺☺☺☺☺☺

7. Irony (eye-run-ee)

- Irony is when one thing is said which means the exact opposite.
- Irony can be used to create enjoyment - unlike Sarcasm. When used to taunt or ridicule, Irony is called Sarcasm.

Examples:

1. **The fire station** burned down last night.
2. Looking at her son's **dirty** room, Mom says, "Wow, you could win an award for cleanliness!"
3. Your car is as **clear** as mud.
4. He was suspended for his **little** accident.

8. Hyperbole (hi-per-buh-lee)

- Hyperbole is an overstatement and things are made to appear greater or lesser than they usually are.
- Hyperbole is a literary device often used in poetry, and is frequently encountered in casual speech.
- Occasionally, newspapers and other media use hyperbole when speaking of an accident, to increase the impact of the story.
- It may be used to evoke strong feelings or to create a strong impression, but is not meant to be taken literally.

Examples:

1. The burglar ran as fast as **lightning**.
2. The professor's ideas are as old as **the hills**.
3. The troops were swifter than **eagles** and stronger than **lions**.
4. Her brain is same as **the size of a pea**.

9. Litotes (lie-tuh-teez)

In this, a negative term is used to express a positive statement.

Examples:

1. It's **not rocket science**. (It's about as simple as it gets.)
2. He **isn't the brightest bulb** in the box. (He's somewhat dumb.)
3. You **won't be sorry** you bought this knife set. (You'll be happy you bought this knife set.)
4. I **don't deny** that it was wrong. (I admit that it was wrong.)
5. The trip **wasn't a total loss**. (The trip was mostly bad with some good elements.)

10. Euphemism (yoo·fuh·mi·zm)

A euphemism is a word or phrase that is substituted for a word or phrase that is considered to be too straightforward or blunt when referring to something sad, distasteful, or upsetting.

Examples:

1. You are telling me a **fairy tale**. (You are telling me **lies**)
2. He is gone **to heaven**. (He is **dead**)
3. She was taken **early retirement**. (She was **fired**)
4. There are so many **economically disadvantaged** people. (There are so many **poor** people.)

11. Pun (puhn)

- Pun is a word or phrase used in two different senses.
- It is a joke that plays on the multiple meanings of a word, or on two words that sound the same.
- Pun is a play of words – either their different meanings or upon two different words sounding the same.

Examples:

1. You were right, so I left. (left- go away from / direction)
2. Is life worth living? That depends on the liver. (liver- organ in animal / a person who lives in a specified way)
3. A bicycle can't stand on its own because it is two tired. (tired – bored / sleepy)

12. Paradox (pa·ruh·dawks)

The statement appears inappropriate but contains the truth.

Examples:

1. This is the beginning of end.
2. I must be cruel, only to be kind.
3. The golden rule is that there are no golden rules.
4. Your enemy's friend is your enemy.
5. I am nobody.

13. Epigram (ehp-ih-gram)

It is a brief point saying which is representing by paradox and it is true.

Examples:

1. If we don't end war, war will end us.
2. Live simply, so that others may simply live.
3. It is better to light a candle than curse the darkness.
4. It is better to keep your mouth shut and appear stupid than to open it and remove all doubt.
5. The coldest winter I ever spent was a summer in San Francisco.(FYI- because in San Francisco summer is very cold than india)

Association

14. Metonymy (meh-tahn-uh-mee)

An object or concept is referred to not by its own name, but instead by the name of something closely associated with it.

Examples:

1. Friends, Romans, countrymen, lend me your **ears**. (the act of listening)
2. Let me give you my **hand**. (help)
3. **England** decides to keep check on immigration. (The government of England)
4. **The pen** is mightier than **the sword**. (written words, military force)

15. Synecdoche (sih-nek-duh-kee)

A part of something is used to refer to its whole.

We use **bread**-food/money, **gray beard** - an old man, **sails** - whole ship, **suit** - businessman, **boots** - soldiers, **coke** - all carbonated drinks, **Pentagon** - a few decision makers, **glasses** – spectacles etc.

Examples:

1. Writing is my **bread and butter**. (Job-money)
2. Are you paying with **plastic**? (Debit/Credit Card)
3. **India** wins Gold medal. (Indian)
4. The citizens were all put to **the sword**. (the entire category of weapons)

Arrangement

16. Repetition (rep-ih-tish-un)

In this a word or phrase is repeated two or more times.

Examples:

1. The apartment was on the top floor—a **small** living-room, **a small** dining-room, **a small** bedroom, and a bath.
2. To England will I **steal**, and there I'll **steal**.
3. **All for one** and **one for all**!
4. The president said, “**Work, work, and work**,” are the keys to success.
5. “Public wants **entertainment.... entertainment.... entertainment.**”

17. Tautology (taw·taw·luh·jee)

There is an unnecessary repetition of words that are similar in meaning.

Examples:

1. Remember when 4G cell phones were a **new innovation**?
2. The **evening sunset** was beautiful.
3. Charlie proudly told his mom **he made** the hand-made scarf **himself**.
4. Alice started her presentation with a **short summary**.
5. He is always making **predictions** about the future.

18. Climax (cly-max)

Climax is a figure of speech which rises in steps like a ladder from simple to more important.

Examples:

1. He **came**, he *saw*, he occupied.

2. He **ran fast**, He *came first* in the race, He was awarded a prize.
3. **Lost**, *broken* and dead within an hour.

19. Anticlimax (anti-cly-max)

It is an arrangement of words in order of decreasing importance. Often, it is used to laugh.

Examples:

1. The soldier fights for glory, and **a shilling** a day.
2. She lost her husband, *her children* and **her purse**.
3. He is a great philosopher, *a member of parliament* and **plays golf well**.

20. Alliteration (uh-lit-uh-ray-shun)

- Alliteration is a series of words that begin with the same letter.
- Alliteration consists of the repetition of a sound or of a letter at the beginning of two or more words.

Examples:

1. **D**irty **d**ogs **d**ig in the **d**irt.
2. **C**ute **c**ats **c**ooking **c**arrots.
3. **S**ome **s**limy **s**nakes were slowly **s**lithering.
4. **P**urple **p**andas **p**ainted **p**ictures
5. **W**hite **w**hales **w**aiting in the **w**ater.

21. Anastrophe (Ana·stro·fi)

The normal order of word is reversed to suit the purpose of the poet.

Examples:

1. She stared into the dog's eyes deep and menacing. (**She stared into the dog's deep and menacing eyes.**)
2. On a black cloak sparkle the stars. (**The stars sparkle on a black cloak.**)
3. Bright he was not. (**He was not bright.**)
4. Powerful you have become. The dark side I sense in you. (**You have become Powerful. I sense the dark side in you.**)

22. Onomatopoeia (on-uh-mat-uh-pee-uh)

Onomatopoeia is a figure of speech where a word is used to represent a sound.

Examples:

1. Baa Baa Black Sheep and Old Macdonald had a farm-**eea eea oo**
2. The bee **buzzed** in my ear.
3. The **boom** of the fireworks scared the baby.
4. The cat **meowed** for some milk.
5. **Bark! Bark!** The dog woke me up.
6. The **swish** of the basketball through the hoop excited the crowd.
7. The **scratching** of the tree limb on the window was spooky.
8. The wolf **howled** in the night.
9. The **pop** of the balloon echoed through the room.
10. The papers **rustled** as they fell to the floor.

Onomatopoeia words:

Boom, buzz, bark, swish, bang, slash, slurp, gurgle, meow, and woof, Zip etc.

23. Transferred Epithet (traan·sfuhd eh·puh·thet)

In which a modifier (usually an adjective) qualifies a noun other than the person or thing it is actually describing.

Epithet = Nickname

Examples:

1. I have had such a **wonderful day!** (Wonderful not a day but feeling on that day was wonderful)
2. He passed a **sleepless night.** (Night not a sleepless but on that night he couldn't sleep.)
3. Nelson Mandela spent 27 years behind **cruel bar.** (Bar was not a cruel but officer was.)

24. Exclamation (ek·skluh·mei·shn)

The exclamatory form is used to draw greater attention to a point.

Examples:

1. What a piece of work is man!
2. How sweet the moonlight sleeps upon this bank!
3. What a sad event!

25. Apostrophe (uh·poss·truh·fee)

An Apostrophe is a development of personification in which the writer addresses absent or inanimate objects, concept or ideas as if they were alive and could reply.

Examples:

1. Fair **daffodils**, we weep to see you haste away so soon.
2. **wind**, where have you been?
3. Oh, **rose**, how sweet you smell and how bright you look!
4. **Car**, please get me to work today.
5. Oh, **trees**, how majestic you are as you throw down your golden leaves.
6. Dear **love**, please don't shoot me with your Cupid's bow.

26. Interrogation (in·teh·ruh·gei·shn)

Question is asked not for the getting answer but to create poetic effect.

Examples:

1. When will be raining in June?
2. What are you doing?
3. What's up?
4. Why?



Direct - Indirect Speech

The words spoken by a person can be reported in two ways

Direct and Indirect

1. When we quote the exact words spoken by a person, we call it **Direct Speech**.
e.g. Sohan said to Mohan, "I am going to school."
2. The exact words spoken by Sohan are put within inverted commas. But when we give the substance of what Sohan said, it is called the **Indirect Speech**.
e.g. Sohan told Mohan that he was going to school.

Format (Direct Speech)

Speaker + **Reporting Verb** + Listener +, "Reporting Speech"

Sohan + **said to** + Mohan+, "I am going to school."

There are two types of changes occurred during conversion of Speech from direct speech to indirect speech or vice versa.

- 1) **Changes in Reporting verb** (according to types of sentence)
- 2) **Changes in Reporting speech**
 - i) **Changes in tense**
 - ii) **Changes in Pronoun**
 - iii) **Changes in word which are related with time, place etc.**

i) Changes in tense:-

Direct	Indirect	Direct	Indirect	Direct	Indirect
am/is	was	M.v / v.s/es	v.ed / v (irregular form)	must + m.v	No Change
are	was / were	to + M.V	No Change	would + m.v	would + m.v
was / were	had + V ₃	V ₂ (Past tense)	had + V ₃ (Past Participle)	should + m.v	should + m.v
do/does	Did	will + m.v	would + m.v	could + m.v	could + m.v
Did	Had + V ₃	shall + m.v	should + m.v	might + m.v	might + m.v
have / has	Had	can + m.v	could + m.v		
Had	Had	may + m.v	might + m.v		

ii) Changes in Pronoun

I	Me	my	mine	myself	Use for Speaker
We	Us	our	ours	ourselves	
You	You	your	yours	yourself	Use for Listener
You	You	your	yours	yourselves	
He	Him	his	his	himself	No Change
She	Her	her	hers	herself	
It	It	its	its	Itself	
They	Them	their	theirs	Themselves	

iii) Changes in word which are related with time, place etc.

Direct	Indirect
This	That
These	Those
Here	There
Thus	So/In that way
now / just	Then
Ago	Before
so far	till that time
Today	Thatday
Tonight	Thatnight
Yesterday	the previous day or the day before
last week / month / year	the previous week / month / year or the week / month / year before
Tomorrow	the next day or the following day or the day after
next week / month / year	the following week / month / year or the week / month / year after
Come	Go

1) Assertive Sentences :-

	Direct	Indirect
Reporting verb	(:)	told
	Said	
	said to	
	Told	
Connective	Positive sentences	that
	Negative sentences	

Exercise-1

- 1) My friend said to his father, "I want to go on my school tour in the next vacation."
- 2) The students said to their teacher, "We will prepare this topic tomorrow in your period."
- 3) "You did not allow to enter in this area, Manish" said Ashish.
- 4) My friend : "Piyush, this topic is not discussed in our classroom yet."
- 5) "Sahaj" said Dhruv, "I can make you to come to see 'Om Shanti Om'."

2) Interrogative Sentences :-

	Direct	Indirect
Reporting verb	(:)	asked
	Said	
	said to	
	Asked	
Connective	Wh. Word((What, When, Where, Why, Which, Why, Who, How,...))	Wh. Word
	Non Wh. Word (Do, Does, Did, Am, Is, Are, Was, Were, Will, Shall, Have, Has, Had,...)	If, Whether

➤ Reported Speech

D.S – Wh. Word / Non Wh. Word + H.V. + S + V + O.W. + ?

I.D.S – Wh.word / If + S + H.V. + V + O.W.

Note:-

If 'do/does/did' is use as H.V. , It will be removed and make changes in M.V. during conversion to indirect speech.

Any Interrogative sentence is converted to assertive sentence during Direct to Indirect speech conversion.

Exercise- 2

- 1) Aniket said to Vinay," Why have you made this kind of mistake in my work again?"
- 2) The students said to the teacher," Do you take our exam today?"
- 3) "Sid", asked Avani,"Where did you put my new books?"
- 4) Diya asked her father," won't you come my school with me to see my result?"
- 5) I said to stranger, "Who are you?"

3) Imperative sentences:-

- Sentences which express 'order', 'request', 'advise' etc... is called imperative sentence.
- This kind of sentence is started with 'M.V' (if positive) & with 'Don't' (if negative).

Changes in reporting verb as per sentence meaning

	Direct	Indirect
Reporting verb	Order	ordered
	Request	requested
	Advise	advised
	Suggestion	suggested
	notice / instruction	noticed / instructed
	demand / ask	demanded / asked
	Warn	warned
	Threaten	threatened
Connective	No idea	told / asked
	Positive sentence	to
	Negative sentence	not to

- Words like "Please / Kindly "removed during converting to indirect speech.

Exercise- 3

1. The player said to his coach," Please make my selection".
2. The master said, " Raju ,go and give this file".
3. The principle said to the peon , "post this letter today".
4. We said to our teacher, "kindly give us one more chance".
5. Ramlal told Makhanlal," give my money back, otherwise I will take you to the court".

4) Exclamatory Sentences :-

a) Reporting Speech

Format:-

Exclamatory sentence	Assertive sentence
What + a/an + adj. / adv. + noun + o.w. + s + v + !	S + v + a + very + adj. / adv. + noun + o.w.
How + adj. / adv. + noun + o.w. + s + v + !	S + v + very + adj. / adv. + noun + o.w.

Exercise- 4

1. What a beautiful rose it is!
2. How attractive the new bike is!
3. What an interesting match it was yesterday!
4. What a good speaker he is!
5. What a beautiful scene it is!

Note:-

- When you convert from exclamatory sentence to assertive sentence, you need 'S', 'V', 'O'.
- If there is no, you will take it your own way respected as per feeling.
- In the verb you can use 'am, is, are'.
- In the adjective as per sentence feeling used for happy feeling 'closed, beautiful, wonderful, nice, great, good, interesting, etc.. for sad feeling 'bad, sad, pity, etc..' .

Exercise- 5

1. How exciting match!
2. What a scene!
3. How wonderful!
4. What a match!
5. How brilliant!

b) Reporting verb

Format:-

Speaker + exclaimed with + feeling + to + listener + that + Reporting speech.

Word	Feeling
Hurrah!	Joy
Wow!	Surprise, Praise, Admire
Oh! / Ah!	Surprise
Bravo!	Praise
Alas!	Sorrow
	Dislike
	Pity, Sympathy
	Anger
	Fear

Exercise- 6

1. My friend said," what an excellent performance it is!"
2. My brother said to me, "Hurrah! We have won the match".
3. The students said to their teacher, 'wow! We have won the shield".

4. ‘Oh! They appeared before time in the function”, said the manager to the servant.
5. “Alas! What a sad end of the movie!” said the people

5) Optative Sentences :-

Ex. ‘Happy birthday to you’, ‘Many many returns of the day’, ‘Best of luck’, ‘All the best’, ‘Good morning’, ‘God bless you’ etc. .

	Direct	Indirect
Reporting verb	For any wish	wished
	For any pray	prayed
Connective	For any wish	-
	For any pray	that

Note:- If reporting speech is started with words like ‘Thank’, ‘wish’, ‘Congratulation’, they will be used as reporting verb as ‘thanked’, ‘wished’, ‘congratulated’ & also these words removed from there.

Exercise- 7

1. My friend said to me,” Thank you very much”.
2. The teacher said to me,” Wish you all the best”.
3. I said to my friend,” Congratulation on your success”.
4. The teacher: “Students, All the best”.
5. The students said,” Happy birthday to you”.

6) Uses of let

- Let is used with me /us /you /him /her /it
- ‘Let’ + me /us /you /him /her /it

In Indirect speech

Speaker + requested to / proposed to / suggested to + listener (me /us) + that + they/we + should + M.V + o.w.

Exercise- 8

1. My friend said to me,” Let’s watch the movie”.
2. The teacher said to the principle,” Let’s arrange the science-fair in our school”.
3. The players said to the coach, “Let’s start practice for the match”.
4. I said to my brother, “Let’s visit the new library of our town”.



Answer

Exercise- 1

- 1 My friend told his father that he wanted to go on his school tour in the following vacation.”
- 2 The students told their teacher that they would prepare that topic the following day in his period.
- 3 Ashish told Manish that he had not allowed to enter in that area.
- 4 My friend told Piyush that that topic was not discussed in their classroom.
- 5 Dhruv told Sahaj that he could make him to come to see ‘Om Shanti Om’.

Exercise- 2

- 1 Aniket asked Vinay Why he had made that kind of mistake in his work again.
- 2 The students asked the teacher if he took their exam thatday.
- 3 Avani asked Sid Where he had put her new books.
- 4 Diya asked her father if he wouldn't go her school with her to see her result.
- 5 I asked stranger Who he/she was.

Exercise- 3

- 1 The player requested his coach to make his selection.
- 2 The master ordered Raju to go and give that file.
- 3 The principle ordered the peon to post that letter thatday.
- 4 We requested our teacher to give us one more chance.
- 5 Ramlal threatened Makhanlal to give his money back, otherwise he would take him to the court.

Exercise- 4

- 1 It is a very beautiful rose.
- 2 The new bike is very attractive.
- 3 it was a very interesting match yesterday.
- 4 He is a very good speaker.
- 5 It is a very beautiful scene.

Exercise- 5

- 1 It is very exciting match.
- 2 It is a very beautiful scene.
- 3 My car is very wonderful.
- 4 It is a very intersting match.
- 5 The students are very brilliant.

Exercise- 6

- 1 My friend exclaimed with praiise that it was a very excellent performance.
- 2 My brother exclaimed with joy to me that they had won the match.
- 3 The students exclaimed with surprise to their teacher that they had won the shield.
- 4 The manager exclaimed with surprise to the servant that they had appeared before time in the function.
- 5 The people exclaimed with sorrow that it was a very sad end of the movie.

Exercise- 7

- 1 My friend thanked me very much.
- 2 The teacher wished me all the best.
- 3 I congratulated my friend on his success.
- 4 The teacher wished students all the best.

5 The students wished happy birthday.

Exercise- 8

- 1 My friend proposed to me that we should watch the movie.
- 2 The teacher proposed to the principle that they should arrange the science-fair in their school.
- 3 The players proposed to the coach that they should start practice for the match.
- 4 I suggested to my brother that we should visit the new library of our town.

4. Do as Directed

1. Question Tag

Question tags are short questions at the end of statements.

They are mainly used in speech when we want to:

- **confirm that something is true or not,**
- **to encourage a reply** from the person we are speaking to.

1. Types of a Question Tag

A question tag is of two types

1. Positive Question Tag (When statement is negative)
Reshma **is not** a teacher, **is she**?
2. Negative Question Tag (When statement is positive)
You **are** a student, **aren't you**?

Intonation (tone)

- ✓ When we are sure of the answer and we are simply encouraging a response, the intonation in the question tag goes down:
e.g. This is your car, isn't it? (Your voice goes down when you say isn't it.)
- ✓ When we are not sure and want to check information, the intonation in the question tag goes up:
e.g. He is from France, isn't he? (Your voice goes up when you say isn't he.)

2. How to make Question tags?

- A. Use pronoun of same number and gender when it is to be used in the tag part.
Statement → **Rohit** is deceiving us.
Que.Tag → isn't **he**?
- B. When a negative tag is formed then the contracted form is used in the tag part.
She is eating, **isn't** she? (Correct)
Using expanded form is not appropriate in tag.

3. How to apply Question tags?

1. When Sentence made by the auxiliary or modal verb
 - a) The auxiliary (helping) verb from the statement + the appropriate subject.
e.g. Reshma **is not** a teacher, **is she**?
 - b) The modal verb from the statement + the appropriate subject.
e.g. He **shouldn't** say things like that, **should** he?

Positive Statement	Tag
<i>Tag</i>	<i>Negative Statement</i>
Am	aren't
Is	isn't
Are	aren't
Was	wasn't
Were	weren't
Do	don't
Does	doesn't

Positive Statement	Tag
<i>Tag</i>	<i>Negative Statement</i>
Did	didn't
Has	hasn't
Have	haven't
Had	hadn't
Will	won't
Shall	shan't
Can	can't

Positive Statement	Tag
<i>Tag</i>	<i>Negative Statement</i>
may	mayn't
must	mustn't
would	wouldn't
should	Shan't
could	couldn't
might	mightn't

2. When Sentence not made by the auxiliary or modal verb
 - 1) Present tense- Use Do/Does
 - You **play** the guitar, **don't** you?
 - Alison **likes** tennis, **doesn't** she?
 - 2) Past tense- Use Did
 - They **went** to the cinema, **didn't** they?
 - She **studied** in New Zealand, **didn't** she?
 - 3) When the statement contains a word with a negative meaning, the question tag needs to be positive (Words- rarely, hardly, neither, no, nobody, none, nothing and seldom etc.)
 - He **hardly** ever speaks, **does** he?
 - They **rarely** eat in restaurants, **do** they?

Exceptions

Some verbs / expressions have different question tags.

For example:

- **Positive imperative** - Stop daydreaming, will / won't you?
- **Negative imperative** - Don't stop singing, will you?
- **Let's** - Let's go to the beach, shall we?
- **There is / are** - There aren't any spiders in the bedroom, are there?
- **This / that is** - This is Paul's pen, isn't it?

Exercise

Add a question tag rewrite the following statements.

- | | |
|---|--|
| 1. We are late again. | 9. I will never forget this. |
| 2. She's from a small town in Tamil Nadu. | 10. They will not excuse us. |
| 3. The weather is really bad today. | 11. Jyoti works very hard. |
| 4. John is a very good student. | 12. Vineet doesn't rely on his cousins when it comes to start a business in partnership. |
| 5. She doesn't work in a hotel. | 13. We all enjoyed ourselves a lot during the tour. |
| 6. You think I am a fool. | 14. The lady keeps bandening around to everybody. |
| 7. This was purchased last year. | 15. She is not as dull as she pretends to be. |
| 8. Prabhu hates smoking and smokers. | |

Answer

- | | |
|--|--|
| 1. We are late again aren't we? | 10. They will not excuse us, will they? |
| 2. She's from a small town in Tamil Nadu, isn't she? | 11. Jyoti works very hard, doesn't she? |
| 3. The weather is really bad today, isn't it? | 12. Vineet doesn't rely on his cousins, when it comes to start a business in partnership, does he? |
| 4. John is a very good student, isn't he? | 13. We all enjoyed ourselves a lot during the tour, didn't we? |
| 5. She doesn't work in a hotel, does she? | 14. The lady keeps bandening around to everybody, doesn't she? |
| 6. You think I am a fool, don't you? | 15. She is not as dull as she pretends to be, is she? |
| 7. This was purchased last year, wasn't this? | |
| 8. Prabhu hates smoking and smokers, doesn't he? | |
| 9. I will never forget this, will I? | |

Notice Writing

A notice is a written or printed announcement (Example - a notice for sale). It is written in order to inform a large number of people about something that has happened or is about to happen. It could be an upcoming event, competition, Lost and found notice or just a piece of information to be delivered to the targeted audience. It is generally written in a formal tone. Notices are factual and to-the-point. The language used is simple and formal, not flowery. They are put up on display boards in schools or at public places.

Function/ Event	Lost / Found Item	Tours / Camps / Trekking
1.Date	1.What Article/Item	1.No. of days
2.Time	2.Where	2.Cost
3.Place	3.Size, Shape, Colour etc.	3.Place
4.Target audience	4.Contact detail- Who and When	4.Things necessary to carry
5.Fees / Charges	5.Reward-any	5.Contact detail for query
6.Contact detail for query		

Que. An Inter-House Quiz is going to be organized in your school. You are Akshita Bora, the Activity incharge of Summerfield School, New Delhi. Draft a notice informing the students, giving other relevant details.

Answer

SUMMERFIELD SCHOOL, NEW DELHI		Name of the issuing agency/ authority		
(Leave a blank) NOTICE (Leave a blank) INTER-HOUSE QUIZ (Leave a blank) Date of issue/Release of the notice				
12th April, 2014 (Leave a blank)	Title /Subject of the Event (What?)			
An Inter-House Quiz is being organized on 25 th April, 2013, in the school auditorium, from 8-11 am for the students of Classes IX- X. This General Knowledge quiz will comprise of three rounds-Rapid Fire, Visual and Buzzer round. Each house-team will have three members. House Captains should submit the names of their team by 21st April, 2013, to their respective house-in charges. For further details contact the undersigned. (Leave a blank)		Body (Date / time / duration / Place / Venue) (Where?, When?)		
Akshita Bora (Activity In-charge)	<table border="1"> <tr> <td>(Name – Authorized person)</td> </tr> <tr> <td>(Designation)</td> </tr> </table>		(Name – Authorized person)	(Designation)
(Name – Authorized person)				
(Designation)				

For
Other
Study
Material



Report Writing

A report is a brief account of an event that has already taken place. It helps in recording events of importance that occurs in our day to day life. A report attempts to present the first hand information of an incident or event. A report of an event presents a record of events that took place. It includes one's ideas, opinions and impressions on the event.

POINTS TO REMEMBER

- Mention the place, date, time and other relevant facts about the event.
- Write in past tense.
- Write in reported speech and use passive form of expression.
- Develop ideas (causes, reasons, consequences, opinions) logically.
- Write in a less formal and more descriptive manner while writing a report for a school magazine.
- Write in a formal and descriptive manner while writing a report for a newspaper.

Q. Your school organised a seminar on swine flu for creating awareness among students of your school and their parents. As Secretary of the Health Club of Oasis Public School, Hyderabad, write a report in 100-125 words for The Deccan Herald'.

Answer

The Growing Threat ← **Title**
(Leave a blank)

Keshav Karnani (Secretary, Health Club) ← **Writer's name (Designation)**
(Leave a blank)

Oasis Public School, Hyderabad ← **Place** 17th March, 20XX ← **Date**

(Leave a blank)

Hyderabad, There has been a rise in the number of swine flu cases registered in the city, which being a matter of concern, took the attention of our school authorities. It was considered appropriate to call all the students and their parents for a seminar to educate everyone about the causes and precaution to ensure that this virus does not infect anyone. The seminar saw successful completion on 15th March, 20XX ← **Body** in the school auditorium. Doctors from various hospitals were called to throw light on the matter. Basic details about the cause, symptoms and effects were explained to all. A sense of ease prevailed on the faces of parents after knowing about it. The seminar was a great success.

Day, Functions - Format

[Independence Day, Republic Day, Teacher's Day, Sports Day, Sports Festival, World Environment Day, Van Mahotsav Day\Tree Plantation Day, Story Telling Competition, Quiz Competition, Ceremony Farewell Function, Cultural Programme, Handy Craft Performance]

Yesterday was a big day for us. **Report name** was arranged in our school. It was started at 9 a.m. with a prayer. Our honorable Chief Minister was the chief guest. The principle, the teachers, the parents, the guest and the students were present. After finishing the formalities, a small inspiring and thoughtful speech was given by the chief

guest. Moreover, some necessary instruction and tips were given to the students. All were in jolly mood.

5 to 6 line point of you. _____

Students were given the medals, prizes and trophies. They were cheered by all of us. They were inspired by the chief guest and the principal. They expressed their views about the **report name**. The winners promised to do their best in the future. The day ended with a grand party. Really, it was a memorable day.

Visit Format

[Zoo, Fruit Stall, Railway Station, Blind School, Wood-Craft Factory]

Last week an examination was over. We were free. So we decided to visit **Place name (સ્થળનું નામ)**. On that day, we went there by bus. This place is very far but familiar and worth seeing. We got up early in the morning and got ready. We gathered at the fixed place. We sat into the bus and reached **Place name (સ્થળનું નામ)** in time. It was a crowded place. There were green field on the way. We saw a beautiful garden at the main gate. There were _____

Write 2 to 3 sentence about what you see there (શું જોયું તે વિશે બે-ત્રણ વાક્યો

લખવા.) _____ It was a neat and clean place. There was no smoke at all, too. I was deeply impressed by the visit. Then after some time, we sat there for a while and took breakfast and tea. We became fresh. Some told interesting jokes. We played some games also. We wanted to stay there more but it was almost 6:00 pm and we had to start back home. Our visit was very pleasant and we enjoyed it very much. It was a well- spent day. Really, a visit can teach more than a man. We liked the place very much. We brought many memories with us. We will never forget our visit to **Place name (સ્થળનું નામ)**.

Fair/ Exhibition Format

[Science Fair, Book Fair, Fun Fair, Maths-Science Exhibition]

Yesterday was a big day for me. **Report name** was arranged in our school. I went there with my friends. There was the huge gate with posters. There were also cardboards. The young, the old and the children were moving here and there. They all were in jolly mood. There were at least 50 stalls. Some of them were serving food or drinking. We spent much time there. _____

5 to 6 line point of you. _____

At last, we decided to leave that place. We had some snacks there. Then we returned from that place. Really, this visit was memorable for us.

Camp Format

[Donation Camp, Health Check Up Camp, Tracking Camp]

Yesterday was a big day for us. **Report name** was arranged for two days. The purpose of arranging the camp was to make the students aware of **report name**. After finishing the formalities, a small inspiring and thoughtful speech was given by our principal. Moreover, some necessary instructions and tips were given to the student. All were in jolly mood. _____

5 to 6 line point of you. _____

_____ It was a successful camp. It was a memorable event in my life. It was not only educative but also informative camp for us. I never forget this camp. I hope such camp will be arranged again and again.

Letter Writing (Informal)

Sender's Address

Date

Dear father/ mother/ brother/ sister/ friend/xyz (The person whom you are writing)

Option:1

I'm happy to hear from you after a long time. I hope you are doing well with God's help. I am also fine. It is expect able that everything is going rightly. Your last letter is too remarkable to me. Your words are always pleasurable and informative to me. Now, nothing special but I want to tell you about.....

(You can add some logical sentences on topic)

Anyway, the letter is getting long. No more today. Please send my best wishes to the parents and hugs to the kids. Hope to see you soon. And of course don't forget to write to me. Take care.

Option:2

I'm glad to hear from you after so long. I hope you are doing well with God's help. I'm also doing fine. I believe everything is going well. Your last letter was very special to me. Your words always make me happy and provide useful information. Right now, I don't have anything special to share but I want to tell you about.....

(You can add some logical sentences on topic)

The letter is getting long, so I will stop for now. Please say hi to your parents and give hugs to the kids. I hope to see you soon. Don't forget to write to me. Take care.

Option: 3

I'm glad to hear from you after a long time. I hope you're doing well. I'm fine too. Everything seems to be going well. Your last letter was impressive, and I always appreciate your words. I just wanted to share something with you.....

(You can add some logical sentences on topic)

That's all for now. Please send my best wishes to the parents and hugs to the kids. Hope to see you soon. Don't forget to write. Take care.

Your son/brother/etc.

XYZ

Email Writing (Informal)

When we write letter to our relative, friends etc.

From: [xxxxxxxxxx@xyz.com] ← Sender's email id (small letters)

To: [yyyyyy@xyz.com] ← Receiver's email id (small letters)

Date: [pqth xyza, 2019] ← Date

Subject: [bjbsbbbmmbmnbhbbhbbhbb] ← Theme of email

[Dear father / mother / aunt etc.] ← Salutation

Option:1

I'm happy to hear from you after a long time. I hope you are doing well with God's help. I am also fine. It is expect able that everything is going rightly. Your last email is too remarkable to me. Your words are always pleasurable and informative to me. Now, nothing special but I want to tell you about

(You can add some logical sentences on topic)

Anyway, the email is getting long. No more today. Please send my best wishes to the parents and hugs to the kids. Hope to see you soon. And of course don't forget to write to me. Take care.

Option:2

I'm glad to hear from you after so long. I hope you are doing well with God's help. I'm also doing fine. I believe everything is going well. Your last email was very special to me. Your words always make me happy and provide useful information. Right now, I don't have anything special to share but I want to tell you about.....

(You can add some logical sentences on topic)

The email is getting long, so I will stop for now. Please say hi to your parents and give hugs to the kids. I hope to see you soon. Don't forget to write to me. Take care.

Option: 3

I'm glad to hear from you after a long time. I hope you're doing well. I'm fine too. Everything seems to be going well. Your last email was impressive, and I always appreciate your words. I just wanted to share something with you.....

(You can add some logical sentences on topic)

That's all for now. Please send my best wishes to the parents and hugs to the kids. Hope to see you soon.
Don't forget to write. Take care.

[Yours friend/ son / daughter etc.] ← Complementary close

[xyzwab] ← Sender's Name

**For
Other
Study
Material**

