

Section B: Advanced Writing Skills

1. You are the President of your school theatre club. Your club is organizing a play *The Miser* to help the victims of earthquake. Design a poster informing the students about this play. Invent necessary details.

2. The students' council of your school has organized an excursion to Goa for students of class XII during the Autumn Break. As President of the council, write a notice in not more than fifty words informing the students about this excursion. Sign yourself as Ravi / Raveena.

3. You are Rahul, the Headboy of Creative Public School, Delhi. Recently you hosted the Regional Level CBSE Science Exhibition. Write a report of this event for your school newsletter in about 125 words.

4. The International Book Fair was inaugurated by the Chairman of Children's Book Trust, Dr. Kumar. The theme this year was *Illustrated Works of Children*. You are Akshay/Akanksha a class XII student of A.K. International School Mathura. You visited the exhibition and were impressed with the range of books on display. Write a factual description in about 125 words.

5. You are Naresh/Neetu. Recently, you came across a newspaper report on the burning of a young woman as her parents could not meet the dowry demands. You feel that even after 60 years of independence we have not really progressed as a nation. Write a letter to the editor of a local newspaper expressing your views and also giving suggestions to improve the status of women in Indian Society.

You are Satish/Sonali, the student prefect in charge of the school library. You have been asked to place an order for children's story books (Ages 10-13 yrs). Write a letter to M.S. Book Depot Ramnagar, Bikaner placing an order for the books. Invent the necessary details.

6. India is a country with diverse cultures, traditions, religious and political beliefs. To keep such a country together, to bind the people and take the nation ahead on the path of progress, democracy is the most suitable form of government. Write an article in about 150-200 words. You are Akshay/Asha a class XII student at Rosary Senior Secondary School Lucknow.

7. You are Amit/Amita a student of class XII at K.N. Senior Secondary School Nagpur. You recently visited a hill station along with your parents. It was an exhilarating, adventurous and joyful experience. Write an article for the school magazine sharing your experience in 150-200 words.

8. St. Annes School, Maryland has completed 50 years of meritorious service to the society. As President of the students' Council of your school, write a notice informing the Council's decision to celebrate the Golden Jubilee of the school. You are Sandeep/Sanjana.

9. You are Karthik / Keerti, of 16, Mahalaxmi Nagar, Hyderabad. Last week you bought an automatic washing machine from M/s Tirupati Stores, Mallapuram, Hyderabad. Now you find that the machine is not cleaning clothes properly and making unbearable noise. Write a letter to the dealer complaining about the same and requesting him to change the washing machine at the earliest.

10. You are Aman/Anamika. As a very vigilant citizen you feel that we must create a safe and enjoyable environment for women in which they live without any fear of being stared at, molested or discriminated against. Write an article in about 150-200 words expressing your views.

11. Mahatma Gandhi once said, 'I regard the English language as an open window for peeping into western thoughts and science'.

Write a speech in 150-200 words on 'The Utility of English language'.

12. Your school recognises the academic excellence of the students by giving them certificates and medals on the Recognition Day. Parents are invited and a cultural programme is organized. The highlight of the day is the Principal's address. Write a report for publication in your school magazine describing the event in about 100 words. Sign your report as Kabir/Kanchan.

13. You are Deepak/ Dipti, the Student coordinator of Little Flower High School. Your school is organising a Career Counselling Session for XI and XII Standard students to help them decide the course that they would like to select for their under-graduation. Write a notice for your school notice board including details like time and venue in about 50 – 60 words.

14. Your class gave you the responsibility of organising a class party on the last day of the term. You would have to take permission of the principal, collect contributions from the class, decorate the venue, organise party games, order food and drink and make other arrangements. Write a paragraph of about 100 words describing how you would organise the party.

15. You are Rupa/Ranjit, living in Bangalore. While going through a magazine, you come across the following advertisement. Your heart goes out to the hundreds of destitute children who are denied the pleasures of life. You decide to sponsor one child. Choose your opinions and mode of payment and write a letter to the Manager, World Vision, telling him about your decision to sponsor a child. You are Vinod/Vidya, the Secretary of Gandhi Nagar Residents' Association, Ahmedabad.

16. Write a letter to the Commissioner, Corporation of Ahmedabad, complaining about the poor sanitary conditions and mosquito menace in your locality using the following hints:

- Irregular garbage clearance
- mosquito and flies swarming on rubbish
- overflowing dirty water from drains
- unclean drinking water
- insect borne disease

17. You are Ashish/Aarti of Hyderabad. You want to let out a house. Write out an advertisement to be published in the classified columns of a newspaper in about 50 words. Your school has decided to celebrate Golden Jubilee of KVS, by arranging a day long programme. Students are urged to participate actively & cooperate in making the celebrations a grand success. You are Monisha/Manoj, Cultural Secretary of your school. Write a notice in this regard in not more than 50 words to be put up on the school notice.

18. You are Komal / Koushik, secretary of Youth club Anna Nagar. You organized a chess tournament for the age group 15-18 in your school. Write a report in about 125 words for the school magazine on the activities of your club and the inauguration of the tournament by the Minister for Youth & Sports.

19. The International Book Fair was inaugurated by the Chairman of Children's Book Trust. You are Amita/Arun, a class XII student of J.B. Priestly School, Mumbai. You visited the fair and were impressed with the range of books on display. Write a factual description in about 125 words.

20. You are Selma/Saleem. You saw an advertisement regarding a course for training & preparing students for TOEFL (Test of English as a foreign Language). You wish to join the course. Write a letter to the course director, British council, Nungambakkam, Chennai-68, enquiring about all the details that you require.

21. Write a letter to the Editor of a local daily complaining about the mosquito menace in your area leading to dengue fever and the step-motherly attitude of the corporation in providing civic amenities. You are Neelima/ Nirmal of 2/A, II Cross Street, Banjara Hills, Hyderabad.

22. You are Meera/Manoj. Write an article in 125- 150 words on the topic "Value Education in schools." Write the steps taken by your school in this direction.

23. You are Vinuta /Viki. The recent hike in the prices of essential commodities like vegetables, gas, pulses etc has made living very difficult. Write an article in about 150 words suggesting certain steps to curb price hike.

24. You are Naveen/Naveena, Sports Captain of Delhi Public School, Hyderabad (T.S).Draft a notice in not more than 50 words for the school notice board asking the students to give their names for Inter-class cricket tournament.

25. Draft a matrimonial advertisement on behalf of the family of a girl belonging to the Brahmin community to be published under classified columns of a local daily . The family has its own business in Patna, Bihar. Do not exceed 50 words.

26. You have read many articles and have watched many programmes on the TV which give alarming information about the rapid spread of AIDS in India. You feel that awareness is the only weapon to fight the menace. Write a letter to the Editor of a national newspaper, expressing your views on the problem and offering suggestions to control it. You are Maneesh Kumar/ManeeshaKumari, residing at 44, Kamala nagar, Bhopal (M.P.) (word limit -150 words)

27. You are Sarita / Sunil, residing at 119/5, Railway Colony, Raipur(C.G.). You have seen an advertisement in "The Hindustan Times" for the post of PGT Commerce on contractual basis in KendriyaVidyalaya, I.I.T Chennai T.N. Write an application to the Principal applying for the same. Give your detailed Bio-data also.

28. The government has banned smoking in public places with a concern for the ill effects of smoking. Write an article on „Hazards of Smoking“ in about 150-200 words for your school magazine. You are Milind/Madhuri.

29. In most Indian families, particularly in rural areas, there is great discrimination against the girl child. Daughters are considered a burden and are treated inferior to sons in the matter of food, education, health care and freedom. Write an article in about 150-200 words, to be published in your school magazine showing how such an attitude is unjust as well as harmful.

30. You are Rohan/Reena, Head Boy/Head Girl of your school. You wish to improve discipline among the students. You have to address the school assembly. You wish to point out the importance of discipline for students at school and at home. Write your speech in 150-200 words showing how virtues like punctuality, regularity, obedience, cleanliness, politeness come automatically if students observe basic discipline.

31. In recent times, there has been a sudden proliferation of tuition and coaching centers. Are they relevant and useful? Are they a boon or bane for our education system? What is your stand? Write in the form of debate in about 150- 200 words.

32. Your school has organized a five-day trekking, mountain climbing and rappelling camp at Rishikesh for the students of class XI and XII during the Dussehra vacations. As the president of Adventure Club, draft a notice to be put up on the student's notice board, telling the students about the trip and inviting them to join it. Do not exceed 50 words.

33. You are Gaurav / GauriBhasin residing at 21B, phase III MIG flats, Ashok Vihar, Delhi-52. Apply for the job advertised below and attach a detailed resume with your application.

A well known public limited company requires a web designer immediately. The applicant should be graduate with two-three years of experience in conceptualizing, visualizing, designing and animation for websites. Apply immediately to ABC consultants, box 45731, The Hindustan Times, Delhi.

34. The Drama Club of KMN International School is staging an adaptation of the popular Shakespearean tragedy, Julius Caesar, the proceeds of which will be used for a charitable cause. Design a visually appealing poster for this in about **50-60 words**. Include all relevant details.

35. You are Komal/Karan, the Sports Captain of Rose Public School, Chandigarh. Your school has decided to allow students to use the swimming pool during the summer vacations. There will also be specialized coaching for beginners. Draft a notice in about **50-60 words** informing students about this. Include all relevant details.

36. You are Ramesh/Rashmi of 151 Chandan Nagar, Delhi. Write a letter in about **120-150 words** to the Manager, Elvys Crockery Store, Delhi, placing an order of crockery and cutlery for your newly opened restaurant.

37. You are Karuna/Kailash staying at B-101, Yamuna Vihar, Delhi. You find it inspiring that hill stations in India, like Ooty implement a strict ban on polythene bags which helps in preserving the natural beauty of the place. Write a letter in about **120-150 words** to the Editor of a national daily expressing your views on how people in the city can learn from this and be more active in prevention of environmental degradation. Also suggest ways to mobilise city dwellers for being eco-friendly.

38. You are Neerja/Nitin, a reporter with ABVP News India, posted at Ghaziabad. You are one of the first group of reporters who reached the accident site near the Gajraula toll booth where a luxury bus with 54 foreign passengers onboard from Delhi met with a head-on collision with a water tanker. Write a report in about **150-200 words** for the newspaper giving details of loss of life and damage caused.

39. You are Satish/Saba, associated with an NGO which works to uplift the socioeconomic conditions of child labourers by counselling their parents and helping them to go to school. Write an article in about 150–200 words on the role of literacy in eradicating the evil practice of child labour from society.

40. On the occasion of World Health Day prepare a speech in about **150-200 words** for the morning assembly on healthy eating habits in the face of a fast-paced stressful lifestyle.

41. Your school has invited you to address your former school mates during a special assembly after you have successfully cleared the UPSC Civil Services Examination with top honours. Prepare your speech in **150-200 words**, motivating and giving them tips on how to achieve success in the examination.

42. A.K International School is looking for a receptionist for the school. Write an advertisement on behalf of the administrative officer in the classified columns of the local newspaper giving necessary details. Draft the advertisement in not more than 50 words.

43. You are Roopa/Ritesh, the cultural secretary of M.R.V High School, Hyderabad. You have been asked to inform students of class IX and XII about the auditions for an Interschool Dramatics Competition. Draft a notice in not more than 50 words for the students' Noticeboard with all necessary details.

44. The students' council of your school has organized an excursion to Goa for students of class XII during the Autumn Break. As President of the council, write a notice in not more than fifty words informing the students about this excursion. Sign yourself as Ravi / Raveena.

45. Suman/Suresh has cleared the Pre-Medical Pre-Dental entrance examination. The family is elated at the achievement and they decide to have a get-together for all friends. Draft an informal invitation for the get-together.
46. St. Annes School, Maryland has completed 50 years of meritorious service to the society. As President of the students' Council of your school, write a notice informing the Council's decision to celebrate the Golden Jubilee of the school. You are Sandeep/Sanjana
47. You are Shekhar/Tripta a student of A.P Public School. Principals of two schools from Pakistan visited your school as part of a cultural exchange programme. Students of the school put up a cultural show in their honour. Write a report about it for your school magazine. (100-125 words).
48. As you were driving back home from work you were witness to an accident between a Maruti car and a truck. The driver of the car was seriously injured. There was confusion and chaos prevailing on the road. Describe the scene in about 100 to 125 words. You are Sameer/Samiksha.
49. You are Nitin/Natasha a student of Class XII at K.P.N. Public School Faridabad. The student is required to cope with lot of pressure in today's competitive environment. Write a letter to the editor of a national daily highlighting the increasing stress faced by students and suggest ways to combat the same.
50. You are Suresh/Smita. You come across the following advertisement in a national daily. You consider yourself suitable and eligible for the post. Write an application in response to the advertisement.

Applications are invited for the post of a Nursery teacher in a reputed school of Delhi. The candidate must have at least 5 years experience of teaching tiny-tots. The applicant must have a pleasant personality. He/she should be creative and innovative. Attractive salary. Interested candidates should apply to The Principal, AKS International, Indirapuram, New Delhi within 10 days with detailed resume.

51. Some colleges conduct entrance test for admission to under-graduate courses like English (Hons.) and Journalism (Hons.). Do you think that the entrance test is the right method of selecting students? Write an article in about 150-200 words. You are Rohan/Rachita, a student of class XII at A.P. International School Agra.
52. Computer games and video games have become popular with children today. As a result outdoor games seem to have no place in their life anymore. You are Satish/Sakshi. You had the opportunity of playing Hide-n-Seek when you visited your cousins in a small town. You decide to write an article on your experiences about the joys of playing outdoor games for the school magazine. Write the article in 150-200 words.