Bridge Course *in* English

DEPARTMENT OF ENGLISH

N.V.K.S.D. COLLEGE OF EDUCATION
ATTOOR, K.K.DIST, TAMILNADU.

Bridge Course

DI .ISH

CONTENTS

I. LISTENING

Listen to the text and answer the following questions. The text will be played in a cassette recorder or read out thrice. In the first time just listen. In the second time write answers to the questions. In the third time, check the answers that you have written.

QUESTIONS :

1. What is the title of the text ?

2. What's the speaker serious about?

3. Who was watching him?

4. When did his mother die?

5. Where was the oak tree?

6. When did he see her last?

7. What was her favourite flower?

8. Who is with the speaker everyday?

9. Who is a force in his life?

10. How did his father die?

11. What is the name of the speaker?

12. What was the quality of his father?

13. What lesson did his father teach him?

14. In 1973, Whom against did he play?

15. What was the game?

16. Is the speaker white or black?

17. Did his father trust the speaker?

18. "A good name is more than diamonds and gold",who said this?

19. What does he tell his friends?

20. How does the speaker visualise his mother?

2. SPEAKING

Read and practise the following dialogue in pairs :

INTRODUCING

PATTERNS

A. Introducing oneself

Good morning. I am...

Excuse me. My name is...

B. Introducing others

1. This is Mr/Ms...
2. Do you know...?
3. Have you met....?
4. Please meet Mr/Ms...
5. Please meet my friend/brother/sister.
6. I'm sure you'd like to meet.....
7. Let me introduce.....
8. May I introduce.....?

Note : The first five of these are more or less informal. The last three are more formal. Ms is pronounced 'miz'.

PRACTICE

I. Girl talking to her brother's teacher

A : Good morning, sir.

B : Good morning.

A : I am your student Ravi's sister.

B : Oh, I see. What brings you here?

A : Ravi is not well. I've brought his leave letter.

B : What's happened to Ravi?

A : He's running temperature. The doctor has asked him to take rest for a couple of days.

B : Please tell him not to worry about the classes. I hope he gets well soon.

A : Thank you, sir. Goodbye. B : Goodbye.

II. Boy in his father's office

A : Execuse me. I am looking for Mr Sharma.

B : I am Sharma. What can I do for you?

A : I'm Anil, son of Mr Raghuvir Pande.

B : Oh, you're Raghuvir's son? Please sit down. What brings you here?

A : My father is not coming to office today. He's asked me to give his leave application to you.

B : I hope he's not well/unwell.

A : No, sir. He has some urgent domestic work to attend to.

B : All right, I'll send in the leave letter.

A : Thank you, sir. Goodbye.

B : Goodbye, Anil.

III. Company Representative in an office

A : Good morning, sir. May I come in?

B : Good morning. Please come in.

A : I'm from Scientific Products India Ltd. Could I take a couple of minutes of your time?

B : This is rather a busy morning. But if you can finish your business quickly.....

A : I'll be as brief as possible.

IV. Medical Representative at a hospital

A : Good morning, doctor. I'm Sudhakar Rao from Indian Pharmaceutical Company.

B : Good morning. I'm very busy today. Can we meet some other day?

A : Certainly, doctor. Will it be all right if I come tomorrow morning?

B : Can you make it tomorrow evening? A : Sure, doctor. Could I come around five in the evening?

B : Five is okay with me.

A : Thank you, doctor. Goodbye.

B : Goodbye.

Note : 'Could I/Could you is more polite than 'Can I/Can you'.

V. Boy/girl introducing a friend to his/her father

Lata : Leena, this is my father. Daddy, my friend Leena.

Daddy : Hello, Leena. How are you?

Leena : I am fine, uncle. Thank you. How are you?

Daddy : I'm all right, Leena. Lata often talks about you. I'm glad I could meet you.

Leena : Thank you, uncle

Daddy : I'm on my way to my office. Now, Lena, if you don't mind I'll take leave of you. See you later. See you, Lata.

Leena : See you, uncle.

Lata : See you, daddy.

Note : When you introduce two people, mention the senior person first

VI. Introducing a friend to your brother

Rattan : Rajan, this is my friend Ramesh.
Ramesh, meet my brother Rajan.

Ramesh : Glad to meet you, Mr Rajan.

Rajan : Nice to meet you Mr Ramesh. Rattan was telling me about you this morning.

Ramesh : Rattan and I were classmates. Though we are away from each other now, we keep in touch.

Rattan : Ramesh and I were together in college. We were also roommates in the hostel.

Note: We always say 'Rattan and I", 'Ramesh and I, etc., and not 'I and Rattan' or 'I and Ramesh'.

e.g.: Sasi, Madhu and I are going for a movie today.
My mother and I were with him last evening.

VII. Introducing someone to a gathering

A : Friends, let me now introduce the chief guest of this evening, Mr Varun Menon. As you know, Mr Menon is a famous singer. Recently he won the Sangeet Natak Academi award for light music. He will entertain us this evening with his sweet voice.

B : Thank you for the nice words. I'm sure I don't deserve them though. Of course, I'm glad to spend this evening in the company of all of you.

3. READING

Read the following story and complete the exercises given below :

A DAY'S WAIT

He came into the room to shut the windows while we were still in bed and I saw he looked ill. He was shivering, his face was white, and he walked slowly as though it ached to move.

"What's the matter, Schatz?"

"I've got a headache."

"You better go back to bed."

"No. I'm all right."

"You go to bed. I'll see you when I'm dressed."

But when I came downstairs he was dressed, sitting by the fire, looking a very sick and miserable boy of nine years. When I put my hand on his forehead I knew he had a fever.

"You go up to bed," I said, "you're sick."

"I'm all right," he said.

When the doctor came he took the boy's temperature.

"What is it?" I asked him.

"One hundred and two."

Downstairs, the doctor left three different medicines in different coloured capsules with instructions for giving them. One was to bring down the fever, another a purgative, the third to overcome an acid condition. The germs of influenza can only exist in an

acid condition, he explained. He seemed to know all about influenza and said there was nothing to worry about if the fever did not go above one hundred and four degrees. This was a light epidemic of flu and there was no danger if you avoided pneumonia.

Back in the room I wrote the boy's temperature down and made a note of the time to give the various capsules.

"Do you want me to read to you?"

"All right. If you want to," said the boy. His face was very white and there were dark areas under his eyes. He lay still in the bed and seemed very detached from what was going on.

I read aloud from Howard Pyle's *Book of Pirates;* but I could see he was not following what I was reading.

"How do you feel, Schatz?" I asked him.

"Just the same, so far," he said.

I sat at the foot of the bed and read to myself while I waited for it to be time to give another capsule. It would have been natural for him to go to sleep, but when I looked up he was looking at the foot of the bed, looking very strangely.

"Why don't you try to sleep? I'll wake you up for the medicine."

"I'd rather stay awake."

After a while he said to me, "You don't have to stay in here with me, Papa, if it bothers you."

"It doesn't bother me."

"No, I mean you don't have to stay if it's going to bother you."

I thought perhaps he was a little light-headed and after giving him the prescribed capsules at eleven o'clock I went out for a while.

At the house they said the boy had refused to let anyone come into the room.

"You can't come in," he said. "You mustn't get what I have."

I went up to him and found him in.exactly the position I had left him, white-faced, but with the tops of his cheeks flushed by the fever, staring still, as he had stared, at the foot of the bed.

I took his temperature. *

"What is it?"

"Something like a hundred*" I said. It was one hundred and two and four tenths.

"It was a hundred and two," he said.

"Who said so?"

"The doctor."

"Your temperature is all right," I said. "It's nothing to worry about."

"I don't worry," he said, "but I can't keep from thinking."

"Don't think," I said. "Just take it easy."

"I'm taking it easy," he said and looked straight ahead. He was evidently holding tight onto himself about something.

"Take this with water."

"Do you think it will do any good?"

"Of course it will."

I sat down and opened the *Pirate* book and commenced to read, but I could see he was not following, so I stopped.

"About what time do you think I'm going to die?" he asked.

"What?"

"About how long will it be before I die?"

"You aren't going to die. What's the matter with you?"

"Oh yes, I am. I heard him say a hundred and two."

"People don't die with a fever of one hundred and two. That's a silly way to talk."

"I know they do. At school in France the boys told me you can't live with forty-four degrees. I've got a hundred and two." He had been waiting to die all day, ever since nine o'clock in the morning.

"You poor Schatz," I said. "Poor old Schatz. It's like miles and kilometres. You aren't going to die. That's a different thermometer. On that thermometer thirty-seven is normal. On this kind it's ninety-eight." "Are you sure?"

"Absolutely," I said. "It's like miles and kilometres. You know, like how many kilometres we make when we do seventy miles in the car."

"Oh," he said.

But his gaze at the foot of the bed relaxed slowly. The hold over himself relaxed too, finally, and the next day it was very slack and he cried very easily at little things that were of no importance.

Ernest Hemingway

Notes and Explanations

The story is about a boy who believes that he is going to die. His belief has grown from a misunderstanding.

shivering	:	trembling (here, from fear perhaps).
ached	:	gave continuous pain.
you better...bed	:	The fuller form is 'You had better ...bed'. Means 'It would be good for you to...bed',
miserable	:	very unhappy.
forehead	:	the part of the face above the eyes.
capsule	:	a shell or container with medicine.
instructions	:	directions or orders .
purgative	:	medicine that cleanses the bowels.
overcome	:	get the better of. (here, get rid of acidity)
acid condition	:	(here) having more than the normal amount of acid in the stomach.
influenza	:	infectious disease with fever, aches and pains.
light	:	(here) mild.
epidemic	:	a disease, when it becomes wide spread.
pneumonia	:	illness with inflammation of the lungs.
various	:	of different sorts.
still	:	(here) without sound or movement.

detached from	:	not interested in or influenced by.
Howard Pyle's *Book of Pirates*	:	'The Book of Pirates' is one of the children's story books written by Howard Pyle (1853-1911), an American artist and author.
following	:	(here) understanding (what was being read).
natural	:	normal or expected.
strangely	:	in an unusual way (manner).
bother	:	cause trouble or worry.
light-headed	:	dizzy or delirious.
prescribed	:	advised (use of medicine).
exactly	:	precisely; just; quite.
flushed	:	become red.
staring	:	looking fixedly (at something).
Take it easy	:	(here) Don't worry.
evidently	:	clearly (and plainly).
holding tight onto himself	:	keeping his grasp on something; (here) trying to hide a secret.
pirate	:	sea robber.
commenced	:	began.
thermometer	:	instrument for measuring temperature.
absolutely	:	completely.
gaze	:	long and steady look.
relaxed	:	became less stiff.
hold over himself	:	refers to the way Schatz was controlling his tension.
slack	:	loose, not tight.

Comprehension Questions

A. Answer each of the following questions in a sentence or two.

1. Who said 'one hundred and two' and what did he mean by it?

2. Why did the doctor leave three different medicines?

3. How old was Schatz at the time of this story?

4. The boy seemed very detached from what was going on. Why was he so?

5. What made the father think the boy was little lightheaded?

6. "About what time do you think I'm going to die ?" Why did Schatz ask this question?

7. In what way had Schatz misunderstood what the boys told him in the French school?

8. "It's like miles and kilometres". What does *it* refer to?

9. What are the two kinds of thermometers mentioned by the author?

10. What is Schatz's state of mind at the end of the story?

B. Complete each of the following incomplete statements by selecting the best alternative from those given in the brackets.

1. The boy (wanted his father to read to him/did not want his father to read to him/did not allow his father to read to him/did not understand what his father read to him).

2. Schatz did not allow people into his room because he thought they would (take away his things catch his disease/ read to him books he disliked force him to sleep).

3. The boy thought he would die because he (had what he took to be abnormally high temperature/had walked many miles/ had been told so by the boys in school/was poor and old).

4. At the end of the story Schatz cried because (he was sure of death/he felt that nothing was important/he had become relaxed and lost some of his tension/ he waited for death calmly).

Vocabulary Exercises

A. Match the words in column 1 with the meanings given in column 2 :

1	2
overcome	sea-robber
stillness	understand
pirate	state of silence without movement
epidemic	a state of freedom from anxiety
follow	advice for use of medicine
commence	differing or changing
relaxation	conquer
prescription	widespread disease
goings on	begin
varying	happenings

8. Fill the blanks in the following sentences with appropriate forms of the words in italics :

1. It is *normal* for a worker to ask for a holiday once a year. ....., workers are allowed a holiday once every year.
2. The boy *refused* to allow anyone into his room. His..... was misunderstood by those who didn't know him.
3. It is *difficult* to pay the workers immediately. The.....has been caused by the bank strike.
4. The *stranger* agreed to play the main role in the absence of the regular actor. But.....enough, he proved to be the best actor.
5. The doctor gave him two *different* medicines. The..... between the two was not noticeable.
6. He always keeps *thinking*. But most of his.....are useless.
7. Fatties do not *exist*. Their.....is confined to fairly tales.

Language Work

Questions

(i) Look at these sentences.

Do you want me to read to you?

Do you think it will do any good?

These questions are Yes-or-No questions, that is, questions which ask for 'Yes' or 'No' as answers. This type of question begins with one of the auxiliaries; *am, is, was, are, were, wilt, shall, do, does, did, can, must, should,* etc. The subject comes between the auxiliary and the main verb.

Here, in the table, are some more questions of this type.

Auxiliary	Subject	Main Verb	Object, Complement, etc.
Is	he	writing	a book ?
Were	they	-	present?
Does	Suresh	play	cricket ?
Did	you	post	the letter?
Can	he	speak	Bengali well?
Will	the shop	be	open tomorrow?

Exercise

Make 9 questions on the model shown in the table, using each of these auxiliaries once: *was, do, does, did, will, have, can, may, could must.*

i)

ii)

iii)

iv)

v)

vi)

vii)

viii)

ix)

(ii) Look at these sentences.

How do you feel, Schatz?

Why don't you try to sleep?

These questions are Information Questions, that is, they ask for information of one kind or another, and not a 'Yes-or-No' answer. Questions of this iype often begin with the question words: *when, where, why, how.* These words are interrogative adverbs put at the beginning of questions. They are followed by an auxiliary, then the subject, and then the main verb, as shown in the table below.

Question word	Auxilliary	Subject	Main Verb	Object, Complement, etc.
When	does	the train	arrive	here?
Where	do	you	live?	-
Why	did	they	speak	like that ?
How	has	the prisoner	managed	to escape ?

Exercise

Make eight questions on the model shown in the table, using each of these question words twice: ***where, when, why, how.***

i)

ii)

iii)

iv)

v)

vi)

vii)

viii)

(iii) Look at these sentences.

What is the matter with you?

Who said so?

These questions are also information questions. The words *what* and *who* are interrogative pronouns used as *subjects in* the questions above. This type of question begins with one of the interrogative pronouns: *who, what, which.* These words are followed by the main verb (and not by an auxiliary), as shown in the table below.

Interrogative Pronoun	Main Verb	Object, Complement, etc.
Who	discovered	penicillin?
What	is	he answer to that question?
What	happened	at the meeting?
Which	comes	first, the subject or the predicate?

Exercise

Make six questions on the model shown in the table, using each of these words twice : ***who, what, which.***

i)

ii)

iii)

iv)

v)

vi)

(iv) Look/at the questions in this table.

Interrogative Pronoun	Auxilliary	Subject	Verb	Object, Complement, etc.
What	did	the doctor	prescribe	for the fever?
Which	do	you	want,	the red pen or the blue one?
What	has	he	eaten?	-
Who (whom)	do	you	wish	to vote for?.
Who (whom)	have	you	met?	-

In these questions the interrogative pronouns are used as the objects in the sentences. They are followed by auxiliaries, the subjects coming after the auxiliaries.

Look at the last two questions beginning with *who* or *whom.* Although the interrogative pronoun in them is the object of the verb, you can use *who* in place of *whom* in this construction.

Exercise

Make six questions on the model shown in the table above, using each of these interrogative pronouns twice: *what, who* (whom), *which.*

i)

ii)

iii)

iv)

v)

vi)

Assignments

(a) Using the dictionary

'Detachment' (n) can mean just same as 'being detached'. A person who 'speaks with an air of detachment' is usually someone who is uninterested in or indifferent to what is happening around him. He is *detached from* what is going on. The opposite of 'detached'is'attached'. If someone is *attached to* something, he loves it and is greatly interested in it. He has an *attachment for* the thing.

Now look up the following nouns in the dictionary and find out similar information on each: agreement, permission, promotion, detention, enjoyment.

(b) Composition

Last week Mr. Ghosh engaged a taxi to the airport. At the airport the metre reading was twenty. "Twenty rupees, please," said the taxi driver. He was right. "But it's only twelve rupees at the rate of 60 paise per kilometre", said Mr. Ghosh.

In not more than 100 words explain how the metre reading could have caused the misunderstanding. Guess how the dispute was resolved at the end.

4. READING AND WRITING

Read the following text and complete the exercises given below :

The Hand that Rocks the Cradle

I entered the third class compartment and took a corner seat. A few minutes later a large, noisy family rushed in and spread themselves all over the compartment.

The parents arranged and re-arranged their belongings on the luggage racks. A suitcase fell on the grandmother's feet and she shouted at them. The children quarrelled and the baby cried.

' Suddenly the whistle blew and with much clanging and groaning the train moved out of the station. It soon gathered speed and rushed on through the night.

My companions opened large tiffin-carriers and settled down to their meal, But the baby's cries became howls and the grandmother hung a sari from a chain on the roof of the carriage. She put the baby in this cradle and it stopped crying almost at once.

At the same time the train came to a stop. There was a great commotion. I looked out of the window and everyone was asking who had pulled the chain. Suddenly I saw that the grandmother had hung the cradle on the alarm chain!

COMPREHENSION

Questions, to be answered orally in complete sentences before the answers are written:

1. Who were the occupants of the third class compartment?

2. Why did the grandmother shout?

3. How did she make a cradle?

4. What two things stopped almost at the same time?

5. Why did the train stop ?

6. Have you ever had to use the alarm chain?

COMPOSITION

1 **Describe a train journey using the following hints and consulting the passage above:**

An old man in a corner seat

A party of schoolchildren with two teachers at the next station

Their suitcases and boxes; one falls on the old man's foot

The boys fight, shout and sing

The old man complains to the guard

The guard finds him another compartment

The old man eats from a packet; sleeps

2. **Can you recall any important events in your life from the age of five? Describe them in chronological order giving the (month and) year in which they happened.**

5. VOCABULARY

Using the dictionary write the meanings of the following verbs in simple English.

Present Tense	Past Tense	Past participle
abide	abode	abode
arise	arose	arisen
bear	bore	borne
beat	beat	beaten
become	became	become
begin	began	begun
behold	beheld	beheld
bid	bid	bidden
bind	bound	bound
bite	bit	bitten, bit
bleed	bled	bled
blow	blew	blown
break	broke	broken
breed	bred	bred
bring	brought	brought
burst	burst	burst
build	built	built
burn	burnt	burnt
buy	bought	bought
catch	caught	caught
choose	chose	chosen
cleave	clove	cleaven
cling	clang	clung

come	came	come
creep	crept	crept
deal	dealt	dealt
dig	dug	dug
do	did	done
draw	drew	drawn
drink	drank	drunk
drive	drove	driven
dwell	dwelt	dwelt
eat	ate	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
find	found	found
flee	fled	fled
fling	flang	flung
fly	flew	flown
forebear	forbore	forborne
forget	forgot	forgotten
forsake	forsook	forsaken
freeze	froze	forzen
get	got	got, gotten
give	gave	given
go	went	gone
grind	ground	ground
grow	grew	grown
have	had	had
hide	hid	hidden
hold	held	held
keep	kept	kept
kneel	knelt	knelt
know	knew	known

lay	laid	laid
lead	led	led
learn	learned	learnt
leave	left	left
let	let	let
lend	lent	lent
lie	lay	lain
lose	lost	lost
make	made	made
mean	meant	meant
meet	met	met
pay	paid	paid
read	read	read
rid	rid	rid
ride	rode	ridden
ring	rang	rung
rise	rose	risen
run	ran	run
see	saw	seen
set	set	set
shake	shook	shaken
shed	shed	shed
shine	shone	shone
shoe	shod	shod
shoot	shot	shot
shrink	shrank	shrunk
shut	shut	shut
sing	sang	sung
sink	sank	sunk
sit	sat	sat
slay	slew	slain
sleep	slept	slept
sink	sank	sunk

sing	sang	sung
smite	smote	smitten
send	sent	sent
speak	spoke	spoken
spend	spent	spent
spin	span	spun
spring	sprang	sprung
spread	spread	spread
stand	stood	stood
steel	stole	stolen
stick	stuck	stuck
sting	stung	stung
sink	sank	sunk
stride	strode	stridden
strike	struck	struck
string	strang	strung
swear	swore	sworn
strive	strove	striven
sweep	swept	swept
swing	swang	swung
take	took	taken
teach	taught	taught
tell	told	told
think	thought	thought
throw	threw	thrown
thrust	thrust	thrust
tread	trod	trodden
wear	wore	worn
weave	wove	woven
wed	wedded	wedded
win	won	won
wind	wound	wound
wring	wrang	wrung
write	wrote	written

6. SPEAKING

Practise the following dialogues in pairs :

MAKING REQUESTS

PATTERNS

1. Can/Could you ..., please?
2. Can/Couldl ..., please?
3. Would you mind ..., please?
4. Do you think you could ..., please?
5. Do you mind ..., please?
6. I'd be (very) grateful if you could ...
7. I wonder whether you could ...
8. Please do me a favour by ...
9. Do you think it would be possible ...?
10. Would you be so kind as to ... ?
11. I am sorry to trouble you, but ...
12. I hope you don't mind my asking, but ...

Note: Of these (the first five are quite informal. Items 6 to 12 are more formal and very polite. They are arranged in increasing order of politeness. The first two are usually used while talking to friends. The last four are very formal.

PRACTICE

I. At the Post office/Railway booking office, etc.

A : Excuse me. Could you give me your pen for a moment, please?

B : I'm really sorry. It doesn't write well.

A : That's all right.

A : (to another person): Could I have your pen for a moment, please?

C : Certainly. Here you are. A : Thank you.

II. Talking to a friend on the telephone

Receptionist : Good afternoon, Friends India International.

A : Good afternoon. May I speak to Mr Balasubramaniam, please?

R : May I know who is calling, please?

A : Krishna Kumar from Krishnan and Krishnan.

R : Please hold on for a moment, sir. I'll see if Mr Balasubramaniam is available....Please speak on, sir. Mr Balasubramaniam is on the line.

A : Hello, Balu, how are you?'

B : Hi, Krishna. I'm fine. How are you?

A : Fine, thank you. Balu, I need your help. Do you think you could lend me some money?

B : How much?

A : Two thousand rupees.

B : Oh, certainly. Can you send someone to collect the money?

A : I'll come myself. I'll be there in half an hour. Thank you, Balu.

B : Most welcome. See you then.

III. At the office

Director : Good morning, Mr Somiah.

Officer : Good morning, sir.

Director : Mr Somiah, we are planning to hold our next Board meeting sometime during the last week of this month. Can you prepare and present to the Board a detailed project report on our proposed handtools plant?

Officer : Certainly, sir. I'll be really glad to do that.

Director : Thank you. Please get on with the work. You may consult me whenever you want to.

Officer : Thank you, sir. If you don't mind, may I know the date of the meeting?

Director : Most probably it will be the 27th.

Officer : The 27th? I am sorry to say this, sir, but would it be possible to postpone it by a day or so? There is an important religious function at my house on the 27th.

Director : I see. Let me consult the Chairman. I'll tell you in a day or two.

Officer : Thank you, sir.

IV. Two neighbours

A : Good morning. Can I use your telephone, please?

B : Good morning. Please feel free to use it. You don't have to be so formal with me. (A little later)

B : What's the matter? You look worried. A : My father is in hospital. He's had a stroke.

B : I'm so sorry. Are you planning to go home?

A : Yes. There is a train at 8.30.1 don't know whether I'll be able to catch it. It's already eight. I'm sorry to trouble you, but could you drop me at the railway station, please?

B : Unfortunately my car is in the workshop. But that shouldn't be a problem. We'll hire a taxi. I'll come with you.

A : It's too much trouble for you.

B : No, not at all. Please get ready quickly. I'll join you in a minute.

A : Thank you so much.

V. At the doctor's

Man : Excuse me. I know you've been waiting for a long time to see the doctor. But I have an emergency. My father is in a coma. Would you mind allowing me to go in straightaway?

Other patients : It's all right. Please go ahead.

Man : Thank you so much, (to the doctor): Excuse me doctor, could I see you out of turn, please? It's an emergency.

Doctor : Please come in. What's the matter?

Man : It's my father, doctor. He is in a coma.

VI. Two college students

Arun : Hi, John! You seem to be in a hurry.

John : Hi, Arun! I'm in no hurry. I've a class only at 10.30.

Arun : Got a pen? I forgot to take mine.

John : Sure. Here, take it.

Arun : Thanks. How about some tea?

John : It's welcome. But you'll have to pay. I don't have any money with me.

Arun : I have. Let's go.

John : By the way, can I borrow your dictionary for a couple of days?

Arun : Oh, certainly. Shall I bring it in the afternoon?

John : Don't bother. I'll pick it up from your place in the evening.

VII. In the shop

A : Excuse me. I wanted to buy a few things from here. But I haven't brought enough cash. Could I give you a cheque, please?

B : Certainly.

A : Thank you. Here is the list of the items I need.

B. : This is your bill. It's two thousand three hundred and forty rupees.

A : Here's the cheque for the amount. Could you have the items wrapped, please?

B : Thank you. In a minute, sir.

A : Would you mind asking one of the boys to keep the things in my car?

B : Not at all. Ravi, keep these things in his car.

A : Thank you. You've been very helpful.

B : You're most welcome.

OFFERING HELP

PATTERNS

A. Offering help

1. May I help you?
2. May I be of assistance?
3. If there is anything I/we can do, please do let me/us know.
4. If you like, I/we could ...
5. Could I help you?
6. Would you like me/us to help you?
7. Shall I/we ...?
8. Do you think I/we can help you?
9. What can I do for you?
10. Is there anything I can do?
11. Can I help you?
12. I'll do it for you.
13. Let me ...
14. How about ...?

B. Accepting an offer of help

1. I'd be delighted (if) ...
2. You are most kind.

3. That's most/extremely good/kind/thoughtful of you.
4. That's very kind of you.
5. If it's no trouble for you.
6. If you don't mind.
7. Thank you.
8. Thanks.
9. Oh, yes, please.
10. Just what I needed.

C. Declining an offer of help

1. Thank you very much for your offer, but ...
2. No, please don't bother.
3. No, I can manage. Thank you.
4. No, thank you.
5. Thanks a lot, but ...
6. No, don't worry (about ...)
7. I'm very grateful to you for your offer..

PRACTICE

I. At the Reception

(R = Receptionist C = Customer)

R : Good morning, sir. Can I help you?

C : 'Morning. Can I see the manager?

R : I'm sorry, he's in a conference at the moment.

C : Oh, well, never mind.

R : Would you like me to make an appointment for you tomorrow?

C : Oh, yes please. For 10 a.m.

R : Just a minute.... I'm sorry, he's another meeting at 10. Will 3 in the afternoon be all right for you?

C : No, thank you. I'll meet him at his residence tonight. It's something urgent.

R : Would you like me to tell him anything?

C : Thanks. You could tell him that Mr Bhatia was here.

R : HI tell him.

C : Thank you.

II. At the travel agency

(T A : Travel Agent C : Customer)

T A : Good afternoon, madam. What can I do for you?

C : Could you give me some details about your package tours?

T A : Certainly. Would you like to see our brochures? Here they are. (Hands her the brochures.)

C : Thank you. (After going through the brochures) Well, this 12-day European tour seems to be an interesting one.

T A : We could book your tickets if you like.

C : Oh yes. But not for me alone. I want three tickets to be booked.

T A : Sure, we can do it. Please fill in these forms.

C : Thank you. (Returns the forms after some time.)

T A : Would you like us to send the tickets to you by courier, or would you like to collect them personally?

C : Can I take them on Friday next?

T A : Sure, we'll keep them ready for you.

C : Thank you.

TA : It's our pleasure, ma'm.

III. Between passengers in a train

A : It's very cold tonight.

B : Indeed. Shall I shut the window?

A : That'd be nice. (B shuts the window.)

B : Why don't you wear a sweater?

A : Oh, I forgot to bring mine. I didn't really expect it to be so cold.

B : I can give you one if you don't mind. I have one more in my suitcase.

A : That is very kind of you. (B gives his sweater.)

B : How about a hot cup of tea?

A : No, thank you.

IV. Offering help to a person looking for help

A : May I help you?

B : Oh yes, please. I'm looking for the office of Ferguson & Co. Could you tell me where it is?

A : It's a little over a kilometre from here. Would you like to walk or go in an autorickshaw?

B : I think I'll walk.

A : In that case, go straight down, turn right at the first cross roads and turn left at the next cross roads. It's about 150 yards from there. Ask for Kabra Complex. You won't miss it. It's a tall yellow building.

B : Thanks a lot.

A : Just a minute, please. I could go with you if you like. You seem to be totally strange to the place.

B : No, please don't bother. I'll find it myself.

A : All right then. Bye.

B : Bye.

V. Between friends (over phone)

Sasi : Hello, Ashok. This is Sasi. You know, my father is arriving this afternoon by the Sabari Express.

Ashok : That's what you told me last night.

Sasi : I'm in a great difficulty now.

Ashok : Is anything wrong?

Sasi : Yes.

Ashok : Tell me what it is.

Sasi : I just received a call from our M. D. He says he'll be here around 3 p.m. and naturally he expects me to be here.

Ashok : So you want me to go to the station and receive your father. Right?

Sasi : Precisely, if you don't mind. You can understand the fix I am in.

Ashok : Don't worry. I'll go right away, receive him and take him home. OK?

Sasi : Thanks a lot, Ashok?

Ashok : It's my pleasure. See you in the evening. Bye.

Sasi : Bye.

VI. At the store

A : Good morning. Can I help you?

B : 'Morning. I am from Oberoi Traders. I read about your new velcro tapes in the newspaper this morning.

A : Did that interest you? Would you like to look at some sample pieces?

B : Thank you. I would. I hope you wouldn't mind if I smoke here.

A : Not at all. Let me get the ash tray for you. Ah, there it is. Please don't bother. I'll help myself. Can I offer you some cold drink?

B : No, thanks.

A : Here are some sample pieces. You could take them, if you like.

B : Could I? Fine, thank you.

A : Could we expect some orders soon?

B : Let's hope so.

VII. At the bank

(C : Clerk M : Man)

C : Good morning. Can I help you?

M : Good morning. Do you issue traveller's cheques here?

C : Yes, we do. Would you like to buy some?

M : Yes, please.

C : Please fill in one of these forms and give it back to me (seeing the man struggling to write with an injured finger). Would you like me to fill it in for you?

M : Please, if you don't mind. That'll be a great help.

VIII. Between friends

A : I never thought Delhi would be so cold in October.

B : Well, it's unusually cold this year. Haven't you brought any warm clothes?

A : None.

B : Can I offer you some of mine? I don't think your hostel will provide you with any,

A : Thanks. I will take some from you.

B : Or, why don't you come and stay with us? You'll be more comfortable there.

A : No. I won't bother you. After all, I am here in Delhi only for a short stay.

B : That's exactly why I say that you stay with us.
A short stay shouldn't be a bother to us at all.
Do come and stay with us.

A : Oh, right, if you insist.

IX. Between friends

A : Hello, Bala. You look worried. What's the matter?

B : I got a message that my father's had a heart attack. He's in a hospital.

A : At Hyderabad?

B : Yes.

A : Are you planning to go there now?

B : Yes, I want to try for a flight ticket. Then I've lots of other things to attend to.

A : Is there anything I can do for you?

B : Could you buy the air ticket, if you don't mind?

A : Oh, sure.

B : Thanks, Here's the money.

7. FRAMING QUESTIONS

1. Verbal Questions :

Verbal questions begin with the model/ auxilliary verbs like **am,is,are,was,were, do,does,did,will, would,can,could,shall,should,may,** etc.

Generally the verbal questions are framed in the following formula :

Auxilliary verb + Subject + Main verb + Other parts

Examples :

(i) Is this a pencil ?

(ii) Are they all good people?

(iii) Was the exam difficult?

(iv) Can you lift this bundle?

(v) May I get in?

(vi) Would you please go out?

(vii) Were you able to finish it?

(viii) Did the pupils learn well?

(ix) Do you want money?

(x) Will it rain today?

II 'Wh' Questions :

'Wh' questions begin with the question words like **what, when, where, who, how, How much etc.**

Generally 'Wh' questions are framed in the following formula :

Question word + auxilliary verb + subject + main verb + the other parts

Examples :

(i) Where does he go?

(ii) What do you want?

(iii) How will you travel now?

(iv) How long will it take for you to reach Delhi?

(v) Where did you meet your friend first?

(vi) Why do you cry now?

(vii) Which film did you see yesterday?

(viii) How much money did you borrow from your friend?

(ix) Who did you speak about your plans?

(x) When would the train arrive at Trivandrum?

EXERCISE : I

Frame ten verbal questions of your own as given in the above examples :

i)

ii)

iii)

iv)

v)

vi)

vii)

viii)

ix)

x)

EXERCISE : II

Frame ten 'Wh' questions of your own as given in the above examples :

i)

ii)

iii)

iv)

v)

vi)

vii)

viii)

ix)

x)

8. FRAMING QUESTIONS

Read the text given below and frame at least twenty five questions of all types and then write answers for those questions

THE BOOK OF NATURE

When you and I are together, you often ask me questions about many things and I try to answer them. Now that you are at Mussoorie and I am in Allahabad we cannot have these talks, I am, therefore, going to write to you from time to time short accounts of the story of our earth and the many countries, great and small, into which it is divided. You have read a little about English history and Indian history. But England is only a little island and India, though a big country, is only a small part of the earth's surface. If we want to know something about the story of this world of ours, we must think of all the countries and all the peoples that have inhabited it, and not merely of one little country where we may have been born.

I am afraid I can only tell you very little in- these letters of mine. But that little, I hope, will interest you and make you think of the world as a whole, and of other peoples in it as our brothers and sisters. When you grow up, you will read about the story of the earth and her peoples in fat books, and you will find it more interesting than any other story or novel that you may have read.

You know of course that our earth is very, very old—millions and millions of years old. And for a long, long time there were no men or women living on it. Before men came, there were only animals; and before the animals, there was a time when no kind of life existed on the earth. It is difficult to imagine this world of! ours, which is so full today of all kinds of animals and men, to be without them. But scientists and those who have studied and thought a great deal about these matters tell us that the earth was too hot for any living being to live on it. And if we read their books and study the rocks and the fossils (the remains of old animals) we can ourselves see that this must have been so.

You read history in, books. But in olden times when men did not exist, surely no books could have been written. How then can we find out what happened then? We cannot merely sit down and imagine everything. This would be very interesting, for we could imagine anything we wanted to and would thus make up the most beautiful fairy tales. But this need not be true as it would not be based on any facts that we had seen. But although we have no books written nr those far-off days, fortunately we have some things which tell-us a great deal as well almost as a book would. We have rocks and mountains, and seas and stars and fivers and deserts, and fossils of old animals. These and other like things are our books for the earth's early story. And the real way to understand this story is not merely to read about it in other people's books but to go to the Book of Nature itself. You will, I hope, soon begin to learn how to read this story from the rocks and mountains. Imagine how fascinating it is : every little stone that you see lying in the road or on the mountain side may be a little page in nature's book and may be able to tell you something if you only know how to read it.

To be able to read any language, Hindi or Urdu or English, you have to learn its alphabet. So also you must learn the alphabet of nature before you can read her story in her books of stone and rock. Even now perhaps you know a little how *to* read this. If you see a little round shiny pebble, does it not tell you something? How did it get round and smooth and shiny without any corners or rough edges? If you break a big rock into small bits, each bit is rough and has corners and rough edges. It is not at all like a round smooth pebble. How then did the pebble become so round and smooth and shiny? It will tell you its story if you have good eyes to see and ears to hear it. It tells you that once upon a time, it may be long ago, it was a bit of a rock, just like the bit you may break from a big rock or stone, with plenty of edges and corners. Probably it rested on some mountain side. Then came the rain and washed it down to the little valley where it found a mountain stream which pushed it on and on till it reached a **little** river. And the little river took it to the big river. And all the while it rolled at the bottom of the river and its edges were worn away and its rough surface made smooth and shiny. So it became the pebble that you see. Somehow the river left it behind and you found it. If the river had carried it on, it would have become smaller and smaller till at last it became a grain of sand and joined its brothers at the seaside to make a beautiful beach where little children can play and make castles out of the sand.

If a little pebble can tell you so much, how much more could we learn from all the rocks and mountains and the many other things we see around us?

Jawuhartal Nehru

Questions and Answers

Questions and Answers

Questions and Answers

9. LISTENING AND VOCABULARY

Listen to the following songs and fill in the blanks :

1

I. Don't _____ me in all this pain.
Don't _____ me out inthe rain.
Come back and _____ back my _____.
Come and take these _____ away.
I need your _____ to hold me now
The nights are so _____.
Bring _____ those _____ when I held you beside me

2

_____ my heart
Say you'll _____ me again
_____ this hurt you _____
When you walked _____ the door
And _____ outta my life
_____ these tears
I cried so many _____
Un-break my _____
My heart

3

Take _____ that sad word good - bye

Bring back the joy to _____

Don't leave me _____ with these tears

Come and _____ this pain away

I can't forget the day you _____

Time is so _____

And life is so _____ without you here _____ me.

4

_____ my heart

Say you'll love me again

Undo this _____ you caused

When you _____ out the door

And walked outta my _____

_____ these tears

I cried so _____ nights

Un-break _____ heart

My heart.

5

Don't _____ me in all this _____

Don't leave me out in the rain

Bring _____ the nights when I _____ you beside me.

6

_____ my heart

Say you'll love me again

Undo this _____ you caused

When you walked out the door

And walked outta my _____

_____ _____ tears

I cried _____ _____ many nights

Un-break my heart.

7

Un-break my heart

Come back and _____ you love me

Unbreak my heart

Sweet _____

Without you I just _____ go on

Can't _____ on.

II

1

There's no me _____ you

There's no _____ to life without you

Tell me why should I care _____ doing my _____

When I can't _____ the thinking about you

There's no _____ without you

There's no _____ nights without you

There's no _____ through the _____

No _____ in my heart

No I love you. No I can't _____ without you

2

you told me _____ would be cool

Said I wouldn't always feed _____

How come I feel like a _____

How come the _____ are all gray

How come my eyes are all _____

Why am I _____ in my bed

3

You told me everything would be _____

Why am I _____ my mind

How come I feel like a _____

Why do I keep _____ you

Why do I love in _____

Why you're not _____

4

There's no me without you

There's no meaning to life without you

Tell me why _____ I care bout doint my _____

When I can't _____ thinking about you

There's no _____ without you

There's no _____ nights without you

There's no walk _____ the _____

No _____ in my heart

No I love you; No I can't _____ without you.

So _____ for you

So _____ in love with you

So _____ to say bye - bye

When you know how hard I've _____

I, _____, I tried baby

No...No..._____ No...

6

You told me everything would be fine

Why am I losing my _____

How come I feel like a _____

Why do I keep _____ you

Why do I _____ in _____

When you are not there

7

There's no _____ without you

There's no _____ life withou you

Tell me why should I care _____ doing my _____

When I can't stop the _____ about you

There's no _____ without you

There's no _____ nights without you

There's no walk _____ the Park

No beat in my _____

No I love you. No I can't live without you.

10. GRAMMAR - PREPOSITION

PREPOSITIONS

A preposition is a word placed before a noun or a pronoun to show the relationship of the noun or pronoun to something else. There are two kinds of prepositions.

1. Simple prepositions 2. Compound or Group prepositions

1. Simple prepositions:

at, by, to, in, on, up, for, of, off, from, with, over, under, above, below, until, after, around, before, behind, except, between, among, about, into, etc.

2. Compound prepositions

Infront of, by means of, on account of, in place of, according to, along with, away from, because of, for the sake of, in addition to, on behalf of , inspite of, instead of, etc.

Let us see how the above mentioned prepositions are used in the following sentences.

Simple prepositions

1. His family lives ***at*** Madurai.
2. He was killed ***by*** a lion.
3. They go ***to*** Church.
4. The president is ***in*** Japan now.
5. There is a pen ***on*** the table.
6. He looks ***up***.

7. I have brought it ***for*** you.
8. We got the camera ***of*** Ramesh.
9. The driver jumped ***off*** the car.
10. I come ***from*** Mumbai.
11. She goes ***with*** her brother.
12. We went ***to*** Nagercoil.
13. Ramu slept ***under*** the tree
14. There is a fan ***above*** you.
15. There is a rock ***below*** the bridge.
16. I will wait here ***until*** you return.
17. He came ***after*** the class was over.
18. The amount may come ***around*** Rs. one lakh.
19. He spoke ***before*** you arrived.
20. They sit ***behind*** you.
21. I like all ***of*** you except Balu.
22. There is a fight ***between*** Babu and Ramu.
23. The students discuss ***among*** themselves.
24. He speaks ***about*** Srilanka.
25. He ran ***into*** the temple.

Compound Prepositions

1. There is a chair ***in front of*** you.
2. He went up ***by means of*** the rain pipe.
3. He was dismissed ***on account of*** his continuous absence.
4. Mr. Samu is appointed ***in place of*** Raju.
5. I did it ***according to*** your instruction.
6. I walk ***along with*** my parents.
7. We are ***away from*** Madras.

8. He was absent ***because of*** his illness.
9. ***For the sake of*** your request, I leave this fool free.
10. ***In addition to*** this, you should pay Rs. 100/- as donation.
11. I speak ***on behalf of*** the students.
12. ***In spite of*** my repeated warning, he went to the cinema.
13. ***Instead of*** talking, prove your talent.

Rules for using certain prepositions

1. In and at

In is used for countries and big towns and cities

At is used for residence

Examples : i) My friend lives ***in*** Japan.

ii) We live ***at*** No. 32, College Road, Chennai.

2. On and upon

On is used for things stationary, ***upon*** is used for motion.

Examples : i) There is an ink bottle ***on*** the table.

ii) You can't climb ***upon*** this tall tree.

3. Till and untill

Till indicates a point of time. ***Until*** is followed by a phrase indicating time

Examples : i) I will wait ***till*** 4 o' clock.

ii) I won't sleep ***until*** you inform the result.

4. From and since

From indicates point of time. ***since*** is followed by a pharse indicating time.

Examples : i) The teacher will be present in the school ***from*** 10.a.m.

ii) I have not seen a movie ***since*** last January.

5. For and since

For refers to a particular period of time, ***since*** refers to a particular point of time

Examples: i) I have been here ***for*** five years.

ii) They have been here ***since*** 1990.

6. Between and among

Between involves only two. ***Among*** involves more than two.

Examples: i) I stood ***between*** Somu and his brother.

ii) There is no unity ***among*** the teachers.

Exercise

Fill in the blanks with suitable prepositions :

1. The child ran _____ the road.
2. The water flows _____ the road.
3. My mother lives _____ America.
4. He is afraid _____ the teachers.
5. The children are fond _____ sweets.
6. We go _____ Church.
7. Pencillin was invented _____ Alexander Fleming.
8. The police jumped _____ the compound wall.
9. The child sits _____ the bench.
10. I have moved with her _____ a long time.
11. They are tired ____ walking.
12. We study _____ pleasure.
13. He broke it ____ many pieces.
14. He wishes to speak _____ the freedom struggle of India.
15. The policeman caught me _____ my brother.
16. I go to college _____ a bicycle.

17. She goes ____ her mother.
18. _____ your letter I write this reply.
19. There is a big tree ____ the house.
20. He speaks ____ his son good.

Exercise

Fill in the blanks with suitable prepositions :

1. Last month I ordered _____ a book _____ a book shop _____ Delhi I also sent _____ a money order _____Rs. 400.
2. Some people live ____ this world very happily. But a few starve _____ food. They hope _____ get it _____ somebody.
3. I was returning _____ my village _____ a bus. My friend also came ____ me and stayed _____ my house.
4. Yesterday, I fought _____ a man _____ getting justice _____ a poor man. But I failed ____ the fight.
5. There are many kinds _____ pens. They are divided _____ two main categories. _____ example, one is ball point pen and the other is fountain pen. I write _____ ball point pen.
6. Hobbies differ _____ person ___ person Gardening and painting are some _____ the hobbies, it is good _____ our education.
7. Advertisements play an important role _____ newspapers. It is a method _____ making known _____ the public _____ anything that one wants to announce.
8. We should have a plan _____ the future. Some run _____ wealth and some are ambitious _____ get power. But good health is necessary for a life _____ peace.

9. Accidents are very common _____ night time. Last night a lorry dashed _____ a bus. Soon there was a quarrel _____ the two drivers and it ended ____ violence.
10. Our homes are lit _____ electricity. _____ hot days we use electric fans _____ smooth air. Electricity is used _____ industries too.
11. We live _____ an age _____ science. The television is one _____ the inventions _____ science.
12. When I bent _____, I saw a cat _____ my table sitting_____ the floor _____ a piece of paper.
13. There is no quarrel _____ the students _____ this school. Hence, the principal is happy _____ the atmosphere prevailing _____ this school.
14. Every day I get up _____ 5 o' clock ____ the morning ;Then I take bath ____ cold water and study _____ two hours.
15. A few days back, I saw a beggar woman _____ her baby. She walked _____me and I ran away _____ the place and came back there ____ one hour.

11. TAG QUESTIONS

Tag questions are framed in the following ways. If the statement is in the affirmative, the tag question will be in the negative.

Examples :

1. He is a good boy, isn't he?
2. Peter is nice, isn't he?
3. He eats well, doesn't he?

   (does + eat = eats)
4. They meet me regularly, don't they?

   (do + meet = meet)
5. The team played well, didn't it?

   (did + play = played)

If the statement is in the negative, the question will be in the affirmative

Examples :

1. They did not come, did they?
2. He does not drink milk, does he?
3. They haven't finished the work yet, have they?
4. Paul is not reading the scriptures, is he?
5. She was not regular to the class, was she?

EXERCISE :

Write tag questions for the following statements :

1. The news is wrong
2. The actor is dead.
3. Selvi and Meena are best Friends.
4. The Arabian Nights is liked by many people.
5. The council has taken a decision.
6. They wanted to meet you.
7. He went for a movie.
8. Smoking is not good for health.
9. We don't eat apples.
10. He doesn't go home.
11. He studies well.
12. I stopped my studies then.
13. They don't want to meet you.
14. He goes counting the persons.
15. I would like to attend your class.
16. They are playing football now.
17. He does the work.
18. They will not go to the cinema tomorrow.
19. I have not sent any letters to you.
20. She has not yet finished her work.

12. SPEAKING

Practise the given dialogues in pairs :

SEEKING PERMISSION

PATTERNS

A. Seeking permission

1. Could....please?
2. Can I ....please?
3. May I.... please?
4. Is it all right if...?
5. Do / would you mind my...ing?
6. Do / would you mind if...?
7. Would it be possible to ... ?
8. If you don't mind, I'd like to...
9. Have you any objection to my...ing?
10. I wonder if I could...

B. Giving permission

1. Yes, of course.
2. Certainly.
3. By all means.
4. Go ahead.

5. You can/may if you want/like.
6. You have my permission.
7. It is quite/perfectly all right.
8. I can't see any objection.

C. Refusing permission

1. Sorry, it's not possible.
2. I'm afraid it is not possible.
3. I'm sorry, I cannot let you...
4. I'm sorry, I am not supposed to let you...
5. I'm sorry, I don't have the authority to let you...
6. I'm afraid that is out of the question.
7. No, you may not.
8. You can't,
9. You' re not allowed to...
10. I won't let you.
11. I'm refusing permission.
12. Permission will not be granted.

PRACTICE

I. On the train

A : Excuse me. Would you mind my opening that window'.*

B : Not at all. Please go ahead.

A : Thank you. It's very hot here.

B : True. Can I take some water from your pitcher?

A : Certainly. Can I have that magazine for a while?

B : I'm sorry, I haven't finished reading it. I'll give it to you as soon as I've finished.

A : Thank you

II. Between friends

A : Hi, Ashok! Mind my keeping this here?

B : Not at all.

A : I'll come back around eleven. All right?

B : Fine. I may not be here then. But Sunil will be.

A : Fine. Shall I keep it in that comer?

B : Oh, yes. It's safer there.

III. At a meeting

A : Excuse me. If you don't mind, I'd like to make a suggestion.

B : Please go ahead.

A : It would be a good idea if we considered the latest developments in the field while examining the project proposal.

B : The latest developments? Could you give more details?

A : There were recent reports about a new method for the manufacture of one of the items we are planning to produce. If I have the permission of the chair, I'd like to read out a brief report.

B : Please proceed. We're all interested.

IV. At the office

A : Excuse me. I'm from the City Club. We had given a request for permission to use the Assembly Hall. May I know whether I have the permission?

B : I'm sorry, but permission has not been granted.

A : But why?

B : No reason has been given.

A : May I see the Director?

B : I'm afraid that's not possible today. He is away.

A : When is he expected here?

B : He'll be here tomorrow afternoon?

A : May I see him then?

B : I'll try to make an appointment.

A : Thank you.

V. In the library

A : Good morning.

B : Good morning. What can I do for you?

A : Can I use the Reading Room? Or is it open only to the members?

B : You can certainly use the Reading Room. It is open to the public.

A : Thank you. I'd also like to refer to the Encyclopaedia Britannica. Could I do that?

B : I'm afraid that's not possible. The Reference Section is open only to the members.

A : That's all right. Thank you.

VI. Two neighbours

A : Hello, Mr Pande. How are you?

B : Fine, thank you. How are you?

A : Fine. I have been a bit busy for the last few days.

We're going on a holiday to Ooty.

B : Oh, are you? That's a good idea.

A : Mr Pande, I was wondering whether I could borrow your new camera for a few days.

B : I am really sorry, Mr Dwivedi, but you know it is a brand new one. I haven't used it yet myself. What's more, I want to give it as a present to my son.

A : Oh, I see. Then it is quite all right.

B : You know I have an old camera. It's still a good one.

A : Could I have that?

B : Certainly.

A : Thank you.

ASKING FOR ADVICE

PATTERNS

A. Asking for advice

1. Do you think I should ...?
2. Should I...?
3. What would you advise (me to do)?
4. What would your advice be?
5. Would you advise me to...?
6. Could/can you advise me on/about...?
7. What would you do if you were me / in my position?
8. Can/could you help me sort...out?
9. I would appreciate your advice.
10. Could I ask for your advice on/about...?
11. What (course of action) would you recommend?
12. I was wondering/I'd like to know what your reaction(s) would be?
13. Could I ask what your reaction would be to...?

B. Advising someone to do something

1. I think you should...
2. If I were you, I'd...
3. You'dbetter...
4. Why don't you...?
5. It may not be a bad idea...
6. The way I see it, you should...
7. My advice would be to...
8. I'd advise you to...
9. I'd recommend...
10. If I were in your position, I'd...

C. Advising someone not to do something

1. I don't think you should/ought to...
2. If I were you, I wouldn't...
3. You'd better not...
4. Take my advice and...
5. I'd think twice about... if I were you.
6. It's upto you, but I wouldn't...
7. Whydon'tyou...?
8. The way I see it, you shouldn't...
9. I wouldn't recommend...
10. I would advise against...
11. I wouldn't advise...
12. If I were in your position, I wouldn't...

PRACTICE

I. Between friends

A : I was really shocked to hear about the whole thing.

B : We still don't know how and when the thief entered the store. There seems to be no clue to anything.

C : Well, let's think of our next step on this.

B : That's what is worrying me. Do you think we should inform the police about the theft? Or is it all right if we hire a private detective agency to go into this?

A : I think we should inform the police in any case. We may hire a private detective agency if you think that'll really help us in recovering the stolen goods.

C : I too think it's not a bad idea to hire a detective agency. We'll have to spend a few additional chips, but that'll certainly bring results.

II. At the shop

(C: Customer S: Salesman)

S : Good morning, sir. Can I help you?

C : I would like to buy a refrigerator.

S : Please come and have a look at them. We have a variety of them in different sizes and colours.

C : (Looks at them) Well, I want to buy one of 165 litres. Which will you recommend?

S : Well, it depends. A Velkin fridge which has a built-in voltage stabilizer will cost you nearly Rs. 7,500/- whereas an Ascolt refrigerator which has a built-in voltage stabilizer and a separate door for the freezer will cost you nearly Rs. 8,000/-. If you're looking for a cheaper one, you may go in for Wally which costs just Rs. 5,200/-. Of course, if you ask me, I'll recommend the Velkin.

C : All right. I think I'll go by your recommendation.

III. Between friends

A : You know, George wants to sell his Maruti car. I thought I could buy it. Would you advise me to buy it?

B : Oh, it's done more than 1,00,000 kilometres. Moreover, he's been lending his car every now and then to someone or the other. You should really think of getting a new one.

IV. A : You know, C insists on going back tonight. What would your advice be?

B : (to C) Well, if I were you, I'd leave only tomorrow morning. You know well that it is highly risky to travel during nights these days.

C : I know that. But you see I've already extended my leave twice and I've got to report for duty tomorrow morning. What would you do if you were in my position?

B : If I were you, I'd telephone the office and inform them that I'd be able to report for duty only in the afternoon, rather than risk my life and travel in the night.

C : OK. Let me also do the same then.

V. Between friends

A : I'm planning to spend my winter holidays in France. Could you recommend a good travel agency that can make all my travel arrangements?

B : We have a number of them operating in the city. MACKEY is a reputed one, but they mainly handle the domestic travel arrangements. Well, I can recommend 'BLAZE TOURS' for foreign travel. They'll make arrangements for all your visits in France too and they are quite reliable.

A : Thanks. I'll contact them soon.

VI. At the Telephones office

A : Good morning. Can I help you?

B : Good morning. I have a complaint to make. I have been sent a telephone bill for Rs. 8,483/- for April. I'm sure it is an error because my average telephone bill never goes above Rs. 800/-. I had sent three letters of complaint to this office but I haven't got any reply so far. And so I've come here personally. Could you help me sort this out?

A : Why don't you meet the clerk concerned at the bill section?

B : I've already met him. He says he can do nothing in this matter. Do you think I should meet the Chief Commercial Superintendent of Telephones?

A : I don't think you should. I'd advise you to meet the Section Officer. I'm sure he'll help you in this matter.

B : All right. Could you tell me where I can meet him?

A : In the first room on the right on the first floor.

B : Thank you very much.

VII. Between colleagues

A : When are you going on leave?

B : I still don't know. My request for leave has been rejected.

A : But why?

B : It seems many others are on leave right now and hence it's not possible to sanction leave to anyone now.

A : But you have to go. Does the Personnel Manager know about your case?

B : Well, I had explained it in my request for leave.

A : Didn't you meet him personally?

B : No, I didn't. Do you think I should have met him?

A : You could have

B : Well, now that he's turned down my request I don't see any point in meeting him. I think I'll meet the General Manager now. What do you recommend?

A : I'd think twice before I make up my mind if I were you. The Personnel Manager is a man of reason. I'd still say that you should meet him personally and explain the situation.

B : But he knows why I have to go. Why does he need a personal explanation?

A : Well, it's upto you, but I wouldn't recommend your meeting the General Manager before you meet the Personnel Manager.

B : Let me think more about it then.

VIII. At the doctor's

(D : Doctor P : Patient)

P : Good morning, doctor.

D : Good morning. How do you feel now?

P : I don't feel better at all. The pain was so severe that I couldn't sleep last night. It's been more than a week now. Would you recommend a brain scanning or do you think we should call in a specialist for consultation?

D : It may not be a bad idea to consult a specialist. I think we'll consult one and take his advice before we go for a scanning.

P : While we fix an appointment with the specialist, could we also not have a scanning done? May be that might help the diagnosis.

D : Well, if you insist I'd say yes.

13. FRAMING QUESTIONS

Read the following poem and frame atleast twenty questions and then write answers to them.

COROMANDEL FISHERS

Rise, brothers, rise, the wakening skies
  Pray to the morning light,
The wind lies asleep in the arms of the dawn
  like a child that has cried all night.
Come, let us gather our nets from the shore, 5
  and set our catamarans free,
To capture the leaping wealth of the tide,
  for we are the sons of the sea.
No longer delay, let us hasten away
  in the track of the seagull's call;
The sea is our mother, the cloud is our brother, 10
  the waves are our comrades all.
What though we toss at the fall of the sun
  where the hand of the sea-god drives?
He Who/holds the storm by the hair 15
  will hide in His breast our lives.
Sweet is the shade of the coconut glade,
  and the scent of the mango grove,
And sweet are the sands at the full o' the moon
  with the sound of the voices we love. 20
But sweeter, O brothers, the kiss of the spray,
  and the dance of the wild foam's glee:
Row, brothers', row to the blue of the verge,
  where the low sky mates with the sea.

Sarojini Naidu

This is one of the many beautiful poems written by Sarojini Naidu, the celebrated Indian poet and freedom fighter, whom Mahatma Gandhi called 'the Nightingale of India'. It is a song sung by a group of fishermen before they put out to sea in the early morning.

Coromandel	:	the land adjoining the south-east coast of India.
the wakening skies..... light	:	The skies are imagined as praying to the morning light, like someone who lifts up his heart to God when he sees the beauty of the dawn.
catamarans	:	rafts made of two or three logs of wood tied together with ropes,used by fishermen.
set.....free	:	that is, because they have been drawn up on the beach and tied to stakes driven into the ground.
the leaping wealth of the tide	:	the fish in the sea. path.
track	:	*path*
seagull's call	:	the cry of seagull (a large, strong sea-bird with a loud cry).
toss	:	move up and down (on account of the rough waves).
He who.....our lives	:	He who raises and controls the storm will also protect our lives,
glade	:	open space among trees.
grove	:	group of trees.
at the full o' the moon	:	when it is full moon
the spray	:	tiny drops of water that are the scattered when a wave breaks.
foam	:	white mass of water bubbles
glee	:	joy.
the blue of the verge	:	the edge of the sea, i.e., the horizon which looks blue from a distance.
where the low sky..... the sea	:	where the sea and the sky seem to meet and touch each other.

Questions and Answers

Questions and Answers

14. GRAMMAR : CONCORD

AGREEMENT OF THE VERB WITH THE SUBJECT

The verb must agree with the subject in person and number. That is, the verb must be in the same person and number as the subject.

1. **Two or more singular subjects connected by *and* takes a plural verb.**

   Examples (i) Meena ***and*** Sheela ***are*** present.

   (ii) Kumar, Babu ***and*** Nelson ***go*** to church.

2. **Two nouns referring to the same person or thing take a singular verb.**

   Example i) The prime Minister ***and*** party president ***has*** come.

   ii) My friend ***and*** teacher ***is*** dead.

3. **Two nouns expressing one idea take a singular verb :**

   Example i) Bread ***and*** butter ***is*** good for health.

   ii) slow ***and*** steady ***wins*** the race.

4. **The singular nouns preceded by each and every take a singular verb.**

   Example i) ***Every*** teacher and student ***goes*** to Ooty.

   ii) ***Each*** boy and each girl ***studies*** well.

5. **The singular nouns connected by *or, nor, either ..... or, neither,.... nor* take a singular verb.**

Example : i) Rama *or* Shiva has done this.

ii) *Either* Babu *or* Suresh *has* gone to Bombay.

iii) *Neither* food *nor* water is available.

6. **The different numbers of nouns joined by *or, nor, either ...or, neither nor* take a plural verb. The plural subject should be placed near the verb.**

Example : i) Rama *or* her sisters *have* done this.

ii) *Neither* the teacher nor the students *have* stolen it.

iii) *Either* the member or the ministers *tell* lie.

7. **When the different persons of subjects joined by *or, nor, either ... or, neither .. nor,* the verb agrees in person with its nearest one.**

Example i) He *or* I *am* to be punished.

ii) Either you *or* he *has* done this.

8. **The subjects or different numbers or persons or both connected by and take a plural verb.**

Example: i) He *and* I *are* going.

ii) His father *and* he *have* lived here ten years.

iii) He *and* we *have* to do their duties.

9. **A collective noun takes a singular verb when it is thought as a whole. It takes a plural verb when its individuals are thought of.**

Example : i) The *committee has* postponed the meeting

ii) The *military were* called out.

10. **The nouns which are plural, in form but singular in meaning take a singular verb.**

Example i) The *news was* false.

ii) *Mathematics is* easy to study.

11. **When a noun is connected with the subject *by with, together with, in addition to, as well as,* etc., the number of the subject is not affected.**

Example : i) The minister, *with* the members of the parliament, *meets* the president.

ii) John, *as well as* Bosco, *sings* well

iii) Ram, and not others, *has* won.

Exercise

Fill in the blanks with suitable verbs which agree with the subject :

1. The actor and writer _____ (be) dead.
2. Selvi and Meena _____ (be) best friends.
3. Either the Manager or the clerk _____ (have) made the mistake.
4. None of you _____ (have) answered properly.
5. The news _____ (be) wrong.
6. Twenty rupees ___ (be) too much for this work.
7. Two and two _____ (make) four.
8. Neither coffee nor tea _____ (be) good for health.
9. The Arabian Nights _____ (be) liked by many people.
10. Each boy and girl _____ (be) present.
11. The council _____ (have) taken a decision.

12. The cow, as well as, the horse _____ (eat) grass.
13. The teacher or the headmaster _____ (be)to be punished.
14. The committee _____ (have) difference of opinions.
15. Ramu as well as Kumar _____ (be) a good player.
16. Seven rupees _____ (be) too much for this pen.
17. The long and short of the matter _____ (be) this.
18. One of the mangoes _____ (be) bad.
19. Mr. Raju and I _____ (be) going to Madras.
20. Leema and her partner _____ (have) come.

15. WRITING

Write in about 2 pages about your campus experience and your expectations, if any, in this college. You may include the following points.

- First day experience in the college
- Impressions about
  - i) infractructure
  - ii) Teacher
  - iii) Classmates
  - iv) Hostel
  - v) Canteen
  - vi) Library
- Bridge Course Experience
- Micro Teaching Experience
- General Atmosphere
- Expectations