

**INTERNATIONAL INDIAN SCHOOL, RIYADH**

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**SUBJECT: ENGLISH**

**WRITING TASK**

- 1) As the vice – principal draft a notice in 50 words informing the prefects , monitors and other discipline in – charge students of a leadership Training Camp being organized by the school.
- 2) Design a poster to be issued by the Ministry of Health in public interest warning people against the dangers of smoking.
- 3) You are a travel agent and conduct tours in India and abroad. Create an advertisement in 50 words offering attractive discounts during summer vacations.
- 4) You lost your briefcase while travelling in Delhi, Metro. Create an advertisement in 50 words for the Lost and Found column of a newspaper.
- 5) Prepare a poster on behalf of the municipal authority of your city advising citizens on ways to save water.
- 6) You are Arpit / Arpita of St. Sebastian high school. Delhi and commute to your school everyday by the newly started Metro Rail. You notice the benefits of travelling by Metro and decide to write an article on a local newspaper on the same write your article in not more than 150-200 words under the heading ‘Metro Rail ‘ a boom for traffic.
- 7) Write an article about the impact of revolution brought by ‘Information Technology’ in India to be published in your school magazine in about 150-200 words.
- 8) Children usually come to school without taking breakfast in the morning and eat junk food from the school canteen. This habit affects adversely the performance of students in academic and sports. Write a speech in about 150-200 words to be given in your school assembly about ‘How Health is Affected by Lifestyle’.
- 9) Rohan is the secretary of the cultural society of ABC school, Jaipur. Van – Mahotsava was celebrated in his school on August 24. He is asked to write a report of the programme. Write this report in about 125 – 150 words with all necessary details about programmes, participants , cleanliness , tree plantation, etc.,
- 10) A school boy of fifteen displayed remarkable nobility and heroism in rescuing men, women and children trapped in an overturned bus. After rescuing them he arranged conveyance for them to be taken to nearby hospital. As Nikhil / Neelam gupta write a report for publication in a newspaper in 120 – 150 words.
- 11) As a social worker you had occasion to visit some slum areas of your city. You were deeply pained to see the unhygienic living conditions , lack of drinking water and sanitation facilities, write a letter to the editor , The Times of India, pointing out the lack of concern in the part of the government as well as non – government organizations.

- 12) As the Head Boy of your school write a letter to the principal requesting him to arrange a programme for career counseling for the students of classes XI and XII. Request him to invite experts from several professions to speak to the students to give insights and information.
- 13) You have borrowed some books from your school library. Unfortunately you have to go away to visit a such relative and can not return the books in time, and now you find that you can not even locate them.  
Write a letter to the library in charge. Explain what has happened and propose what you can do in this regard.
- 14) The Thapar group requires the services of a purchase engineer. The candidate should be an engineering graduate with experience of six months to two years preferably in civil projects and general purchase. Computer literacy and MBA degree are desirable. Apply for this job to Deputy Chief Manager, HRD Thapar House, Nehru place, New Delhi.
- 15) Standard Chartered Bank require officer Trainees to serve in its branches. The candidates should be first class graduate in any stream and should have participated in extra curricular activities. One year of work experience is desirable. Apply for this job stating your qualifications and experience. Write to The Head Human Resources, Box. No L-198-D. the Times of India, Mumbai.