



St. Mary's College (Autonomous)
Reaccredited with 'A+' Grade by NAAC (Cycle IV)
Thoothukudi



Criterion: II – Teaching- Learning and Evaluation
2.2: Catering to Student Diversity
Year: 2018-2023

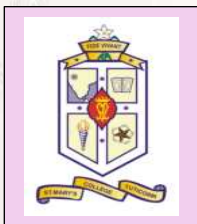


2.2.1 The institution assesses the learning levels of the students and organises special Programmes to cater to differential learning needs of the student



COMMUNICATIVE ENGLISH COURSES 2019 – 2020

ENGLISH



PG and Research Department of English

St. Mary's College (Autonomous)

Reaccredited with 'A+' Grade by NAAC (4rd Cycle)

Thoothukudi



Communicative English
2019-20



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(Content and Language Integrated Learning- CLIL-
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SEMESTER - I			
Part II English	Prose, Poetry, Extensive Reading and Language Study-I		
18UGEN11	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I - Poetry

Sarojini Naidu - Village Song

John Milton - On His Blindness

Robert Frost - The Road Not Taken

Unit II - Prose

Leigh Hunt - Getting Upon Cold Mornings

Robert Lynd - Sweets

Unit III - Short Story

Ernest Hemingway - A Day's Wait

Rabindranath Tagore - Kabuliwala

Unit IV – Grammar & Vocabulary

Parts of Speech, Tenses –Present, Past, Vocabulary of the Specific Domain, Punctuation, Kinds of Sentences

Unit V – Oral & Written Communication

Listening for handling simple situations, Listening Comprehension, Reading- passages from magazines & stories, Speaking – Introduction to body language, Basic interactions, Filling Forms, Developing Hints, Letters – leave letters, permission letters & personal letters

Text Books:

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module I by TANSCH
(Tamil Nadu State Council for Higher Education)

SEMESTER – II			
Part II English	Prose, Poetry, Extensive Reading and Language Study- II		
18UGEN21	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I - Poetry

Nissim Ezekiel - The Night of the Scorpion

William Wordsworth- The Tables Turned

Walt Whitman - One's Self I Sing

Unit II - Prose

A.J. Cronin - Two Gentlemen of Verona

Robin Sharma -Your Commitment to Self- Mastery: Kaizen

Unit III - Short Story

Khushwant Singh - Karma

Oscar Wilde - The Happy Prince

Unit IV – Grammar & Vocabulary

Present & Past Continuous form, Command form, Will/Going to, Subject – Verb Agreement, Vocabulary of the Specific Domain, Paragraphing

Unit V – Oral & Written Communication

Listening for handling tough situations, Reading – passages from newspapers, incomplete stories, Pronunciation, Speaking (Storyline, Telephone Conversation), Key Functions

Text Books :

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module II by TANSCH (Tamil Nadu State Council for Higher Education)

SEMESTER – III			
Part II English	Prose, Poetry, Extensive Reading and Language Study- III		
18UGEN31	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I – Poetry

Toru Dutt - Lotus

John Keats - La Belle Dame Sans Merci

Langston Hughes - The Weary Blues

Unit II – Prose

A.G. Gardiner - A Fellow Traveller

G.K. Chesterton - The Fallacy of Success

Unit III - One Act Play

Cedric Mount - The Never Never Nest

Percival Wilde - The Hour of Truth

Unit IV – Grammar & Vocabulary

Present & Past Perfect form, Connectives & Linkers, Vocabulary of the Specific Domain, Paragraphing

Unit V – Oral & Written Communication

Evaluative Listening, Different Reading Strategies, Pronunciation, Public Speaking, Negotiation & Turn Taking, Tongue Twisters, Writing – Formal Letters, Emails, One Word Substitutes.

Text Books :

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module III by TANSCH

(Tamil Nadu State Council for Higher Education)

SEMESTER – IV			
Part II English	Prose, Poetry, Extensive Reading and Language Study- IV		
18UGEN41	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I – Poetry

Rabindranath Tagore - The Lord of My Life

Tennyson - Ulysses

Gabriel Okara - Once Upon a Time

Unit II – Prose

Juliane Koepcke - My First Plane Crash

Frank R. Stockton -The Lady or the Tiger

Unit III – Scenes from Shakespeare

A Midsummer Night's Dream – Act II, Scene ii

Tempest – Act III, Scene i

Unit IV – Grammar & Vocabulary

Modals & Auxiliaries, Active & Passive Voice, Direct & Indirect Speech, Transformation of Sentences, Vocabulary of the Specific Domain, Homophones & Homonyms

Unit V – Oral & Written Communication

Extensive Reading/ Film (with subtitles) Viewing, Refuting, Arguing & Debating, Defending & Challenging Interviews (face to face, telephone & video conferencing), Making Presentations, Tongue Twisters

Text Books :

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module IV by TANSCH

(Tamil Nadu State Council for Higher Education)

7. Listening



Activity 23

Look at the following statements/questions (5 minutes). Now answer them as you listen to the text. Remember that you will listen to the text only once.

1. What are the activities come under commerce?

2. The goal of commerce is to ensure the proper flow of goods and services for the benefit of the nation. True / False / Not given

3. Name one difficulty faced during the exchange of goods.

4. _____ help remove various difficulties.
5. Commerce is integrated by its _____.



Activity 24

Answer the following questions as you listen to the passage.

1. What is e-commerce?

2. How do consumers buy a product?

3. e-commerce makes business faster . True/False/not given

4. What is e-shopping?



Activity 25

Match the following as you listen.

1.	EDI	a. Online Shopping
2.	EFT	b. Electronic Mail
3.	COD	c. Electronic Data Interface
4.	email	d. Electronic Fund Transfer
5.	e-shopping	e. Cash on Delivery


E-COMMERCE

The term e-commerce, short form of ‘electronic commerce’ is used by the media to do business with consumers through the internet. Electronic commerce promises new ways of working for companies by allowing them to react to real time changes in the market. It helps them gain more knowledge about their customers and increases the visibility of demand across supply chains.


Paperless exchange of business information using network based technologies is becoming very popular after demonitisation. In the past, a consumer had ample time to go from store to store to locate a desired item, followed by bargaining, placing an order and finally getting the supply. This entire process could range from a few hours to weeks depending on the product, quantity, quality and source of purchase. But the entire scenario has changed. Everything in today’s world depends on electronics whether it is, E-DI (Electronic Data Interchange), E-FT (Electronic Funds Transfer), E-Cash (Electronic Cash), E-Stamp (Electronic Stamp), E-Mail (Electronic Business or Mail), E-Commerce (Electronic Commerce). It is possible to verify rates in different e-shopping websites like Amazon, Flipkart etc. The purchased products are home delivered. Payments can be made online. Some e-shops allow for COD (cash on delivery).

8. Reading


consumption				
Form	Part of Speech	Noun	consumptions	
	Spelling	c-o-n-s-u-m-p-t-i-o-n		
	Pronunciation	con-sump-tion		
Meaning	the action of using up a resource			
Use	Industrialised countries should reduce their energy consumption.			
	Reckless consumption of sugar leads to diabetes.			
	The consumption of meat is declining as many are turning towards vegetarianism.			




publicity			
Form	Part of Speech Spelling Pronunciation	Noun p-u-b-l-i-c-i-t-y pub-li-ci-ty	publicities
Meaning	the giving out of information about a product or company for advertising or promotional purpose		
Use	<p>Publicity is generally understood as gaining public visibility or awareness for a product or service.</p> <p>New technologies such as weblogs, social media and feedback convergence are changing the methods of publicity.</p> <p>The new company tried every strategy to gain publicity to survive in the market.</p>		



vital		
Form	Part of Speech	Adjective
	Spelling	v-i-t-a-l
	Pronunciation	vi-tal
Meaning	essential or very important	
Use	<p>The officer made sure that all the vital information was retrieved from the laptop.</p> <p>He showed vital signs of colour blindness.</p> <p>The manager announced that Selvi was a vital asset to the company.</p>	



anticipation			
Form	Part of Speech	Noun	
	Spelling	a-n-t-i-c-i-p-a-t-i-o-n	
	Pronunciation	an-ti-ci-pa-tion	
Meaning	the act of expecting for something eagerly		
Use	<p>The increase in demand resulted in the anticipation of increase in sales.</p> <p>Students were all shocked when their anticipation of positive results was proved wrong.</p> <p>We kept the house clean in anticipation of your coming.</p>		

expedite			
Form	Part of Speech Spelling Pronunciation	Verb e-x-p-e-d-i-t-e ex-pe-dite	expedited
Meaning	to make an action happen sooner		
Use	The minister promised to expedite economic reforms. The court has the power to expedite the process of the hearing. The buyers insisted that the building construction had to be expedited.		



Activity 26

State whether the following are true/false/not given as you read the passage given.

- Trade ensures proper flow of goods.

- Goods must move only from a place of low demand to a place of high demand.

- Fire and theft are the chief risks involved in transporting goods.

- The chief aim of advertising is to publicize new products.

- The decrease in supply of goods leads to the increase in its demand.

9. Pronunciation



/b/		/P/	
bad		Pad	
cab		cap	
cub		cup	
back		pack	
ban		pan	



Activity 30

Now look at the pair of words from the passage. Notice the manner in which the letters 'p' and 'b' are pronounced. Repeat the words after the teacher.

	bank	absence	purchase	brokers
	place	provide	available	passed
	transport	producer	process	plan
	business	buy	price	product
	explore	board	partnership	private
	public	building	operate	profit



Activity 31

Now look at the table of words. Notice the manner in which the letters “v” and “w” are pronounced. ‘v’ is pronounced with lips in spread or neutral position while ‘w’ is rounded. Repeat the words after the teacher.

	various	growing	allowed	with
	which	activity	witness	eventually
	websites	service	where	powerful
	divide	warehouse	very	expensive



Activity 32

Now look at the table. Notice the manner in which the letters ‘tion’ is pronounced. Repeat the words after the teacher.

	production	consumption	transportation
	distribution	connection	communication
	information	anticipation	tradition

“tion” sounds at the end of the words

- At the end of the words it is pronounced as “shun”
- Explanation
- Pollution
- Emotion
- Location

'th' has 2 different pronunciations.



Examples of TH voiced

The most commonly used word in English is the word **the**, the TH is very important

- this
- that
- weather
- than
- these
- those
- they
- them
- other
- clothe
- other
- their
- there
- smooth
- then
- they're



	that		this
	mother		there
	feather		father
	smooth		breathe
	weather		bathe

One-Syllable Final Voiceless / th / Picture Cards

 bath	 booth	 death	 moth	 mouth
 path	 tooth	 both	 oath	 fifth
 south	 with	 sheath	 wraith	 wreath



Activity 33

Now look at the table of words. Notice the manner in which the letters “th” are pronounced. Repeat the words after the teacher.

	those	the	these	through
	growth	theft	other	that
	they	third	them	with



Activity 34

The teacher reads this passage aloud. There are two objectives:

- tuning to the pronunciation of the sounds/words
- chunking into sense groups.

The first few sentences are done for you. Complete the rest.

Listen to the report of all interesting facts about Patricia Narayan and note the voice modulation to bring out appropriate meaning.

A single slash for a short pause and two slashes for a long pause.



Patricia Narayan (winner of ‘FICCI Woman Entrepreneur of the Year’ award)



(Source :- <https://bizztor.com/successful-indian-entrepreneurs-stories/>)

She started her career 30 years ago as an entrepreneur, selling eateries from a mobile cart on the Marina beach.// Amidst all odds – battling a failed marriage, coping with her husband who was a multiple addict, and taking care of two kids, her life has been a story of overcoming challenges one after another. Today, she


has overcome the hurdles and owns a chain of restaurants. “I started my business with just two people. Now there are 200 people working for me in my restaurants. My lifestyle has changed too. From traveling in a cycle rickshaw, I moved to auto rickshaws and now I have my own car.

From 50 paise a day, my revenue has gone up to Rs 2 lakh a day. The ‘FICCI Entrepreneur of the year’ award is the culmination of all the hard work I have put in over the last 30 years. It came as a surprise as this is the first time I have received an award. Till now I had no time to think of what I was doing. But, the award made me look back and relive the days that has passed by. Now, my ambition is to build my Sandeepha brand.”


This is her advice to young entrepreneurs: “do not ever compromise on quality. Never lose your self-confidence. Believe in yourself and the product you are making. Third, always stick to what you know. When you employ people, you should know what you ask them to do”.

8. Reading


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	Reckless consumption of sugar leads to diabetes.			
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Activity 27

Answer the following questions in a sentence.

1. What is commerce?

2. What are the different processes involved in connecting production and consumption?

3. The process of buying and selling of goods is called Trade. True / False

4. How do goods get distributed?

Logistics of Business



Commerce embraces all those activities of taking goods and services from the production centre to the consumption centres. Connecting the two ends are a series of processes such as trade, transportation, distribution, finance, storage, insurance and publicity, which form the various branches of commerce.

Trade: The channel through which goods are passed from the producer to the consumer is termed as trade. It is the agency which facilitates proper flow of goods. Trade involves buying and selling of goods.

Transport: Goods produced by the manufacturer are passed to the consumer through different modes of transport. The goods are moved from the place of low demand to the place of greater demand. Transport helps in the creation of place utility for the products. The growth of commerce largely rests on proper modes of transport like road, rail, sea and air.

Distribution: It is not possible for the producers to make direct contact with the consumers who are millions in numbers. A chain of middle men like wholesalers, retailers, brokers and other agents help in the process of distribution of goods.



Insurance: A great deal of risk is involved during the course of transportation of goods. The risks in connection with goods are risks of fire or theft. These risks develop a state of fear of losses and these losses are covered with the help of insurance.

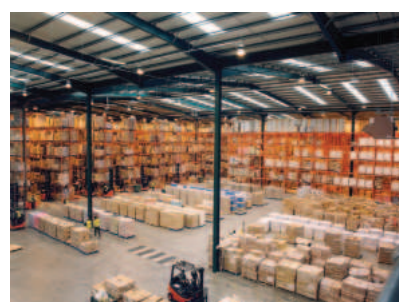


Advertisement: Since the consumers are scattered over distant places, they may not be aware of the availability of goods. Advertisements help in creating awareness about new products.



Banking: There is a time lag between the production and sale of goods and during this period, the need for finance exerts a great deal of influence. The commercial banks and the other scheduled banks play a vital role in mitigating these financial crises. Banks also facilitate in international trade by providing long-term financial assistance.

Warehousing: The production of goods takes place in the anticipation of demand and goods are produced during the period of less demand. There is a growing need to store the goods in a warehouse so that it can be utilized during the period of more demand. The facility of warehouse removes the hindrance of time. The need for warehouse is greater in foreign trade because there is more time gap between production and consumption.

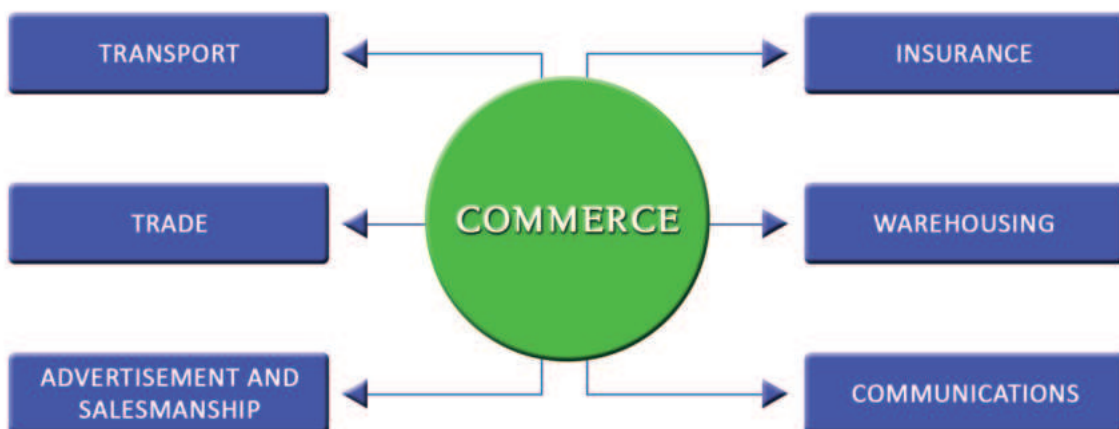


Communication: The buyers and sellers are intimated through various communicating agencies. The producer intimates the buyer about the production of goods, and the buyer sends orders for the supply of goods. Traditional communication services like postoffice, telephone, telex, and fax are today replaced by email, mobile phones, websites and other social networking forums that serve as channels to expedite the communication processes.



Activity 28

Use the following information in the tree diagram to introduce commerce to your friend who is studying literature.



Commerce is a division of trade which deals with the exchange of goods and services from the producer to the final consumer. It involves activities related to trade. There are two types of trade. They are foreign trade and home trade.





Activity 29

Write a paragraph on the commerce with the help of the chart given in activity 28. Use linkers and ensure that subject and verb agree in number.

5. Speaking / Writing



Activity 11

Imagine that your friend, Sadiq, plans to sell a product online. Following the instructions given below, your friend is showing you how to upload a product and sell it online. Note that the instructions are in the imperative form. Complete the activity in 2 steps: (1) Identify the action words and underline them. (2) Imagine that Sadiq is performing the activity in front of you now, and give a running commentary using the present continuous form.

Help!

Add –“ing” to all command words and use them to report live. Example: You can change “First get to the official selling website ” into “First he is getting to the official selling website.”

Example : Get – is getting

Instruction : Get to the official selling website

Present continuos form : Sadiq is getting to the official selling website.

How to sell ———



1. Get to the official selling website.
2. Select a country or city from the relevant section.
3. Select the Sell Your Item Now button.
4. Select an appropriate category and subcategory.
5. Create an attractive ad title.
6. Provide a description.
7. Complete the ‘Seller Information’ field provided just below these details.
8. Add images.
9. Re-check all your details and then select the Post option.



Activity 12

Write a report on what your friend, Sadiq was doing to sell a product online. Use linkers such as, then, after that, next, first, etc.

Help!

Add –“ing” to all command words given in the instructions on “How to sell a product online”. Example: You can change “First get to the official selling website”. into “First he was getting to the official selling website”.



Activity 13

Imagine that your friend, Jacob was absent when you reported live what Sadiq was doing to sell a product online. You have brought your laptop. Now, you are going to tell him the steps you will use to sell a product online.

Help!

Add –“will” to all command words given in the instructions on “How to sell a product online”. Example: You can change “First get to the official selling website” into “First I will get to the official selling website”.



Activity 14

You have shown Jacob how to sell a product online. To check his understanding, ask him to write on how he is going to sell a product online.

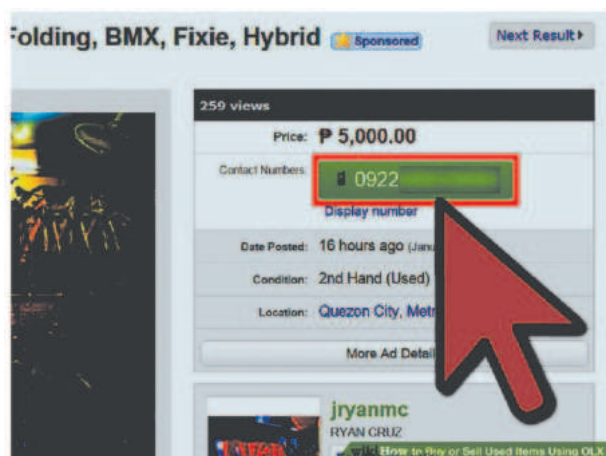
Help!

Add –“going to” to all command words given in the instructions on “How to sell a product online”. Example: You can change “First get to the official selling website”. into “First I am going to get to the official selling website”.



Activity 15

Your friend follows the instructions given below to buy a product online. You are talking to another friend over the phone and reporting live what your friend is doing.

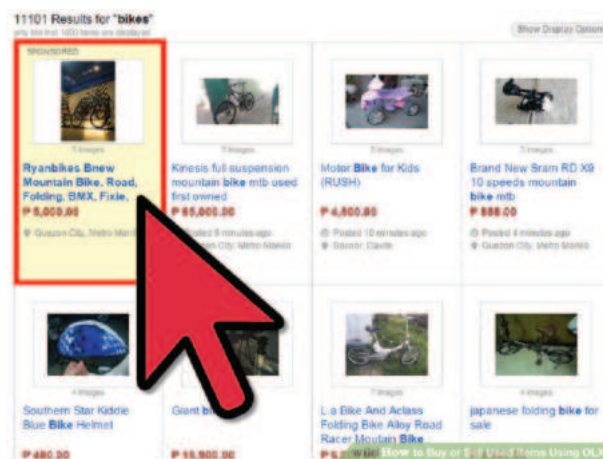


Help!

Add –“ing” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, he is searching the desired product in the Search Box”.

1. Search the desired product in the Search Box (e.g., mobile, car, etc). You should search with the appropriate description of your product in a few words to get the best results.(e.g. Microsoft Lumia 830 instead of just Lumia).

- 2. Select your location, if asked.** Ensure to enter the correct state/city, so that the buyer and customer can meet at a place convenient to both. If the buyer is in any other state or region, it may make the purchase difficult.
- 3. Peruse the available products.** Read the details and view the pictures carefully; unless the product meets your needs and is priced fairly, do not opt for buying it. On the left hand side, there are some filters/conditions you can select to make your search easier and quicker.
- 4. Contact the seller.** If you find an item that you are interested in, contact the seller using the details provided. You can then organize a meeting so that you can check out the item in person and decide if it suits your needs. It is a good idea to meet in public and be aware that some sellers might be deceptive about their products. Check out each potential purchase thoroughly before completing the transaction.
- 5. Check your product.** Once you get your product, carefully check it with all its components. Take the product when you are fully satisfied with the condition of the product.



6. Arrange your meeting at a safe location, in case your deal is finalized.
7. Pay only after collecting the item.

[illegible]



Activity 16

Write a paragraph on what your friend was doing to buy a product online. Use linkers such as, then, after that, next, first, etc.

Help!

Add –“ing” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, he was searching for the desired product in the Search Box”.



Activity 17

Imagine that you are to teach your brother how to buy a product online with the help of your smartphone. Ask him to watch you. Just narrate to him how you will buy a product online.

Help!

Add –“will” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, Search the desired product in the Search Box ”.

[illegible]



Activity 18

To check whether your brother has learnt to buy a product online, ask him to write a paragraph on how he is going to buy a used product online.

Help!

Add –“going to” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, I am going to search the desired product in the Search Box”.



Activity 19

Imagine you want to buy a product online . Explain to your friend how you can buy it. Use the following words and frames.

trade, transport, business, manufacture, consumer, insurance

I am planning to _____

I wish to _____

I am going to _____

Remember to use the ‘present continuous form’, ‘will/going to’ while explaining it to your friend. Try to make it easy to understand using suitable ‘linkers’ wherever necessary.



Activity 20

Imagine you are the friend who learnt to buy a product and now try to recall what your friend explained and write it in the form of a paragraph using ‘past continuous form’, ‘linkers’ and ‘going to’ wherever necessary. Remember that ‘linkers’ make it easy to understand what you intend to communicate. Use the words from the previous activity. Modify the frames suitably.

9. Pronunciation



/b/		/P/	
bad		Pad	
cab		cap	
cub		cup	
back		pack	
ban		pan	



Activity 30

Now look at the pair of words from the passage. Notice the manner in which the letters 'p' and 'b' are pronounced. Repeat the words after the teacher.


	plant	absorb	experiment	substance
	bacteria	components	microbiology	metabolism
	reproduce	herbivores	biocatalyst	abiotic
	carbon dioxide	morphology	laboratory	photosynthesis

Now look for a word in the given list that has the letter 'p' but sounds differently.



Activity 31


Now look at the table of words. Notice the manner in which the letters “v” and “w” are pronounced. ‘v’ is pronounced with lips in spread or neutral position while ‘w’ is rounded. Repeat the words after the teacher.

	own	solve	individual
	work	new	environment
	grow	available	world
	flower	university	with
	improve	convert	which



Activity 32

Now look at the table. Notice the manner in which the letters ‘tion’ is pronounced. Repeat the words after the teacher.

	information	definition	Intrusion	secretion
	conservation	interaction	diffusion	vegetation
	protection	erosion	decomposition	division
	mutation	extension	immersion	evolution

“tion” sounds at the end of the words

- At the end of the words it is pronounced as “shun”
- Explanation
- Pollution
- Emotion
- Location

'th' has 2 different pronunciations.



Examples of TH voiced

The most commonly used word in English is the word **the**, the TH is very important

- this
 - that
 - weather
 - than
 - these
- those
 - they
 - them
 - other
 - clothe
 - other
- their
 - there
 - smooth
 - then
 - they're



	that		this
	mother		there
	feather		father
	smooth		breathe
	weather		bathe

One-Syllable Final Voiceless / th / Picture Cards

 bath	 booth	 death	 moth	 mouth
 path	 tooth	 both	 oath	 fifth
 south	 with	 sheath	 wratith	 wreath



Activity 33

Now look at the table of words. Notice the manner in which the letters 'th' is pronounced. Repeat the words after the teacher.

	they	there	things	they
	this	their	that	other
	the	these	health	with



Activity 34

The teacher reads this passage aloud. There are two objectives:

- tuning to the pronunciation of the sounds/words
- chunking into sense groups.

The first few sentences are done for you. Complete the rest.

Listen to the following news report about the annual flower show at the Ooty Botanical Garden.

Note how voice modulation brings out the appropriate meaning.

A single slash for a short pause and two slashes for a long pause.



Botanical Garden, Ooty

The government Botanical Garden, / Udhagamandalam / was established in 1848. // The Gardens have around a thousand species, both exotic and indigenous plants, shrubs, ferns, trees and herbs. In the centre of the Gardens lie a fossilized tree trunk estimated to be 20 million years old. The Gardens are beautiful with several lawns, ponds with lilies and beds of flowers laid out in Italian style.



The first flower show was organised in the year 1896 by the Chairman of Nilgiris Agri-Horticultural Society, Mr. J. H. Tremmen, the then Collector of Nilgiris. The government formed a committee called the Nilgiris Flower and Fruit Show Committee and took over the flower show from the Nilgiris Agri-horticultural Society in 1980.

The flower show attracts about 1, 50,000 tourists each year from all over the world. It is held for two days. About 250 exhibitors participate in different categories on the day of the flower show. More than 50 varieties of potted plants, about 150 varieties of cut flowers, various kinds of tropical and temperate vegetables and fruits are exhibited by the competitors. The floral decorations, Indian and Japanese flower arrangements, vegetable carving, flower rangoli and bonsai trees are the major attractions during the show days.

A garden competition is also held involving estate gardens, private cottage gardens, public gardens and various other categories of gardens to create greater awareness among flower growers. On an average, about 200 gardens compete in the event. Garden competition is held prior to the flower show and the best gardens are awarded prizes.

8. Reading

explosive			
Form	Part of Speech Spelling Pronunciation	Noun e-x-p-l-o-s-i-v-e ex-plo-sive	explosives
Meaning	sudden and rapid increase in the size or quantity of something		
Use	Liquid petroleum gas is an explosive. Explosives should be kept out of reach of children. They have got explosives.		

nutrients			
Form	Part of Speech Spelling Pronunciation	Noun n-u-t-r-i-e-n-t-s nu-tri-ents	nutrients
Meaning	any substance that plants or animals need in order to live and grow		
Use	A healthy diet should provide all your essential nutrients. Rahim introduced bacteria into liquid sterile gelatin as a nutrient. Plants absorb their nutrients from the soil.		

process			
Form	Part of Speech Spelling Pronunciation	Noun p-r-o-c-e-s-s pro-cess	processes
Meaning	a series of things that are done in order to achieve a result		
Use	Is photosynthesis a process? The process of reforming our educational system is difficult. It was a painful process for Jennifer to escape from the kidnappers.		

inorganic			
Form	Part of Speech Spelling Pronunciation	Adjective i-n-o-r-g-a-n-i-c in-or-gan-ic	
Meaning	lacking the properties, characteristics of living organisms		
Use	Algae builds up their own food from inorganic substances. Inorganic substances are substances such as stone and metal that do not come from living things. Inorganic chemistry is an interesting branch of study.		



Activity 26

State whether the following are true/false/not given as you read the passage given.

- (i) Naturally occurring algal blooms are relatively less in number than human intervened algal blooms.

- (ii) Alga blooms do not affect water reservoirs.

- (iii) Increase in number of aerobic bacteria depletes the oxygen level in waterbodies.

- (iv) Eutrophication at normal rate does not affect the water quality.

- (v) Hypoxia is caused by the process of eutrophication.



Activity 27

Answer the following questions in a sentence.

1. How does the spread of algae in freshwaters increase?

2. Define Eutrophication.

3. Who is affected by paralytic shellfish poisoning? How?

4. What is the problem posed by 'algal blooms' in water reservoirs?

5. How does algae affect aquatic life in waterbodies?

Reading passage

Harmful Effects of Algae



‘Algal blooms’ are dense masses of algae formed in freshwaters. This occurs in relatively warm conditions when there is high nutrient availability. The process by which a body of water becomes enriched in dissolved nutrients is called Eutrophication. Sometimes, the increase of high nutrients in waterbodies are caused by humans, when sewage is let into or excess inorganic fertilizers from fields reach them. As a result of this, a sudden and explosive growth of the primary producers (algae) occur. If the spread is rapid, it poses a major threat.

When algae produced in huge quantities die before being eaten by fishes, frogs and other insects, the process of decomposition begins. It is carried out by an aerobic bacteria which in turn multiplies rapidly and depletes the oxygen in water. The lack of oxygen leads to the death of aquatic animals and plants in lakes.



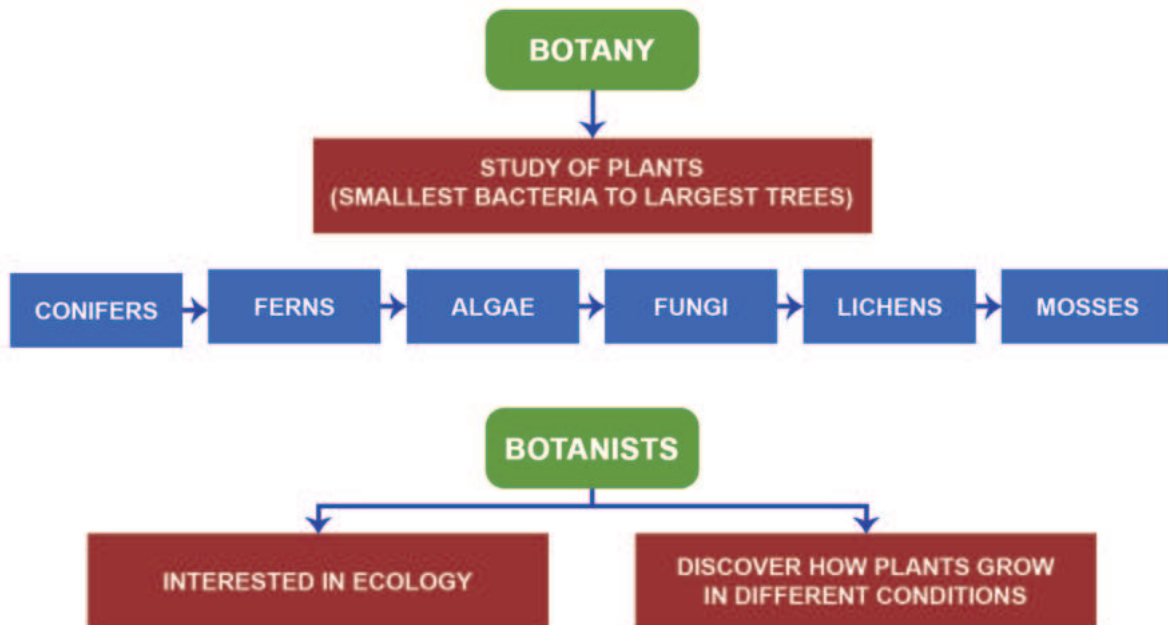
The toxins produced by algal bloom have detrimental effects. Sometimes, the toxins are stored in shell fishes feeding on the algae and are passed on to humans causing them the disease called paralytic shellfish poisoning. Algae also causes problems in water storage reservoirs where they taint waters and block the beds of sand.





Activity 28

Use the information given in the following chart to introduce botany to your friend.



Activity 29

Write a paragraph on botany with the chart given in Activity 28. Use linkers and ensure that subjects and verbs agree in number.

5. Speaking / Writing



Activity 11

Imagine that you are given a piece of land which you have to convert into a productive garden. Note that the instructions are in the imperative form. Complete the activity in two steps. Identify the action words and underline them. Imagine that Rakesh is performing the activity in front of you and give a running commentary using the present continuous form.

Help!

Add –“ing” to all command words and use them to report live. Example: You can change “Clean the given piece of land” into “First, he is cleaning the given piece of land”.

Example: Clean - is cleaning.

Command/Instruction: Clean the given piece of land.

Present continuous form: Rakesh is cleaning the given piece of land.

Clean the given piece of land.

Fence it.

Get the seeds from the nursery.

Dig pits.

Sow the seeds.

Sprinkle water gently on it.

Watch it grow.

Enjoy the fruits of labour.

[illegible]



Activity 12

Write a report on what your friend Rakesh was doing to convert a piece of land into a productive garden. Use linkers such as, then, after that, next, first, etc.

Help!

Add – “ing” to all command words given in the instructions on “How to convert a piece of land into a productive garden?”

Example: You can change “Clean the given piece of land” into “First Rakesh was cleaning the given piece of land”.



Activity 13

Now imagine you are talking to your friend Malar, who is interested in creating and maintaining a garden. Tell Malar what you are going to do using ‘will’.

Help!

Add – “will” to all command words given in the instructions on “How to convert barren land into a productive garden?”

Example: You can change “Clean the given piece of land” into “First I will clean the given piece of land”.



Activity 14

You have explained Malar how to make her own garden. To check her understanding, ask her to write on how she is going to convert barren land into a productive garden.

Help!

Add – “going to” to all command words given in the instructions on “How to convert barren land into a productive garden?” Example: You can change “Clean the given piece of land” into “First I am going to clean the given piece of land”.



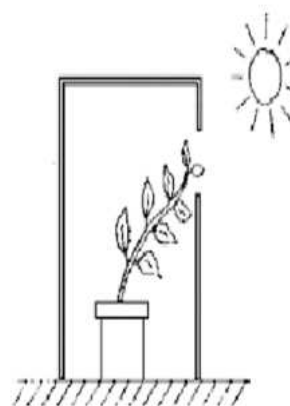
Activity 15

Your teacher has shown you a live demonstration of how plants need sunlight to grow. Note the instructions she gives and identify the action words to give a running commentary in the present continuous form.

- Take a healthy potted plant.
- Place it in a big black box.
- Make an opening in the box.
- Keep the box near a brightly lit lamp.
- After two or three days you will notice that the shoots bend towards the light.
- Turn the pot so that the shoots are away from light.
- Leave it for two or three days.
- Observe the parts of the shoot change direction.
- Record the results.

Help!

Add ‘– “ing” to all command words and use them to demonstrate live. Example: You can change “Take a healthy potted plant”. into “First I am taking a healthy potted plant”.





Activity 16

Write a paragraph on what your teacher was doing to show plants need sunlight to grow. Use linkers like “then, after that, next, first...”.

Help!

Add “-ing” to all command words and use them to demonstrate live. Example: You can change “Take a healthy potted plant” into “First, he was taking a healthy potted plant”.



Activity 17

Arun and Akash are facing practical examination viva voce which is conducted in pairs. While Akash gives the instructions, Arun performs the experiment. Now your examiner wants to know how you will do the experiment. Now Arun is asked to explain the process using going to. Explain it to your partner.

Help!

Add “going to” to all command words and use them to demonstrate live. Example You can change: “Take a healthy potted plant”. into “First I am going to take a healthy potted plant”.



Activity 18

Salim is now facing the examiner and sharing how he 'will' do the experiment. Write it out using 'will'. Then tell your partner without looking at your notes.

Help!

Add "will" to all command words and use them to demonstrate live. Example: You can change "Take a healthy potted plant". into "First I will take a healthy potted plant".



Activity 19

Imagine you are watching a Pitcher plant swallowing a fly in a garden. Describe the process to your friend. Try to use as many words as possible from the following list. You may use the frames as well.

Pitcher plants are several different carnivorous plants which have modified leaves known as pitfall traps. It has a prey-trapping mechanism with a deep cavity filled with digestive filled liquid.



parasite, toxin, absorption, secretion

I am watching _____

I will describe _____

I am going to _____

Remember to use 'present continuous form' and 'will' while explaining it to the students.

Try to make it easy to understand using suitable 'linkers' wherever necessary.



Activity 20

Recall how the Pitcher plant was swallowing the fly and write a paragraph using 'past continuous form', 'linkers' and 'going to' wherever necessary. Remember that 'linkers' make it easy to understand what you intend to communicate. Use the words from the previous activity. Modify the frames suitably.

7. Listening



Activity 23

Look at the following statements and questions. Now answer them as you listen to the text. Remember that you will listen to the text only once.

1. What are living organisms made up of?

2. The nucleus gives shape to the cell. True/False

3. What are plant cells? _____
4. The _____ is the principal seat of metabolic events.

5. Does a prokaryotic cell have organelles? Yes/No



Activity 24

Answer the following questions as you listen to the passage.

1. What is a cell?

2. What does Protoplasm contain?

3. What is the role of the cell membrane?

4. List out the functions of the cell wall.

5. Name the osmo-regulatory organelle of the plant cell.



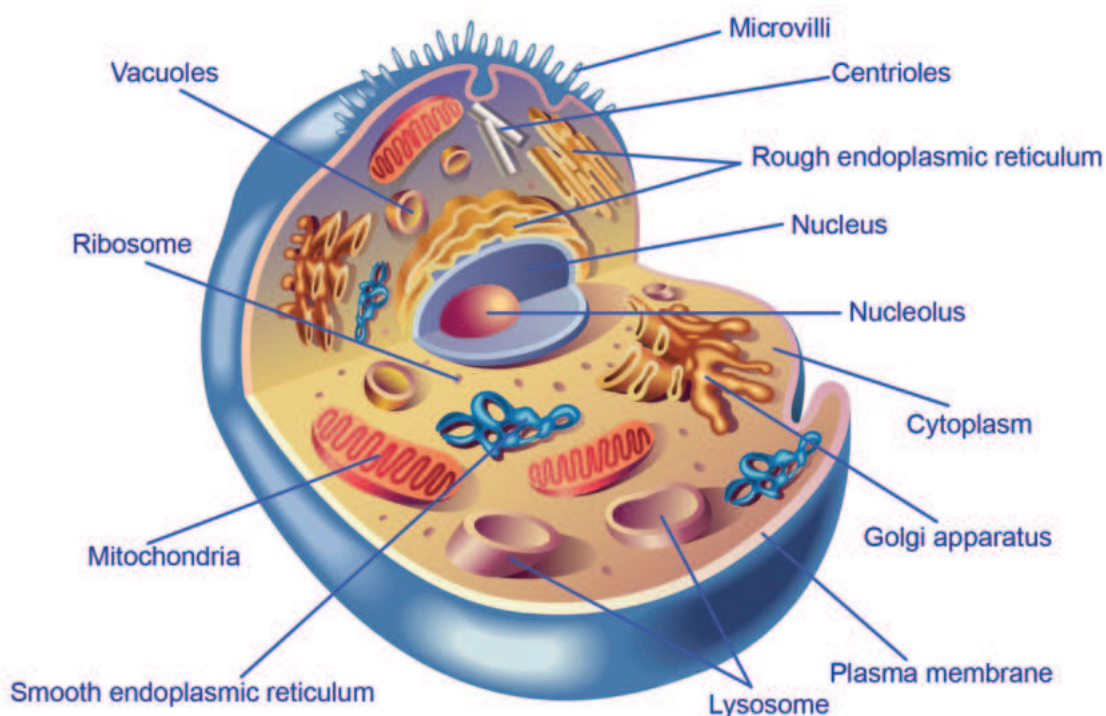
Activity 25

Match the following as you listen.

1.	cells	cytoplasm
2.	physiological function	structural and functional units
3.	protoplasm	plasma membrane
4.	cell wall	prokaryotic cell

Listening passage

Cell as a Physiological Unit



Living organisms are made up of structural and functional units called cells. Every cell is made up of several biomolecules and organelles. The organelles are membrane-bound structures involved in specific functions. The organelles are absent in prokaryotic cells; yet a prokaryotic cell can carry out all the physiological functions required for its metabolism.

The plant cell can be referred to as a physiological unit as it has the capabilities of carrying out physiological functions as a single entity. The cell wall is a non-living outer limiting layer of the

plant cell which provides shape and rigidity to the cell. The cell wall is followed by the plasma membrane or cell membrane. It is selectively permeable and is involved in the absorption of water by osmosis and other substances like ions and low molecular weight biomolecules.

The protoplasm, which is the physical basis of life, includes cytoplasm, the nucleus and cellular organelles which are involved in the various physiological phenomena taking place within the cell. The protoplasm is a water retentive colloid holding 90% water, which is a universal solvent. The plant cells are characterised by a prominent vacuole holding the cell sap. They function as an osmo-regulatory organelle of the cell. The cell is the principal seat of metabolic events.

Language Lab Pre – test

Choose the correct answer :

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4. Looking after small children can be quite a _____ task, which can leave you feeling exhausted.
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Babitha

komari. M

II B.A. English
Literature

2019 - 2020

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Language Lab Pre - test

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Language Lab - End Test

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a. busy b. beautiful ☒ c. safe
2. Which island does Emily live on?
a. St Mary's ☒ b. Bryher c. Tresco
3. Emily works at a...
a. pub ☒ b. garden c. hotel
4. Which island is the biggest?
a. St Mary's b. Bryher ☒ c. Tresco
5. How many people live on Bryher?
a. over 1500 ☒ b. about 200 c. less than 100
6. Where does Emily's son go to school now?
☒ a. St Mary's b. Bryher c. Tresco
7. What does Emily say about tourists?
a. They are surprised when they visit for the first time.
b. They are rarely polite and they are often noisy.
☒ c. They rarely visit the smaller islands.
8. There is a Secondary school at Brian.
☒ A) True
B) False
9. What is the passage about?
a. Holiday ☒ b. Living on island c. Travel
10. Emily's husband works as a gardener.
☒ A) True B) False

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5. How many people live on Bryher?
☒ a. over 1500 b. about 200 c. less than 100
6. Where does Emily's son go to school now?
☒ a. St Mary's b. Bryher c. Tresco
7. What does Emily say about tourists?
☒ a. They are surprised when they visit for the first time.
b. They are rarely polite and they are often noisy.
c. They rarely visit the smaller islands.
8. There is a Secondary school at Brian.
☒ A) True
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9. What is the passage about?
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Language Lab - End Test

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✓

Vera lakshmi, V

II B.Sc Mathematics

2019 - 2020

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Sini Divya. A
II B.Sc Mathematics

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Remember to watch the video first! Then read the conversation between Sophie and Jun, an English language student that Sophie met in China. Sophie's helping Jun understand how to use passive forms.



Grammar
Snacks

We use the passive, rather than the active, to show that we are more interested in a certain part of the sentence. The passive is usually formed by the verb *to be* + past participle.



Jun

Can you give me some examples of the active and passive?

Yes, of course. Here's a passive sentence:

*My room **is being cleaned**.*

'My room' is the main focus of the sentence. The active form would be 'The cleaners are cleaning my room'. This sounds strange because it is obvious that, if you are in a hotel, cleaners would clean your room. So we sometimes use the passive to avoid stating the obvious.



Sophie



OK, that makes sense. Are there any other uses?

We also use the passive when we don't know who did something, or when it isn't important.

*It's the biggest outdoor elevator in the world, so I've **been informed**.*

It doesn't matter who told me.

*I think loads of films **have been made** there.*

The important thing is the films, not the film-makers.



Can you use a passive and also say who did the action?

Yes.

*Avatar **was made by** James Cameron.*





Is the passive formal?

No, not necessarily. It can be formal or neutral or informal.

*I hope to find everything clean and tidy ... you've **been warned!***

But we often avoid the passive in very informal spoken language, for example, by using *they*.

***They based** the scenery in Avatar on the landscape here.*

We don't know exactly who *they* are, but we can guess that it's the people who made the film.



I think I've heard people use *you* a lot too when they don't refer to anyone in particular.

Yes, very good! That's another way of sounding more informal. *You* is a bit different; it means 'people in general'.

*Parcels **can be collected** from the Post Office between 9 a.m. and 5 p.m. (more formal)*

***You can collect** parcels between 9 a.m. and 5 p.m. (less formal)*



One last question, what about the passive with *get*? Is that informal too?

Yes, when we're speaking informally we also often use *get* rather than the verb *be*.

*He **was sacked** from his job. = He **got sacked** from his job.*

But be careful, not all verbs can be used in the passive with *get* – only verbs for talking about an action or a change.

*She **was knocked off** her bike by a bus. = She **got knocked off** her bike by a bus.*

*Charlie Chaplin **was loved** by millions. ~~Charlie Chaplin got loved by millions.~~*



Phew, OK. I think my brain *has been fried* by all this!

Ah, OK, we'll stop. But look – you're using the passive correctly already!

Watch the video on our website!





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- Sophie:** Hello? Hi? Can you hear me? I'm outside the hotel. My room is being cleaned. It's a bit noisy.
- Oliver:** Yeah, I can hear you, Mum. How's China?
- Sophie:** Amazing. I'm in Zhangjiajie.
- Oliver:** Where?
- Sophie:** Zhangjiajie National Park. It's been used in a lot of films. I was told the scenery in *Avatar* was based on the landscape here.
- Oliver:** Really? Wow! Has it got mountains a bit like fingers?
- Sophie:** Yeah, that's the place.
- Oliver:** So, how do you get up the mountains? Can you?
- Sophie:** One mountain has an enormous lift, the biggest outdoor elevator in the world, so I've been informed. It takes you right to the top. It was fantastic!
- Oliver:** What else have you seen?
- Sophie:** Well, I met some local girls wearing regional costume. They were absolutely gorgeous. They're decorated with bands of flowers and there's a lot of red.
- Oliver:** Ah, nice, but don't even think about it as a Christmas present!
- Sophie:** OK, got the message!
- Oliver:** Good! What are you up to tomorrow?
- Sophie:** Well, we're going to Baofeng Lake. I think loads of films have been made there too. It's going to be fascinating.
- Oliver:** Cool. What about the language? Have you learned any Mandarin?
- Sophie:** Not much, to be honest. My guide translates for us. She's the best! Anyway! I'll call tomorrow and I'm back on Saturday. I hope to find everything clean and tidy ... you've been warned!!
- Oliver:** Yeah, Mum. Have a great day tomorrow – look forward to seeing the photos. Bye.
- Sophie:** Love you.



Watch the video on our website and read the conversation between Sophie and Jun. Then do these exercises to check your understanding of passive forms.



**Grammar
Snacks**

1. Check your grammar: true or false

Circle *True* or *False* for these sentences.

- | | | | |
|----|---|-------------|------------------|
| 1. | We use the passive when we don't want or need to specify who did the action. | <u>True</u> | False |
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2. Check your grammar: word 2 word

Write the words in the correct order to make sentences.

- stolen! My wallet been has
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Grammar videos: Passive forms – exercises

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The Hunger Games films were based on a series of books.

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Over three million DVDs of Avatar have been sold.

3. Check your grammar: gap fill

Complete the sentences using the passive.

1. The theatre has cancelled the play.

= The play has been cancelled by the theatre.

2. Did someone tell the students about the trip?

= Were the students told about the trip?

3. They haven't announced the opening date yet.

= The opening date hasn't been announced yet.

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Grammar videos: Passive forms – exercises

10. The organisers will divide the prize money between the two winners.

= The prize money will be divided between the two winners.

Discussion

Think of a film that you like. When and where was it made? Was it based on a true story or a book?

Grammar videos: Passive forms



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Grammar videos: Passive forms – exercises

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St. Mary's College (Autonomous) - Thoothukudi
Part II English - Spoken English - Viva - 18UGEN21
Semester II - 26.03.2020

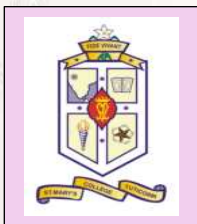
Groups	Room No.	Major	Total Students	Staff-in-charge
A	205	I B.A. English Literature (1 - 60)	60	Ms. Lily Pushpam
B	217	I B.A. History	61	Ms. Serena Margaret
C	203	I B.A. Economics	63	Ms. Anusia
D	25- New Hostel Prayer Hall	I B.Sc. Mathematics I B.Com. (61 - 73)	50 13	Ms. Dhakshana
E	G-22	I Physics B.A. English Literature (61 - 73)	47 13	Ms. Betsy
F	G-20	I B.Sc. Computer Science I B.Sc. Botany (1 - 15)	48 15	Ms. Patricia Romila
G	G-21	I B.Sc. Chemistry I B.Sc. Botany (16 - 26)	49 10	Ms. Judit Sheela
H	D-13 Valan Block	I B.Sc. Zoology I B.Sc. Botany (27 - 45)	42 20	Ms. Priyanka
I	225	I B.Com. (1 - 60)	60	Ms Jenitta
J	228	I B.Com. Corporate I B.B.A. (1 - 30) I B.Com. (SSC - B 21 - 27)	33 30 7	Ms. Kanaga Durga
K	103	I B.Sc. Microbiology I B.Sc. Mathematics (SSC)	39 36	Ms. Mangaleswari
L	218	I B.A. English Literature (SSC) I B.Sc. Psychology	49 26	Ms. Sharon
M	220	I B.Com. (SSC - A) I B.Com. (SSC - B 1 - 20)	57 20	Ms. Sumathi

St. Mary's College (Autonomous) - Thoothukudi
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Semester IV - 31.03.2020

Groups	Room No.	Major	Total Students	Staff-in-charge
A	205	II B.A. English Literature (1 - 60)	60	Ms. Shunmuga Jothi
B	217	II B.A. History	50	Ms. Reeda
C	203	II B.A. Economics	57	Ms. Sharmila
D	25- New Hostel Prayer Hall		51 20	Ms. Hermina
E	G-22	II B.Sc. Physics II B.Sc. Microbiology (1 - 15)	46 15	Ms Jacquiline Leo
F	G-10	II B.Sc. Chemistry II B.Sc. Microbiology (16 - 30)	48 15	Ms. Mary Priya
G	G-21	II B.Sc. Zoology II B.Sc. Mathematics (SSC B 17 - 38)	40 22	Ms. Mary Manonmani
H	D-13 Valan Block	II B.A. English Literature (SSC) II B.Sc. Botany (21-44)	40 21	Ms. Sudha Rani
I	G-20	II B.Sc. Mathematics (SSC) (A & B (1-16)	41 16	Ms. Amala Steffi
J	228	II B.Sc. Psychology II B.Sc. Microbiology (31 - 46) II B.A. English Literature (61 - 73)	24 16 13	Ms. Muthu Kalaivani


Controller of Examinations
St. Mary's College (Autonomous)
Thoothukudi-628 001.

ENGLISH



PG and Research Department of English

St. Mary's College (Autonomous)

Reaccredited with 'A+' Grade by NAAC (4th Cycle)

Thoothukudi



Communicative English
2019-20



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- i) Part II English Syllabus
 - ii) Activities Enhancing English Communication Skills
(Content and Language Integrated Learning- CLIL-
Domain Specific)
 - iii) Pre-Test & Course End Tests from English Language Lab
(Sample)
 - iv) Listening Comprehension Tests (Sample)
 - v) Spoken English Viva Details
-

SEMESTER - I			
Part II English	Prose, Poetry, Extensive Reading and Language Study-I		
18UGEN11	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I - Poetry

Sarojini Naidu - Village Song

John Milton - On His Blindness

Robert Frost - The Road Not Taken

Unit II - Prose

Leigh Hunt - Getting Upon Cold Mornings

Robert Lynd - Sweets

Unit III - Short Story

Ernest Hemingway - A Day's Wait

Rabindranath Tagore - Kabuliwala

Unit IV – Grammar & Vocabulary

Parts of Speech, Tenses –Present, Past, Vocabulary of the Specific Domain, Punctuation, Kinds of Sentences

Unit V – Oral & Written Communication

Listening for handling simple situations, Listening Comprehension, Reading- passages from magazines & stories, Speaking – Introduction to body language, Basic interactions, Filling Forms, Developing Hints, Letters – leave letters, permission letters & personal letters

Text Books:

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module I by TANSCH
(Tamil Nadu State Council for Higher Education)

SEMESTER – II			
Part II English	Prose, Poetry, Extensive Reading and Language Study- II		
18UGEN21	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I - Poetry

Nissim Ezekiel - The Night of the Scorpion

William Wordsworth- The Tables Turned

Walt Whitman - One's Self I Sing

Unit II - Prose

A.J. Cronin - Two Gentlemen of Verona

Robin Sharma -Your Commitment to Self- Mastery: Kaizen

Unit III - Short Story

Khushwant Singh - Karma

Oscar Wilde - The Happy Prince

Unit IV – Grammar & Vocabulary

Present & Past Continuous form, Command form, Will/Going to, Subject – Verb Agreement, Vocabulary of the Specific Domain, Paragraphing

Unit V – Oral & Written Communication

Listening for handling tough situations, Reading – passages from newspapers, incomplete stories, Pronunciation, Speaking (Storyline, Telephone Conversation), Key Functions

Text Books :

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module II by TANSCH (Tamil Nadu State Council for Higher Education)

SEMESTER – III			
Part II English	Prose, Poetry, Extensive Reading and Language Study- III		
18UGEN31	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I – Poetry

Toru Dutt - Lotus

John Keats - La Belle Dame Sans Merci

Langston Hughes - The Weary Blues

Unit II – Prose

A.G. Gardiner - A Fellow Traveller

G.K. Chesterton - The Fallacy of Success

Unit III - One Act Play

Cedric Mount - The Never Never Nest

Percival Wilde - The Hour of Truth

Unit IV – Grammar & Vocabulary

Present & Past Perfect form, Connectives & Linkers, Vocabulary of the Specific Domain, Paragraphing

Unit V – Oral & Written Communication

Evaluative Listening, Different Reading Strategies, Pronunciation, Public Speaking, Negotiation & Turn Taking, Tongue Twisters, Writing – Formal Letters, Emails, One Word Substitutes.

Text Books :

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module III by TANSCH

(Tamil Nadu State Council for Higher Education)

SEMESTER – IV			
Part II English	Prose, Poetry, Extensive Reading and Language Study- IV		
18UGEN41	Hrs / Week: 6	Hrs / Semester: 90	Credits: 4

Unit I – Poetry

Rabindranath Tagore - The Lord of My Life

Tennyson - Ulysses

Gabriel Okara - Once Upon a Time

Unit II – Prose

Juliane Koepcke - My First Plane Crash

Frank R. Stockton -The Lady or the Tiger

Unit III – Scenes from Shakespeare

A Midsummer Night's Dream – Act II, Scene ii

Tempest – Act III, Scene i

Unit IV – Grammar & Vocabulary

Modals & Auxiliaries, Active & Passive Voice, Direct & Indirect Speech, Transformation of Sentences, Vocabulary of the Specific Domain, Homophones & Homonyms

Unit V – Oral & Written Communication

Extensive Reading/ Film (with subtitles) Viewing, Refuting, Arguing & Debating, Defending & Challenging Interviews (face to face, telephone & video conferencing), Making Presentations, Tongue Twisters

Text Books :

Units I – III – To be compiled by the Research Department of English

Units IV – V – CLIL (Content & Language Integrated Learning) – Module IV by TANSCH

(Tamil Nadu State Council for Higher Education)

7. Listening



Activity 23

Look at the following statements/questions (5 minutes). Now answer them as you listen to the text. Remember that you will listen to the text only once.

1. What are the activities come under commerce?

2. The goal of commerce is to ensure the proper flow of goods and services for the benefit of the nation. True / False / Not given

3. Name one difficulty faced during the exchange of goods.

4. _____ help remove various difficulties.
5. Commerce is integrated by its _____.



Activity 24

Answer the following questions as you listen to the passage.

1. What is e-commerce?

2. How do consumers buy a product?

3. e-commerce makes business faster . True/False/not given

4. What is e-shopping?



Activity 25

Match the following as you listen.

1.	EDI	a. Online Shopping
2.	EFT	b. Electronic Mail
3.	COD	c. Electronic Data Interface
4.	email	d. Electronic Fund Transfer
5.	e-shopping	e. Cash on Delivery


E-COMMERCE

The term e-commerce, short form of 'electronic commerce' is used by the media to do business with consumers through the internet. Electronic commerce promises new ways of working for companies by allowing them to react to real time changes in the market. It helps them gain more knowledge about their customers and increases the visibility of demand across supply chains.


Paperless exchange of business information using network based technologies is becoming very popular after demonitisation. In the past, a consumer had ample time to go from store to store to locate a desired item, followed by bargaining, placing an order and finally getting the supply. This entire process could range from a few hours to weeks depending on the product, quantity, quality and source of purchase. But the entire scenario has changed. Everything in today's world depends on electronics whether it is, E-DI (Electronic Data Interchange), E-FT (Electronic Funds Transfer), E-Cash (Electronic Cash), E-Stamp (Electronic Stamp), E-Mail (Electronic Business or Mail), E-Commerce (Electronic Commerce). It is possible to verify rates in different e-shopping websites like Amazon, Flipkart etc. The purchased products are home delivered. Payments can be made online. Some e-shops allow for COD (cash on delivery).

8. Reading


consumption				
Form	Part of Speech	Noun	consumptions	
	Spelling	c-o-n-s-u-m-p-t-i-o-n		
	Pronunciation	con-sump-tion		
Meaning	the action of using up a resource			
Use	Industrialised countries should reduce their energy consumption.			
	Reckless consumption of sugar leads to diabetes.			
	The consumption of meat is declining as many are turning towards vegetarianism.			




publicity			
Form	Part of Speech Spelling Pronunciation	Noun p-u-b-l-i-c-i-t-y pub-li-ci-ty	publicities
Meaning	the giving out of information about a product or company for advertising or promotional purpose		
Use	<p>Publicity is generally understood as gaining public visibility or awareness for a product or service.</p> <p>New technologies such as weblogs, social media and feedback convergence are changing the methods of publicity.</p> <p>The new company tried every strategy to gain publicity to survive in the market.</p>		



vital		
Form	Part of Speech	Adjective
	Spelling	v-i-t-a-l
	Pronunciation	vi-tal
Meaning	essential or very important	
Use	<p>The officer made sure that all the vital information was retrieved from the laptop.</p> <p>He showed vital signs of colour blindness.</p> <p>The manager announced that Selvi was a vital asset to the company.</p>	



anticipation			
Form	Part of Speech	Noun	
	Spelling	a-n-t-i-c-i-p-a-t-i-o-n	
	Pronunciation	an-ti-ci-pa-tion	
Meaning	the act of expecting for something eagerly		
Use	The increase in demand resulted in the anticipation of increase in sales.		
	Students were all shocked when their anticipation of positive results was proved wrong.		
	We kept the house clean in anticipation of your coming.		

expedite			
Form	Part of Speech Spelling Pronunciation	Verb e-x-p-e-d-i-t-e ex-pe-dite	expedited
Meaning	to make an action happen sooner		
Use	The minister promised to expedite economic reforms. The court has the power to expedite the process of the hearing. The buyers insisted that the building construction had to be expedited.		



Activity 26

State whether the following are true/false/not given as you read the passage given.

- (i) Trade ensures proper flow of goods.

- (ii) Goods must move only from a place of low demand to a place of high demand.

- (iii) Fire and theft are the chief risks involved in transporting goods.

- (iv) The chief aim of advertising is to publicize new products.

- (v) The decrease in supply of goods leads to the increase in its demand.

9. Pronunciation



/b/		/P/	
bad		Pad	
cab		cap	
cub		cup	
back		pack	
ban		pan	



Activity 30

Now look at the pair of words from the passage. Notice the manner in which the letters 'p' and 'b' are pronounced. Repeat the words after the teacher.

	bank	absence	purchase	brokers
	place	provide	available	passed
	transport	producer	process	plan
	business	buy	price	product
	explore	board	partnership	private
	public	building	operate	profit



Activity 31


Now look at the table of words. Notice the manner in which the letters “v” and “w” are pronounced. ‘v’ is pronounced with lips in spread or neutral position while ‘w’ is rounded. Repeat the words after the teacher.

	various	growing	allowed	with
	which	activity	witness	eventually
	websites	service	where	powerful
	divide	warehouse	very	expensive



Activity 32

Now look at the table. Notice the manner in which the letters ‘tion’ is pronounced. Repeat the words after the teacher.

	production	consumption	transportation
	distribution	connection	communication
	information	anticipation	tradition

“tion” sounds at the end of the words

- At the end of the words it is pronounced as “shun”
- Explanation
- Pollution
- Emotion
- Location

'th' has 2 different pronunciations.



Examples of TH voiced

The most commonly used word in English is the word **the**, the TH is very important

- this
- that
- weather
- than
- these
- those
- they
- them
- other
- clothe
- other
- their
- there
- smooth
- then
- they're



	that		this
	mother		there
	feather		father
	smooth		breathe
	weather		bathe

One-Syllable Final Voiceless / th / Picture Cards

 bath	 booth	 death	 moth	 mouth
 path	 tooth	 both	 oath	 fifth
 south	 with	 sheath	 wraith	 wreath



Activity 33

Now look at the table of words. Notice the manner in which the letters “th” are pronounced. Repeat the words after the teacher.

	those	the	these	through
	growth	theft	other	that
	they	third	them	with



Activity 34

The teacher reads this passage aloud. There are two objectives:

- tuning to the pronunciation of the sounds/words
- chunking into sense groups.

The first few sentences are done for you. Complete the rest.

Listen to the report of all interesting facts about Patricia Narayan and note the voice modulation to bring out appropriate meaning.

A single slash for a short pause and two slashes for a long pause.



Patricia Narayan (winner of ‘FICCI Woman Entrepreneur of the Year’ award)



(Source :- <https://bizztor.com/successful-indian-entrepreneurs-stories/>)

She started her career 30 years ago as an entrepreneur, selling eateries from a mobile cart on the Marina beach.// Amidst all odds – battling a failed marriage, coping with her husband who was a multiple addict, and taking care of two kids, her life has been a story of overcoming challenges one after another. Today, she


has overcome the hurdles and owns a chain of restaurants. “I started my business with just two people. Now there are 200 people working for me in my restaurants. My lifestyle has changed too. From traveling in a cycle rickshaw, I moved to auto rickshaws and now I have my own car.

From 50 paise a day, my revenue has gone up to Rs 2 lakh a day. The ‘FICCI Entrepreneur of the year’ award is the culmination of all the hard work I have put in over the last 30 years. It came as a surprise as this is the first time I have received an award. Till now I had no time to think of what I was doing. But, the award made me look back and relive the days that has passed by. Now, my ambition is to build my Sandeepha brand.”


This is her advice to young entrepreneurs: “do not ever compromise on quality. Never lose your self-confidence. Believe in yourself and the product you are making. Third, always stick to what you know. When you employ people, you should know what you ask them to do”.

8. Reading


consumption				
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- Goods must move only from a place of low demand to a place of high demand.

- Fire and theft are the chief risks involved in transporting goods.

- The chief aim of advertising is to publicize new products.

- The decrease in supply of goods leads to the increase in its demand.



Activity 27

Answer the following questions in a sentence.

1. What is commerce?

2. What are the different processes involved in connecting production and consumption?

3. The process of buying and selling of goods is called Trade. True / False

4. How do goods get distributed?

Logistics of Business



Commerce embraces all those activities of taking goods and services from the production centre to the consumption centres. Connecting the two ends are a series of processes such as trade, transportation, distribution, finance, storage, insurance and publicity, which form the various branches of commerce.

Trade: The channel through which goods are passed from the producer to the consumer is termed as trade. It is the agency which facilitates proper flow of goods. Trade involves buying and selling of goods.

Transport: Goods produced by the manufacturer are passed to the consumer through different modes of transport. The goods are moved from the place of low demand to the place of greater demand. Transport helps in the creation of place utility for the products. The growth of commerce largely rests on proper modes of transport like road, rail, sea and air.

Distribution: It is not possible for the producers to make direct contact with the consumers who are millions in numbers. A chain of middle men like wholesalers, retailers, brokers and other agents help in the process of distribution of goods.



Insurance: A great deal of risk is involved during the course of transportation of goods. The risks in connection with goods are risks of fire or theft. These risks develop a state of fear of losses and these losses are covered with the help of insurance.

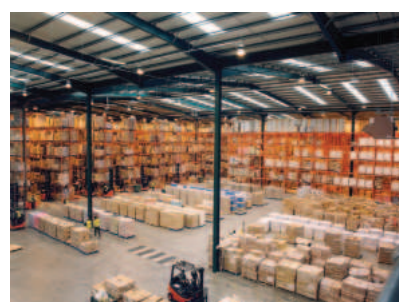


Advertisement: Since the consumers are scattered over distant places, they may not be aware of the availability of goods. Advertisements help in creating awareness about new products.



Banking: There is a time lag between the production and sale of goods and during this period, the need for finance exerts a great deal of influence. The commercial banks and the other scheduled banks play a vital role in mitigating these financial crises. Banks also facilitate in international trade by providing long-term financial assistance.

Warehousing: The production of goods takes place in the anticipation of demand and goods are produced during the period of less demand. There is a growing need to store the goods in a warehouse so that it can be utilized during the period of more demand. The facility of warehouse removes the hindrance of time. The need for warehouse is greater in foreign trade because there is more time gap between production and consumption.

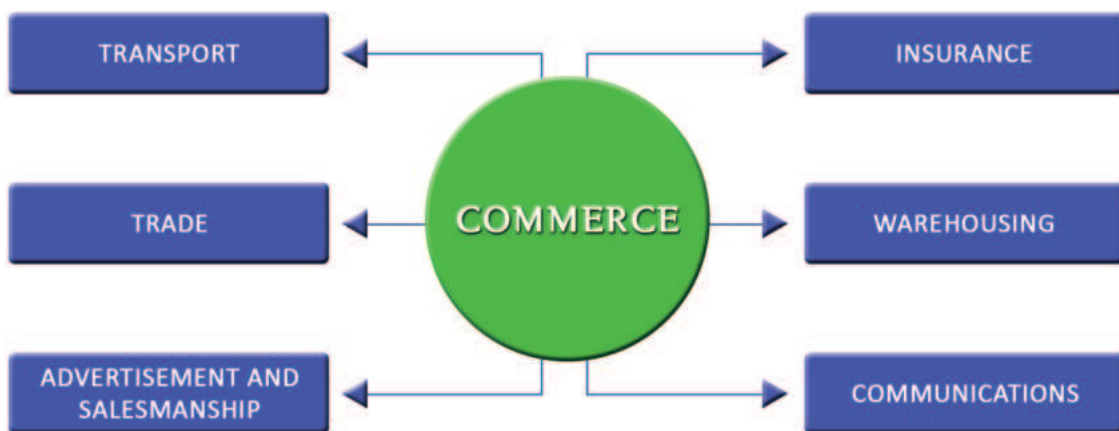


Communication: The buyers and sellers are intimated through various communicating agencies. The producer intimates the buyer about the production of goods, and the buyer sends orders for the supply of goods. Traditional communication services like postoffice, telephone, telex, and fax are today replaced by email, mobile phones, websites and other social networking forums that serve as channels to expedite the communication processes.



Activity 28

Use the following information in the tree diagram to introduce commerce to your friend who is studying literature.



Commerce is a division of trade which deals with the exchange of goods and services from the producer to the final consumer. It involves activities related to trade. There are two types of trade. They are foreign trade and home trade.





Activity 29

Write a paragraph on the commerce with the help of the chart given in activity 28. Use linkers and ensure that subject and verb agree in number.

5. Speaking / Writing



Activity 11

Imagine that your friend, Sadiq, plans to sell a product online. Following the instructions given below, your friend is showing you how to upload a product and sell it online. Note that the instructions are in the imperative form. Complete the activity in 2 steps: (1) Identify the action words and underline them. (2) Imagine that Sadiq is performing the activity in front of you now, and give a running commentary using the present continuous form.

Help!

Add –“ing” to all command words and use them to report live. Example: You can change “First get to the official selling website ” into “First he is getting to the official selling website.”

Example : Get – is getting

Instruction : Get to the official selling website

Present continuos form : Sadiq is getting to the official selling website.

How to sell ———



1. Get to the official selling website.
2. Select a country or city from the relevant section.
3. Select the Sell Your Item Now button.
4. Select an appropriate category and subcategory.
5. Create an attractive ad title.
6. Provide a description.
7. Complete the ‘Seller Information’ field provided just below these details.
8. Add images.
9. Re-check all your details and then select the Post option.



Activity 12

Write a report on what your friend, Sadiq was doing to sell a product online. Use linkers such as, then, after that, next, first, etc.

Help!

Add –“ing” to all command words given in the instructions on “How to sell a product online”. Example: You can change “First get to the official selling website”. into “First he was getting to the official selling website”.



Activity 13

Imagine that your friend, Jacob was absent when you reported live what Sadiq was doing to sell a product online. You have brought your laptop. Now, you are going to tell him the steps you will use to sell a product online.

Help!

Add –“will” to all command words given in the instructions on “How to sell a product online”. Example: You can change “First get to the official selling website” into “First I will get to the official selling website”.



Activity 14

You have shown Jacob how to sell a product online. To check his understanding, ask him to write on how he is going to sell a product online.

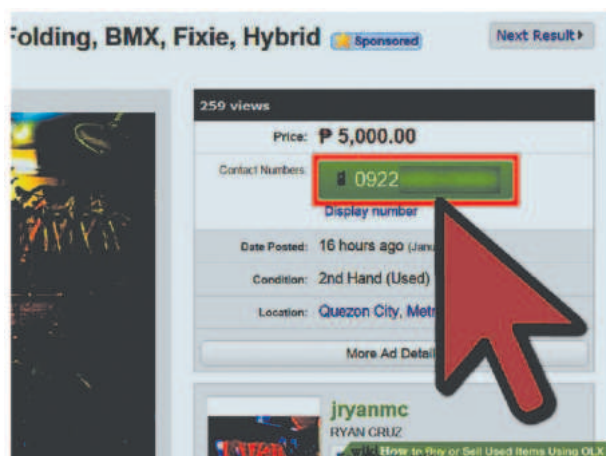
Help!

Add –“going to” to all command words given in the instructions on “How to sell a product online”. Example: You can change “First get to the official selling website”. into “First I am going to get to the official selling website”.



Activity 15

Your friend follows the instructions given below to buy a product online. You are talking to another friend over the phone and reporting live what your friend is doing.

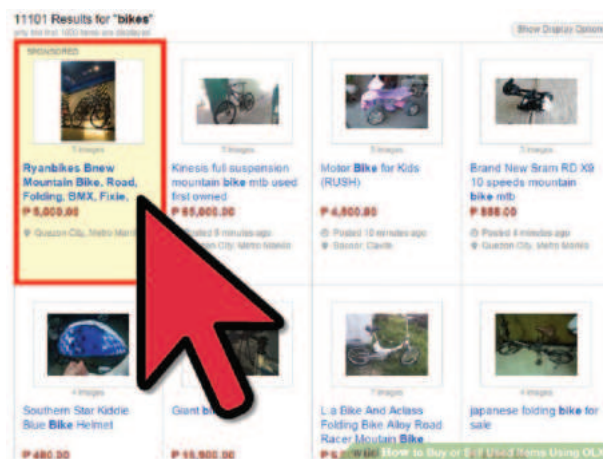


Help!

Add –“ing” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, he is searching the desired product in the Search Box”.

1. Search the desired product in the Search Box (e.g., mobile, car, etc). You should search with the appropriate description of your product in a few words to get the best results.(e.g. Microsoft Lumia 830 instead of just Lumia).

- 2. Select your location, if asked.** Ensure to enter the correct state/city, so that the buyer and customer can meet at a place convenient to both. If the buyer is in any other state or region, it may make the purchase difficult.
- 3. Peruse the available products.** Read the details and view the pictures carefully; unless the product meets your needs and is priced fairly, do not opt for buying it. On the left hand side, there are some filters/conditions you can select to make your search easier and quicker.
- 4. Contact the seller.** If you find an item that you are interested in, contact the seller using the details provided. You can then organize a meeting so that you can check out the item in person and decide if it suits your needs. It is a good idea to meet in public and be aware that some sellers might be deceptive about their products. Check out each potential purchase thoroughly before completing the transaction.
- 5. Check your product.** Once you get your product, carefully check it with all its components. Take the product when you are fully satisfied with the condition of the product.



6. Arrange your meeting at a safe location, in case your deal is finalized.
7. Pay only after collecting the item.

[illegible]



Activity 16

Write a paragraph on what your friend was doing to buy a product online. Use linkers such as, then, after that, next, first, etc.

Help!

Add –“ing” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, he was searching for the desired product in the Search Box”.



Activity 17

Imagine that you are to teach your brother how to buy a product online with the help of your smartphone. Ask him to watch you. Just narrate to him how you will buy a product online.

Help!

Add –“will” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, Search the desired product in the Search Box ”.



Activity 18

To check whether your brother has learnt to buy a product online, ask him to write a paragraph on how he is going to buy a used product online.

Help!

Add –“going to” to all command words and use them to report live. Example: You can change “First, search the desired product in the Search Box” into “First, I am going to search the desired product in the Search Box”.



Activity 19

Imagine you want to buy a product online . Explain to your friend how you can buy it. Use the following words and frames.

trade, transport, business, manufacture, consumer, insurance

I am planning to _____

I wish to _____

I am going to _____

Remember to use the ‘present continuous form’, ‘will/going to’ while explaining it to your friend. Try to make it easy to understand using suitable ‘linkers’ wherever necessary.



Activity 20

Imagine you are the friend who learnt to buy a product and now try to recall what your friend explained and write it in the form of a paragraph using 'past continuous form', 'linkers' and 'going to' wherever necessary. Remember that 'linkers' make it easy to understand what you intend to communicate. Use the words from the previous activity. Modify the frames suitably.

9. Pronunciation



/b/		/P/	
bad		Pad	
cab		cap	
cub		cup	
back		pack	
ban		pan	



Activity 30

Now look at the pair of words from the passage. Notice the manner in which the letters 'p' and 'b' are pronounced. Repeat the words after the teacher.


	plant	absorb	experiment	substance
	bacteria	components	microbiology	metabolism
	reproduce	herbivores	biocatalyst	abiotic
	carbon dioxide	morphology	laboratory	photosynthesis

Now look for a word in the given list that has the letter 'p' but sounds differently.



Activity 31


Now look at the table of words. Notice the manner in which the letters “v” and “w” are pronounced. ‘v’ is pronounced with lips in spread or neutral position while ‘w’ is rounded. Repeat the words after the teacher.

	own	solve	individual
	work	new	environment
	grow	available	world
	flower	university	with
	improve	convert	which



Activity 32

Now look at the table. Notice the manner in which the letters ‘tion’ is pronounced. Repeat the words after the teacher.

	information	definition	Intrusion	secretion
	conservation	interaction	diffusion	vegetation
	protection	erosion	decomposition	division
	mutation	extension	immersion	evolution

“tion” sounds at the end of the words

- At the end of the words it is pronounced as “shun”
- Explanation
- Pollution
- Emotion
- Location

'th' has 2 different pronunciations.



Examples of TH voiced

The most commonly used word in English is the word **the**, the TH is very important

- this
 - that
 - weather
 - than
 - these
- those
 - they
 - them
 - other
 - clothe
 - other
- their
 - there
 - smooth
 - then
 - they're



	that		this
	mother		there
	feather		father
	smooth		breathe
	weather		bathe

One-Syllable Final Voiceless / th / Picture Cards

 bath	 booth	 death	 moth	 mouth
 path	 tooth	 both	 oath	 fifth
 south	 with	 sheath	 wratith	 wreath



Activity 33

Now look at the table of words. Notice the manner in which the letters 'th' is pronounced. Repeat the words after the teacher.

	they	there	things	they
	this	their	that	other
	the	these	health	with



Activity 34

The teacher reads this passage aloud. There are two objectives:

- tuning to the pronunciation of the sounds/words
- chunking into sense groups.

The first few sentences are done for you. Complete the rest.

Listen to the following news report about the annual flower show at the Ooty Botanical Garden.

Note how voice modulation brings out the appropriate meaning.

A single slash for a short pause and two slashes for a long pause.



Botanical Garden, Ooty

The government Botanical Garden, / Udthagamandalm / was established in 1848. // The Gardens have around a thousand species, both exotic and indigenous plants, shrubs, ferns, trees and herbs. In the centre of the Gardens lie a fossilized tree trunk estimated to be 20 million years old. The Gardens are beautiful with several lawns, ponds with lilies and beds of flowers laid out in Italian style.



The first flower show was organised in the year 1896 by the Chairman of Nilgiris Agri-Horticultural Society, Mr. J. H. Tremmen, the then Collector of Nilgiris. The government formed a committee called the Nilgiris Flower and Fruit Show Committee and took over the flower show from the Nilgiris Agri-horticultural Society in 1980.

The flower show attracts about 1, 50,000 tourists each year from all over the world. It is held for two days. About 250 exhibitors participate in different categories on the day of the flower show. More than 50 varieties of potted plants, about 150 varieties of cut flowers, various kinds of tropical and temperate vegetables and fruits are exhibited by the competitors. The floral decorations, Indian and Japanese flower arrangements, vegetable carving, flower rangoli and bonsai trees are the major attractions during the show days.

A garden competition is also held involving estate gardens, private cottage gardens, public gardens and various other categories of gardens to create greater awareness among flower growers. On an average, about 200 gardens compete in the event. Garden competition is held prior to the flower show and the best gardens are awarded prizes.

8. Reading

explosive			
Form	Part of Speech Spelling Pronunciation	Noun e-x-p-l-o-s-i-v-e ex-plo-sive	explosives
Meaning	sudden and rapid increase in the size or quantity of something		
Use	Liquid petroleum gas is an explosive. Explosives should be kept out of reach of children. They have got explosives.		

nutrients			
Form	Part of Speech Spelling Pronunciation	Noun n-u-t-r-i-e-n-t-s nu-tri-ents	nutrients
Meaning	any substance that plants or animals need in order to live and grow		
Use	A healthy diet should provide all your essential nutrients. Rahim introduced bacteria into liquid sterile gelatin as a nutrient. Plants absorb their nutrients from the soil.		

process			
Form	Part of Speech Spelling Pronunciation	Noun p-r-o-c-e-s-s pro-cess	processes
Meaning	a series of things that are done in order to achieve a result		
Use	Is photosynthesis a process? The process of reforming our educational system is difficult. It was a painful process for Jennifer to escape from the kidnappers.		

inorganic			
Form	Part of Speech Spelling Pronunciation	Adjective i-n-o-r-g-a-n-i-c in-or-gan-ic	
Meaning	lacking the properties, characteristics of living organisms		
Use	Algae builds up their own food from inorganic substances. Inorganic substances are substances such as stone and metal that do not come from living things. Inorganic chemistry is an interesting branch of study.		



Activity 26

State whether the following are true/false/not given as you read the passage given.

- (i) Naturally occurring algal blooms are relatively less in number than human intervened algal blooms.

- (ii) Alga blooms do not affect water reservoirs.

- (iii) Increase in number of aerobic bacteria depletes the oxygen level in waterbodies.

- (iv) Eutrophication at normal rate does not affect the water quality.

- (v) Hypoxia is caused by the process of eutrophication.



Activity 27

Answer the following questions in a sentence.

1. How does the spread of algae in freshwaters increase?

2. Define Eutrophication.

3. Who is affected by paralytic shellfish poisoning? How?

4. What is the problem posed by 'algal blooms' in water reservoirs?

5. How does algae affect aquatic life in waterbodies?

Reading passage

Harmful Effects of Algae



‘Algal blooms’ are dense masses of algae formed in freshwaters. This occurs in relatively warm conditions when there is high nutrient availability. The process by which a body of water becomes enriched in dissolved nutrients is called Eutrophication. Sometimes, the increase of high nutrients in waterbodies are caused by humans, when sewage is let into or excess inorganic fertilizers from fields reach them. As a result of this, a sudden and explosive growth of the primary producers (algae) occur. If the spread is rapid, it poses a major threat.

When algae produced in huge quantities die before being eaten by fishes, frogs and other insects, the process of decomposition begins. It is carried out by an aerobic bacteria which in turn multiplies rapidly and depletes the oxygen in water. The lack of oxygen leads to the death of aquatic animals and plants in lakes.



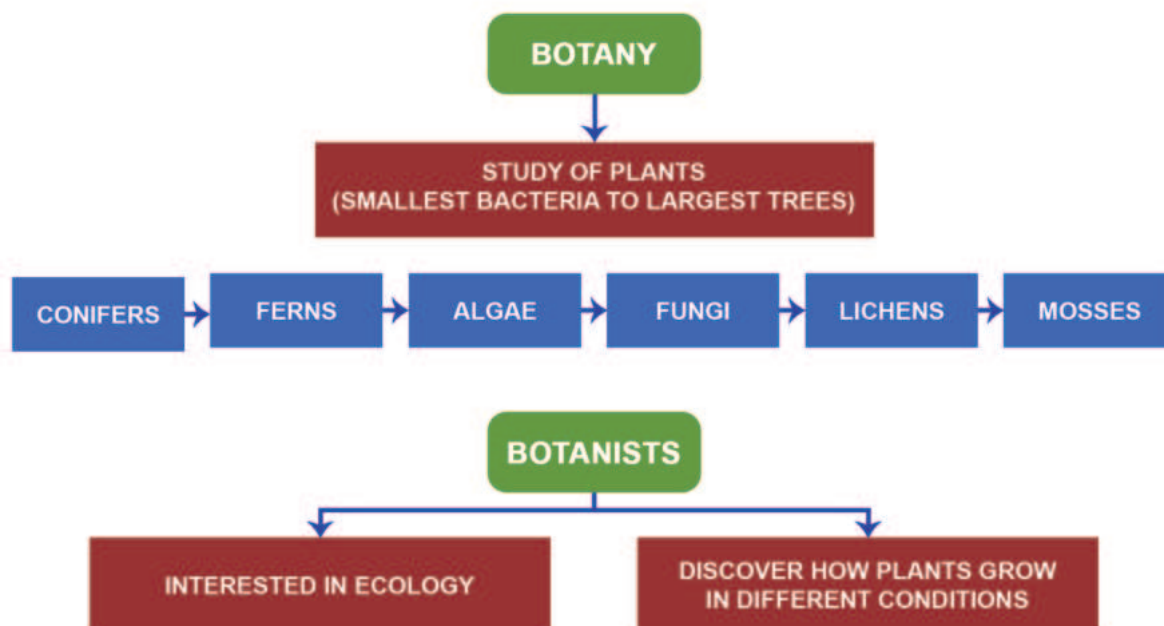
The toxins produced by algal bloom have detrimental effects. Sometimes, the toxins are stored in shell fishes feeding on the algae and are passed on to humans causing them the disease called paralytic shellfish poisoning. Algae also causes problems in water storage reservoirs where they taint waters and block the beds of sand.





Activity 28

Use the information given in the following chart to introduce botany to your friend.



Activity 29

Write a paragraph on botany with the chart given in Activity 28. Use linkers and ensure that subjects and verbs agree in number.

5. Speaking / Writing



Activity 11

Imagine that you are given a piece of land which you have to convert into a productive garden. Note that the instructions are in the imperative form. Complete the activity in two steps. Identify the action words and underline them. Imagine that Rakesh is performing the activity in front of you and give a running commentary using the present continuous form.

Help!

Add –“ing” to all command words and use them to report live. Example: You can change “Clean the given piece of land” into “First, he is cleaning the given piece of land”.

Example: Clean - is cleaning.

Command/Instruction: Clean the given piece of land.

Present continuous form: Rakesh is cleaning the given piece of land.

Clean the given piece of land.

Fence it.

Get the seeds from the nursery.

Dig pits.

Sow the seeds.

Sprinkle water gently on it.

Watch it grow.

Enjoy the fruits of labour.

[illegible]



Activity 12

Write a report on what your friend Rakesh was doing to convert a piece of land into a productive garden. Use linkers such as, then, after that, next, first, etc.

Help!

Add – “ing” to all command words given in the instructions on “How to convert a piece of land into a productive garden?”

Example: You can change “Clean the given piece of land” into “First Rakesh was cleaning the given piece of land”.



Activity 13

Now imagine you are talking to your friend Malar, who is interested in creating and maintaining a garden. Tell Malar what you are going to do using ‘will’.

Help!

Add – “will” to all command words given in the instructions on “How to convert barren land into a productive garden?”

Example: You can change “Clean the given piece of land” into “First I will clean the given piece of land”.



Activity 14

You have explained Malar how to make her own garden. To check her understanding, ask her to write on how she is going to convert barren land into a productive garden.

Help!

Add – “going to” to all command words given in the instructions on “How to convert barren land into a productive garden?” Example: You can change “Clean the given piece of land” into “First I am going to clean the given piece of land”.



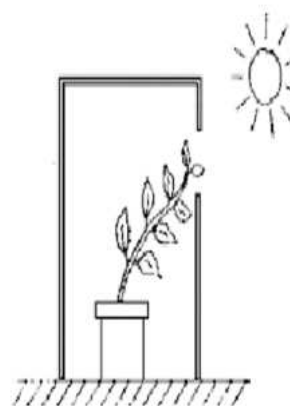
Activity 15

Your teacher has shown you a live demonstration of how plants need sunlight to grow. Note the instructions she gives and identify the action words to give a running commentary in the present continuous form.

- Take a healthy potted plant.
- Place it in a big black box.
- Make an opening in the box.
- Keep the box near a brightly lit lamp.
- After two or three days you will notice that the shoots bend towards the light.
- Turn the pot so that the shoots are away from light.
- Leave it for two or three days.
- Observe the parts of the shoot change direction.
- Record the results.

Help!

Add ‘– “ing” to all command words and use them to demonstrate live. Example: You can change “Take a healthy potted plant”. into “First I am taking a healthy potted plant”.





Activity 16

Write a paragraph on what your teacher was doing to show plants need sunlight to grow. Use linkers like “then, after that, next, first...”.

Help!

Add “-ing” to all command words and use them to demonstrate live. Example: You can change “Take a healthy potted plant” into “First, he was taking a healthy potted plant”.



Activity 17

Arun and Akash are facing practical examination viva voce which is conducted in pairs. While Akash gives the instructions, Arun performs the experiment. Now your examiner wants to know how you will do the experiment. Now Arun is asked to explain the process using going to. Explain it to your partner.

Help!

Add “going to” to all command words and use them to demonstrate live. Example You can change: “Take a healthy potted plant”. into “First I am going to take a healthy potted plant”.



Activity 18

Salim is now facing the examiner and sharing how he 'will' do the experiment. Write it out using 'will'. Then tell your partner without looking at your notes.

Help!

Add "will" to all command words and use them to demonstrate live. Example: You can change "Take a healthy potted plant". into "First I will take a healthy potted plant".



Activity 19

Imagine you are watching a Pitcher plant swallowing a fly in a garden. Describe the process to your friend. Try to use as many words as possible from the following list. You may use the frames as well.

Pitcher plants are several different carnivorous plants which have modified leaves known as pitfall traps. It has a prey-trapping mechanism with a deep cavity filled with digestive filled liquid.



parasite, toxin, absorption, secretion

I am watching _____

I will describe _____

I am going to _____

Remember to use 'present continuous form' and 'will' while explaining it to the students.

Try to make it easy to understand using suitable 'linkers' wherever necessary.



Activity 20

Recall how the Pitcher plant was swallowing the fly and write a paragraph using 'past continuous form', 'linkers' and 'going to' wherever necessary. Remember that 'linkers' make it easy to understand what you intend to communicate. Use the words from the previous activity. Modify the frames suitably.

7. Listening



Activity 23

Look at the following statements and questions. Now answer them as you listen to the text. Remember that you will listen to the text only once.

1. What are living organisms made up of?

2. The nucleus gives shape to the cell. True/False

3. What are plant cells? _____
4. The _____ is the principal seat of metabolic events.

5. Does a prokaryotic cell have organelles? Yes/No



Activity 24

Answer the following questions as you listen to the passage.

1. What is a cell?

2. What does Protoplasm contain?

3. What is the role of the cell membrane?

4. List out the functions of the cell wall.

5. Name the osmo-regulatory organelle of the plant cell.



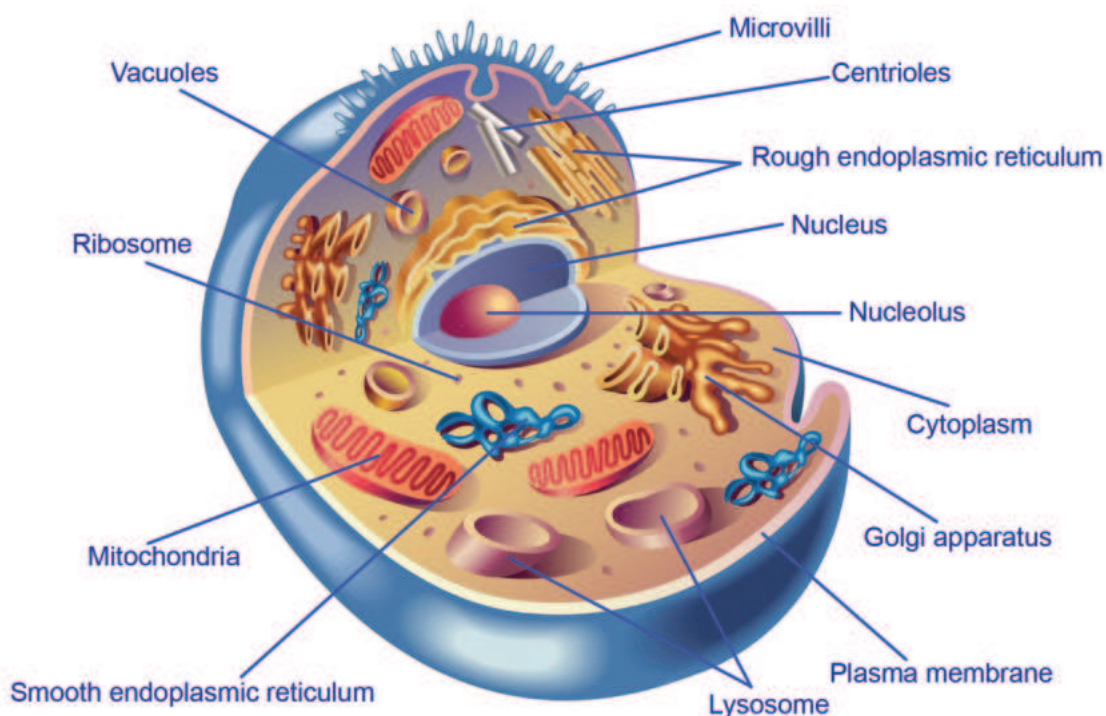
Activity 25

Match the following as you listen.

1.	cells	cytoplasm
2.	physiological function	structural and functional units
3.	protoplasm	plasma membrane
4.	cell wall	prokaryotic cell

Listening passage

Cell as a Physiological Unit



Living organisms are made up of structural and functional units called cells. Every cell is made up of several biomolecules and organelles. The organelles are membrane-bound structures involved in specific functions. The organelles are absent in prokaryotic cells; yet a prokaryotic cell can carry out all the physiological functions required for its metabolism.

The plant cell can be referred to as a physiological unit as it has the capabilities of carrying out physiological functions as a single entity. The cell wall is a non-living outer limiting layer of the

plant cell which provides shape and rigidity to the cell. The cell wall is followed by the plasma membrane or cell membrane. It is selectively permeable and is involved in the absorption of water by osmosis and other substances like ions and low molecular weight biomolecules.

The protoplasm, which is the physical basis of life, includes cytoplasm, the nucleus and cellular organelles which are involved in the various physiological phenomena taking place within the cell. The protoplasm is a water retentive colloid holding 90% water, which is a universal solvent. The plant cells are characterised by a prominent vacuole holding the cell sap. They function as an osmo-regulatory organelle of the cell. The cell is the principal seat of metabolic events.

Language Lab Pre - test

Choose the correct answer :

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a. Tradition ☒ b. habit c. custom
2. When you meet Amanda, you will _____ her beauty.
a. marvel ☒ b. admire c. focus
3. You can't _____ working so hard for so many hours. You'll exhaust yourself.
a. turn on b. put on ☒ c. keep on
4. Looking after small children can be quite a _____ task, which can leave you feeling exhausted.
☒ a. stimulating b. challenging c. competitive
5. Ann is a _____ person. She will never give away a secret.
☒ a. logical b. reliable c. punctual
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9. This is the man _____ car was stolen yesterday.
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10. She is _____ than all her classmates at Science.
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Babitha

komari. M

II B.A. English
Literature

2019 - 2020

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Anushiya . M
II . B . A English

2019 - 2020

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Language Lab Pre - test

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Language Lab - End Test

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a. St Mary's ☒ b. Bryher c. Tresco
3. Emily works at a...
a. pub ☒ b. garden c. hotel
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a. St Mary's b. Bryher ☒ c. Tresco
5. How many people live on Bryher?
a. over 1500 ☒ b. about 200 c. less than 100
6. Where does Emily's son go to school now?
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a. They are surprised when they visit for the first time.
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Anushiya . M
II . B . A English
2019 - 2020

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✓

Vera lakshmi, V

II B.Sc Mathematics

2019 - 2020

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Sini Divya. A
II B.Sc Mathematics

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a. Holiday ~~b. Living on island~~ c. Travel
10. Emily's husband works as a gardener.
~~A) True~~ B) False



Remember to watch the video first! Then read the conversation between Sophie and Jun, an English language student that Sophie met in China. Sophie's helping Jun understand how to use passive forms.



Grammar
Snacks

We use the passive, rather than the active, to show that we are more interested in a certain part of the sentence. The passive is usually formed by the verb *to be* + past participle.



Jun

Can you give me some examples of the active and passive?

Yes, of course. Here's a passive sentence:

*My room **is being cleaned**.*

'My room' is the main focus of the sentence. The active form would be 'The cleaners are cleaning my room'. This sounds strange because it is obvious that, if you are in a hotel, cleaners would clean your room. So we sometimes use the passive to avoid stating the obvious.



Sophie



OK, that makes sense. Are there any other uses?

We also use the passive when we don't know who did something, or when it isn't important.

*It's the biggest outdoor elevator in the world, so I've **been informed**.*

It doesn't matter who told me.

*I think loads of films **have been made** there.*

The important thing is the films, not the film-makers.



Can you use a passive and also say who did the action?

Yes.

*Avatar **was made by** James Cameron.*





Is the passive formal?

No, not necessarily. It can be formal or neutral or informal.

*I hope to find everything clean and tidy ... you've **been warned!***

But we often avoid the passive in very informal spoken language, for example, by using *they*.

***They based** the scenery in Avatar on the landscape here.*

We don't know exactly who *they* are, but we can guess that it's the people who made the film.



I think I've heard people use *you* a lot too when they don't refer to anyone in particular.

Yes, very good! That's another way of sounding more informal. *You* is a bit different; it means 'people in general'.

*Parcels **can be collected** from the Post Office between 9 a.m. and 5 p.m. (more formal)*

***You can collect** parcels between 9 a.m. and 5 p.m. (less formal)*



One last question, what about the passive with *get*? Is that informal too?

Yes, when we're speaking informally we also often use *get* rather than the verb *be*.

*He **was sacked** from his job. = He **got sacked** from his job.*

But be careful, not all verbs can be used in the passive with *get* – only verbs for talking about an action or a change.

*She **was knocked off** her bike by a bus. = She **got knocked off** her bike by a bus.*

*Charlie Chaplin **was loved** by millions. ~~Charlie Chaplin got loved by millions.~~*



Phew, OK. I think my brain *has been fried* by all this!

Ah, OK, we'll stop. But look – you're using the passive correctly already!

Watch the video on our website!





Watch the video on our website!



**Grammar
Snacks**

- Sophie:** Hello? Hi? Can you hear me? I'm outside the hotel. My room is being cleaned. It's a bit noisy.
- Oliver:** Yeah, I can hear you, Mum. How's China?
- Sophie:** Amazing. I'm in Zhangjiajie.
- Oliver:** Where?
- Sophie:** Zhangjiajie National Park. It's been used in a lot of films. I was told the scenery in *Avatar* was based on the landscape here.
- Oliver:** Really? Wow! Has it got mountains a bit like fingers?
- Sophie:** Yeah, that's the place.
- Oliver:** So, how do you get up the mountains? Can you?
- Sophie:** One mountain has an enormous lift, the biggest outdoor elevator in the world, so I've been informed. It takes you right to the top. It was fantastic!
- Oliver:** What else have you seen?
- Sophie:** Well, I met some local girls wearing regional costume. They were absolutely gorgeous. They're decorated with bands of flowers and there's a lot of red.
- Oliver:** Ah, nice, but don't even think about it as a Christmas present!
- Sophie:** OK, got the message!
- Oliver:** Good! What are you up to tomorrow?
- Sophie:** Well, we're going to Baofeng Lake. I think loads of films have been made there too. It's going to be fascinating.
- Oliver:** Cool. What about the language? Have you learned any Mandarin?
- Sophie:** Not much, to be honest. My guide translates for us. She's the best! Anyway! I'll call tomorrow and I'm back on Saturday. I hope to find everything clean and tidy ... you've been warned!!
- Oliver:** Yeah, Mum. Have a great day tomorrow – look forward to seeing the photos. Bye.
- Sophie:** Love you.



Watch the video on our website and read the conversation between Sophie and Jun. Then do these exercises to check your understanding of passive forms.



**Grammar
Snacks**

1. Check your grammar: true or false

Circle *True* or *False* for these sentences.

- | | | | |
|----|---|-------------|------------------|
| 1. | We use the passive when we don't want or need to specify who did the action. | <u>True</u> | False |
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2. Check your grammar: word 2 word

Write the words in the correct order to make sentences.

- stolen! My wallet been has
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Grammar videos: Passive forms – exercises

6. decided will be The winners next week.

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7. The Hunger were books. based Games films on a series of

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Complete the sentences using the passive.

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= The play has been cancelled by the theatre.

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= The opening date hasn't been announced yet.

4. A car hit my dog.

= My dog was hit by a car.

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= Our classroom is being painted.

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= A meteorite was seen over the North Pole.

Grammar videos: Passive forms – exercises

10. The organisers will divide the prize money between the two winners.

= The prize money will be divided between the two winners.

Discussion

Think of a film that you like. When and where was it made? Was it based on a true story or a book?

Grammar videos: Passive forms



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Grammar videos: Passive forms – exercises

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St. Mary's College (Autonomous) - Thoothukudi
Part II English - Spoken English - Viva - 18UGEN21
Semester II - 26.03.2020

Groups	Room No.	Major	Total Students	Staff-in-charge
A	205	I B.A. English Literature (1 - 60)	60	Ms. Lily Pushpam
B	217	I B.A. History	61	Ms. Serena Margaret
C	203	I B.A. Economics	63	Ms. Anusia
D	25- New Hostel Prayer Hall	I B.Sc. Mathematics I B.Com. (61 - 73)	50 13	Ms. Dhakshana
E	G-22	I Physics B.A. English Literature (61 - 73)	47 13	Ms. Betsy
F	G-20	I B.Sc. Computer Science I B.Sc. Botany (1 - 15)	48 15	Ms. Patricia Romila
G	G-21	I B.Sc. Chemistry I B.Sc. Botany (16 - 26)	49 10	Ms. Judit Sheela
H	D-13 Valan Block	I B.Sc. Zoology I B.Sc. Botany (27 - 45)	42 20	Ms. Priyanka
I	225	I B.Com. (1 - 60)	60	Ms Jenitta
J	228	I B.Com. Corporate I B.B.A. (1 - 30) I B.Com. (SSC - B 21 - 27)	33 30 7	Ms. Kanaga Durga
K	103	I B.Sc. Microbiology I B.Sc. Mathematics (SSC)	39 36	Ms. Mangaleswari
L	218	I B.A. English Literature (SSC) I B.Sc. Psychology	49 26	Ms. Sharon
M	220	I B.Com. (SSC - A) I B.Com. (SSC - B 1 - 20)	57 20	Ms. Sumathi

St. Mary's College (Autonomous) - Thoothukudi
Part II English - Spoken English - Viva - 18UGEN41
Semester IV - 31.03.2020

Groups	Room No.	Major	Total Students	Staff-in-charge
A	205	II B.A. English Literature (1 - 60)	60	Ms. Shunmuga Jothi
B	217	II B.A. History	50	Ms. Reeda
C	203	II B.A. Economics	57	Ms. Sharmila
D	25- New Hostel Prayer Hall		51 20	Ms. Hermina
E	G-22	II B.Sc. Physics II B.Sc. Microbiology (1 - 15)	46 15	Ms Jacquiline Leo
F	G-10	II B.Sc. Chemistry II B.Sc. Microbiology (16 - 30)	48 15	Ms. Mary Priya
G	G-21	II B.Sc. Zoology II B.Sc. Mathematics (SSC B 17 - 38)	40 22	Ms. Mary Manonmani
H	D-13 Valan Block	II B.A. English Literature (SSC) II B.Sc. Botany (21-44)	40 21	Ms. Sudha Rani
I	G-20	II B.Sc. Mathematics (SSC) (A & B (1-16)	41 16	Ms. Amala Steffi
J	228	II B.Sc. Psychology II B.Sc. Microbiology (31 - 46) II B.A. English Literature (61 - 73)	24 16 13	Ms. Muthu Kalaivani


Controller of Examinations
St. Mary's College (Autonomous)
Thoothukudi-628 001.