

**Enhanced Edition
NEP 2020 Guidelines*

GRAMMAR

TWEAK

Teacher's Manual



7



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The Nouns and Their Kinds

- A.** 1. (b) water purifiers 2. (b) post offices
3. (c) dental check-ups 4. (a) blood donors
5. (d) junk food
- B.** 1. A proper noun is the exact name of a person, place or thing, whereas a common noun is a general name given in common to a person, place or thing.
2. A collective noun is a name given to a collection of persons or things, taken together and spoken of as one whole, whereas an abstract noun is a name given to some ideas, emotions, thoughts, quality, action or concept.
- C.** 1. Love – Abstract noun
2. Class – Collective noun
 girls – Common noun
3. Children – Common noun
 love – Abstract noun
4. Sugar – Material noun
5. Power – Abstract noun
6. Jury – Collective noun
 Prisoner – Common noun
- D.** 1. staff 2. trash 3. music 4. hair
5. fruits 6. permission 7. milk 8. billiards
9. traffic 10. thanks
- E.** 1. Crew 2. Fleet 3. Punctuality 4. Patriot
5. Battle 6. Patient 7. Cattle 8. Crop
9. Library 10. Pavement
- F.** 1. crowd 2. range 3. pack 4. bunch
5. clump 6. fleet 7. swarm 8. bouquet
9. fowl 10. band
- G.** 1. happiness 2. truth 3. punishment
4. innocence 5. invitation 6. honesty
7. freedom 8. strength 9. childhood
10. wisdom

Task to Do

Countable

Key
Infant
Computer
Language
Teacher
Reader
Purse
Car
Wall
Innings
Money
Stump

Uncountable

Chemistry
Wisdom
Ink
Water
Steel
Victory
Beauty
Snow
Cricket
Rice
Wheat



Genders

- A.** 1. (a) bee 2. (b) ewe 3. (a) spinster
4. (b) goose 5. (a) hind
- B.** 1. King 2. Cow 3. Huntress 4. Mother
5. Hen 6. Lass 7. Gentleman 8. Stallion
9. Lioness 10. Peahen 11. Drake 12. Son
13. Empress 14. Tigress 15. Bitch 16. Goddess
17. Mare 18. Princess 19. Madam 20. Countess
- C.** 1. The tigress sprang at the throat of the huntress.
2. The bride was an old woman riding a brown mare.
3. The queen gave the shepherdess a prize because she had saved the life of her niece.
4. The lioness carried away the daughter of a milk woman.
5. Her nieces and sisters came to see her.
- D.** 1. The **bride** saved **her** husband from death.
2. **His wife** served him like a nurse.
3. The **man** felt the loss of **his** dear wife.
4. Her **husband** treated **her** kindly.
5. The **Queen** lost her bag of gold.

Task to Do

- | | |
|----------------------|-----------------------|
| 1. Actor - Actress | 2. Patron - Patroness |
| 3. Count - Countess | 4. Host - Hostess |
| 5. Waiter - Waitress | 6. Lion - Lioness |
| 7. Tiger - Tigress | 8. Prince - Princess |
| 9. Hunter - Huntress | 10. Emperor- Empress |



Pronouns

- A.** 1. (a) pronoun 2. (b) second 3. (b) nine
4. (b) Relative
- B.** 1. myself 2. each other 3. us, our 4. which
5. who 6. our
- C.** 1. himself 2. herself 3. yourself 4. themselves
5. himself 6. himself
- D.** Don't **you** think **you** are over-conscious about your children. **Their** hobby should not trouble **you** much. When **they** grow up, **it** will automatically go. The same problem was with **me**. But **I** tackled my son reasonably and surprisingly, my approach yielded **me** good result. **I** think these hobbies should not bother **us**. My views may be different from **yours**. Maintain a balanced approach and your happiness will be **yours** too.

Task to Do

Mr Sharma : Hello ! Mrs Verma, How are **you** and your husband, Mr Verma?

Mrs Verma : **We** are quite fine. **Our** business keeps **us** always busy. What about **your** family members? How is Mrs Sharma? Nearly a month passed **we haven't met each other**.

Mr Sharma : **She** will be happy to see you. Tell Mr Verma, **he** should also come sometimes.

Mrs Verma : Oh sure! Though **he** is very busy still, **he** will make it.



5 Adjectives

- A.** 1. (b) uncountable 2. (c) both 3. (c) both
4. (c) Six 5. (c) three
- B.** 1. A little 2. few 3. little
4. little 5. The little 6. a little
7. a few 8. a few 9. few
10. A little
- C.**
- | Positive | Comparative | Superlative |
|---------------------|-----------------------|-----------------------|
| 1. Prompt | More prompt | Most prompt |
| 2. Active | More active | Most active |
| 3. Ordinary | More ordinary | Most ordinary |
| 4. Dear | Dearer | Dearest |
| 5. Difficult | More difficult | Most difficult |
| 6. Dry | Drier | Driest |
| 7. Elder | Elder | Eldest |
| 8. Bad | Worse | Worst |
| 9. Beautiful | More beautiful | Most beautiful |
| 10. Bright | Brighter | Brightest |
| 11. Clean | Cleaner | Cleanest |
| 12. Fine | Finer | Finest |
| 13. Funny | Funnier | Funniest |
| 14. Great | Greater | Greatest |
| 15. Good | Better | Best |
- D.** 1. Ratna has brought **some** apples for you.
2. Ketan has **many** pens but he does not have **any** pencil.
3. They met **some** friends at the stadium.
4. Can you lend me **some** money?
5. How **many** toys are there in the box?
6. May I have **some** more sugar, please?
7. How **much** does your car cost?
8. **Some** fools laugh at nothing.
9. Lalit has **many** books in his library.
10. How **much** milk is there in the jug?

- E. 1. best 2. more beautiful 3. most intelligent
 4. taller 5. largest 6. smallest
 7. largest 8. richer 9. best
 10. most useful

Task to Do

- | | |
|-------------------|------------------------|
| 1. happy – sad | 2. fattest – thinnest |
| 3. loose – tight | 4. quiet – noisy |
| 5. cheap – costly | 6. superior – inferior |
| 7. quick – slow | 8. bright – dull |
| 9. sweet – bitter | 10. strong – weak |
| 11. early – late | 12. active – passive |



6 Articles

- A. 1. (c) the 2. (c) a 3. (a) The 4. (a) The
 5. (b) The 6. (c) the
- B. 1. A 2. A 3. A, an 4. An
 5. A 6. An 7. An 8. An
- C. 1. Have you told her about **the** accident?
 2. Tagore was **a** great poet.
 3. What **a** beautiful scene this is !
 4. January is **the** first month of **the** year.
 5. She started **the** school when she was four years old.
 6. Surat is **the** largest cotton textile centre in **the** country.
 7. My favourite flower is tulip.
 8. **The** sun rises in **the** east.
 9. **The** moon did not rise till after nine.
- D. 1. **The** lion and **the** tiger belong to **the** cat family.
 2. Diamond is more valuable than lead.
 3. **The** rich are not always happy.
 4. Give him **a** thousand rupees.
 5. **The** Alps are **the** highest mountains in Europe.
 6. March is **the** third month of **the** year.
 7. Wisdom is better than riches.
 8. Kurukshetra is on **the** Jamuna.

Task to Do

1. Ritika likes to play X cricket and X football.
2. Some delegates have arrived by X bus and other by X train.
3. **The** bracelet is made of X gold and is studded with X diamonds.
4. We saw **a** bike being driven at **a** speed of 60 kilometre **an** hour.
5. **An** apple **a** day keeps **the** doctor away.
6. **The** lunch has been laid on **the** table.
7. I want to become **an** IPS officer.
8. Shashwat plays X hockey, but his brother prefers to play X kho-kho.



Verbs (Finite and Non-Finite Verbs)

- A.** 1. (b) done 2. (b) begun 3. (b) non-limited
4. (a) bored 5. (b) two 6. (b) verb
- B.** 1. does – Transitive verb 2. looks – Intransitive verb
3. bring – Transitive verb 4. took – Transitive verb
5. speaks – Intransitive verb 6. seems – Intransitive verb
7. roared – Intransitive verb 8. weeping – Intransitive verb
- C.**
- | Present Tense | Past Tense | Past Participle |
|---------------|------------|-----------------|
| 1. Arise | Arose | Arisen |
| 2. Get | Got | Got |
| 3. Drink | Drank | Drunk |
| 4. Hear | Heard | Heard |
| 5. Lie | Lay | Laid |
| 6. Run | Ran | Run |
| 7. Call | Called | Called |
| 8. Sing | Sang | Sung |
| 9. Do | Did | Done |
| 10. Speak | Spoke | Spoken |
| 11. Drive | Drove | Driven |
- D.** 1. Sharmitha is good at **playing** classical music.
2. I love **solving** any type of problem.
3. They are bored of **listening** to the same story every time.
4. **Driving** has never been his strong point.
5. Sanjay is very fond of **playing** badminton.
6. Bhavya is not responsible for **operating** this.

- E.** 1. He was right not to put the blame on me.
 2. Mother stood up to hear the news.
 3. The storm was powerful enough to uproot many trees.
 4. I met a child who seemed to be talking alone.
- F.** 1. Arpita worked hard **to do** good in the examination.
 2. The students were asked **to study** before the test.
 3. The witness tried **to tell** the truth in front of the court.
 4. Children like **to eat** junk food.
- G.** 1. When she reached her house, she found the house **locked**.
 2. The news was **disturbing**.
 3. When mother came, she found the child **crying**.
 4. The boy was punished **for coming** late.

Task to Do

1. What cannot be used must be **discarded**.
2. Suraj **resembles** his paternal grandmother.
3. I **reached** to fill in the form and send the application.
4. Mr Roy supported me in **applying** for the scholarship.
5. The snake **slithered** out from the hole and crawled away among the rocks.
6. Mr Bhardwaj **cleans** his clothes every Monday.



8 Subject-Verb Agreement

- A.** 1. (a) singular 2. (b) singular 3. (b) shall
 4. (b) 2nd form 5. (c) both
- B.** 1. was 2. writes 3. wins
 4. write 5. is 6. were
 7. are 8. are
- C.** 1. None but the parrots is green in colour.
 2. The council has chosen its President.
 3. My mother and teacher has arrived.
 4. He goes to school daily.
 5. Roma as well as her sisters are present in the party.
 6. The wages of sin is death.
- D.** 1. respects 2. isn't 3. bunch
 4. makes 5. has 6. melons
 7. was 8. stand 9. submit

Task to Do

- any : Is there any milk in the jar?
Are there any mistakes in my notes?
- all : All I need is your support.
Are all the students doing well?
- more : I need no more advice.
You need to solve more problems.
- most : The most I can do is to help you.
Most of my friends have gone away.
- none : None were injured in the accident.
I have none of your books.
- enough : What I have is enough for me.
These are enough responsibilities for you.
- plenty : There is plenty of scope here.
There are plenty of things you can opt for.



Adverbs

- A.** 1. (c) both 2. (c) frequency
3. (c) Adverb 4. (c) how much
- B.** 1. Fortunalety – Adverb of Manner
2. in the evening – Adverb of Time
3. never – Adverb of Frequency
4. sometimes – Adverb of Frequency
5. never – Adverb of Frequency
- C.** 1. suddenly 2. carefully
3. badly 4. patiently
5. safely 6. When
- D.** 1. Babita speaks softly.
2. Sahil writes nicely.
3. Ankur learns slowly.
4. Paridhi teaches sincerely.
5. They have suffered losses in business heavily.

- | | |
|--------------------------|--------------------|
| 4. that Jim built | – Adjective Clause |
| 5. whom we met yesterday | – Adjective Clause |
| 6. when she will come | – Adverb Clause |
| 7. who help themselves | – Adjective Clause |

Task to Do

Do it yourself.



11 Preposition

- | | | |
|------------------------|-------------|----------------|
| A. 1. (b) under | 2. (a) at | 3. (b) on time |
| 4. (a) over | 5. (b) with | 6. (b) between |
| B. 1. on time | 2. at | 3. on |
| 4. to | 5. to | 6. during |
| 7. in | 8. at | |
| C. 1. by | 2. with | 3. with |
| 4. with | 5. with | 6. with |
| 7. with | 8. by | |

Task to Do

Once a man went **to** a shop and picked **up** a beautiful cup. He was thrilled **by** its colours. Suddenly, the cup said, “Oh man, I am beautiful right now, **because of** being made out of clay, which the potter pulled **from** mother earth. I was wreathed **in** tremendous pain while being separated **from** mother earth. But **because of** the kind potter, I would never become so useful. Later, he put me **in** an oven. I asked him as why he was so cruel. Finally, he took me **to** a mirror and asked me to look **at** myself.”



Punctuation

- A.**
1. “It is really my mistake, Sir. Please forgive me”, said Rahul.
 2. The mother said to her son, “Come into the kitchen. I shall give you something to eat.”
 3. “Oh! Doctor, please help my child”, she cried and asked the doctor to do something quickly.
 4. Monika said, “I regret my mistake.”
 5. “Sir, I shall willingly obey your order”, promised Rakhi.
 6. Since the sun has set, it has become very pleasant.
 7. He came, saw and conquered.
 8. The result, on the whole, is quiet encouraging.
 9. Standing, sitting, sleeping or walking, Rupesh is always thinking about the past.
- B.**
1. She is, as far as I know, a very reliable person.
 2. Din-e-Ilahi, the new religion, was founded by Akbar, the great Mughal Emperor.
 3. I must get a new dress for Supriya and a racing car for Abhishek.
 4. The result was declared on March 23, 2013 and on April 2, we sat in the next class.
 5. The food, they served, was delicious, nourishing and hygienic.
 6. This news, to tell you the truth, has not surprised me at all.
- C.** Nowadays, all kinds of goods are on display. There are following goods on display, such as toasters, grinders, room-heaters, coolers, fridges, T.V. sets, VCR and computers. There are many stalls, displaying handicrafts, carpets, furniture, watches, toys, dresses and dress materials. There are stalls, displaying heavy machines. A variety of goods are on display. One has the option to see and then decide to purchase.

Task to Do

- A.** Once upon a time, there lived a boy whose name was Anmol. One day, Anmol said to his mother, “Mom, I want to go to Mumbai and become an actor.” Mother was shocked to hear this from him; yet she did not react. On this silence, Anmol remarked, “Oh, Mom! Why don’t you say something?”

The mother said that she could not say anything because she could not understand Anmol’s sudden choice of becoming an actor.

She wrote a note on which she had written the following words:

To become an actor is nice, but studies should be completed first.

She handed it over to Anmol.

- B.** 1. “Yes, I can buy this toy tomorrow.”
2. This is my grandfather's house.
3. Ram asked, “When do you want to visit?”
4. She teaches us English, Hindi, History and Maths.
5. My God! Pardon me.

13 Conjunctions

- A.** 1. (a) because 2. (a) since 3. (a) If
4. (c) Since
- B.** 1. Since the gate is opened, the children entered the Centenary Park.
2. You have not gone abroad since we met last.
3. I was looking for some important papers but I cannot find them.
4. He cannot buy anything because he has no money.
5. When she reached the station, the train had started.
6. Atul can get the job because he is fully qualified for it.
7. You may leave if it does not suit you.
8. Since it is time for break, we can go out.
9. Can you tell me how does the computer work?
10. Although Pritam got lost on the way, he arrived on time.
- C.** 1. **Unless** Swati works hard, she will fail.
2. **Either** pay the fare **or** vacate the taxi.
3. I was not well **so** I did not go to the office.
4. **Either** you return my money **or** return my book.
5. **Since** the pen was not in the box, he asked everyone.
6. Jatin has to go by train **because** there is no other way to travel.
7. Tell me the facts **that** you know.
8. It is a long time **since** he last went on tour.
9. Akshay is good **but** Samridhi is better.
10. Implement it **as** you are directed.
11. Poonam lost her control **and** fell off from the bicycle.
12. Humans cannot fly in the sky **because** they are heavier than air.
13. **Although** he is poor, he is not dishonest.
14. I will wait **till** he returns.

- D. 1. Although I worked hard, I did not get through.
 2. He stopped going to school as he did not pay his fees.
 3. We must respect them as they are our elders.
 4. In spite of detailed instructions being given by her, he could not prepare the food.

Task to Do

1. I go to school. I want to study.
 I go to school because I want to study.
 2. You did not return my book. You did not return my notes.
 Neither you returned my books nor my notes.
 3. I was sick. I did not go to play.
 I was sick so I did not go to play.
 4. I cannot sing. I can dance well.
 I cannot sing but I can dance well.
 5. Amit is my friend. Anshu is also my friend.
 Amit and Anshu are my friends.



14 Tenses (The Present Tense)

- A. 1. (b) lived 2. (b) taught 3. (c) finished
 4. (c) played 5. (c) eaten
- B. 1. am 2. are 3. are
 4. are 5. am 6. is
 7. is 8. are
- C. 1. For whom **is** he **waiting**?
 2. She **is** not **feeling** well lately.
 3. Sudha **looks** pale, she **is suffering** from jaundice.
 4. Ajit **has done** his assignment and now he can go home.
 5. Monika **has been working** since afternoon.
 6. The cat **has drunk** all the milk. There is nothing left for coffee.
 7. Tanu **has done** all her homework though she did not go to school today.
 8. Rupesh **is wearing** a beautiful shirt today.
 9. The car **costs** a lot of money.
 10. When Ratan **questions** him, he **comes** without a reply.
 11. The thief **runs** when I **call** policemen.
 12. **Is** he **going** out today?
 13. The plane **stops** after it **touches** on the runway.
 14. Varun **is** not guilty, it is obvious he is **innocent**.

- D. 1. has been grazing 2. has been shining
 3. have been driving 4. has been ringing
 5. has been searching 6. has been standing
 7. has been living 8. has been eating

Task to Do

Tense	First Person	Second Person	Third Person
Simple Present	I/We go.	You go.	He/She/It goes. They go.
Present Continuous	I am/We are going.	You are going.	He/she/It They are going.
Present Perfect Continuous	I have been/ We have been/ She has been going.	You have been going.	He / She / It has been going. They have been going.



15 The Past Tense

- A. 1. (c) met 2. (c) spoke
 3. (a) were talking 4. (c) had sung
 5. (b) had been studying
- B. 1. As soon as the teacher **had reached** the school, she **went** to her class.
 2. Although they **had discussed** the matter once, nothing has come out of it.
 3. It **had rained** heavily before she **arrived**.
 4. The sun **had shone** brightly all day.
 5. The teacher **waited** till everybody **had assembled** in the meeting hall.
 6. The mechanic **had repaired** the car before we **arrived**.
 7. The train **had left** when we **reached** the station.
- C. 1. Their economic condition **has been improving** since last year.
 2. Amit **was** in the same plane in which I **was travelling**.
 3. Younis **had been wearing** jeans in young age, but he **was wearing** trousers yesterday.
 4. Why **had** you not **been eating** anything since morning?
 5. He **had met** with an accident when he **had been going** to the office.
 6. It **had been announced** that there will be no water supply tomorrow.

7. Someone **had been knocking** at the door for quite a long time.
8. The maid **had been cleaning** the window before the storm started.
9. The bus **had left** before Nisha **arrived** at the bus terminus.
10. We already **had cooked** their dinner.
11. Vanisha **had gone** to Jaipur last month.
12. He **had been waiting** for the train for last two hours.

Task to Do

Do it yourself.



16 The Future Tense

- A.**
1. (b) it will rain heavily
 2. (b) my father will have left
 3. (a) when mother returns home
 4. (c) we will go to Kashmir
 5. (b) when the audience arrives
- B.**
1. By now, the man **will have finished** his task.
 2. The bus **will depart** the next morning.
 3. Navin **will be wearing** uniform, but he **will not be wearing** shoes at any cost.
 4. **Will** you not **be** going with us?
 5. They **will be buying** a house next month.
 6. It **will be** an hour that the train has stopped at the platform.
 7. No one **will be sitting** on the platform by half an hour from now.
 8. Chitra **will be going** for shopping after some time.
 9. The train **will be arriving** four hours late from the schedule time.
 10. By the end of the year she **will be going** to Faridabad.
 11. Prakriti **will be going** to Paris for higher studies.
 12. My father **will be turning** fifty years next month.

Task to Do

1. How long **will** you wait for me?
2. He **will not be** late.
3. Tomorrow **will be declared** as holiday.
4. I **shall** complete my project and go for a walk.

5. Today's play **will be** an interesting one.
6. The boy **will do** all the work. There is nothing to worry.
7. Sahil, **will you be doing** all the sums by tomorrow?
8. She **will be writing** a letter to her friend today.

17

Modals

- A.**
1. (a) modal
 2. (a) promise
 3. (c) both
 4. (b) original
 5. (c) both
- B.**
1. **Could** you switch off the fan, please?
 2. The tailor **can** sew my clothes.
 3. **Could** you explain the lesson again, Mam?
 4. **May** God give him courage to bear the pain.
 5. I **can** finish the project by weekend.
 6. He **can** wait till you return.
 7. The doctor **may** discharge the patient today.
 8. **Could** you see me day after tomorrow?
 9. This **might** be a huge record.
 10. **Could** I use your cycle, Binny?
- C.**
1. The register **must** be with the incharge.
 2. You **ought to** sacrifice your comfort for your family.
 3. These plants **might** bear fruits next month.
 4. You **must** leave the house immediately.
 5. The election **must** be held by the 18th June.
 6. I **have to** finish my work by Sunday.
 7. You **have to** write a letter of suggestion today.
 8. You **must** see me the day after tomorrow.
 9. They **must** work very hard to finish it by today.
 10. He **must** refer to dictionary to understand the meaning.
 11. I am weak in grammar, I **have to** do lots of practice work.
 12. They **have to** go for the tour.
- D.**
1. This job **needs to** be done by an efficient salesman.
 2. They **need to** appoint new teachers.
 3. You **need not** work anymore in this institution.
 4. Do not **dare to** insult my mother.
 5. How **dare** he to enter my room in my absence?

6. You **need not** come now, the work has already been started.
7. Did you **dare to** climb the Mount Everest?
8. You **need to** go very fast as you are already late.
9. **Need not** they work very hard?
10. Will Arnua **dare to** jump down the window?

Task to Do

1. You should switch on the fan if you are feeling hot.
2. This is the third time in a week you have come late. You ought to leave home earlier.
3. If your teeth hurt, you should go to a dentist.
4. If you feel ill, you ought to see a doctor.



18 The Voice

- A.**
1. (a) Milk is given by cows.
 2. (a) I will be helped by her.
 3. (b) The deer was killed by the lion.
- B.**
1. Active Voice
 2. Passive Voice
 3. Passive Voice
 4. Passive Voice
 5. Active Voice
- C.**
1. By whom is the door being knocked at?
 2. A ballet is being staged by the school drama society.
 3. A telegram has been sent by Rakesh today.
 4. I am being forced by Swaraj to sign the papers.
 5. By which doctor has the medicine been prescribed?
- D.**
1. Someone had stolen my purse.
 2. Rahul sold the car to Ashish.
 3. The teacher punished them.
 4. She did not teach us Chemistry.
- E.**
1. Will the dinner have been served by them before we reach home?
 2. The boys will not fly kites.
 3. A new pair of shoes will be purchased by Archita.
 4. A ballet will be staged by the school drama society.
 5. We will win the football match.

Task to Do

Table of rules for changing Active Voice into Passive Voice.

Tense	Rule
Present Indefinite Tense	<ul style="list-style-type: none">(i) The object will become the subject and the subject will become the object.(ii) The helping verb is/am/are is used with the subject.(iii) Verb will change into its past participle/ third form.(iv) Normally 'by' is used before the object.
Tense Present Continuous	<ul style="list-style-type: none">(i) The object will become the subject and the subject will become the object.(ii) The helping verb is/am/are is used with the subject.(iii) After helping verb 'being' is used.(iv) Verb will change into its past participle/ third form.(v) Normally 'by' is used before the object.
Present Perfect Tense	<ul style="list-style-type: none">(i) The object will become the subject and the subject will become the object.(ii) The helping verb 'have/has' is used with the subject.(iii) After helping verb 'been' is used.(iv) Verb will change into its past participle/ third form.(v) Normally 'by' is used before the object.
Past Indefinite Tense	<ul style="list-style-type: none">(i) The object will become the subject and the subject will become the object.(ii) The helping verb 'was/were' is used with the subject.(iii) Verb will change into its past participle/ third form.(iv) Normally 'by' is used before the object.

Past Continuous Tense	<ul style="list-style-type: none"> (i) The object will become the subject and the subject will become the object. (ii) The helping verb 'was/were' is used with the subject. (iii) After helping verb 'being' is used. (iv) Verb will change into its past participle/ third form. (v) Normally 'by' is used before the object.
Past Perfect Tense	<ul style="list-style-type: none"> (i) The object will become the subject and the subject will become the object. (ii) The helping verb 'had' is used with the subject. (iii) After helping verb 'been' is used. (iv) Verb will change into its past participle/ third form. (v) Normally 'by' is used before the object.
Future Indefinite Tense	<ul style="list-style-type: none"> (i) The object will become the subject and the subject will become the object. (ii) The helping verb 'will be/shall be' is used with the subject. (iii) Verb will change into its past participle/ third form. (iv) Normally 'by' is used before the object.
Future Perfect Tense	<ul style="list-style-type: none"> (i) The object will become the subject and the subject will become the object. (ii) The helping verb 'will have/shall have + been' is used with the subject. (iii) Verb will change with its past participle/ third form. (iv) Normally 'by' is used before the subject.

19

Word Formation

- A.** 1. (b) cute 2. (a) delight 3. (b) chubby
4. (a) excuse 5. (a) notice
- B.** 1. Ignorance – Knowledge
2. Master – Slave
3. Noise – Silence
4. Proceed – Stop
5. Profit – Loss
6. Present – Absent/Past
- C.** 1. Joy – Happiness 2. Opposite – Reverse
3. Pain – Ache 4. Proceed – Move
5. Precious – Valuable 6. Protect – Save
- D.** 1. You should **pare** your sharp long nail.
2. The decision of the **umpire** is final, it cannot be challenged.
3. The tiger ate **whole** of the goat alone.
4. Satisfy is the only **male** member of his family.
5. The **lone** robber robbed the bank in day light.

Task to do

1. Rain – Brain 2. Game – Fame
3. Ship – Whip 4. Goat – Boat
5. Might – Right 6. Play – Day
7. Eat – Wheat 8. Nice – Rice
9. Fish – Dish 10. Sleep – Weep

20

Idioms

- A.** 1. (a) to stop 2. (a) cheerful 3. (c) to discover
4. (b) a mean fellow 5. (b) nearby
- B.** 1. By any fair or fowl way
2. All possible methods
3. To end it in the beginning
4. To understand clearly what is not even said
5. Wild feelings
6. Pay a bribe

- C.
- | | |
|----------------|--------------------------|
| 1. To liberate | – Let out |
| 2. Old | – of gone by era |
| 3. To support | – to lend a helping hand |
| 4. Relatives | – kith and kin |
| 5. Rapidly | – one after another |
| 6. To cancel | – call off |

Task to Do

- | | |
|------------------------|---------------------------------|
| 1. Turn up | – to appear |
| 2. The lion's share | – the maximum part of something |
| 3. To smell a rat | – to find something wrong |
| 4. To be in good books | – a favourite |
| 5. To follow suit | – to imitate someone |
| 6. To stand by | – to support |
| 7. To take to task | – to ask for clarification |



Narration—Direct and Indirect Speech

- A.
- | | | |
|-------------------------|--------------------|----------------------|
| 1. (b) Two | 2. (b) Direct | 3. (a) direct speech |
| 4. (b) a capital letter | 5. (b) not changed | |
- B.
- Trishna said that she **wanted** to meet all her cousins and friends in India.
 - Riya said that she **had been watching** a movie.
 - Bhuwan said that he **would tell** him the story.
 - He said that he **had gone** to visit a friend.
 - Priya said that she **was writing** a letter.
- C.
- The policeman said, "Where are you going?"
 - The employee said to his employer, "Please give me one day leave."
 - Anup said to me, "I have brought some sweets for you."
 - The leader said, "I have to address a large crowd today."
 - She said to me, "How much time do you need to get ready?"
 - Ankit said to me, "Please attend my brother's birthday party."
- D.
- Shreya said that she would never ever trust me.
 - Uncle enquired me when my school would be reopening after the vacation.
 - Suchita exclaimed joyfully that the picture was lovely.
 - The father told his son that he had failed badly.

5. She remarked that the man was very foolish.
6. The servant said that the baby was crying.
7. The father said to his son that he should work sincerely to succeed in life.
8. Neha requested her father to buy a bicycle for her.

Task to Do

1. The teacher said to students, "Do your work silently."
The teacher ordered students to work silently.
2. Raja said, "Why were you absent?"
Raja asked me why I was absent.
3. Komal said, "I will not give you anything."
Komal said that she would not give me anything.
4. Amrit said, "I cannot do this work."
Amrit said that he could not do that work.
5. The servant said, "I will come late."
The servant said that he would come late.
6. Rohit said, "Please do not disturb me."
Rohit requested not to be disturbed.
7. Mother said, "Why do you want money?"
Mother enquired why I wanted money.
8. Chandani said, "Give me my money."
Chandani said that she wanted her money.
9. He said, "What a beautiful girl!"
He remarked that the girl was very beautiful.
10. Sakshi said, "I am feeling hungry."
Sakshi said that she was feeling hungry.



22 Comprehension

1. **A.** 1. (b) three 2. (a) knowledge 3. (c) both
- B.** 1. Knowledge : Reading books increases our knowledge.
2. Self-reliant : We must become self-reliant in our life.
3. Chief : My chief aim is to serve my country.
- C.** 1. some 2. chief 3. knowledge
4. Nothing

2. **A.** 1. (c) good and bad 2. (b) unhappy 3. (c) Both
- B.** 1. Worst – Best
2. Fool – Intelligent
3. Sorrow – Happiness
4. Least – Most
- C.** 1. Most people think themselves to be the best and the cleverest.
2. Each man is a mixture of good and bad qualities.
3. Whatever is bad has to be thrown away.
3. **A.** 1. (c) Sam, a service dog 2. (c) dog
3. (a) balance 4. (a) Sam
5. (a) fuller life
- B.** 1. Wheelchair : Disabled people use a wheelchair.
2. Backpack : Mountaineers carry a backpack.
- C.** 1. Sam is a service dog.
2. He is trained to help a disabled person.
3. He is kept by Mona for help.
4. He pulls her wheelchair.
5. If Mona drops something, he picks it up.
4. **A.** 1. (c) a large gall 2. (a) insects
3. (c) both 4. (b) plant
- B.** 1. Affirmative Sentence 2. Compound Sentence
5. 1. (b) fast 2. (a) to a distant field
3. (b) wolf
4. (a) played the tune on the pipe
6. **A.** 1. (b) Sir Alexander Fleming
2. (a) Save the wounded soldiers
3. (a) Yes
- B.** 1. Encourage – Discourage
2. Destroyed – Repaired
- C.** 1. Drug – a medicine
2. Bacteria – very small living things that cause diseases
3. Germs – a living organism causing sickness.



Paragraph–Short Essay Writing

1. The Importance of Moral Education

We all live in a society and have to interact with different people at different times. In such a situation, we must follow certain rules which help us behave nicely with others. We are liked by people only because of our nice and polite behaviour. Moral Education teaches us to behave nicely with others. It inculcates good values in our life. The importance of moral education cannot be overlooked. It teaches us good things and prepares us to become good citizens. Moral education helps us to face the difficult situations of life in such a way that we do not hurt the feelings of other people. It brings peace and harmony in society. Moral education can eliminate all the evils from the day to day life. It can bring to an end all the crimes in the world. The importance of Moral Education is clear from the fact that by making the people aware of the good values of life, it can transform the society and make the world a happy place for everyone.

2. An Indian Festival

India is a land of diverse culture and religions. Different people celebrate different festivals. Holi is an Indian festival celebrated by the Hindus. It is also called the festival of colours. On this auspicious occasion, the Holika is burnt. After that people throw colours, on each other. Some people play with dry powdered colours called 'gulaal'. 'Gujhiya' is a special sweet dish made on this occasion. There is happiness all around on this day. No one has any objection to the colours being thrown on them. Holi is celebrated on the advent of the hot summer season. It has been so scientifically planned that this festival falls only when the cold winter months are over. We must celebrate Holi in a happy and peaceful way and share our happiness with others.

3. Beti Bachao, Beti Padoo (Educate the Daughter to Save Her)

Since long, the birth of a girl in a family, has been considered a curse. While the birth of a boy is considered lucky to the birth of a girl is still presumed to be unlucky. Most of the people still think that investing money on the education of the girl is a wastage of money, as she will join other family after marriage. This is why she is confined to do domestic jobs and forced not to have her education.

But the situation has started changing very fast since the last many years. A girl is not considered a burden now and treated with love and compassion. Because of this changed attitude, we have had many girls who have distinguished themselves in many fields. Melody queen, Lata Mangeshkar, astronaut Kalpana Chawla, late PM. Indira Gandhi and Hindi poetess Mahadevi Verma are the examples of some such ladies. To save and make a girl illustrious, we have to educate her.

4. Your Favourite Person

There are many great people in this world who have contributed a lot in shaping our society. Gandhi is one of them who worked selflessly to make India an independent country. It is only because of his guidance that the entire country stood up against the British empire and forced them to leave India. Gandhi's full name was Mohan Das Karmchand Gandhi. He was born on 2nd October in Gujarat. After having studied law, he went to South Africa and it was there that he started his social activities.

He is my favourite person. He worked throughout his life for the general welfare of the human society. He brought an end to the system of untouchability from the Indian society. He named the untouchables as 'Harijans' which means the people of Hari or God.

Even today he is respected and loved by the people all over the world.

5. A Visit to a Museum

Museum is a place where antique things of the past are kept in a safe way. People can see these things and know about the rich past of the world. A visit to the museum is enjoying and educative. We once visited a museum in Jaipur. We were thrilled to see the swords and other weapons used by the Maharajas of Rajasthan in the past. There were many beautiful idols of Gods and ornaments in the museum. Some old scripts of learned scholars were also displayed in the museum. These scripts were written on the bark of trees. It was something that showed how creative people were in the past.

We must visit the museums of different places. It does not only increase our knowledge but also enriches our life. We learn many good values of life by visiting a museum.

6. A Picnic on the River-Side

A picnic on the river-side is very interesting and enjoying. The cool breeze from the water of the river adds to the fun of the event. The sailing boats on the river make the scene more enchanting.

Once we went to a picnic by the river bank of Brahmaputra river in Assam. It was in the evening and the red glow of the setting sun had turned the entire water of the river to orange colour. The small hills on both the sides of the river made the view more panoramic. It was a very happy event for all of us. I remembered the words of Mahatma Gandhi who had described this panoramic view in one of his works.

7. Examination Phobia

Phobia means fear. Examination phobia is a fear a person has for the exams. Sometimes, such fear is baseless because one just underestimates one's own capabilities and thinks that he will fail. Some people, even after having studied well, have a feeling that they will not be able to do well in the examination. These people lack confidence. Examination phobia is common among many students. Such students can be helped by proper counselling. Once their confidence level is developed, they can overcome this phobia and can do well in their examinations.

8. A Marriage Procession

My friend Sahil's marriage was celebrated last Tuesday. After the sehabandi ceremony, the bridegroom mounted a decorated mare. His people formed themselves into a procession with the band at the head. They played musical tunes on their instruments. Then came a group of relatives in their gala clothes. They were followed by the bridegroom's mare. Behind the mare was the bearer of the wedding umbrella. Another group of his relatives followed. These were men with lights on their heads who walked side by side. At the end was a party of singers and dancers. The procession moved slowly. At intervals it stopped. Singers and dancers gave good performance. At last, the procession reached the bride's house. There it was given a warm reception.

9. Miracles of Computer

Computer is nothing else but a modern day boon. Like a miraculous genie, it is capable of performing a number of tasks quickly, efficiently and correctly. It has occupied almost each and every aspect of our everyday life. You find it in banks updating our passbooks and maintaining accounts. It is there at the railway stations airlines offices booking passengers and issuing tickets. It makes the learning and class illustrative as well as interesting and helps a learner to correct and improve his language. No G.K. book can match a computer in providing the latest and upto date knowledge on a topic. Its contribution to the print-media is beyond imagination, which has made the printed material colourful, error-free, fast as well as cheap.

10. Science is a Blessing or a Curse

The modern age is the age of Science. The influence of Science can be seen in every walk of life. Science has provided man with many amenities. The world has become a wonderland compared with the ancient world. Science has made many significant contributions to human life. It has increased happiness and comforts greatly. Science has made travel very comfortable and quick. Houses are lighted, cooled and heated with the latest scientific devices. The contributions of Science to domestic life are many. The field of communication has been revolutionised by Science. Scientific methods of cultivation have increased agricultural production. As a result, the problem of food scarcity is solved to a great extent. Very difficult jobs can be done by machines and thus Science has reduced the burden of workers. The contribution of Science in the field of medicine is vital. Science has helped mankind to fight against many chronic diseases. It has lessened the sufferings and miseries of man. Science has given many means of entertainment to man. It is with the help of Science that man has reached the moon and orbited the earth. He is now probing other planets like the Mars.



24 Letter Writing

1. Examination Hall

Delhi

14th July, 20XX

The Editor

The Times of India

New Delhi

Subject : Irregular power supply in our area.

Dear Sir

Through the columns of your esteemed newspaper, I would like to draw the attention of the concerned officials to the frequent breakdown of electricity in our locality. As a result, people have to face a lot of inconvenience as the whole area is thrown into darkness and the power supply is not restored for hours. The students, preparing for the examinations are the worst sufferers as they cannot concentrate on studies. Weak and old people too suffer a lot. It also gives a chance to anti-social elements to operate un-hindered who become more active when it is completely dark. We have lodged many complaints with the concerned electricity authority, but in vain. We want, through the publication of this letter in your esteemed newspaper, to compel the higher authorities to take immediate action.

Yours sincerely

XYZ

2. The Principal

Rosemary Convent School

Hill Mount Road

Shimla

15th August, 20XX

Sub : Request for making arrangement for extra classes.

Sir

I would like to state that the students of our class are finding it difficult to completely understand the Science lessons. Moreover, the entire syllabus has not yet been completed. As such it would be very kind of you if you could arrange for extra classes in the subject.

It would be a great help for all of us and would help us secure good marks in the final examination.

With regards

Yours obediently

XYZ

Class VII A

3. The Principal
Siddharth Public School
New Delhi-110008
13th March, 20XX

Subject : Request for grant of free student ship.

Sir

I beg to state that I am a student of your school and have faired well in all my examinations.

My father is a primary school teacher. He has no other source of income except his meagre salary. As such it is quite impossible on his part to maintain a large family and bear my educational expenses.

It would be very kind of you if you could grant me full freeship in order to enable me to continue my studies.

I would always be grateful for this kindness of yours.

Yours obediently

XYZ

Class VII-B

4. The Principal
Shivam Public School
Rohini, New Delhi
4th February, 20XX

Subject : Request for changing my section from B to A.

Sir

Most respectfully I would like to state that I am studying in class VII-B. Since my cousin brother is studying in VII-A, I would request you to kindly change my section to A from B so that we both can study together.

I shall be very grateful for this kindness of yours.

Yours obediently

XYZ

Class VII-B

5. Noble Boys' Hostel
Valley View School
Darjeeling
West Bengal
1st October, 20XX

Dear Father

Our school is organising an educational tour during the Durga Pooja vacation. Most of my classmates are going on the tour. The school is charging a reasonable amount of Rs.1500/- per student.

Would you please allow me to go on this educational tour, which would be very informative and helpful in my studies.

Please convey my regards to mummy and love to Rish.

Yours obediently

XYZ

6. 13/2, Block DDS
Alipur Extension
New Delhi- 110045

7th August, 20XX

Dear Uncle

We all were very thrilled to see your name and picture in the newspaper. Congratulations on your winning in the election.

We hope you will spare some time from your busy schedule and come to our house so that we can together celebrate your victory. Please convey my regards to aunty and love to Nishu.

Yours obediently

XYZ

7. Blue Mount Hostel
Sunshine Convent School
Shimla

3rd February, 20XX

Dear Mummy

I have reached the school hostel safely yesterday. The journey was very pleasant. I had met two of my class friends on the way. We all shared our food and reached Shimla with lots of fun on the way.

Please convey my regards to Papa and love to Sunidhi.

Yours lovingly

XYZ



25 Story-Writing

- A. 1.** A merchant was going home from the market on his horse. He has a large sum of money with him. Suddenly, it starts raining and the merchant gets wet. He gets so angry that he curses rain. On the way, a thief watches the merchant. He tries to shoot him but the gun does not fire. This gives the merchant a chance to escape. He spurs his horse and gallops to safety and thanks the rain.
- 2.** A hungry fox was moving from one place to another in search of food. Soon, he reached a garden where bunches of grapes were hanging on the vines. His mouth began to water on seeing the ripe grapes. He jumped many times but could not reach the grapes. The grapes were hanging so high that grapes were beyond his reach. He tried a few times and soon got tired. So, he thought it is useless to try any more. He became very sad and he went away and said grapes are sour.
- 3.** A young boy once fell in bad company. The boy used to move about with his bad friends. This made his father concerned about the welfare of his son. The father wanted to make his son a respectable and successful person. So, he hits upon a plan. One day, he calls the son and gives some raw apples. He tells him to eat those apples when they are ripe. The son took the apples and put them in a basket.
- In the mean time, the father places a rotten apple among raw apples in the basket without the knowledge of his son.
- After a few days when the son goes to eat the apples he finds that all apples become rotten. The son understands that one rotten apple had spoilt all the apples. The boy learnt a lesson that day. He gave up the bad company.

B.

A Happy Day

One day, Sumit, Shivam, Rashmi and Shruti decided to go to a park and spend some time in playing and enjoying themselves. Their school was closed for summer vacation and they had plenty of time for enjoyment.

They all go to the nearby park. Their pet dog, Burno, also accompanies them. They enjoy running, skipping and sliding on the slides. The busy bees, too, were moving from flower to flower as if they were also a part of their team.

They all had a nice time and said, "It was really a happy day!"



26 Report-Writing

1. Annual Day

By XYZ

XYZ Public School, Jind, Haryana, celebrated its Annual Day on the 15th December, 20XX. The function was held in the school premises. The students and the teachers actively participated to make the celebration a grand success.

The Chairman of the school, Mr. SK Narula, gave the inaugural speech and praised the efforts of the teachers and the students.

Games competition, cultural programme and a gala fete were parts of the celebration. The events were enjoyed by the teachers, guests and students.

The Chairman gave away the prizes to the meritorious students. The celebrations ended with a short speech by the Principal and singing of the National Anthem.

2. Fatal Accident

By XYZ

Three bogies of a local train got derailed on the Aligarh-Ghaziabad route. The impact was so great that five people including a child, were killed on the spot in the accident. Relief teams were rushed to the spot. The railway announced a compensation of ` 1,00,000/- to those who were killed in the accident. Relief work was in progress till the time of writing this report.

3. Science Exhibition

By XYZ

Students of the Aditya Public School, Greater Kailash, conducted a Science Exhibition at the school on Wednesday. Students from the higher Secondary and Upper Primary sections put up an array of exhibits at the exhibition organised in the school auditorium.

There were a number of working models on display as part of the exhibition. One among them was a model depicting a modern form of water recycling.

Some of the models were notable. One of them was a model of an Electrostatic Smoke Precipitator made by Sumit, a class XII student. The model consisted of a battery, connected to a chimney-shaped tube. When fire is lit to a wire at one end, the smoke enters inside the tube and later precipitates

4. Inter-School Quiz Competition

By XYZ

XYZ Public School, Punjab, organised an Inter-School Quiz Competition for the students of the area at the school auditorium, wherein students from various schools participated.

As per reports, students from twenty different educational institutions of the area took part in the competition and tried their level best to excel and clinch the top position.

Later, the school management distributed prizes and certificates among the winner teams as well as to the runner ups. While interacting with the school students, they asked them to take active part in such events as the participation not only sharpens their intelligence but also boosts the level of enthusiasm.

5.

Annual Sports Day

By XYZ

The school playground of XYZ Public School, Gwalior, Madhya Pradesh was filled with great zeal, excitement and frolicsome atmosphere on the 4th November, 2015 as the school celebrated its Annual Sports Day. Almost 1000 students of the Junior school participated in the event.

The programme began with a melodious welcome song. The chief guest, Mr. Avinash Singh, Deputy Director Sports, graced the occasion with his presence. The MCA of the area, Mr. Deep Singh, was the guest of honour. He welcomed the esteemed gathering and emphasised on the importance of sports in a child's life. In his address, he also applauded the school Principal, Mr Anuj Pratap for his outstanding achievements in the field of education.

The students displayed a wide array of colourful and reverberant events such as yoga, march past, races, drills and dances of various countries. They mesmerised the audience with their energetic performances. The Scholar Badges were also awarded to the young scholars of class 4 for the session 2014-2015.

The school Principal applauded the efforts of the students and the teachers for making the event a huge success.

6. Do it yourself. 7. Do it yourself. 8. Do it yourself.

27 Post Card

Delhi

20th October, 20XX

Dear Brother

May this festival of Diwali bring all the happiness to you and your family! I wish it to usher an era of prosperity and success in your life.

Give my love to Nidhi and Nitin.

Stamp

Mr. Rajesh Garg
38, Civil Lines
Allahabad

Your Loving Brother
Dinesh Garg

Pin :

1	0	2	2	0	1
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28 Notice

1.

XYZ School

NOTICE

6th December, 20XX

KID'S FESTIVAL-NURSERY WING

This is to inform all the students and parents that the Kid's Festival of the Nursery Wing will be held on 12th December, 20XX in the school auditorium. Interested parents are advised to contact the teacher incharge, latest by 8th December, 20XX.

ABC

(Cultural Secretary)

2.

XYZ Public School

NOTICE

25th January, 20XX

ANNUAL SPORTS DAY CELEBRATION

This is to inform all the students that the Annual Sports Day will be celebrated in the school playground on 2nd February, 20XX. Interested students are advised to contact the games teacher, latest by 30th January.

XYZ

(Sports Secretary)

3.

XYZ School

NOTICE

10th February, 20XX

PUBLICATION OF THE SCHOOL MAGAZINE

All the students are hereby informed that the school magazine for the current year is going to be published. All the interested students must submit their contribution (articles, poems etc.) latest by the end of this month to the Editor. Please make sure that your contributions are neatly typed on one side only of A-4 size paper.

XYZ

(Editor)

4. Do it yourself.

5.

XYZ Public School

NOTICE

2nd January, 20XX

INTER-HOUSE QUIZ COMPETITION

This is to inform all the students that Inter-House Quiz Competition will be held in the school auditorium on 12th January, 20XX. Interested students are advised to submit their names to their House Captains, who must submit the list to the teacher incharge latest by 9th of January, 20XX.

XYZ

(Teacher Incharge)

6.

**XYZ School
NOTICE**

1st September, 20XX

TEACHER'S DAY CELEBRATION

All the students are hereby informed that the Teacher's Day Celebration will be held in the school premises on the 5th of September, 20XX. Students, who are interested in participating in the cultural programme to be staged on the occasion, are advised to submit their plan to the cultural secretary latest by 3rd September, 20XX.

XYZ
(Head Boy)

7. Do it yourself.
8. Do it yourself.
9. Do it yourself.
10. Do it yourself.



Picture Composition

1. 1. The doctor saw a report on his computer to know about the cause of diseases.
2. In the second picture, the doctor was in a village sitting and talking to the people.
3. At the end of the story, he prescribed medicines to the patients.
2. 1. The children were standing on a beach.
2. They saw a box floating towards them.
3. At the end of the story, they brought the box near their sand castle.

Once, three children were playing on a beach. They built a sand castle. Suddenly, they saw a box floating with sea waves towards them. They brought the box near the sand castle, they had made. All of them were thrilled to get the box.