

INU Peshawar Date 23 June 2020

Department	(AHS) MIC, DT,RAD & DPT
Subject	English-II
Marks	30
Semester	-II
Final Term Assignment	Spring 2020
<b>Instructor</b>	<b>Hajra Iqbal Fill below blocks.</b>

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University ID Card Number	16273
Department	AHS

**Instructions:** Your time starts once you log in. You have only 6 hours to complete and submit your paper on the portal. After 6 hours your time would be automatically expired. Download this paper and save it with your full name and subject. Attempt all the answers on the same page and keep in your mind to click the **SAVE** after every 10 minutes. When you are done with paper, go through it and submit your final copy with your name and id on SIC portal.

**Note:** i. **Attempt all four questions.**

### 1. Write Short Notes . / 20 Marks

#### a.Three Steps of Essay?

- **Step 1:** What Is A Paragraph? It's important to keep your points clear when writing an effective essay. A paragraph must make a point. .
- **Step 2:** Structure Your Essay. Make sure to include signposts along the way to keep your reader on track. ...
- **Step 3:** Conclude Your Argument. Conclude Your Argument.

#### b. Five Uses of Comma and Full Stop?

##### ❖ Uses of comma

- ❖ Use a comma after an introductory phrase or clause
- ❖ Use commas before and after a parenthetical phrase or clause

- ❖ Use a comma to separate two independent clauses linked by a coordinating conjunction (and, but, for, nor or, so, yet)
- ❖ Use a comma to separate items in a series.
- ❖ Use a comma before a quotation when an introductory phrase with a word like say or reply precedes the quotation.

#### ❖ **Uses of full stop**

##### **1. At the end of a sentence**

The main use of full stop is to mark the end of a sentence that is a complete statement. It indicates a long pause before a new or fresh sentence begins. For example,

- a. My name is Ajay and I am a doctor.
- b. She went to the market. She bought many vegetables and fruits.

##### **2. After initials**

Full stops also appear after initials of a person, for example, U.S. (United States), U.K. (United Kingdom), W.B. Yeats (William Butler Yeats) and so on.

##### **3. After abbreviations**

It is a common practice to use full stops or periods to mark abbreviations. For instance, 'Prof.' for professor, a.m. for ante meridian, p.m. for post meridian, etc. for et cetera and so on. Full stops can be used after the first letter of each abbreviated word, for instance, B.B.C. (British Broadcasting Corporation). It can also be used after a selected group of letters from a word, for instance, St. (street), Mr. (Mister).

##### **4. At the end of commands**

Full stops mark the end of a sentence that is a command, that is, that tells someone to do something. For instance, 'Open the door.' 'Pick up the eraser from the floor.'

## **5. At the end of indirect questions**

Full stops are used at the end of sentences that are indirect questions, for instance, 'I wondered why she bunked the class.' 'He asked me why I missed the concert.' In such cases, instead of a question mark, full stops are used.

### **c. Define Phrase and Clause with two examples.?**

#### **clause:**

Clause and phrase are two important terms in English grammar. Clause and phrase are parts of a sentence. A clause is a group of words that consists of a subject and a verb.

#### **EXAMPLES:**

He laughed.

The guests arrived.

I want some cereal.

Marie likes cats.

Joseph is a good soccer player.

#### **Phrase:**

A phrase is a group of two or more words that work together but don't form a clause. ... Instead, a phrase can be made up of any two or more connected words that don't make a clause.

#### **EXAMPLES:**

Once in a blue moon.

Reading a book.

Totally delicious food

Running water

### **d. What is Memorandum?**

A memorandum is a written report that is prepared for a person or committee in order to provide them with information about a particular matter. A memorandum is an informal communication between governments which often states a particular diplomatic purpose or point of view.

Memos can be used to quickly communicate with a wide audience something brief but important, such as procedural changes, price increases, policy additions, meeting schedules, reminders for teams, or summaries of agreement terms,

**2. Write an essay on any one Topic. (340-350) Word Count /20 Marks**

- a. Smoking in public places has to be banned.
- b. Parents are our first and most important teachers. Describe a specific valuable lesson from one of your parents

**ESSAY**

**“A parent's love is whole no matter  
how many times divided.”**

We have come to this world, because of our parents. We need to be pleased with life, because of this reason. Mother has tolerated so much pain to give us birth. Today I am going to share everything about my father and mother. They are really awesome and amazing people. I can't think of my life without them. They have brought light into my life. They are like a guide who is guiding me into the light.

**“Parental love is the only love that is  
truly selfless, unconditional and  
forgiving. “**

My mother's name is Rokeya Begum. She is a housewife. My mother is an educated woman. She was working as a primary school teacher. But she left the job to take care of us. This is a very big sacrifice for the family. She is forty years old, but she looks much younger. My mother is aware of her health, he wakes up early in the morning and goes for a little walk. And then she starts working.

I have seen that she works almost all the time in a day. We all have rest, but she

doesn't. Sometimes my sister helps her in the kitchen, but she does the main work. She is a very kind and loving woman. She loves poor people and helps them a lot. She is very good with the neighbours. She was keeping a great relationship with our relatives.

My father's name is Jahid Ahmed. He is a businessman. We have two shops in the main market. He used to spend his time there. **My father** is always busy. But after all of his work when he gets time, we love to spend that time with us. Most of the time he takes us to a small picnic. I love the family picnic a lot. I really enjoy these. My father is a friend to me. His behaviour is really good. Not only me, but he also behaves well with everyone. He is very popular in the society because of his helping mentality. Lots of people ask for help and he never refuses anyone. That's why everyone loves him.

**“We never know the love of a parent till we become parents ourselves.”**

Why Is My Mother the Best Mother? Yeah, I consider my mother as the best mother in the world. She is the best. There are so many reasons behind that. First of all, I think she has sacrificed her happiness because of us. She works a whole like a robot, but she never complains. We always try our best to help her.

My father wanted to keep a maid, but my mother is not agreeing to waste money. She is my teacher and guide. When I face any problem she helps me and solves the problem. She is a really highly educated woman. She understands the value of education, and that's why she is trying her best to make us educated. I love my parents very much. They are the best parents ever. I want my parents to live a long whole life. They also love me a lot.

**“When you look into your mother's eyes, you know that is**

**the purest love you can find on  
this earth.”**

c. The way I spend my lockdown during Covid-19..

**3. Read and Summarize the following Passage in your own words . /10**

**Marks**

Health' is a state of complete physical, social and mental well being and not merely the absence of disease or infirmity. Health is thus a level of functional efficiency of living beings and a general condition of a person's mind, body and spirit, meaning it is free from illness, injury and pain. It is a resource of everyday life and a positive concept emphasizing physical capabilities.

Good health is a secret of every happy man. There is an old saying, 'Health is Wealth'. Staying healthy for children is vital for proper growth and development of mind and body as they need to focus in the class and fully participate in the activities on the field. Parents must take their children for medical

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check-up and learn from experts about their development in terms of height and weight, as it has a huge impact on their overall performance and efficiency. If you are strong and healthy, you can be a shining example to others and teach them how to achieve vibrant health.

Good health is a matter of great concern, to maintain it, healthy living and a disciplined life is a must. One of the best ways is to drink plenty of water as it reduces the risk of infection, keeps your skin healthy, reduces the risk of heart attack, burns body fat and regulates our body temperature. We should sleep well as it relaxes our body and reduces stress. We need to have a balanced diet and go for long, brisk walks. Our motto should be to keep our body clean in order to remain healthy. We must laugh more as laughing is a therapy and a secret of good health. The government should include integrated health programs into their public policies and control specific health problems.

## **SUMMARY:**

Someone has correctly said that 'if health is gone everything is gone'. Life loses interest, in case you are deprived of health. You enjoy neither food nor the world. Even spending time joyfully becomes a big problem. A healthy person (whether rich or poor) lives a more happy and peaceful life than any rich person having a diseased body. We can, therefore, say that the real wealth of a man is his health.

Health is not merely the absence of disease and infirmity but a state of complete physical, social and mental well being. Health is thus a level of functional efficiency of living beings and the general condition of a person's mind, body and spirit, meaning it is free illness, injury and pain. If you are strong and healthy you can be a shining example to others and teach them how to achieve vibrant health.

In order to get good health, people should follow a healthy lifestyle. People who are not involved in the healthy lifestyle may suffer a range of health disorders like overweight, high blood pressure, heart disease, obesity, diabetes, high cholesterol, kidney problems, liver disorders and so many. An unhealthy body gets tired very easily and a tired body easily loses motivation and self-confidence.

Health is the great blessing of god. Good health is a matter of great concern. To maintain good health, healthy living and a disciplined life is a must. We should take care of our health and for this, we should always take a simple and balanced diet. Exercise is very important for

For attaining a healthy and disease free body cleanliness is very important. Our motto should be to keep our body clean in order to remain healthy. We should also keep our house and our surroundings clean. A clean environment leads to a clean and healthy body. It reduces the risk of catching communicable diseases. And to obtain a clean environment it is the responsibility of the people to inculcate healthy habits.

Drinking plenty of water is also a good way to keep our body healthy as it reduces the risk of infection, keeps your skin healthy, reduces the risk of heart attack, burns body fat and regulates our body temperature. We must laugh more as laughing is a therapy and a secret of good health. Any bad habit such as smoking, drinking alcohol, bad lifestyle, etc should be avoided.

A healthy person can earn lots of money, however, an unhealthy person cannot because of the lack of motivation, interest and concentration level. Money is the source to live a healthy life however good health is the source to live a happy and peaceful life. So, good health matters a lot, more than the money. We all should maintain our good health to be wealthy in real means.

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