

INU Peshawar

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Department	(AHS) MIC, DT,RAD & DPT
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ENGLISH II

Q NO. 1. Write short Notes.

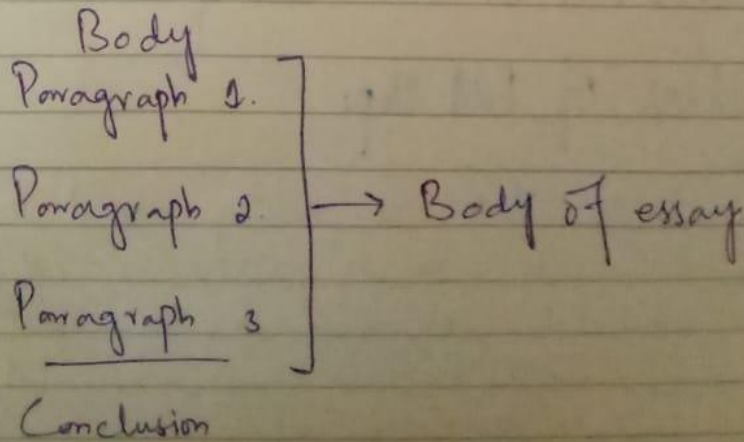
Part a. Three steps of essay.

There are three main parts/section of essay.

- i. Introduction
- ii. Body of essay
- iii. Conclusion of essays.

In a standard essay five paragraphs can provide the reader with enough information in a short amount of space.

Introduction.



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Introduction:

General statements and information about the topic that catch the attention of the reader. Thesis statement list the main ideas in essay and states overall plan of your essay.

Body Paragraph:

Support the main ideas of the thesis statement. Begin with topic sentences.

Conclusion:

Brief summary of main points of the essay.

QNO.1. Part b. Five uses of comma and full stop.

Uses of Full Stop:

1. Full stop is mostly used to end of a declarative sentence or a statement that is considered to be complete.

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2. We use full stop after titles in American English.
Examples: Mr., Mrs., Dr., Sr.

3. We use full stop in numbers.
example: 1.3, 2.4 etc.

4. Full stop is used following an abbreviation.
Example: i.e., etc.

5. Full stop shows the end of unconvventional sentence

Uses of Comma:

1. Separating the main elements of a sentence from each other.

2. Setting off a parenthetical element from the rest of the sentence

3. Separating elements in a series.

4. Setting off dialogs or quotations.

5. Other uses of comma like indicating omitted and repeated words.

QNO.1. part c. Define phrase and clause with two examples.

Clause and phrase are two important terms in English grammar. Clause and phrase are parts of a sentence.

Phrase:

A phrase is a group of words, without a subject and verb, that functions in a sentence as one part of speech

Examples:

- 1. leaving behind the dog
- 2. Smashing into a fence
- 3. before the first test

Clause:

A clause is a group of words with its own subject and verb.

Examples:

- 1. Since she laughs at different men
- 2. When the saints go matching in.

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Part d. What is memorandum?

The memorandum (plural memoranda), affectively called a 'memo', is a written communication from one person to another (or a group of people) within the same organization. Memos serve a variety of purposes. It is important that the memo headings show details of sender and recipient as well as reference and date. Courtesy titles (Mr/Mrs/Miss/Ms) are usually not included.

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Q NO.2: Write an essay on any one topic.

a. Smoking In Public Place has to be banned

Smoking damages nearly every organ in the body. People can significantly reduce their chance of smoking-related disease by giving it up. It damage person's body. One cigarette contains 100 toxic chemicals and so known

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carcinogens in cigarette and carcinogens is the cancer causing agent. So if one cigarette contains 50 carcinogens then why people can't stop smoking?

At one end of the cigarette there is a filter but on the other side smoke directly mix with air. So if a person near with smoker and the smoke he/she inhale from the air that is called passive smoke. Passive smoke is very dangerous than the person smoke's personally.

Smoking effects lungs. It not damage lungs in a day or a week but it takes years and damaging lungs very badly. Smoking should be banned in a public places because the passive smoke is very dangerous. The smoker damage his own health and also other people are effecting from the smoke. People who smoke in public portray a bad example. Children are easily influenced in their growing stages. They observe the people around them because they cannot differentiate between right and wrong. Especially the teenagers who see people in public place get inspired and start doing smoking. There is saying "Monkey see monkey do". Teenagers think

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that smoking makes a person cool. First, smoking causes numerous health problems to the smoker. Smoking raises your blood pressure and increases the tendency of blood clotting.

If a smoker sees there is no more public smoking, they might realize how dangerous cigarettes really are. Taking away public smoking areas could make smokers realize non-smokers are looking out for their safety. For example, if a smoker does not have anywhere to smoke in public, they might realize that they should not be smoking at all. Cigarette smoking causes many health problems, and some are fatal.

If the current situation continues, the health of many people will remain in danger. The death rate and heart and lung diseases gradually increase if the current situation is not corrected.

When people smoke in public areas the toxic fumes travel through the air and into the lungs of others. So government should ban smoking in public places.

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Q NO. 3: Read and summarize the passage in your own words.

"Health is wealth". A good health is secret of happiness for every person. Health is state of complete mental and physical well being. Functional efficiency of human body is directly related to physical and mental health. For children staying healthy is very much important for their mental and physical growth. Parents should take their children to regular medical checkups. A healthy child is shining star addition to the society. Balanced diet, regular walk, enough sleep hours and drinking enough water can keep us healthy. It is necessary for everyone to take care of all precautionary measures and also our government should start some health related programs to create awareness in the public.

— X — X —

THE END