BA IV semester

(English)

Important topics:

- 1 Discuss the appropriateness of the title. (THE ENVOY)
- 2 Explain the themes of 'Alienation' and 'Mental Torment' in the play.(THE SWAN SONG)
- 3 Describe the atmosphere and setting of the play .How do these add to Narrate the sequence of events that leads upto Mr White's making his first wish. What was its outcome? (THE MONKEY'S PAW)
- 4 Comment on the appropriateness of the title of the play. (BEFORE BREAKFAST)
- 5 The Play dwells on the comparison between the Indian and American ways of thinking.' Discuss.

(THE SLEEPWALKERS)

Practice Transcription

Vowel sounds					Diphthongs		
The same of the same of		1 0		w	10	61	
streep sl		nip	book	shoot	here	Wai	-
. 6		0	31	0;	Ue	01	eu
left tea		cher	her	door	tourist	coir	
æ			0:	D	88	aı	
hur	L L	p	far	on	hair	like	mouth
P	Ь	t	d	ď	由	k	9
p	Ь		The same of the last	onant sou		-	
pea	boat	tree	dog	cheese	joke	com	go
f	V	Θ	ð	8	Z	1	3
free	video	thing	thu	see	200	sheep	television
m	n	ŋ	h	1	T	w	j
Tiouse	now	thing	hope	love	Emm	we	Lon
		_0		pro	Emp.	WE	Lon

Resume Writing:

Application for the Post of a Sales Representative (With Bio-data). sh Kumar 3 Hakikat Nagar es Delhi - imber 24, Mirza Ghalib and Co. 5 Ballimaran Bandra Chowk Delhi with reference to your advertisement in The Hindu of yesterday for an experienced Sales Representative expated firm, I hereby offer my services for the same. I give below a brief bio-data enumerating the particulars regarding myself RESUME Sh Om Parkash 30th August, 1992 : 375, Hakikat Nagar, New Delhi, (a) Graduation from the Delhi University in 19.... (b) M.A. (Pol. Science) from Agra University, Agra. (a) After passing the M.A. examination i joined M/s, Arjun & Co. a reputed firm dealing in cosmetics. 1 continued as their Sales Representative for 2 years. (b) I am still working for the above firm but with to leave it as. the emoluments are not satisfactory. Rs. 15000 p.m. and other usual perks such as medical relief. house rent allowance and dearness allowance. Three months on either side. nice Period

References

- (a) Sh.Arjun Das General Manager, Arjun and Co., New I
- (b) M/s Ghanshayam Das, Municipal Counsellor, New B

Sir, I may add here that if you wish to have a preliminary seport from my employers, you may do my work and conduct have always been quite satisfactory. The copies of testimonials which I am ends with the application, speak of my diligence, efficiency and honesty in doing my job.

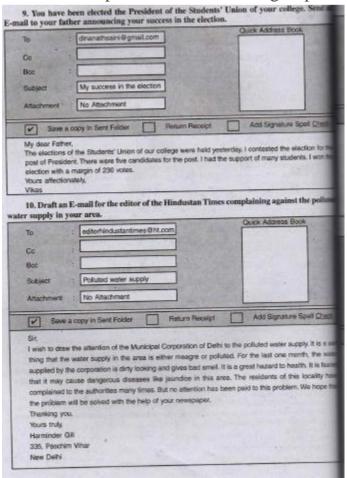
I hope that after going through the details of the application, you will be kind enough to call me interview and judge for yourself as to my abilities.

Hoping to get an early response and thanking you in anticipation.

Yours faith

Email writing

Short for **electronic mail**, **e-mail** or **email** is information stored on a computer that is exchanged between two users over <u>telecommunications</u>. More plainly, e-mail is a message that may contain <u>text</u>, <u>files</u>, <u>images</u>, or other <u>attachments</u> sent through a network to a specified individual or group of individuals.



*Practice translation passages