

EXERCISES FOR PRACTICE

(Make a Precis & Suggest a Title)

EXERCISE No. 1

Sports and games are also very useful for character-training. In their lessons at school, boys and girls may learn about such virtues as unselfishness, courage, discipline and love of one's country ; but what is learned in books cannot have the same deep effect on child's character as what is learned by experience. The ordinary day-school cannot give much practical training in living because most of the pupil's time is spent in classes, studying lessons. So it is what the pupils do in their spare time that really prepares them to take their place in society as citizens when they grow up. If each of them learns to work for his team and not for himself on the football field, he will later find it natural to work for the good of his country instead of only for his own benefit. (142 Words)

EXERCISE No. 2

The Arabic language today is the medium of daily expression for some forty-five million people. For many centuries in the Middle Age it was the language of learning and culture and progressive thought throughout the civilized world. Between the ninth and twelfth centuries more works, philosophical, medical, historical, religious, astronomical and geographical, were produced through the medium of Arabic than through any other tongue. The languages of Western Europe still bear the impress of its influence in the form of numerous loan-words. Its alphabet, next to the Italian, is the most widely used system in the world. It is the one employed by the Persian, Afghan, Urdu and a number of Turkish, Berber and Malayan languages. (117 words)

EXERCISE No. 3

Parent-teacher meetings are of much value. A school is essentially a community within a community. The influence of the home and the community upon the character. There should be a close relationship between them and the school to ensure that there is no conflict between the impact of either. It suggests the formation of parent-teacher organization, group, club, council associations in educational institutions as the most effective way to achieve integration between the community and the school. There is a marked

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 tendency among parents to consider their duty done when they have arranged for the transportation of their children to school and paid their fees. Seeing no one to criticise their ways, the teachers, on their part, seldom bother to do more than churn out tailored lessons for their students to digest as they will. There is little effort to understand the emotional problems of children. The concrete walls of schools should be broken down and the children made to feel part of their community. There should be properly organized parent-teacher associations to serve as effective links between the school and the community. (184 words)

EXERCISE No. 4

The traffic police consider women better drivers than men. They think women drivers are more careful and law abiding. One traffic expert is quoted as saying that women, unlike men, are not excited by the environment through which they drive. They do not look around footpaths and passing vehicles. His reasoning is all wrong. Naturally women do not look around at footpath; there are few foot-paths to look around in our cities. As for the argument that women drivers are not excited by their outer environment, it is even more easily taken care of. Naturally, they are not because they are too engrossed in themselves. This, therefore, does not prove that women are better drivers than men, but only that they are bigger introverts. Indeed, many would testify that women are so indifferent to what is going on outside that they quite indiscriminately run over everything from a dog to a full-grown male of the species. All the time they are driving, they are probably thinking of nothing else except themselves.

(172 words)

EXERCISE No. 5

True, it is the function of the Army to maintain law and order within the borders of a country in abnormal times. But in normal times there is another force that compels citizens to obey the laws and to act with due regard to the rights of others. That force also protects the lives and property of law-abiding men. Laws are made by the state to secure the personal safety of its subjects, and to the property of the citizens against theft and damage; to protect the rights of communities and castes to carry out their customs and ceremonies, so long as they do not conflict with the rights of others. Now the good citizens of his own free-will obeys these laws and he takes care that every thing he does is done with due regard to the rights

and well-being of others. But the bad citizen is only restrained from breaking these laws by fear of the consequences of his action. And the necessary steps to compel the bad citizens to act as good citizens are taken by this force. The supreme control of law and order in a province is in the hands of a Minister who is responsible to the Provincial Assembly and acts through the Inspector-General of Police Force. (233 words)

EXERCISE NO. 6

What makes a good committee-man? To begin with, he must be able to get on well with other people. He should be evidently trustworthy, have an easy manner, and be able to talk persuasively. He should be alert, with a quick brain, able to see several sides of a question dispassionately. He should be patient, and willing to compromise when necessary. These are not the virtues that make a man of action or a creative artist. They are qualities found particularly among professional men. Being a good committee-man is like other arts and to some extent it can be learnt. The aspirant should learn to address the chair, speak persuasively and keep to the subject. He watches the ebb and flow of opinion in the committee and sees how the chairman controls it. He discovers the value of lobbying and learns when to give gracefully, and when to hold out obstinately. He also learns that the issues must be kept simple and the atmosphere pleasant. He finds that it is better to avoid formal voting, for this lessens the individual member's sense of responsibility. He learns how to deal with different situations---stalemate, lethargy, confusion, and irritation. If he learns all this, in time he will emerge as a fully trained and practised committee-man.

(216 words)

EXERCISE NO. 7.

The question why we marry is interesting and needs to be examined briefly. Marriage has social ^{اجازت} sanctity. It makes you respectable in the eyes of others. It is traditional to get married. Also, the desire to ^{میراث رکھنا} perpetuate our name on earth through our ^{اولاد} off-spring exists in all of us. Again, the instinct to possess is strong in human beings. One also marries because an average ^{a person who} celibate life is ^{entirely lacking or free from} devoid of comfort and women. Again most of us cannot indulge in sex outside marriage without feeling guilty. Then there are certain ^{romantic} illusions which surround marriage. One likes to imagine a beautiful, obedient, loving wife ^{unlike} untying one's shoe-laces in the evening and saying sweet things under her breath. Of course, in actual life, it is nothing

of that sort or, at least, not most of the time. As a married man you find that your personal independence has been curtailed. Your friends are suspect. You find that you have financial worries. You are supposed to spend money on things you never even knew existed or were used by human beings. You realise that your wife ^{is jealous of you}. Marriage is a conspiracy with your friends and relations ^{spring upon you with an absolutely clean conscience}.
(215 words)

EXERCISE NO. 8

Now the question is should the husband rule over the wife or the wife rule over the husband? Man works hard to provide for woman. He does all kinds of rough work for her. If he does not earn, the whole family is bound to starve. But still woman is ungrateful to him and wants to be his ruler. She bites the hand that feeds her. Nature had made man stronger than woman. Man is born to rule and woman to obey. Woman is meant to live under the eternal protection of man. If there breaks out a war between men and women, women are bound to be defeated. Women, therefore, should not head towards such a crisis. They should gratefully accept what concessions man is pleased to give her. If a wife ^{خواہش} aspires to be a monarch over her husband, she should at the most, ^{خواہش} aspire to be a constitutional monarch like an English King. She should give her husband the best possible advice and then let him do as he likes. The strength of a good wife like the strength of an English King lies in her weakness. A good English ^{بادشاہ} monarch exercises a great moral influence over the Parliament. A good wife exercises a great moral influence over her husband. (210 words)

EXERCISE NO. 9

As regards your false coins the following methods have never failed. Arrange half a dozen bad coins in an ascending order of merit and give the shopkeeper your worst coin first. He will reject it. Then ply him with the next and the next, in order of merit, and so on. Ten to one he will accept the last or even the last but one. This is not because he feels ashamed of rejecting coin after coin. The fact is that there are no absolute-standards in coins as there are no absolute standards in life. All standards are relative, and your last coin seems to ring true as compared with the first. False coins may also be given to doctors. I have never seen a doctor ^{examine carefully / inspect} scrutinise a coin, not even the most ^{grasping} grasping doctor. They have way of ^{پکڑنے} furtively pocketing

money as if they had stolen it of the mantelpiece. False coins may be given with impunity to your nephews, nieces and sons and daughters of your near or distant relatives when you call on them. Moderately bad coins may also be given in charity to deputationist form orphanages and girls schools from your city. (217 Words)

EXERCISE NO. 10

When examinations are regarded as tests, they follow two lines. Some of the questions are intended to test ^{only} merely whether the student knows certain things. Here the point is whether the student can reproduce what he has learnt. This is the lower kind of examination, and does not rise above the level of mental ^{the action of reviewing and assessing one's situation and options} stocktaking. Other questions, however, are set with the purpose of getting the ^{student / schoolchild} pupil to apply the knowledge he has ^{learn or develop (a skill, habit or quality)} acquired. He may know all the facts necessary to solve a given problem, and yet be unable to solve it. On the other hand, if he can solve the problem, he proves that he knows the facts on which the solution depends. It would seem, therefore, that all examination questions should be such as involve problems, for the fact that the pupil can apply knowledge proves that he ^{hold} possesses knowledge. But it is often felt that ^{some but not all} certain pupils may have ^{learn or develop (a habit or quality)} acquired knowledge without having the ability to apply it, and examination paper for the benefit of those honest but ^{not favouring} unprogressive soul. It is ^{a crucial or key part of some} maintained that the examination may be used to test the industry of the candidate as well as his ability. (207 words)

EXERCISE NO. 11

In practice there are three main ways of acquiring knowledge: observation, ^{communication or dealings b/w individuals or groups} intercourse and reading. We may use our senses to discover the nature of our surrounding, and reason about what we observe. We may talk to people who know more than we do, and / from them ^{learn or develop / buy} acquire information. Or we may turn to books that have been written with the express purpose of communicating knowledge. In observation and ^{by chance / by accident} intercourse we usually learn incidentally. By using our senses and by talking to our neighbours and friends, we cannot help learning something, even though we are not set out to ^{learn or develop} acquire knowledge. What we learn is a ^{wanted / looked-for / desired} sort of by-product that comes without being actually sought for. We are educated at school no doubt, but we are also being educated all the time by our ^{usual / normal / standard} ordinary course of living. In our ^{intentional / calculated} deliberate attempt to acquire

knowledge we may depend on intercourse, or ^{communication or dealing w/ individual or group} we may fall back upon books. While we are at school the two forces, ^{communication or dealing w/ individual} living intercourse and ^{students/school child} reading, are both essential parts of our education. But pupils differ according to their ^{liking/disliking} preferences. Some learn much more easily from the word of mouth instruction that they get from their teacher; others profit more by ^{silently} quietly reading text-books for themselves. (207 Words)

EXERCISE NO. 12

Teaching is not confined to parents and professional teachers. Wherever there are beginners and experts, old and young, there is some kind of learning going on, and some sort of teaching. In every business and industry there are learners and teachers. Indeed, we are all pupils and we are all teachers. Think of your own life as an individual: much of it is routine; some of it is amusement; the rest is made up of learning and of teaching. Whether you are a doctor enlarging his knowledge and of certain types of illness or a housewife planning her work more effectively, whether you are a trade union official learning about economics or a typist learning about life of a minimum wages, whether you are a young husband cheering up his wife, a political speaker influencing an audience, a bus driver covering a new route, or an author writing a book ---you are learning for yourself and teaching others. Most people do not realize how much even of their private life is taken up with amateurish teaching and haphazard learning; and not many understand that most of us, as public beings, either learn or teach incessantly. (195 words)

EXERCISE NO. 13

In their attitude towards text-books, students fall naturally into two classes. Some prefer to have all their instruction at the hands of teachers: they like to be told things, to have matters presented to them by the human voice. Others like their facts set before them in black and white, and to have time to deal with them at their own pace and in their own way. The chances are that you who read this book belong to the second class, since the fact that you are taking the trouble to read these pages shows that you want to take the matter of education into your own hands and set about it in your own way. But you are not to suppose that the presence of a teacher is a disadvantage. It is quite the opposite. The wise student will take every opportunity to come under the influence of good teacher; but he will at the

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same time make arrangements to get the greatest benefit from both teacher and text-book . He will make each supplement the other. In the last resort, if a teacher is unavailbale, the really earnest student will be able to make shift with the text-book alone. (200 Words)

Indent the paragraph.

Title:

Sports Develops Patriotism

Sports are good for the personality development of children. ^{They} they learn positive traits and patriotism. However, the experience they learn from sports have deeper effect than reading books. The daily school life does not train children for their practical life. When one of them works for his team, in future he works for his country instead of doing it for his own benefits. (63 words)

Title :

Impacts of Arabic Language on World

You are allowed to submit only one question in one pdf. The remaining questions may be submitted in separate pdfs.

Arabic is a language of million of people. In history it's a language of advancement and progress in civilized world. It produced many literate persons. ~~in the~~ his Western Europe is impressed by its words which are widely used in other languages (39 words)

Exercise 3

Title:

School is the Part of Community
Community is Existed in School
School is The Branch of Community

(I know precis have one title, but i am not sure about ~~the~~ right title)

Parents-teacher meetings are essential because the environment impact on the character, it ensures by guides that there is no conflict which impact negatively. Parent-Teacher meeting is suggested because it's the best way to integrate between different communities. Guides think their duty is to provide them basic facilities and to teach them, both of them never think that it requires small effort to understand the problem of children. School should made children feel a part of their community and arranged parents-teacher meetings which link between community and school.

Exercise 11

Exercise 4

Title: Womens Turns Around their Ownself

The traffic police thinks women drives better than men because women drives carefully. As traffic expert says women are not intrested in environment, unlike men, in which they drive, cause they didn't look around them. His reasoning is wrong because naturally women don't look around because they are thinking about their ownself. Therefore it proves that women don't drives better than men, They are introvert, who ~~at~~ thinks about their ownself. (69)

Title:

Maintenance of Law and Order

The Army maintain law and order situation within the borders of a country but there is another force which maintain the law and protects the ~~law~~ overall rights of citizens and communities, so that they don't conflict with ~~other~~ rights of others. However, good citizen always obey the law to ensure the well beings of others, but bad citizen don't break the law because the fear of the consequences of his action. Minister control the law, who is responsible to the provincial Assembly and performed by The Police Force (86)

Exercise 6

Title: Leadership Qualities Should be Learn

The good committee-man is someone who is trustworthy, easy-going, conscious, intelligent, behaves well with others and flexible person. These qualities are found in professional men instead of creative artists. These qualities can be learnt, aspirant should learn these qualities by watching ~~how~~ how committee-man control the flow of opinion and keep atmosphere pleasant gracefully. Then he understand his responsibilities and learn how to deal with different situations. If he learn all these qualities he will be trained as a committee-man. (78)

Exercise No. 7

~~Total~~ Title: Marriage is a Social Factor

Why we marry? Marriage is a social sanctity and tradition which makes you respectable and perpetuate our name through our offspring. One marry to feel

conflict and celibate and there are also some romantic illusions regarding marriage, one like to imagine loving and caring wife, who also says sweet things. In actual it's not happen, man feel his independence is curtailed and he worries about his responsibilities and realize his wife is jealous with him. Marriage is a commitment with your relations with conscience. (83)

Exercise No. 8

Title:

Wife is Strength of a Husband

Wife Strengthen the Husband

Wife Wants to Rule over Husband

(I know we have to write only one title but I'm little bit confuse so i write 3 titles)

Is husband or wife rule over each other. Man struggle for his family but women is not thankful to him and wants to rule over his husband. By nature man is ruler and protector of his woman. If there is a war between them, women are bound to be defeated therefore they should thankful to their husband. Good Wife has a great influence over husband like the English monarch on his parliament, she should give's him advice and let him do what he wants to do (85)

Exercise No 10

Title:

Test of Candidate Ability

There are two types of examination. First - one, check whether the student remember what he learn, these examination

don't rise the thinking ability. However, in second type, questions are given to pupil to apply the knowledge he has acquired. If he solve the problem he has the ability to apply his knowledge. Therefore, examination should be based on this type. Mostly, pupil don't know how to apply their knowledge. It's mainstained that examination should test the ability of candidate. (79)

Exercise no 11

Title: Ways of Acquiring Knowledge

There are three ways of acquiring knowledge : observation, intercourse and reading. We use our senses to observe our surroundings. We may acquire knowledge by communicating or reading books. In observation and intercourse we learn unintentionally which is the by-product of our surroundings. We are being educated in every phase of life. Pupil acquire knowledge intentionally by intercourse or reading books. However, people differs in their preference some acquire knowledge by interactions or by reading books. (76)

Exercise No 12

Title:

Life is a Journey of Learning

Guiders don't only teach, whenever there is a gathering of seniors and juniors learning goes on.

In professional meetings there are learners and teachers. In real life, there is a small amount of enjoyment while rest is learning and teaching. Whether you are in a professional life or household life you are always learning and teaching others. Mostly people don't realize that either they ~~are~~ learn or teach ~~other~~ incessantly (68.)

Exercise No 13

Title:

Kinds of Students

There are two types of student, first one prefer to learn everything by the ^{help of} teacher while ~~the~~ ^{the} ~~other~~ ^{second} one learn by their own self and try to solve problem in their own way. However, the presence of teacher is helpful. Wise student will take the advantages from teachers and as well as from self learning. In case if teacher is absent wise student starts doing self study. (68)