

{Objectives pursued by organizations should be directed to the satisfaction of demands resulting from the wants of mankind. Therefore, the determination of appropriate objectives for organized activity must be preceded by an effort to determine precisely what their wants are.) (Industrial organizations conduct market studies to learn what consumer goods should be produced. City Commissions make surveys to ascertain what civic projects would be of most benefit. Highway Commissions conduct traffic counts to learn what constructive programmes should be undertaken.) (Organizations come into being as a means for creating and exchanging utility. Their success is dependent upon the appropriateness of the series of acts contributed to the system. The majority of these acts are purposeful, that is, they are directed to the accomplishment of some objectives. These acts are physical in nature and find purposeful employment in the alteration of the physical environment. As a result, utility is created, which, through the process of distribution, makes it possible for the cooperative system to endure.) (Before the Industrial Revolution most cooperative activity was accomplished in small owner-managed enterprises, usually with a single decision maker and simple organizational objectives. Increased technology and the growth of industrial organization made necessary the establishment of a hierarchy of objectives. This in turn, required a division of the management function until today a hierarchy of decision makers exists in most organizations.)

(The effective pursuit of appropriate objectives contributes directly to organizational efficiency. As used here, efficiency is a measure of

the want satisfying power of the cooperative system as a whole. Thus, efficiency is the summation of utilities received from the organization divided by the utilities given to the organization, as subjectively evaluated by each contributor. )

(The functions of the management process are the delineation of organizational objectives and the coordination of activity towards the accomplishment of these objectives. The system of coordinated activities must be maintained so that each contributor, including the manager, gains more than he contributes. ) (323 words)

## Title: Formula of Success for Organizations

To achieve success, the objectives of the organizations must align with the demands of the consumer. To know this demand, organizations conduct a market study. It helps them to understand the needs of people and align their objectives with their needs. In modern organizations, ~~by~~ these objectives are achieved by dividing work among different departments. ~~and~~ close co-ordination becomes essential to smoothly ~~address~~ achieve these objectives. The more effective the coordination is the more efficiently organizations can address the demand of the people. Most importantly, as long as organizations manage to meet the demand at consumer level, ~~they survive~~ in the ~~local~~ market. Therefore, aligning objectives with the demand of consumer is essential for success of organizations.

(114 words)

(Of all the characteristics of ordinary human nature envy is the most unfortunate. Not only does the envious person wish to inflict misfortune and do so whenever he can with impunity, but he is also himself rendered unhappy by envy.) (Instead of deriving pleasure from what he has, he derives pain from what others have. If he can, he deprives others of their advantages, which to him is as desirable as it would be to secure the same advantages himself.) If this passion is allowed to run riot, it becomes fatal to all excellence, and even to the most useful exercise of exceptional skill.) Why should a medical man go to see his patients in a car when the labourer has to walk to his work? Why should the scientific investigator be allowed to spend his time in a warm room when others have to face the inclemency of the elements? Why should a man who possesses some rare talent of great importance to the world be saved from the drudgery of his own housework? To such questions envy finds no answer. (Fortunately, however, there is in human nature a compensating passion, namely that of admiration. Whoever wishes to increase human happiness must wish to increase admiration and to diminish envy.)

(What cure is there for envy? For the saint there is the cure of selflessness, though even in the case of saints, envy of other saints is by no means impossible. But, leaving saints out of account, the only cure for envy in the case of ordinary men and women is happiness, and the difficulty is that envy is itself a terrible obstacle to happiness.)

But the envious man may say: "What is the good of telling me that the cure for envy is 'happiness? I cannot find happiness while I continue to feel envy, and you tell me that I cannot cease to be envious until I find happiness." But real life is never so logical as this. Merely to realize the causes of one's own envious feeling is to take a long step towards curing them. (349 words)

## Title: Envy and its Cure

Envy is one of the worst characteristics of human nature whose cure lies in the hands of the envious himself. An envious person stays unhappy and seeks to cause damage to others. He tries to deprive other people of their benefits with the intention of attaining them for himself. In contrast to envy, one of the best qualities of human nature is to find good in others. A person can use it to seek happiness and overcome his envy. However, since the envy and happiness can not co-exist in a person, ~~he must take measures to eliminate the very causes of envy to get rid of it.~~ A person can not get rid of envy until he gains happiness. Conversely, he can not achieve happiness unless he ends being envious. Therefore, to get rid of envy, he must eliminate the cause that make him envious.

(129 words)

## CSS 2014

(Probably the only protection for contemporary man is to discover how to use his intelligence, in the service of love and kindness. The training of human intelligence must include the simultaneous development of the empathic capacity. Only in this way can intelligence be made an instrument of social morality and responsibility - and thereby increase the chances of survival.) (The need to produce human beings with trained morally sensitive intelligence is essentially a challenge to educators and educational institutions.) (Traditionally, the realm of social morality was left to religion and the churches as guardians or custodians. But their failure to fulfill this responsibility and their yielding to the seductive lures of the men of wealth and pomp and power are documented by history of the last two thousand years and have now resulted in the irrelevant "God Is Dead" theological rhetoric.) (The more pragmatic men of power have had no time or inclination to deal with the fundamental problems of social morality. For them simplistic Machiavellianism must remain the guiding principle of their decisions - power is morality, morality is power. This oversimplification increases the chances of nuclear devastation.) (We must, therefore, hope that educators and educational institutions have the capacity, the commitment and the time to instill moral sensitivity as an integral part of the complex pattern of functional human intelligence. Some way must be found in the training of human beings to give them the assurance to love, the security to be kind and the integrity required for a functional empathy. (251 words)

Title:

Educational Institutions: Responsible for Social and Moral Intelligence

Educational institutions should train human intelligence to learn the principles of morality and social responsibility. Traditionally, it was the responsibility of religious institutions to instill these qualities in men. However, their failure has yielded men who no longer care about these principles. They are only driven by Machiavellianism which is devastating for societies. The failure of religious institutions has transferred this challenging responsibility to educational institutions. They must find a way to instill these qualities in human intelligence as these attributes are essential for the survival of societies in modern world.

(91-words)

## Exercise 2

جب میں نے گلی میں قدم رکھا تقریباً آدھی رات کا وقت تھا۔ ہوا میں شدید خشکی تھی۔ آسمان تاروں سے بھرا ہوا تھا اور سبزی مائل پیلے لیمپ نے ہموار سخت سڑک پر دور دور تک اپنی مدہم روشنی بکھیر رکھی تھی۔ اکاؤکا آدمی ادھر ادھر دکھائی دے رہا تھا۔ اور کہیں کہیں پل کے پار سمندر کی طرف گھروں کی راہ پر گامزن تنہا مسافروں کے قدموں کی چاپ گونجتی تھی۔ میں نے اپنے اوور کوٹ کا کالر اوپر کر لیا۔

It was almost midnight when I entered the street. The wind howled. The sky was covered with the blanket of stars and the unpaved road with the light of a greenish-yellow lamp. Some people could be seen; and the sound of steps of solitude travellers going towards home could be heard from the other side of bridge. I raised the collar of my long coat!

Exercise 1

ایک صدی پہلے بہت سے شہروں میں گھریلو استعمال کے لیے بالٹیاں بھر کر پانی لانا عام رواج تھا۔ کنویں سے گھر تک پانی خاصے فاصلے سے اٹھا کر لانا پڑتا تھا۔ اس لیے اسے نہانے اور صفائی کے لیے بہت کفایت شعاری سے استعمال کیا جاتا تھا۔ اکثر یہ ایسے ذرائع سے ملتا جو بیماری پیدا کرنے والے جراثیم کے حامل ہوتے تھے۔ آج قصبوں اور شہروں کا باقاعدہ پانی کا نظام ہے جو کہ عام طور پر گھریلو استعمال کے لیے کافی پانی فراہم کرتا ہے۔

People in urban areas used to carry water baskets to their homes a century ago. In doing so, they had to cover long distances from well to their homes. Therefore, they carefully used water for cleaning and sanitation purposes. This water was often obtained from sources that were the breeding ground for disease causing microorganisms. However, urban and rural areas today are provided with proper water systems that supply adequate amount of water for household activities.

## Exercise 16

دنیا کی ہر قوم کا نظام تعلیم اپنی قوم کے مزاج سے ہم آہنگ ہوتا ہے جو قومی اور ملی مقاصد کی تشکیل و تکمیل کرتا ہے۔ اور قوم مطلوبہ مقاصد کے لیے ہر گرم عمل رہتی ہے۔ چنانچہ نظام تعلیم وہ ہمہ گیر نظام تربیت ہے جس کے تحت قوم کے افراد کی ذہنی صلاحیتوں کو پروان چڑھانے اور ان کی سیرت و کردار کی تعمیر میں مدد ملتی ہے۔ نظام تعلیم افراد کی تربیت اس انداز سے کرتا ہے کہ افراد قوم کی تقدیر بدل دیتے ہیں۔

(CSS 2020)

The educational system across the world is shaped in accordance to the nature of nations, shaping their national and common objectives and keeping them engaged in achieving them. It is, however, a system that helps in raising the intellectual capacity and development of character of individuals of a nation. It cultivates their moral conduct in a way that they change the ~~destinies~~ destiny of a nation.

#### Exercise 4

زندگی کی سب سے بڑی اور عظیم جدوجہد روح کی جدوجہد ہے۔ سخت مخالفت کے باوجود اپنے اعتقاد پر قائم رہنا ایک شاندار، لیکن نادر کارنامہ ہے۔ دنیا ان عظیم انسانوں کی مقروض ہے، جو عظیم مقاصد کے لیے زندہ رہے اور مرے ہیں۔ انہوں نے اپنی بہادرانہ مثالوں سے فکری آزادی کی مشعل کو روشن رکھا ہے۔ جو آدمی فکری طور پر غلام نہیں ہے وہ واقعی ایک عظیم آدمی ہے، چاہے وہ جسمانی طور پر کتنا ہی کمزور کیوں نہ ہو۔

#### Exercise 5

The struggle against the inner self is the greatest of all struggles in life. It is a unique and splendid attribute to adhere to one's principles despite antagonism. The world is indebted to those who lived and sacrificed their life for noble purposes. Their exemplary work kept the idea of intellectual independence alive. Indeed, a great person is the one who, even if apparently weak, is not slave intellectually.

### Exercise 1 •

Portia asked if the scales were ready to weigh the flesh; and she said to the Jew, 'You must have some surgeon by, lest he bleed to death.' Shylock whose whole intent was that Antonio should bleed to death, said, "It is not so named in the bond." Portia replied, "It is not so named in the bond, but what of that? It were good you did so much charity." To all this the answer Shylock would make was, "I cannot find it; it is not in the bond." "Then," said Portia, "a pound of Antonio's flesh is thine. The law allows it and the Court awards it." Again Shylock exclaimed, 'O wise and upright judge! A Daniel is come to judgment!' and then he sharpened his long knife again and looking eagerly on Antonio, he said, 'Come, prepare!' Tarry a little, Jew, said Portia, 'there is something else. The bond here gives you no drop of blood; the words expressly are *a pound of flesh*. If in the cutting of the pound of flesh you shed on drop of Christian blood, your land and goods are by the law to be confiscated to the State of Venice.'

**After reading the above passage, answer the following questions in your own words:**

- i . Suggest a suitable title for the above passage.
- ii Why did Shylock persistently refuse to have a surgeon by?
- iii What was Shylock's motive in claiming a pound of Antonio's flesh?
- iv What was the award of the Court?
- v How did Portia save Antonio's life?

ii) Suggest a suitable title for the above passage.

Ans: Bond about Antonio's Flesh and Blood

~~Bond Flesh and Blood of Antonio Bond about Flesh and~~

ii) Why did Shylock persistently refuse to have a surgeon by?

Ans. Shylock persistently refused to have a surgeon by because of the bond and his evil intent. First, the bond did not mention that a surgeon should be present at the time of cutting a piece from Antonio's body. Second, deep inside Shylock had an intention to kill Antonio. Hence, his intention and the bond stopped him from having a surgeon near the Antonio.

iii) What was Shylock's motive in claiming a pound of Antonio's flesh.

Ans. Apparently, Shylock's motive in claiming a pound of Antonio's flesh was to give it in charity. However, there also lied a hidden motive. He wanted to bleed Antonio to the death.

iv) What was the award of the Court?

Ans. The award of the Court was a pound of Antonio's flesh.

v) How did Portia save Antonio's life?

Ans. Portia saved Antonio's life by informing Shylock

about the consequences of shielding ~~the~~ <sup>Antonio's</sup>

about the consequences of shielding his blood. She told him that if he sheds even a drop of ~~the~~ Antonio's blood, his property would be confiscated by the State of Venice; according to the bond.

## Exercise 5

Punctuate the following text, where necessary

a hungry lion slipped out of the forest into a barnyard one evening when he saw a plump donkey his mouth began to water but just as he was ready to jump on the donkey a rooster crowed he was frightened and so turned away into the forest again hey look at that cowardly lion the donkey brayed to the rooster i am going to chase him and the donkey ran after the lion wait the rooster shouted you dont know that but it was too late the lion had turned and killed the donkey ah my poor stupid friend the rooster said as he watched the lion eating the donkey the lion wasnt afraid of you but of my crowing.

(CSS 2019)

A hungry lion slipped out of the forest into a barnyard one evening when he saw a plump donkey. His mouth began to water. But just as he was ready to jump on the donkey, a rooster crowed. He was frightened, and so turned away into the forest again. "Hey! Look at the cowardly lion", the donkey brayed to the rooster, "I am going to chase him"; and the donkey ran after the lion. "Wait!", the rooster shouted, "you don't know that"; but it was too late. The lion had turned, and killed the donkey. "Ah! My poor friend", the rooster said as he watched the lion eating the donkey, "the lion wasn't afraid of you but of my crowing".

**Punctuate the following text, where necessary.**

Letters between relatives and friends are called personal letters the most important thing in such letters is the content don't begin with a hackneyed phrase like I was delighted to get your letter received your letter or I have often thought of writing to you use a vigorous clear chatty style

**(CSS 2020)**

CSS-2018

Letters between relatives and friends are called personal letters. The most important thing in such letters is the content. Don't begin with hackneyed phrase like, "I was delighted to get your letter; received your letter", or, "I have often thought of writing to you." Use a vigorous, clear, chatty style.