

Q.1

Make a precis of the following passage;
also suggest title.

Title: Informal Learning: Highly Effective
Source of Knowledge.

Learning is not limited to classrooms. A major portion of learning is obtained through informal learning. It is gained when people spend their time outside school, college and training institutions. For example, group of people rather repair ~~house~~ household things in workshop than exchange ideas and techniques ~~after~~ as employment, family responsibility and money problems; that knowledge is highly beneficial can be gained through family gatherings, community centers, places of worship, so that through engagement, people acquire cooperation, communication and judgement. Clash of ideas ^{may} arise but it can be tackled through discussion, so that they can utilize different approaches and alternatives. Moreover, it boosts confidence in different informal

situations. People often go out of the box when acquiring informal learning. Decision-making skills increased while assisting others. For instance, a person who actively engaged in community group has more alert in collective needs. Today, informal learning is reduced due to less time spent in physical sphere, but think tanks argue that it changes into new forms while intact the main function.

Q.2 Change the voice (only five) of the following

- (i) A series of experiments is being conducted in the lab by researchers.
- (ii) My Laptop has been stolen by someone from the office.
- (v) Let the door be closed immediately.
- (vi) The project will have been completed by them by next week.
- (vii) Environmental regulations should be implemented stricter by the government.

Q.3 Write the following dialogue written in Direct Speech into a paragraph from (Indirect Speech).

Emma asked Jake whether he had seen the latest draft of the community project proposal. Jake replied that he had looked over it the previous night and felt that it was fine, but some parts needed more detail. When Emma asked which parts were unclear, Jake explained that the budget section was vague and the timeline did not properly account for delays. Emma said that she had noticed this as well and suggested fixing it before the meeting next day. Jake agreed, adding that if they left it unchanged, the committee might question their planning. Emma then said she would handle the budget section and asked Jake to take care of the timeline. Jake agreed and added a note about risk management. Emma approved the idea and proposed that they meet after lunch to combine their

Changes and finalize the proposal. Take agreed and expressed hope that it version would impress the committee and avoid unnecessary questions.

Q.4 Translate the following into English.

Ans: Success in life is not merely a matter of fate or good luck but it is a outcome of perseverance, hard work and wisdom. The path is often difficult and filled with unexpected hurdles, those who move forward with courage and determination reach their destination. Some people view others success with envy and make hasty decisions, which stuck in the grip of failure, whereas those who value experience and advice are able to find an opportunity in every hardship. Individuals who recognize their weakness and strive to overcome them not only achieve personal growth but also become a guiding ~~experience~~ light for others. Those who have a passion for acquiring

Knowledge and learning from new experience are better able to make good decisions in their actions.