

BRAIN INTERNATIONAL SCHOOL

ENGLISH ASSIGNMENT

CLASS XII

NOVEMBER:2024

1. You are Namita Jose, a famous architect in Mumbai, Maharashtra. You had been invited by Modern Maison, an interior designing company, for a grand dinner in Goa to celebrate their fifth year of running successfully. The event is to be held on 9 March 2024, 7 p.m. onwards. However, there is a family wedding on that day and you will be unable to travel to Goa. Draft a formal rejection to the invitation in about 50 words.
2. You are Suganya Muralidharan, a member of the events committee that is organising the passing out parade for the Indian Police Service (IPS) graduating officers in Hyderabad, Telangana. Draft an invitation in about 50 words inviting a retired senior police officer to give an inspiring opening speech at the event on 7th February, 2024 at 9 a.m.
3. You are Lalitha Jayshree, an environment conservation activist. You have been invited by the Environment Protection Council of India to attend their round table discussions to formulate policy recommendations for the Ministry of Environment, Forest and Climate Change of India. These discussions will happen in the span of a week with daily sessions from 10 a.m.–4 p.m., starting on 10 March 2024. Draft a formal acceptance to the invitation in about 50 words.
4. You are Faiz/Falak Mazumdar living at 39, Udampur Colony, Shimla. You decide to hold a dinner party to congratulate your grandparents on their golden wedding anniversary. Draft a formal invitation in not more than 50 words to all family members to attend a grand dinner at home.
5. M/s Tenant Technologies, Gurugram, Haryana has advertised in the ‘The Hindustan Times’ some positions of Web-content Managers. Write a job application to offer your services. Express your willingness to work with them and invent all the other necessary details. Enclose your Bio- data as well.
6. You are Suman of 19, TT Nagar, Bhopal. You would like to apply for the post of Marketing Manager in a reputed firm in Mumbai. Write a letter to the Public Relations Officer, Chantap Enterprises, Mumbai, applying for the job. Write the letter giving your biodata.
7. People have adapted to wearing face masks as a ‘new normal’ but most of them do not know how to dispose of them properly. Spread awareness regarding the disposal of protective masks by writing a letter to an editor of a popular newspaper.
8. You are Christy, a resident of Modi Society, Kolkata. There is an outbreak of the Monkey virus in your area with a report of 50 new cases. Write a letter to the editor of the local newspaper India Times, highlighting the problem and suggesting measures.

9. You are the secretary of the history club of Vidya Public School. Draft a notice in not more than 50 words informing students of a proposed visit to some important historical sites in your city.

10. As Principal, ABC Public School, write a notice in about 50 words informing the students that with effect from the 30th of January, the school shall start at 9 a.m. instead of 8 a.m. Give reasons for the change.

11. Recent floods in many metropolitan cities of the country during the monsoon season laid bare the hollowness of the claims of the civic authorities of their preparedness. The poor had to bear the brunt of the problem while no one was ever held accountable. Write an article in on the common man's woes during the monsoons and the need for accountability of the officials concerned. You are Sumit/Smita Verma.

12. You are Sandhya/ Sohan an active member of the Animal Lovers Club which works for the welfare of animals by preventing cruelty to them. Recently you visited Mahatma Gandhi Animal Care Home. You were pleasantly surprised to see the good treatment given to the animals. Write a report for the school magazine in 120 – 150 words on your visit.

You may use the following points: injured dogs and cats – abandoned pets – very old animals – all very well cared for – well-equipped medical room – veterinary surgeon – green surroundings.

13. A super speciality hospital was inaugurated in your town by the Health Minister. As a reporter from 'The Hindu', write a brief report on the same to be published in the newspaper.