

Part-A**UNIT –I****1. Purpose Statement:**

Definition: A purpose statement is a declarative sentence which summarizes the specific topic and goals of a document. It is typically included in the introduction to give the reader an accurate, concrete understanding what the document will cover and what he/she can gain from reading it. To be effective, a statement of purpose should be:

Examples of Purpose Statements:

Fan-The purpose of a fan is to move air. An electric fan is to use electricity to **power** a fan to move air. This air movement may be utilized in many ways: Create a Vacuum, Pull moisture out of room.

A calculator -A calculator is a device that performs arithmetic operations on numbers. The simplest calculators can do only addition, subtraction, multiplication, and division. More sophisticated calculators can handle exponential operations, roots, logarithms, trigonometric functions, and hyperbolic functions.

A compass - A compass is an instrument used for navigation and orientation that shows direction relative to the geographic cardinal directions (or points). Usually, a diagram called a compass rose shows the directions north, south, east, and west on the compass face as abbreviated initials.

A sensor - a sensor is a device, module, or subsystem whose purpose is to detect events or changes in its environment and send the information to other electronics, frequently a computer processor. A sensor is always used with other electronics.

Carbon paper - Carbon paper was originally paper coated on one side with a layer of a loosely bound dry ink or pigmented coating, bound with wax, used for making one or more copies

simultaneously with the creation of an original document when using a typewriter or a ballpoint pen.

Robot- A machine capable of carrying out a complex series of actions automatically, especially one programmable by a computer.

Catalyst- A substance that increases the rate of a chemical reaction without itself undergoing any permanent chemical change.

2. Definitions:

The act of defining, or of making something definite, distinct, or clear. The formal statement of the meaning or significance of a word, phrase, idiom, etc., as found in dictionaries. An online dictionary resource, such as Dictionary.com, can give users direct, immediate access to the definitions of a term, allowing them to compare definitions from various dictionaries and stay up to date with an ever-expanding vocabulary.

Satellite- An artificial body placed in orbit round the earth or another planet in order to collect information or for communication.

Battery- A container consisting of one or more cells, in which chemical energy is converted into electricity and used as a source of power.

Camera- A device for recording visual images in the form of photographs, film, or video signals.

Bluetooth- A standard for the short-range wireless interconnection of mobile phones, computers, and other electronic devices.

Library- A building or room containing collections of books, periodicals, and sometimes films and recorded music for use or borrowing by the public or the members of an institution.

Journalism- The activity or profession of writing for newspapers, magazines, or news websites or preparing news to be broadcast.

Chip- A small piece of something removed in the course of chopping, cutting, or breaking a hard material such as wood or stone.

Auditorium- The part of a theatre, concert hall, or other public building in which the audience sits.

Wristwatch- A small **watch** that is attached to a bracelet or strap and is worn around the **wrist**.

3. Technical Vocabulary :

Having a good understanding of technical vocabulary is a requirement of many academic disciplines. Often in the fields of Science, Engineering and Medicine, amongst others, there will be a need to manipulate technical language with ease and fluency. In Arts, Humanities and Social science disciplines, there will also be a requirement to use what may be termed 'specialised' vocabulary, though this will not usually be deemed to be 'technical'..

Analogue

Analogue is a conventional method of transmitting data. Standard landline telephones use analogue technology. It is distinct from digital technology, which provides for greater quality and speed of data transmission.

Assistive technology

Assistive technology refers to any software or hardware that acts to assist and improve the functional capabilities of people with disabilities. Examples include wheelchairs, prosthetics, voice-to-text technology and text-to-speech technology.

Attachment

An attachment is a document sent with an email message. Many types of files can be sent this

way (e.g. Word documents, PDFs, Excel files, JPEGs). Be wary of attaching large files because these can take a lot of time for the recipient to download. If you have a large file, it is considered good practice to compress the file using software such as Winzip before attaching it.

Back-end

Back-end refers to the part of an application that performs an essential task not apparent to the user.

Backward compatible

If software is backward compatible, it is compatible with earlier (superseded) versions of the same software. For example, the Microsoft word-processing program Word 2010 can read files created in the 2003 version of the same program, so it is backward compatible.

Bandwidth

Bandwidth refers to the maximum amount of data that can travel a communications path in a given time, usually measured in seconds.

Bit

A bit (short for binary digit) is the smallest unit of measurement in computing. 8 bits make up 1 byte.

Bluetooth

Bluetooth is a wireless communications technology intended to replace cables. It allows short-range connections between two or more Bluetooth-compatible devices such as mobile phones, tablets, headsets or medical equipment.

Bookmark

A bookmark is a saved link to a particular Web page. Microsoft Internet Explorer denotes bookmarks as "favourites."

Boolean operators

Most search engines (e.g. Google) allow you to limit your search or make it more specific by

using words such as "and", "or" and "not". These words are known as boolean operators because of their origin as terms in logic.

Boot (re-boot)

To boot (or re-boot) is to load and initialise the operating system on a computer. Think of it as starting up your computer. In Windows you can use the key combination CTRL and ALT and DEL as a "soft" boot. This means restarting the computer rather than turning it completely off and on again, which could cause damage to your computer's hard disk under some circumstances.

Bounce back

An email message that cannot be delivered and returns an error notification to the sender is said to "bounce back". If you receive such an error notification, check that you have typed the address correctly.

Broadband

Broadband is a type of communications technology whereby a single wire can carry more than one type of signal at once; for example, audio and video. Cable TV is one technology that uses broadband data transmission.

Browser

A software program that allows you to surf the web. Popular web browsers include Google Chrome, Mozilla Firefox, Microsoft Edge and Internet Explorer.

Chip

A chip is a microprocessor that performs many functions and calculations that make your computer run. Your computer's chip is also referred to as the CPU (Central Processing Unit) or the processor.

Cloud computing

Cloud computing refers to the storing and accessing of data and programs over the Internet

instead of on another type of hard drive. Examples of Cloud services include iCloud, Google Cloud and Dropbox.

Compression

Compression is the reduction of the size of a file. Compressed files take up less memory and can be downloaded or sent over the Internet more quickly.

Content

Content refers to a website's text and information, as opposed to its design and structure.

Cookie

A piece of code or data created by a web server and stored on a user's computer. It is used to keep track of the user's usage patterns and preferences.

Cybercrime

Cybercrime is any type of illegal activity that is undertaken (or relies heavily) on a computer. There are thousands of types of cybercrime, including network intrusions, identity theft and the spreading of computer viruses.

4. Subject Verb Agreement:

1. One of my friends ____(**have/has**) gone to France.
2. Each of the boys ____(**was/were**) given a present.
3. Neither of the contestants **was/were** able to win a decisive victory.
4. Oil and water **do/dose** not mix.
5. He and I **were/was** at Oxford together.
6. Slow and steady **win/wins** the race.
7. Neither Peter nor James **has/have** any right to the property.

8. No prize or medal were/was given to the boy, though he stood first in the examination.
9. Either Mary or Alice is/are responsible for this.
10. Neither the Minister nor his colleagues has/have given an explanation for this.
11. A number of students is/are absent today.
12. The girls is/are dancing merrily.
13. In hot weather milk turns/turn sour fast.
14. The list of eligible students has/have been published.
15. The news is/are false.
16. The earth rotates/rotate on its own axis.
17. Gulliver's Travels is/are an interesting novel.
18. Thousand dollars is/are a huge amount.
19. The boy were/was actually waiting for school to reopen.
20. Neither the principal nor the teachers were/was able to give a satisfactory explanation.

ANSWERS

1. One of my friends **has** gone to France.
2. Each of the boys was given a present.
3. Neither of the contestants was able to win a decisive victory.
4. Oil and water do not mix.

5. He and I were at Oxford together.
6. Slow and steady wins the race.
7. Neither Peter nor James has any right to the property.
8. No prize or medal was given to the boy, though he stood first in the examination.
9. Either Mary or Alice is responsible for this.
10. Neither the Minister nor his colleagues have given an explanation for this.
11. A number of students are absent today.
12. The girls are dancing merrily.
13. In hot weather milk turns sour fast.
14. The list of eligible students has been published.
15. The news is false.
16. The earth rotates on its own axis.
17. Gulliver's Travels is an interesting novel.
18. Thousand dollars is a huge amount.
19. The boy was actually waiting for school to reopen.
20. Neither the principal nor the teachers were able to give a satisfactory explanation.

5. COMPOUND WORDS:

The two parts	Examples
noun + noun	bedroom water tank motorcycle printer cartridge
noun + verb	rainfall haircut train-spotting
noun + adverb	hanger-on passer-by
verb + noun	washing machine driving licence swimming pool
verb + adverb	lookout take-off drawback
adjective + noun	greenhouse software redhead
adjective + verb	dry-cleaning public speaking
adverb + noun	onlooker bystander
adverb + verb	output overthrow upturn

	input
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1.Instructions:

1. Write a set of eight important instructions to be followed while preparing a Power point presentation.
2. Write a set of eight important instructions to be followed while preparing a Power point presentation Write a set of Instructions to avoid the problems and dangers of face book and to use it effectively.
3. Write a set of eight important instructions to be followed while preparing a Power point presentation Write a set of Instructions to avoid the problems and dangers of face book and to use it effectively. Write a list of eight instructions to keep the surrounding Pollution free.

2. Writing Checklists

1. Imagine that you have to go to Bangalore to attend an interview. Write a Checklist containing eight items which will help you to prepare for the Interview.
2. Imagine that you are the Branch Manager of State Bank of India. You have to attend a one day training programme in Delhi. Prepare a Checklist to be checked just before starting the journey for the training programme.
3. Write a Checklist of eight points to provide clean drinking water to villagers in your district.
4. Write a Checklist of eight points for the organizer of your college hostel day.
5. Imagine that your friend is planning to buy a piece of land in Chennai. Prepare a Checklist of eight points for him so that he will be able to buy a good plot of land.
6. Imagine that you are the College Coordinator arranging the valedictory function of the National Level Technical symposium to be held at your college. Write a Checklist of eight most important items to be taken care for the smooth conduct of the function.
7. Prepare an eight item Checklist stating the things to be remembered in the process of preparing for a power point presentation.
8. Write a Checklist of eight items in organizing the inauguration of your department Club Meeting.

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9. Imagine that you are going to organize a Blood-Donation Camp. Prepare a Checklist of eight important items.

10. You have planned to go on a month long expedition to Thaar Desert in Rajasthan for a film shoot. Prepare a Checklist that consists of eight items that are to be verified before you leave for the shoot.

Write eight set of recommendations to avoid road accidents.

Recommendations To Avoid Road Accidents

- i. Traffic rules have been designed with safety foremost in mind. So that, it is necessary to obey traffic rules strictly.
- ii. Seat belts are life saving. Therefore, it is suggested to wear seat belts while driving.
- iii. Caution signs are very important as they warn about accident prone spots so that the speed of the vehicle should be reduced.
- iv. Drunk and drive should be avoided as it causes major accidents.
- v. It is necessary to avoid rash driving because it causes unnecessary loss of lives.
- vi. Pedestrians should be given importance in roads.
- vii. Violation of traffic rules must be avoided.
- viii. Vehicles should be maintained in good condition.

47. Write a set of eight important recommendations to save Energy. **Recommendations To Save Energy**

- i. More energy –efficient appliances should be used for domestic purposes.
- ii. Phantom load of an appliance should be checked before purchase.
- iii. Bulbs and Tubes have to be replaced with CFL bulbs.
- iv. Programmable thermostat should be used to maintain low temperature at homes.
- v. Planting trees and shrubs should be increased to avoid high temperature during summer.
- vi. It is necessary to save energy by turning off the electrical appliances when not in use.
- vii. It is necessary to minimize the usage of water and unnecessary wasting of water.
- Viii. Cycles must be used instead of motor vehicles for short distance.

48. Write a set of recommendations to maintain a PC in good conditions. Recommendations To Maintain a PC In Good Condition.

- i. PC should be shut down when not in use.
- ii. Genuine OS and anti-virus must be used to avoid virus threats.
- iii. Clearance of temp files has to be done regularly.
- iv. Scanning should be done periodically to avoid virus affects.
- v. It is necessary to use an uninterrupted power supply for the UPS.
- vi. Updation of operating system should be done regularly.
- vii. Updation of anti-virus should be done to keep the system virus free.
- viii. Access to unauthorized web sites has to be avoided.

49. Write a set of eight important recommendations to be followed in Nuclear Power Plants. Recommendations To Be Followed In Nuclear Power Plants

- i. Emergency planning requirements must be updated.
- ii. Rules and regulations should be followed to avoid unexpected accidents.
- iii. A timeliness goal has to be established for resolving safety issues.
- iv. Renewal of licenses for the reactors and other equipments used in the powerplants should be checked.
- v. New reactor designs should be safer than existing reactors against terrorist attacks.
- vi. It is necessary to review fire protection regulations and it must be updated regularly.
- vii. Safety jackets used by the workers should be checked periodically.
- viii. Measuring radiation in and out of the nuclear plant must be helpful to avoid

UNIT-II

1.VOICE:

Rewrite the sentences in passive voice.

1. John collects money. -

2. Anna opened the window. -
3. We have done our homework. -
4. I will ask a question. -
5. He can cut out the picture. -
6. The sheep ate a lot. -
7. We do not clean our rooms. -
8. William will not repair the car. -
9. Did Sue draw this circle? -
10. Could you feed the dog? -

ANSWER:

1. Money is collected by John.
2. The window was opened by Anna.
3. Our homework has been done by us.
4. A question will be asked by me.
5. The picture can be cut out by him.
6. A lot was eaten by the sheep.
7. Our rooms are not cleaned by us.
8. The car will not be repaired by William.
9. Was this circle drawn by Sue?
- 10.** Could the dog be fed by you?

Impersonal passive:

1. Lord Peter concludes that the inhabitants' curiosity was not such a bad thing.
2. They have discovered that something important was happening around the lighthouse.

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3. Ody and Lord Peter decided to communicate the background of the situation.
4. The whole island learned that Desdemonia Blackevil could return back.
5. Most of us remember the last time she tried to rule the island.
6. She knew that our enclave was protected by magic keys.
7. At that time, Desdaemonia tried some powerful spells against our country.
8. Ody analysed that Desdaemonia had desired to reach some particular places.
9. He noticed that some potential weaknesses were present in front of the violence of those attacks.
10. So, Lord Peter and Ody elaborated new strategies of defense.

ANSWERS:

1. It is concluded that the inhabitants' curiosity was not such a bad thing.
2. It has been discovered that something important was happening around the lighthouse.
3. It was decided to communicate the background of the situation.
4. It was learned -or- was learnt that Desdemonia Blackevil could return back.
5. It is remembered the last time she tried to rule the island.
6. It was known that our enclave was protected by magic keys.
7. At that time, it was tried some powerful spells against our country.
8. It was analysed that Desdaemonia had desired to reach some particular places.
9. It was noticed (by him) that some potential weaknesses were present in front of the violence of those attacks.
10. It was elaborated new strategies of defense.

2. NUMERICAL ADJECTIVES:

Rewrite the following as numerical expression:

1. A workshop for 5days.
2. A seminar for two days.
3. A team of eleven players.
4. An exam for 3 hours.
5. A flock of 1000 birds.
6. A project worth 25 laks.
7. A pole that is 15 meters height.
8. A colony with 175 houses.
9. A fleet of 100 cars
10. A D.C supply of 240 volts.

ANSWERS:

1. A 5day workshop.
2. A two day seminar.
3. An eleven player team.
4. A 3 hour exam.
5. A 1000 bird flock.
6. A 25lak project.
7. A 15 meter height pole.
8. A 175 house colony.
9. A 100 car fleet.
10. A 240 volt D.C supply.

UNIT-III

1.MISSPELLED WORDS:

Choose the correct spelling of each word:

1. Which is the correct spelling?

- ☐ racquet
- ☐ raquet

2. Which is the correct spelling?

- ☐ recieve
- ☐ receive

3. Which is the correct spelling?

- ☐ retreive
- ☐ retrieve

4. Which is the correct spelling?

- ☐ millennium
- ☐ millenium

5. Which is the correct spelling?

- ☐ courteous
- ☐ curteous

6. Which is the correct spelling?

- ☐ greatful
- ☐ grateful

7. Which is the correct spelling?

- ☐ jewelry
- ☐ jewellery

8. Which is the correct spelling?

- ☐ defenite
- ☐ definite

9. Which is the correct spelling?

- ☐ liebrary
- ☐ library

10. Which is the correct spelling?

- ☐ maintenance
- ☐ maintnance

ANSWERS:

1. Racquet.
2. Receive.
3. Retrieve.
4. Millennium.
5. Courteous.
6. Grateful.
7. Jewelry.
8. Definite.
9. Library.
10. maintenance

UNIT-IV

1. Complete the Conditional Sentences with the correct form:

1. If Steven gets out, _____.
2. If Jack was at school today, _____.
3. If Steven eats so many sweets _____.
4. If Jack washed his feet, _____.
5. If Steven didn't foul the other players so often, _____.
6. If Jack read the newspaper regularly, _____.
7. If Steven didn't play the music too loud, _____.
8. If Jack turns off the heating more often, _____.
9. If Steven opens the windows, _____.
10. If Jack rode his old bike more carefully, _____.

ANSWERS:

1. If Steven gets out, he'll never take an umbrella with him.
2. If Jack was at school today, he would know about the history test.
3. If Steven eats so many sweets, he will get fat.
4. If Jack washed his feet, it would not smell in our room.
5. If Steven didn't foul the other players so often, he would be in the school team.
6. If Jack read the newspaper regularly, he could be better at social studies.
7. If Steven didn't play the music too loud, his neighbour would not be angry with him.
8. If Jack turns off the heating more often, he can save more money.
9. If Steven opens the windows, the air in the room will be better.
10. If Jack rode his old bike more carefully, his parents would buy him a new one.

Resume Writing

1. Indian Oil Corporation needs two senior technical managers for their branch offices in North India. The candidates should be first class B.Tech. graduates in Chemical, Petroleum, or Geo-engineering fields. Send your resume to the HRD Manager, Indian Oil Corporation, 208, Kasturibai Marg. New Delhi -110011.

2. The Chief Engineer, Neyveli Lignite Corporation, Neyveli, Tamil Nadu inviting application for the post of Assistant Engineers for the Post Graduate students of Mechanical Engineering. Write a job application with relevant curriculum vitae.

3. Draft a letter of job application in response to the following advertisement. Candidates holding a bachelor's/master's degree with a background in information systems, marketing or communications are required for work on company intranet, extranet and Internet sites. Mastery of HTML technology is vital. Applicants must also possess excellent writing skills with company employees. Post your application and CV to Mr. Promod Tiwari, Human Resources Dept, Exclusive Software, North Main Street, Chennai – 67.

4. Write a job application letter to the HR Manager of TCS, Chennai for the post of System Analyst. Remember to add a resume. Necessary details may be assumed.

5. Read the following advertisement in 'The Hindu' dated 05.12.16 and write a letter of application. Prepare a CV that needs to be enclosed with the letter of application. Godrej Company requires Production Manager for its factory near Chennai. Qualification- Graduates in Mechanical Engineering. Work Experience – Two years in a production department of a Manufacturing Plant, preferably Steel Furniture Manufacturing. Send your application to the following address: The Executive Director, Godrej Company Limited, 45, Greaves Road, Chennai- 600 035.

6. Draft a job application letter with a Curriculum Vitae (CV) responding to the following advertisement. Wanted: Technical Support Executives, Qualification: Any degree in Engineering with proficiency in English and good interpersonal skills.

1. Write a narrative essay on any interesting episodes in your life.

My Secret Place

Do you like loneliness? What is your attitude towards it? Do you think that being isolated from the rest of the world is a curse? There is nothing worse than being left face-to-face with you, isn't it? Or you are a kind of an introvert person. Do you seek for loneliness and appreciate every moment you can spend in the silence? There are people who need moments of loneliness like an air to breathe. These silent breaks can help them to replenish their energy, reorganize their thoughts and start a new day with a new mindful power. What will be your answer? As for me, I belong to the second type of person. I consider solitude to be an underestimated gift. When I was a little child, I had a wonderful place where I could spend precious moments being on my own. I grew up in a small town in the center of America on a steep hill on the outskirts our family owned. There was an old warehouse on the top of the hill. Nobody knew the history of it. It seemed to me at that time it appeared from nowhere and served as a sign of something important. Some people say that this warehouse was used by the smugglers in the period of the World War II. Others consider it to be the property of the local slaveholders who lived in the city many years ago and used the warehouse for keeping slaves. Being a child I imagined this old wooden shack as a haunted place with a secret of bloody story of treason and love. The warehouse had a terrifying secret and nobody dare to visit it. Children were too scared and adults didn't want to make a long way climbing up the steep without a reason. For many years, the warehouse has the only visitor – me. I liked to sit on the attic crossbar with my legs dangling. I met a lot of sunrises and saw off a lot of sunsets sitting like this with an apple in my hand. I liked to observe tiny ants running around me, birds making nests above my head and the whole life. I think it were the most unforgettable moments of my life. I really felt as if I am a part of something big and unique. During the moments spent on the attic crossbar, there was nothing more important than what I could smell, hear, see or touch. All my worries about school, quarrels with friends or even unrequited love faded into insignificance and stopped their existence for the period spent at the warehouse. And now, when I recall the days of my childhood, I can see the warm golden light of the sun, soft attic shades, smell of fresh hay and tiled rooftops of my town.³⁸ Does success means a lot of money. The definition of success varies from person to person. To some people, success means possessing abundance of money. However, this notion is rendered obsolete in the minds of those who take the view that success cannot be measured strictly by

money. Traditionally, success is defined as making a desired achievement, getting a high social status or winning fame. To ordinary people, generally, money is hard to achieve and it is connected with people of a high position or famous ones. People from all walks of life; many times hold money in their hands as a result of hard work. Psychologically, they want to have more because their time is not infinite, their ability is limited but their demand is overwhelming. Furthermore, money, in this material world, holds such an ultimate power to materialize the desire for fame, or power. Thus, money, not high position or fame, is considered as a prime measurement of one's success. However, as the world's living standard has been improved drastically recently, money itself cannot bring about success. The contemporary conception of success is perceived as doing things valuable for oneself and beneficial for society as a whole. The world's richest man, Bill Gates, has invested millions of dollars to find a vaccine against AIDS disease. Obviously, to him, money is not as important as saving thousand lives. Steve Jobs, the former CEO of Apple, made breakthroughs in the innovation of computer technology with Macintosh, iPod, iPhone and iPad. To him, money cannot measure up to changing people's lifestyle, creating value, bringing inspiration to the world. To many leaders of companies and countries, to many activists, environmentalists, success means providing job opportunities to the unemployed, improving public health, maintaining sustainable economic growth, saving endangered species, reducing crime rate, settling conflicts, etc. To young people, success simply means getting a job, having a person to love and to be loved. In conclusion, different people hold different ideas about success. Clearly, money itself cannot guarantee success. On the other hand, success can be achieved by having ability and opportunity to bring satisfaction to oneself and create value to society as a whole.

2. Write a short essay on the use of Nanotechnology in the field of medicine and science.

Nano technology in the field of medicine and science Nanotechnology is science, engineering, and technology conducted at the nanoscale, which is about 1 to 100 nanometers. Nanoscience and nanotechnology are the study and application of extremely small things and can be used across all the other science fields, such as chemistry, biology, physics, medicine, and engineering. Nanoscience and nanotechnology involve the ability to see and to control individual atoms and

molecules. Everything on Earth is made up of atoms—the food we eat, the clothes we wear, the buildings and houses we live in, and our own bodies. But something as small as an atom is impossible to see with the naked eyes. In fact, it's impossible to see with the microscopes typically used in a high school science classes. The microscopes needed to see things at the nanoscale were invented relatively recently—about 30 years ago. Once scientists had the right tools, such as the scanning tunneling microscope (STM) and the atomic force microscope (AFM), the age of nanotechnology was born. Although modern nanoscience and nanotechnology are quite new, nanoscale materials were used for centuries. Alternate-sized gold and silver particles created colors in the stained glass windows of medieval churches hundreds of years ago. The artists back then just didn't know that the process they used to create these beautiful works of art actually led to changes in the composition of the materials they were working with. Today's scientists and engineers are finding a wide variety of ways to deliberately make materials at the nanoscale to take advantage of their enhanced properties such as higher strength, lighter weight, increased control of light spectrum, and greater chemical reactivity than their larger-scale counterparts. Nanomedicine is the medical application of nanotechnology. Nanomedicine ranges from the medical applications of nanomaterials, to nanoelectronic biosensors, and even possible future applications of molecular nanotechnology. Current problems for nanomedicine involve understanding the issues related to toxicity and environmental impact of nanoscale materials. The use of nanotechnology in medicine offers some exciting possibilities. Some techniques are only imagined, while others are at various stages of testing, or actually being used today. Nanotechnology in medicine involves applications of nanoparticles currently under development, as well as longer range research that involves the use of manufactured nano-robots to make repairs at the cellular level (sometimes referred to as nanomedicine). Whatever you call it, the use of nanotechnology in the field of medicine could revolutionize the way we detect and treat damage to the human body and disease.

Are women marginalized in India? Write an essay on the given topic.

Women in India constitute nearly 50% of its population. According to 1991 census, there were 40.6 crores of women as against 43.7 crores of men. Roughly, there are 929 women for every

1000 men. Man considers woman to be frail and weak by nature. She is shorter and delicate compared to the strongly build man. But man forgets that a woman is made so, so to play a specific role in nature which a man cannot play, that is the role of the mother. In intelligence both are equal. Man is aggressive and emotional. A woman is patient, calm and receptive. She can bear more pain and has more tolerance than a man. She is stronger in conviction and in perseverance. Yet women all over the world are playing a secondary role only. The position in India is no different. Women were glorified in epics and puranas, for their service to their men. Serving a father first, secondly a husband, and later serving her children and grandchildren, had been her lot. Puranas mention the names of Seeta, Savitri and Anusuya and glorify them for their devoted service to their husbands. They even say that a woman can easily get salvation by serving her husband. After Independence the Constitution of India gave equal rights to men and women in all walks of life. But even today one cannot say that all women in India enjoy equal rights with men in all matters. There are many reasons for this (1) the customs and traditions prevalent for centuries, (2) The high percentage of illiteracy among women, (3) Ignorance of their rights, (4) Patriarchal Society, (5) Economic system, (6) Acceptance of the theory of Karma or fatalism, (7) Unchecked male domination in all walks of life. In spite of all these problems mentioned above, one could see that the condition of India women has improved a lot. There are now adequate educational facilities for girls and women. Special incentives and reservations are there to encourage them to study. Even in employment there are special reservations. We can now see women employed in all fields not only in clerical jobs but also in I.A.S., I.P.S. and Indian Air Force. There are reservations in legislatures also. There are Chief Ministers who are women. We had a lady Prime Minister. These are considered as exceptions as the women folk, particularly in the rural areas, are yet to come out of their bondage. To enable the rural women too to take part in politics in a significant way, the Central Government has introduced a bill in Parliament reserving one third of the seats in Parliament and other elected bodies for women. The year 1995, was declared as the International Year for Women throughout the world. The women were made aware of their status and place in society. There have been many movements in our country as well as in other countries for the advancement of women. Recently there was a world meet of women at Beijing, the capital of China. Women are now no longer in slumber. They are awake and moving fast. They are asserting their rights. As far as India is concerned, it has already

agreed to treat women as equal with men in all respects the difference, whatever now exists, is sure to vanish the coming decades when women also get equally educated and liberate themselves from superstitions and irrational traditions. A man and a woman are like two wheels of a cart. The cart can move fast and safely too, when both of them pull it in the same direction and with equal strength. Hence no developing country or society can afford to ignore the role of women, if they are to progress.

UNIT V

1. REPORTED SPEECH:

Complete the sentences in reported speech.

1. John said, "I love this town."
2. "Are you sure?" He asked me.
3. "I can't drive a lorry," he said.
4. "Be nice to your brother," he said.
5. "Don't be nasty," he said.
6. "Don't waste your money" she said.
7. "What have you decided to do?" she asked him.
8. "I always wake up early," he said.
9. "You should revise your lessons," he said.
10. "Where have you been?" he asked me.

ANSWERS:

1. John said that he loved that town.
2. He asked me if / whether I liked soccer.
3. He said that he couldn't drive a lorry.
4. He asked me to be nice to my brother.
5. He urged me not to be nasty.
6. She told the boys not to waste their money.

7. She asked him what he had decided to do.
8. He said that he always woke up early.
9. He advised the students to revise their lessons.
10. He wanted to know where I had been.

Report Writing

1. You are the Works Manager in Industrial Gases Limited where LPG Cylinders are filled for utilization by the consumers. Write a report to the Chairman of the company about an accident that happened in the LPG filling section in which three workers were seriously injured.
2. Imagine that you are the Marketing Executive of Click Home Products, Chennai-45. Study the feasibility of introducing a new herbal mosquito repellent and submit the report to your Managing Director.
3. Write a report on the road accident you have witnessed last week.
4. Imagine that you are the Safety Engineer of a car manufacturing factory. There has been a fire accident in the factory and one of the workers has been badly hurt and is in the hospital. Your General Manager has asked you to send him a detailed report on the accident together with your recommendation for averting similar accidents in future. Prepare a report accordingly.
5. Write a feasibility report on the opening of a retail outlet for the sale of the company's goods in a nearby town with all details such as cause, damage, insurance claim, renovation, etc.

Minutes of the Meeting

1. Write the minutes of the meeting conducted for the Anti – ragging Committee to initiate and keep at bay any kind of mishappening among the students. Remember to state all the rules and instructions planned to be implemented.

2. Suppose you attend a meeting of your college environment club. Write the minutes of the meeting. Give details of the date, time, venue, members who attended, topics discussed and the resolutions adopted in your minutes