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Assignments for class XI & XII Subject: English

There are ten articles and the same number of letters. Students are expected to read carefully, prepare yourself well before writing. Make a separate notebook for assignments of English. These assignments are going to be evaluated. All these assignments to be finished within four days. You will then find other set of assignments to attempt.

1.Article writing:

An article is a written work published in a print/electronic medium. It may be for the purpose of propagating news, researching results, academic analysis, or debate. Generally, it is a piece of writing that is published in a newspaper or Magazine.

What is Article writing format?

When a student has to attempt a question on Article writing, he has to follow the article writing format by CBSE. Here you can see **how to write article writing formats** in detail.

The **format of an article** consist of the following parts –

- Heading,
- By line, and
- Body

I. **HEADING**- The heading should be catchy and in not more than 5-6 words. You can go as creative as you want with this one just make sure you do not devote too much time on it in the exam.

II. **BY LINE**- It refers to the name of the person writing the article. It is generally given in the question. If not given, then do not write your personal details.

(NOTE- You are not supposed to mention any of your personal details while attempting the answers in the exam.)

III. **BODY**- It is the main part of your writing piece. It generally consists of 3-4 paragraphs.

PARAGRAPH 1: It is always prescribed that you begin with a short introduction of the topic; it's meaning to be precise. Briefly tell what the article is about giving some quotations or startling facts to arouse the interest of the readers.

PARAGRAPH 2 or PARAGRAPH 2&3: Now this part can be written in either one or two paragraphs. You are required to do a complete analysis of the subject matter in question. It may include-

TYPES - In how many forms does the problem exist? You are required to mention the various possible types (if it exists).

CURRENT SCENARIO - Then you need to explain the current situation, the problems (if any) and whether after any corrective actions, betterment in the situation has been observed or not.

It may include advantages/ disadvantages depending upon the topic in question.

CAUSE AND EFFECT RELATIONSHIP- Develop the cause and effect relationship by supporting it with facts or data. You may also write the consequences.

Any other relevant and related information.

PARAGRAPH 3 or PARAGRAPH 4: The conclusion. It is the concluding paragraph. It is important to conclude what you've started. Never leave an article open-ended. Now, it is to be remembered that wherever you elaborate a problem, you always have to mention the steps being taken to improvise the situation and suggest a few solutions as well. Predictions and personal problems may be included. This paragraph needs to be short and precise. Here also, you could add some glitter to your art piece with some quotes.

Article writing format CBSE Class 12

In an examination, nothing is written purposelessly. Clarity of purpose will ensure clarity in the choice of style and vocabulary.

Article writing for CBSE Class 12 comes as a very long answer type question carrying a weightage of 10 marks.

Two Very Long Answer Questions containing internal choice, to be answered in 150-200 words have to be attempted. The questions will be based on any of the following –

1. Article writing
2. Debate writing
3. speech writing
4. Report writing - (10x2=20 Marks)

Talking about marks, Article writing comes as a 10 marks question. The breakup of marks for **Article writing format CBSE class 12** (as per CBSE Marking scheme) is as follows:-

Format (Heading and Writer's name)	01 mark
Content	04 marks
Expression Grammatical accuracy, appropriate words and spellings. Coherence and relevance of ideas and style.	05 marks :- 2.5 2.5
Total	**10 marks**

Now, you can be given to write a magazine article or a newspaper article.

Format of an article

Format of article writing for cbse 12 - The Format of article writing for class 12 by CBSE is the same as we have discussed earlier. As Article writing for class 12 carries 10 marks, it is a very important question.

In order to write a perfect article, we must be well acquainted with the topic and must possess a wide range of vocabulary, a thorough knowledge of the subject, some research and excellent organisational skills. Here is the ideal **format of article** and tips to help you write your perfect article.

Q1. 'Grow more trees to reduce pollution.' Write an article in 150-200 words on the topic given above for your school magazine.
(SOURCE- CBSE compartment 2018)

Answer:
Grow More Trees to Reduce Pollution
Radhika

"Trees are poems the earth writes upon the sky."
Trees and plants are one of the main reasons why mankind came into existence. The importance of planting trees has been emphasized time and again. This is because of the numerous benefits they offer.

They make the world a better place to live in. They exhale oxygen and inhale carbon dioxide to maintain the **ecological balance in the environment.** They also absorb all the harmful gases and give us fresh air to breathe.

Trees build a sheet to protect us from the harmful ultraviolet rays. Not only this, they serve as a habitat for birds and various species of animals. This is not it. Trees help in controlling **water pollution and preventing soil erosion.**

The places inhabited by large numbers of trees are quite cooler compared to the concrete jungles that cannot do without air conditioners. Unfortunately, urbanisation is leading to clearing of forests and parks despite the numerous benefits they offer. People come here for morning walks, evening strolls, yoga sessions and laughter therapy. These also serve as a safe place for the kids to play and socialise. The only way left to preserve them and reap these benefits is by growing them at a faster rate.

As a Chinese proverb states, "The best time to plant a tree was 20 years ago. The second best time is now." So do your bit and make this place more beautiful.

Thank you.

Q2. India is a land of diversity. One way in which it makes us feel proud of it is the number of festivals we enjoy. Write an article in 150-200 words on 'Festivals of India'. You are Karuna/Karan. 10
(SOURCE- CBSE 2016)

Answer:
FESTIVALS OF INDIA
- Karan/ Karuna

It is said that "Greatness of a culture can be found in its festivals". India has proved every word of the saying right by being famously known as the "Land of Festivals" .

True to this belief, India has scores and scores of festivals that bring happiness and joy all across the country.

This is because of the diverse cultures that exist in this subcontinent. All these different cultures and religions get tied together in bonds of love with these invisible threads of celebrations.

Every festival has a social, religious and mythological value. Accordingly, Dussehra has a great significance. Similarly, the Janmashtami festival has also a great religious and social significance. This is the occasion when Lord Krishna was born to kill Kansa and other demons and save the people from a great danger. This festival also teaches us how to fight evil and falsehood and establish truth.

On these festivals, people offer prayers to their deities, wear ethnic clothes and make merry with their near and dear ones. Ganesh Chaturthi, Eid Ul Fitr, Baisakhi, Onam, Pongal, Gurupurab, Ram Navami and Durga Puja are some of the festivals that are celebrated with immense zeal in different parts of India with some of these being specific to a particular region.

No wonder, our country is called a land of festivals.
Thank you.

Q3. Our performance in the Rio Olympics has told us that we do not pay enough attention to athletics and outdoor games. It is time we revised our attitude. Sports should be an important part of school's daily routine. Write an article in 150-200 words in 'Importance of Outdoor Games'. You are Sreeja/Thomas.
(SOURCE- CBSE 2017)

Answer:

IMPORTANCE OF OUTDOOR GAMES
- By Sreeja/ Thomas

Sports occupy a prominent place in the life of a nation. It not only helps keep you healthy and fit but also plays an important part as a recreational event. Unfortunately, in our country, the trend is such that it focuses only on the academic front. To grow a tree, we have to water it's roots; just like that, to prepare athletes that could play for the country, we need to inculcate the concept of sports at the primary level, i.e., the school level. What we are missing out is that sports play a vital role in imparting complete education.

Clearly, things did not go well in the Rio Olympics, and as everyone gets down to doing the post-mortem of our performances, often breathless, blame the quality of attention being given to athletics.

The benefits of playing sports are several, as it leads to balanced mental growth. It teaches the children life skills like team efforts, leadership, patience and social skills. It inculcates confidence, discipline and playing without crossing the rules.

Thus, it becomes all the more important to change the attitude of schools towards sports. It should be made a compulsory activity. It has been rightly said,

"Children learn as they play. Most importantly, in play, they learn how to learn."
Thank you.

4. By 2050, India will be amongst the countries which will face acute water shortage. You are highly alarmed and terrified of the future world without water. So, write an article on "Save water- are we doing enough?" for the local daily in 150-200 words.
(SOURCE- SAMPLE QUESTION PAPER 2018-19)

Answer:

SAVE WATER- ARE WE DOING ENOUGH?

Many people are living with less water than they need, whether in the world's most prosperous cities or in its bountiful agricultural heartlands.
Droughts have also become more frequent, more severe, and affecting more people around the world. As many as four billion people already live in regions that experience severe water stress for at least one month of the year. With populations rising, these stresses will only mount.

Water is the precious gift of God on earth. Life exists on the earth because of the availability of water. Itself being tasteless, odourless and colourless, it adds taste, colour and nice smell in the life of living beings on the Earth.

Here are different methods we can follow to save clean drinking water and deal with the water scarcity. Rain water harvesting is one of the most effective and suitable methods among save water techniques.

Deforestation is also a good method as it reduces the surface runoff and recharges the groundwater. It promotes underground water conservation. By practicing such methods we can conserve more water naturally and ensure the availability of it for future generations. We should take a pledge and make it a lifelong motto to preserve water because,

"If you conserve water, it means you conserve life."

Thank you.

Q5. 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 150 – 200 words on the common man's woes during the monsoons and the need for accountability of the officials concerned. You are Sumit/Smita Verma.
(SOURCE- CBSE 2018)

Answer:
COMMON MAN's WOES DURING MONSOON
-by Sumit/ Smita Verma

The much awaited Monsoon brings respite from the scorching heat. But Monsoon and madness walk together. Every year during the monsoons, chaos reigns supreme. The roads are flooded; the sewage system collapses; a huge loss of crops, fruits, life, and property is caused. Water logging and breeding of mosquitoes together becomes the reason for a lot of people falling ill. Network connectivity gets weak.

In spite of 71 years of independence, the Indian Government has not been able to tackle the flood problem caused by monsoons. Recent floods have laid bare the hollowness of the claims of the civic authorities of their preparedness. The poor had to bear the brunt of the problem.
One of the causes behind this chaos is the lack of strict laws and accountability of the officials and the Ministries responsible for tackling the floods. The Government formulate and pass strict laws regarding the projects launched to relieve people of their distress but there is hardly a sign of effective implementation of the scheme. There needs to be strict accountability.

When the Ministers will be accountable, they will ensure the officers, officials involved in the projects surely create foolproof systems. It is only through strict accountability laws the system can be made efficient.
Thank you

Article Writing Format Tips

Tips to attempt a question on Article writing

Here are a few valuable tips for you to attempt the **CBSE Class 12 Article writing format** question in a better way-

Plan before you pen- it is important that you follow a sequence. Jot down the points at the back of your answer sheet and ensure a proper sequence of ideas. Introduce, Analyse, Suggest and conclude.

It is possible that you have too many points or very few points. When you have a lot of varied points, it is better you choose a few best ones and write a line or two on each. In case you have very few already, explain them in at least two-three lines each.

MOST IMPORTANT- Always begin with your strongest point. You can accommodate the weaker ones in between and end with another strong point. (REMEMBER: Strong-Weak-Strong)

You have to strictly follow the prescribed word limit in a restricted time frame so just do not go on writing and writing.

Feel free to give your personal opinion in one or two lines.

It is very important that you do not deviate from the topic. There are chances you may get ideas linking from one to another that may deviate you from the main point. You have to refrain from doing so.

Avoid repetition of ideas.

Underline all the important points.

Make sure you double check for grammatical accuracy and spellings. They carry marks.

Always have a few general quotes in handy. They help in presentation and show that you're prepared.

Read editorials in a few newspapers and notice the pattern.

Make small sentences. It restricts the scope of grammatical inaccuracies.

ALL THE BEST.

"Work hard in silence, let your success make the noise."

Practice writing an article on:

- Banning mobile phones in School
- Importance of girl education
- Increasing drop out rate of schools
- **Environment**
- Cleanliness drives
- Making students or neighbourhood aware of water conservation, electricity conservation
- Initiatives by Prime Minister for Importance of Yoga, Yoga day
- Diet pills for losing weight
- Effects of pollution on health – mention coronavirus effects or other diseases awareness
- Debate on GPRS system in school buses

2. Letter writing

Letter Format for CBSE Class 12th English Board Exam 2020
Letters are a kind of write-up every person has written at least once in their life. However, a well-written letter, addressed rightly can always create the desired impact. In CBSE Class 12th Board Exams, Letter Writing is a compulsory question with internal choices. This question carries 6 marks.

Important Questions & Answers for Class 12 English Core Flamingo Book (All Prose Chapters)

Word Limit:
For the CBSE Class 12th English Board exam the prescribed word limit for writing a letter is between 100-150 words.

Format
- One should follow the following pattern while writing a letter

1. sender's address,
2. date,
3. receiver's address,
4. subject heading,
5. salutation,
6. complimentary close

- The first paragraph of the letter should consist of an introduction and reason for writing the letter. This should be followed by the contents related to the topic and then the conclusion.

You bought a flat from QPR Builders Sector 55 NOIDA. Within a period of two months, you have started facing a lot of problems like seepage in the walls and ceilings, wall paint peeling, lift problems, etc. Write a letter of complaint in 120-150 words to the Works Manager. You are Karuna/Karan. A9D Apoorva Aptts. NOIDA.

- Formal letter for requesting to install GPRS system in school buses (To The Principal)

- Cybercrime and safety measures against it (To The Editor)
- Necessity of homes for orphans or old age people (To The Editor)
- Child marriage is a curse (To The Editor)
- Child labour (To The Deputy Commissioner, Bhiwani)
- Illiteracy (To The HRD Minister GOI)
- Religion-based violence (To The President of India)
- Corruption or Prime Minister's initiative against black money i.e. demonetisation of Indian currency (To The Editor)
- Abortion or killing girl child (To The Editor)