

**D.A.V. Public School BARIATU Ranchi**

**Assignment (Session: 2024 -2025)**

**Class VIII**

**SUBJECT: ENGLISH**

**WRITING SKILLS**

**1. Notice Writing (4 Marks)**

**a) You are the Head Boy/Head Girl of your school. Your school is organizing an inter-school debate competition. Draft a notice informing students about the event, including details such as date, time, venue, and registration process. (Word limit: 50 words) Year: 2019**

**b) As the Secretary of the Art Club, draft a notice informing students about an upcoming inter-school art competition. Include details such as the date, time, venue, and registration process. (Word limit: 50 words) Year: 2016**

**c) You are the Cultural Secretary of your school. Draft a notice informing students of Classes 6 to 8 about a school picnic being organized to a nearby botanical garden. Include details such as the date, time, charges, and the last date for submission of consent forms. (Word limit: 50 words)**

**2. Dialogue Completion**

**a) Complete the following dialogue between two classmates discussing their homework: ( Year2015)**

**Amit: Hi, Sita. Did you finish the math homework?**

**Sita: \_\_\_\_\_.**

**Amit: I found it quite challenging. How about you?**

**Sita:** \_\_\_\_\_.

**Amit:** Maybe we can work on it together after school.

**Sita:** \_\_\_\_\_.

**b) Complete the following dialogue between a student and the librarian: ( Year 2017)**

**Student:** Good morning. Could you help me find a book on ancient history?

**Librarian:** \_\_\_\_\_.

**Student:** Thank you. Also, what are the library timings?

**Librarian:** \_\_\_\_\_.

**Student:** Great! I'll make sure to return the book on time.

**Librarian:** \_\_\_\_\_.

**c) Complete the following dialogue between a teacher and a student: (year 2018)**

**Teacher:** Good morning, Rohan. I noticed you were absent yesterday. Is everything okay?

**Rohan:** \_\_\_\_\_

**Teacher:** I see. Did you inform the school about your absence?

**Rohan:** \_\_\_\_\_

**Teacher:** It's important to inform the school in such cases. Please remember to do so next time.

**Rohan:** \_\_\_\_\_

### **3 Email Writing**

**a. Write an email to the Principal of your school requesting a change in your section. Mention the reason for your request and assure that it will not affect your studies. (Word limit: 120 words)**

**b. Write an email to the Transport In-charge of your school requesting a change in your mode of transport from the school bus to a private vehicle. Include valid reasons and provide the necessary details. (Word limit: 120 words)**

**c. Write an email to your Class Teacher requesting leave for three days due to a family emergency. Mention the dates of leave and ensure that you will complete all pending assignments upon return. (Word limit: 120 words)**