

Course: Compulsory English-I 1423/9407/5404 Semester: Spring, 2024

Level: BA/ BS/ Associate degree

ASSIGNMENT No. 2

(Units 5-9)

Q.1 In Section D of Unit 5. You have learnt how to write a job application. Write a job application to the principal of a college for the post of an SET (Senior English Teacher).

Ans:

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

The Principal

[College Name]

[College Address]

[City, State, ZIP Code]

Dear Principal [Principal's Name],

I am writing to express my interest in the position of Senior English Teacher (SET) at [College Name], as advertised on [where you found the job listing, e.g., your website, a job board]. With a Master's degree in English Literature and over seven years of teaching experience at the secondary and post-secondary levels, I am confident in my ability to contribute effectively to your esteemed institution.

During my tenure at [Previous School/College Name], I have developed and implemented engaging curriculum plans, prepared students for national exams with excellent results, and fostered a stimulating learning environment. My approach to teaching combines traditional methods with innovative techniques, ensuring

that students not only grasp the subject matter but also develop a genuine appreciation for English literature and language.

In addition to my teaching responsibilities, I have been actively involved in extracurricular activities such as debate clubs, literary societies, and school publications. These experiences have allowed me to mentor students outside the classroom, further enhancing their academic and personal growth.

My strong communication skills, coupled with my ability to build rapport with students and colleagues, have been key to my success as an educator. I am particularly adept at addressing the diverse learning needs of students and providing individualized support to help each student achieve their full potential.

I am excited about the opportunity to bring my skills and enthusiasm to [College Name]. I am confident that my background and passion for teaching would be an asset to your team. Enclosed are my resume and references for your review. I look forward to the possibility of discussing my application in more detail.

Thank you for considering my application. I hope to contribute to the continued success of [College Name] and inspire students to achieve excellence in their studies.

Yours sincerely,

[Your Name]

Q.2 Write a dialogue between a teacher and a student on the importance of developing good reading habits to be successful in one's educational career.

Ans:

Teacher: Good morning, Sarah. How are you today?

Student: Good morning, Ms. Johnson. I'm doing well, thank you. How about you?

Teacher: I'm great, thanks! I wanted to talk to you about something important today. Have you given any

thought to developing good reading habits?

Student: A little bit, but I'm not sure how important it really is. I mean, I read the textbooks and assignments, but that's about it.

Teacher: That's a good start, but developing consistent reading habits can make a huge difference in your educational career and beyond. Reading widely not only helps you understand your subjects better but also improves your overall cognitive abilities.

Student: Really? How so?

Teacher: Well, for one, reading regularly enhances your vocabulary and language skills. When you encounter new words and phrases in different contexts, you understand how they are used and remember them better.

Student: That makes sense. Sometimes I struggle with finding the right words when writing essays.

Teacher: Exactly. Moreover, reading can improve your concentration and focus. When you immerse yourself in a good book, you train your mind to concentrate for longer periods, which is a valuable skill for studying and exams.

Student: I never thought of it that way. What should I read, though? Just textbooks?

Teacher: Textbooks are essential, of course, but try to diversify your reading materials. Read novels, newspapers, magazines, and even online articles about topics that interest you. This not only makes reading enjoyable but also broadens your knowledge and perspective.

Student: I see. But I sometimes find it hard to stay interested in what I'm reading.

Teacher: That's why it's important to choose materials that you find engaging. Start with subjects or genres you enjoy, and gradually challenge yourself with more complex texts. Also, set aside specific times each day

for reading to build a routine.

Student: I guess I could try that. Do you have any recommendations to start with?

Teacher: Sure! How about starting with a novel from a genre you like? For example, if you enjoy mystery, try something by Agatha Christie. If you're into fantasy, perhaps J.K. Rowling or J.R.R. Tolkien. For non-fiction, maybe a book on a topic you're curious about, like science or history.

Student: That sounds good. I'll check out some of those authors. Thanks for the suggestions, Ms. Johnson.

Teacher: You're welcome, Sarah. Remember, developing good reading habits is a gradual process, but it will definitely pay off in your academic journey and beyond. Happy reading!

Student: Thanks! I'm looking forward to it.

Q.3 Given below is a job advertisement. Suppose you intend to apply for the said post, how would you write an application? What details you would like to add to make yourself to be the most suitable candidate for the post?

Ans:

job application for the position of Lecturer (BPS-18) in the Department of Mining Engineering at UET

Peshawar:

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

The Registrar

University of Engineering and Technology (UET) Peshawar



[University Address]

Peshawar, Pakistan

Dear Registrar,

I am writing to express my interest in the position of Lecturer (BPS-18) in the Department of Mining Engineering at UET Peshawar, as advertised on your official website. With a Master's degree in Mining Engineering and over five years of teaching and industry experience, I am confident in my ability to contribute effectively to your esteemed institution.

#### Qualifications and Experience

**Educational Background:** I hold a Master's degree in Mining Engineering from [Your University Name], where I graduated with honors. My academic training has provided me with a solid foundation in various aspects of mining engineering, including mine planning, mineral processing, and environmental sustainability.

**Teaching Experience:** I have over three years of teaching experience at [Previous Institution Name], where I taught courses such as Mine Ventilation, Rock Mechanics, and Mineral Economics. My innovative teaching methods and ability to explain complex concepts in an understandable manner have been well received by students and faculty alike.

**Industry Experience:** In addition to my teaching experience, I have worked in the mining industry for two years with [Company Name], where I was involved in project planning, safety management, and environmental impact assessments. This practical experience has equipped me with real-world insights that I can bring to the classroom.

#### Skills and Attributes

**Research and Publications:** I have conducted research on various topics related to mining engineering and have published several papers in reputable journals. My research interests include sustainable mining practices and advanced mineral processing techniques.

Technical Proficiency: I am proficient in using mining software such as SURPAC, AutoCAD, and MATLAB, which are essential tools for modern mining engineering practices.

Soft Skills: My excellent communication, teamwork, and problem-solving skills enable me to effectively collaborate with colleagues and engage students in active learning.

Commitment to UET Peshawar

I am particularly impressed by UET Peshawar's commitment to academic excellence and innovation in engineering education. I am eager to contribute to your mission by providing high-quality education and fostering a research-oriented environment for students.

Enclosed are my resume, copies of my academic certificates, and letters of recommendation. I look forward to the opportunity to discuss how my background, skills, and experiences align with the needs of your department.

Thank you for considering my application. I am enthusiastic about the possibility of joining UET Peshawar and contributing to the academic and professional growth of your students.

Yours sincerely,

[Your Name]

Q.4 Differentiate between strong and weak expressions of possibility/ impossibility with suitable examples of each kind.

Ans:

Strong Expressions of Possibility and Impossibility

Strong expressions of possibility indicate that something is very likely to happen or is almost certain. They often leave little room for doubt.

Examples:

1. Will:

"She will pass the exam if she studies hard."

"We will go to the park tomorrow."

2. Definitely:

"He will definitely get the job with his qualifications."

"They are definitely coming to the party."

3. Certainly:

"You will certainly enjoy this movie."

"She will certainly succeed with that attitude."

Strong expressions of impossibility indicate that something is very unlikely to happen or is almost certainly not going to happen.

Examples:

1. Cannot/Can't:

"He cannot be the thief; he was with me all day."

"You can't possibly finish this project in one hour."

2. Impossible:

"It's impossible for humans to breathe underwater without equipment."

"It's impossible that she said that; she would never be so rude."

3. No chance:

"There is no chance we will make it to the meeting on time."

"He has no chance of winning the competition."

Weak Expressions of Possibility and Impossibility

Weak expressions of possibility suggest that something might happen, but it is not certain. They leave a lot of room for doubt.

Examples:

1. Might/May:

"She might come to the party if she finishes her work."

"I may go for a run later."

2. Could:

"It could rain tomorrow, so take an umbrella just in case."

"They could be at the library, but I'm not sure."

3. Perhaps:

"Perhaps he will join us for dinner."

"Perhaps we should try a different approach."

Weak expressions of impossibility suggest that something is unlikely to happen, but it is not entirely ruled out.

Examples:

1. Unlikely:

"It's unlikely that she will come to the party."

"He is unlikely to win the lottery."

2. Doubtful:

"It's doubtful that they will arrive on time."

"I doubt he will finish the project by the deadline."

3. Probably not:

"She will probably not be able to attend the meeting."

"He probably won't accept the job offer."

Q.5 How would you grant and refuse permission in the following situation. Use different expressions each time.

i. Your friend wants to use your car.

ii. A stranger wants to use your cell phone to make a call.

iii. Your class fellow is asking for your assignment.

iv. A colleague requests to use your computer system.

vi. Your sister wants you to drop her friend's home

Ans:

Granting Permission:

i. Your friend wants to use your car.

"Sure, you can use my car. Just make sure to drive safely."

"Of course, you can borrow it. Just bring it back by evening."

ii. A stranger wants to use your cell phone to make a call.

"Okay, you can use it. Please keep it brief."

"Yes, that's fine. Just make sure to return it quickly."

iii. Your class fellow is asking for your assignment.

"Alright, you can have a look at my assignment, but please don't copy it exactly."

"Sure, I can share my assignment with you. Just use it as a reference."

iv. A colleague requests to use your computer system.

"Yes, you can use my computer. Let me just save my work first."

"No problem, you can use it. Just let me know when you're done."

v. Your sister wants you to drop her at her friend's home.

"Okay, I'll drop you at your friend's place. Let me grab my keys."

"Sure, I can give you a ride. Just let me know when you're ready to go."

Refusing Permission:

i. Your friend wants to use your car.

"I'm sorry, but I need my car today. Maybe another time?"

"Unfortunately, I can't lend you my car right now. I hope you understand."

ii. A stranger wants to use your cell phone to make a call.

"I'm sorry, but I'm not comfortable lending my phone to strangers."

"Unfortunately, I can't let you use my phone. Maybe try asking someone else?"

iii. Your class fellow is asking for your assignment.

"I can't give you my assignment, but I can help you understand the material."

"Sorry, but I don't think it's a good idea to share my assignment. How about we study together instead?"

iv. A colleague requests to use your computer system.

"I'm afraid I can't let you use my computer right now. I have some sensitive work open."

"Unfortunately, my computer has some confidential files, so I can't let you use it."

v. Your sister wants you to drop her at her friend's home.

"I'm sorry, I can't drop you off today. Maybe you can ask someone else?"

"I wish I could help, but I'm really busy right now. You'll need to find another way to get there."

Q.6 Write a descriptive paragraph based on a university convocation ceremony you have recently attended.

Write a catchy topic sentence and relevant supporting details and end it conclusively. Your paragraph should be both cohesive and coherent.

Ans:

A Memorable University Convocation Ceremony

The university convocation ceremony I recently attended was a jubilant celebration of academic achievement and future aspirations. The grand auditorium was adorned with elegant decorations, reflecting the importance



of the occasion. Graduates, dressed in their traditional caps and gowns, beamed with pride as they marched in to the stirring sounds of the graduation anthem. The vice-chancellor's inspiring speech resonated with everyone, emphasizing the significance of perseverance, hard work, and the endless possibilities that lay ahead. Family and friends filled the hall, their faces glowing with joy and occasional tears, capturing the profound emotions of the moment. Each name called out for the degree conferment was met with thunderous applause, highlighting the collective spirit of accomplishment. The event concluded with a spectacular display of confetti and a heartfelt rendition of the university's alma mater, leaving everyone with a sense of fulfillment and hope. This convocation was not just a ceremony, but a milestone marking the beginning of new journeys for the graduates, and a testament to the power of education in shaping bright futures.

Q.7 Write a detailed essay of around 300-350 words on the following topic. Democracy of Pakistan in 21st Century?

Ans:

Democracy of Pakistan in the 21st Century

The 21st century has been a tumultuous period for democracy in Pakistan, marked by both significant strides towards democratic consolidation and enduring challenges. Pakistan, since its inception in 1947, has oscillated between democratic and military rule. The turn of the century offered new hope for the stabilization of its democratic institutions, albeit amidst persistent socio-political and economic obstacles.

In the early 2000s, Pakistan's democracy faced severe tests under General Pervez Musharraf's military regime, which, despite its authoritarian nature, laid down the framework for a return to civilian rule. The transition began with the general elections of 2008, which marked a significant milestone as it led to the first peaceful transfer of power from one democratically elected government to another in Pakistan's history.

This era brought renewed optimism, with increased political participation and the strengthening of democratic norms.

However, the democratic journey of Pakistan in the 21st century has not been without its challenges. Political instability, characterized by frequent changes in government, has often undermined the effectiveness of democratic governance. Corruption, nepotism, and the influence of powerful elites continue to erode public trust in political institutions. Furthermore, the judiciary and the military have intermittently intervened in politics, sometimes blurring the lines between different branches of government and creating an imbalance

of power.

Despite these hurdles, there have been notable advancements. The passage of the 18th Amendment to the Constitution in 2010 significantly devolved powers to the provinces, promoting federalism and local governance. Media freedom, although facing periodic crackdowns, has generally flourished, playing a crucial role in holding the government accountable and fostering public discourse. Civil society in Pakistan has also grown more robust, advocating for human rights, transparency, and social justice.

Moreover, the role of technology and social media in the 21st century cannot be understated. These platforms have empowered citizens, particularly the youth, enabling them to mobilize, express dissent, and participate more actively in the democratic process. The 2018 general elections saw an unprecedented use of digital campaigns and voter engagement through social media, highlighting a shift towards a more informed and involved electorate.

In conclusion, democracy in Pakistan in the 21st century is a complex and evolving phenomenon. While the nation has made commendable progress in establishing and nurturing democratic norms, it continues to grapple with inherent challenges that hinder its democratic consolidation. The future of democracy in Pakistan hinges on sustained efforts towards political stability, institutional reforms, and the active engagement of its citizenry. Only through persistent commitment to democratic principles can Pakistan hope to realize its potential as a vibrant and resilient democracy.