

TEACHER : Kashama Sharma
TENDER HEART SCHOOL, SECTOR - 33 B, CHD
CLASS : IX
SUBJECT : ENGLISH LANGUAGE
TEST PAPER - Notice & Email Writing

This English Language assignment is for class X which is going to be submitted on the above mentioned date. Today we will take up notice & email writing of **Test Paper -**

Question 3 a)

Your school is organising a 'Literature Fest'. Write a notice for your school informing the students and inviting them to participate in the event.

Lets Join The Forum of Intellectuals



→ creative heading

A Literature Festival **Name of the Event**

From 6th November, 2024 - 13th November, 2024



Between 10.00 a.m - 2.00 p.m **Time**



↑ Bigger Locality

At the Activity Area, Tender Heart School,
Smaller Locality Chandigarh

↑ **Target Audience**

All the avid readers and budding intellectuals are hereby invited to be a part of this festival and also take some tips for writing new books and develop/ foster love for literature and writing. Interested students may give their names to Mrs. Martha / Mrs. Rosy on or before 2nd November, 2024.

↓ **Contact Person**

Submission Date

TEACHER : Kashama Sharma

CLASS : IX

SUBJECT : ENGLISH LANGUAGE
PRACTICE PAPER -

b) Write an email to a famous literary person, requesting him to be the Guest of Honour at the 'Literature Fest' to be organised in your school.

To : chetanbhagat_30@gmail.com

C.C : principalhs_20@gmail.com

Subject : Request to be the Guest of Honour at the 'Literature Fest'.

Dear Sir,

Tender Heart School, Sector-33 B, Chandigarh is organising a 'Literary Fest' from 6th November, 2024 - 13th November near the Activity Area, Tender Heart School, CHD. from 10.00 a.m - 2.00 p.m in order to foster love among the children for Literature and writing. It also aim at familiarizing the youth with the latest publications of writers and poets, their readings and presentations and develop a fervour for this disintegrating culture. We solicit your benign presence on 6th November, 2024 to support this innovative endeavour and also to encourage children to read more and more books. Looking forward for the acknowledgement of

TEACHER: Kashama Sharma
CLASS: IX
SUBJECT: ENGLISH LANGUAGE

our earnest request at the earliest.
 Yours truly,
 Mrs. Martha / Mrs. Rosy

HOMEWORK

A

Do as directed:

1. The teachers will be holding a meeting tomorrow.
 (Begin: A meeting)
2. We do not accept cash here.
 (Begin: Cash)
3. The student said, "I think I may complete the project tomorrow."
 (Change into indirect speech)
4. This house may be expensive, but I will buy it.
 (Begin: However)
5. "Shut the gate at once," the manager said to the porter. (Remove inverted commas)
6. To attempt all the questions in the examination is prudent. (Begin: It)
7. As I see more of him, I like him less.
 (Begin: The more)
8. He seldom gives me money.
 (Begin: Seldom)
9. I often helped him, but he never succeeded.
 (Begin: In spite of)
10. His speech was received well by the audience.
 (Use: went down)