

## **SOLUTION PTU QUESTION PAPER (DECEMBER, 2023)**

### **SECTION-A**

#### **1 Do as directed:**

- a. Full form of ICJ- International Court of Justice, IMO- In my opinion
- b. Full form of NATO- North Atlantic Treaty Organization, EU- European Union
- c. Synonyms of Begin- Start, commence
- d. Antonyms of Fortunate- Unfortunate, Unlucky
- e. Prefix for anti- Antibiotic, antisocial
- f. Suffix for ful- Helpful, mindful
- g. Punctuate- Have you ever been to Taj Mahal?
- h. Describing is like painting a picture with words or other forms of communication when you describe something. It involves picking out important details, putting them in a way that makes sense, and using language or other tools to help the reader or listener understand clearly and vividly.
- i. While writing a conclusion one should bear in mind that it should summarize the entire document and the reader must get to know about the main idea of the document or writing.
- j. Sometimes people tend to clutter up their writing with unnecessary words or phrases. Good writing is concise and informative. When something is redundant it means that it is excessive, unnecessary, or superfluous. Redundancy usually involves repeating something or adding in information that is completely unnecessary.

### **SECTION-B**

#### **2. Discuss creating coherence in writing.**

Coherence in writing means the smooth flow of ideas and sentences in piece of writing. It is achieved when the ideas and sentences are connected and allow the reader to move easily throughout the essay from one idea to the next, from one sentence to the next and from one paragraph to the next.

In a coherent text, there are logical links between the words, sentences and paragraph of the text, which leads to good and smooth text flow. A writer must make his/her writing as clear and logical as possible.

Coherence makes a text easy to read and understand. Good writers know how to communicate well through the writing. To begin writing anything, a writer must know the purpose of the text and the intended audience. A good writer has a sense what good questions readers may have in mind. Good writers also know how to link sentences together in a logical or orderly way.

#### **3. Discuss sentence structures.**

- **Simple Sentence-** A simple sentence consists of one independent clause. An independent clause contains a subject and verb and expresses a complete thought. For instance-
  1. I like coffee.
  2. The earth goes round the sun.

- **Compound Sentence** - A compound sentence is made up of two or more independent clauses joined by a coordinating conjunction or semicolon. Each of these clauses could form a sentence alone. For example-
  1. I like coffee and Mary like tea.
  2. Our car broke down; we came last.
- **Complex Sentence Structure**- A complex sentence consists of an independent clause plus a dependant clause. A dependent clause starts with a subordinating conjunction or a relative pronoun, and contains a subject and verb, but does not express a complete thought. For instance
  1. We missed our plane because we were late.
  2. He left in hurry after he got a phone call.

**4. a) Fill in with articles.**

- i) My mother is an English teacher.
- ii) It was a bolt from the blue.
- iii) She is an MLA.
- iv) I shall meet the President today.

**b) Use the following phrases in your own sentences:**

- i) **In search of-** The dog was in search of food.
- ii) **At the end-** He was able to understand everything at the end of meeting.
- iii) **Under the table-** The cat was lying under the table.
- iv) **In spite of-** We locked the deal in spite of having heated argument with clients.

**5. a) Fill in the blanks with preposition:**

- i) She always stands for him in the house.
- ii) The child was run over by a car.
- iii) He sits beside/near the fire.
- iv) You have to complete your work with courage.

**b) Correct the following:**

- i) I have not seen him since six years  
I have not seen him for six years.
- ii) He or Raju are guilty.  
He or Raju is guilty.
- iii) I prefer tea than coffee.  
I prefer tea to coffee.
- iv) He is brave than his friends.  
He is braver than his friends.

## SECTION – C

### 6. Report on climate change suggesting ways to save the environment.

The Technical Head  
Indian Meteorological Organization  
New Delhi

12<sup>th</sup> January 2024

The Director  
Indian Meteorological Organization  
Mumbai

**Subject: Report on climate change and suggesting ways to save the environment.**

Sir

With reference to the above mentioned subject the report is as follows:

**Introduction:** My team and I have diligently compiled this report after conducting extensive research and gathering information from various sources. Climate change has become an undeniable reality, affecting every part of the world. This report provides a thorough examination of the current status of climate change, the main factors contributing to it, and possible strategies to reduce its effects and create a more sustainable future.

**Findings:** Our team has collected the following data and information:

- Global temperatures have increased by about 1.1°C since pre-industrial times, exceeding 1.2°C in 2023. This seemingly minor rise results in more intense heatwaves, droughts, floods, and unpredictable weather patterns.
- The melting of glaciers and ice sheets poses a significant threat to coastal communities and ecosystems, as it leads to a rise in sea levels. Projections indicate that there could be a significant rise in sea levels by 2100, which could result in the submersion of low-lying areas and pose a threat to coastal infrastructure.
- Climate change has a significant impact on ecosystems, leading to the extinction of species and the loss of their habitats. Particular attention should be given to the vulnerability of coral reefs, forests, and polar regions, as their degradation can have far-reaching consequences throughout the food chain.

**Conclusion:** On the basis of data collected we have concluded that:

- Greenhouse gases, such as carbon dioxide and methane, are the main culprits behind climate change as they build up in the atmosphere. These gases cause the planet to gradually warm as they trap heat. The primary drivers of greenhouse gas emissions are the combustion of fossil fuels for energy and the destruction of forests.
- Deforestation has a significant impact on climate change as it hinders the forests' capacity to absorb carbon dioxide, thus worsening the problem.
- Intensive agricultural practices are a significant contributor to greenhouse gas emissions. These emissions occur due to the release of methane from livestock, land clearing activities, and the use of fertilizers.

### **Suggestions:**

- Shifting our focus from fossil fuels to renewable energy sources such as solar, wind, and geothermal is of utmost importance in order to decrease greenhouse gas emissions. Investing in energy efficiency and smart grids can greatly amplify these endeavours.
- It is crucial to prioritise the preservation of current forests and encourage the adoption of sustainable reforestation methods in conservation efforts. Addressing deforestation has multiple benefits, including climate change mitigation and the preservation of biodiversity and ecosystem services.
- Embracing sustainable farming practices such as organic agriculture, agro forestry, and precision agriculture can have a profound impact on reducing emissions and improving soil health.
- Adopting a low-carbon lifestyle by cutting down on consumption, choosing sustainable transportation options, and reducing waste is crucial for taking collective action.
- Advancements in carbon capture and storage, renewable energy storage, and green building materials have the potential to significantly impact the battle against climate change.
- Climate change poses a significant challenge, but it is not impossible to overcome. Through embracing a sustainable future driven by renewable energy, safeguarding ecosystems, and encouraging both individual and collective action, we have the power to reduce its effects and construct a resilient planet for future generations.

The report is being submitted for your kind attention and information, Sir.

Report Prepared by:  
Technical Head

### **7. Precis Title- Child Labour**

For years, governments have promised to end risky industry child labour. Despite the hyperbole, the government has neither eliminated this scourge nor mandated elementary education for all Indian children. 60–100 million kids work instead of going to school, and 10 million work in hazardous industries. The Child-Labour (Prohibition and Regulation) Act 1986 bans harmful work for under-14s. Child-Labour is authorised in non-hazardous jobs. The Act addresses organised or manufacturing work, not informal work like cleaning, servants, porters, servers, and other unskilled jobs for youth. The lack of enforcement of current laws keeps child labour going.

### **8. Draft a business letter placing an order of furniture items required by you company. Imagine details.**

Mehta Pvt. Ltd.  
New Delhi

December 29, 2023

The Manager  
Khurana Plywood  
Ludhiana

Subject: Purchase Order for Furniture Items

Dear Sir

I trust this letter finds you well. I am writing on behalf of Mehta Pvt. Ltd., a dynamic multinational company based in New Delhi. We have recently expanded our workspace and are in need of quality furniture to accommodate our growing team.

After careful consideration, we have identified Khurana Plywood as a reliable supplier of premium office furniture. We are interested in placing an order for the following items, with desired features if applicable:

Item	Quantity	(Additional specifications)
Ergonomic Office Chairs	20	(Mesh back, adjustable arms)
Conference Table	1	(Large, rectangular, seats 10)
File Cabinets	10	(4-drawer, lockable)
Reception Desk	1	(Modern design, with countertop)
Executive Desks	15	(L-shaped, with drawers and keyboard tray)

We are particularly interested in modern designs and durable materials to ensure the longevity of the furniture. If your company offers customization options, please provide details and any associated costs.

Please include the following information in your response:

- Unit prices for each item
- Bulk purchase discounts, if available
- Payment terms (through cheque)
- Estimated delivery time to our office address

We are eager to establish a long-term business relationship with your esteemed company and believe that your furniture will greatly contribute to the aesthetics and functionality of our workspace. We have heard positive recommendations about your services and appreciate your attention to this matter. We look forward to receiving your positive response.

Thank you for your time and consideration.

Yours truly  
(Signature)

## **9. Write an essay on “*Health and Physical Exercising.*”**

In the fast-paced modern world, the significance of maintaining good health cannot be overstated. One of the cornerstones of a healthy lifestyle is regular physical exercise. Engaging in physical activities not only contributes to physical fitness but also plays a crucial role in mental and emotional well-being.

Physical exercise is key to achieving and maintaining good health. Regular exercise helps control weight by burning calories and improving metabolism. It also enhances cardiovascular health, reducing the risk of heart disease and related complications. Exercise is a potent stress reliever, releasing endorphins that act as natural mood lifters and alleviate symptoms of anxiety and depression.

Moreover, physical activity is integral to maintaining optimal musculoskeletal health. Weight-bearing exercises, such as strength training, contribute to bone density and reduce the risk of osteoporosis. Flexibility exercises, like yoga, improve joint function and prevent stiffness.

Furthermore, the benefits of physical exercise extend beyond individual well-being to societal advantages. Healthier individuals contribute to a more productive workforce, reduce the burden on healthcare systems, and foster a sense of community through shared recreational activities.

In conclusion, health and physical exercising are intertwined components of a balanced and fulfilling life. Prioritizing regular physical activity is an investment in overall well-being, encompassing physical, mental, and emotional dimensions. Governments, communities, and individuals should collaboratively promote a culture of physical fitness, recognizing its pivotal role in the pursuit of a healthier and happier society. By embracing the value of health and incorporating physical exercise into daily routines, individuals can embark on a journey toward a more vibrant and resilient life.