

## SECTION – A

### Q.1 (a) Give short answers with examples.

1. **Causative Verbs:**

Causative verbs indicate that one person causes another to do something.

**Example:**

- She **made** him cry.
- I **had** my car washed.

2. **Reciprocal Pronouns:**

Reciprocal pronouns are used when two or more people perform an action mutually.

**Example:**

- They love **each other**.
- The friends helped **one another**.

3. **Phrase:**

A phrase is a group of words that work together but do not contain a subject and a verb.

**Example:**

- The **red car** is mine. (Noun phrase)
- He ran **with great speed**. (Prepositional phrase)

4. **Alphabet:**

The alphabet is a set of letters used in a language. The English alphabet consists of **26 letters**, from **A to Z**.

5. **Gerunds:**

A gerund is a verb ending in **-ing** that functions as a noun.

**Example:**

- **Swimming** is my hobby.
- He enjoys **reading**.

### (b) Do as directed.

1. **She ate mangoes.** (Negative)  
→ She **did not** eat mangoes.
2. **He uses nothing.** (Interrogative)  
→ What does he use?
3. **The earth is round.** (Identify the mood)  
→ **Indicative mood** (It states a fact.)
4. **She is such a girl who never weeps.** (Correction)  
→ She is a girl **who never weeps**.
5. **Many a men were going.** (Correction)  
→ **Many a man** was going.

**Question No. 2**

**(a) Change the Numbers.**

**Basis** → Bases

**Focus** → Foci

**(b) Give Antonyms.**

1. Accept → Reject
2. Adhere → Detach
3. Agree → Disagree
4. Brave → Cowardly
5. Fool → Wise

**(c) Change the Genders.**

1. Actor → Actress
2. Lass → Lad
3. Governor → Governess
4. Emperor → Empress
5. Stag → Hind

**(d) Turn into Verbs.**

1. Strong → Strengthen
2. Life → Live
3. Loss → Lose
4. Pure → Purify
5. Pleasure → Please

**Question No. 3**

**(a) Put in Articles.**

1. He is \_\_\_ honest person.
2. The little money I had, was lost.
3. He caught me by \_\_\_ neck.

4. He has got \_\_\_\_ headache.
5. He gave me \_\_\_\_ one-rupee note.

**(b) Use the right Prepositions.**

**(c) Put in the right Verbs.**

1. He would go if you **asked** him.
2. He will **die** by the morning.
3. He **has been** ill for 3 days.
4. Where **were** you yesterday?
5. Two and two **make** four.

**(d) One-word Substitutions.**

1. Against law → **Illegal**
2. That which easily breaks → **Fragile**
3. He who eats too much → **Glutton**
4. That which results in death → **Fatal**
5. That which lasts forever → **Eternal**

**Question No. 4**

**(a) Change the narration.**

1. She said to me, "**Do you know me?**"  
→ She asked me if I knew her.
2. She said to me, "**What do you eat?**"  
→ She asked me what I ate.
3. I said to her, "**I know you and your family much.**"  
→ I told her that I knew her and her family very well.
4. He said to me, "**Do not break my pen.**"  
→ He told me **not to break** his pen.
5. She asked me if I was ill or not.  (Already in indirect speech.)

**(b) Change the voice.**

1. She is waiting for me.  
→ I am being waited for by her.
2. Aslam uses unfair means.  
→ Unfair means are used by Aslam.
3. Does he know us?  
→ Are we known by him?
4. Why did you call me yesterday?  
→ Why was I called by you yesterday?

5. Where are the workers being taken by the officer?  
→ Where is the officer taking the workers?
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**Q.5 (a) Use the right options.**

1. He is gaining (wait, weight).
2. She has a beautiful (vice, voice).
3. We lack (Union, unity).
4. His feet were (soar, sore).
5. He was \_\_\_\_ there. (Born, Borne)

He is gaining **weight**.

She has a beautiful **voice**.

We lack **unity**.

His feet were **sore**.

He was **born** there.

**(b) Name the parts of speech.**

1. We looked for him everywhere.

**We** (Pronoun)

**Looked** (Verb)

**For** (Preposition)

**Him** (Pronoun)

**Everywhere** (Adverb)

**(c) Use in your own sentences.**

1. **Make faces** → The child started making faces at his friend.
  2. **Keep up appearances** → She was broke, but she kept up appearances.
  3. **Give up the ghost** → After years of struggle, the business gave up the ghost.
  4. **Hue and cry** → The public raised a hue and cry over corruption.
  5. **Heart and soul** → He devoted his heart and soul to his studies.
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## SECTION – B

**Q.6 What is a précis? Give its rules. (20 marks)**

**Précis Writing: Definition and Rules**

**Definition of a Précis**

A précis is a **concise and clear summary** of a passage that retains its essential meaning while reducing its length significantly. It captures the **main idea, key arguments, and tone** of the original text but in a more compact form. A well-written précis is an **objective** representation of the original content, without adding personal opinions, examples, or unnecessary details.

For a graduate-level student, précis writing is an essential skill as it helps in **academic summarization, research writing, and effective comprehension** of lengthy texts. It is widely used in **competitive exams, journalism, and report writing**, making it a crucial component of effective communication.

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## Rules of Writing a Précis

### 1. Read the Passage Carefully

The first and most important step is to read the passage multiple times to understand its **main idea and supporting details**. Without a proper understanding, summarizing can lead to distortion of meaning.

### 2. Identify the Central Theme

A précis should reflect the **core message** of the passage. Identifying the theme helps in eliminating **unnecessary information** and focusing on the most relevant aspects.

### 3. Use Your Own Words

Copying exact sentences from the original passage should be avoided. The précis must be written in **your own words** while maintaining the tone and intent of the original text. However, **technical terms** or key phrases may be retained if necessary.

### 4. Maintain Logical Order

A précis must follow a **structured and coherent order** just like the original passage. The **introduction, main argument, and conclusion** should flow smoothly without any abrupt jumps or missing links.

### 5. Be Objective and Neutral

Personal opinions, comments, or additional examples should never be included in a précis. The summary should strictly reflect the **author's viewpoint** without any bias or interpretation.

### 6. Avoid Examples and Repetitions

A précis should **eliminate unnecessary examples, illustrations, or repetitions** from the original text. The focus should be on summarizing arguments, not elaborating on them.

### 7. Reduce the Word Count Significantly

An ideal précis is usually **one-third** of the original passage. Unnecessary adjectives, adverbs, and lengthy phrases should be replaced with **concise expressions**.

### 8. Use Simple and Clear Language

Complex sentence structures should be avoided. The language must be **clear, precise, and grammatically correct** to ensure easy understanding.

### 9. Do Not Alter the Meaning

While summarizing, it is important to ensure that the **essential meaning of the passage remains intact**. Any misinterpretation or omission of critical points can change the intended message of the original text.

### 10. Write a Suitable Title

A précis should always have a **short, relevant, and meaningful title** that reflects the main theme of the passage. A good title makes the summary more impactful and readable.

#### Q.7 Read the passage and answer the questions. (20 marks)

##### Passage:

Man cannot live without a society. He cannot live alone. He must live with his fellow beings. But living in a society means cooperation with the other members of the society. When you live in a society, you have to live as others live. You have to accept the conditions and traditions that a society prescribes for its members.

These conditions and standards of behavior are for the common good and welfare of society and individuals. Society gives you some rights and some duties.

##### Questions:

1. **What does 'living in society' mean?**  
→ It means **cooperating** with others and following social norms.
2. **What conditions and standards of behavior have you to accept?**  
→ We have to accept rules, traditions, and behaviors set for the welfare of society.
3. **Can a man alone lead his life successfully?**  
→ No, a person needs **social interaction and support** to survive and succeed.
4. **Précis Title: The Importance of Society**  
→ Humans cannot live alone and must follow societal rules. Cooperation is necessary for a functional community. Society provides both rights and responsibilities for mutual welfare.

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#### Q.8 Write an essay on ONE of the following topics. (20 marks)

1. Earthquakes
2. The Importance of Commerce Education
3. The Role of Banks
4. Dignity of Labour

## Earthquakes:

### Introduction

Earthquakes are one of the most devastating natural disasters that strike without warning, causing loss of lives, destruction of property, and economic instability. Pakistan, situated in a seismically active zone, has witnessed several major earthquakes, including the **2005 Kashmir**

**earthquake**, which left a lasting impact on the nation. Understanding the causes, effects, and measures for preparedness is crucial for minimizing damage and saving lives.

### Causes of Earthquakes

Earthquakes occur due to the sudden movement of tectonic plates beneath the Earth's surface. The primary causes include:

- **Tectonic Activity:** The Earth's crust is divided into plates that move constantly. When they collide or slide past each other, stress builds up, leading to earthquakes.
- **Volcanic Eruptions:** Sometimes, volcanic activity triggers earthquakes, particularly in regions with active volcanoes.
- **Human-Induced Factors:** Activities like mining, reservoir-induced seismicity, and nuclear testing can also cause minor earthquakes.

### Effects of Earthquakes

The impact of earthquakes can be catastrophic, leading to:

- **Loss of Lives and Injuries:** Thousands of people may perish or suffer serious injuries.
- **Destruction of Infrastructure:** Roads, bridges, buildings, and communication networks collapse, leading to massive economic losses.
- **Tsunamis and Landslides:** Underwater earthquakes can trigger tsunamis, while mountainous areas may experience landslides.
- **Psychological and Economic Impact:** Survivors often suffer from trauma, and the rebuilding process requires significant financial resources.

### Preparedness and Mitigation

Pakistan, being an earthquake-prone country, must adopt strict **disaster management strategies** such as:

- Implementing **earthquake-resistant construction** techniques.
- Establishing **early warning systems** and public awareness programs.
- Training **rescue teams** and equipping them with modern technology.

### Conclusion

Earthquakes are inevitable, but their destruction can be minimized through **scientific advancements, proper urban planning, and effective disaster management policies**.

Pakistan must take proactive steps to ensure preparedness and safety for its citizens.

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## The Importance of Commerce Education

### Introduction

Commerce education plays a pivotal role in the **economic and financial growth** of a country. In Pakistan, where economic challenges persist, commerce education provides individuals with

the necessary skills to contribute to **banking, business, trade, and entrepreneurship**. A strong commerce education system fosters financial literacy and prepares students for **competitive markets**.

### **Significance of Commerce Education**

#### **1. Development of Business and Trade**

Commerce education enables students to understand **business strategies, market trends, and financial management**. It helps in boosting **exports, industry, and trade**, which are essential for Pakistan's economic development.

#### **2. Career Opportunities**

A degree in commerce opens diverse career paths, including **accounting, banking, finance, marketing, and management**. Many Pakistani graduates find opportunities in **multinational companies, stock markets, and entrepreneurship**.

#### **3. Promotion of Entrepreneurship**

In a country struggling with unemployment, commerce education encourages **self-employment** and startup culture. Many successful businesses in Pakistan have been founded by individuals with strong backgrounds in commerce and finance.

#### **4. Financial Literacy and Economic Growth**

A well-educated population in commerce leads to **better financial decision-making**, improved investment opportunities, and an overall **strengthened economy**.

### **Challenges in Commerce Education in Pakistan**

Despite its importance, commerce education in Pakistan faces challenges such as **outdated curricula, lack of practical exposure, and insufficient research opportunities**. The government must focus on **modernizing commerce education** and promoting industry-academia linkages.

### **Conclusion**

Commerce education is the backbone of a country's **financial stability and economic prosperity**. By investing in this sector, Pakistan can equip its youth with skills necessary for a globally competitive economy.

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## **The Role of Banks in Economic Development**

### **Introduction**

Banks play a crucial role in the **financial stability and economic development** of a country. In Pakistan, where economic challenges such as **inflation, unemployment, and low investment rates** persist, the banking sector serves as the backbone of economic progress by ensuring capital flow, facilitating businesses, and promoting investment opportunities.

### **Functions of Banks in Economic Growth**

### 1. Mobilization of Savings

Banks encourage people to **save money** by offering various savings and investment schemes. These savings are later used for productive purposes like business expansion and infrastructure development.

### 2. Providing Loans and Credit

Banks offer loans to **businesses, farmers, and entrepreneurs**, helping them invest in **industries, agriculture, and trade**. This boosts employment and enhances economic productivity.

### 3. Facilitating Trade and Commerce

Modern banking systems provide **secure transactions, foreign exchange services, and trade financing**, making global and local trade more efficient.

### 4. Digital Banking and Financial Inclusion

With the rise of **internet banking, mobile banking, and fintech solutions**, banks are now reaching remote areas, allowing more people to participate in the financial system.

### Challenges Faced by the Banking Sector in Pakistan

Despite its crucial role, the banking sector in Pakistan faces issues like **high interest rates, corruption, money laundering, and limited access to financial services in rural areas**. Government and private institutions must work together to make banking more **accessible and transparent**.

### Conclusion

Banks are the **lifblood of a country's economy**. Strengthening the banking system through **modernization, financial inclusion, and regulatory improvements** can pave the way for Pakistan's economic stability and growth.

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## Dignity of Labour

### Introduction

"Dignity of labour" is the principle that **all types of work, whether intellectual or manual, are equally important and respectable**. No job is superior or inferior, and every profession contributes to the progress of society. Unfortunately, in countries like Pakistan, some occupations are viewed as **menial**, creating **class distinctions** and discouraging youth from engaging in hard work.

### The Importance of Labour in Society

#### 1. Backbone of Economic Development

Labourers, farmers, factory workers, and technicians form the **foundation of an economy**. Without them, industries, agriculture, and infrastructure cannot function.

#### 2. Islam and the Dignity of Labour

Islam strongly emphasizes the **importance of work**. The Holy Prophet (PBUH) himself engaged in trade and manual labour, setting an example for his followers. Hard work is a form of **worship** in Islam.

### **3. Breaking the Social Stigma**

Many societies look down upon certain professions, leading to **exploitation and discrimination**. It is important to **respect all workers** and ensure they receive fair wages, safe working conditions, and equal opportunities.

### **4. Encouraging Self-Reliance**

When individuals take pride in their work, they become **self-reliant** and contribute positively to their families and society. Nations that value labour, like **Japan and Germany**, have progressed due to their work ethics.

### **Challenges Faced by Labourers in Pakistan**

Labourers in Pakistan often suffer from **low wages, poor working conditions, and lack of job security**. The government must **enforce labour laws, ensure fair wages, and promote vocational training**.

### **Conclusion**

Recognizing the dignity of labour is essential for creating a **just and prosperous society**. Every profession, no matter how big or small, deserves respect. Pakistan's progress depends on fostering a culture where **hard work is valued and all workers are treated with dignity**.