

## [Question-Answer1](#)

### **1.4 Be SMART...!**

**Warming up!**

**Chit - Chat**

**2. An Acrostic is a form of writing where the first letters in each of the lines form another word.**

**For example: FRIEND**

Faithful

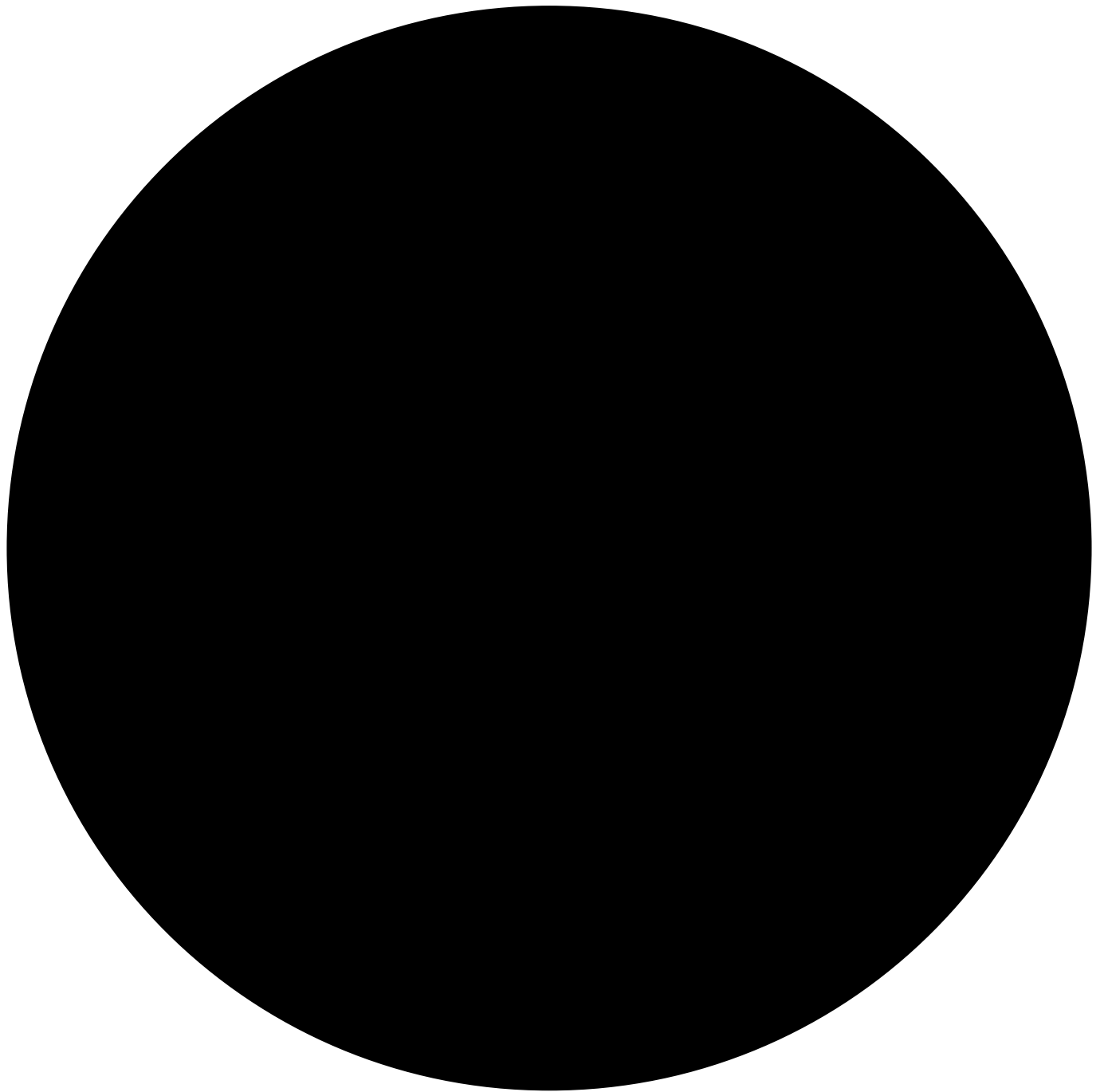
Respectable

Inspiring

Encouraging

Noble

Dependable



**3. Say whether the underlined words in the following sentences are used as a Noun or Verb or Adjective.**

(a) I **walk** to school every day. ( Verb )

(b) I go for a **walk** every day. ( Noun )

(c) They gave me a **gift** every day. ( Noun)

(d) You can **gift** her a story book. ( Verb )

(e) It was sold as a **gift** pack. ( Adjective )

(f) They bought a **new** house on 10th street. ( Adjective )

(g) The water – tanks **leak** a lot. (Verb)

(h) The old-age home **houses** 100 aging and homeless people. ( Verb)

### **MARGIN QUESTION**

**Q1) Why do some people find setting goals a challenge?**

**Ans:** Some people find setting goals a challenge due to fear of failure.

**Q2) How does quantifying goals help us?**

**Ans:** Quantifying goals help us by providing specific ways to track progress against goals.

**Q3) What factor is unreal while setting goals?**

**Ans:** Expecting to become an expert in a short amount of time is unreal while setting goals.

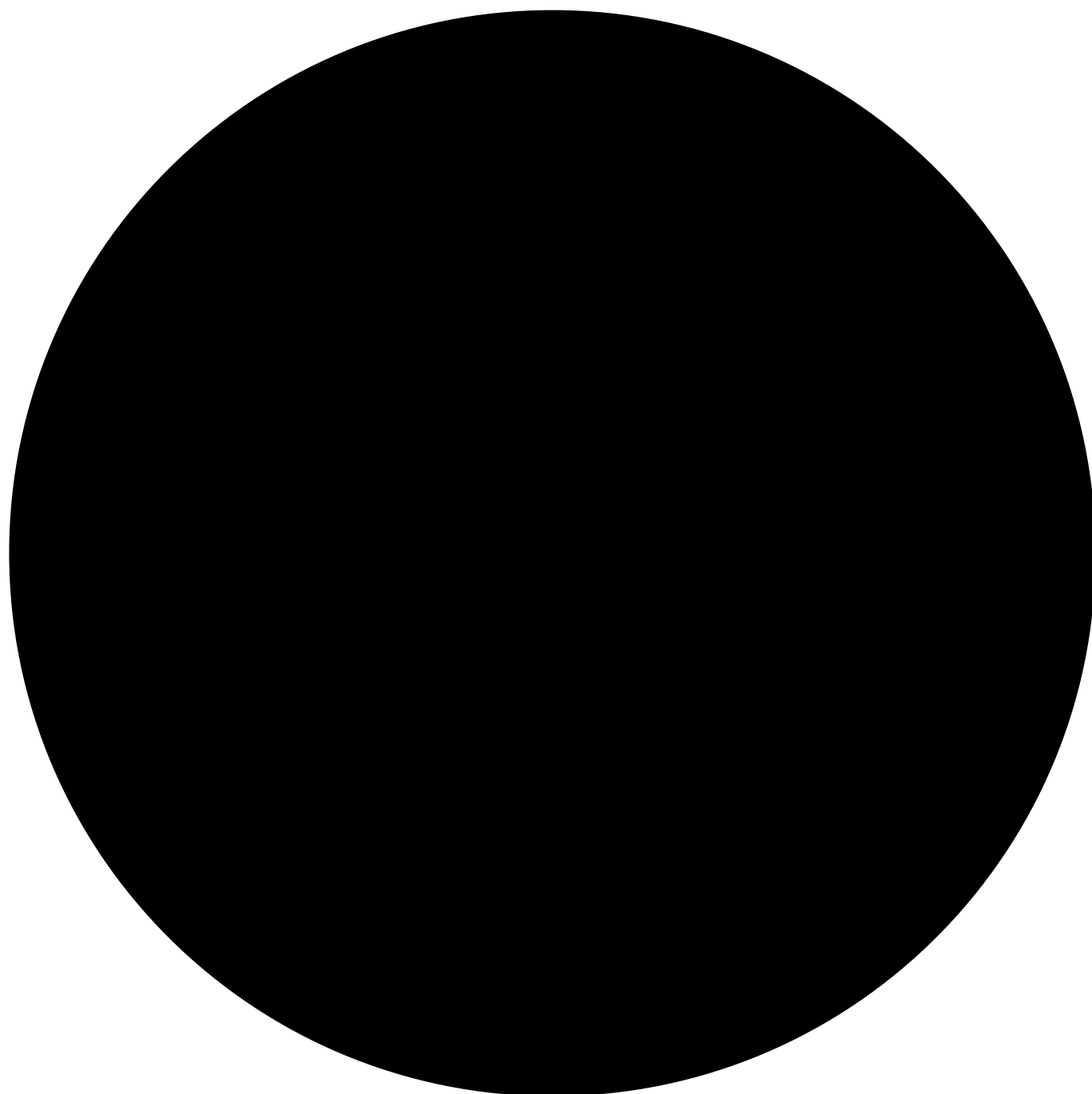
**Q4) To what are efforts towards success compared? Why?**

**Ans:** Efforts towards success is compared to a walk in the dark.

This is because just like walking in the dark, success depends upon how we approach and

handle problems such as finding the right footing, precisely mastering the skills and getting to the next

## **ENGLISH WORKSHOP**



**2) Pick out examples from the text that support each of the**

**following facts:**

**a) Goals should be achievable.**

**Ans:** As students, we can't become a President, a Prime Minister,

but can hope to reach those heights in future.

**b) A time-limit should be set to achieve goals.**

**Ans:** Establish time parameters around each goal, as it will help

increase focus and accountability. To reduce weight we know how to go about it. But without consistent time-bound action, it never becomes a reality.

**c) A specific field/area has to be fixed to achieve goals.**

**Ans:** The more specific the area, the more refined the achievement

of one's goal can be. It makes it easier to set parameters and work towards the goal. For example, if it is building a house, what exactly is the capacity required and how long can it stretch?

**d) Good results depend upon the quality and quantity of work put in.**

**Ans:** The quality and quantity of energy we put forth, directly

impact the results. Life is something like a trumpet. If we don't put anything in, we can't get anything out.

**e) A benchmark is needed to track progress.**

**Ans:** This makes it easy to benchmark performance throughout the

goal period, including areas to improve. While playing football, one's exact role and position has to be clearly defined

**3) Complete the following sentences.**

a) SMART goals are a **methodology of thinking that helps people** each success.

b) Two valuable assets of setting goals are **a sense of originality and a stepping stone to illuminate the path.**

#### **4. Read this quote.**

**'If we don't put anything in, we can't get anything out.'** Guess the meaning.

Discuss in pairs and find similar quotes that bring in the same meaning.

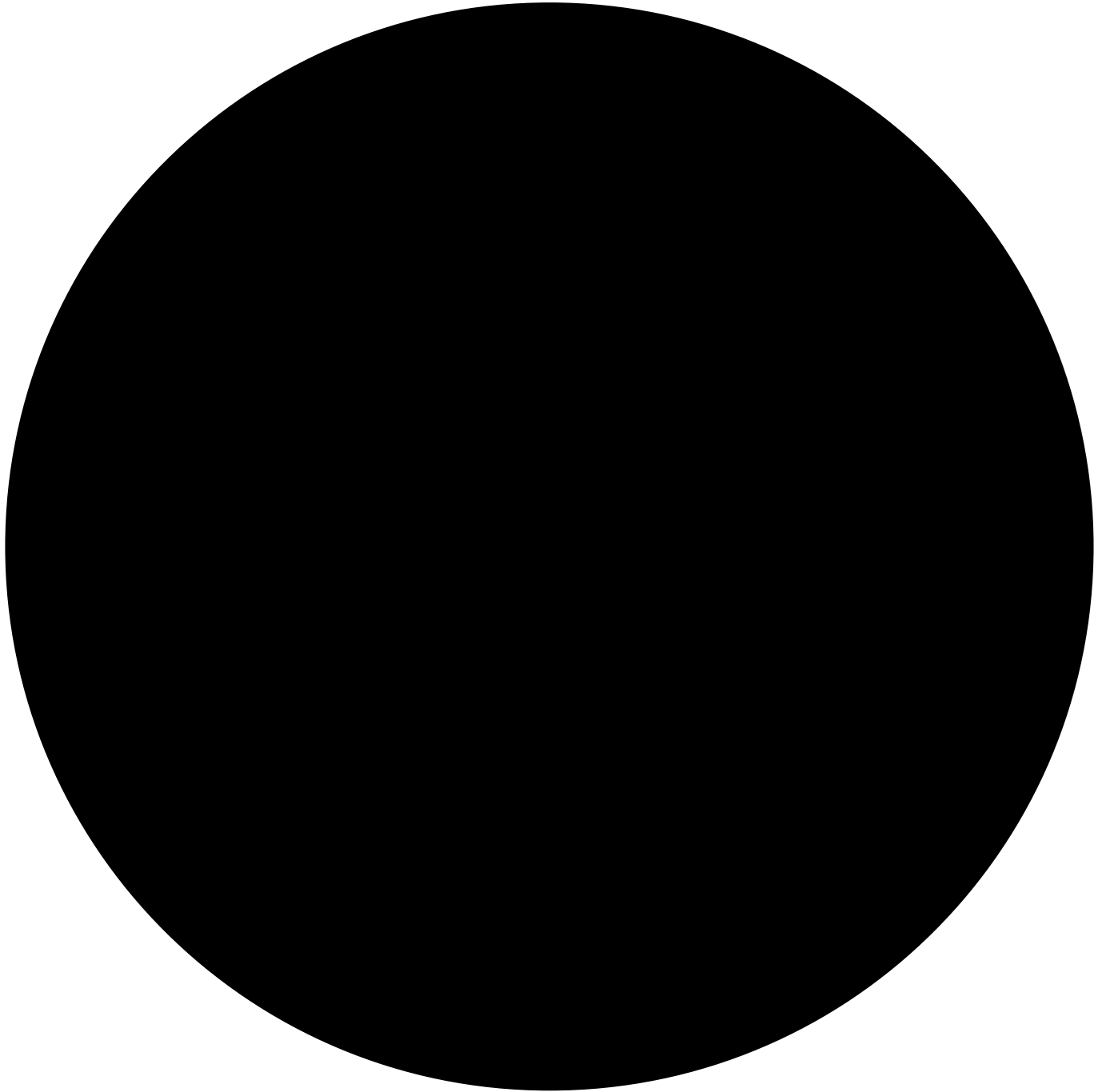
(a) You reap as you sow

(b) Input is equal to output

(c) Garbage in, garbage out.

(d) Where there is a will, there is a way.

(e) What goes around comes around.



**Ans:**

**Do I know the format?**

Speech writing or presenting a speech in front of an actual audience or listeners is influencing them and conveying intended matter in a relevant way.

How to start?

The type and the topic of the speech are very important to start the speech in a proper way. We should have a fair idea about the listeners so we can grab their attention, which would last long (till the end). So we must try to start the speech which suits our personality according to the topic, audience and atmosphere.

You can start it by-

1. Telling a story.
2. Telling a joke.
3. By explaining a famous statement
4. By using audio-video aids.
5. By a proverb or maxim,
6. By communicating with the audience.
7. By asking questions
8. by giving Data.
9. By revealing a secret

### **What to write?**

Speeches are like essays: they have an introduction, main body and the conclusion. But they meant to listen and not to read. So that your words could help the audience to paint a mental image.

How to bring quality to your speech?

To have good quality in your speech, you must have a variety of things in it. With all your good content it should have a little colour, drama, humour and emotions.

It should have anecdotes and examples which can hold the attention of the audience.

### **What are the relevant thoughts, slogans or maxim?**



Anecdotes and examples will increase the interest of the audience but to keep them involved in the speech, we must think about slogans and good thoughts of some great people some proverbs or maxims will do the best.

What is the systematic procedure to justify and receive speech?

As told before the speech is an oral essay having an introduction, main body and the conclusion.

**\*Introduction -**

We must grab the attention of the audience in the beginning.

**\*Main body -**

Tell them what you think, talk to them involve them, keep their thinking process on by your words.

**\*Conclusion -**

Conclude the speech with a great firmness in a way that your point of view would turn into the audiences' point of view.

What should be the size or length of speech?

Depends upon the occasion and the audience. But for speech writing, it must have quality with good quantity.

Which are the other elements to be included?

While writing a speech it should show the good use of language with the use of blazing words, phrases and sentence.

Change of context must be flexible which will allow the reader to go further. Pronunciation and intonation must be worked out by the speaker in an actual speech.

## **6. Speech development**

### **(A) Content**

(a) Greeting and introduction of the topic

(b) Exposition of main theme / clarity of message / organised thoughts / an ideas.

(c) Moral and practical application with examples.

(d) Conclusion

### **(B) Speaking Presentation**

(a) Verbal clarity – pronunciation of words, voice modulation and projection.

(b) Presentation / Speaking style – mannerism, audience eye contact, ability to keep the audience engage.

(c) Confidence – gestures and expression, stage courage

### **(C) Useful phrases and vocabulary**

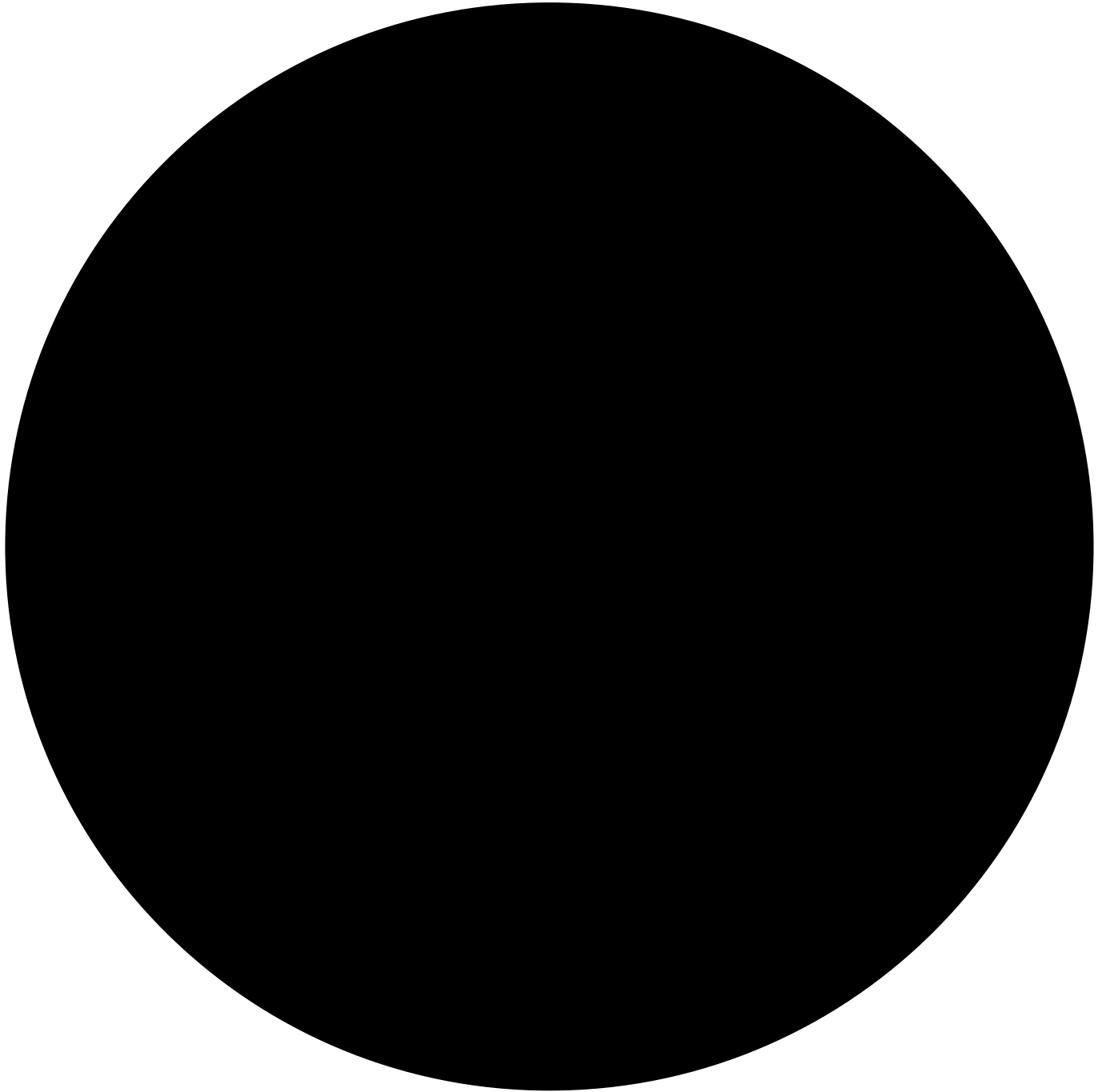
(a) It's pleasure to see you all / I am happy to see you today/it's good to see you all here.

(b) Today's topic is / My talk is about My topic is

(c) The purpose / aim of this speech.

(d) I will focus on one / two / three major issues.

(e) If you have any question, feel free to ask me.



**Ans:**

My fellow students, it is with great pleasure today that I

stand before you to discuss how to achieve success in life. Hopefully by the end of this session, we all will have a clearer picture on success, what it means and how to achieve it.

Success, we all want it but so few of us really know how to go about in achieving it. However, before we set forth in our journey, it is important to know what success means to you. Remember that for each individual person, success would mean something else. You cannot understand what success means to you by simply looking at what others want in their lives. You have to define what success means to you and what you want to achieve.

Once you know what is success for you, you can set your goal in life. It is highly important that you plan the key steps in achieving your goal. Without a proper plan and realistic steps defined, the chances of success go down. You

need to gather as much information as possible and add to your knowledge of your domain as you go ahead in your steps towards success. Remember along with proper planning, genuine hard work, perseverance and confidence is key in moving towards your goals.

Do not be shy in getting guidance from people who have already achieved success or people who are in your chosen domain. Learning from people's experience will help you in your own quest. Learn and follow the path to success of other successful people. Try to understand the problems they faced and tackle your own issues accordingly. Get motivated by the passion of other successful people and use that motivation to fuel your own passion. Your desire to succeed is second to none and always keep this in mind as you work hard for your goals.

Remember that there will be sacrifices to be made. Success very much depends upon how much effort you have put in each step of the way. You need to develop a never give up attitude as things can get hard at certain times. Your positive attitude will ensure that even when things get tough, you do not give up and march towards achieving your goals one by one.

The saying 'A dream doesn't become reality through magic; it takes sweat, determination and hard work' should be kept in mind. Of course, once you do achieve success, the fruits of your labour will be sweetest and make every sacrifice you made absolutely worth it.

Thank you so much for listening to me today. I am really happy I was able to share my thoughts with you all and if anyone has any questions, please feel free to ask me right now.