

Assessment 2

Total Marks: 30

Q: 1: Answer the following questions: (20)

- I. Make this sentence more emphatic: "We need a new distribution system."
- II. What are unified sentences. Give an example.
- III. How would you differentiate between simple, compound and complex sentences?
- IV. Describe the three main characteristics of a paragraph.

Q:2: a) Outline the various methods that are used for ordering paragraphs? (10)
b) Write appropriate ordering method for the paragraph given below:

It is summer again and employees begin to wistfully dream of their summer vacation. Why do we need a summer vacation? Some people are sun worshippers so they need some time to get out in the sun and soak up some rays. Other people are do-it-yourselfers with a list of projects they have lined up for those long summer days when darkness comes late into the evening. Finally, there are those who just want a break from their work.

Ordering Method: _____