



## FREEDOM EMPLOYABILITY ACADEMY

Building ethical, productive mindsets  
and core employability skills

## Student Reference Book

Lesson 81 to 161

Feb 2024 version

Updated on June 1

This book has been issued to ..... (First Name) ..... (Family Name)  
of Session ..... on ..... (DD/MM/YY)

# ***THIS PROGRAM WILL BUILD***

### ***MINDSET***

- Develop self-confidence
- Improve decision-making
- Find creative solutions
- Learn from successful mentors

### ***DIGITAL SKILLS***

- Learn MS Word and Excel
- Develop online search skills
- Practice typing and computer operation

### ***LANGUAGE***

- Build English speaking skills
- Expand English vocabulary and grammar
- Practice listening comprehension
- Master public speaking and debate

### ***CAREER-BUILDING SKILLS***

- Learn about various careers
- Discover how to find a job
- Develop interview skills
- Prepare a resume
- Work with career guides to find the right career for you

***Learn while having FUN***

**Many students more than double or triple or even quadruple their incomes by completing the FEA course. Are you going to be one of them?**

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# Lesson 81

## Silent Reading

Let's start with a very simple question.

Have you ever been super motivated for something, made a big plan, felt excited—and then one week later, you were back to your old habits?

Don't worry. You're not alone. This happens to almost everyone.

Why?

Because we are all taught to dream big, but we are not taught how to work daily.

Today, I want to talk about two types of effort people put into their goals:

1. The "one big push" – a moment of high energy, excitement, motivation
2. The "long, boring hard work" – the slow, daily effort that looks simple but builds success

Let's compare them. Not with theory, but with real, simple examples from daily life.

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The "One Big Push" — Emotional, Loud, Temporary

Let me give you an example.

You decide to clean your entire room. One day, suddenly, you feel motivated.

You start early in the morning. You clean, rearrange, wash clothes. You even play music to feel good.

But after 6 hours, you get tired. You leave some clothes lying on the bed. You say, "I'll do it tomorrow."

Now the next day, you're not in the mood. And the day after, the mess starts again.

Sound familiar?

This is the "dhakka maar" motivation — one big emotional push.

It feels great while it lasts. But it doesn't build habits.

Here's another one.

You fall into the mud while walking. Your clothes are dirty.

What will you do?

Will you say, "Now that I'm dirty, let me lie here all day in the mud"?

Of course not.

You'll get up, go home, wash your clothes, and clean yourself.

But when we make one mistake in life, we do the opposite.

We say:

- “I missed one class, now what’s the use of attending?”
- “I broke my diet, now let me eat 4 samosas.”
- “I didn’t study today, let me watch Netflix all day.”

Why do we behave differently with our life goals than with our clothes?

Because we are addicted to all-or-nothing thinking.

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## The Power of Long, Boring Hard Work

Now let’s talk about the other kind of work.

It’s not shiny. It’s not exciting. It doesn’t make for a good Instagram story.

It’s boring. Silent. Repetitive.

It’s showing up every day:

- Even when you’re tired
- Even when you don’t see results
- Even when nobody is watching

It’s like brushing your teeth. Nobody claps when you do it.

But if you don’t, your teeth rot. If you do, over years, you maintain your health.

This kind of work is called discipline. And discipline beats motivation every time.

Let me give you a few more examples.

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## Real-Life Examples

### Example 1: Learning English

You attend a class and feel motivated. You decide to practice for 3 hours that day.

The next day, you’re tired. You practice for 15 minutes. Then slowly, you stop.

Now imagine a student who practices English 20 minutes every single day for 6 months.

Who will improve more?

The one who gave a “big push” for a few days?

Or the one who did a small amount daily?

Obviously, the second one.

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#### Example 2: Fitness

Imagine two people.

One goes to the gym and works out for 5 hours in one day. He feels great. He posts a selfie. But then he gets muscle pain and doesn't go again for 3 weeks.

The other person walks 30 minutes every day. Rain or shine. No selfie. No show-off.

Six months later — who is healthier? Who has more stamina?

The second one. The consistent one.

Because real change is not made by big moves. It's made by small, daily actions.

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#### Discipline Is Like Brushing Your Teeth

Let's go back to brushing.

Do you ever say, "I'm not in the mood to brush today. Let me brush for 2 hours on Sunday"?

No.

Because you know the rule:

Every day, a little bit, keeps your teeth healthy.

Life is the same.

Every day, a little bit of effort keeps your goals alive.

If you treat learning, health, and personal growth like brushing — small, daily, automatic — you win.

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#### Final Thoughts: Be the Tortoise, Not the Hare

The tortoise didn't win the race because he was fast.

He won because he didn't stop.

In life, too, those who don't stop win.

Even if they are slow. Even if they fail.

They just get up and keep going.

So today, make a small promise to yourself.

Not a big goal. Just one small promise.

Like:

- I will practice English 15 minutes a day
- I will write one sentence in my journal
- I will walk for 20 minutes
- I will save 10 rupees a day

Then do it. Every day. Without excuse. Without motivation.  
Just like brushing.

Because big change begins with small habits.

## **Lesson 86**

### **Silent Reading**

Success does not come easily. Many of India's most famous personalities struggled, failed, and faced rejection before achieving greatness. Their stories prove that failure is not the end, but a step towards success.

#### **1. Dr. A.P.J. Abdul Kalam – Failed to Become a Pilot, Became the Missile Man of India**

Dr. A.P.J. Abdul Kalam was born into a poor fishing family in Rameswaram, Tamil Nadu. His childhood was full of struggles—he sold newspapers to support his education. His biggest dream was to become a pilot, but he failed the Air Force entrance exam.

Instead of giving up, he worked harder in aerospace engineering. He became a scientist, played a key role in India's missile programs, and later became the President of India. His life teaches us that if one door closes, another opportunity will open—but only if we keep working hard.

#### **2. Rajpal Yadav – From Extreme Poverty to Bollywood Star**

Rajpal Yadav, one of India's most loved comedians and actors, was born in a small village in Uttar Pradesh. His family was very poor, and he struggled to make ends meet. He had a strong passion for acting, but his short height and unconventional looks led to rejections in Bollywood.

Despite facing constant struggles, he never gave up. He started with small theatre roles, worked tirelessly, and finally got a break in Bollywood. Today, he is known as one of the best comedians in Indian cinema. His journey shows that your background or appearance doesn't define your success—your talent and hard work do.

#### **3. Nawazuddin Siddiqui – From a Watchman to a Bollywood Star**

Nawazuddin Siddiqui was born in Budhana, a small village in Uttar Pradesh. His family was poor, and he worked as a watchman to survive in Mumbai. For years, he was rejected by Bollywood directors because of his looks and rural background.

But Nawazuddin did not give up. He worked in small roles for over 12 years before finally getting a big break. Today, he is one of the most respected actors in Bollywood, proving that talent and hard work matter more than background.

#### **4. Ratan Tata – Faced Failure Before Making Tata a Global Brand**

Ratan Tata took over Tata Group in 1991, but his journey was full of challenges. When he launched the Tata Indica car, it was a failure. His company lost money, and many people criticized him.

But instead of giving up, he improved the car and launched Tata Nano, the world's cheapest car. Later, he even bought Jaguar and Land Rover, two of the biggest car brands in the world. His story teaches us that failure is just a temporary setback if we keep trying.

#### **5. Arunima Sinha – Lost a Leg, Climbed Mount Everest**

Arunima Sinha was a national-level volleyball player when a terrible incident changed her life. In 2011, thieves pushed her off a moving train, and she lost her left leg. Most people thought her life was over.

But Arunima refused to accept defeat. She decided to climb Mount Everest with an artificial leg. After years of training, she became the first female amputee in the world to reach the summit of Everest. Her story shows that no physical challenge can stop a determined person.

#### 6. P.V. Sindhu – Faced Defeats Before Becoming a Champion

P.V. Sindhu, India's first female Olympic silver medalist in badminton, had many losses in her early career. She trained hard for years, but often lost in international tournaments. Many people doubted if she could ever win big.

But Sindhu never gave up. She continued practicing, learned from her failures, and finally won silver at the Rio Olympics in 2016 and gold at the World Championship in 2019. Her story proves that success comes to those who don't stop after failure.

#### 7. Devi Prasad Shetty – Below Average Student, Became a Top Heart Surgeon

Dr. Devi Prasad Shetty, one of India's best heart surgeons, was a below-average student in school. His teachers thought he wouldn't achieve much in life. But he had a dream of becoming a doctor.

Through hard work and dedication, he became a pioneer in heart surgeries and founded Narayana Health, which provides low-cost heart surgeries for the poor. His story teaches that school marks don't decide your future—your passion and hard work do.

#### 8. Sachin Tendulkar – Dropped from His First Cricket Team

As a young boy, Sachin Tendulkar wanted to play cricket, but he was once dropped from his school team. Many people thought he was too short to become a great batsman.

But he practiced harder than ever. By the age of 16, he was playing for India, and he went on to become the greatest cricketer in history, breaking countless records. His story shows that rejection should make you stronger, not weaker.

## Lesson 87

### Dealing with Angry People

**A. Read and discuss** the scenarios below.

#### **Scenario 1**

**Situation:** Ram's younger sibling, Aman uses his mobile data. More than half of Ram's mobile data is exhausted. Aman used it for his studies but didn't realize that he used quite a lot. Due to this, Ram is unable to complete his official work on time.

**Reaction:** Ram gets very angry. He shouts at Aman and starts beating him.

#### **Questions:**

What could happen if Aman also starts shouting? What could it lead to?

What could happen if Aman tries to stay calm and controls the situation to an extent?

What would the benefits be?

#### **Scenario 2**

**Situation:** Sarita is driving her car. The car in front of Sarita applies the brakes suddenly as a dog crosses the road. This leads to Sarita banging into the car in front of her. Both the vehicles get small scratches, but the passengers are safe.

**Reaction:** Sarita starts arguing with the person in the other car. She is adamant that she will charge money from the other person and will call the police too.

#### **Questions:**

What could happen if the person in the car ahead of Sarita also starts arguing?

What could happen if the person in the car ahead of Sarita tries to stay calm and controls the situation to an extent? What would the benefits be?

## Lesson 90A

### Around the world

**A. Discuss the word from the box that describes the position of the ball in relation to the person/goal post**

in	out	beside	under	between
In front	over	on top of	behind	



### B. Puzzle

a. Six girls namely A,B,C,D,E and f are sitting in a round table in specified order:

- i) A is sitting to the exact left of D.
- ii) C is sitting to the exact left of E.

- iii) C is sitting opposite to D.
- iv) B is sitting to the second left of E.

**Draw the seating arrangement in your notepad.**

a. Six people are sitting in a circular row facing the centre. Avinash is to the left of Prakash. Sunil is between Anil and Parveen. Rakesh is between Avinash and Anil. Who is to the left of Sunil?

b. A,B,C,D and E are sitting on a bench. A is sitting next to B, C is sitting next to D, D is not sitting with E who is on the left end of the bench. C is on the second position from the right. A is to the right of B and E. A and C are sitting together. Where is A sitting?

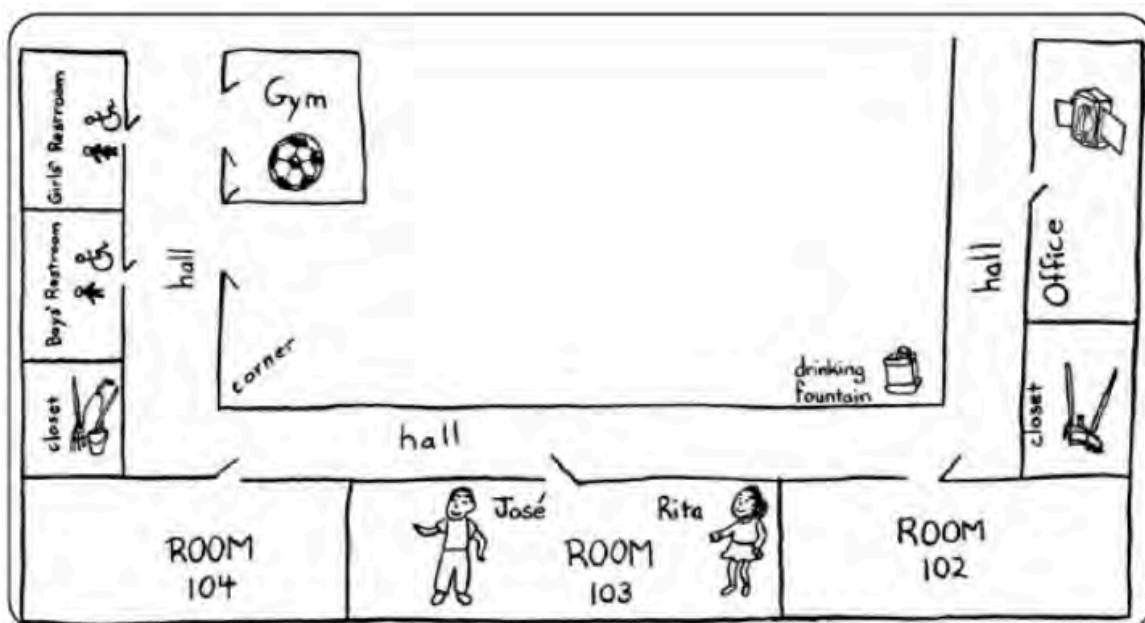
- i) Between B and D
- ii) Between B and C
- iii) Between E and D
- iv) Between C and E

**C. Directions**

Rita and Jose are in Room 103. They both need directions. Help them find the way by tracing the path with your pencil in the picture below

- a. Jose needs directions to the office.
- b. Rita needs directions to the restroom.

In the table below, organize the directions in the correct order from the first step to the final step:



**Jose: Directions to the office.**

- ↑ \_\_\_\_ Go down the hall.
- ⬆ \_\_\_\_ Go out.
- ⬅ \_\_\_\_ Turn left at the drinking fountain.
- ➡ \_\_\_\_ Turn right.
- ↑ \_\_\_\_ Go straight down the hall.
- \_\_\_\_ The office is on the right.

**Rita: Directions to the restroom.**

- ➡ \_\_\_\_ Turn right at the corner.
- ↑ \_\_\_\_ Go down the hall.
- ⬆ \_\_\_\_ Go out.
- ⬅ \_\_\_\_ Turn left.
- ↑ \_\_\_\_ Go straight down the hall.
- \_\_\_\_ The girls' restroom is across from the gym.

**Practice Exercise:**

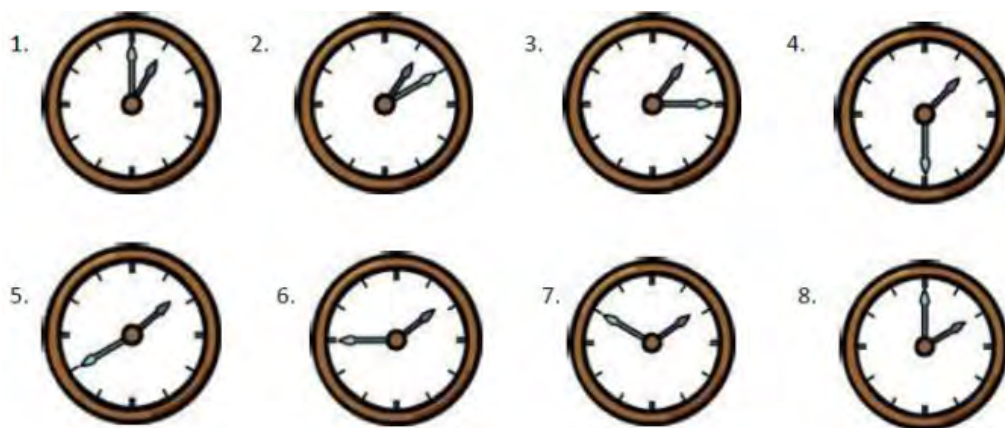
Click on the link and practice this listening activity as a pair

<https://test-english.com/listening/a1/city-transport-a1-english-listening-test/>

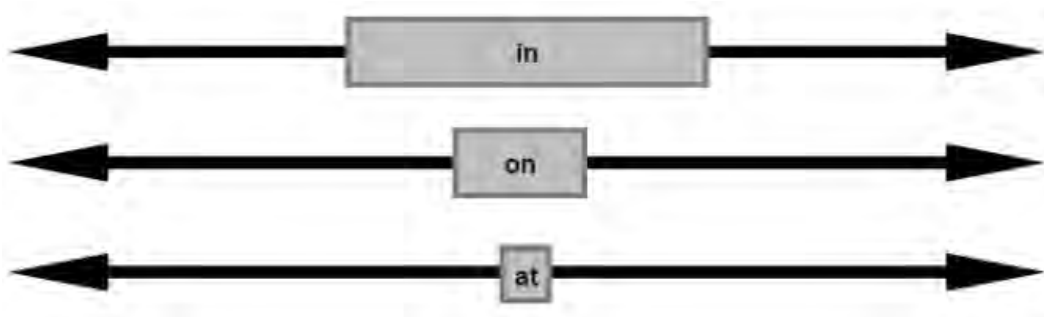
# Lesson 91

## Quarter Past 11 vs Quarter to 11

### A. What's the time?

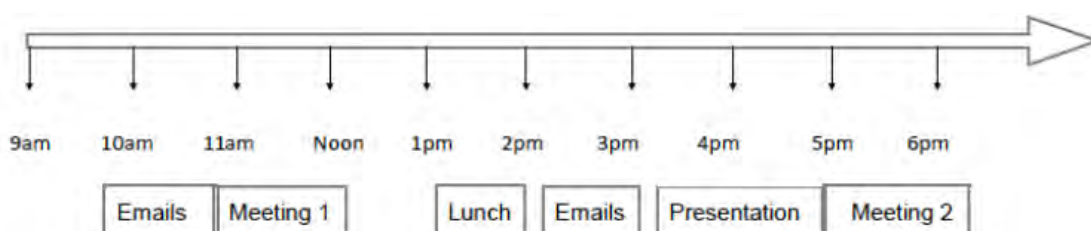


### B.1. In, On, At



In	months/seasons/year	morning/evening/after noon	long period of time
On	weekend	dates	day
At	night	an exact time	

### 2. Before, After, Between, from/To, Till:



### C. Place and Time:

1. It gets cold \_\_\_\_\_ night.
2. The museum is open \_\_\_\_\_ 9:30 \_\_\_\_\_ 6:00  
\_\_\_\_\_ Sundays.
3. The evenings, I like to relax \_\_\_\_\_ home.
4. Did you go \_\_\_\_\_ the market \_\_\_\_\_ the weekend?
5. She loves to read \_\_\_\_\_ going \_\_\_\_\_ bed.
6. Ravi goes \_\_\_\_\_ the beach \_\_\_\_\_ summer.
7. The mosquitoes fly \_\_\_\_\_ my head \_\_\_\_\_ the evenings.
8. Morning \_\_\_\_\_ evening, I am \_\_\_\_\_ the office.
9. January and March, it gets very busy \_\_\_\_\_ work.
10. The sun was \_\_\_\_\_ me \_\_\_\_\_ 10 o'clock.

### D. Write your daily timetable in 5 sentences using at least 5 words from the list:

before	until	from/to	on	since
at	after	by	in	at

E:

<https://test-english.com/listening/a1/what-did-you-do-last-weekend-a1-english-listening-test/>

(practice this listening exercise as a pair)

## Lesson 92

### Star Activity

Use notepads to write your answers

#### I Fill in the blanks with the correct form of the verb:

1. She \_\_\_\_\_ (like) to read books.
2. They \_\_\_\_\_ (play) soccer every Saturday.
3. She goes to the gym \_\_\_\_\_ (in, on) Mondays.
4. My brother is \_\_\_\_\_ (tall, taller) than me.

#### II Preposition:

1. The cat is \_\_\_\_\_ the table.
2. We are going \_\_\_\_\_ vacation next month.
3. He is good \_\_\_\_\_ basketball.
4. We usually have dinner \_\_\_\_\_ 7 o'clock
5. She is waiting \_\_\_\_\_ the bus stop.
6. The keys are \_\_\_\_\_ the table.

#### III Change the sentence to negative:

a) She likes ice cream. b) He has a dog. c) They go to school on weekends.

#### IV Choose the correct word to complete the sentence:

- a) I like \_\_\_\_\_ (swim, swimming) in the pool.
- b) They are \_\_\_\_\_ (play, playing) in the park.
- c) My sister \_\_\_\_\_ (cook, cooking) dinner right now.

#### V Change the sentence to a question:

a) He likes chocolate ice cream. b) They live in New York. c) She has three brother

## Lesson 95

### Silent Reading

**A. Watch** the video, then answer the questions.

1. At what time does he wake up?
  - a. 7:30am
  - b. 8:00am
  - c. 7:00am
2. Which of these things does he not have for breakfast?
  - a. Fruit
  - b. Toast and Jam
  - c. Juice
3. How does he go to school?
  - a. He goes by bus.
  - b. He goes by car.
  - c. He walks.
4. At what time does he have a break for lunch?
  - a. At 11:00am
  - b. At 12:00pm
  - c. At 12:40pm
5. Where does he have lunch?
  - a. In the town centre.
  - b. At the school.
  - c. At home.
6. What does he think about school food?
  - a. It isn't good.
  - b. It's good.
  - c. It's very good.
7. What does he do when he arrives home?
  - a. He relaxes.
  - b. He helps his mum.
  - c. He has dinner.

**B:** Letter from Abhinav Bindra to his younger self.

**Dear 14-year-old Abhinav,**

I hope this letter finds you well. I know you might not fully understand everything I'm going to say, but I want to share some thoughts with you.

Firstly, don't worry if you feel different from other kids your age. You have your own interests and talents that make you special. **Embrace (accept)** them, even if others don't always understand.

You might not be into sports like cricket or football, and that's okay. You'll discover your passion for shooting, and it will become a big part of your life. Your coach, Colonel Dhillon, will be like a **guiding light (someone who provides direction)** for you. Listen to him carefully and make the most of every moment you spend with him.

Remember, your family is your biggest support system. Your parents and sister will always be there for you, cheering you on every step of the way. Their love and encouragement will give you strength, even during tough times.

As you continue your dreams of Olympic success, you'll face challenges. But never lose sight of your goal. Believe in yourself, work hard, and stay determined. Success may not come easily, but it will be worth it in the end.

Along the way, you'll meet many people who will help shape you into the person you're meant to be. Some may push you out of your comfort zone, but always remember to respect them and learn from their guidance.

And finally, remember that true success isn't just about winning medals. It's about having self-respect and being proud of the person you've become. So, no matter what happens, always hold your head high and never lose sight of what truly matters.

Take care, young Abhinav, and keep chasing your dreams.

Best wishes, Your older self

**Adapted from <https://www.hindustantimes.com/>**

1. What would be your 'Olympic gold medal' in life?
2. How are you preparing for it?
3. What did the speaker say about perseverance, persistence and hard work? Do you agree? Explain.
4. What did the speaker say/write about the role of teachers/guides/mentors? Do you agree? Explain.

## **Lesson 95B**

### **Public Speaking 3**

**A. Use the rubric** to provide feedback to your classmates about their speech presentations.

**Observation 1**

**Observation 2**

Speaker's name:

Speaker's name:

## Lesson 96

### Voyage

A.



#### B- You are a tour guide.

Instructions: Prepare your speech and then give a guided tour. Be prepared to answer the tourists' questions

Good morning/afternoon everyone!

Welcome to this tour of \_\_\_\_\_ (place) by \_\_\_\_\_ (transport).

My name is \_\_\_\_\_. I'm your guide.

The tour will take \_\_\_\_\_ hours.

First we will see \_\_\_\_\_

Then we will see \_\_\_\_\_

After that we will see \_\_\_\_\_

Finally we will see \_\_\_\_\_

### **Any questions?**

**You are a tourist.** Instructions: Prepare some questions to ask your tour guide. Ask lots of questions because you want to practice your English!

Can you tell me where is \_\_\_\_\_ ?

Will we visit \_\_\_\_\_ ?

Is there a \_\_\_\_\_ on the tour?

What time is \_\_\_\_\_ ?

Where can I buy a \_\_\_\_\_ ?

Students can add more questions.

## Lesson 97

### Describing People

#### A. Image



#### B. Appearance

About	Descriptive words
Age	Old, young, middle-age, teenager, minor, adult, senior citizen, child
Height	Tall, short, medium-height
Body type	Fat, thin, skinny, muscular, well-built, chubby
Hair	Dark, long, short, straight, curly, bald
Face	Round, oval, long
Skin	Fair, dark, pale
Eyes	Dark, small, big, black, green, blue, gray, brown
Size	Big, small, tall, short, petite

**Example:**

My friend Naveen is a tall boy. He is muscular. He has short hair, round face. He is pale and has brown eyes.

Create your own sentence:

**C. Personality**

Word	Other Words	Someone you know
Good	Kind, polite, wonderful, honest, friendly, happy, enthusiastic, disciplined, organized	Word- Person-
Bad	Terrible, awful, horrible, dishonest, rude, unkind, mean, disorganized, boring	Word- Person-
Funny	Amusing, witty, comical, hilarious, entertaining	Word- Person-
Others	Shy, talkative, serious, sober	Word- Person-
Happy	Delightful, thrilled, glad, pleased	Word- Person-
Sad	Gloomy, unhappy, depressed	Word- Person-

**Example:**

My friend Neha is a polite girl. She makes us laugh and her jokes are really amusing.

Example 2: My younger brother Suresh is friendly and talkative. But he is disorganised and doesn't keep things in place.

**Create your own sentences:**

**D. Write your appearance and personality of your friend's appearance and personality. Use descriptive words.**

I am (2 physical details):  
I am (2 special characteristics):

# Lesson 98

## Drive

### Scenario 1A:

You are a farmer living in a village near a growing city. Each season, you work hard for a few weeks to plant your crop, the way you learned to do from your parents. Then you rest until it is time for the harvest.

Scenario 1B: You are a farmer living in a village near a growing city. You find books, articles and radio programs and agricultural extension agents to learn new techniques and methods to increase crop yields. You gather together with other farmers to discuss what new methods you are using, discuss challenges and learn from each other. Each season, after you work hard for a few weeks to plant your crop, you look for new ways to process your products to add value, new markets in the city where you could sell your crops for a higher price, and new crops to try planting next season. You also experiment with new business ideas and opportunities until harvesting time.

Scenario 2A: You are a high school student. You follow your teachers' instructions, study hard and take the same exams as your classmates, hoping for a good exam result, and a good job.

Scenario 2B: You are a high school student. To improve your study skills and effectiveness, you create a study group with some friends and encourage each other to learn extra content outside class assignments. You find local free classes to attend, and find opportunities to access the internet and pursue a course of self-directed learning in a new skill and language. You research different career paths, interview people engaged in different types of work, and those who have started their own small businesses in your town. In addition to the standard exams, you develop a few entrepreneurial ideas and apply for a variety of jobs in your town and others.

Activity C: Take a look at the Excel table. Recreate a similar table in a new Excel document."

	D	E	F	G	H	I
1	Item	Gender	Quantity Sold	Price	Total	
2	Shoe1	W	12	29.99	359.88	
3	Shoe2	M	45	23.45	1055.25	
4	Shoe3	W	32	19.87	635.84	
5	Shoe4	W	27	31.99	863.73	
6	Shoe5	W	31	14.99	464.69	
7	Shoe6	C	19	10.99	208.81	
8	Shoe7	M	6	45.99	275.94	
9	Shoe8	C	11	12.45	136.95	
10						

# Lesson 100

## Career Guidance Group Session

### Plan Yourself (PY)

**VCC-1 Date:**

<p>My career goal is –Teacher :</p> <p>Primary class (1<sup>st</sup>-5<sup>th</sup> class)</p> <p>Teacher : Secondary class (6<sup>th</sup> -8<sup>th</sup> class)</p> <p>Teacher : Senior secondary class (9<sup>th</sup> -12<sup>th</sup> class)</p> <p>(tick as per your interest area)</p>
--

To reach my goal, I will...	When?	Completed (Yes/No)
Complete 12 <sup>th</sup> class with good grades (Leave this step- if already completed 12 <sup>th</sup> class)	xxxxxx	
Specialize in a Subject- (graduation/ post-graduation)  Think about a subject which interests me the most and see how I can specialize in it. It can be Mathematics, Science, English, Social Studies, Biology, Homescience, etc.		
Search about different Teaching Courses (Degree/Diploma/Certification - B.Ed, D.El.Ed, B.El.Ed, NTT, BTC, etc ) and note down details of courses found:-  1. <u>Course name</u> Eligibility Duration, Estimated Fees, Online/offline College(s) name Entrance exam (if any)	xxxxxx	

<p>2. <u>Course name</u></p> <p>Eligibility</p> <p>Duration,</p> <p>Estimated Fees,</p> <p>Online/offline</p> <p>College(s) name</p> <p>Entrance exam (if any)</p>		
<p>3. <u>Course name</u></p> <p>Eligibility</p> <p>Duration,</p> <p>Estimated Fees,</p> <p>Online/offline</p> <p>College(s) name</p> <p>Entrance exam(if any)</p> <p>[Use separate sheet for noting more details. (Optional)]</p>		
Complete Degree/Diploma/Certification in teaching course from a recognized institution		
<p>Prepare for Teaching entrance exams:</p> <p>Stay informed about entrance exams conducted by various State/ Central government agencies. Exam planning shall include:-</p> <ol style="list-style-type: none"> <li>1. Understand the Syllabus: Familiarise yourself with the exam syllabus and focus on the relevant subjects and topics.</li> <li>2. Practise Previous Papers: Solve previous years' question papers to get a sense of the exam pattern.</li> <li>3. Take Mock Tests: Mock tests will help you assess your readiness and improve time management.</li> <li>4. Stay Updated: Keep up with current affairs, as some exams include a section on general knowledge.</li> </ol>		

5. Join Coaching Institutes or practice from online resources: If required, consider enrolling in coaching institutes that specialise in TGT exam preparation or refer the online resources.		
Attend education related online webinars/events to network with professionals in the field. Speak about my career plans within known network to get more knowledge about this profession.		
Prepare a well-written resume with mine qualifications, experience and passion for teaching		
Prepare for the interview through mock interviews, checking the frequently asked questions, etc.		

## Lesson 101A

### Going to the Bank

# Customer Notice

Dear Esteemed Customer,

This is to inform you that all our branches will be closed on **Saturday 24th, December 2022** from **12.00pm** to enable staff engage in end of year celebrations.

Branches will re-open to the public on **Tuesday 27th, December 2022** at **8:30am**.

Our banking services will remain available 24 hours through our ATMs, Redshop Agents, Mobile Banking, Internet banking and Leo-Chat banking.

Who would be interested in this notice?

B. Vocabulary- Match the word with its meaning:

Vocabulary	Meaning
Income	Borrowing money from the bank to be paid back, usually with interest.
Interest	It allows the bank to make payments to someone.
Bank	Taking money out of your bank account.
Expense	Money received for work.
Saving	Money left over after meeting expenses.
Deposit	A place where you put your money for safekeeping.
Withdrawal	Money used or spent.
Loan	Putting money into a bank account.
Cheque	Total money in the account.
Signature	The cost of taking/using money that belongs to someone else.

**C. PEOPLE IN THE BANK:**



Bank manager



Teller



Customer

**D. ROLE PLAY:** (Use notepads to write)

Teller: Good \_\_\_\_\_. How can I help you? Customer:

I would like to deposit some money in my account. Teller:

Would you like to deposit cash or cheque?

Customer: I would like to deposit cash.

Teller: Certainly, sir/ma'am. Fill up this form. Write the account information and the details of the currency notes and give it along with the cash.

Customer: Here is the completed form and the money.

Teller: Thank you, sir/ma'am.

Teller: I have updated your account. Have a good \_\_\_\_\_.

Customer: \_\_\_\_\_ for your help.

Teller: Have a good day.

## Lesson 102

### Practice Time

Create this table with car details on word document

<b>Car Name</b>	<b>Showroom Price (INR)</b>	<b>On Road Price (INR)</b>	<b>Mileage (km/l)</b>
<b>Maruti Swift</b>	<b>5,73,000</b>	<b>6,50,000</b>	<b>23.2</b>
<b>Hyundai i20</b>	<b>6,79,000</b>	<b>7,65,000</b>	<b>20.35</b>
<b>Honda City</b>	<b>10,89,000</b>	<b>12,50,000</b>	<b>17.8</b>
<b>Tata Nexon</b>	<b>7,49,000</b>	<b>8,30,000</b>	<b>21.5</b>

**B.** Work in pairs. Student 1 types odd number sentences and student 2 types the even number sentences.

1. My brother's dog barks a lot.
2. Does he play tennis?
3. The train leaves every morning at 18 AM.

4. Water freezes at 0 degree celsius.
5. I love my new pets.
6. We drink coffee every morning.
7. My Dad never works on the weekends.
8. She doesn't teach chemistry.
9. I do love my new pets.
10. Mary brushes her teeth twice a day.
11. He drives to work.
12. Mary enjoys cooking.
13. She likes bananas,
14. You don't listen to me.
15. I run four miles every morning.
16. They speak English at work.
17. The train does not leave at 12 AM.
18. I have no money at the moment.
19. Do they talk a lot ?
20. Early in the morning I will go for a morning walk.
21. Does she drink coffee?
22. You run to the party.
23. You have some schoolwork to do.
24. Do you eat ice cream?

25. The train leaves in ten minutes.

26. Do pigs like milk?

27. California is in America.

### **C: Read this Passage**

Once upon a time, in the heart of rural India, there lived a determined young woman named Laxmi. Growing up in a village where clean water was scarce, Laxmi witnessed the struggles her community faced every day. Children fell ill from drinking contaminated water, and families spent precious resources on purchasing clean water from unreliable sources. Determined to help, Laxmi got to work.

With her background in engineering and a big heart, Laxmi came up with a brilliant idea after months of research and brainstorming: the water ATM. Just like a regular ATM, but instead of cash, it would dispense clean water. Laxmi knew this could change everything for her community.

After lots of planning and hard work, Laxmi built the first water ATM prototype. With support from local leaders and some funding, she installed it in her village. People could now get clean water by just inserting a token.

The water ATM was a hit! Families no longer worried about dirty water making them sick. Laxmi's invention made life easier for everyone.

Word of her success spread, and soon, more villages wanted water ATMs too. Laxmi worked tirelessly to install them, making clean water accessible to more people.

Today, thanks to Laxmi's invention, many villages have clean water at their fingertips. She's a hero in her community and an inspiration to people everywhere. Laxmi showed that with determination and a good idea, anyone can make a big difference in the world.

### **Questions for Group 1 and 2 :**

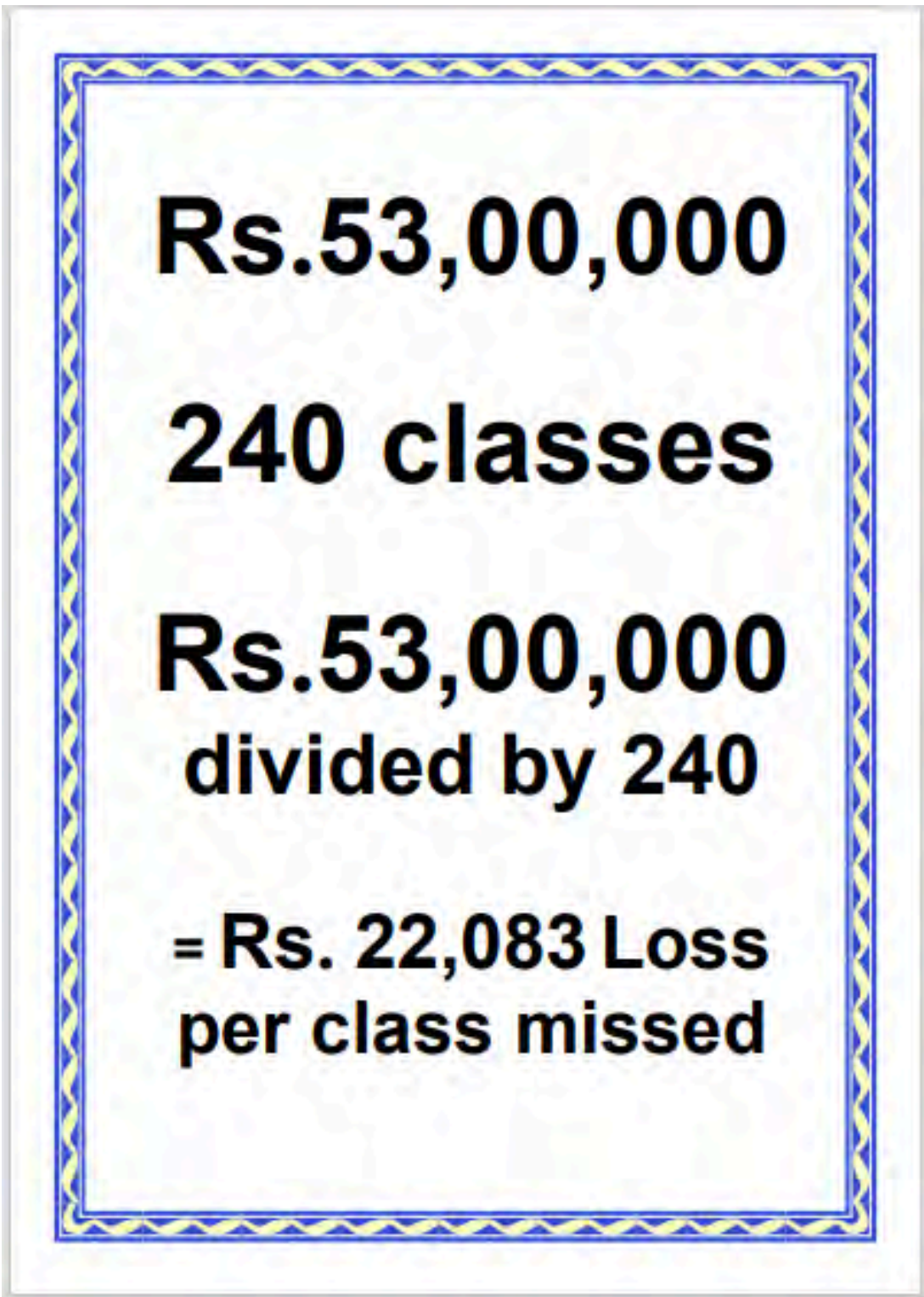
What qualities did Laxmi demonstrate that made her successful?

### **Questions for Group 3 and 4:**

What role do you think young people like Laxmi can play in making positive changes in their communities?

## Lesson 102: This, That, These, Those

### A. Poster Discussion



**Rs.53,00,000**

**240 classes**

**Rs.53,00,000**  
**divided by 240**

**= Rs. 22,083 Loss**  
**per class missed**

**B. 'This' and 'That' are used to point out objects, places and people**

<b>This (ONE-Near)</b>	<b>That (ONE - FAR)</b>	<b>These (Many-Near)</b>	<b>Those (Many-Far)</b>
Use 'this' for a single object/person/place near the speaker.	Use 'that' for a single object/person/place away from the speaker.	Use 'these' for more than one object/person/place near the speaker.	Use 'those' for more than one object/person/place away from the speaker.
<b>Examples:</b>	<b>Examples:</b>	<b>Examples:</b>	<b>Examples:</b>
This is my book.	That star is very bright.	These are my books.	Those stars are very bright.

**C. Fill the blank with the correct word**

1. Please bring \_\_\_\_\_ fan close to me.
2. \_\_\_\_\_ place on the map is nearby.
3. Of all the kites in the sky, I like \_\_\_\_\_ one.
4. \_\_\_\_\_ was a wonderful holiday we had last year.
5. Please bring \_\_\_\_\_ boys from the next room to my class.
6. \_\_\_\_\_ places in the movie were splendid.
7. Of all the books in front of me, I like \_\_\_\_\_ two.
8. \_\_\_\_\_ are difficult days for me as I have my board exams.

## Quiz Time

### **I. Answer the following questions:**

1. What are 2 strategies for finding a good video on YouTube?

Two strategies for finding a good video on YouTube are

2. What are some examples of channels to follow for:

- English learning?
- Career and job-related skills?
- Exam preparation?
- Motivational stories?

3. What is MS word?

4. What is the meaning of font?

### **II. Fill in the blanks with have/has:**

1. I \_\_\_\_\_ a red bike.

2. She \_\_\_\_\_ to go to the doctor on Saturday.

3. Does the phone \_\_\_\_\_ a good camera and enough memory?

4. He \_\_\_\_\_ to finish his homework before he goes to play.

5. You \_\_\_\_\_ to choose among science, commerce and arts in 11<sup>th</sup>.

6. They \_\_\_\_\_ not eaten anything since morning.

7. Niharika \_\_\_\_\_ two dogs and three cats.

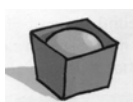
8. Sarita and Lalita \_\_\_\_\_ got good marks in their exams.

9. We all \_\_\_\_\_ to speak in English at FEA.





## Lesson 103A:

### Where is it?

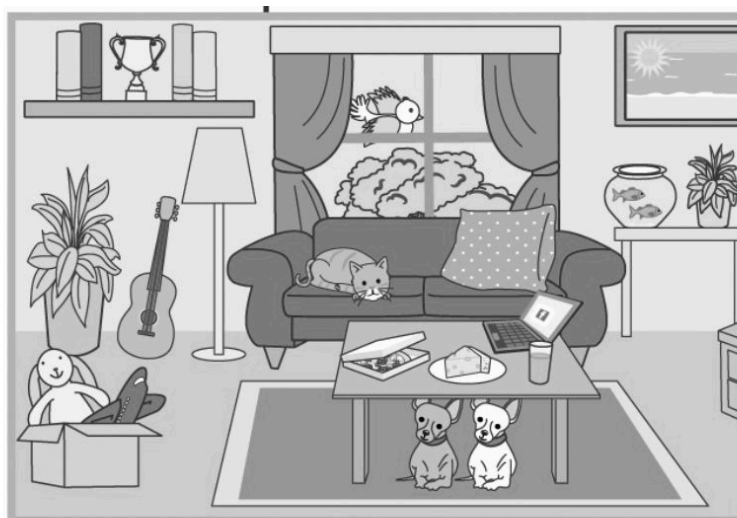
**A. Unscramble** and **say** the sentences to describe the pictures.



Example: "The ball is in the box."

	on	the ball	the box	is	_____
	the box	under	is	the ball	_____
	is	the ball	in front of	the box	_____
	between	the boxes	the ball	is	_____

**B. Describe** where the objects are in the picture below.



Source: liveworksheets.com

Where is the...

...laptop?

...cat?

...lamp?

	...airplane?	...pizza?	...trophy?
	...guitar?	...bird?	
Where are the...	...dogs?	...fish?	

## Lesson 103B

### Plan B

A. Read the chart. Discuss the questions below and use it as a guide to discuss the scenarios in Part B.

<b>When</b> will you start?	<b>After Plan A has failed.</b> <ul style="list-style-type: none"> <li>Choose a different career in a different field.</li> <li>Adapt your Plan A, such as relocating or choosing a similar career in the same field.</li> </ul>	<b>At the same time as you pursue Plan A.</b> <ul style="list-style-type: none"> <li>Make money and build experience while working toward Plan A.</li> </ul>
Is it <b>relevant</b> ?	Does it match your skills and interests?	Does it help you build useful experience for Plan A?
Is it <b>accessible</b> ?	Is this career easier to achieve than your Plan A?	Can you start this career now and still work toward Plan A?

#### Discuss:

- What is an example of a relevant Plan B job for someone who wants to be a doctor?
- What is an example of an accessible job for someone who wants to be a movie star?

**B. Read** the scenarios and discuss the answers

<b>1.</b> Priya and her friends all want to become teachers in their village. They are preparing for their exams. Their village has one school where they hope to work, but they do not know if there will be vacancies any time soon.	What might be a problem with Priya's plan?  How could she adjust her plan?
--	--

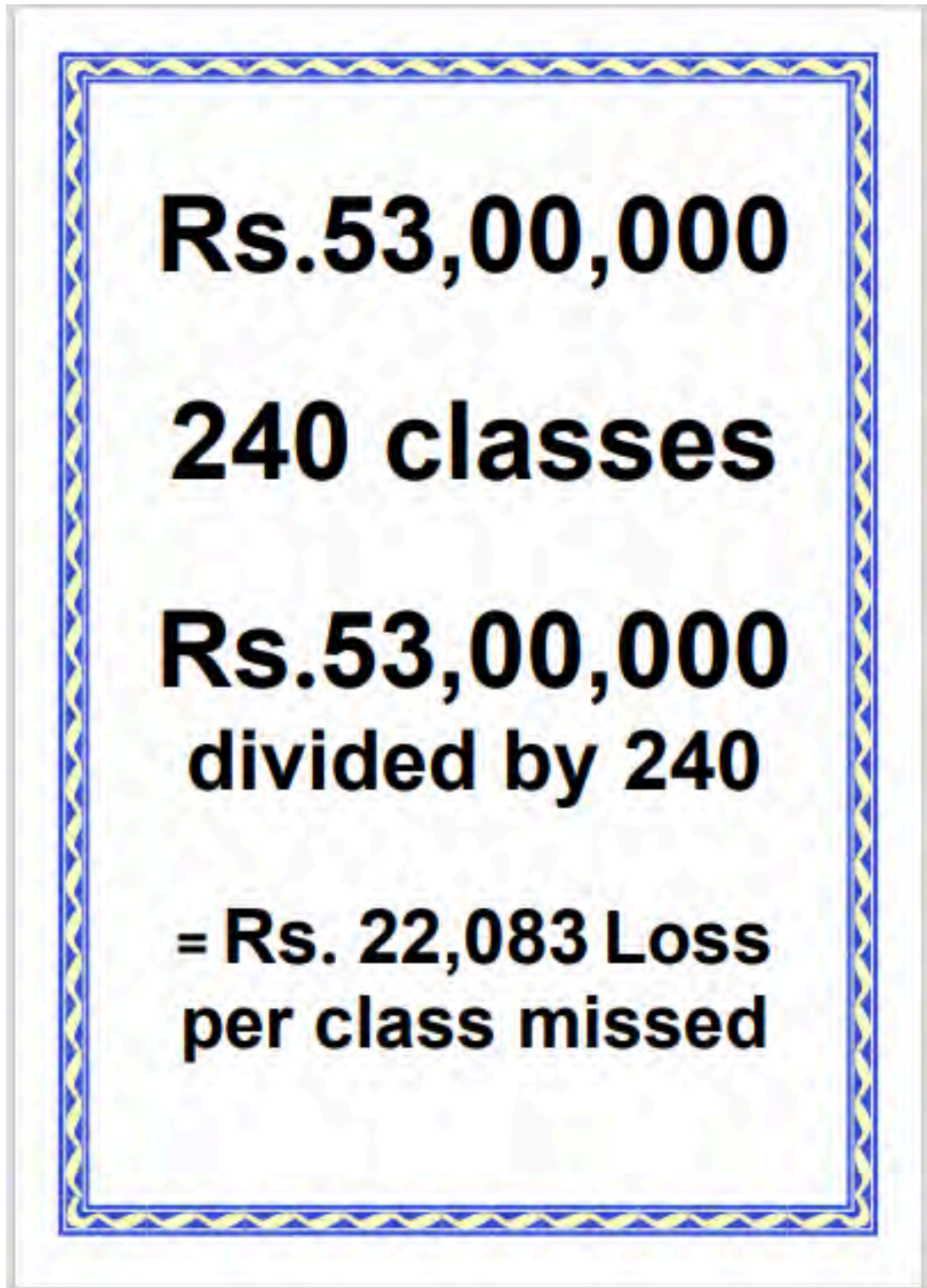
<p><b>2.</b> Zahira wants to become a lawyer. She was the top student in her class and feels confident that she can get into law school. However, she wants to return to her village to live after law school, whether or not she can get a job as a lawyer.</p>	<p>What might be a problem with Zahira's plan?</p> <p>How could she adjust her plan?</p>
<p><b>3.</b> Sid sees the success of the cell phone repair shop in his village. Everyone in town uses that shop for all of their cell phone needs. Sid wants to open his own cell phone repair shop in the village.</p>	<p>What might be a problem with Sid's plan?</p> <p>How could he adjust his plan?</p>

**C.** Number the job qualities from 1 (*most important*) to 6 (*least important*) to rank how important they are to you.

Type of work	Location	Opportunity for promotion
Initial Salary	Schedule and hours	Fulfilling purpose

**Lesson 105A: This, that, these, those**

A. Poster Discussion



B. 'This' and 'That' are used to point out objects, places and people

<b>This (ONE-Near)</b>  Use 'this' for a single object/person/place near the speaker.	<b>That (ONE - FAR)</b>  Use 'that' for a single object/person/place away from the speaker.	<b>These (Many-Near)</b>  Use 'these' for more than one object/person/place near the speaker.	<b>Those (Many- Far)</b>  Use 'those' for more than one object/person/place away from the speaker.
<b>Examples:</b>	<b>Examples:</b>	<b>Examples:</b>	<b>Examples:</b>
This is my book.	That star is very bright.	These are my books.	Those stars are very bright.

### C. Fill the blank with the correct word

1. Please bring \_\_\_\_\_ fan close to me.
2. \_\_\_\_\_ place on the map is nearby.
3. Of all the kites in the sky, I like \_\_\_\_\_ one.
4. \_\_\_\_\_ was a wonderful holiday we had last year.
5. Please bring \_\_\_\_\_ boys from the next room to my class.
6. \_\_\_\_\_ places in the movie were splendid.
7. Of all the books in front of me, I like \_\_\_\_\_ two.
8. \_\_\_\_\_ are difficult days for me as I have my board exams.

### Quiz Time

#### I. Answer the following questions:

1. What are 2 strategies for finding a good video on YouTube?

Two strategies for finding a good video on YouTube are

2. What are some examples of channels to follow for:

- English learning?
- Career and job-related skills?
- Exam preparation?
- Motivational stories?

3. What is MS word?

4. What is the meaning of font?

## **II. Fill in the blanks with have/has:**

1. I \_\_\_\_\_ a red bike.
2. She \_\_\_\_\_ to go to the doctor on Saturday.
3. Does the phone \_\_\_\_\_ a good camera and enough memory?
4. He \_\_\_\_\_ to finish his homework before he goes to play.
5. You \_\_\_\_\_ to choose among science, commerce and arts in 11<sup>th</sup>.
6. They \_\_\_\_\_ not eaten anything since morning.
7. Niharika \_\_\_\_\_ two dogs and three cats.
8. Sarita and Lalita \_\_\_\_\_ got good marks in their exams.
9. We all \_\_\_\_\_ to speak in English at FEA.

## **Practice Time**

A: After looking closely at the image think about these three questions and discuss with your partner:

1. Why do you think one person is shooting arrows into the sky?
2. How does the environment in the image make you feel?
3. What do you think might be the cultural background of the people in the image?

4. What questions do you have about what you see in the picture?



B:

1- Doris, the customer, wants to buy a jacket.

a.True

b.False

2- She tries on a blue jacket in a large size.

a.True

b.False

3- She finally takes a black jacket.

a.True

b.False

4- She doesn't like the grey cardigan.

a.True

b.False

5- She tries on two medium cardigans.

a.True

b.False

6- She finally takes the black cardigan.

- a.True
- b.False

7- She pays £89.98 for the jacket and the cardigan.

- a.True
- b.False

C:

1- \_\_\_\_\_ sugar do you take in your coffee?

- a.How long
- b.How much
- c.How many

2- We \_\_\_\_\_ the sofa.

- a.didn't buy
- b.didn't bought
- c.wasn't buy

3- When we \_\_\_\_\_ at the park, it was warm and the sun \_\_\_\_\_.

- a.arrived ... was shinning
- b.were arriving ... was shinning
- c.arrived ... shone

4- It's too early, \_\_\_\_\_ we will have to wait.

- a.but
- b.because
- c.so

5- I have a friend \_\_\_\_\_ works for Google.

- a.which
- b.who
- c.that he

6- I love Shimla. I \_\_\_\_\_ there three times, and I will go again soon.

- a.travelled
- b.was

c. have been

7- You \_\_\_\_\_ me that everything was ok

a told

b.said

c.asked

8- The three cars are fast, but the green one is the \_\_\_\_\_.

a.faster

b.fastest

c.most fast

9- \_\_\_\_\_ my friends came to the party.

a.Most

b.The most

c.Most of

10- You \_\_\_\_\_ mix this medication with alcohol.

a.must not

b.don't have to

c.haven't to

# Lesson 106

## Let's go to a restaurant

### A. Objects




### B. People




## C. Complete the Conversation

### Ordering



Good \_\_\_\_\_.

How many people?



\_\_\_\_\_, please.  
*(number)*

Me


Host

The host/hostess takes you to a table for \_\_\_\_\_.



Good \_\_\_\_\_.

How are you?



\_\_\_\_\_, thank you. Can  
 you bring me the menu,  
 please?

Me

Waiter





Sure Sir. Here it is.



Thank you. What is today's  
 special?

Me


Waiter



Sounds good. I will have  
 that.

Me

Waiter



Waiter

Would you like something to drink?

\_\_\_\_\_

Me



Waiter


I will repeat the order.

\_\_\_\_\_

That is correct.  
Thank you

Me

The waiter / waitress brings your order.



Waiter

Here is your order.  
Enjoy your meal.

\_\_\_\_\_

Me

After you have finished your meal.



Waiter

I hope you enjoyed your meal. Can I get you some dessert?

No thank you. I'd like the check, please.

Me

D:

1- The woman orders Soup of the Day for her starter.

a.True

b.False

2- The woman orders chicken and rice for her main course.

a.True

b.False

3- The man orders a burger with bacon and cheese.

a.True

b.False

4- The woman orders wine and the man orders beer.

a.True

b.False

5- The man chooses apple pie and cream for dessert.

a.True

b.False

6- The woman chooses white chocolate cake for dessert.

a.True

b.False

## **Lesson 107A**

### **Shanti Se**

"Please click on the following link to learn more about FEA's efforts to decrease noise levels."

<https://www.shantise.org/>

## **Lesson 107B**

### **Presentation Time**

Select any One picture for a 1 minute speaking activity

Image 1:



Image 2:



Image 3:



Image 4:



Image 5:



Image 6:



Image 7:



Image 8:



# **Lesson 108**

## **Replacing Coaching**

### **Part A: Peer Reflection- 20 mins.**

#### **Part A:**

First Step : Think about the times you have been a self-directed learner. Think about what describes your role in a particular situation as a self-directed learner. In doing so, consider the elements

1. When and why did you take the initiative to be a self-directed learner?
2. What did you want to learn?
3. What materials were required for this learning process?
4. How did you implement your learning strategies?

Second Step: Talk to a classmate in your FEA class about how they learned things on their own. Compare it to your own experience. This conversation will help you understand how self-learning works and might give you new ideas. Ask your classmate how they learned on their own. Then, think about what they said and see if you can learn from it. Write down any new ideas you get from the conversation.

#### **Part B**

##### **Scenario 1:**

You just finished school and want to find a job. You know there will be group discussions in interviews, but you're not sure how to do well. What do interviewers look for in group discussions?

##### **Scenario 2:**

Abhimanyu wants to be a teacher, but he's not sure how to start. He doesn't know what qualifications he needs or how much teachers get paid. Can you help him find the answers?

##### **Scenario 3:**

Neha wants to study Arts after school. She wants to know what jobs she can get with an Arts degree. Can you help her find some career options?

##### **Scenario 4:**

Amit wants to start a business making incense sticks, but he doesn't know how much money he needs to start. Can you help him find out?

##### **Scenario 5:**

Kavita is getting ready for a job interview as a salesperson. She's not sure what questions the interviewer will ask or how to answer them. Can you help her find some common interview questions and good answers?

## **Lesson 109**

### **Replacing Coaching 2**

Students will research the following aspects:

Choose your field:

Now search online :

- What education is required for entry into your field?
- What are some free online resources to study for your career?
- What skills and qualities are important for success in your field?
- What types of jobs exist within this field?

## **Lesson 110**

### **Silent Reading**

#### **The Journey of Raju: A Boy Who Never Gave Up**

Raju lived in a small village in Bihar. His family was poor, and they did not have many things. His father was a farmer, and his mother was a homemaker. Raju had two younger sisters, and he loved them very much. He wanted to do something great for his family, but life was not easy for him.

Every morning, Raju woke up early to help his father in the fields. After that, he walked to an FEA branch. The road was rough, and sometimes it rained heavily. His shoes were old, and his school bag was torn. But Raju never missed a day of school because he loved to learn. He dreamed of becoming a professor one day.

#### **The First Challenge**

One day, Raju's school announced an English competition. The students had to write a short speech in English and present it in front of everyone. Raju wanted to participate, but there was a problem—he was not good at English. He could understand a few words, but he could not speak fluently.

His friends laughed at him. "You cannot do it, Raju," they said. "You don't even know how to speak properly." Raju felt sad, but he did not lose hope. He decided to try his best.

## The Hard Work Begins

Raju started practicing every day. He never missed a class. He borrowed an old English book from his teacher and read it aloud. He listened to English songs and tried to understand the words. In the evenings, he stood in front of the mirror and practiced his speech. His sisters helped him by listening to him and correcting his mistakes.

Some days were very difficult. Raju felt like giving up. But he remembered his dream. He knew he must be strong and never quit. So, he continued working hard.

## The Day of the Competition

The day of the competition arrived. Raju was nervous. He saw many students who were better at English than him. His hands were shaking, and his heart was beating fast.

When his name was called, he took a deep breath and walked to the stage. He looked at the audience and started speaking. His voice was low at first, but then he remembered all the practice he had done. He spoke with confidence. He made a few mistakes, but he did not stop. When he finished, the hall was silent for a moment. Then, everyone clapped.

Raju did not win first prize, but his teacher praised him. “You did very well, Raju,” she said. “I am proud of you. Keep learning, and one day, you will be great.”

## A Bigger Dream

Raju’s confidence grew. He started learning more English. He borrowed more books and practiced every day. He also helped his sisters with their studies. He knew that education was the key to a better life.

One day, a big exam was announced in the school. If students passed this exam, they could get a scholarship to study in a good city school. Raju wanted to take this exam, but he needed money to buy the application form. His father did not have extra money, so Raju decided to earn it himself.

## Finding a Way

Raju started working after school. He sold newspapers, worked in a local electronic shop and also sold vegetables in the market. After many days, he saved enough money to buy the form.

He studied hard for the exam. He stayed up late at night, reading and practicing. Sometimes he felt tired, but he did not stop. He remembered his teacher’s words: “Keep learning, and one day, you will be great.”

## The Final Test

The day of the exam came. Raju was ready. He answered all the questions carefully. After the exam, he waited for the results. He prayed every day, hoping for good news.

After two weeks, the results were announced. Raju's name was on the list! He had passed the exam and won the scholarship. He could now study in a good school in the city.

His family was very happy. His father hugged him and said, "You have made us proud, Raju." His mother had tears in her eyes. His sisters jumped with joy.

## A New Beginning

Raju moved to the city. It was a new place, and everything was different. The school was big, and the students spoke fluent English. At first, Raju felt shy and afraid. But he remembered how he had worked hard before. He knew that he could do it again.

He made new friends, learned new things, and improved his English. He studied harder than ever. Years later, Raju achieved his dream—he became a teacher. He returned to his village and started a school for children like him. He wanted to help them because he knew how hard life could be.

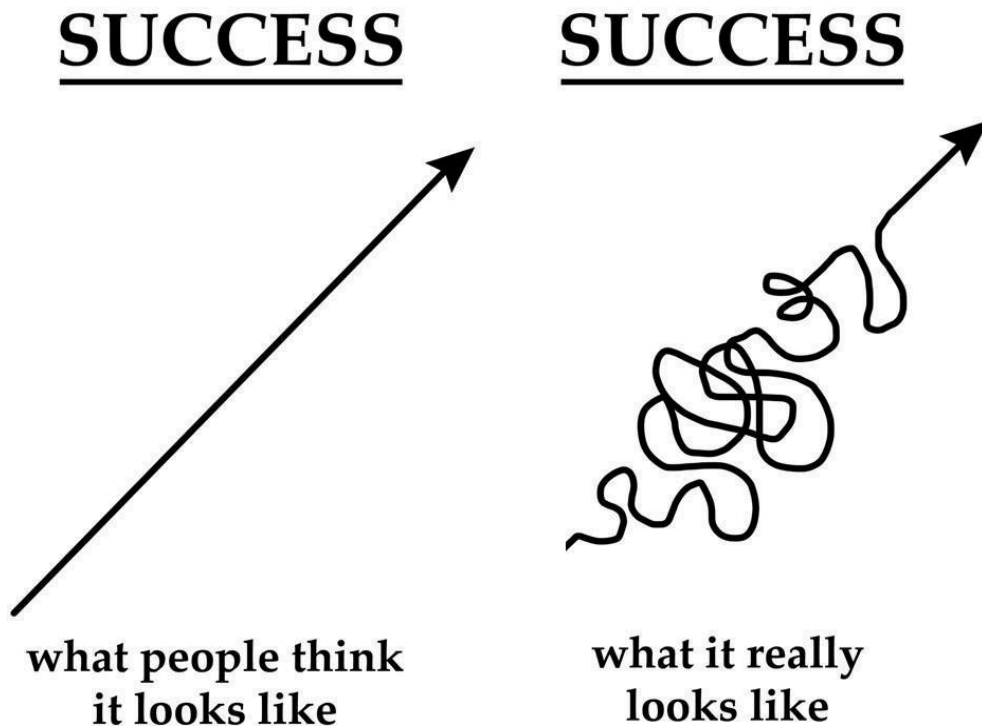
## Never Give Up

Raju's story teaches us one important lesson: no matter how difficult life is, we should never give up. If we work hard and believe in ourselves, we can achieve anything. Like Raju, we must keep learning, keep trying, and keep moving forward. One day, success will come to us.

## Lesson 111:

### Listening to others

#### A. Success



#### B. Topics for discussion

1. Is social media good or bad for society?
2. Can money buy happiness?
3. Hard work is the key to success.

#### C: Read this Interview :

**Now you have spent nearly 30 years in Hindi movies, what do you think are the moments that shaped your career?**

Honestly, Darr and Bazigar. After these intense films, I just decided to do very simple, family stories. Something which I refused when I was 26. I did my first family love story when I was 30. That was DDLJ. I think it was a huge defining moment. Another moment came when I turned producer with Phir Bhi Dil Hai Hindustani, which flopped miserably. I was very disheartened (sad or disappointed) for three days. Then it made me very strong. Sometimes you need to fall down to know your mistakes so that you are ready to fight again. **If you give**

**up after failure, you will miss many beautiful things life has planned for you.** So I got up

**Does Real stardom take about 10 years to achieve?**

Let me **elaborate (give more details)** with a small incident. I had gone to meet a friend in south Delhi. He wasn't there. I wrote a small note saying, I came, and gave it to the watchman. He looked at me and said, have you written your name on it? I looked at him and said, yes. Then he said, "Have you written the address?" I said, ji. He said, also write what it is that you do. And I stood there and thought there is still one man, a security guard in a posh Delhi locality, who does not know me. So I still have to work. It's been 20 years but there's still one man in this country who doesn't know me. So I need to work harder. If you want to create an impact, you must work harder than yesterday.

**What are you most terrified (afraid) to be remembered as?**

A **mediocre (ordinary)** actor. I'm scared that after so many years if people say, "Shah Rukh was okay. He was sweet; not too bad nor too good." I'd be quite disappointed if people remembered me for these. I want to be remembered as someone who tried his best. I want to be remembered as someone who was honest with his work.

**What keeps you going when things are challenging?**

The belief and hope that one more try and the problem can be **rectified (to correct something)**. **If you keep hitting your head against a door, one day the door will fall down.** I have the energy to get up and try again. So I keep trying. I always give it one more shot, one more attempt. I've done the most difficult of things only because I put my mind to it and I want to succeed.

**You have 20 seconds to advertise anything you want. Go.**

I would advertise 'focus' to a lot of people who don't know what it means. I'd tell them to concentrate, think hard, be clear headed for a moment. Focus on what they are supposed to do- work, learn, sleep, whatever. **Focus is the essence of life.**

Adapted: Times of India- Interview with Shahrukh khan.

## **Lesson 113**

### **Silent Reading**

Dashrath Manjhi, known as the Mountain Man, was a poor laborer from Gehlaur, a small village in Bihar, India. His story is one of great determination, proving that one person can change the lives of many. He was not famous, not a king, not a leader. He was just an ordinary man, but he did something extraordinary. He carved a road through a mountain with only a hammer and a chisel.

Dashrath Manjhi was born into a very poor family. His village, Gehlaur, was small and far from big towns. Life in the village was very hard. There were no proper roads, no hospitals, and no schools. The biggest problem was a huge mountain that stood between the village and the nearest town. Because of this, villagers had to walk 55 kilometers to reach the market, hospital, or school. If someone got sick, they could not get help quickly. If children wanted to study, they had to travel far. If a farmer needed to sell his crops, he had to take a long route around the mountain. Everything was difficult. Many people suffered because of this. The villagers had asked the government for help, but no action was taken. Over time, people accepted their fate. They believed nothing could change. But Dashrath Manjhi did not accept it.

One day, something terrible happened. Dashrath Manjhi's wife, Phaguni Devi, was bringing him food while he was working in the fields. She had to cross the rocky mountain to reach him. While walking, she slipped and fell. She was badly injured. Manjhi panicked. He ran to her and tried to help, but there was no hospital nearby. The only way to get medical help was to walk around the mountain, which was a long and difficult journey. He carried her as fast as he could, but it was too late. She did not survive. Manjhi was heartbroken. His wife was everything to him, and now she was gone. He sat beside her, thinking about what had happened. She did not die because of illness or old age—she died because there was no proper road. That day, he made a big decision. He said to himself, "If the government will not build a road, I will!"

At first, people laughed at him. They thought he had lost his mind. "Are you crazy?" they asked. "One man cannot break a mountain!" Others told him to stop. They said it was a waste of time. Even his family did not support him. But Manjhi did not listen. He was determined. He picked up a hammer and a chisel and started working. He did not have machines, money, or help. But he had courage and strong willpower. He believed that nothing was impossible.

Manjhi woke up early every day and went to the mountain. He worked alone, chipping away at the hard rock. The first few years were the hardest. He had to sell his goats to buy food. He carried water from a well far away. He worked in the hot sun, heavy rain, and cold winters. His hands became rough, and his body was in pain, but he kept going. People called him mad. Some villagers made fun of him. They said he was wasting his time. But he ignored them. He worked day and night. One year passed. Then two years. Then five. He did not stop. He had made a promise to himself, and he was going to keep it.

After a few years, people started noticing his hard work. Some villagers stopped laughing and began to respect him. They saw that he was serious. Slowly, they started bringing him food and water. They saw that he was not going to give up. Even though the work was slow, Manjhi never stopped. He worked for 22 years, from 1960 to 1982. Twenty-two years of breaking rock. Twenty-two years of pain. Twenty-two years of never giving up.

After 22 years, Manjhi finally succeeded. He had carved a road through the mountain. The road was 360 feet long, 30 feet wide, and 25 feet deep. Because of him, the distance to the nearest town was reduced from 55 kilometers to just 15 kilometers. Now, villagers could easily go to the hospital, market, and school. The same people who once mocked him now praised him as a hero. They realized that he had changed their lives forever.

Even after this great achievement, the government did not recognize him for many years. But Manjhi did not stop fighting for his village. He asked for better roads, schools, and hospitals. He wanted a better future for his people. Later, the government honored him, and his story was published in newspapers across India. People across the country began to celebrate his hard work. He was invited to meet the Chief Minister of Bihar. People started calling him the Mountain Man. His story spread everywhere, inspiring thousands of people.

In 2007, Dashrath Manjhi passed away from cancer. He did not have much money or fame, but he left behind something more valuable—his legacy. His road continues to serve thousands of people every day. His story continues to inspire the world. People now understand that one person can make a difference, no matter how big the challenge. Manjhi proved that with determination and hard work, nothing is impossible.

His story teaches us many important lessons. Determination is powerful. Even if people laugh at you, keep going. Hard work pays off. Nothing great is achieved easily. One person can make a difference. You do not have to be rich or famous to change the world. Never give up. Manjhi worked for 22 years. If he had stopped after five years, nothing would have changed.

Are you ready to put in your best? Are you ready to work hard, even when no one believes in you? If one man with simple tools could carve a road through a mountain, imagine what you can achieve with the right mindset and effort.

## **Making a Difference Through Action**

"We but mirror the world. All the tendencies present in the outer world are to be found in the world of our body. If we could change ourselves, the tendencies in the world would also change. As a man changes his own nature, so does the attitude of the world change towards him. This is the divine mystery supreme. A wonderful thing it is and the source of our happiness. We need not wait to see what others do."

~ Mahatma Gandhi

### **Discuss:**

- What do you think the quote means?
- Do you believe that changing our own habits could have an effect on the world or community around us?

**A. Discuss** the questions under the topic assigned to your group *after* watching the video.

### **Keeping Your Community Clean:**

1. Have you ever thrown waste on the ground? Where do you think you learned to do this?
2. What if people saw you throw waste in the trash bin instead or clean up trash off the ground? What if they saw you cleaning trash off the street in front of your home? How might this affect them?
3. Describe how your village might be different if people did not throw trash on the ground. How would it feel?

### **Honking:**

1. In what situations is honking helpful and necessary? In what situations is honking unnecessary?
2. What are some negative effects of frequent horn honking for...
  - ...the drivers?
  - ...the people living nearby?
  - ...the animals living nearby?
3. Describe how your village might be different without honking. How would it feel?

### **Queueing:**

1. What are some negative effects of crowding, pushing, or cutting to get served before others?
2. If you started waiting your turn in a queue, how do you think others would respond?
3. Describe how your village might be different if people stood in a queue and took turns based on who arrived first? How would it feel?

## Lesson 115

### Silent Reading

Some people spend a lot of money on their wedding ceremonies. However, others feel like it is unnecessary to spend a lot. Let's discuss both view points.

Some people prefer to have a lavish wedding and they do not mind spending a lot of money on it. Others say that such celebrations are a waste of money.

An expensive wedding has many benefits. For example, it creates memories that the couple can remember for their life. It is also an opportunity for young people to celebrate their happiness with their friends and family. Consequently, many people spend too much money on this occasion to make it memorable and to show off their wealth and status. Moreover, such occasions give family members and friends an opportunity to get together.

On the flip side, a big wedding can also waste a lot more money. Couples can achieve better things in their life with this money. For example, they can invest it for their child's education. There are some people who take loans to celebrate their marriage **lavishly**. They have to repay the debt for years to come and that takes away all the joy in their life.

Another disadvantage of lavish weddings is that they spur competition. When someone holds an **extravagant** wedding celebration for themselves or their children, their friends and neighbors feel compelled to do so. This mentality eventually leads to a lot of problems in society.

To conclude, although many people believe that spending a lot of money for marriages would bring happiness and contentment, I personally think that saving this money for use in the future is a much better idea.

**Answer these Multiple Choice Questions: Write the answers in your notepads**

1. **What is one benefit of having a lavish wedding, according to the passage?** a) It allows couples to save money for the future. b) It creates memories that last a lifetime. c) It discourages family and friends from attending. d) It promotes financial responsibility.
2. **What potential drawback of lavish weddings is mentioned in the passage?** a) They often result in financial debt. b) They foster a sense of community and togetherness. c) They encourage responsible spending habits. d) They have no impact on societal norms.
3. **How does the passage suggest couples could use the money spent on lavish weddings more wisely?** a) By investing it for their child's education. b) By hosting extravagant parties. c) By purchasing expensive gifts for guests. d) By planning luxurious vacations.
4. **What negative consequence of lavish weddings is highlighted in the passage?** a) They promote financial stability. b) They discourage competition

among friends and neighbors. c) They contribute to a cycle of overspending. d) They encourage prudent financial planning.

5. **What is the author's viewpoint regarding spending a lot of money on weddings?** a) The author believes it is necessary for happiness. b) The author believes it is unnecessary and advocates for saving the money. c) The author believes it is solely a personal choice. d) The author believes it has no impact on future financial goals.

## Lesson 116: Find Errors

**A: Read these paragraphs. Can you find the mistakes?**

**Paragraph 1:** Pi live in citi call new york. my best frend name is sarah. we go too the park every sunday. sarah has dog name max. he is very friendli. i like to listen musik and go to concert. do you have pet? what you like to do in your free time

**Paragraph 2:** i have an job interview next week at big company. i hope i do good. i always wanted work in that place. my friend name is tom. he works as teachr at local school. we like to go to coffe shop together and talk about life. do you have any advices for my interview?

## **Lesson 117**

### **Individual Plan**

Part A:

#### Vocabulary:

Write down the following words in your notebook, and beside the words, write down the meaning, as you understand it.

**Systematic**

**Process**

**Resources**

#### **Part B:**

##### Step 1: What do I want to learn?

Write down three ideas in your notebook. For example, you may want to learn a new skill, or learn about a career path, or prepare to pass an exam.

Try to be detailed. What skill would you like to learn? For example, you may want to learn how to speak a language, how to run a small business, how to prepare a food, how to code, how to find a job, how to analyze data, or how to design a website.

Or you may want to learn about a specific career path, for example, becoming a teacher, or a sales person, or a musician.

Your ideas may include learning how to pass a particular exam, or qualify for a certain program.

#### **Part C:**

##### Step 2: Why do I want to learn this?

Knowing why you want to do something is as important to knowing what you want to do. The ‘why’ will give you strength to learn when it is difficult or you are tired.

Beside each of the three topics you have written in your notebook, write down why you want to learn about that topic. For example:

“I want to learn carpentry because I enjoy wood-working and so that I can build and sell furniture and earn some extra income.”

Other reasons may include:

- I am curious about this topic.
- It will help me find a job.
- I need to learn this for an exam.
- I want to understand new ideas and concepts.

## **Part D:**

### Step 3: Break your learning goal into smaller pieces

Choose one of the three learning topics you have written down in your notebook. On a new page, write down the learning topic at the top of the page, and write down your goal underneath it. For example:

Topic: Carpentry

Goal: To be able to build and sell furniture and earn some extra income.

Next, answer the following questions in your notebook:

1. What do I already know about this topic?
2. What don't I know? What do I need to learn? What questions do I have about it?

For example, you may write:

1. I know:
  - How to carve small wooden objects using basic woodworking tools.
  - How to identify high quality and beautiful wooden furniture by looking photos or examining it.
  - How to build rough tables and stools.
2. I don't know:
  - How to identify different types of wood, and where to buy them for a good price.
  - What kinds of tools and glue I need for furniture and where to get affordable tools.
  - Where to learn the skills for building furniture.
  - Where to find good designs.
  - What kinds of designs people want to buy, and how much they would pay.
  - How to sell the furniture I make.
  - How to transport the furniture I make.

You can use this list to break your learning goal into smaller pieces. Write a list of smaller and more achievable goals that you can reach over the coming months or years.

For example, you may write:

Learning goals:

1. Gain a basic knowledge of different types of wood and basic materials.
2. Make a list of materials I need and find out where to get them for an affordable price.
3. Identify practical and beautiful wood furniture designs and create a file of them.
4. Learn to build simple pieces like tables or benches.
5. Learn to build more difficult pieces like chairs or dressers.
6. Learn to do effective marketing for furniture.
7. Learn how to cheaply transport and deliver furniture.

## Part E

### Step 4: Making a plan

To achieve any important goal, you need to spend time and energy on it. Look at the learning goal you have identified. How much time are you will to spend on it? Each day? Each week? Each month? Write your answer down in your notebook.

Next, you can start to make a plan. Now that you have a list of smaller goals, decide how much time you will take to reach each goal. Don't make the mistake of filling all your time - remember to account for time you need to spend eating, resting or helping your family.

Write your plan in your notebook. For example:

I plan to spend 3 evenings per week (Mondays, Wednesdays and Fridays from 6-9pm) and one whole Sunday (8am-6pm) learning and practicing carpentry.

My plan:

	Learning goal	Duration	Time	Location
1	Learn about wood and basic materials	1 week	March 1-7	At home, using my mobile phone.
2	Make a list of materials I need and find out where to get them for an affordable price.	1 week	March 8-15	At home, using my mobile phone.

3	Identify practical and beautiful wood furniture designs and create a file of them.	2 weeks	March 15-31	Computer at FEA branch
4	Learn to build simple pieces like tables or benches.	1 month	April 1-30	Uncle's workshop, and at home, using my mobile phone.
5	Learn to build more difficult pieces like chairs or dressers.	2 months	May 1 - June 30	Uncle's workshop, and at home, using my mobile phone.
6	Learn to do effective marketing for furniture.	2 weeks	July 1-15	Computer at FEA branch
7	Learn how to cheaply transport and deliver furniture.	2 weeks	July 16-31	At home, using my mobile phone.

By August, I plan to begin producing and selling furniture pieces for a small profit.

Make your own plan and write it in your notebook.

After you have made your plan, check it and answer the following questions with a partner:

- Is your plan is detailed enough to be useful?
- Is your plan flexible enough to allow for eat, sleep, rest and emergencies?
- Did you allow enough time to achieve each learning goal?
- Did you consider other schedule issues that may impact your plans? Such as school exams, weddings, holidays, or work responsibilities?
- Did you set a suitable location for your learning?

## Part F

### Step 5: Finding learning resources

While you may sometimes feel alone on your learning journey, the world is filled with resources that can help you on your way. These include free resources, and resources you need to pay for. Here are some examples:

Free resources:

- YouTube
- Podcasts
- Written newspaper or magazine articles
- Written online articles
- Mentors
- Peers
- FEA teachers
- Events

Paid resources:

- Books
- Training courses
- Coaches / tutors/ teachers
- Paid events, conferences/seminars

1. Discuss with your class: what are the advantages and disadvantages of each type of resource?

Your discussion may have shown that one disadvantage of some resources, especially free internet resources, is accuracy. This means you need to do more work to verify all the information you find. Outdated or incorrect information is unfortunately very common.

2. Now, in your notebook, write down the resources you will use to fulfill your learning goals.

One question you will face is how to keep track of what you are learning. Discuss some ideas with a partner and answer the following question in your notebook:

3. How will you keep track of what you are learning? Will you save documents and resources in a file? In a special notebook?

## **Part G**

### **Step 6: Tracking your progress**

The most important part of a plan is carrying out a plan. How can you make sure they carry out a plan?

First, you need to check your progress. Just like teachers in school give you feedback through exams or reports every few weeks or months, you can check your own progress to make sure you are progressing in your own learning goals. The way to do this is to set check points—special times when you will check your progress and reflect. At these points, you can ask yourself how well you are learning? What worked well so far? What did not work well? What are your biggest challenges? How can you solve them? You can even give yourself a little feedback report in your notebook.

1. As part of your plan, write down in your notebook when you will check your progress. Will it be every week? Every month? At certain points in your plan?

You can also set a small reward for yourself when you accomplish something from your self-directed learning plan. This could be something delicious, a walk outside, or a small celebration with friends or family. Take a moment to include some rewards into your plan to give you a sense of accomplishment and motivate you.

Many people make a strict plan with enthusiasm, stick to it for a while, and then throw it away and lose hope. It is normal for our plans to no longer fit us after a while. Remember that to stick to a plan, you need to be able to adjust it. Life and situations change. Every so often, you need to review your plan and adjust it. The important thing is not to throw your plan away.

## **H- Practice Time**

1. There is \_\_\_\_\_ interesting book on \_\_\_\_\_ shelf. (use a, an or the)
2. There is \_\_\_\_\_ beautiful park near \_\_\_\_\_ river. (use a, an or the)
3. I want to buy a new phone \_\_\_\_\_ a laptop for my birthday. (use 'and', 'but' 'or')
4. I need to finish my homework \_\_\_\_\_ go to bed early tonight. (use 'and', 'but' 'or')
5. Jane is not feeling well, \_\_\_\_\_ she still went to work. (use 'and', 'but' 'or')
6. I live in \_\_\_\_\_ apartment on \_\_\_\_\_ fifth floor (use a, an or the)
7. Alok is sitting \_\_\_\_\_ Sameer and Prem (use the correct preposition)
8. The keys are \_\_\_\_\_ the drawer (use the correct preposition)
9. She sat \_\_\_\_\_ the chair (use the correct preposition)
10. The teacher stood \_\_\_\_\_ of the class to explain the lesson. (use the correct preposition)

## ***Lesson 119:***

### **Creative Solutions to Daily Life Problems**

**A. Creative Brainstorming** - Anything goes! Write down as many possible solutions as you can think of with your group. *Solutions could be a business, a product, a volunteer effort, a public awareness campaign, or anything else you can think of.*

<b><u>Creative Brainstorming “Rules”</u></b>
<ol style="list-style-type: none"><li>1. Accept all ideas - no criticizing.</li><li>2. Write as many ideas as you can.</li><li>3. Build off each other’s ideas. It’s okay if your idea is similar to someone else’s.</li><li>4. Welcome silly ideas, too!</li></ol>

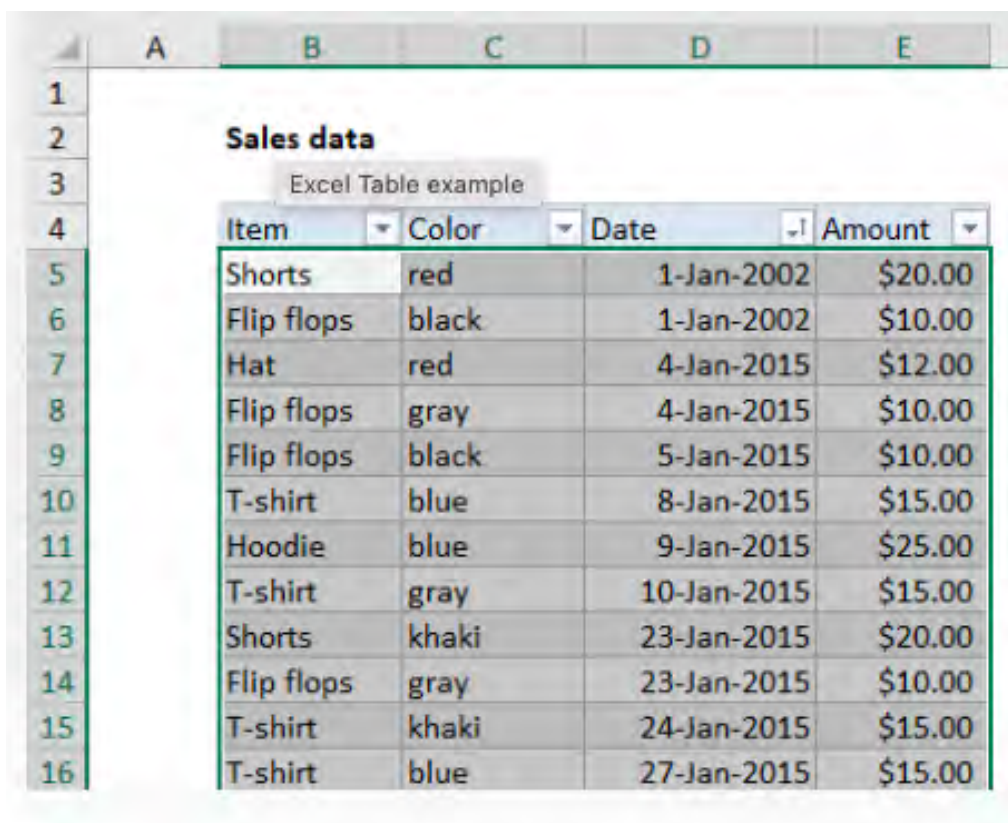


**Ideas:** Keep track of your growth! After taking the Typing Masters test, record your results in the grid. Please write in your notepads.

## Lesson 120A

### Reflection

**A: Work independently and create a table on excel.**



The screenshot shows an Excel spreadsheet with a table titled "Sales data". The table has four columns: Item, Color, Date, and Amount. The data is as follows:

Item	Color	Date	Amount
Shorts	red	1-Jan-2002	\$20.00
Flip flops	black	1-Jan-2002	\$10.00
Hat	red	4-Jan-2015	\$12.00
Flip flops	gray	4-Jan-2015	\$10.00
Flip flops	black	5-Jan-2015	\$10.00
T-shirt	blue	8-Jan-2015	\$15.00
Hoodie	blue	9-Jan-2015	\$25.00
T-shirt	gray	10-Jan-2015	\$15.00
Shorts	khaki	23-Jan-2015	\$20.00
Flip flops	gray	23-Jan-2015	\$10.00
T-shirt	khaki	24-Jan-2015	\$15.00
T-shirt	blue	27-Jan-2015	\$15.00

**B: Write an email to a travel agent asking for details for a 2 day trip to Manali.**

## Lesson 120B

### Adaptability

**A. Read** the scenarios below and **discuss** how they could be adaptable.

Scenario 1: You have been working for a textile company, but you broke your arm in a car accident and cannot perform your usual job for 6 weeks.

How can you adapt to the new situation?

Scenario 2: You saved up money for months to take a computer class so you could apply for a tech job, but when you arrive you find that the price of the class has doubled.

How can you adapt to the new situation?

## Lesson 121 A

### Silent Reading

#### Read this passage and answer the questions

Once upon a time, a daughter complained to her mother about how tough her life felt. She said it seemed like she was always facing problems and didn't know how to handle them.

Her mother, who was a chef, decided to show her something in the kitchen. She boiled water in three pots and put potatoes in one, eggs in another, and ground coffee beans in the third. The daughter was confused but watched as her mother let them cook.

After some time, the mother took out the potatoes, eggs, and coffee and asked her daughter to see what had happened to them. The potatoes had turned soft, the eggs had become hard, and the coffee had made the water delicious.

Her mother explained had the same problem- boiling water. Each item represented how people react to tough times. The potato was strong before the problem but became weak in boiling water. The egg was weak, but the heat made it strong inside. The coffee beans, however, changed the water into something better.

The mother asked her daughter to think about which one she was like. Did she become weak like the potato, strong like the egg, or did she make the best of hard situations like the coffee bean? The story helped the daughter understand that tough times could change people, but it was up to her how she wanted to react to them. She decided she wanted to be like the coffee bean, turning challenges into something positive.

#### Here are some multiple-choice questions (MCQs) based on the story:

1. What did the mother decide to show her daughter in the kitchen? a) How to cook a meal b) How different ingredients react to boiling water c) How to bake a cake d) How to make coffee
2. What did the mother put in each pot of boiling water? a) Potatoes, eggs, and carrots b) Potatoes, eggs, and ground coffee beans c) Rice, eggs, and tea leaves d) Apples, oranges, and bananas
3. What happened to the potatoes after boiling? a) They became hard b) They turned soft c) They remained unchanged d) They became crispy
4. How did the eggs react to the boiling water? a) They became soft b) They remained unchanged c) They became hard d) They dissolved
5. What did the coffee beans do to the boiling water? a) They made the water bitter b) They made the water sweet c) They changed the water into something delicious d) They had no effect on the water
6. What did the mother want her daughter to think about regarding the different ingredients? a) How they tasted after boiling b) Which one she liked the most c) How they reacted to tough times d) How they were grown
7. Which ingredient did the daughter decide she wanted to be like? a) The potato b) The egg c) The coffee beans d) None of the above

## Lesson 122

### Self- Reflection

**Part A: Create a table on google docs with the following information:**

**Unit Test Mark Sheet**

<b>Name</b>	<b>Roll Number</b>	<b>Subject</b>	<b>Marks</b>
Alok Singh	101	English	65/100
Priya Sharma	102	Mathematics	71/100
Neha Kumari	103	Physics	83/100
Rajesh Kumar	104	Chemistry	52/100

## Lesson 123

### Navigate

A. Look at the map below. Choose a starting point and an end point on the map.

Tell your partner the starting point but not the end point.

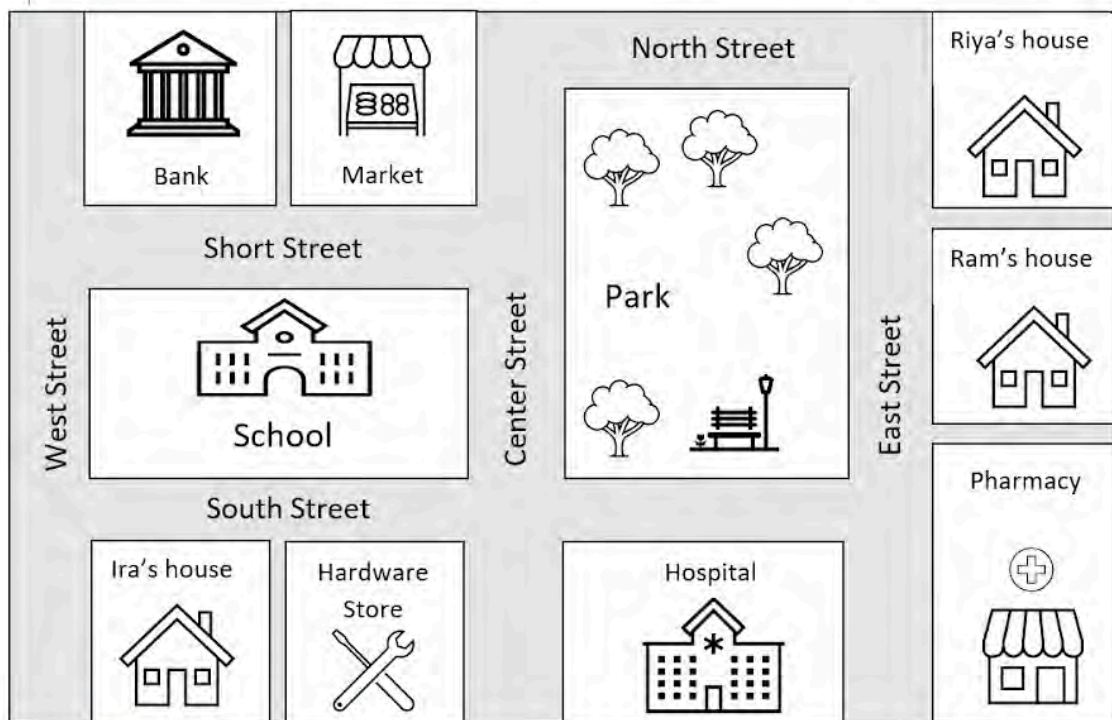
Give directions for how they could get to the end point.

**Example:** Starting point - Bank      End point - Riya's house

- Go down Short Street toward the park.
- Turn left on Center Street.
- Turn right on North Street and continue straight to Riya's house.



“Please tell me where to go.”



# Word Order

## Part A: Word Order

**Subject:** The subject is the person, place, thing, that is doing the action in a sentence. It's who or what the sentence is about. For example:

- In the sentence "Sameer eats apples," "Sameer" is the subject because he is the one doing the action of eating.

**Verb:** The verb is the action word in a sentence. It tells us what the subject is doing. For example:

- In the sentence "Sameer eats apples," "eats" is the verb because it shows the action of Sameer eating.

**Object:** The object is the person, place, thing, that is affected by the action of the verb. It's what or whom the action is done to. For example:

- In the sentence "Sameer eats apples," "apples" is the object because it's what Sameer is eating.

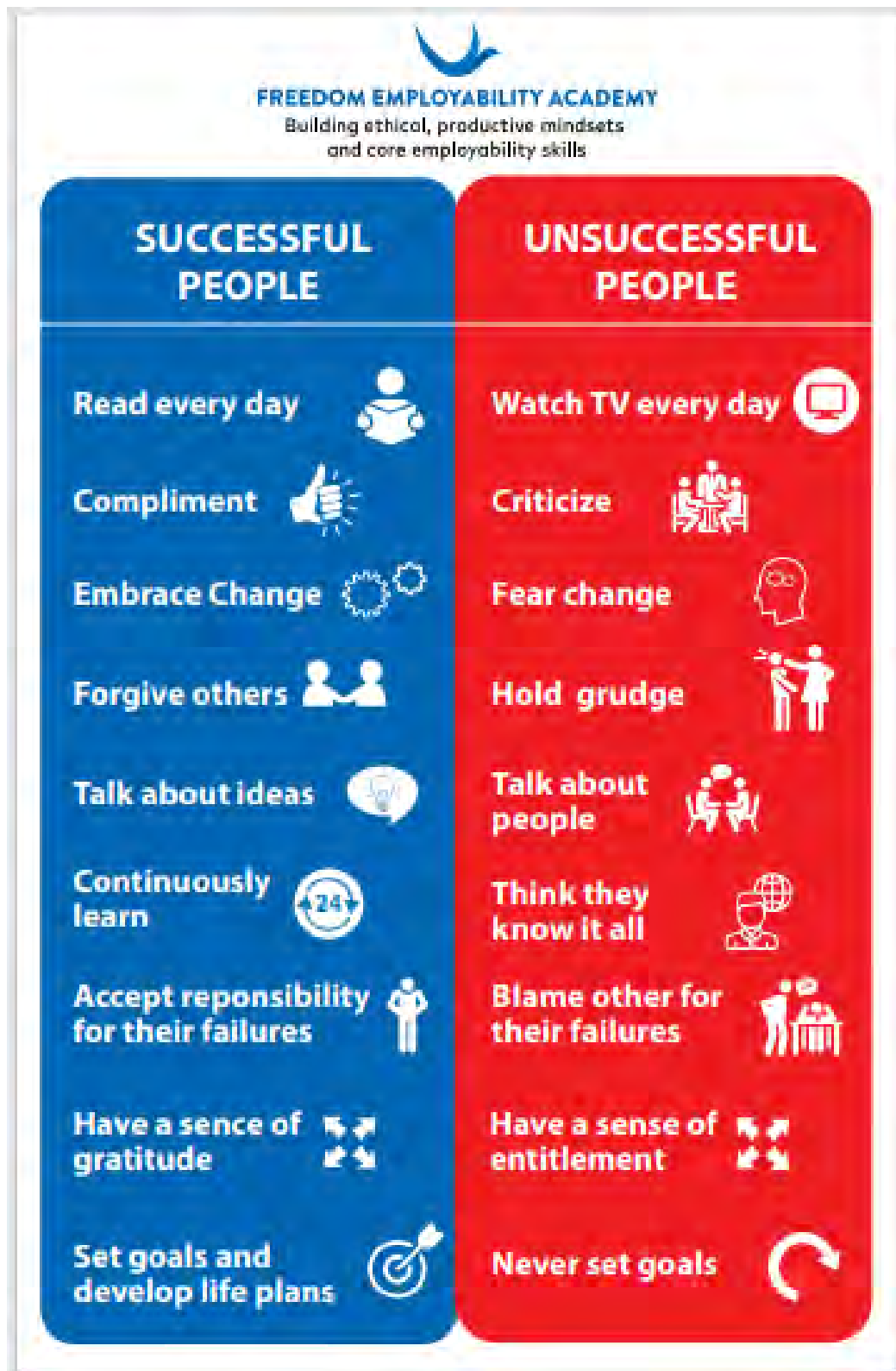
## Part B:

1	take / photos / they / every Monday	
2	goes / every day / she / to school	
3	football / Eric / after school / plays	
4	is making / he / at the moment / breakfast	
5	to the club / the girls / go / on Saturdays	
6	o'clock / school / at / 8 / starts	
7	Tuesday / the boys / their bikes / ride / every	
8	I / home / going / am / now	
9	Simon / on Fridays / the dishes / washes	
10	are / questions / we / answering / the / now	

## Lesson 126

### Revision

#### A. Poster Discussion





## Lesson 128

### Are you Smart with your Money?

A. Look at Kumar's current income and debit below.

**Discuss:**

- Is Kumar saving money or losing money?
- How could he save more money? Write at least **3 actions** he could take.

**Please don't write here. Use your notepads**

Kumar's Income and Debit:	Current Income	Current Debit
Mechanic Work	5000 R .	
Food for Family		1500 R.
Clothes, Shoes		500 R.
Tuition for Daughter		880 R.
Cell Phone Data		220 R.
Holiday Celebration		1900 R.
Doctor's Visit		250 R.
New Wrist Watch		350 R.

## Lesson 129

### Introduction to Entrepreneurship

A.

Entrepreneurship	Entrepreneur
Entrepreneurship is the process of starting or maintaining a business, often involving big risks and benefits.	An entrepreneur is a person who sets up a business to make a profit.

B. Let's read a true story now!

Dreams to Reality - Surya Varshan

Once upon a time, in a small town in South India, there was a young boy named Surya Varshan. He had big dreams and a strong determination. Surya didn't just dream of traditional careers like being a doctor or engineer; he wanted to start his own business.

At the age of 18, Surya began his journey with only Rs 200 saved from his pocket money. He decided to create something special - a magical bath soap made with love and special ingredients to help people's skin.

He made a list of people who were close to him and thought they would support his dream. He contacted them, hoping they would buy his products. But sadly, they did not seem very excited and did not support him. Surya was disappointed, but he didn't let that stop him.

He thought of doctors who might understand the benefits of his products. He reached out to them, and finally, a kind doctor gave his soap a chance. The doctor's parents found relief using Surya's special creation, and she wanted more. This was a turning point that filled Surya with hope and confidence. Surya worked hard, all alone, day and night. He even traveled long distances to study in college, but he didn't stop chasing his dream.

Surya worked hard, learning about online advertising and digital marketing to promote his business. With every challenge, he grew stronger. He saved his earnings to expand his business, and today, his brand, Naked Nature, is a big success. He turned his dream into reality through hard work, learning from failures, and never giving up.

**Here are some multiple-choice questions (MCQs) based on the story:**

1. What was Surya Varshan's dream? A) To become a doctor B) To start his own business C) To travel the world D) To become an engineer
2. How much money did Surya Varshan start his business with? A) Rs 100 B) Rs 500 C) Rs 200 D) Rs 1000
3. What was Surya Varshan's first product? A) Magical shampoo B) Magical bath soap C) Magical face cream D) Magical hair oil
4. Who did Surya Varshan initially reach out to for support? A) Doctors B) Friends and family C) Teachers D) Celebrities
5. What was the turning point in Surya Varshan's journey? A) When his friends bought his products B) When he started studying in college C) When a doctor gave his soap a chance D) When he traveled long distances
6. What did Surya Varshan learn about to promote his business? A) Traditional marketing methods B) Digital marketing and online advertising C) Sales techniques D) Product development strategies
7. What is the name of Surya Varshan's successful brand? A) Shiny Skin B) Sparkling Suds C) Naked Nature D) Pure Essence

## **Lesson 130**

### **Kaun Banega Udyami?**

**A.** Identify which entrepreneurial skills and qualities have been used in the scenarios below -

#### **Scenario 1**

Simran was a young entrepreneur. She started a home-cooked tiffin service and was very excited about it. But she faced a big problem - not many people were ordering food from her, even though her food was very tasty. Instead of giving up, Simran decided to fix this problem. First, she asked people about what kind of food they liked. Then, she changed her menu to include different types of food that more people would enjoy. Simran also started a special program where customers could get discounts if they brought in new customers. Because of her hard work and smart ideas, Simran's tiffin service became very successful!

#### **Scenario 2**

Ali was a friendly personal trainer. He saw that his client was having a hard time staying motivated to exercise. So, Ali decided to help his client. He talked to his client about his goals and problems. Ali listened carefully and said nice things to encourage his client. He also made the workouts fun and challenging. Because of Ali's help, his client felt motivated and worked hard to reach their fitness goal. This shows that a little encouragement can make a big difference.

#### **Scenario 3**

Ruhi was a smart and creative young girl from a small town in India. She wanted to help her mother sell the beautiful homemade Diwali diyas they made. Ruhi made colorful signs and put them up around the town to tell people about their special diyas. She also made a simple and interesting video showing how they made the diyas and shared it on social media. People liked the video, and soon they started ordering diyas. Ruhi's clever marketing and love for her mother's work not only sold more diyas but also made their Diwali happy and successful.

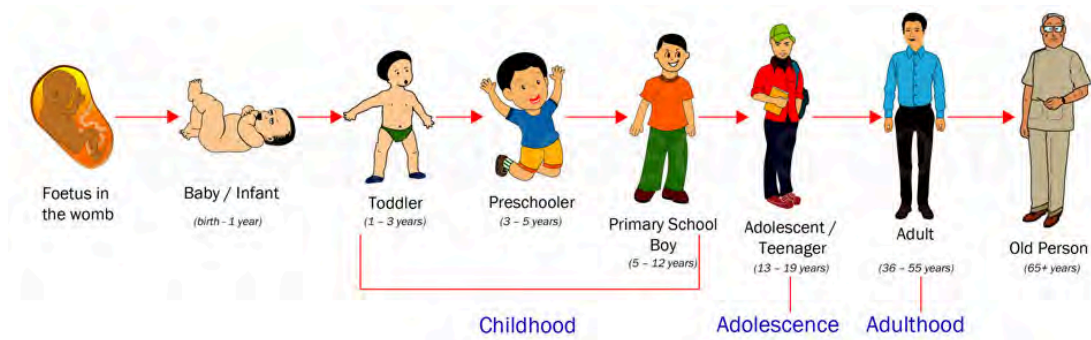
#### **Answers to the D.E.A.R Activity in Lesson 129**

- B) To start his own business
- C) Rs 200
- B) Magical bath soap
- A) Doctors
- C) When a doctor gave his soap a chance
- B) Digital marketing and online advertising
- C) Naked Nature

## Lesson 131

### Types of Enterprises

#### A. Human Life Cycle

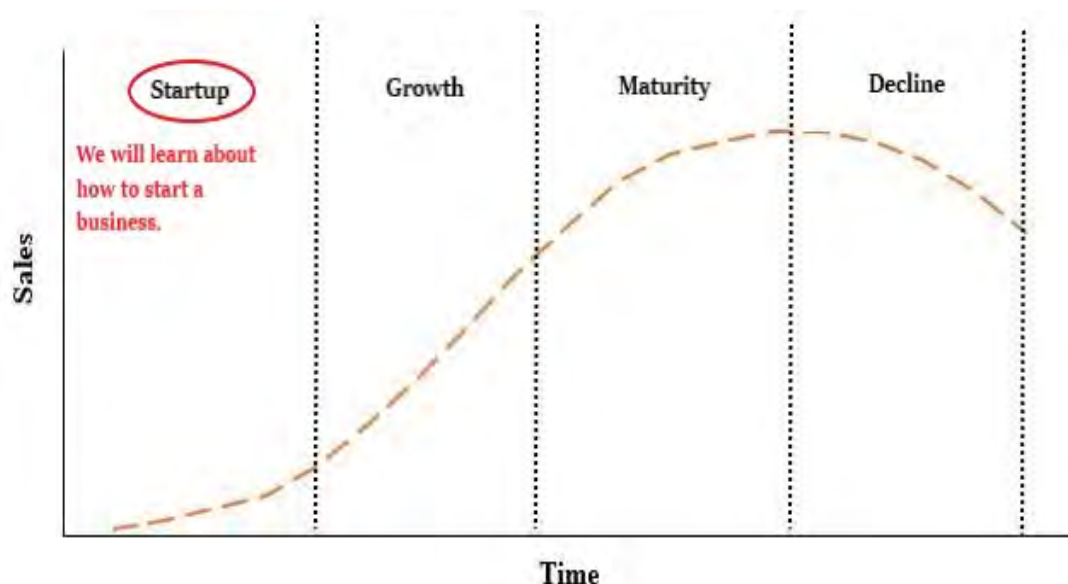


The human life cycle is how people are born, grow up, become adults, and get older over time. Each stage in life has different needs and wants.

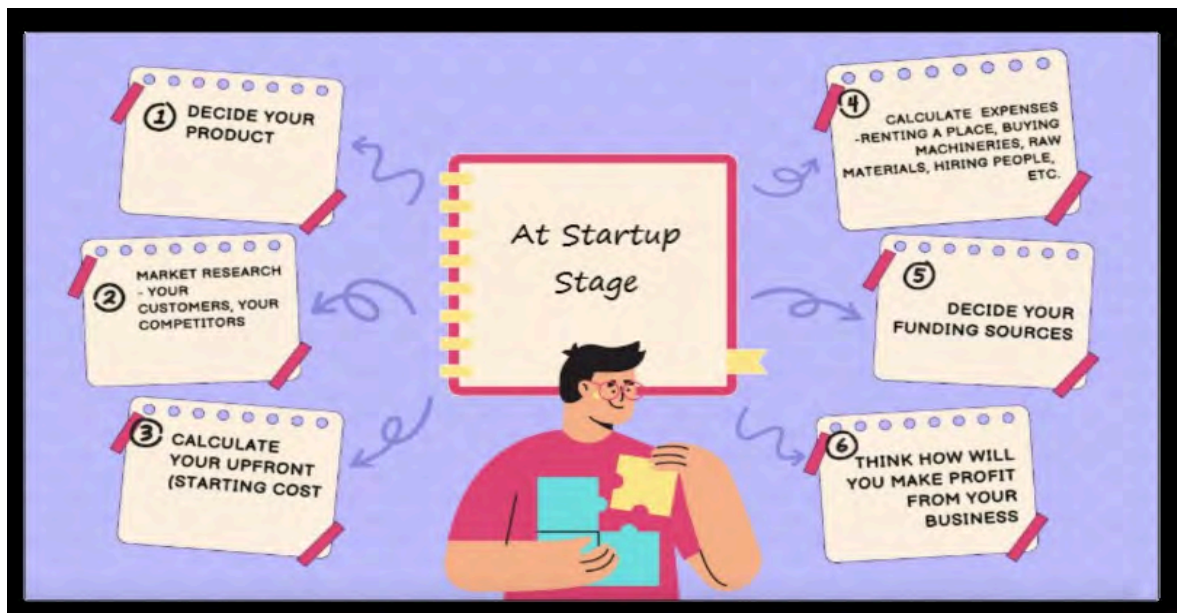
#### B. Can you name some 'Needs' and 'Wants' at different stages of life?

#### C. Enterprise Life Cycle

The enterprise life cycle is like the story of a business. First, it starts with an idea and becomes a small company (introduction/startup). Then, it grows bigger and more people know about it (growth). After that, it becomes really successful and well-known (maturity). Finally, it might slow down or stop as new things come along (decline). Just like a human life cycle, a business also goes through these stages.




D. Before starting a business you need to consider these:



## **Lesson 134A:**

### **Bullying**

**How do you want to be remembered?**

<b>HITLER</b>	<b>GANDHI</b>
	
	
<b>German Dictator</b>	<b>Indian Freedom Fighter</b>
<b>Actions</b> - Led his country to invade other countries and bullied Jewish people and other small groups.	<b>Actions</b> - Led people first in South Africa, then in India to fight for their rights against foreign rule and bullying.
<b>Philosophy</b> - His kind of people are better and should rule over other people	<b>Philosophy</b> - Said everyone is equal and should be respected equally.
<b>Legacy</b> - Attacked Poland and many other countries, caused a lot of pain and suffering, killed over 60,00,000 Jews.	<b>Legacy</b> - Won Indian independence through non-violence, kept peace between religions, remembered as the Father of India.

Look at the following image.  
Discuss in groups of 4 what it means and how it's connected to our lesson.

Do you think it's true?



## **Lesson 135**

### **Silent Reading**

Neeraj Chopra's journey from being an overweight child to winning an Olympic gold medal is a story of determination, discipline, and self-belief. His life teaches us that no challenge is too big if we have the right mindset and work hard toward our goals. Many people dream of success, but few are willing to put in the effort to achieve it. Neeraj's story is proof that with self-control, patience, and continuous effort, anything is possible.

Neeraj was born on December 24, 1997, in Khandra village, Haryana. As a child, he was overweight and weighed nearly 80 kilograms by the age of 12. He loved eating sweets, parathas, and fried food, which made it difficult for him to stay active. His friends and family often teased him about his weight, which made him feel embarrassed. He found it difficult to run and play for long hours, and he lacked confidence in himself. His relatives encouraged him to play sports to become fitter, and his family supported this idea. However, losing weight was not easy.

At first, Neeraj struggled to control his eating habits. He loved food, and avoiding sweets and fried items was a big challenge. He tried to reduce sugar and oily food but found it difficult to resist temptation. Many times, he wanted to give up, but he reminded himself why he had started. He began by running every day, but his body was not used to intense physical activity. He would get tired quickly, but he pushed himself to run a little longer each time. Slowly, his stamina improved.

Neeraj started going to a local stadium in Panipat, where he saw athletes training. One day, he watched javelin throwers practicing, and he was fascinated by the sport. He decided to give it a try. When he picked up a javelin for the first time, he felt an instant connection. His natural talent was clear, and his coach encouraged him to train seriously. This was the turning point in his life.

Along with practicing javelin, Neeraj continued his weight loss journey. He followed a strict diet and training routine. He stopped eating junk food, controlled his portions, and focused on eating healthy, protein-rich meals. He trained for hours every day, improving his fitness and technique. There were days when he felt exhausted, but he did not let his struggles stop him. He knew that self-control and discipline were the keys to success.

His dedication soon paid off. In 2016, he won a gold medal at the World U20 Championships with a throw of 86.48 meters, setting a junior world record. This victory proved that he had the potential to achieve greatness. However, his journey was not without challenges.

Neeraj faced injuries and setbacks, which sometimes forced him to rest for weeks. This made him anxious about losing his fitness, but he remained focused. Even during recovery, he followed a healthy diet and maintained a strong mindset. He continued training, improving his skills, and competing at international events.

One of his biggest challenges was the postponement of the Tokyo Olympics due to the COVID-19 pandemic. While many athletes struggled to stay motivated during this time, Neeraj saw it as an opportunity to improve further. He worked on his technique, built his strength, and stayed mentally strong. He knew that when the Olympics finally took place, he had to be ready.

His biggest moment came in the 2020 Tokyo Olympics (held in 2021 due to the pandemic). With a historic throw of 87.58 meters, he won the gold medal in javelin throw, making him the first Indian athlete to win an Olympic gold in track and field. From being an overweight boy to standing on the Olympic podium, Neeraj Chopra proved that with hard work, discipline, and self-control, anything is possible.

His story is an inspiration for students and young athletes around the world. Many people make excuses when faced with difficulties, but Neeraj showed that challenges can be overcome with patience and dedication. Whether it is losing weight, improving in sports, or achieving success in studies, the key is to never give up. His journey teaches us that success does not come overnight—it is the result of years of effort and sacrifice.

Neeraj's story is also a lesson in self-control. He had to give up unhealthy habits, resist distractions, and stay focused on his goals. There were times when he felt frustrated, but he kept going. This is what separates champions from ordinary people—the ability to keep working even when results are not immediate.

Even after winning gold, Neeraj did not become complacent. Instead of celebrating for too long, he focused on setting new goals. He continued training and participated in international competitions, always striving to improve. His humility and hard work have made him a role model for many young athletes.

If Neeraj Chopra, a boy from a small village, could transform his life through hard work and determination, then so can you. The only thing stopping you from achieving your dreams is your mindset. With the right attitude, self-discipline, and continuous effort, you can achieve anything. No dream is too big, and no goal is impossible if you believe in yourself and work for it. So, are you ready to work hard for your dreams?

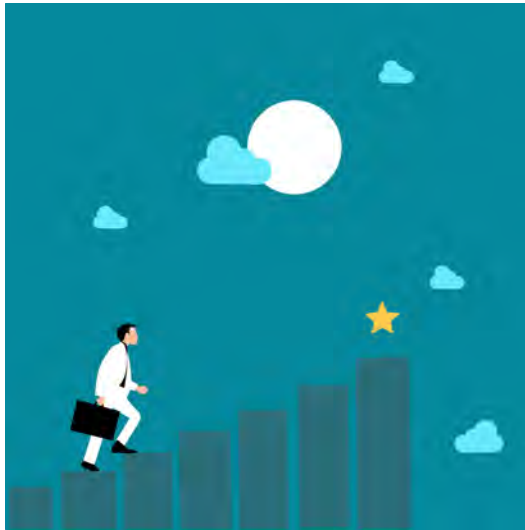
## **Lesson 138B: Gossip**

### **Word Power**

**Read the Words aloud as a class: Gossip, Goal, Whisper**

**Match the Words: Which word fits the picture best?"**





## **Lesson 140B**

### **Dealing with Criticism & Rejection 1**

**A. Read and discuss** the strategies for dealing with criticism and rejection.

1. Remain calm. Don't be tempted to criticize back or behave rudely.
2. Allow yourself to feel all the emotions you feel. Take time to cool off. You could be alone for some time if that helps.
3. Reflect on the facts that led to criticism and rejection. Learn from your experience and mistakes and eventually try to improve.
4. Surround yourself with supportive people.
5. Do not lose your self-esteem, stay confident and persevere.

## Lesson 141

### Replacing Coaching

Today during digital learning time, I will work on -

I will start by:

## Lesson 142A

### Forms & Applications 1

**A. Read and discuss** the scenarios with a partner.

1- Rani is filling out an application for a passport. She does not read the instructions and fills it out with a pencil. However, the instructions require that the application is filled out in black pen. What do you think will happen?

2- Vinay fills out a form to apply for a bank account. When it asks for income, he is not sure whether to write his personal income or his family income. What should he do?

1.

2.


92

3.

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**School Code:**

**U-DISE Code:**

**Status:** Government

**School Admission Number:**

**Admission Date:** / /

**Session:**

**Type of Admission:** New / Re-admission/ Transition

**If re-Admission, Old Admission No:**

**Unique SRN (Student Registration Number) generated by MIS:**

**Enrollment No if allotted by Board:**

**# Please read the following instructions carefully before filling Admission Form.**

1. Use CAPITAL letters only.
2. Tick (e.g.B) wherever applicable and strike-off (e.g. Male / Female) whichever not applicable.
3. Fields marked with \* are mandatory.

**Please paste passport size (35 mm (w) x 44 mm (h)) colored photograph with white background here.**

**Photo should not exceed borders.**

**Do NOT staple.**

Students/Parents shall fill in the form from section '1. Student Information' onwards

### 1. Student Information

<b>Class of Admission:</b>		<b>Stream/(for 11<sup>th</sup>/12<sup>th</sup>):</b> Arts/Commerce/Science	
<b>Name* (as on Aadhaar):</b>		<b>Mr/Miss/Mrs</b>	
<b>Date of Birth*:</b>		<b>Gender*:</b> Male/Female	
<b>AadhaarNo:</b>			
<b>EID No (if Aadhaar is not available):</b>			
<b>Place of Birth</b>	<b>Country*:</b>	<b>State*:</b>	
<b>Birth</b>	<b>District*:</b>	<b>Tehsil*:</b>	<b>City/Village*:</b>
<b>Email ID:</b>	<b>Mobile No:</b>		
<b>Nationality*:</b>	<b>Domicile of Haryana*?</b>		<b>Yes/No</b>

### 2. Parent/Guardian Information

<b>Father's Name (as on Aadhaar)*:</b>		
<b>Father's Aadhaar No:</b>	<b>Mobile No*:</b>	
<b>Father's Occupation*:</b> Agriculture (Farmer)/ Laborer/ Self Employed/ Private Job/ Haryana State Govt. Employee/ Other State		

Windows Taskbar: Type here to search | 26°C Rain showers | 8:55 AM | 8/24/2022

## **Lesson 142B**

### **Turning Challenges into Growth**

**A. Prepare a role play** for one of the scenarios below.

1. You spend a long time cooking your favorite dish for a company dinner. One of your colleagues brings the same dish to the dinner, and nearly everyone chooses to eat her dish instead. They all say that hers is one of the best dishes they have ever tried while yours is mostly untouched. How would you feel? How could you deal with it?
2. Your classmate has organized a birthday party. You invited him for your birthday and are looking forward to attending his party. He doesn't invite you. You start assuming that the reason could be that your classmate thinks that you would be a misfit at his party. How would you feel? How could you deal with this?
3. You and your best friend get into a fight, and he/she shouts that you are bossy and always have to do things your way. The next day, you see your best friend with a new friend, and he/she seems to be ignoring you. How would you feel? How could you deal with this?
4. You apply for a job that you have been working hard for over the past year. Once the result is out, you find out that you aren't selected for this job. How would you feel? How could you deal with this?
5. There is a meeting scheduled at your workplace. You share an idea for a project, but your boss says that your idea would be too difficult to implement and dismisses it. How would you feel? How could you handle this?
6. In class, while you are looking out the window, your teacher scolds you in front of everyone for not paying attention during class. He or she says that is the reason your grades are poor. How would you feel? How could you handle this?

# Lesson 143

## Inner Strength

### 1. Part A- Reflection

What does inner strength look like?

Think of a person you admire.

1. Did this person face challenges in his lives?
2. How did this person deal with failures?

### 2. Part B- Learning from bamboo

#### The Chinese Bamboo Story

Once upon a time, there was a man who was disappointed with his life. He worked very hard all day, but he always faced failure. So one day he left everything and went to the forest. He met a Hermit there. Seeing the frustrated man, the Hermit asked him why he was living in the woods. The man told the Hermit about his failure and asked, "Please tell me one reason why I should not give up my sad life?"

The Hermit told him the Chinese bamboo story. He showed the man two plants and asked, "Do you see the two plants there? The fern and the Chinese bamboo?" The man nodded in yes. Hermit then told him that he had planted the seeds of both the plants together. He said, "I took proper care of both plants. I gave them the required food, water, sunlight and fertilizer. But the fern grew quickly within a short period but the bamboo did not." The man was confused and asked the Hermit why it was so.

The Hermit continued, "I nurtured the Chinese bamboo for four years but nothing happened. There was no sign of growth. But, I did not give up on the tree and continued to nurture it. In the fifth year, the Chinese bamboo tree grew almost 90 feet tall within two months." Hearing this the man became stunned. He asked the Hermit, "So nothing happened in the bamboo tree seed for the first four years, but it grew to a shocking height only in a few months! How is it possible?"

The Hermit laughed and explained to the man that the little bamboo tree was using all the nourishment to grow below the soil and to develop its strong root system that would help it grow very tall. The Chinese bamboo developed a strong foundation to help sustain itself in its later years.

The Hermit then asked the man, "Do you now understand why you should not give up on your life?" The man finally learnt his lesson that all his struggles were building his foundation for a better life. He thanked the Hermit and left the forest to start his life afresh and to fulfill his dreams.

#### Now that we have read the story, let's check our understanding.

- 1- Why did the man feel disappointed with his life?
  - a) He couldn't find his way in the forest
  - b) He faced constant failure despite hard work
  - c) He was lost in the woods
  - d) He couldn't meet the Hermit

- 2- Who did the man meet in the forest?
- a) A teacher
  - b) A Hermit
  - c) A magician
  - d) A farmer
- 3- What did the Hermit show the man to teach him a lesson?
- a) Two plants
  - b) Two animals
  - c) Two rocks
  - d) Two birds
- 4- Which plant grew quickly initially?
- a) The bamboo
  - b) The fern
  - c) Both grew equally
  - d) None of the above
- 6- How many years did the man nurture the Chinese bamboo before it grew significantly?
- a) 1 year
  - b) 2 years
  - c) 4 years
  - d) 5 years
- 7- What did the Chinese bamboo focus on during its initial years?
- a) Growing leaves
  - b) Developing roots
  - c) Reaching sunlight
  - d) Producing flowers
- 8- What did the man learn from the Chinese bamboo?
- a) To give up easily
  - b) To nurture patience and perseverance
  - c) To ignore failures
  - d) To rush through life
- 9- Where did the man decide to go after learning the lesson?
- a) To deeper into the forest
  - b) To start afresh
  - c) To his old life
  - d) To avoid challenges

# Lesson 144

## Group Discussion Practice

A. Reflect and discuss:



Match the question to the answers.

1. How old is that car?

About three years old.

2. How much does a train ticket cost?

Just a week.

3. What times does the plane leave?

At ten tonight.

4. How long did you stay in Vietnam?

\$20

5. What is your house address?

14 London Road.

Find the extra word in each sentence.

1. How old age is your little sister ?

2. When time did you arrive at school ?

3. Where from can I buy a pen ?

4. Where country do you come from ?

5. What is your favourite of food ?

## Lesson 145B

### Forms & Applications 2

**A. Scavenger Hunt:** Answer the questions about the form.

**Badminton Players Club  
Membership Form**

---

**New Member** ☒ **Membership Renewal** ☐

---

Name: Sunny Ngumyn

Address: 999 Endow Road City: Victoria

Province / State: B.C. Postal code / Zip code: A2B 2B3

E-mail address: NA Occupation: Student

Date of Birth: 22 / 3 / 84 Sex: M ☒ F ☐

---

The Badminton Players Club publishes a magazine that is sent to members 4 times a year. Would you like to receive this magazine? Yes ☒ No ☐

Membership dues: Individual: \$25.00 per year ☒ Family: \$40.00 per year ☐  
( 2 adults and up to 3 children )

Source: <https://continuingstudies.uvic.ca>

1. What type of club is the applicant joining?
2. Has the applicant been a member of the club before?
3. What is the applicant's surname?
4. Does the applicant have a job?
5. What question did the applicant mark "not applicable"?
6. What is the applicant's gender?
7. How many magazines will the applicant receive each year?
8. How many family members are joining the club with the applicant?

**B. Practice:** Fill out the form below.

Name	_____
First	Middle ( Middle Initial ) Last Name ( Surname )
Address: Street Name	_____ Apartment Number (#) _____
City	_____ State / Province _____
Postal Code	_____ Country _____
Date of Birth ( DOB )	_____ Place of Birth ( POB ) _____
Marital Status: Married	_____ Single _____ Divorced _____
Number of Dependents	_____ Occupation _____
Telephone Number ( area code )	_____ Number _____
E-mail Address	_____

For Office Use Only: \_\_\_\_\_

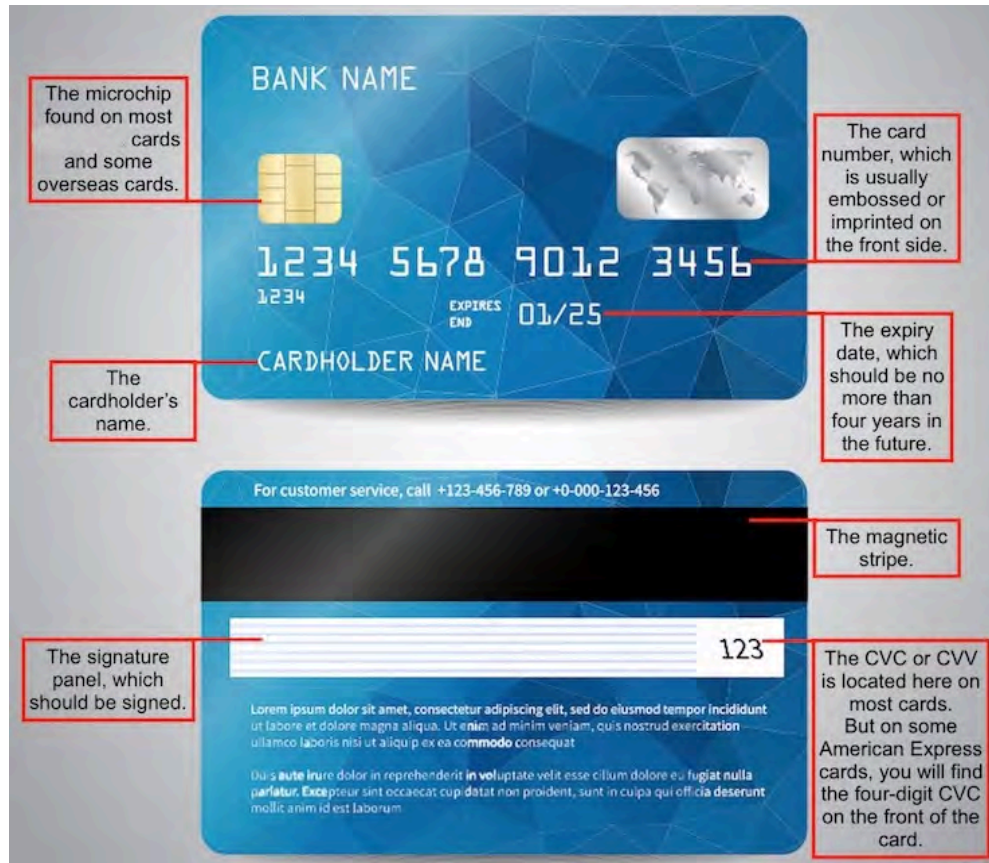
Dept: \_\_\_\_\_

Account #: \_\_\_\_\_

Rec'd: \_\_\_\_\_

## Lesson 146A

### Online Pay







1. Label the ATM/debit card:

1. Person's name
2. Card number
3. CVV
4. Expiry date
5. Bank name
6. Card chip
7. Magnetic stripe
8. Signature panel

2. Use the information on the card above to fill out this online payment page.

**Payment Method**

☒ **Credit Card**



Pay with your Visa, MasterCard, Discover, or American Express.


**Card Number\***

**Cardholder's Name**

**Expiry Date (MM/YYYY)\***

**CVV code\***

☐ **Paypal**



PayPal Payment options will appear to complete your purchase securely.

## Lesson 146B

## Discussions and Debates 1

**A. Choose a debate topic** from the list below. Then, fill out the chart to prepare your points for the debate.

**Topics:**

- Which is better: Joint family or nuclear family?
- Which is better for learning: books or mobile phones?
- City life is better than village life.

I am arguing that
<p><b>Reason 1</b></p> <p>For example...</p>
<p><b>Reason 2:</b></p> <p>For example...</p>

**Reason 3:**

For example...

**Counterpoints:** What might someone who disagrees with you say?

## Lesson 148

### Email writing

A. Compare the two emails. Why is the good email sample better than the bad email sample?

Email Sample

Subject: Questions about FEA Classes

Dear Sanjay,

My name is Jackie Kohli and I am 18 years old. I live in Govindpuri, New Delhi. I want to join the FEA Program. I have few questions

1. Where is the branch in Govindpuri?
2. What is the timing of the class?
3. Can I get the contact number of the teacher?

Thank you for helping me. Looking forward to your response.

Regards,

Jackie Kohli

7285900990

Email Sample

Subject: Hello!

Hi!!!

My name's JACKIE FROM DELHI!!! Tell me how to take admission in the FEA course.

SEE U!!

JACKIE (my friends call me Jakki!!).

## **Lesson 149**

### **Who is my Customer?**

#### **Part A: Who is a customer?**

Customers are often of different types based on the different businesses. For example,

\*Possible types of Customers at Namita's Beauty Parlour (Service business)

1. Old or Aged people
2. Housewives
3. Brides

\*Possible types of Customers at Leena's Pickle (Production business) -

1. Schools
2. Hotels
3. Households

\*Possible types of Customers at Maya's fruit shop (Trading business)

1. Schools
2. Households
3. Passerby

#### **A1. What are customer needs?**

Customers will also have different types of needs based on the different businesses. For example,

\*Possible types of customers at Leena's Pickle Shop and their needs

1. Schools
  - a. Will want less spicy pickle for children
2. Hotels
  - a. More spicy
3. Households
  - a. At least 2-3 varieties
  - b. Will want in small bottles

\*Possible types of customers at Maya's fruit shop and their needs

1. Schools
  - a. Will want in large quantities to be distributed amongst children
2. Households
  - a. Will want in bunches of 10-15 for eating at home
3. Passerby
  - a. Will want 1-2 to eat while passing by

\*Possible types of customers at Namita's Beauty Parlour and their needs

1. Old or Aged people
  - a. Want value for money
  - b. No timing preferences
2. Housewives
  - a. Want value for money
  - b. Will want Namita to do a house-visit
3. Bridal makeup
  - a. Want the best of what's available

**Part B.** Customer Needs Survey for Tiffin Service

Hello! We're excited to bring you delicious homemade tiffin options right to your doorstep. Your feedback will help us tailor our tiffin service to your preferences. Please take a moment to answer these simple questions:

Name (optional):

Contact Number (optional):

Age:

Occupation:

Marital Status:

How often do you eat meals outside (including lunch and dinner)?

- a. Rarely
- b. Sometimes
- c. Often
- d. Always

What types of meals are you looking for in a tiffin service? (You can choose more than one)

- a. Vegetarian
- b. Non-vegetarian
- c. Healthy options
- d. Traditional/local food

Which meal(s) are you most interested in? (You can choose more than one)

- a. Breakfast
- b. Lunch
- c. Dinner

How many people would you typically order for?

- a. 1
- b. 2-3
- c. 4 or more

How many times a month do you order food from outside?

- a. More than 5 times
- b. 3 to 5 times
- c. 1 to 2 times
- d. Less than once a month

Do you have any dietary preferences or restrictions? (e.g., allergies, dietary restrictions)

- a. Yes (please specify): \_\_\_\_\_
- b. No

What delivery time would suit you best?

- a. Early morning (6:30 AM - 8:00 AM)
- b. Lunchtime (12:00 PM - 1:30 PM)
- c. Evening (5:00 PM - 6:30 PM)

What packaging do you prefer for tiffin delivery?

- a. Eco-friendly containers you can throw away
- b. Plastic containers you can use again
- c. No preference

How likely are you to try a new tiffin service in your neighbourhood?

- a. Very likely
- b. Likely
- c. Neutral
- d. Unlikely
- e. Not at all likely

What is the most important factor for you in a tiffin service?

- a. Taste and flavour
- b. Variety of dishes
- c. Pricing
- d. Timely delivery

When do you feel the need to order tiffin service?

- a. When guests are coming to visit
- b. When lunchbox is required during working day

- c. When meeting with friends
- d. Whenever I want to eat food from outside

Any reason why you would not like tiffin service?

- a. I never order food from outside
- b. I do not like the taste of food from outside
- c. I only like to eat healthy food from home
- d. It is too costly to order food from outside

Any additional suggestions or preferences you would like to share with us?

Your input is valuable to us! Thank you for taking the time to complete this survey.

Contact Information (if interested in our service):

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Part C.** Possible Customers for Tiffin Service and their needs.

1. Who are the possible customers for a tiffin service?
2. What will be the different needs of each of the types of different customers?

**Part D.** Customer Behaviour and Preferences

\*Group A: Advising Sundari garments, a business that produces clothes of various kinds.

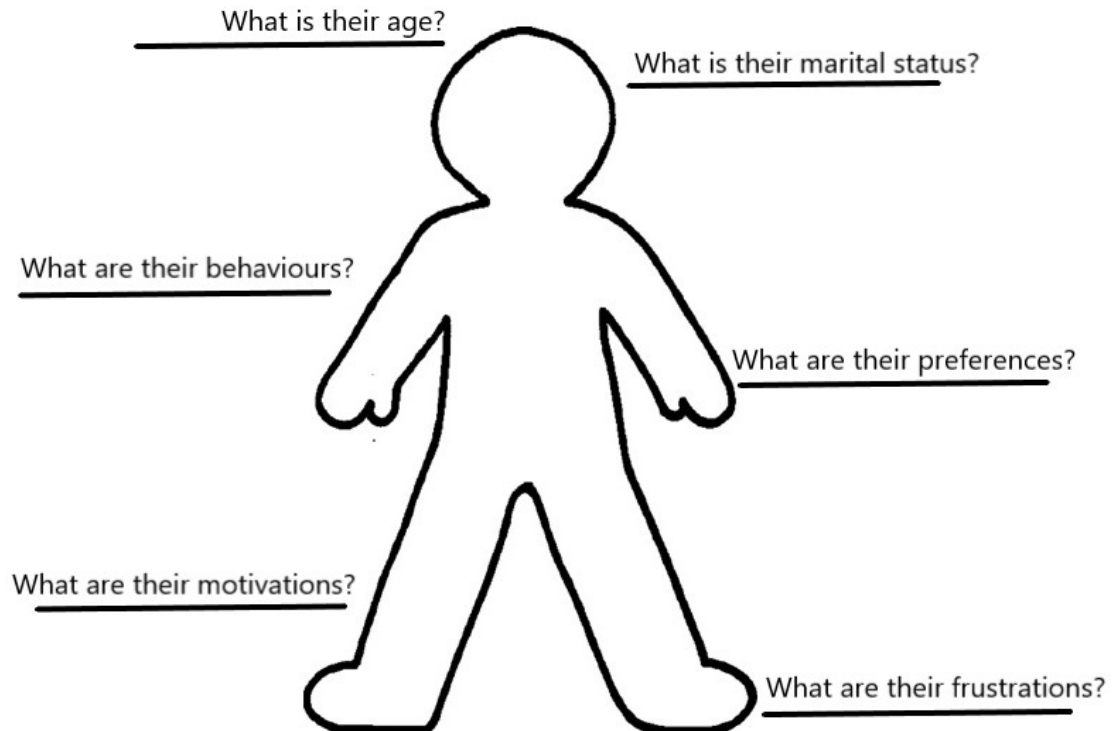


\*Group B : Advising the owner of a tent-house and mic renting business



**For your assigned group, do the following:**

1. Identify customer types and describe them in detail.
2. Describe their existing behaviour and their needs.



## Lesson 150

### Who is My Competition?

**Part A.** Competitor analysis is all about learning from other businesses to make your own business even better.

**Part B.** Benefits of doing Competitor Analysis -

Imagine you're running a lemonade stand, just like your competition. Competitor analysis is like spying on their stands to see what makes yours special.

- 1- Find Your Special Flavor: Look at what makes your lemonade different. Maybe yours has extra fruity flavors or comes with cute straws. That's your Unique Selling Point!
- 2- Improve Your Stand: Look at what your competitors are doing right. If they have cool signs or friendly smiles, you can make your stand even better!
- 3- Spot New Ideas: Look at what your competitors aren't doing so well, that's a chance for you! Maybe they don't have discounts or prizes like you do. You can try something new and be the first!

So, by checking out your competitor's stands, you can make yours the coolest and tastiest in the neighborhood! 🍋🥤

**Part C.**

#### Raunak's Delicious Dream

Once upon a time, in a town called Saharanpur in India, there was a boy named Raunak. He had a big dream. Raunak wanted to make people happy by giving them yummy snacks he loved since he was little.

Raunak's snacks were not just any snacks. They were special treats like chakli, laddoo, and chivda. These snacks were like magic because they reminded him of his family and the good times they shared.

Raunak learned these recipes from his nani, who learned them from her nani, and so on. It was like a yummy secret passed down from generation to generation! 🍪🎉



Raunak wanted to sell his nani's special snacks to everyone in his town. However, he was not alone in this business. The town already had local vendors selling these snacks, and there were even bigger brands offering similar treats in the grocery stores.



So, he decided to learn from his competitors - both the small shops and the big brands. He started collecting information about them and looked at what they were good at and what they weren't. This helped him understand how he could do things better.

Raunak went to the local shops and talked to people who loved their snacks. He listened to what they said. Some people wanted more kinds of snacks, and others wanted snacks that tasted even better. Raunak wrote down all these ideas and got to work.

He knew that to beat his competition, he needed to offer something special. So, he made a table with all the information he gathered. This table helped him see what he could do differently to make his snacks the best in town! 📊🍪🏆

Aspect	Haldiram's	Amma's Kitchen	Anand	Patil Kaki
Strengths	Wellknown since 1937	Tastes like homemade	Offers many traditional snacks	Focuses on local flavors and quality
	Offers a wide range of snacks	Made with quality ingredients	Popular in local areas	Creates unique mix of flavors
	Known around the world	Feels nostalgic and family oriented	Known for taste and quality	Crafts special, homemade snacks
Weaknesses	Can be a bit expensive	Not as widely available	Not widely known	Not widely available
	Lacks the homemade feel	Limited varieties of snacks	Less advertising than big brands	Not very recognized
	Many other brands are strong competitors	Not much for specific diets preferences		Limited fame beyond local areas
Unique Selling Point	Famous and trusted for many years	Brings back homemade memories	Offers authentic local tastes	Combines different flavors uniquely

After doing the analysis, Raunak knew that to win customers' hearts, he needed to keep his snacks homemade, affordable. Slowly but surely, Raunak's business started to grow.

1. Who were the main competitors of Raunak's homemade snack business?
2. How did Raunak find out information about his competitors?
3. What kind of information did Raunak find out about his competitors? How did this information help Raunak?

**Part D. Group Activity**

Group A: New business that makes washing powder for clothes

Group B: New business that makes hair oil

Group C: New business that makes pure ghee, butter, paneer and cheese

Group D: New business that makes different masalas (chilli powder, haldi powder, dhaniya powder, jeera powder etc)

**For your group's business:**

1. Identify the different types of potential customers.
2. Make a list of essential needs for the types of customers you have identified.
3. Identify what type of products you will offer.
4. Identify who is your competition
5. Figure out one USP that can make your product better than competition

**E.** Who is my competition? How can I collect information about my competitors?

# Lesson 151

## How to Run a Business?

### A. Inventory:

In business, inventory is the stock of goods and materials that a company has on hand for production or resale.

**\*There are three types of inventory in businesses.**

1. Raw Materials - are those items which are used to make products.
2. Finished Goods - are products that are sold to the customer.
3. Work In-Progress (WIP) - is inventory that is being converted into Finished Goods, but is not in a state to be sold yet.

**For example:**

\*Inventory in Manufacturing Business

Leena makes pickles.: Her inventories are:

1. Raw Materials – Oil, raw mangoes, spices
2. Work In Progress – Cut mangoes, mix of spices
3. Finished Goods – Pickles in small bottles, Pickles sold in loose quantity



\*Inventory in Trading/Distribution Business

Kanku runs a grocery shop in her village. Her inventories are:

1. Raw Material – Loose quantities of wheat, Rice, Sugar that is purchased from wholesale market
2. Work In Progress - Goods that need packaging
3. Finished Trading Goods – Rice, wheat, sugar all of which are either sold loose, or sold in prepackaged quantities



### \*Inventory in Service Business

Namita runs a beauty parlour there will be inventory such as

1. Raw Material - hair dye, shampoo, soaps which are used in the activities.
2. Work in Progress - anything that needs to be prepared right before service for example hair dye mix.
3. Finished Goods - delivered services is the final offering such as giving a haircut or a facial or massage etc.



### **B. Match the inventory with it's business**

Business	Inventory
1. Garment Shop	<ol style="list-style-type: none"> <li>a. Raw Material - coconut oil, kalonji seeds, curry leaves, amla.</li> <li>b. WIP - cooking kalonji seeds, curry leaves and amla in coconut oil.</li> <li>c. Finished Good - packaged bottles with prepared mix.</li> </ol>

2. Tuition Centre	a. Raw Material - clothes bought wholesale. b. WIP - packaging and putting a price tag on individual pieces. c. Finished Goods - packed clothes.
3. Hair oil Manufacturing	a. Raw Material - books. b. WIP - none. c. Finished Goods - classes for different subjects.

**C.** In business, "operations" means all the things you need to do to make your business work smoothly.

**D.** For example,

\*Operations in a manufacturing business.

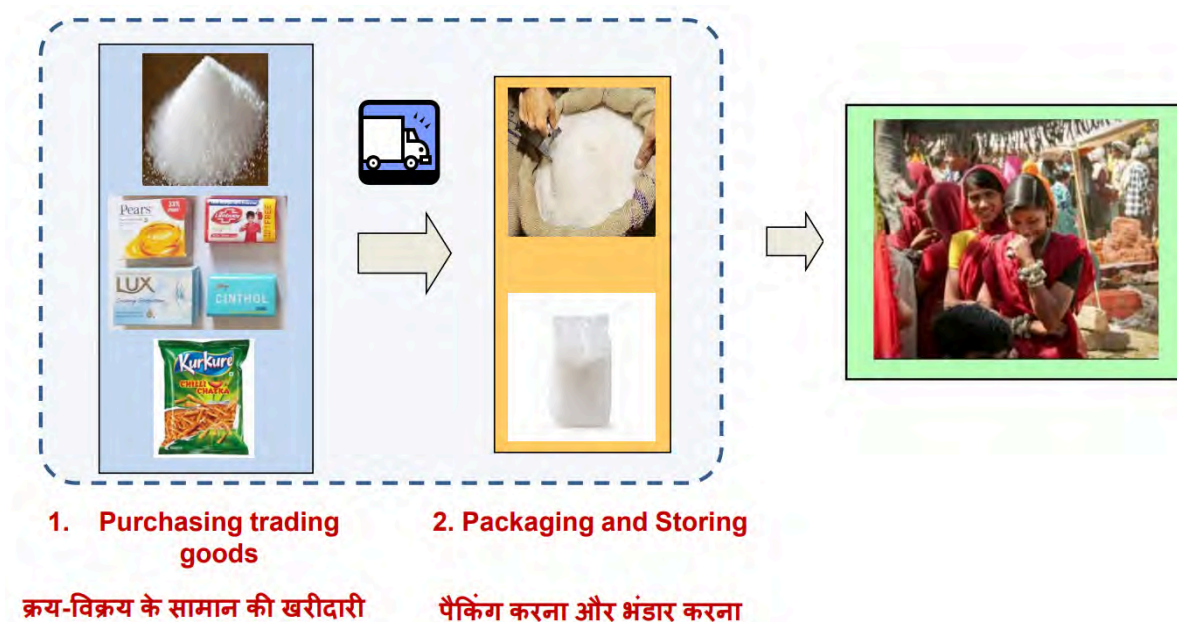


Leena runs a pickle business, these are the activities she performs to make mango pickles -

1. Purchasing raw material
  - Leena goes to the wholesale market
  - She buys 200 small bottles each with a capacity of 0.5 kg of pickles.
  - She also buys 10 kgs of oil and spices.
  - She plucks 140 kgs of raw mangoes from her farm.
  - She transports the raw mangoes and other raw materials in a tempo to her home.
2. Making product
  - Leena washes, cuts and dries the raw mangoes.

- She mixes the cut pieces well with salt and chilli powder.
  - Fills the mixture in large glass bottles which she already had from last year.
  - Adds oil to the large bottles as preservative and closes the lids
  - Keeps the large bottles in the sun and shakes them once a day
  - After 30 days, she fills 200 small bottles with the pickles from the large bottles.
  - She leaves the remaining quantity in the large bottles for selling in loose quantities.
3. Distributing the product
- Leena will take the small and large bottles to the local market in a tempo and distribute it to multiple shops.

\*Operations in a distribution business.



Kanku runs a grocery store. These are the activities she is likely to take to buy sugar.

1. Kanku first checks her current stock and estimates requirements.
2. Kanku takes a bus to go to the wholesale market.
3. She goes to the shop in the wholesale market.
4. She buys a bag of 10 kgs of sugar along with a few other items.
5. She takes the bus back to her village.
6. She empties the sugar into a storage box, from which she will sell the sugar.
7. She keeps empty packets ready for use for packaging sugar as per customer needs.

\*Operations in a service business.



Namita runs a beauty parlour. She also has to look after her family and can only spend a certain amount of time on her beauty parlour business. These are the activities she will need to take to provide service to customers

1. Capacity Planning (scheduling her work hours)
  - Namita knows she can work on her business for three days a week.
  - On each of those three days, she can spend four hours on the business
  - It will take one hour to service one customer
  - Based on the above considerations, she knows that she can service 12 customers per week
2. Purchasing raw material
  - Namita goes through the fashion magazines and selects 4 beauty preparations such as hairstyles, make-up etc.
  - She assumes that out of the 12 customers, 3 customers on an average will use each beauty preparation.
  - She makes a list of items needed as per the services required.
  - She travels to the main market and buys the material as per her list.
  - She comes back and stores the material in her parlour.
3. Delivering Service
  - Namita calls up her customers and confirms their timing.
  - In the shop, Namita cuts the hair as per the customers preference, and then shampoos and dries the hair.
  - Namita sells other services to customers.
  - Namita collects money for the services delivered

#### E. Group Activity

Create a short skit showing what the operations and activities of your business will be. (Possible characters for skits - entrepreneur, customer, narrator, wholesale seller, shopkeeper, employees, transportation driver etc)

Group A: Candle making business

Group B: Utensils seller

Group C: Arts and Crafts Classes

#### F. Operations planning for My Business

1. Are there any activities needed for collecting raw material for your business?
2. Are there any activities related to making the products for your business?
3. Are there any activities related to distributing products/services for your business?

# **Lesson 152**

## **Art of Conversation:**

### **Strategies for taking part in a conversation**

#### **Topics:**

##### **Topic: Pair 1: Building Rapport:**

- Scenario: Two students meet at a networking event. One student is trying to make new connections and build relationships with others.

##### **Topic: Pair 2: Showing Sincere Appreciation:**

- Scenario: One student appreciates another student who helped him with a project.

##### **Topic Pair 3: Active Listening:**

- Scenario: One student shares a personal problem or concern with another student, who practices active listening and offers supportive responses.

##### **Topic Pair 4: Making Others Feel Important:**

- Scenario: Two students are working together on a team project. One student acknowledges and appreciates the contributions of the other student, making them feel valued and respected.

##### **Topic Pair 5: Encouraging Others to Talk about Themselves:**

- Scenario: Two students have lunch together, and one student encourages the other to talk about their interests, hobbies, or recent experiences.

##### **Topic Pair 6: Resolving Conflict:**

- Scenario: Two students are working on a group project and encounter a disagreement. They practice conflict resolution techniques, such as finding common ground and seeking compromise.

##### **Topic Pair 7: Motivating and Inspiring Others:**

- Scenario: One student leads a team meeting and inspires and motivates their teammates by recognizing their achievements

## **Lesson 153**

### **Art of Conversation 2**

### **Simple Tips To Improve Your Communication Skills**

#### **Job Interview:**

- Scenario: One student plays the role of a job interviewer, while the other student plays the role of a job applicant. The interviewer asks questions related to the position, and the applicant practices speaking clearly, maintaining eye contact, and expressing their qualifications confidently.

#### **Customer Service Interaction:**

- Scenario: One student plays the role of a customer with a problem or inquiry, while the other student plays the role of a customer service representative. The representative practices active listening, paraphrasing the customer's concerns, and providing clear and helpful responses.

#### **Networking Event:**

- Scenario: Two students attend a networking event or professional conference. They practice introducing themselves, initiating conversations with others, and exchanging contact information. They focus on making a positive impression by demonstrating interest in others and expressing themselves clearly and professionally.

## **Lesson 154**

### **Art of Conversation 3**

### **Tips to start a conversation with anyone**

#### **Scenario 1**

You are in a Kaushal Rojgar Mela.

You meet a group of people and you want to start a conversation.

#### **Scenario 2**

You are in a new year social gathering.

You meet two people at a table. Start a conversation.

#### **Scenario 3**

The Territory Manager is at your branch and he is sitting near the whiteboard.

You want to discuss your career plan with him. Start the conversation

#### **Scenario 4**

Area Manager visits your FEA class and you want to talk to him and learn some tips to manage your time better.

# Lesson 156A

## Past Tense

### A. Past Tense (Regular):

For actions that happened and finished before now are written using past tense.

#### Examples:

1. I learned English last year.
2. The teacher taught till 10:00 p.m. yesterday.
3. My friends played a soccer match last week.

Verb ending in...	How to make the simple past	Examples
e	Add - 'd'	live ➡ lived date ➡ dated
Consonant +y	Change 'y' to 'i', then add 'ed'	try ➡ tried cry ➡ cried
One vowel + one consonant (but NOT 'w' or 'y')	Double the consonant, then add 'ed'	tap ➡ tapped commit ➡ committed
anything else including 'w'	Add 'ed'	boil ➡ boiled fill ➡ filled hand ➡ handed show ➡ showed

**B. Change the verb** to past tense by adding “ed” to describe how yesterday was different from your usual routine.

**Example:** Usually, I **play** the piano. Yesterday, I **played** the drums.

1. Usually, I **stay** with my grandfather.

Yesterday, I \_\_\_\_\_.

2. Usually, I **watch** a comedy movie.

Yesterday, I \_\_\_\_\_.

3. Usually, I **brush** my teeth at 7:00.

Yesterday, I \_\_\_\_\_.

4. Usually, I **play** basketball.

Yesterday, I \_\_\_\_\_.

5. Usually, the bus **stops** at my house.

Yesterday, I \_\_\_\_\_.

**C. I didn't do it!** Read about making negative past tense statements below. Then practice saying your own.

*did not or didn't* + *verb (no "ed")*

Examples: *She walked to school.* -> *She **did not walk** to school.*

*I washed my hair.* -> *I **didn't wash** my hair.*

**D. Exercise:**

Read the story. Make the past tense of the verbs by adding 'ed' and write them in your notepad to complete the story.

Last year for my birthday, my mother \_\_\_\_\_ a cake. She also \_\_\_\_\_  
a secret  
(bake) (organize)  
birthday party for me. My friends \_\_\_\_\_ the secret and \_\_\_\_\_  
on the door in  
(guard) (knock)  
in the evening. Then they \_\_\_\_\_ for a place to hide.  
(look)

I \_\_\_\_\_ the door. They \_\_\_\_\_ "Surprise!". I \_\_\_\_\_. Then we  
(open) (shout) (scream)  
\_\_\_\_\_ games. It was time to cut the cake and everyone \_\_\_\_\_.  
Everyone  
(play) (clap)  
\_\_\_\_\_. I \_\_\_\_\_ with happiness.  
(enjoy) (cry)

## Lesson 157

### Talking about Past

#### A. Past tense (Irregular):

For some action, we change the verb when talking about it in the past.

#### Examples:

1. I bit my finger, and it hurts. (bite)
2. Mrs. Kumar taught me English past year. (teach)
3. The farmer grew rice for the whole year. (grow)

#### B: Fill in the blanks with the correct form of the irregular past tense verb from the word bank.

Yesterday, I \_\_\_\_\_ (go) to the park with my friends.

Sarah \_\_\_\_\_ (eat) a delicious pizza for dinner last night.

We \_\_\_\_\_ (see) a movie at the cinema on Saturday.

Tom \_\_\_\_\_ (drink) a glass of milk before bed.

The cat \_\_\_\_\_ (hide) under the bed during the thunderstorm.

My grandma \_\_\_\_\_ (give) me a birthday present last week.

The dog \_\_\_\_\_ (run) after the ball in the backyard.

Sam \_\_\_\_\_ (catch) a fish at the lake yesterday.

The cat \_\_\_\_\_ (eat) all of its food.

We \_\_\_\_\_ (run) in the park yesterday.

He \_\_\_\_\_ (bring) a new toy last week.

She \_\_\_\_\_ (catch) the ball during the game.

They \_\_\_\_\_ (sing) songs at the party.

The dog \_\_\_\_\_ (bark) loudly at the mailman.

I \_\_\_\_\_ (sleep) well last night.

The bird \_\_\_\_\_ (fly) high in the sky.

We \_\_\_\_\_ (swim) in the pool yesterday.

He \_\_\_\_\_ (fall) off his bike but wasn't hurt.

#### C: Write five sentences of your own using irregular past tense verbs.

**D. Find the mistakes in the passage below and correct them:**

**It's all in the past**

I wake up yesterday morning and I get out of bed. It is a beautiful day. The sun was shining and the wind was blowing. I decide that I would go for a walk. I start by walking down the road. I push open my gate and close it behind me. I walk for miles and miles along a country road. I even visit my aunt. Along the way I pass a young man selling fruit. 'How much are the apples?' I ask. 'Rs.100 for a bag', he say. I pay the man and continue to walk. I eat all of the apples except for one, which I drop on the ground. They are delicious.

After a while I meet another man, this man have a camel. The camel have no humps. 'What is his name?' I ask the man. 'His name is Humphree', say the man.

I walk for a very long time, soon the sun begin to go down. I get home at about 12:30. I is very tired. As soon as my head hit the pillow I fall asleep. That is the best walk of my life. The next day I call my mother and tell her all about it.

**Speaking about the past requires careful selection of verbs and it can be learnt over time with practice and self-correction.**

**E. Read the passage and fill the blanks with the words in brackets after changing them to past tense:**

Jagdish Lal Ahuja, popularly known as PGI's 'langar baba' is searching his childhood among hundreds of poor kids whom he feeds daily.

In 1947, a 12 year old boy in Peshawar, Pakistan, came to India during the partition. Not only did he lose his birthplace, but his childhood too. It is this lost childhood that Ahuja, popularly known as PGI's 'langar baba', is searching among hundreds of poor kids whom he feeds daily. In 1981, he \_\_\_\_\_ (start) langars across Chandigarh.

In 2015, he sold his seventh property worth 1.6 crore and \_\_\_\_\_ (arrange) money to ensure that the poor do not go to bed on an empty stomach. Ahuja has a wife, two daughters and a son.

"I was 12 when I left Peshawar and we \_\_\_\_\_ (arrive) at the Patiala base camp", he said. Ahuja was the only breadwinner of the family as his father did not work and his mother was a homemaker. "Every day, I \_\_\_\_\_ (walk) three miles barefoot to buy namkeen dal and sold it at stations. I made two such rounds daily. By the time I got home, my feet and hands would be full of blisters, but I still had to earn or else my family would go hungry", he said. "My father beat me up at home if I \_\_\_\_\_ (study) and teachers beat me up in school because I would not have done my homework. My childhood was horrifying."

From selling namkeen dal at the stations in Amritsar to selling toffees, jaggery, and fruits on the streets of Patiala, Ahuja \_\_\_\_\_ (continue) working and fought hard when faced with hardships. At 21, he \_\_\_\_\_ (move) to Chandigarh.

Ahuja said, "It was my son's eighth birthday and I \_\_\_\_\_ (want) to celebrate it by giving to the society. So, I \_\_\_\_\_ (decide) to organize a langar for children. The moment I saw the joy on the faces of the children, it \_\_\_\_\_ (remind) me of my childhood. I \_\_\_\_\_ (announce) that this langar will be held daily," he added.

Adapted from: [www.hindustantimes.com](http://www.hindustantimes.com)

## Lesson 159

### Money

#### A. Recap: How a family should spend every month:

Here's how much a household income of Rs 20,000 per month should be allocated under different heads:

Heads	Expenditure (in thousand rupees)
Grocery	4
Rent	5
Education of children	5
Medicine	2
Fuel	2
Entertainment	1
Miscellaneous	1

#### B. Food for thought- 73-year-old couple covers 19 countries in 72 days

2 interesting things about the headline

1 question about the headline

## ***Lesson 159B***

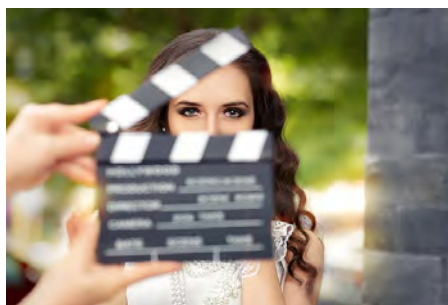
### **Personal Responsibility**

**A. Read** the scenarios and discuss the questions.

1. This person comes from a wealthy family that supports their dream to become an actor. They have connections to people working in the film industry and opportunities to go to school to study performance. However, this person does not take any action. They wait for success to come to them.
2. This person's family is not wealthy, and their parents want them to stay in their village and get married. However, this person is very motivated. They watch films and practice acting for many hours in their free time, and they recently applied for a grant to go to the best performance academy in the state.

**Discuss:**

- What is the difference between these people?
- Which do you think is more likely to succeed?



Source: iStock



Source: BBC

**Discuss:**

Can you tell which of these people is more intelligent? Kind? Creative?

Why or why not?

**B:** You created a Career Plan in your earlier lesson: Work with your partner. Then explain to your partner:

- What have you completed so far?
- What is the next step?
- What is holding you back?

# **Lesson 160**

## **Can you talk in a Group?**

### **A. Do's and Don'ts of Group Discussion**

#### **Do's of Group Discussion:**

1. Prepare: Research and gather information on the topic beforehand.
2. Listen actively: Pay attention to others and show respect for their ideas.
3. Speak clearly: Express your thoughts concisely and confidently
4. Support your points: Use facts, examples, and logic to back your arguments.
5. Stay on topic: Stick to the main subject
6. Encourage participation:: Ensure everyone has a chance to speak within the allotted time.
7. Summarize: Recap the main points before concluding the discussion.

#### **Don'ts of Group Discussion:**

1. Interrupt others: Wait for your turn to speak and avoid cutting others off.
2. Dominate the discussion: Give others a chance to contribute.
3. Be disrespectful: Avoid personal attacks or offensive language.
4. Ramble or be vague: Keep your points concise and relevant.
5. Lose focus: Stay on track and don't veer into unrelated topics.

### **B. Topics for Group Discussion:**

Group 1- Which is better : school life or work life?

Group 2- Which one invention will you rate as the best invention in the world?

Group 3- What is the biggest problem in your village? How can you solve it?

# Lesson 161

## Art of Conversation 4

### Communicate with Confidence

#### Situations:

1. Amit loves writing, and wants to build a career out of it. However his dad wants him to learn some other job skills which could land him a decent job. Amit wants to discuss this with his dad but is afraid to bring this up. (Encourage students to start with I need your help with something. Do you have a few minutes to talk? - 2 students for this roleplay)
2. Aman is really struggling with understanding English. He has started believing that it is too hard for him. He wants to drop out. He is unsure whether he should discuss this with his teacher. He is afraid that if his friends get to know this, they might consider him a loser. One day he meets his teacher after the class to share his problem. (Encourage students to start with I need your help with something. Do you have a few minutes to talk? - 2 students for this roleplay)
3. You are in a group discussion and suddenly someone in the group started yelling to prove his point. Address this situation as a group.- 4 student in this roleplay
4. **Student A:** You are a first-year student, and you are very excited to be living in the dorms. You have made many new friends and you want to spend as much time as possible with them. You want to have people over every weekend to hang out, watch movies, and play games. Talk to your roommate. ((Encourage students to start with- I'd like to talk about \_\_\_\_\_. )- 2 students for this roleplay

**Student B:** You are a first-year student focused on your studies. You want to do well in college and you need a quiet and peaceful environment to study in. You are worried that having people over every weekend will be too distracting and disruptive. Talk to your roommate.

5. **Student A:** You are the older sibling who is currently living in the family home. You have just graduated from college and are planning to move out soon. You believe that it is important to sell the family car so that the money can be split among all the siblings.

**Student B:** You are the younger sibling who is still living at home with your parents. You feel that the family car is an important part of your childhood and you would like to keep it in the family. You are feeling frustrated because Student A seems to only be thinking about their own financial gain, rather than the sentimental value of the family car.- 2 students for this roleplay

6. **Student A:** You are a college student who has always wanted to go on a trip to Delhi. You have saved up enough money to finally make it happen, and you have planned out all of the destinations you want to visit. However, your best friend, Student B, has a different idea for where the two of you should go. Your role in this argument is to convince Student B that Delhi is the perfect destination for your trip and to explain why you have been dreaming of going there for so long.

**Student B:** You are a college student and the best friend of Student A. You have always wanted to go on a trip to Goa, and you think that it would be a more exciting and unique destination than Europe. Your role in this argument is to convince Student A that Goa is the better choice for your trip and to explain why you think it would be a more memorable experience.- 2 students for this roleplay



# Building ethical, productive mindsets and core employability skills

“The mediocre teacher tells. The good teacher explains. The superior teacher demonstrates. The great teacher inspires.”

**William A. Ward**

“Success is the ability to go from failure to failure without losing your enthusiasm.”

**Winston Churchill**

“Every child deserves a champion - an adult who will never give up on them, who understands the power of connection and insists that they become the best that they can possibly be.”

**Rita Pierson**

“I cannot teach anybody anything, I can only make them think.”

**Socrates**

“There are no foolish questions and no man becomes a fool until he has stopped asking questions.”

**Charles Proteus Steinmetz**

“The secret of getting ahead is getting started. The secret of getting started is breaking your complex overwhelming tasks into small manageable tasks, and then starting on the first one.”

**Mark Twain**

“Great teacher engineer learning experiences that put students in the driver's seat and then get out of the way”

**Ben Johnson, Educator**

“I think it's very important to have a feedback loop, where you're constantly thinking about what you've done and how you could be doing it better.”

**Elon Musk**

“Education is what remains after one has forgotten what one has learned in school.”

**Albert Einstein**

“The will to win, the desire to succeed, the urge to reach your full potential... these are the keys that will unlock the door to personal excellence.”

**Confucius**

## FEA classes are completely free of cost for students

**Freedom Employability Academy is a project of AAM Foundation**

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