

# HOME-BASED INTERNAL ASSIGNMENT

## DEPARTMENT OF ENGLISH

SILIGURI COLLEGE

2ND SEM

LCC 2: ENGLISH

INTERNAL ASSESSMENT

Attempt any one from the following topics: [within 500 words]

10\*1 =10

1. Write a letter to the Mayor of your city seeking a solution to the problem of water logging in your area.
2. Write a Paragraph on "Should Students get limited access to the Internet?".
3. Make a dialogue between you and your younger brother convincing him that if he wants to build a good career for himself then he should leave all the things that are distracting him from his goal and suggest him to focus on his studies only.

**Submission guidelines:**

1. Write your answer on A4 paper or type in MSWord and make PDF of your assignment and E-Mail the PDF to ksubhashis@siliguricollege.in [ Note: only PDF VERSION of your assignment will be accepted]
2. Mention your NAME, REGISTRATION NUMBER, COLLEGE ROLL NO, SEMESTER, PAPER CODE AND SESSION on the front page of your assignment.
3. SUBMISSION DATE: ON OR BEFORE 20<sup>TH</sup> JUNE, 2021.

# HOME-BASED INTERNAL ASSIGNMENT

## DEPARTMENT OF ENGLISH

SILIGURI COLLEGE

AECC

2ND SEMESTER

INTERNAL ASSESSMENT

**Attempt any one from the following topics: [within 500 words] 10\*1 =10**

1. Write a letter to the editor on the "Impact of Online Classes".
2. As Sports Secretary of Siliguri College, draft notice in not more than 50 words for your College notice board informing the students about the sale of old sports goods of your school.
3. What is CV? What is Resume? What are the basic differences between the two?

**Submission guidelines:**

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# HOME-BASED INTERNAL ASSIGNMENT

## DEPARTMENT OF ENGLISH

SILIGURI COLLEGE

LCC

4TH SEMESTER

INTERNAL ASSESSMENT

**Attempt any one from the following topics: [within 500 words] 10\*1 =10**

1. Write a Report to be published in your school magazine on 'Environment Day Celebration.'
2. What is CV? What is Resume? What are the basic differences between the two?
3. You are the President of a Youth Club in your locality. You and your team are planning to organise a programme to celebrate Teacher's Day. Write a notice, to be put up in the local supermarket, giving details of the programme to create an awareness of the event.

### **Submission guidelines:**

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# HOME-BASED INTERNAL ASSIGNMENT

## DEPARTMENT OF ENGLISH

SILIGURI COLLEGE

SEC

4TH SEMESTER

INTERNAL ASSESSMENT

Attempt any one from the following topics: [within 500 words] **10\*1 =10**

1. What is the role of Communication in Business.
2. Advantages and Disadvantages in Business Communication.
3. What is the format of the report used to communicate within the Organisation?

### Submission guidelines:

1. Write your answer on A4 paper or type in MSWord and make PDF of your assignment and E-Mail the PDF to [ksubhashis@siliguricollege.in](mailto:ksubhashis@siliguricollege.in) [ Note: only PDF VERSION of your assignment will be accepted]
2. Mention your NAME, REGISTRATION NUMBER, COLLEGE ROLL NO, SEMESTER, PAPER CODE AND SESSION on the front page of your assignment.
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# HOME-BASED INTERNAL ASSIGNMENT DEPARTMENT OF ENGLISH

SILIGURI COLLEGE

SEC

6TH SEMESTER

INTERNAL ASSESSMENT

Attempt any one from the following topics: [within 500 words]

10\*1 =10

1. How to write the annual reports of the company?
2. What is the role of Communication in Business. Advantages and Disadvantages in Business Communication.
3. What is the format of the report used to communicate within the Organisation?

## Submission guidelines:

1. Write your answer on A4 paper or type in MSWord and make PDF of your assignment and E-Mail the PDF to [ksubhashis@siliguricollege.in](mailto:ksubhashis@siliguricollege.in) [ Note: only PDF VERSION of your assignment will be accepted]
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3. SUBMISSION DATE: ON OR BEFORE 20<sup>TH</sup> JUNE, 2021.