

## CLASS 10

### ENGLISH ASSIGNMENT

#### TOPIC 1 : FORMAL LETTER WRITING

Q. You are the **Sports Secretary** of ABC Public School, Delhi. Write a **formal letter** to **M/s Sports World, Delhi** placing an order for **sports equipment** for your school.

Include details such as **items required, quantity, quality, delivery date, and mode of payment.**

(Word limit: 120–150 words)

Q. You recently purchased a **bicycle** from a Decathlon, Vashi, but it was **defective / damaged / not working properly**. Write a **formal letter of complaint** to the **Manager**, requesting a **replacement / repair / refund**.

Include details such as **date of purchase, product, problem, and your expectation.**

(Word limit: 120–150 words)

#### TOPIC 2 : GRAMMAR PRACTISE

##### Q1. Reported Speech

Arav: "What are you doing, Ravi?"

Ravi: "I am preparing for the science exam."

Arav: "Have you finished the biology chapter?"

Ravi: "Yes, I finished it yesterday."

Arav: "Good! I am still struggling with it."

##### Passage:

Ravi was asked by his friend what he \_\_\_\_\_ (1) and he replied that he \_\_\_\_\_ (2) for the science exam. His friend then asked him if he \_\_\_\_\_ (3) the biology chapter. Ravi said that he \_\_\_\_\_ (4). His friend said that he \_\_\_\_\_ (5) still struggling with it.

##### Q2. Reported speech

A: "Did you see the new science film at the school auditorium?"

B: "Yes, I watched it yesterday. It was very interesting."

A: "Which part did you like the most?"

B: "I liked the part about space exploration."

**Task:** Complete the passage using **reported speech**. Fill in the blanks with suitable words.

##### Passage:

A asked B if he \_\_\_\_\_ (1) the new science film at the school auditorium. B replied that he \_\_\_\_\_ (2) it yesterday and that it \_\_\_\_\_ (3) very interesting. A then asked which part he \_\_\_\_\_ (4) the most. B said that he \_\_\_\_\_ (5) the part about space exploration.

.....

