

Lokmanya Vidya Niketan
Worksheet Term 1 (2024-25)
Class 11th
Subject- English

Section A Reading

Q.1 Read the passage given below:

A good business letter is one that gets results. The best way to get results is to develop a letter that, in its appearance, style and content, conveys information efficiently. To perform this function, a business letter should be concise, clear and courteous.

The business letter must be concise: don't waste words. Little introduction or preliminary chat is necessary. Get to the point, make the point, and leave it. It is safe to assume that your letter is being read by a very busy person with all kinds of papers to deal with. Re-read and revise your message until the words and sentences you have used are precise. This takes time, but is a necessary part of a good business letter. A short business letter that makes its point quickly has much more impact on a reader than a long-winded, rambling exercise in creative writing. This does not mean that there is no place for style and even, on occasion, humour in the business letter. While it conveys a message in its contents, the letter also provides the reader with an impression of you, its author: the medium is part of the message.

The business letter must be clear. You should have a very firm idea of what you want to say, and you should let the reader know it. Use the structure of the letter—the paragraphs, topic sentences, introduction and conclusion—to guide the reader point by point from your thesis, through your reasoning, to your conclusion. Paragraph often, to break up the page and to lend an air of organisation to the letter. Use an accepted business-letter format. Re-read what you have written from the point of view of someone who is seeing it for the first time, and be sure that all explanations are adequate, all information provided (including reference numbers, dates, and other identification). A clear message, clearly delivered, is the essence of business communication.

The business letter must be courteous. Sarcasm and insults are ineffective and can often work against you. If you are sure you are right, point that out as politely as possible, explain why you are right, and outline what the reader is expected to do about it. Another form of courtesy is taking care in your writing and typing of the business letter. Grammatical and spelling errors (even if you call them typing errors) tell a reader that you don't think enough of him or can lower the reader's opinion of your personality faster than anything you say, no matter how idiotic. There are excuses for ignorance; there are no excuses for sloppiness.

	The business letter is your custom-made representative. It speaks for you and is a permanent record of your message. It can pay big dividends on the time you invest in giving it a concise message, a clear structure, and a courteous tone.
a	On the basis of your reading of the above passage make notes using headings and sub-headings. Use recognizable abbreviations wherever necessary.
b	Make a summary of the above passage in not more than 80 words using the notes made and also suggest a suitable title.
Section B Writing Skills and Grammar	
1.	You are Krishna/ Tisha, Secretary, Greenland Enterprises Ltd, Delhi-110006. Your Chairman has asked you to draft an advertisement for a local daily under the classified columns for the vacant posts of one accountant and two office assistants. Draft an advertisement.
2.	You are Suyashi/Utkarsh, living at M-48, Wajirpur, Delhi. You want to sell off your mobile phone. Draft an advertisement for the classified columns of a national daily giving its details and the price expected.
3.	Prepare a poster advising people not to take alcoholic drinks illustrating the danger of consuming alcohol. Your illustration should be in conformity with the theme provided to you.
4.	Incidents of Road- rage are increasing day by day. Draft a poster on behalf of Delhi Traffic Police on Road Safety tips.
5.	To enforce strict discipline in schools and colleges is a great problem nowadays. Write a speech in 150-200 words to be delivered in the school morning assembly on the problem of discipline. You are Mohini/Mohit.
6.	The government has banned the use of animals in the laboratories for the purpose of dissection. Write a debate in 150-200 words\either for or against this decision.
7.	A city of Venice attracts many a traveller, (a) as it lie sparkling in the sunshine, (b) its buildings reflecting in the waters (c) of the canals. There are much beautiful churches, (d) places and museums. In fact most of their (e) buildings are palaces long ago, so they look (f) grand and state. Some of them have been converted into (g) museums but libraries. (h)
8	Look at the sentences given below in a disorderly form. Re - order (Rearrange) them to form meaningful sentences: a. storehouse/this/of/hump/fats/is/a b. uses/this/a source of energy/long journey/as/in the desert/during/fat/its/the/came
Section C Literature	
Read the extract and answer the following questions.	
(a)	The Laburnum top is silent, quite still In the afternoon yellow September sunlight, A few leaves yellowing, all its seeds fallen.
a	What does 'Laburnum top' mean here?

b	What has happened to the tree?
c	Name the literary device employed in first line.
d	Name the poem and the poet.
(b)	<p>I was home for a few days and it struck me immediately that something or other about the rooms had changed. I missed various things. My mother was surprised I should have noticed so quickly. Then she told me about Mrs. Dorling. I had never heard of her but apparently, she was an old acquaintance of my mother, whom she hadn't seen for years. She had suddenly turned up and renewed their contact. Since, then she had come regularly.</p> <p>a. What change did the narrator notice in their home upon returning?</p> <p>i. The rooms had been redecorated with new furniture. ii. Various items were missing from the house. iii. The mother was behaving strangely iv. The house had been cleaned and organized more efficiently.</p> <p>b. "She had suddenly turned up and renewed their contact" Why did Mrs. Dorling do that?</p> <p>c. What was Mrs. Dorling's real intention behind befriending Mrs. S?</p> <p>d. What quality of the narrator's mother is highlighted in the extract?</p>
Answer the following questions in 60-80 words.	
a	What were the various methods employed by Howard Carter in 1922 to separate Tut from his coffins?
b	What advancements have taken place in archaeology since 1922?
c	What has been the role of little children in the hazardous voyage?
d.	The three stanzas depict three different phases. What are they, explain.
e	What points were put forward by Aram in defense of Mourad's act of stealing the horse?
Answer the following questions in 120-150 words.	
a	Do you think John Byro recognised his horse? Why did he not accuse the boys of stealing his horse?
b	Do you think Carter was justified in removing the hardened ritual resin deposits on Tut's mummy? Why/ Why not?
c	'Her face gave absolutely no sign of recognition.' Do you think the woman didn't recognize the narrator, or she was merely pretending? Give reasons for your answer.
d	Compare and contrast Mrs Dorling and Mrs S.
e	Why did the narrator of the story want to forget the address? Answer in the context of The Address.
f	The hurdles of life can be challenged if we have confidence to make optimum use of our potential. Elaborate with reference to chapter, "We are not afraid to Die..."

g	From a foster mother in the village to a lonely lady in the city, Discuss grandmother's journey through the later part of her life.
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CLASS-XI
SUBJECT-BUSINESS STUDIES
BASED ON TERM-1 SYLLABUS

SECTION A	
Choose the correct option:	
1	Minimum number of members to form a private company is: a)3 b)2 c)5 d)7
2	Assertion: Employees should be involved in developing ethical programs. Reason: Ethical policies have to be implemented by the employees only a) Both A and R are true and R is the correct explanation of A. b) Both A and R are true and R is not the correct explanation of A. c) Assertion (A) is True but Reason(R) is False. d) Assertion (A) is False but Reason(R) is True.
3	Under which of the following posts a receipt is given by the post office? a) Parcel Post b) Speed Post c) Registered Post d) None of these
4	Social responsibility of business to ensure regular supply of goods and services is towards: a)Owners b)Consumers c) Government d)Workers
5	The service of Commerce which provides protection to Businessman is called a) Insurance b) Advertisement c) Banking d) Trade
6	The minimum limit of RTGS is: a)25,000 b) 2,00,000 c)50,000 d)1,00,000
7	Which of the following cards allows spending money only up to the balance in your account? a) Credit Card b) Aadhar Card c) Debit Card d) None of these
8	Which document is also called charter of the company? a) MOA b) AOA c) Prospectus d) Certificate of incorporation
9	The person or firm who gets compensation is called: a) Insurer b) Insured c) Premium d) All of these
10	Code of conduct should be followed by which level of management? a) Top level b) Middle level c) Lower-level d) All of these
SECTION B	
Answer the following questions:	
11	Define the term Insurance? How does life insurance provide both protection and investment benefit
12	List (any 4) allied facilities provided by the Postal department.
13	Write a short note on Health Insurance.
14	Explain all the Principles of Insurance with example.
15	Explain the terms: Perpetual Succession, Karta, common seal, artificial person, Minimum subscription, Partner by estoppel, public sector, Reinsurance, Double insurance, Multiple option deposit account, Statutory declaration.
16	Explain the steps of formation of a company.

17	What is business Ethics? Explain any three elements of business ethics.
18	Write the documents required for the incorporation of the company and mention the steps of incorporation.
19	What do you mean by allotment of shares.
20	What motivates a host country to give entry to multinational companies?
21	Show classification of Industries in the form of a chart.
22	Differentiate between: 1) Business, Profession, Employment 2) Private Sector Public Sector
23	Comparison between: 1) Life, Fire and Marine Insurance 2) Forms of public sector enterprises
24	What is the role of business in environment protection
25	Explain different types of bank accounts
26	Explain briefly the social responsibilities of business enterprise towards different interest groups.
27	Why is commerce considered as backbone of industry and other business activities?
28	Identify the form of public sector enterprise in the following cases: a) It is under the control of concerned Minister of the Department. b) It enjoys maximum autonomy in all management activities.
29	Identify the 'Type of Bank Accounts' highlighted in the following statement. a) The minimum period of deposit under this account is six months and maximum 10 years. b) The money deposited in this account in this account is repayable after a specific period.
30	Kapil took a Marine Policy worth Rs. 2,00,000 to protect his goods from the perils of sea. On the way the goods were spoiled by rats. He suffered a loss of Rs. 1,25,000 . HE filed a claim for the loss against the insurance company. a) Can KApil recover RS 1,25,000 from the insurance company? b) Which principle of insurance os highlighted in the given case?

Applied Mathematics

1	The sum of the first six terms of an A.P. is 42. The ratio of the 10 th terms to the 30 th terms is 1/3. Calculate the first and the thirteenth term.
2	A piece of work is finished in 30 days by A. Since C is twice as good as A and A is thrice as good as B. If A, B, C work together, then how many days will they take to finish the work.
3	In a survey of 60 people, it was found that 21 people liked product A, 26 liked products B and 29 people liked product C. If 14 people liked products A and B, 12 people liked products C and A, 14 people liked products B and C and 8 people liked all the three products. Find i. How many people liked product C only? ii. How many people liked at least one of the three products? iii. How many people do not like any of the three products?
4	How many 3-digit numbers can be formed from the digits 1.,2,3,4,5 assuming repetition of digits is allowed?
5	A function f is defined by $f(x) = 3x - 10$. Write down the values of

	(i) $f(-3)$ (ii) $f(13)$
6	Given that $P = \{3x: x \in N, 1 \leq x < 4\}$ and $Q = \{x + 2: x \in N, 2 \leq x < 6\}$. Find $P - Q$.
7	If $f(x) = \frac{x-1}{x+1}$, show that $f\left(\frac{1}{x}\right) = -f(x)$
8	In how many arrangements of the letters of the word INDEPENDENCE i. do the words start with C? ii. do the words begin with C and end with P?
9	Anil and Sunil were playing with word scrabble game. Anil made the word 'OBJECTIVE' and Sunil made the word 'SUBJECTIVE'. Let X and Y respectively denote the set of letters of the word formed by Anil and Sunil. Based on the above information, answer the following questions: (i) Number of elements in X are a. 6 b. 7 c. 8 d. 9 (ii) Find $X \cap Y$ a. {J,E,C,T,I,V} b. {T,I,V,E} c. {B,J,E,C,T,I,V} d. None of these (iii) $n(X \cup Y) =$ a. 8 b. 10 c. 12 d. 13 (iv) Number of all possible subsets of X are a. 2^6 b. 2^8 c. 2^9 d. 2^{11}
10	To fill 12 vacancies, there are 25 candidates, of which 5 are from scheduled castes. If 3 of the vacancies are reserved for scheduled caste candidates, while the rest are open to all, find the number of ways in which selection can be made.
11	A man accepts a position with an initial salary of Rs. 5200 per month. It is understood that he will receive an automatic increase of Rs. 320 in the very next month and each month thereafter. (i) Find his salary for the tenth month. (ii) What is his total earnings during the first year?
12	If the letters of the word RACHIT are arranged in all possible ways as listed in dictionary, then, what is the rank of the word RACHIT?
13	If a, b and c are in G.P., then find the value of $\frac{a-b}{b-c}$
14	The lengths of three unequal edges of a rectangular solid block are in G.P. If the volume of the block is 216 cm^3 and the total surface area is 252 cm^2 , then find the length of the longest edge.
15	A state cricket authority has to choose a team of 11 members, to do it so the authority asks 2 coaches of a government academy to select the team members that have experience as well as the best performers in last 15 matches. They can make up a team of 11 cricketers amongst 15 possible candidates. In how many ways can the final eleven be selected from 15 cricket players if:



	<p>1. there is no restriction</p> <p>1. 1365 2.2365 3.1465 4.1375</p> <p>2. one of them must be included</p> <p>1. 1002 2.1003 3.1001 4.1004</p> <p>3. one of them, who is in bad form, must always be excluded</p> <p>1. 480 3.364 3.1365 4.640</p> <p>4. Two of them being leg spinners, one and only one leg spinner must be included?</p> <p>1. ${}^2C_1 \times {}^{13}C_{10}$ 2. ${}^2C_1 \times {}^{10}C_{13}$ 3. ${}^1C_2 \times {}^{13}C_{10}$ 4. ${}^2C_{10} \times {}^{13}C_{10}$</p> <p>5. If there are 6 bowlers, 3 wicket-keepers, and 11 batsmen in all. The number of ways in which a team of 4 bowlers, 2 wicket-keepers, and 5 batsmen can be chosen.</p> <p>1. ${}^6C_2 \times {}^3C_4 \times {}^{11}C_5$ 2. ${}^6C_2 \times {}^3C_4 \times {}^{11}C_5$</p> <p>3. ${}^6C_2 \times {}^3C_5 \times {}^{11}C_4$ 4. ${}^6C_2 \times {}^3C_1 \times {}^{11}C_5$</p>
16	The first term of a G.P. is 5 and common ratio is -5, which term of the G.P. is 3125?
17	It was Friday on 4 th May 1956, then, what was the day on 6 th July 1957?
18	The efficiency of A, B, C are in the ratio 3:2:6 to finish a task. If they work together they can finish it in 2 hours. Find the time taken by them if they do the task individually?
19	Find the value of x if $\log_{10} x - \log_{10}(2x - 1) = 1$
20	Find the time between 3 and 4 p. m. when the angle between hour and minute hand is 70° .

HISTORY

Chapter 1 WRITING AND THE CITY LIFE

1. why were mobile animal herders not necessarily a threat to town life?
2. what do ancient stories tell us about the civilization of Mesopotamia?
3. discuss whether city life would have been possible without the use of metals.
4. what are different mathematical achievements of mesopotamians?
5. what do you know about burials in Ur?
6. why were donkeys used to carry grain and firewood in Ur?

UNIT-II

CHAPTER-2

AN EMPIRE ACROSS THREE CONTINENTS

1. mention some basic features of Roman society and Roman economy.
2. who was Tibarius and how is he related to Augustus?
3. what were amphorae? Name the place where remains of these were found.
4. why hired labour was better than slave labour?
5. what was Piazza? Name the place where it can be found in Rome.
6. discuss about the boundaries of Roman empire. Also write the major difference between Roman and Iranian empires.
7. explain briefly about the institution of slavery in Roman empire.
8. from linguistic perspectives, explain how cultural diversity of the Roman empire was reflected in many ways and at many levels?

9. what are the different social groups in social structure of Roman empire?

10. what are the main four languages spoken in the Roman empire?

CHAPTER -3

NOMADIC EMPIRES

1. what do you know about mongols?

2. what is yasa?

3. when and where was Genghis Khan born? What was his name? Name the four sons of Genghis Khan.

4. What was Baj tax?

5. what do you know about the Great Wall of China?

6. discuss the expansion of Mongol's Empire after the death of Genghis Khan. What differences arose among the family members of Genghis Khan after his death?

7. write a note on Nomadic societies.

WORKSHEET TERM – I

CLASS-XI

SUBJECT-ECONOMICS

Topic – INTRODUCTION TO ECONOMICS

1	Micro Economics studies the behaviour of an _____ unit. a) Individual Economic b) As a whole c) Both A and B d) None
2	What are the causes of Economic problems? a) Unlimited human wants b) Scarcity of economic resources c) Alternative uses of resources d) All of the above
3	What are the reasons for the Rightward shift of PPC? a) Migration b) War c) Skill development programme d) None
4	PPF can be a straight line: When? a) Decrease in production of both goods. b) More of both goods can be produced c) All resources are equally efficient in the production of both goods d) None of the above
5	Example of Macro Economics? a) Production of a firm b) Demand of an individual consumer c) Aggregate demand d) All of the above
6	What is the opportunity cost? Explain with the help of a numerical example.
7	Why is a Production Possibility Curve (PPC) concave? Explain.
8	What is the production possibility frontier?
9	What is the difference between a planned economy and market economy?

CONSUMER'S EQUILIBRIUM

1	Want satisfying capacity of goods and services is called _____ a) Production b) Capacity c) Utility d) Demand
2	_____ is the net increase in total utility by consuming an additional unit of a commodity. a) Utility b) Total utility c) Marginal utility d) All of the above
3	_____ is a quantitative combination of two goods that can be purchased by a consumer from his given market prices. a) Information b) Data c) Figures d) Consumers bundle
4	Formula for MRS is _____ a) Loss of good Y / gain of good X b) Loss of good X / gain of good Y c) Gain of good y / loss of good X d) Gain of good X / loss of good Y
5	Law of diminishing marginal utility describes that when consumer consumes _____ of a unit the utility derived from that unit _____ a) more and more b) less and less c) declines d) Both A and C
6	Given the price of a good, how will a consumer decide as to how much quantity of that good to buy? Use utility analysis.
7	A consumer consumes only two goods x and y. State and explain the conditions of consumer's equilibrium, with the help of utility analysis.
8	Explain the properties of Indifference Curve.
9	Explain consumer equilibrium in Ordinal Approach with a curve.
10	What is meant by consumer's equilibrium? State its condition in case of a single commodity.

DEMAND AND ELASTICITY OF DEMAND

1	Law of demand define _____ a) Price increases quantity demanded decreases as price decreases quantity demanded increases, keeping other factors constant. b) Price decreases quantity decreases as price increases quantity increases. c) Price increases quantity decreases as price increases quantity increases. d) None
2	_____ is a table, which shows the quantity demanded of a commodity at various prices. a) Demand function b) Demand market c) Demand schedule d) Quantity demand
3	Downward movement along a demand curve is called _____ demand. a) Expansion / Extension b) Contraction / Compression c) Both A and B d) None
4	Determinants of demand are _____ a) Change In price b) Income of the consumer c) Price of good d) All of the above
5	Which of the following are Affecting Price Elasticity of demand?

	a) Time period c) Both A and B	b) Income of the consumer d) Percentage
6	When demand changes due to the price of its own commodity then it is termed as a) Demand change c) Change in quantity demanded	
	b) Change in demand d) None	
7	Name the factors that define or determine demand.	
8	Explain substitute goods and complementary goods and their impact on demand.	
9	Explain the law of demand and state its assumptions.	
10	What is elasticity of demand? Give one example and state its types.	
11	What is perfectly inelastic demand? Explain with the help of an example and diagram.	

INTRODUCTION TO STATISTICS

1	_____ is one who consumes goods and services for the satisfaction of their wants. (a) Producer (b) Consumer (c) Investor (d) All of the above		
2	_____ implies scarcity of limited resources with regards to unlimited wants. (a) Production (b) Consumption (c) Economic activity (d) Non-economic activity		
3	“Economic activity is the study of mankind in the ordinary life of business”, this definition was given by; (a) Alfred Marshall (b) Robbins (c) Peterson (d) None of the above		
4	Which of the following are regarded as the importance of statistics? (a) Statistics is a quantitative expression of economic problems (b) Statistics works out cause and effect relationship (c) Statistics facilitates economic forecasting (d) All of the above		
5	Read the following statement given the and choose the correct alternative Statement 1- Resources are always limited in relation to human wants. Statement 2- Not all the resources have alternative uses (a) Both are correct (b) Both are incorrect (c) Statement 1 is correct and statement 2 is incorrect (d) Statement 1 is incorrect and statement 2 is correct		
6	What are the stages of statistical study?		
7	What are the scopes of statistics?		
8	Explain any three functions of Statistics.		
9	Discuss the importance of statistics in business.		

COLLECTION OF DATA

1	_____ is the method of gathering information from individuals. a) Collection b) Survey c) Analysis d) Inspection		
2	Use of _____ saves time and cost. a) Secondary data b) Primary data		

	c) Data	d) Information
3	Misinterpretation and misunderstanding can be avoided by _____ a) Personal Interaction b) Mailing c) Telephone d) Questionnaire	
4	Once the question is ready, it is advisable to conduct a try-out with a small group which is known as _____ a) Pilot Survey b) Testing c) Survey d) Observation	
5	Which of the following is not a type of non-sampling error? a) Sampling Bias b) Non-response c) Errors in data d) Difference between sampling estimate and corresponding parameter	
6	State various points to remember while drafting an ideal Questionnaire.	
7	In what parameters is the statistical information published in the census of India?	
8	Explain different methods of collecting primary data.	
9	Explain various sources of secondary data.	
10	What are the advantages and limitations of collecting data.	

WORKSHEET

Class-XI

Sub. Physical Education

Term I 2024-25

Q-1	What do you understand by the term Physical Education
Q-2	Highlight the Aim and Objectives of Physical Education
Q-3	Write a short note on Khelo India Programme
Q-4	What are the career options available in the field of Physical Education
Q-5	Describe Fit India Programme
Q-6	Discuss the History of Physical Education
Q-7	Explain Ancient Olympic Games
Q-8	Describe Olympic Symbol and Motto
Q-9	Discuss the role of IOC
Q-10	Write a short note on IOA
Q-11	Define Yoga
Q-12	What is need of YOGA
Q-13	Mention the Elements of Yoga
Q-14	Explain the Yogic kriyas to improve eyesight
Q-15	Mention any two sitting asanas with Procedure
Q-16	Define Disability
Q-17	Explain Disorder
Q-18	Write a short note on Adaptive physical education.
Q-19	What do you mean by Locomotor disability
Q-20	Discuss the importance of Physiotherapist, Speech therapist and Physical Education

	Teacher for CWSN
Q.21	Discuss Cognitive disability
Q.22	What is ASD
Q.23	Define ODD
Q.24	Define Test
Q.25	Explain Measurement and Evaluation
Q.26	Mention the need of Test, Measurement and Evaluation
Q.27	Describe Endomorph
Q.28	Explain Mesomorph
Q.29	Describe Ectpmorph