

Hari Vidya Bhawan
Worksheet -1
Class– IX
Subject: Information Technology
L-1 Communication Skills

Date: 24.03.20

Q1. Choose the correct answer:-

- 1) A receiver is also known as _____.
a) Sender b) encoder c) receiver d) decoder
- 2) I am happiest women in the world. The happiest is a _____.
a) Adverb b) adjective c) verb d) noun
- 3) Body language and eye contact are the examples of _____ communication.
a) visual b) written c) verbal d) non verbal
- 4) Your friend shows some printouts in the form of text regarding science subject. What type of communication he require?
a) Written b) verbal c) visual d) non verbal
- 5) Which of the greatest means of conveying information?
a) Writing b) words c) signs d) pictures

Q2. Answer the following questions:-

- 1) Explain any two types of communication.
- 2) Name the elements of communication process.
- 3) Write any two advantages of verbal communication.
- 4) Define communication skills.
- 5) Explain four characteristics of communication.

Activity:-

Draw communication cycle.

HARI VIDYA BHAWAN

Subject: English

Class-IX

Work sheet-1

Grammar-Chapter:2Tense

DATE:- 24/03/2020

Questions for practice:-

fill in the blanks with the correct form of the verbs given in the brackets

Q1. The police.....four thieves last night.(catch)

Q2. I wasfood when he came in.(cook)

Q3. It.....since 9o'clock (rain)

Q4. I certainly.....my colleague if I had been there.(help)

Q5. Stars.....in the sky at night.(twinkle)

Q6. All the students.....the class work when the teacher came in.(do)

Q7. Mahesh.....tomorrow from Patna.(come)

Q8. The patient.....before the doctor came.(die)

Q9. I saw that the policemen.....the thieves.(chase)

Q10. He is very rude person, I.....him.(not help)

ACTIVITY- write present indefinite, continue, perfect, and perfect continues tenses rules and there one –one examples in note book