

Hari Vidya Bhawan
Worksheet - 2
Class– IX
Subject: Information Technology
L-2 Self Management Skills

Date: 27.03.20

Note :- (Do all questions and answers in IT notebook and draw a black line at the end of every answer).

Practice Exercise -1

Q1. Define good communication skills.

Ans. The process of transferring our information in an efficient and effective way is called good communication skills.

Q2. Define five characteristics of communication.

Ans. 1) It involves at least two persons- it involves atleast two persons, a sender and a receiver.

2) Exchange of idea - it includes the transfer of ideas, facts and emotions from sender to receiver.

3) It is a two way process – it includes both information from sender and understanding from the receiver.

4) It a continuous process – it is an endless and a dynamic process.

5) Communication is systematic – it is a systematic process in which every component is affected by every other component.

Q3. What benefit you gain after communication with friends?

Ans. We must talk to our friends to get relief from stress and over burden. It also helps to increase our knowledge, confidence and happiness.

Q4. Write down five principles before communicating with others.

Abs.1) The audience to whom you want to communicate.

2) The purpose of communication and the topic.

3) Follow through on what you want to say in your communication.

4) Present the information in several ways with multiple communication techniques.

5) Develop a practical and useful way to get feedback.

Q5. Write down four points where you feel a written communication is required.

Ans. 1) When a sender wants a record for future reference.

2) When we do not need immediate feedback.

3) When we want the message in a step by step procedure.

4) When we want to forward a copy of the message to another person.

Q6. Write three advantages of visual communication.

Ans.1) It is used to communicate to a wide range of people with different backgrounds

- 2) It is useful when we have to condense information into a short time period.
- 3) It helps the people to understand in terms of images, not in words.

Q7. Write three disadvantages of non- verbal communication.

Ans.1) It is difficult to explain lengthy discussion and necessary details for a long time.

- 2) It allows the speaker to use gestures, facial expression, eye contact etc for communication but it might become difficult for some people to understand.
- 3) It is costly because sometimes the communicator use tools like a neon sign, powerpoint presentation, cinema etc.

Activity :-

Analyze some points regarding strength and weakness on your study.

HARI VIDYA BHAWAN

Subject: English

Class-IX

Work sheet-2

Chapter:1 The Road not Taken(Poetry-Behive)

DATE:- 27/03/2020,

Questions for practice:-Learn and write.

Q1. Where does the traveller find himself? What problem does he face?

Q2. Is there any difference between the two roads as the poet describe them?

- (i) In stanza two and three?
- (ii) In the last two lines of the poem?

Q3. What do you think the last two lines of the poem mean? (Looking back, does the poet regret his choice or accept it?)

Q4. What was poet's dilemma?

Q5. What was poet's opinion about both the roads?

Activity-R ead the poem "The Road not taken" and write the summery of poem in notebook in your words.

HARI VIDYA BHAWAN

Worksheet - 3

Class- X

Subject- Science

Session- 2020-21

Ch- 12 Electricity

Date- 27/03/2020

Ammeter:- *It is used to measure current in the circuit.

*It is always connected in parallel in a circuit.

*Symbol of ammeter is \textcircled{A}

Voltmeter:- *It is used to calculate the potential difference in a circuit.

*It is always arranged in parallel.

*Symbol of voltmeter is \textcircled{V}

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Q.1 Name the device which is used to measure potential difference.

Q.2 How is voltmeter arranged in a circuit?

Q.3 Write the name of device which is used to measure electric current.

Q.4 If 4 A current is flowing for 5 minutes. Calculate the ammeter reading.

Q.5 What is the Symbol of Ammeter and voltmeter?

Activity-3:- Observe the different devices at home and note down their electric potential and required electric current. Also write the number of circuit board of having 5A and 15 A at your home.