

ORNELLAS HIGH SCHOOL

Std: 9 B

Subject : English Writing Skill

Topic : Speech Writing.

Boys, please copy Speech Writing in the Writing skill side.

Speech Writing

A speech is a formal talk that a person delivers to his audience and the purpose of speech is to convey one's thought or opinion, share information with of spread awareness among a large number of people.

Format:

1. Salutation – the speaker greets chief guests, fellow speakers and listeners.
2. The key sentence carries the central theme or issue of the speech.
3. The speaker expresses his/her views on the topic.
4. Compare and contrast – bringing up the opposing point of view and arguing the strength of one's own opinion.
5. Summing up and concluding.

1. Write a speech in about 100 words on the topic “The role of library in Schools”.

Good morning everyone,

Respected Principal, teachers and my dear friends, I Sapna, Head Girl, am standing before you to share my views on the topic ‘The role of library in school’

A school library is a place that plays an important role in students' life. Library helps in motivating students, encouraging them and acts as fulfilment of thirst for knowledge. The school library exhibits positive Impact on the academic achievement of the student, as it helps in developing the mind of the students.

Learning these days is not limited to classroom lectures and training. Library occupies a significant place in school and in book lovers' lives. It houses books suited to the interests and aptitude of individuals of different age groups. Not only that, it also includes magazines, periodicals, newspapers. With its calm and peaceful atmosphere it is a special comfort zone to the students who go there to acquire knowledge, sharpen their minds or lose themselves in the fictional worlds of the stories.

Library is the best place to read without disturbance. I love reading and writing so visiting the

library for me is really very exciting. I can spend my entire day in the library.

Thank you.

2. Nowadays just about everyone owns a cellphone but most of the users do not follow even the basic rules of cellphone conduct. They are seen speaking loudly, taking a phone call in the middle of a meeting or even at a funeral etc. Write a speech in 150-200 words to be delivered in the assembly of your school to appraise the fellow students of cellphone etiquette.

Answer:

Nowadays almost everyone owns a mobile phone but many users have no knowledge of the basic rules of cellphone conduct. Good Morning everyone, I, ABC, have come before you all to apprise you of cellphone etiquette. It is actually necessary to follow a few guidelines regarding the use of cellphones. Your cellphone does not have to go everywhere you go. There are times when you should never answer your cellphone, especially in places of worship and funeral homes. At the very best they should be on the vibrate mode in these places. Use your quiet inside voice and do not yell into your cellphone. Be courteous to others' right of not being disturbed by your megaphone range voice. In social situations where you are entertaining friends or clients, do not have long cellphone conversations as it gives the impression that you do not value the time and presence of the person in front of you. If your phone rings while you are driving, wait till you have pulled over before you answer or return the call. Your life and the life of the people around you is of much more value than your phone call. Be a responsible cellphone user, be aware of your surroundings before making or receiving a call and have respect for those around you. This will help others to appreciate your good judgement and consideration.

Thank you!
