**25th May, 2020 JESUS AND MARY SCHOOL AND COLLEGE MODULE 2**

**CLASS 6**

**ENGLISH LANGUAGE**

**GRAMMAR**

**TRANSITIVE AND INTRANSITIVE VERBS**

1. **Transitive verbs :-**

Verbs that require an object to complete the meaning are called transitive verbs. This means that this sentence will have a Subject, a Verb and an object, only then will the meaning of the sentence be understood.

**Examples :-**

1. Pinki wrote a letter. Let’s break up the sentence. (Pinky) (wrote) (a letter)

Here **‘Pinky’** is the subject (The person whom we are talking about)

Here **‘wrote’** is the verb

Here **‘a letter’** is the object.

So we see that the verb ‘wrote’ required an object ‘a letter’ to complete its meaning and make sense of the sentence. So the verb **‘wrote’** is a transitive verb.

1. Neetu sang a beautiful song .

**Sang** – transitive verb

**a beautiful song** - Object

**2. Intransitive Verbs :-**

Verbs that do not require an object to complete the meaning are called intransitive verbs.

**Examples :-**

1. Creepers grow fast. Let’s break up the sentence. (Creepers) (grow) (fast)

Here **‘creepers’** is the subject.

Here **‘grow’** is the object and fast is the manner in which the creeper grows. There is no object in this sentence yet the sentence is making sense. So the verb **‘grow’** is an **intransitive verb.**

1. My brothers played all evening.

Played : Intransitive verb.

No object in this sentence.

**WORKSHEET 2**

**Pick out Transitive or Intransitive verbs in the following sentences.**

1. He gave the bouquet to the teacher.
2. They laughed at the clown.
3. Sonu swam for two hours.
4. We lived in Mumbai for four years.
5. We clean our garden
6. My brother moved his furniture.
7. Those people painted their fence white.
8. The lion chased the deer.
9. My dog barked.
10. I laughed.

**LETTER WRITING**

Writing letters and receiving them can be more exciting as they help to form a personal connection between people.

**KINDS OF LETTERS**

There are two kinds of letters.

1. Informal Letters –They are written to parents, friends and relatives.
2. Formal Letters –They are written for official purposes i.e. offices, officers, principals, applications etc.

Dear student, today we will discuss about Formal Letters and how to attempt them.

**Formal Letters**

Formal letters are written for official purposes. They should be short, clear and to-the-point. We write formal letters to principals, companies, editors, booksellers, bank managers, and so on. Letters of application (for jobs or for leave) are also Formal letters.

**FORMAT OF A FORMAL LETTER**

**SENDER’S ADDRESS**

215, Shiv Bhawan,

City Palace,

Balrampur. -271201

Leave one line

**DATE**

25th May 2020

Leave one line

**RECEIVER’S ADDRESS**

The Manager,

Bank of India,

Veer Vinay Chowk Road,

Balrampur. -271201

Leave one line

**SALUTATION**

DearSir / Madam,

Leave one line

**SUBJECT :----------------------**

Leave one line

**MAIN BODY OF THE LETTER:**

Opening statement – introducing oneself

Reason for writing

Further details / queries / complaints

Concluding sentence

**LEAVE TAKING**

Yours faithfully /sincerely

Rishabh Kr. Srivastava (full name)

(Designation if any)

**EXAMPLE OF A FORMAL LETTER**

Letter to a firm, ordering books.

Baluha,

Balrampur.-271201

25th May, 2020

Gupta Brothers, Booksellers,

Aminabad,

Lucknow. -226018

Dear Sirs,

**Subject : An order for books**

I would be highly obliged if you could send me one copy each of the following books through V. P. P. (Kennett series, published by Messrs S. Chand AndCompany Ltd.) as early as possible.

1. A Tale of Two Cities
2. Treasure Island
3. Little Women

Kindly give me 25% discount and send the books from the fresh lot. The amount for books will be paid at the time of the delivery

Thanking you,

Yours faithfully,

**Raman Singh.**

**WORKSHEET 3**

**Do any one of the following :**

1. Write a letter to the Medical Superintendent congratulating him on the improvements in the local Government Hospital in Balrampur.
2. Write a letter to the Principal of your school requesting her to organise a camp for cricket coaching.

**Note -** Please do all the work in your notebooks which will be checked when the school reopens. Please consider this important.

**SOLUTION TO MODULE 1, UPLOADED ON 11TH MAY, 2020**

**Exercise –**

1. Verb - leaves

Tense - Simple Present Tense

1. Verb - will write

Tense – Simple Future Tense

1. Verb - sat

Tense – Simple Past Tense

1. Verb - walks

Tense - Simple Present Tense

1. Verb - are leaving

Tense - Present Continuous Tense

1. Verb - were making

Tense - Past Continuous Tense

1. Verb - has lived

Tense – Present Perfect Tense

1. Verb - watched

Tense - Simple Past Tense

1. Verb - were sleeping

Tense - Past Continuous Tense

1. Verb - will be singing

Tense – Future Continuous Tense

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