Sample Email for Practice

Vo Emailliv mulusimous 9 >1-10002034 Date 1- 12 -10 - 2003 From / sender :- Rajnardini N @ gmail - Com Recipient To :- admission officat AJCW @ gamidLo Sub 1- Request for information on the addmission process for Indian Siz Deas 1277 607 11341 I am weitting to request information On the college Tam addmission process your OF in pussing BA Frour Seputed intereted in? 12th linstitution currently I NR am you please Provide me with informati Following the A. Addmission process may more . Eligibility process reiteria for B.A. - Feses SFEUCTUEE feicility and chazges . Hostel 4. Any in information regarding these cooy ld be great help from you Looking Forenard ·a early to action Thank you, Sincetly. Rajnandini Norwade.

Sample Job Application for Practice

* Job * Application * Date :- 12-10-2023 from i- Narwade Rajnondini Jhivaji to it The General Managere, Bajaj, finance Ltd, Mumbai Subject i- An Application for the post of Soles assistant Reference in An Application For Reference: your advertisement in daily lokma dated 25/3/2023 15 BULL MALLER ILIN Siz, harden and a I am 9 highly qualified and intelligent graduate my additional qualifies are perfect spoken and writtien knowledge I car work had and improve your sales if you select me Therefore I except your call for the interview. Thank you . Sincerly Rainandini Ecloset 12 C.V 2] Educational cetificate.

Sample Verbs & Types for Practice

11_ Write a short note on the verb and its types. Q. 14 A verb is a word or group of words that describe an action in its various forms. A verb can be Further defined as a set of words that expound three core things, namely, physical and mental actions and the state of being. * Types of Verb: ") Action Verb: Describe an action that someone can do or demonstrate. 2) Stative Verb: Describes a position or state of being that you can't see, but exists anywa 3) Regular Verb: vetbs whose past tense versions are formed by adding an -ed to the end. 4) Irregular Verb: Changes form in the past tense. 5) Transitive Verb: Expresses an action and is followed by a direct object. 6)Intransitive Verb: Expresses an action, isn't followed by a direct object, may be foll-owed by a phrase. 7) Linking Verb: Corrects the subject to details about the subject.