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Answers

13.0 OBJECTIVES

In this unit, we shall

- discuss the meaning and structure of writing a paragraph
- identify techniques to write paragraphs
- illustrate the qualities of a good paragraph
- utilize knowledge to construct a paragraph

13.1 INTRODUCTION

“A sentence should contain no unnecessary words, a paragraph no unnecessary sentences, for the same reason that a drawing should have no unnecessary lines and a machine no unnecessary parts.” –William Strunk, Jr.

Compulsory English

A paragraph is a logical sequence of sentences that talk about an idea or a topic. A paragraph, after sentence structure skills, is the second most important quality that an individual requires to develop writing skills. Describing, defining, narrating, persuading, arguing are some of the objectives of paragraph writing.

13.2 STRUCTURE / COMPONENTS OF A PARAGRAPH

The structure of a paragraph usually consists of three components:

13.3 Topic Sentence

13.4 The body of the Paragraph

13.5 Concluding/Summary Statement

13.3 TOPIC SENTENCE

As the name suggests, a **topic sentence introduces the topic or idea that the paragraph is to talk about**. A topic sentence not only gives the subject of the paragraph but also the perspective of the author. The topic sentence, usually, begins a paragraph. However, it is not always required to do so. Sometimes, a topic sentence may be placed after one or two introductory sentences. It may even be written in the middle or end of the paragraph. However, putting a topic sentence in the middle or the end requires a good practice and skill.

13.4 THE BODY OF THE PARAGRAPH

The body of the paragraph elaborates the idea expressed in the topic sentence. This can be done by using a suitable technique such as narrating, describing, defining, compare-contrast, cause and effect, analyzing etc. As per the requirement, the use of facts, arguments, examples, analysis or any other information may be used. The elaboration of the idea can effectively be done by using transitional words. Some of the frequently used transitional words are given below:

No	Function	Transitional Words
1.	Addition	again, also, and, and then, besides, equally, further, in addition to, next, moreover, finally,
2.	Comparison	again, also, compared with, in comparison with, in the same way/manner, similarly, likewise,
3.	Contrast	Although, besides, but, however, instead, in contrast, nevertheless, on the contrary, on the other hand, regardless, in spite of, despite, still, whereas, yet
4.	Enumeration	first, second, third..., firstly, secondly, thirdly..., finally, last, next, then
5.	Illustration	for example, for instance, such as
6.	Summation	in short, to conclude, in brief, in a nutshell, the crux of the matter is, to summarise, on the whole, to sum up...
7.	Succession	afterwards, after a while, at first, at last, before, finally, in the end, meanwhile, immediately, first, second, third, as soon as, thereafter, at the same time, before, in the end, next, in the future, later, subsequently, shortly, at last, then etc.
8.	Outcome	As a result, consequently, since, as a consequence of, accordingly, hence, thus, therefore, because of, due to

13.5 CONCLUDING / SUMMARY STATEMENT

The concluding statement of a paragraph is a link between the topic sentence and the detailing of that idea. The concluding statement should support the topic sentence.

Look at the given paragraph which illustrates the components discussed above. Topic sentence and concluding sentence have been put in bold letters.

The purpose of universities has been debated globally and in India for long. However, recently it has become more important because the world has produced more graduates in the last 35 years than the 800 years before that. A useful framework comes from the great book *Building Universities that Matter* by Pankaj Chandra; he suggests the first purpose of education is to create good citizens; an educated society usually has higher rule of law, diversity, tolerance and peace. The second purpose of education is to prepare the youth for livelihoods and incomes. The third purpose is to help find ones lifelong passion for learning and one’s own meaning in that life. **Universities must reflect on how successful they have been in serving the first and third purpose which are very hard to measure but on the second the employers are clear that the system often does not work for them.**

Adapted from: <https://www.indiatoday.in/magazine/nation/story/20180813-university-4-0-1303341-2018-08-03>

13.6 CHECK YOUR PROGRESS 1

Note: Check your answers with those given at the end of the unit.

Exercise 1

State if the following statements are TRUE or FALSE. If the statement is FALSE, make the necessary changes and write the correct sentence.

1. A paragraph is a group of sentences that centers around a topic.

2. A paragraph should always begin with a topic sentence

3. Transitional expressions guide the reader from one point to the other within the paragraph

Exercise 2

The following excerpts have transitional words/phrases deleted. From the given list, choose the transitional word/s or phrase that best completes each passage. Each list has two extra words/phrases.

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Paragraph 1

_____ people from all over the world have come _____ invaded us, captured our lands, conquered our minds _____ we have not done this to any nation. _____ we respect the freedom of others.
(yet, however, although, if, because, and)

Paragraph 2

_____ the leader is lazy, _____ will be the followers. The most productive people too will become lazy under bad leadership. _____, an energetic and active leader will inspire even lazy people to perform beyond their own expectations. _____, being energetic is very important for a leader.

(in accordance with, therefore, if, so, on the other hand, unless)

Paragraph 3

To organize an event, you must _____ need to prepare the blueprint. _____ you get this correct, organizing an event becomes easy. _____, you might have a good plan, _____ as you start working, the plan evolves and changes.

(in many cases, at least, and, but, if, first)

13.7 QUALITIES OF A GOOD PARAGRAPH

13.7.1 Cohesion: Cohesion implies unity of ideas. All the sentences in a paragraph should revolve around the main idea expressed in the topic sentence. In addition to this, these ideas should be organized and presented logically.

13.7.2 Coherence: Coherence in a paragraph signifies a smooth flow of information from one sentence to another. Unity of ideas and their logical presentation can make a paragraph coherent.

13.7.3 Completeness: Completeness means a well-developed paragraph wherein the sentences justify the topic sentence and leads to a plausible and logical conclusion.

13.8 TIPS OF/FOR WRITING A GOOD PARAGRAPH

- Avoid writing a very long or a very short paragraph.
- Repeat key words or phrases.
- Create parallel structures by using same grammatical structure, repeating a pattern.
- Maintain consistency in point of view and tense
- Use appropriate transition words or phrases to help the reader see the connection between ideas.

13.9 CHECK YOUR PROGRESS 2

Exercise 3

Choose the missing sentence for each paragraph from the options.

Paragraph 1

Few educational programmes incorporate an internship into the curriculum,

and commercial organisations shirk their responsibility in exposing students to the workplace. This would also enhance the marketability of the educational programmes. Practical application of learning through work experience is critical for a candidate’s exposure. Companies need to collaborate with academic institutions and view higher education institutions as stakeholders. Regular student internship programmes in companies should be made mandatory. It could be a win-win situation for all — graduating students with paid or unpaid internships get an opportunity to test drive a career and acquire new skills while the interested companies get to assess the services of trained individuals without having to make a hiring commitment.

Source: <https://www.indiatoday.in/magazine/nation/story/20180813-today-s-education-must-sync-with-tomorrow-s-jobs-1303344-2018-08-03>

- a. Pedagogy needs to change.
- b. There is little learning for the sake of knowledge, expertise or interest.
- c. Thus, an internship is very important.
- d. Work experience can be very valuable in helping students obtain the right vocation orientation

Paragraph 2

Excellence is a self-imposed self-directed life-long process. Excellence is not by accident. It is a process, where an individual, organization or nation, continuously strives to better oneself. The performance standards are set by themselves, they work on their dreams with focus and are prepared to take calculated risks and do not get deterred by failures as they move towards their dreams. Then they step up their dreams as they tend to reach the original targets. They strive to work to their potential, in the process, they increase their performance thereby multiplying further their potential and this is an unending life cycle phenomenon. They are not in competition with anyone else, but themselves.

Let me share an important experience from the life of the father of the nation.

Source: Speech by APJ Abdul Kalam on ‘Evolution of a unique you’ addressed to the students of IIT Madras

- a. Being unique will require excellence; let us understand what is excellence in more detail.
- b. That is the culture of excellence.
- c. Being like everybody else is convenient at the first glance, but not satisfying in the long vision.
- d. To learn, reflect and give

Paragraph 3

The word community joins two Latin words com (“together” or ”with”) and unus (“one”). A community, then, is both one and many. It is a unified multitude and not a mere group of people. As it is said in the Vedas: Man can live individually but can survive only collectively. Hence, the challenge is to form

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English**

a progressive community by balancing the interests of the individual and that of the society.

Source: <https://www.scribd.com/doc/50726041/Narayanamurthy-speech>

- a. To meet this, we need to develop a value system where people accept modest sacrifices for the common good.
- b. In fact, values drive progress and define the quality of life in society.
- c. Thus, our collective survival and progress are predicated on sound values.
- d. What is a value system? It is the protocol for behaviour that enhances the trust, confidence and commitment of members of the community.

Exercise 4

Write the most appropriate opening sentence in the given paragraphs.

..... No one, on this would deny that fact that all these necessities are met mainly by plants. They are the major source of food, clothing and shelter as well as medicine.

..... It is utterly impossible for any man to survive for long without fresh air. It is a proven thing that plants take carbon dioxide that we breathe out and give us oxygen that we breathe in. Thus, plants and human beings are dependent on one another to survive.

..... All the food that we eat comes either directly or indirectly from plants. Plants are the only organism that can convert light energy from the sun into food. Plants produce all sorts of food that all living things on the earth eat. However, in return, that plants do not need much from us. They only take carbon dioxide that is breathed out by us ie. human beings.

Exercise 5

Write the most appropriate concluding sentence for the given paragraphs.

Paragraph 1

Peace is what everyone craves for. Some do yoga and meditations whereas some seek solace in reading a story. A good story is a healthy food for the brain. It transports us into the world of beauty and love, reason and wisdom where human emotions triumph. It is a world you where you can live many lives and learn to see the world from other's perspectives.

Paragraph 2

Simply stating, success means to accomplish an aim or objective. One is successful if s/he has achieved desired visions and planned goals. It can also mean a certain social status which comes with the name and fame that one has attained. Some might define success as having luxurious cars and a huge bungalow, whereas to some a life full of joy and happiness with their family as the real meaning of success.

Paragraph 3

It is not enough to sit and study in the class and pass with the notes provided by the teacher anymore. The 21st-century learner has to be a self-directed learner, an effective communicator, a problem solver as well as a productive teammember. To create such learners, every teacher too has to make efforts and inculcate 4Cs among the learners viz Communication, Critical Thinking, Creativity and Collaboration. Traditional teaching-learning practices will not help here.

13.10 MAJOR TECHNIQUES TO ORGANISE THE CONTENT

Depending on the topic sentence/subject of the paragraph, various techniques can be employed to organize the content of the paragraph.

- 13.10.1 Narration:** When the objective is to tell a story or write an account of chronological events, this technique is used.
- 13.10.2 Description:** It is all about describing sensory information that a person experiences through various senses. viz. Sight, Sound, Smell, Taste, and Touch
- 13.10.3 Process:** An explanation of the mechanism of something or sequence of a process can be done through this technique.
- 13.10.4 Classification:** Sometimes the content of the paragraph is required to be separated into groups or be explained in various parts, at this time, classification technique is required.
- 13.10.5 Illustration:** Analogy is a good technique to explain or prove a point. Thus, illustration is a very forceful technique in proving one’s point in a discussion or winning an argument.
- 13.10.6 Cause-Effect:** As suggested by the term itself, this technique can be used when the passage is discussing the causes of an occurrence and its effects.

13.11 CHECK YOUR PROGRESS 3

Exercise 6

Match the Topics in Column A with the Possible Techniques of Paragraph Development in Column B.

	Column A	Column B
	Topics	Techniques of Paragraph Development
1.	History of Communication	a. Process
2.	Model of Communication	b. Narration
3.	Developing Communication Skills	c. Classification
4.	Types of Communication	d. Description
5.	Barriers to Communication	e. Illustration

Exercise 7

Six paragraphs are given below. Assess your understanding of the techniques of paragraph writing by following the instructions.

- Identify and underline the topic sentence in each of the paragraphs.
- Provide an appropriate title to each paragraph.
- Identify the technique employed to develop the paragraph

Paragraph 1

Title:

The technique employed:

“Only a man who knows what it is like to be defeated can reach down to the bottom of his soul and come up with the extra ounce of power it takes to win when the match is even,” legendary boxer Muhammad Ali had once declared. The greatest barrier to success and one of the biggest fears in life that people have is - fear of failure. There are numerous examples of celebrities, sportspersons, actors, authors and leaders who in spite of facing defeat did not give up on their dreams. They succeeded in overcoming their fear of failure. Michael Jordan was cut from the school basketball team; Steve Jobs was fired from his own company; Warren Buffet was rejected by Harvard University, Richard Branson is a high school dropout, Abraham Lincoln lost eight elections and Thomas Edison, failed more than 1,000 times when trying to create the light bulb. With his acting career going nowhere and his home company ABCL going nowhere, Amitabh Bachchan had officially declared himself bankrupt once. But then KBC happened and the rest, as they say, is history! In short, if you haven’t tasted failure, you would probably never know how sweet success tastes.

Paragraph 2

Title:

The technique employed:

The easiest way to open an account is to visit the branch of closest to you. At the bank, you need to request the bank executive for an account opening form. After that, you need to fill in all the necessary details correctly ensuring that all the fields have been entered. Before submitting the form, verify that all the details mentioned in the application form match those mentioned in the KYC documents submitted to the bank. The next step is to make an initial deposit of Rs. 1000. After the verification process performed by the bank, the account holder is granted a free passbook and chequebook.

Paragraph 3

Title:

The technique employed:

It started before I was born. My biological mother was a young, unwed college graduate student, and she decided to put me up for adoption. She felt very strongly that I should be adopted by college graduates, so everything was all set for me to be adopted at birth by a lawyer and his wife. Except that

when I popped out they decided at the last minute that they really wanted a girl. So my parents, who were on a waiting list, got a call in the middle of the night asking: “We have an unexpected baby boy; do you want him?” They said: “Of course.” My biological mother later found out that my mother had never graduated from college and that my father had never graduated from high school. She refused to sign the final adoption papers. She only relented a few months later when my parents promised that I would someday go to college.

Source:<https://www.businessinsider.in/Heres-the-full-text-of-Steve-Jobs-famous-Stanford-commencement-speech/articleshow/54701299.cms>

Paragraph 4

Title:

The technique employed:

Floods are one of the natural occurrences. The main cause of flooding is excessive rain but the effects are many and far-reaching. Excessive rain results in the overflow of streams, rivers, lakes or oceans. Excessive rain means too much rainwater to fit in the rivers and lots of heavy rain falls over a short period of time. Lots of hardships to people and damage to public and personal properties are caused by the flood. It also ruins crops and results in soil erosion. Public and personal transport is also disrupted due to the cut off of the roads and railways lines. Sewage spills, accidental release of toxic materials from the factories can also result in serious health hazards. Unfortunately, flooding not only disturbs public lives, but it often creates personal tragedies when people and animals are swept away and drowned.

Paragraph 5

Title:

The technique employed:

Broadly speaking, books can be either fiction or non-fiction. Fiction books are ones that have been made up. Perhaps some of their elements are based on truths but have elaborated, fabricated and used to embellish into a new story. Examples of fiction books include genres like Sci-Fi, Satire, Drama, Action And Adventure, Romance, Mystery, Horror etc. Self-help books, Travel Guides, Science, Biographies, and Autobiographies fall in the non-fiction category.

Paragraph 6

Title:

The technique employed:

Invented for complex calculations, the computer is a programmable device. It is made up of two types of machinery: hardware and software. Hardware means the physical components which can be touched and seen by the user. Hardware components can be external or internal. The external components include the keyboard, the monitor, the mouse and the central processing unit (CPU). Among the internal components, the motherboard is the most impor-

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tant one. Software means programs or apps. They consist of all the instructions that tell the hardware how to perform a task. As opposed to hardware, the software can perform many tasks.

Exercise 8

Identify and underline the sentence that should not belong to the concerned paragraph.

Paragraph 1

Seahorses are masters of camouflage. They can change colour and grow skin filaments to blend in with their surroundings. Seahorses have heads that resemble to those of horses. Sometimes the camouflage is so effective that they cannot be seen at all among the coral reefs in which many species make their homes.

https://archive.org/stream/Scan212171712/Scan%202_12_17%2017_12#page/n13

Paragraph 2

India's knowledge, skill and scientific tradition dates back to some 3000 years before Christ. Thanks to our ancestors' brilliant and creative minds, India made great achievements in different areas of science right from introducing the concept of zero to exploring the wonders of astronomy. The concept of the atom was first proposed by the Indian scientist Kanada. From microcosm to the vast expanses of outer space, nothing was beyond Indian scientific minds. Today, Indian scientists are internationally renowned and celebrated for the innovation and talent.

Source: <https://www.scribd.com/doc/177534075/Great-Indian-Scientists-Tell-Me-Why-81-Gnv64>

Paragraph 3

YOU don't know about me if you have not read a book by the name of The Adventures of Tom Sawyer; but that does not matter. That book was made by Mr. Mark Twain, and he told the truth, mainly. It was an awful sight of money when it was piled up. There were things which he stretched, but mainly he told the truth. That is nothing. I never seen anybody but lied one time or another, without it was Aunt Polly, or the widow, or maybe Mary. Aunt Polly—Tom's Aunt Polly, she is—and Mary and the Widow Douglas is all told about in that book, which is mostly a true book, with some stretchers, as I said before.

Source: The Adventures of Huckleberry Finn by Mark Twain, <https://www.gutenberg.org/files/76/76-h/76-h.htm>

Exercise 9

Given below is an excerpt from the response given to a student by ShriSadguru. However, all the paragraphs in the article are mixed. Read the text carefully and divide it into 4 meaningful paragraphs. Put // line where you think a new paragraph should begin.

In some way, a dream or an ambition means you are thinking of some kind of a race. They are calling it a rat race these days. If you enter the rat race, it is mainly about who is better than whom. You have to be a rat to qualify. That is a huge backwards step in the evolutionary process. If you win, maybe you are a super-rat, but still a rat. Do not think in terms of, “Where will I be, how much ahead of somebody or behind somebody?” This is a time to absorb as much as you can. This is not a time for you to yield mangoes. This is a time to pluck the damn flowers out and just grow. If you want to win a race, it will not happen just because you desire it. You must build an appropriate machine. What you have is a Maruti 800, but you are thinking of winning a Formula One race. You can dream as much as you want, about how Lewis Hamilton was trying to overtake you, but with your Maruti 800, you went off ahead of him! You can dream all that, but if you go on the track and try to do something, the four wheels of your Maruti will fly in four directions. Do not try to win the race. Just build a good enough machine – that is the most important thing. Thinking of winning the race means you are looking back and seeing, “Somebody is behind me.” If you have a bunch of idiots around you and you are winning the race, you will be a better idiot – that’s all. Do not ever think on those lines. Wanting to be better than someone is a wrong direction that has been set for the whole of humanity. This will leave you in a state of strife all the time. Above all, if you enjoy someone else’s failing, it is a sickness. What should you do in the world? You should do what is most needed, not what you fancy in your head. What you fancy in your head may be irrelevant to the world. Then what is the point of doing that? Too many people have done what they fancy and destroyed the world in many different ways. If we can joyfully do what is needed, then we will find expression and people will gather and support that activity – then things will happen.

Source: An excerpt from <https://isha.sadhguru.org/in/en/wisdom/article/how-to-make-dreams-come-true>

Exercise 10

Look at the images given below:

Choose an appropriate topic sentence and write a paragraph of 100 to 150 words giving it a suitable title.



13.12 LET US SUM UP

“Having imagination it takes you an hour to write a paragraph that if you were unimaginative would take you only a minute.” –Franklin Pierce Adams

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Remember

- A paragraph is a technique of grouping related facts together in a logical manner to help the reader comprehend the content easily.
- A topic sentence is the gist of the paragraph.
- The topic sentence for a particular paragraph need not always be the first sentence of the paragraph. It can be at the beginning, middle, or end of a paragraph and should convey the main idea of the paragraph.
- Appropriate transitions are needed within the paragraph for the logical development of the paragraph.
- An effective conclusion or summary is a good way to make certain that the reader walks away with the most important points in mind.

In this unit, you should have

- studied the meaning and qualities of a good paragraph
- understood the structure, process and techniques of writing a meaningful paragraph
- learnt to develop an effective paragraph

13.13 KEY WORDS

- perspective (n) : a particular attitude towards something; a point of view
- elaborate (v) : develop or present in further detail
- illustration (n) : provide an example, explain something with the help of an example
- summation (n) : adding something together, offer a conclusion
- succession (n) : similar kind of things happening one after the other
- cohesion (n) : the action or fact of forming a united whole
- coherence (n) : the quality of being logical and consistent
- consistency (n) : without any logical contradictions
- transition (n) : the process or a period of changing from one state or condition to another

13.14 BOOKS SUGGESTED

- On Writing Well: The Classic Guide to Writing Nonfiction (On Writing Well) by Zinsser, William, Harper Resource Book, 2001
- Study Writing: A Course in Written English for Academic Purposes Updated edition by Ben Heasley Liz Hamp-Lyons Heasley, Cambridge University Press. 2006

ANSWERS

CHECK YOUR PROGRESS 1

Exercise 1

State if the following statements are TRUE or FALSE. If the statement is FALSE, make the necessary changes and write the correct sentence.

4. TRUE
5. FALSE

A paragraph should have a topic sentence which can be either in the beginning, middle or at the end.

6. TRUE

Exercise 2

The following excerpts have words deleted. Choose the word/s or phrase that best completes each passage. Each passage has two extra words/phrases.

Excerpt 1 Although, and, yet, Because

Excerpt 2 If, so, On the other hand, Therefore

Excerpt 3 first, If, In many cases, but

15.7 CHECK YOUR PROGRESS 2

Exercise 3

Choose the missing sentence for each paragraph from the options.

Paragraph 1.

- d. Work experience can be very valuable in helping students obtain the right vocation orientation

Paragraph 2

- a. That is the culture of excellence.

Paragraph 3

- a. To meet this, we need to develop a value system where people accept modest sacrifices for the common good.

Exercise 4

Write the most appropriate opening sentence in the given paragraphs.

Hint: The sentences should talk about the gist of the paragraph. In short, it should be the topic sentence. The answer given is one of the possible answers for the respective paragraph.

Paragraph 1: Life on the earth exists because of the availability of the basic necessities: air, water and food, clothing and shelter.

Paragraph 2: Oxygen is extremely important for a human being to survive.

Paragraph 3: Plants are important to us.

Exercise 5

Write the most appropriate concluding sentence for the given paragraphs.

Hint: The sentence should summarise the content of the paragraph.

Paragraph 1: Thus, reading stories is good as it helps a person lead a better life.

Paragraph 2 : In short, the definition of success can vary from person to person.

Paragraph 3 : It is necessary, that learning takes place beyond classrooms, notebooks and textbooks.

CHECK YOUR PROGRESS 3

Exercise 6

Match the Topics in Column A with the Possible Techniques of Paragraph Development in Column B. There are possibilities that

Column A	Column B
Topic	Techniques of Paragraph Development
History of Communication	a. Narration
Model of Communication	b. Description
Developing Communication Skills	c. Process
Types of Communication	d. Classification
Barriers to Communication	e. Illustration

Exercise 7

Six paragraphs are given below. Assess your understanding of the techniques of paragraph writing by following the instructions.

- Identify and underline the topic sentence in each of the paragraphs.
- Provide an appropriate title to each paragraph.
- Identify the technique employed to develop the paragraph

Paragraph 1

Topic Sentence : The greatest barrier to success and one of the biggest fears in life that people have is - fear of failure.

One of the Possible Titles : Importance of Failure

The technique employed : Illustration

Paragraph 2

Topic Sentence : The easiest way to open an account is to visit the branch of closest to you.

One of the Possible Titles : Opening a Bank Account

The technique employed : Process

Paragraph 3

Topic Sentence : **It started before I was born.**

One of the Possible Titles : My Adoption

The technique employed : Narration

Paragraph 4

Topic Sentence : The main cause of flooding is excessive rain but the effects are many and far-reaching.

One of the Possible Titles : Flood: A Natural Calamity / Ill-effects of Excessive Rain

The technique employed : Narration

Paragraph 5

Topic Sentence : Broadly speaking, books can be either fiction or non-fiction.

One of the Possible Titles : Types of Books / Books

The technique employed : Classification

Paragraph 6

Topic Sentence : It is made of two types of machinery: hardware and software.

One of the Possible Titles : Computer and its Components

The technique employed : Description

Exercise 8

Identify and underline the sentence that should not belong to the concerned paragraph.

Paragraph 1 : Seahorses have heads that resemble to those of horses.

Paragraph 2 : The concept of the atom was first proposed by the Indian scientist Kanada.

Paragraph 3 : It was an awful sight of money when it was piled up.

Exercise 9

Given below is an excerpt from the response given to a student by ShriSadguru. However, all the paragraphs in the article are mixed. Read the text carefully and divide it into 4 meaningful paragraphs. Put // line where you think a new paragraph should begin.

In some way, a dream or an ambition means you are thinking of some kind of a race. They are calling it a rat race these days. If you enter the rat race, it is mainly about who is better than whom. You have to be a rat to qualify. That is a huge backwards step in the evolutionary process. If you win, maybe you are a super-rat, but still a rat. Do not think in terms of, “Where will I be, how much ahead of somebody or behind somebody?” This is a time to absorb as much as you can. This is not a time for you to yield mangoes. This is a time to pluck the damn flowers out and just grow. // If you want to win a race, it will not happen just because you desire it. You must build an appropriate machine. What you have is a Maruti 800, but you are thinking of winning a Formula One race. You can dream as much as you want, about how Lewis Hamilton was trying to overtake you, but with your Maruti 800, you went off ahead of him! You can dream all that, but if you go on the track and try to do something, the four wheels of your Maruti will fly in four directions. // Do not try to win the race. Just build a good enough machine – that is the most important thing. Thinking of winning the race means you are looking back and seeing, “Somebody is behind me.” If you have a bunch of idiots around you and you are winning the race, you will be a better idiot – that’s all. Do not ever think on those lines. Wanting to be better than someone is a

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wrong direction that has been set for the whole of humanity. This will leave you in a state of strife all the time. Above all, if you enjoy someone else's failing, it is a sickness. // What should you do in the world? You should do what is most needed, not what you fancy in your head. What you fancy in your head may be irrelevant to the world. Then what is the point of doing that? Too many people have done what they fancy and destroyed the world in many different ways. If we can joyfully do what is needed, then we will find expression and people will gather and support that activity – then things will happen.

Source: An excerpt from <https://isha.sadhguru.org/in/en/wisdom/article/how-to-make-dreams-come-true>

Exercise 10

- **Look at the images given below:**
- **Choose an appropriate topic sentence and write a paragraph of 100 to 150 words giving it a suitable title.**

A Guideline to the possible answers:

Remember:

- Many paragraphs can be written using the combination of both the images.
- You need to decide what do you wish to focus on and accordingly you can decide your topic sentence and technique to develop the paragraphs. Some of the probable titles, their possible outline along with the techniques are given for the reference.

No	Title of the Paragraph	Possible Outline
1.	Mission Clean India: A Government Initiative	<ul style="list-style-type: none">• What is it?• Why is it initiated?• How much funding is approved?• Major activities under this initiative
2.	Need of Cleanliness in India	<ul style="list-style-type: none">• Importance of cleanliness for a nation• How is filthiness a blot for India?• Who can contribute and where?