

**Cantonment Public School and College**  
**Syllabus-2017**  
**Class-Nine**  
**Subject: English 2nd Paper**

**List of Books:**

1. English Grammar and Composition – NCTB
2. Advanced Learner’s Communicative English Grammar and Composition – Chowdhury and Hossain

**Syllabus of Class Test-1**

**1. Grammar:**

- a. Gap filling with clues
- b. Substitution Table
- c. Transformation of Sentences
- d. Tag Questions
- e. Suffix - Prefix

**2. Paragraphs:**

- a. A Village Fair You Visited.
- b. A Railway Station.
- c. Your School Library.
- d. Annual Sports Day of Your School.
- e. Your Native Village.

**3. CV with cover letter :**

- a. For the post of an English/Bangla teacher.
- b. For the post of a Senior/Junior Officer in a bank.

**Marks Distribution of Class Test-1**

1. Gap filling with clues/Suffix-Prefix/Substitution table	1×5=05
2. Transformation of sentences/ Tag questions	1×5=05
3. Paragraph/CV with cover letter	10×1=10
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	Total = 20

**Syllabus of Class Test-2**

**1. Grammar:**

- a. Connectors
- b. Gap filling without clues
- c. Right Form of Verbs
- d. Narrative Style
- e. Completing Sentences

**2. CV with Cover Letter :**

- a. For the post of a Nurse/Health Worker
- b. For the post of a Computer Operator

**3. Formal Letters/E-mails:**

- a. Requesting for a computer club.
- b. Requesting for literary club
- c. Requesting for a leave of absence
- d. Requesting for common room facilities

**Marks Distribution of Class Test-2**

1. Right form of verb/ Narrative style/gap filling without clue	1×5=05
2. Completing sentences/ Connectors	1×5=05
3. CV/Formal letter	10×1=10
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	Total = 20

**Syllabus of Half Yearly Examination**

**Section-A. Grammar (Marks: 60)**

1. Parts of speech, articles, prepositions
2. The parts of the sentences (S+V+Extension)
3. Right form of verbs
4. Narrative style
5. Kinds of sentence, voice
6. Comparison of Adjective
7. Completing Sentences
8. Tag Questions
9. Sentence connectors
10. Suffix and Prefix
11. Capitalization and Punctuation marks

**Section-B: Composition (Marks: 40)**

**1. Writing CV with Cover Letter:**

- a. For the post of an English/Bangla teacher.
- b. For the post of a senior/junior Officer in a bank.
- c. For the post of a Nurse/Health Worker.
- d. For the post of a Computer Operator.
- e. For the post of a Receptionist.

[N.B. Cover letter should be written in a single page. CV should be completed in another page.]

**2. Formal Letters/E-mails:**

- a. Requesting for a computer club.
- b. Requesting for literary club.
- c. Requesting for a leave of absence.
- d. Requesting for common room facilities.
- e. Requesting for setting up a language club.
- f. To the chairman for sinking a deep tubewell.
- g. To the UNO for repairing a bridge
- h. Complaining about insufficient water supply in your locality.
- i. Write an e-mail to your father in Singapore telling him that you have done well in the final exam
- j. Notice for collecting writings for the school magazine.

**3. Paragraphs:**

- a. A Village Fair You Visited
- b. A Railway Station
- c. Your School Library
- d. Annual Sports Day of Your School
- e. Your Native Village
- f. Load shedding
- g. A Winter Morning
- h. Food Adulteration
- i. A Fisherman
- j. A Rickshaw Puller

**4. Compositions:**

- a. Your visit to a Place of Historical Interest.
- b. Your Childhood Memories.
- c. Your Most Memorable Day in Life.
- d. Recent Flood in Bangladesh.
- e. The Season You Like Most
- f. Your Future Plan of Life.
- g. Population Problem in Bangladesh
- h. Duties of a Student
- i. A Village Market
- j. The Value of Time

**Syllabus of Class Test-3**

**1. Grammar:**

- a. Sentence Connectors
- b. Punctuation
- c. Completing Sentences
- d. Transformation of Sentences
- e. Suffix and Prefix

**2. Formal Letters:**

- a. Requesting for an English daily in your school library.
- b. Requesting for a debating club.
- c. Requesting for a canteen.
- d. Requesting for a testimonial.

**3. Writing CV with Cover letter :**

- a. For the post of an Accountant.
- b. For the post of a Reporter in a daily.

**Marks Distribution of Class Test-3**

1. Sentence connectors/ Punctuation/ Suffix and Prefix	1×5=05
2. Transformation /Completing sentences	1×5=05
3. Formal letter/CV with cover letter	10×1=10
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	Total = 20

**Syllabus of Class Test-4**

**1. Grammar:**

- a. Filling gaps without clues
- b. Right form of verbs
- c. Substitution Table
- d. Tag question

e. Narrative Style

**2. Paragraphs:**

- a. A Street Accident
- b. Your Favourite Sportsman
- c. Deforestation
- d. Our National Flag

**3. Formal letters:**

- a. For improving library facilities.
- b. For permission to go on a study tour .
- c. To the UNO for relief for the flood affected people .
- d. Notice for admission in your school.

**Marks Distribution of Class Test - 4**

1. Filling gaps without clue/Right form of verbs	1×5 =05
2. Narrative Style/Tag question/ Substitution Table	1×5=05
3. Paragraph/Formal letter	10×1=10
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	Total = 20

**Syllabus of Final Examination :**

**Section-A. Grammar (Marks: 60)**

1. Parts of speech, articles, prepositions
2. The parts of the sentences (S+V+Extension)
3. Right form of verbs
4. Narrative style
5. Kinds of sentence, voice
6. Comparison of Adjective
7. Completing Sentences
8. Tag Questions
9. Sentence connectors
10. Suffix and Prefix
11. Capitalization and Punctuation marks

**Section-B. Composition (Marks: 40)**

**1. Writing C.V. with Cover Letter:**

- a. For the post of an Accountant.
- b. For the post of a Reporter in a daily.
- c. For the post of a Public relation officer in an insurance company.
- d. For the post of a Medical Representative in a company.
- e. For the post of a librarian in a school .

**2. Formal letters/E-mails:**

- a. Requesting for an English daily in the library.
- b. Requesting for a debating club.
- c. Requesting for a canteen.
- d. Requesting for a testimonial.
- e. For improving library facilities
- f. For permission to go on a study tour
- g. To the UNO for relief for the flood affected people
- h. Notice for admission in your school.
- i. Write a complaint letter against the frequent failure of electricity
- j. Email to friend congratulating on his brilliant success

**3. Paragraphs:**

- a. A Street Accident.
- b. Your Favourite Sportsman.
- c. Deforestation.
- d. Our National Flag .
- e. A Tea Stall.
- f. Life of a Farmer
- g. Traffic Jam
- h. Environment pollution
- i. A Bus Stand
- j. A Street Beggar

**4. Compositions:**

- a. A Journey by Boat.
- b. Wonders of Modern Science.
- c. Tree Plantation.
- d. A Village Fair.
- e. Your Hobby.

- f. Physical Exercise
- g. Newspaper
- h. Rural Development
- i. The Person You Like Most
- j. Discipline

**Marks Distributions of Half Yearly and Annual Examinations**

**Section: A – Grammar (Marks 60)**

1.	Gap filling activities with clues (Article, Preposition, Parts of Speech)	.5×10	05
2.	Gap filling activities without clues (Article, Preposition, Parts of Speech)	.5×10	05
3.	Substitution Table	1×5	05
4.	Right form of verbs	.5×10	05
5.	Narrative Style		05
6.	Changing sentence	1×10	10
7.	Completing sentences	1×5	05
8.	Use of suffix and prefix	.5×10	05
9.	Tag Questions	1×5	05
10.	Sentence Connectors	1×5	05
11.	Punctuation and capital letter		05

**Section - B: Compositions (Marks - 40)**

12	Writing CV with cover letter		08
13	Formal letter /E-mail		10
14	Paragraph		10
15	Composition		12
	Total		100

**N.B.** Test items must have contexts. Sentences which isolated and out of context cannot be given as questions. Question setters will prepare the test items. No text or test items can be taken directly from the text book/or any help book.