

Guest Teacher's name: Shriya Pandey
Department: English

Day: Saturday
Date: 2020/04/25

Subject: English (Language)
Class: B. COM (P), Fourth Semester.
Time- 10:45 a.m.- 11:45 a.m.

Assessment Task

NOTICE WRITING

Question: You are Aditi, Cultural Secretary of XYZ College. Write a notice for the college notice board giving details for participation of students in the Cultural program being held in your college on 22nd April, 2020 on the occasion of 'Earth Day'.

Question: You are Shahnaaz, the head of 'Eco- Club' of your college. Write a notice for the college notice board in no more than 50 words regarding the meeting being organized for the club member on 28th April, 2020.

Complete both the questions and submit them at pandey.shriya15@gmail.com by 5:00 p.m. 25th April, 2020, positively without delay.