



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା  
Odisha State Open University, Sambalpur, Odisha  
Established by an Act of Government of Odisha.

## ASSIGNMENTS

**Bachelor of Arts**

**Course Code: GEEG-01**

**SESSION: 2020-21**

### SUBMISSION DATES FOR ASSIGNMENTS

Sl no.	Course Code	Name of the Course	No. of Assignments	Last date of submission
1	GEEG-I	Academic Writing and Composition	2	28 <sup>th</sup> February 2021

Please read the instructions carefully before attempting assignment questions.

## INSTRUCTIONS FOR DOING ASSIGNMENTS

Dear Learner,

You are required to submit your assignment response within the stipulated time in order to become eligible to appear in the term-end examination. The assignments will be evaluated by the counsellors at your Study Centre. Please submit your assignment response to the Coordinator of your Study Centre. For a 4 credit course, there is one Assignment and for 6/8 credit course, there must be minimum 02(two) Assignment.

### Purpose of Assignments

1. Assignments are part of the continuous evaluation process in Open and Distance Learning (ODL) system. Due weightage is given to the marks/grades you obtain in assignments. This will help you for better performance in the term-end examination. If you secure good grades/marks in assignments, your overall performance will improve.
2. Assignments are also a part of the teaching-learning process in the ODL system. Your assignment, after evaluation, will be returned back to you with specific and general comments by the evaluator. This will help you to know your strength as well as your weakness. Thus, it will establish two-way communication between learner and evaluator.

### How to write Assignments

Please read the instructions for writing the response of an assignment before you start writing your answer.

1. Write your name, program code, the course title, enrolment no. and study centre name with code in the top sheet of the assignment answer booklet. The format is given below.

PROGRAMME TITLE: \_\_\_\_\_

ENROLMENT NO: \_\_\_\_\_

NAME: \_\_\_\_\_

COURSE CODE: \_\_\_\_\_ COURSE TITLE: \_\_\_\_\_

ASSIGNMENT CODE: \_\_\_\_\_ STUDY CENTRE: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

2. Before attempting the assignments, please go through the course materials carefully, understand the same and write answers in your own language and style.
3. Write the answers in your own handwriting. Give sufficient margin in the left side of each page so that the evaluator will give comments on each paragraph/page.
4. Your handwriting should be neat and readable.

### Weightage for each assignments:

For courses without having Practical

1. Each Theory Assignment will carry 25% weightage and term-end examination will carry 75% weightage.
2. Each assignment will be of 100 marks. But it will carry 25% weightage.
3. You have to score minimum passing marks i.e.40% or P (Pass) Grade in 10-point scale for each assignment. In case you do not submit the assignment or get fail mark in the assignment you have to re-submit in the next year.

For Courses having Practical

1. Each Theory Assignment will carry 15% weightage and each Practical Assignment will carry 10% weightage and term-end examination will carry 75% weightage.
2. Each assignment will be of 100 marks. But it will carry 25% weightage.
3. You have to score the minimum passing marks i.e. 40% in each assignment. In case you do not submit the assignment or get fail marks, you will have to re-submit the assignment next year.

## ASSIGNMENT-I

### COURSE TITLE: Academic Writing and Composition

Course Code- GEEG -I

Full Mark- 100

#### Group-A

1. Answer all the questions, each within one word or one sentence. Marks: 1x10=10

- a) Learning to read and write is a process of experiencing \_\_\_\_\_
- b) The close relationship between \_\_\_\_\_ and \_\_\_\_\_ makes writing valuable.
- c) Writing reinforces the \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_
- d) Writing considered as \_\_\_\_\_ speech
- e) Writing is detached from the wide range of \_\_\_\_\_ possibilities in speech.
- f) \_\_\_\_\_ and \_\_\_\_\_ relationships are pivotal ones in the scientific enterprise.
- g) Teaching creative thinking is more difficult than teaching \_\_\_\_\_ thinking.
- h) Who originated the concept of lateral thinking?
- i) \_\_\_\_\_ is the appropriate place for the original text whose translation is inserted into the body of the paper.
- j) \_\_\_\_\_ are placed numerically at the end of the essay on a separate page. **Group-B**

2. Answer all the questions within 2 sentences each.

Marks: 2x10 = 20

- a. What is Reference?
- b. What is Conjunction?
- c. What is Substitution?
- d. What is Ellipsis?
- e. What is Copy Editing?
- f. What is Proofreading?
- g. What is Communication?
- h. What are the pre-writing stage?
- i. What are the grounds rules for narrative writing?
- j. What is an assumption?

#### Group-C

3. Answer all the questions within 75 words

Marks: 3x10=30

- a) What is Pre-writing?
- b) What is the process of writing?
- c) What is editing?
- d) What is draft?
- e) What is translating?
- f) What is reviewing?
- g) What is monitoring?
- h) What is Narration?
- i) What are the different cohesive devices in writing?
- j) What are the four major styles in Writing?

#### Group-D

**3. Answer all the questions within 500 words (maximum)**

**Marks: 4x10=40**

- a.** What are teaching and writing skills?
- b.** Write a short note on organisational structure of essay?
- c.** What are the techniques in structuring paragraphs?
- d.** What is the significance of editing

## ASSIGNMENT-II

### COURSE TITLE: Academic Writing and Composition

Course Code- GEEG-I

Full Marks- 100

#### Group-A

1. Answer all the questions, each within one word or one sentence. Marks: 1x10=10

- a) \_\_\_\_\_ should enable the students to think and solve problems.
- b) \_\_\_\_\_ is the science of thinking.
- c) \_\_\_\_\_ aims at simplification/ generalization on the one hand and truth and accuracy on the other.
- d) The critical challenge consists in \_\_\_\_\_ and \_\_\_\_\_ the precise cause from among a multiplicity of antecedents.
- e) Swales' \_\_\_\_\_ model for research article introductions (1990, 2004) is widely adopted in the teaching of research writing.
- f) Critical thinking is described as \_\_\_\_\_ thinking in Psychology.
- g) Good writers tend to concentrate on getting the \_\_\_\_\_ first and leave details like correcting spelling, punctuation, and grammar until later.
- h) Teaching for \_\_\_\_\_ discovery method of teaching and lateral thinking.
- i) The essence of education consists in providing a hedge against \_\_\_\_\_
- j) Perception of \_\_\_\_\_ is not involved in classification unlike in cause and effect relationship

#### Group-B

2. Answer all the questions within 2 sentences each. Marks: 2x10=20

- a) What are the process of critical thinking?
- b) Name some generally accepted citations systems?
- c) What is book review?
- d) What is Content Summary?
- e) What is Literary Criticism?
- f) What is media review?
- g) What is good review?
- h) What do you mean by Sexist bias?
- i) What is a Slant news?
- j) What are the Legal and Ethical Consideration of Media?

#### Group-C

3. Answer all the questions within 75 words Marks: 3 x 10 = 30

- a) Why is Creative thinking is also labelled as divergent thinking in psychology?
- b) What is Functional Relationships? Cite examples.
- c) What is creative thinking?
- d) What is lateral thinking?
- e) What is Einstellung Effect?

- f) What is the difference between Footnotes and Endnotes?
- g) What is Reference?
- h) What is Short Quotations?
- i) What is Long Quotations?
- j) What is the Relation between Editing and Editors

**Group-D**

**4. Answer all the questions within 500 words (maximum)**

**Marks: 4x10=40**

- a) What are the ways to promote creative thinking?
- b) Write a short note on rules of editing?
- c) Difference between Book Review and Literary Criticism
- d) What are the characteristics of a good report?