

The Fire & Murder Mystery

Class XII
English-Writing Skills



Tagore International School
Vasant Vihar, New Delhi
(Affiliated to C.B.S.E.)

Acknowledgement

This novel is an outcome of the sustained efforts of the entire team. We extend our special gratitude to the Principal, Ms. Shefalee Gupta who provided us help and guidance in completing the Graphic Novel. We are highly grateful to Mr. Sandeep Sethi (Director Education, M.S.M.S.II, Museum Trust) who sparked this idea.

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Preface

The new normal has motivated all stakeholders in the education system to think uniquely and collaborate. The aim of this graphic story has been to make learning fun. The story tries to connect the writing skills (report writing, notice, advertisement, poster and article) learnt in the cocooned environment of the classroom with the real world where those skills are applied.

This story aims to inspire students to understand the format of the mentioned writing skills and its usage. A murder mystery storyline aims to grasp the attention of the students while it teaches why these writing skills are important. It reinforces the relevance of these skills.

Hope this collaboration between narration, art and technology will make learning enjoyable.

Learning Objectives

1. Learners will learn the skill of framing an advertisement using the correct format.
2. Learners will learn the importance of notice writing and the correct format.
3. Learners will learn to use factual content and a formal tone while writing a report.
4. Learners will learn to assess the form and style of each writing skill correctly.
5. Learners will learn to use appropriate formal language, precise form and content pertaining to each writing skill.

Learning Outcomes

1. Readers will be able to draft a report, article, notice, advertisement and a poster correctly.
2. Readers will be able to comprehend and express the formats correctly.
3. Readers will be able to identify important details to be included in each writing skill.
4. Readers will be able to use appropriate language in each writing skill.
5. Readers will be able to differentiate between commercial and classified advertisements and design these advertisements under their headlines.
6. Readers will be able to divide the content into paragraphs and lucidly make a transition from the introduction to the conclusion while writing a report or an article.
7. Readers will be able to frame the correct format of the message in notice writing.

Know the Characters



Pradyut

A young man of 24 years who has joined journalism since it was his dream vocation.



Rimjhim

A young woman of 21 years.
A dare devil and a go getter.



Mr Vaswani

A middle aged man who is their boss at the Media House which dabbles in print as well as the mainstream media.



Mrs Jog

Pradyut's landlady, an old woman sixty years of age but extremely smart and knows the 'ways of the world'.



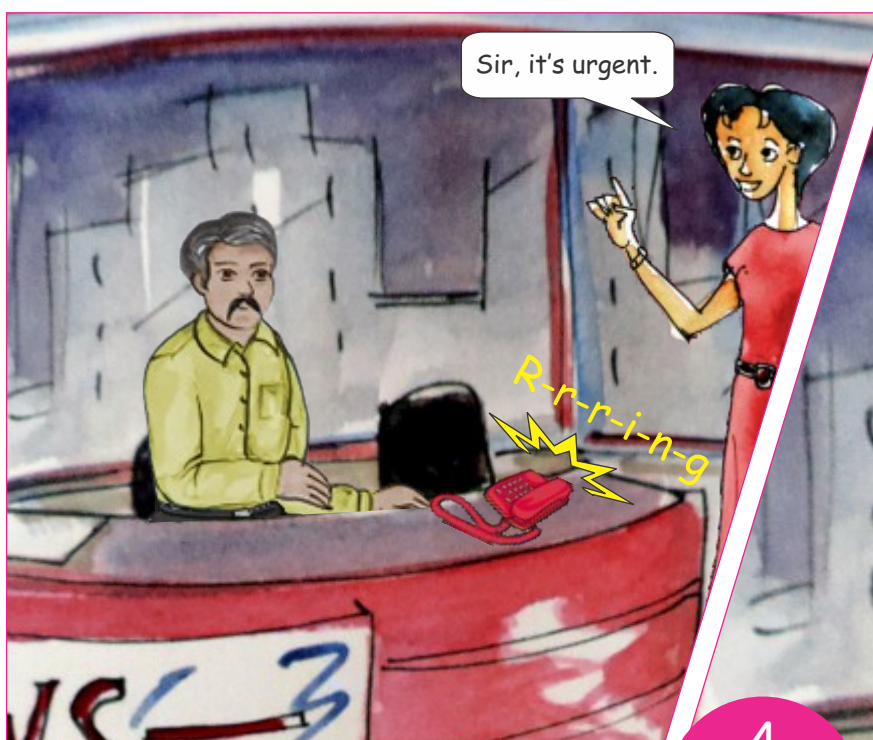
**Retired Brig Basu
and
Mrs Sharmila Basu**
Parents of Rimjhim

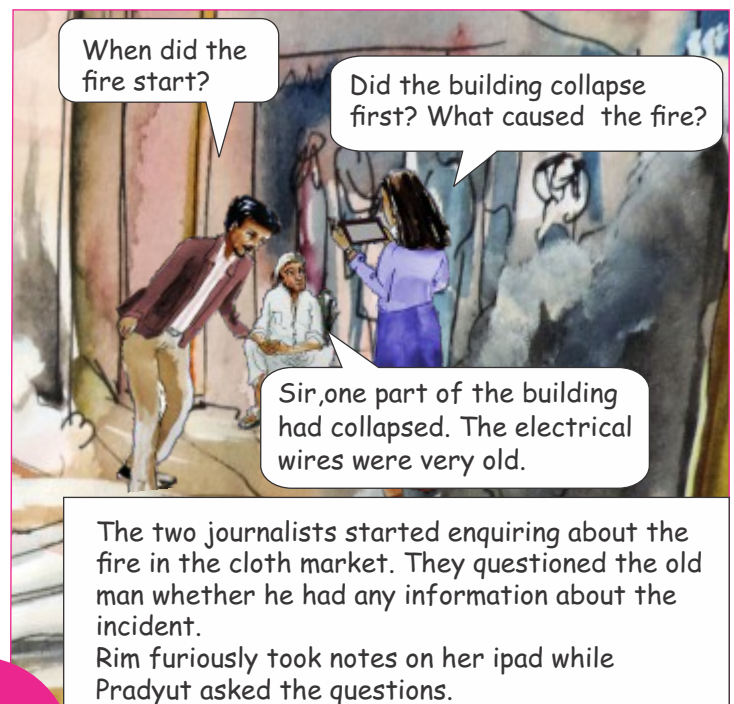
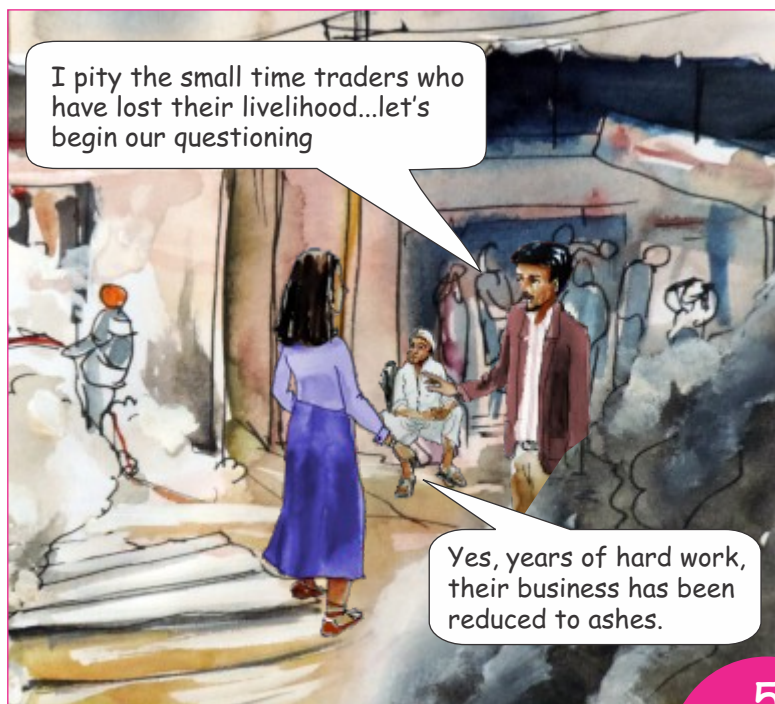
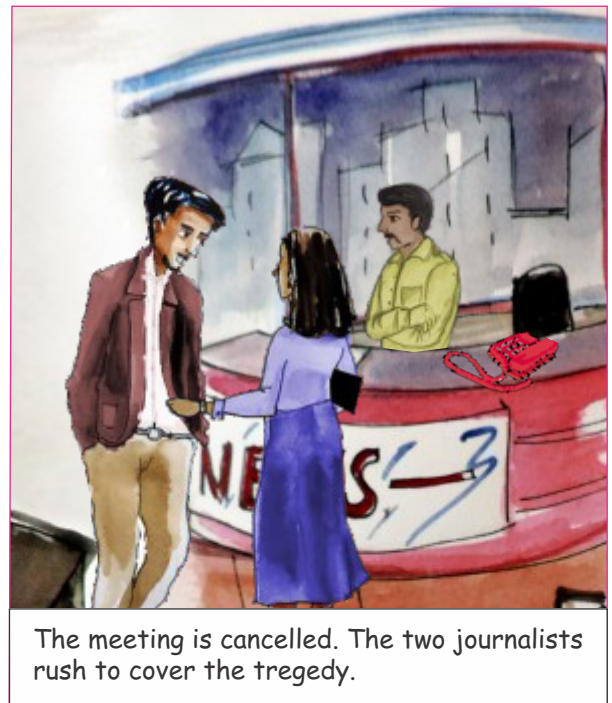
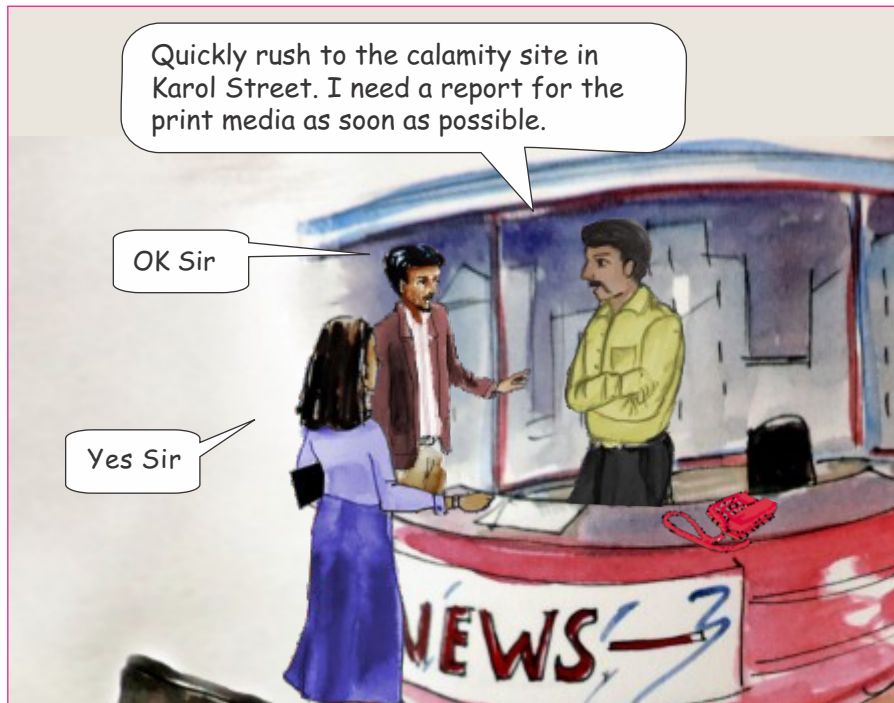


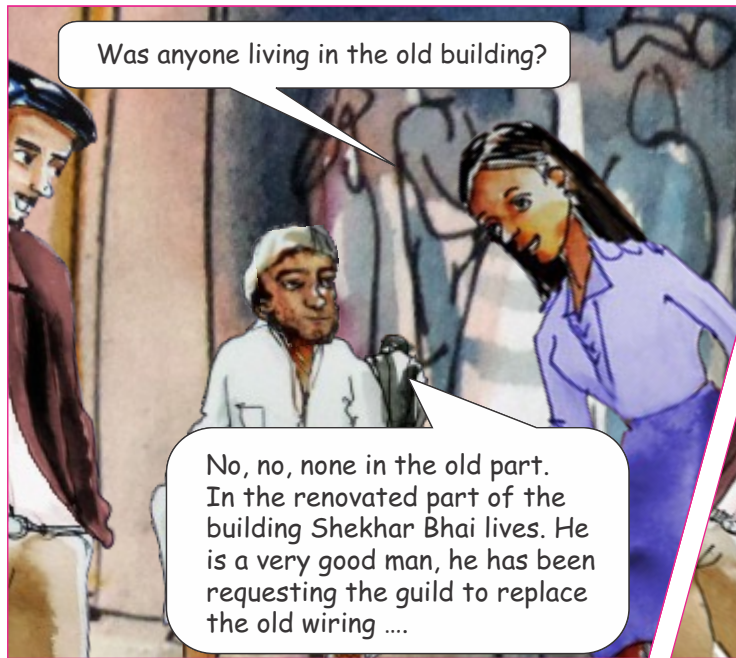


Pradyut and Rimjhim are colleagues. Rimjhim is career oriented, a no nonsense journalist. Her files are always up to date. She is all ready for the meeting, waiting to blaze her way.

Pradyut is fumbling with his papers. He is passionate about his work, there is not a bone of cunningness in his personality. He is uncorrupted by the blemishes of the times.

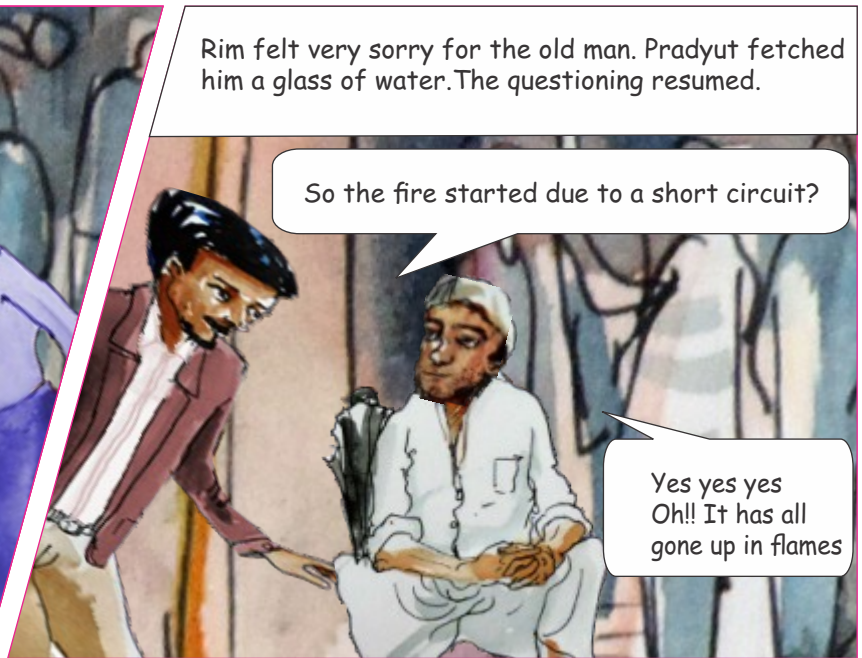






Was anyone living in the old building?

No, no, none in the old part. In the renovated part of the building Shekhar Bhai lives. He is a very good man, he has been requesting the guild to replace the old wiring



Rim felt very sorry for the old man. Pradyut fetched him a glass of water. The questioning resumed.

So the fire started due to a short circuit?

Yes yes yes Oh!! It has all gone up in flames



We have to be very specific in the report. The true cause of the fire has to be reported.

Definitely! No place for personal emotions or botched up facts..



Why didn't you complain to the authorities about the wires?

How many injured? Do you know anything about the number of casualties?

No ma'am, no death, only injured. Although as you can see the fire has caused irreparable damage.



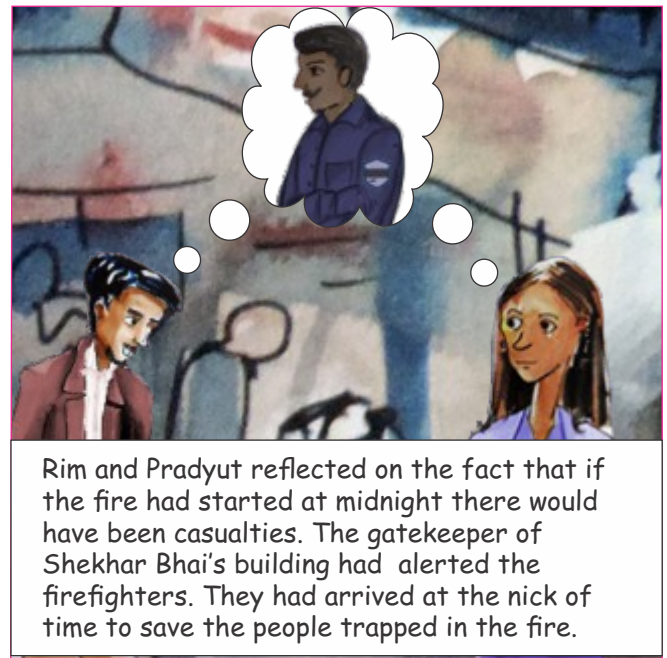
Any idea about how many shops have been gutted by the fire?

No, I will not be able to give you the exact figures but around fifty shops.



What is the mode of trading here?

We buy cotton from the mill. We also have our weaving looms. The traders do bulk trading here.



REPORT WRITING FORMAT & GUIDELINES

POINTS TO REMEMBER:

Write the HEADLINE at the top.

Headline should be able to catch the attention of the readers.

Byline, to let the readers know who wrote the report.

[For example; by Ritam Bidwai, Staff Correspondent, TOI.]

The report should be coherent and logical.

The report should be written in third person, indirect speech in passive voice.

Simple, clear and formal language should be used.

Use past tense.

Pay attention to grammatical accuracy, spellings and use appropriate vocabulary.

Avoid irrelevant information and repetition.

Newspaper Report format–

Headline
(Writer's Name)
Staff Correspondent, Name of the newspaper

School Magazine Report format–

Headline
Writer's Name, Designation

The main paragraph should deal with the questions –Who, What, When, Where, Why. Details of the incident should be explained.

The second paragraph should narrate the incident in a logical manner.

Eyewitness accounts should be taken into consideration in the next paragraph.

The final paragraph should describe the future course of action.

REPORT WRITING EXAMPLE

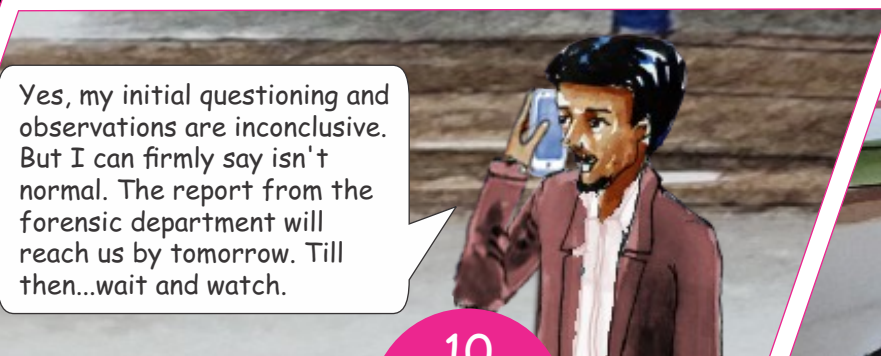
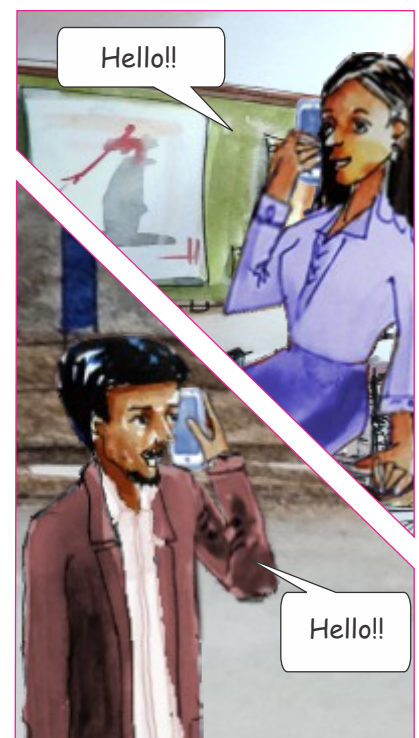
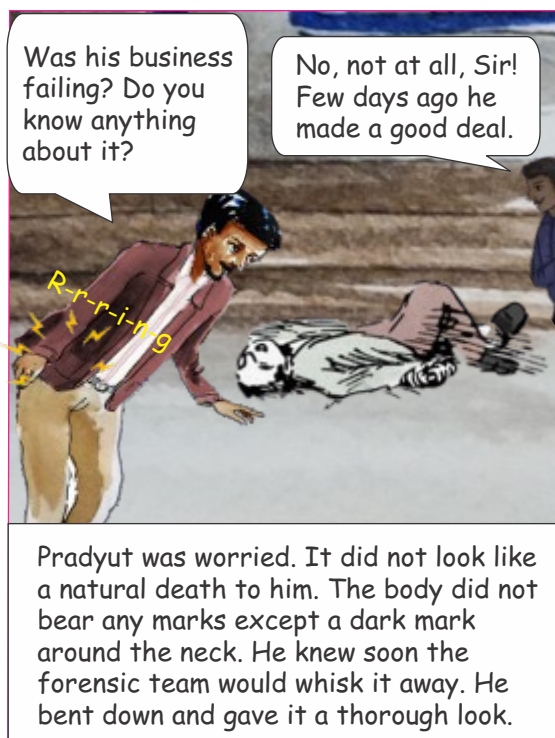
Horrific Fire Dismantles Delhi's Oldest Cloth Market
Pradyut M, Staff Reporter, Youth Times

New Delhi, 12 December 2020. A devastating fire engulfed Delhi's oldest cloth market just two kilometres from the Old Delhi Railway Station, one of the biggest market fires. People suffered second degree burns, small wholesale business suffered severe damages too.

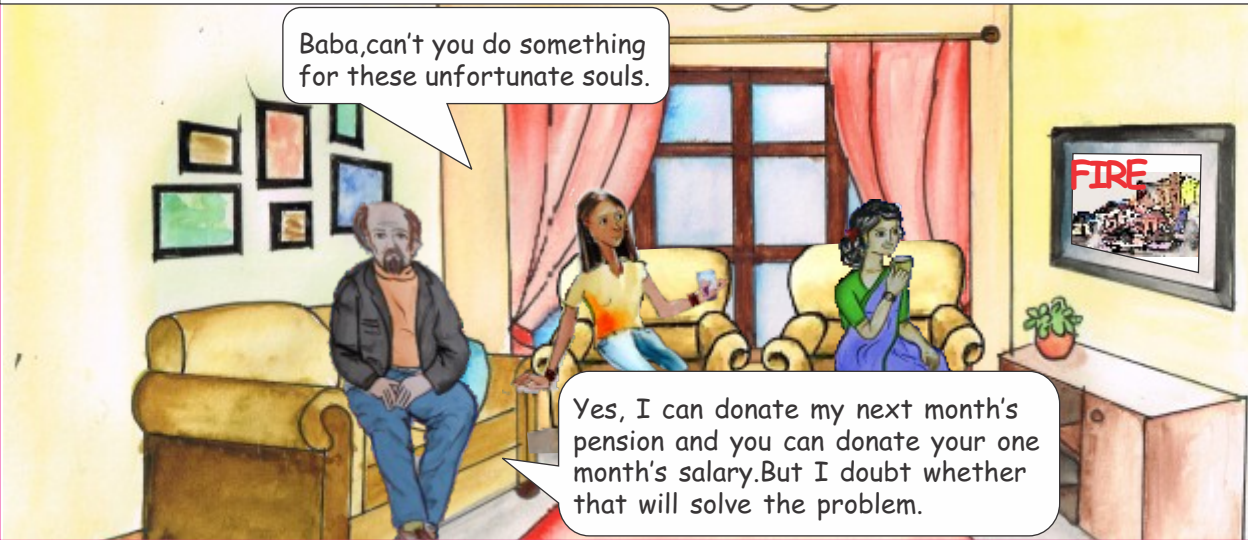
Cloth bales worth several crores were burnt to ashes. About nineteen shops were mangled and nothing could be retrieved from them. Fortunately no deaths reported due to timely intimation to the fire department by the gatekeeper of the Hasmukh Chanderi Haveli. Fire fighters quickly doused the fire efficiently and saved lives.

According to the officials, the fire was caused by short circuit. The mishap occurred since the old part of the Hasmukh Chanderi Haveli had collapsed on the loosely hanging overhead wires.

The Old Delhi Police has initiated an enquiry into the matter and the government has granted a compensation package of one lakh to each small time trader. The insurance companies have also promised to disburse the amounts to the big traders after the completion of the enquiry about the cause of the fire by the Police.



Rimjhim cannot forget the hapless faces of the boys and girls. Tear streaked faces of the small time traders in the cloth market.



Baba, can't you do something for these unfortunate souls.

Yes, I can donate my next month's pension and you can donate your one month's salary. But I doubt whether that will solve the problem.



Don't you have any idea Ma?

I definitely do.



I will donate too. I suggest Rimjhim you write a notice inspiring people to donate for this just cause.

Wonderful idea Swapna. Where will she put up the notice?

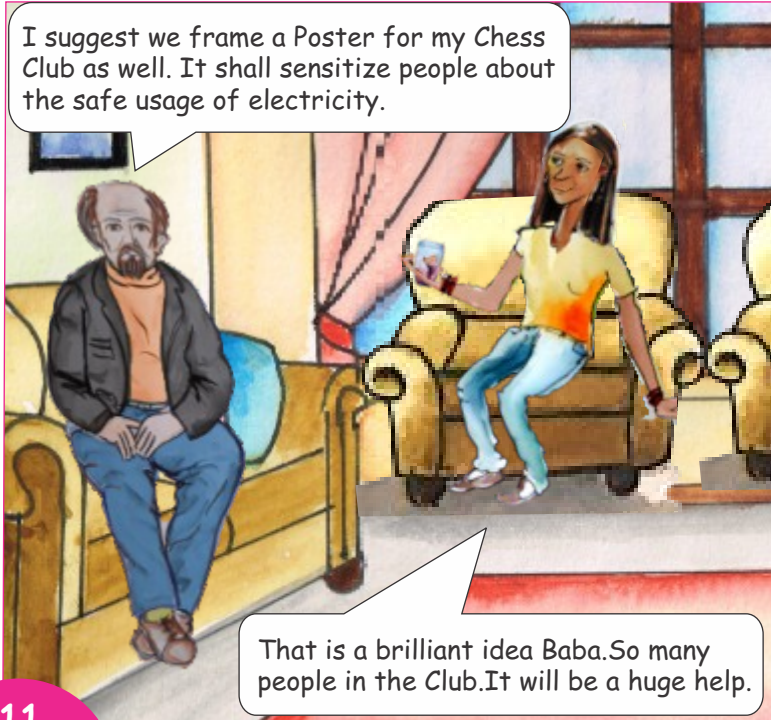


Put up the notice on the Committee board where all the members of this apartment will see it.



Thank you so much Ma. I think I will get a good response.

Now, stop brooding and frame the notice. Apprise the society members about the cause and convince them to help.



I suggest we frame a Poster for my Chess Club as well. It shall sensitize people about the safe usage of electricity.

That is a brilliant idea Baba. So many people in the Club. It will be a huge help.

NOTICE WRITING FORMAT

1. Name of the institution
2. The word 'NOTICE' to be written in capital letters.
3. Date of issue.
4. Heading (Subject)
5. Writer's name and signature with designation.

Remember:

The purpose of notice should be to inform.

It should be brief and precise.

All required information should be given in simple and formal language.

It should be written in third person

It should be placed in a box

NOTICE WRITING EXAMPLE

Shantiniketan Apartment Committee

NOTICE

13 December 2020

Meeting to help the Fire Victims

A devastating fire has engulfed the Old Cloth Market in Old Delhi near Hasmukh Chanderi Haveli. Traders and workers have lost their livelihood. The residents of Shantiniketan Apartments are requested to help these hapless victims. To apprise the residents about the matter in detail meeting has been scheduled on 15 December 2020. Venue of the meeting will be the Committee Hall; timing for the meeting is 5.30pm.

Contact the undersigned for more details.

Rimjhim Basu
(Committee Member)

POSTER MAKING FORMAT & GUIDELINES

Meant for awareness campaigns or social issues

- Purpose – information at a glance, thus key details must be highlighted, no long / full sentences
- Format – issuing authority, slogan, relevant image, topic, bulleted details, special attractions
- Types – event (inform about a red letter day), cause (spread awareness about an issue)
- Content – event (day, date, time, venue, fee if applicable, special attractions)
cause (precautions/cures/symptoms/dos and don'ts/sources of help or complaint)

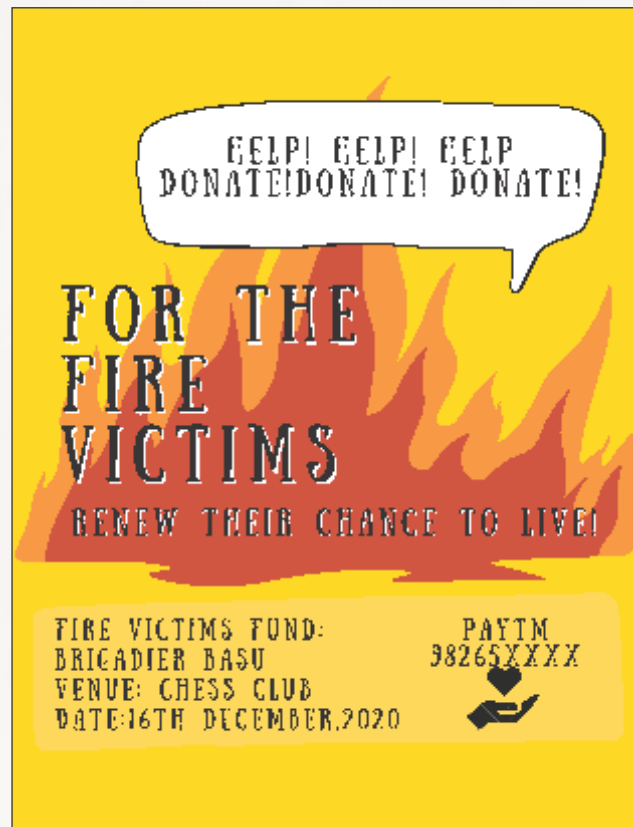
A poster should have two narrow double lines as a border.

Clarity, balance and visual presentation is important.

Do not leave too much space in between. It should have visual balance in representation.

Words should be clear. Use of a slogan would be in order.

POSTER MAKING EXAMPLE





The open terrace was the high point of this dilapidated flat. Sunshine and the open sky above was his stress buster everyday. It also kept the skyline of his village close to his heart. Never did he forget his roots nor the odds which he had faced in his life, to achieve his dream of becoming a journalist.

He was lost in thoughts when.....



Namaskar Mrs Jog

Mrs. Jog his landlady stood outside the open door.



I know I have not paid the electricity bill. I promise to pay it on time.

I have not come here to remind you of the bill.



Oh!

Look Pradyut, inflation is on the rise so...

Pradyut feared the worst. It must be to increase the rent.



You look worried Pradyut.

No no. Please carry on ma'am.



I have decided to sell off the car as my eyesight is failing, it is dangerous to drive. I think I can depend on the taxi service nowadays. They are very efficient.



You want me to frame an advertisement to be printed in the classified columns of the newspaper.

That's right.

Don't worry Mrs Jog it will be done.

ADVERTISEMENTS' GUIDELINES

Advertisement is a kind of public announcement asking for or offering various kinds of services. An effective tool to influence the mind, taste and motives of the people. It turns people into potential buyers. Sellers too find an enormous outreach among the subscribers of the medium in which the product or the service is advertised.

Classified advertisements are of two types (a) formal (b) informal

Classified advertisements are placed by individuals to advertise goods and services available or required. Classified advertisements are precise, written in a box, the name of the newspaper appears outside the box, the first few words of the advertisement are in block letters and the content is only one paragraph which also includes the contact number and the name of the contact person along with details about the product or service.

Display advertisements appear in various sizes and contain visuals. Display advertisements are further divided into retail and national advertising.

ADVERTISEMENTS' EXAMPLE 1

YOUTH TIMES

FOR SALE

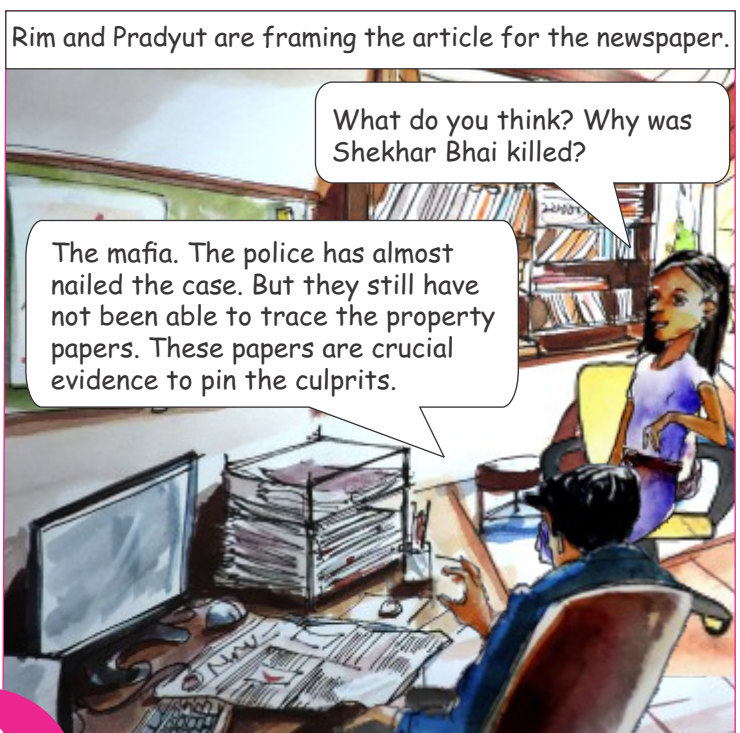
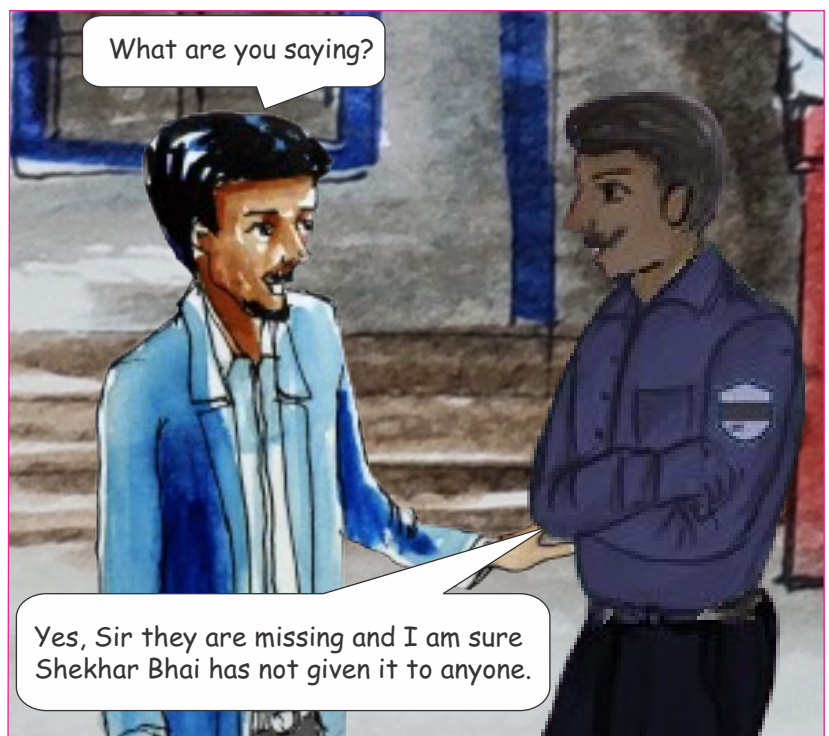
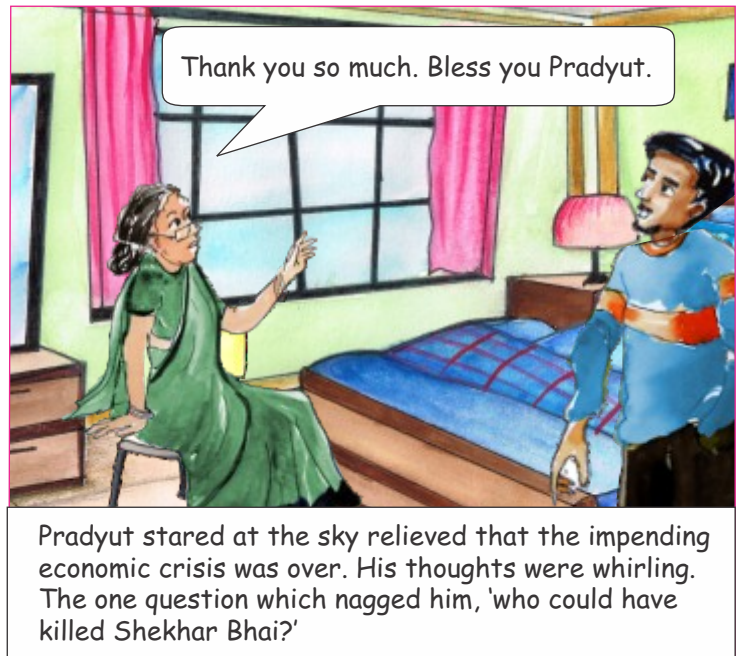
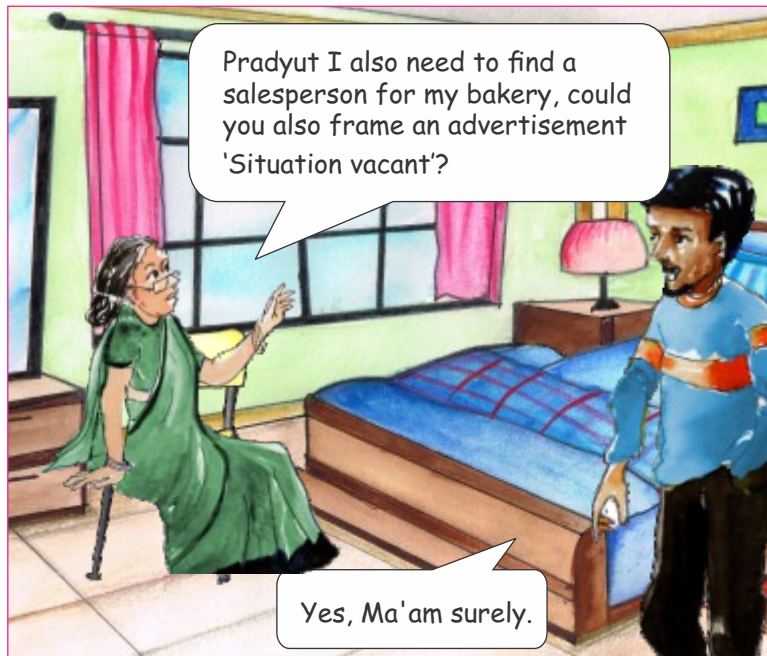
REFURBISHED SUV car, 2015 model, silver colour, mileage 20 kms/ltr, sturdy tyres AC & stereo fitted sparingly used and in excellent condition. Price: Rs. 6 Lakhs. Price negotiable Contact: Mrs. Jog, D4 Ashoka Lane, New Delhi, Contact no: 9174916930.

ADVERTISEMENTS' EXAMPLE 2

YOUTH TIMES

TO LET

AVAILABLE for rent at D4 Ashoka Lane, New Delhi 100019, 1038 x 80 x 20ft garage space with all amenities, power back up, For details contact Mrs Jog 9174916930.



ADVERTISEMENTS' EXAMPLE 3

Nab the culprit!!

AWARD!!

AWARD!!

FIND THE PROPERTY PAPERS

- Any person who can locate the property papers of 'Hasmukh Chanderi Haveli' will be awarded.
- Contact old Delhi Police Station immediately within the dates mentioned below.

Date :15 December 2020 - 28 December 2020

Venue: Old Delhi Police Station

Contact nos:9783345xxx

Issued by Government of Delhi

ARTICLE WRITING FORMAT & GUIDELINES

An article is written to present information on a variety of themes in a detailed manner. An article describes an event, narrates an incident, describes a place expresses arguments in favour of or against a stated hypothesis or event. It also expresses views on social interest. There are two types of articles; magazine articles and newspaper articles.

Format:

Heading which should be eye catching, encapsulating the central theme.

By Line name of the person by whom the article has been written.

Introduction

Develop the main idea

Give different views about the main idea

Sum up and consolidates the idea

Offer suggestions to improve the situation

Give personal observations and predictions.

ARTICLE WRITING EXAMPLE

Magazine Article

Office Times

THE DEVASTATING FIRE AND A DEATH

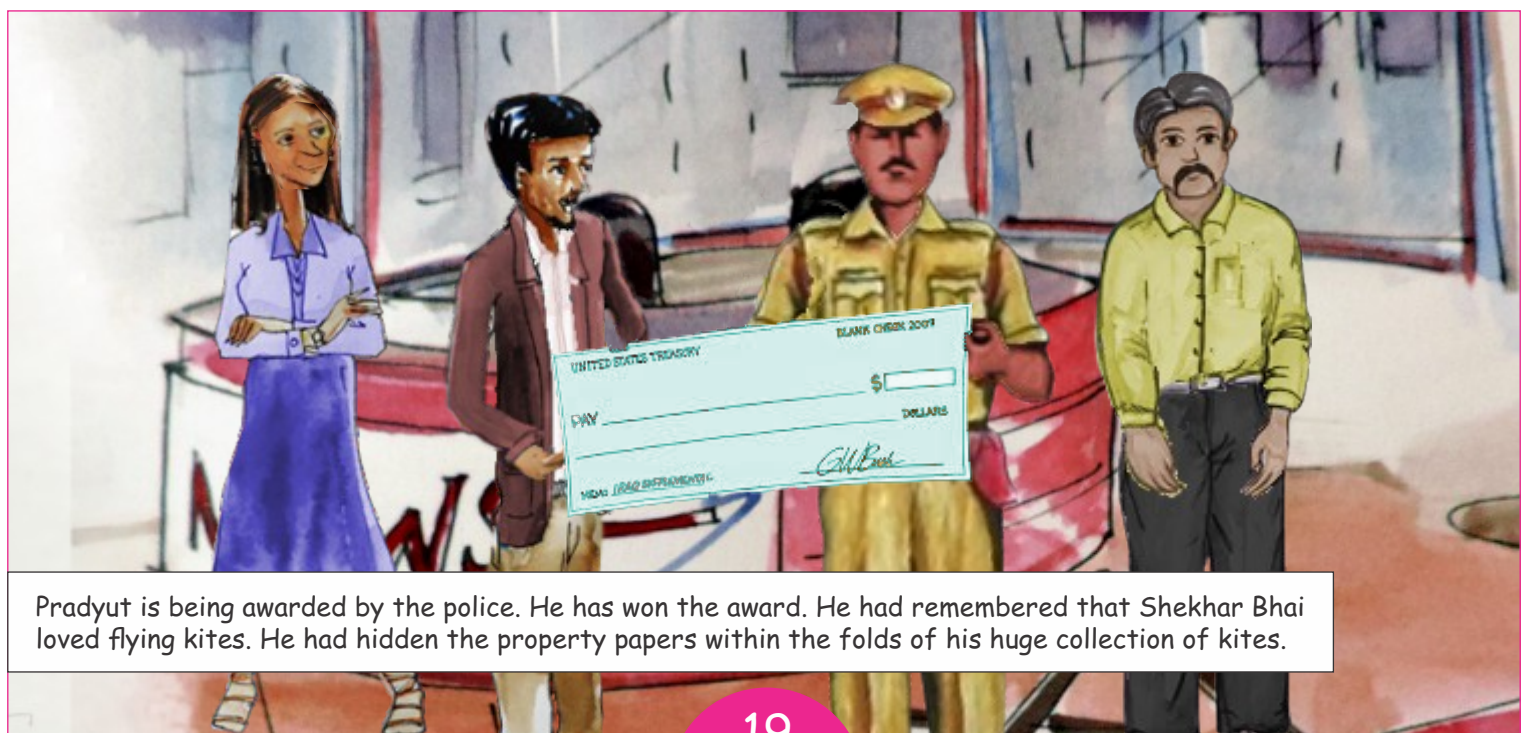
By Pradyut M, Office Editor

The fire ravaged one of the oldest cloth markets in Old Delhi which was caused by short circuit. The raging fire turned to ashes many bales of cloth and a heavy loss was incurred by the merchants.

The unrenovated part of the old haveli, Hashmukh Chanderi Haveli had collapsed on top of the loose overhanging wires. This was reported by the gatekeeper Mr Ravish Kumar. Around fifty shops were gutted by the fire, fortunately no one was hurt. The fire brigades took time to control the fire but was successful in saving each and every life.

The second development which happened simultaneously along with the fire was the discovery of the body of Shekhar Bhai; the renowned philanthropist and art dealer. His body was discovered by the gatekeeper and the gardener. Shekar Bhai had wanted to renovate the old part of the haveli which was in a dilapidated state. The land sharks were eyeing the property and had bribed his cousin to sign off the property papers which Shekhar Bhai had categorically refused to do. He never wanted the small time cloth traders to be displaced from the street in front of the old haveli.

The effects of the fire and the death of Shekhar Bhai has caused immense fright and concern amongst the trading community. The Delhi Police has ordered the insurance companies to disburse the insurance amount at the earliest. The murder of Shekhar Bhai is being investigated and a task force has been formed to bring the culprits to book. People are also being encouraged to donate in order to help the small time traders tide over their financial turmoil.



Quizzing Find the Truth

- (a) Notice has these before the text begins?
What are they?

- (b) Notice is 50 _____ long.

- (c) Poster uses _____ to emphasize /convey a message.
It does not use words and it is colourful.
What is it?

- (d) Where is a byline used?
Notice/Report/Poster



Quizzing

- (a) Classified Advertisements are long, written in full sentences and the outline is Rhombus in shape.

Is the above statement True or False?

- (b) Classified advertisements has gaps and texts.

Is it correct or incorrect? Give the correct format.

- (c) Display advertisements uses only texts. Is it true?

- (d) Issuing Authority is never mentioned in a poster.

Is it true or False? Give the correct format.



Revision 1

Writing Skills

- Q1.** The Principal, Prims Global School, Agra, requires a receptionist for her school. Draft a suitable advertisement in about 50 words to be published in the classified columns of a national newspaper giving all the necessary details of qualifications.
- Q2.** Bal Vidya Public School, Bhilai, urgently requires a post-graduate teacher to teach Political Science. Draft an advertisement on behalf of the school in the classified columns.
- Q3.** You are the General Manager, Hotel Rock View, Digha. You need a Guest Relation Executive to manage booking and guests. The candidate must be fluent in Hindi and English with sound knowledge of computers. Draft an advertisement in not more than 50 words to be published in Bengal Times.
- Q4.** While reading about new places and surfing the net for new holiday destination you decided to visit Manipur. Write an article in 120-150 words for your school magazine describing your stay in Manipur. You are Neha/Ujjain.
- Q5.** Sedentary life style has led to problems of overweight and other health issues. Write an article about it in the 'Health' column of your school magazine in 120-150 words. You are Heatal/Himesh.
- Q6.** Your office has designated you to report the famous Horn Bill Festival of Nagaland. Write a report in 120-150 words for Bharat Times. You are Jamsheer/Malini.



Revision 2

Writing Skills

- Q1.** History Society of Navodaya Vidyalay, Haripur had sent a group of students to visit the Ajanta Ellora Caves. You are Hashi/Preeti, student council member and secretary of the school magazine. Write a report in 120-150 words for the school magazine.
- Q2.** You are Sanjay/Snehal as the President of the Excursion Club you have organised a trip to Hampi, during the winter break for the Middle School Students of your school. Write a notice in about 50 words informing the students about the proposed excursion.
- Q3.** You are Mohail/Malti, Sports Secretary of Jindal Public School, Alwar. Write a notice in 50 words for the school notice board, asking students to join the basket ball club. Interested candidates should give their names for selection in the school basketball team.
- Q4.** Recent rains have caused tremendous landslide in the mountains. You are Harmeet/Holika, member of the social service organisation, LIVE FOR HUMANITY, Uttarakhand. Draft a poster requesting people to help flood affected families.
- Q5.** Covid 19 has taught us that the best way to boost our immunity and escape from the deadly clutches of the virus is to stay clean and follow all the Covid protocols. Draft a poster urging the citizens of your community to follow all the norms to beat the deadly virus. Word limit 50.



Glossary

Calamity	a disastrous event marked by great loss
Dilapidated	decayed
Collapsed	to fall down
Tremendous	very good, great excellence
Keenly	eager, enthusiastic
Baba	father
Ma	mother

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- <https://many-fe.noprod-b.kmt.orange.com/>

Disclaimer

This graphic novel is published as a supportive reading material to enable the students to have a better understanding of the topic. This is an original story and has not been copied from any other source. The characters used in this graphic novel are fictional and resemblance of any character or incident is merely a coincidence. Art work is done by students and teachers.

FROM THE PRINCIPAL'S DESK

Dear readers,

‘Change is the only constant’, so said a wise man from the past. And so true indeed!

With the coming of the National Education Policy 2020, the focus of education is shifting to more student centric education, and thus the need to produce the content in a way which can be easily understood by the students.

The Central Board of Secondary Education has also brought in alterations in the way education was being imparted in the classrooms of the nation. Art Integration with the curriculum, competency based education, stress on Physical Fitness are all endeavours to prepare the students for the necessities of the future. One such endeavour is also changing the curriculum to graphic novels.

Conceived and directed by Mr. Sandeep Seth, his passion enthused the teachers during the ideation of the graphic novel. It inspired them to produce path breaking content.

I am also grateful to Ms. Anita Karwal, Secretary, Department of School Education, Ministry of Human Resource and Development, whose valuable inputs and constant motivation has encouraged teachers to curate the concepts in the form of interesting graphics. I am very sure that this will change the way topics are taught in the classrooms. Using comic strip as a tool, concepts will be explained in a simple way, more relatable to the students.

Our sincere thanks to the worthy team of Ms. Anita Karwal, Secretary, Department of School Education, Ministry of Human Resource and Development, Mr. Manoj Ahuja, Chairman, Central Board of Secondary Education and Mr. Sandeep Sethi, the pilot of the project.

My sincere thanks are also due to the team of gifted teachers and students who in a time-bound frame produced creatively endowed content which will be a visual extravaganza for the students.

Enjoy reading!

Shafalee Gupta
Principal

Summary

The aim of the story in a nutshell is to teach the students how the writing skills such as report writing and article writing are written. Through ‘The Fire & Murder Mystery’ novel we have aimed to teach the tenets of the writing skills. The story also incorporates how classified advertisements, notice and posters are framed. The plot line in the story makes learning interesting and enables students to connect these skills with its actual usage in the real world. The two young journalists teach the students through their experience in the story how the writing skills are connected to real life issues and how useful it shall be in future.



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