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English Writing
Course

Rapidex English Writing Course

File noting has been in the recent past, and still is, under heated discussion in the context of Right to Information Act, 2005. It has, thus,

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been drawing a lot of interest from all concerned. Basic note in a file is written by an Office Assistant/ Assistant Section Officer. A good note should properly define and analyse the problem; refer to relevant rules, regulations, policies and precedents; talk about alternative solutions;

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discuss implications of these various alternatives and then suggest a suitable solution and a draft reply. Noting and drafting has, therefore, always been a vital part of decision-making process in the Government. the quality of Noting and Drafting has deteriorated over the years. There is hardly

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any publication on the subject except for some references in the manuals of office procedures. Hence, this attempt, A book for Government Officials to Master Noting and Drafting. It is a comprehensive book which talks about various concepts, the significance, features of good and bad notings,

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and skilful drafts citing examples drawn from actual files. Different exercises, their solutions, and samples of some good file notings and useful drafts make this book valuable for all its readers.

Exercises designed to develop vocabulary skills present words together with their pronunciations,

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definitions and use in sentences

High School English Grammar &

Composition provides ample guidance and practice in sentence building, correct usage, comprehension, composition and other allied areas so as to equip the learners with the ability to communicate effectively

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in English.

In today's competitive world, Spoken English is considered as a passport for success in life. The craze for learning spoken English has led to the growth of coaching institutes all over the country. Much as they may profess and advertise, it is not really possible to learn any language in 30 days. A

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person who genuinely wants to learn the language needs to spend two to three hours every day for at least five or six months before he or she would feel confident to communicate in English. The prime objective of this book is to encourage students to learn English as a tool of communication and to enable them to

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understand the language thoroughly. The book basically takes off from the learner's point of view and guides them through cooperative learning methods in order to help master the effective communication skills in English. The book has been divided into four convenient units of Grammar,

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Pronunciation,
Conversation and
Vocabulary. Each
chapter covers one main
area of learning English
- explained with
examples. Carefully
selected and graded
exercises have also been
included throughout the
book to give readers
ample practice and a
complete understanding
of the subject. In short,

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the book follows the modern functional approach to the study of English. So readers, it is definitely a one-stop solution for speaking English!

MODERN LETTER
WRITING COURSE

Compact English-
English-Telugu
Dictionary

Spoken English Digest

How to Learn Any

Page 11/155

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English Writing

Language Fast and
Never Forget It

Set-Rapidex Office

Secretary Course

**This "English
Speaking
Course in Hindi
by Mebad" book
is written for
Hindi speakers
who want to
learn spoken**

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**English through
Hindi. In this
Hindi to English
Speaking
Course, we have
used the same
technique that a
child uses to
learn his native
language. It is
so easy to learn
English**

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English Writing

Course
**speaking
through this**

course that any

person that

speaks Hindi

can learn

spoken English.

In this spoken

English course,

you will get

daily use

English

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**sentences with
Hindi**

**translation that
can be used in
daily life**

conversation. □□

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grammar □□

word meaning

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00 00 00 **word**

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grammar 00 00000

00 **vocabulary**

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rule rule **Word**

meaning rule rule|

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grammar English Writing Course

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grammar English Writing Course

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English
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sentences □□

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□□ □□□□ **daily life**

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|English □□□□□□ □□

□□□ **structure**

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□□□□□□ **My name**
is Kamal. □□

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□□ **structure**

□□□□ **sentence**

□□□□ **daily life**

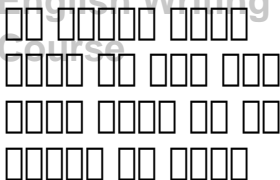
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**The book details
many
management
courses
available in
India for
students at the
diploma,**

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graduate and post-graduate level. It provides relevant information regarding courses, duration, institutions and other necessary guidelines.

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Office Secretary

Course (6

Sessions - 21

Modules) :

Session I -

Introduction,

Session II -

Basic Skills,

Session III -

Career Skills,

Session IV -

Communication

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**Skill Set,
Session V - IT &
Computer Skills,
Session VI -
Advanced Skills.**

A

**comprehensive
course on latest
practices,
procedures and
methods
followed in**

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Course
today's modern
offices.

This course
book is an
excellent guide,
as well as a
service manual,
for all
interested in
`office
secretary` as a
career, or for

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**those who are in
service already.**

**This authentic
guide is
designed to
bring you finer
points of
secretarial
technicalities
required.**

**World Famous
Spies &**

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Symasters

151 Essays

Understanding

Language and

Culture Through

Commonly Used

Sayings

101 American

English

Proverbs

English

Conversation

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English Writing

Practice

Brief life sketches and achievements of 51 eminent spies and spymasters.

A Handbook for Letter Writing' is a comprehensive & exhaustive book which has been designed to help in learning the art and techniques of writing

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letters. The words and language that are being used while writing a letter not only shows our knowledge but also reflects our personality. The present book on letter writing has been divided into five chapters namely An

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Introduction of
Letter Writing,
Informal Letters,
Formal Letters,
Reference/
Recommendation
Letters and Email.
This book contains
various types of
letters – Personal,
Business Letters,
Applications, Official
Letters, Application

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Writing, Apology,
Condolence, etc.

The book also
contains the E-
mailing, Report
Writing and Press
Release sections. A
simple and easy
language with the
latest pattern has
been used in this
book. This book will
also help you in

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English Writing

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developing the
research and writing
skills.

Why English is very
important in our life?

English language
plays a significant
role in everyone's
life. The English
language is among
the leading
languages in terms
of usage all over the

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world. The usage of English has become common in all sectors like Education, Medical, Media, and Business so on.

Reasons why English is so important: It's the most commonly spoken language in the world. It's the

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language of international business. It's easy to learn. It helps you understand some other languages. You can say things in a hundred different ways. It's really flexible. It's the language of the internet. Reasons why you should

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Course
learn to speak in
English? English

communication

increases income

English skills get

more respect

English gets you

more knowledge

English makes

travel easier Biggest

movies and books

are in English

Knowledge of

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English helps make
friends English
communication
gives power &
influence English
helps the world
know our culture
English helps us
innovate better
English skills are
our national
advantage

Complete Sanskrit

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is a comprehensive book course that takes you from beginner to intermediate level. This edition of this successful course by Michael Coulson is packed with learning features to give you the language, practice and skills to

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communicate with
confidence. - 15

learning units plus
pronunciation

section and word

glossary - Discovery

Method - figure out

rules and patterns to

make the language

stick - Teaches the

key skills - reading,

writing and speaking

- Learn to learn -

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Course

tips and skills on
how to be a better
language learner -
Culture notes - learn
about the people
and places of India -
Outcomes-based
learning - focus your
studies with clear
aims - Authentic
listening activities -
everyday
conversations give

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you a flavour of real
spoken Sanskrit -

Test Yourself - see

and track your own

progress - Maps

from A1 to B2 of the

Common European

Framework of

Reference (CEFR)

for languages Rely

on Teach Yourself,

trusted by language

learners for over 75

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years.

Learn Spoken
English Through
Hindi

RAPIDEX ENGLISH
SPEAKING

COURSE (Oriya)
(With CD)

Learn English
Series Angreji
Ratein Nahi ;
Seekhin 60 Days'
Programme

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Course
Mastering English
Grammar

SPOKEN ENGLISH
FOR KANNADA
SPEAKERS

Rapidex Enrich

Your Word Power

Backsides Have A

Frontal Position In

Indian-English. In

Cluttered, Crowded

Alleys There Can Be

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Seen The Notice

Entry From

Backside , A Usage

Not Exactly Meant

As A Come-Hither

Line To Gays. From

The Early Days Of

The Raj, The Indian

Version Of English

Has Been On A

Growth Trajectory

That Has Led To

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The Evolution Of
What Is, For All
Practical Purposes,
A Language Of Its
Own. A Hybrid
Form Of English
Stalks The Land,
Flaunting Its
Illegitimacy,
Brashness And
Popularity. The Rise
Of Indian-English

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Runs Parallel To
Tectonic Changes In
Social Aspirations.
English, Says The
Author, Is The
Porsche On The
Porch Of The
Arriviste. There Can
Be No Social
Advancement
Without The
Glittering Sword Of

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English Writing
Course

English In Your
Hands. This
Compendium Is
Thus A Journey
Through A Sub-
Genre That Has
Evolved Against All
Odds. It Entertains
As Well As
Educates While
Weaving Together A
History Of Verbal

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Course
Patterns That Reflect
Social And Cultural
Trends.

A legendary
language learning
course undoubtedly!
Rapidex English
Speaking Course is
the only speaking
course of its kind
whose features can
be described in

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English Writing

superlative degree

Course

only. It has already benefited millions of readers across the country. Experts have unanimously declared it as the best self-study course. Perhaps that is the reason that for over 15 years it has constantly been on

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Course

the top of the best sellers list in the market. What is the secret of its great popularity? Maybe, a no-nonsense down-to-earth approach and a very scientific methodology that takes into its account the special requirements of

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Course

Indian learners. In any case it is not just an another crash course that begins with a bang but ends with a whimper.

Rather its contents and subject matters have been specially designed to help a common man achieve maximum

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Course

command on the language in a very short time. The most important part of this self-study course is confidence building measures because it has been found from the long experience that biggest problem in the path of fluently speaking a

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foreign language is hesitation, that arises out of lack of confidence. Many people, who have good command over the language and are well are of its grammar and composition, can't speak the language fluently. Why? The

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answer is simple.

While speaking they try to construct a sentence in their mother language and do the mental translation before uttering a single line. This creates not only confusion but utter chaos in their mind. As a result they feel

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great hesitation to
speak simple

sentences. In some cases, however, the problem is more complex, as they lack the basic knowledge of the English language. Rapidex English Speaking Course takes care of both

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Course

the cases. So, what
are you waiting for?

Go ahead and
discover the secret
of fluency in English
speaking. Explore
and develop your
hidden potential and
face the world with a
new-found
confidence and
smartness. Only the

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English Writing
Course

sky should be your
limit. No matter
which language you
know or speak, be it
Hindi, Marathi,
Gujarati, Tamil,
Telegu, Assami,
Oriya, Kannad,
Punjabi, Bengali,
Nepali or Urdu, with
the help of this book
English will no more

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be a foreign
language for you. A
must for every
Indian home.

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ENGLISH

WRITING COURSE

E.Gov.Officials To

Master Noting &

Drafting Pustak

Mahal

The book offers a

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simple yet effective
way to learn English
as well as to
translate from Hindi
to English. It
contains several
common hindi
sentences that have
been translated into
English that allow a
learner to easily
understand day-to-

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day words and how to use them in sentences when writing or speaking in English. By learning how typical Hindi sentences, when translated into english can be used in everyday life, one can improve his or her grasp about

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using both the language. Besides the author, a good bilingualist, has even detailed the grammatical aspects about each topic given in the book, which offer self improvising problems with easy solutions to them.

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Different sections have been created so as to improve the reader's basic grammar, which includes Nouns, Pronouns, Tenses, Sentence making, etc. Each section comes with a separate practice set that lets the readers

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test English reading, writing and speaking skills as well as the translation ability that one has been able to learn. There is even a separate vocabulary section to help readers learn more new words and how to use them effectively while

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communicating.

With step-by-step guidelines, one can surely bring fluency in their English language usage over a few months.

Rapidex Self Letter-Drafting Course

Entry from Backside Only

Word Power Made

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English Writing
Easy
Course

Yogasana and
Pranayam

Learn to read, write,
speak and
understand a new
language

NATIONAL

BESTSELLER • For
anyone who wants to
learn a foreign language,
this is the method that
will finally make the

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words stick. “A brilliant and thoroughly modern guide to learning new languages.”—Gary Marcus, cognitive psychologist and author of the New York Times bestseller *Zero At the Top*. At thirty years old, Gabriel Wyner speaks six languages fluently. He didn’t learn them in school—who does? Rather, he learned them

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in the past few years, working on his own and practicing on the subway, using simple techniques and free online resources—and here he wants to show others what he's discovered. Starting with pronunciation, you'll learn how to rewire your ears and turn foreign sounds into familiar sounds. You'll retrain

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your tongue to produce those sounds accurately, using tricks from opera singers and actors. Next, you'll begin to tackle words, and connect sounds and spellings to imagery rather than translations, which will enable you to think in a foreign language. And with the help of sophisticated spaced-repetition techniques,

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you'll be able to memorize hundreds of words a month in minutes every day. This is brain hacking at its most exciting, taking what we know about neuroscience and linguistics and using it to create the most efficient and enjoyable way to learn a foreign language in the spare minutes of your day.

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Prastut Pustak me
batchit sambandhit
vakyo ko padhkar aap
Bangla bhasha ka prayog
Bazaar, Bus Stand,
Office aadi jagho par
asani se kar sakte hai.
Yeh pustak un logo ko
dhyan me rakhakar likhi
gai hai jo hindi se
Bangla bhasha sikhne ke
ichchhuk hai. Bangla ke
kai vidvano tatha
manovaigyaniko se

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pramarsh ke pashchat is
pustak ka sankalan kiya
gya hai. Pathako ki
suvidha ke liye is pustak
ko kul panch khando me
bata gya hai. Pustak ke
saath Audio CD
sanlagan hai jiska upyog
kar aap saraltapurvak
Banglabol sakte
hai. Pustak ke kuch
pramukh ansh. Bangla
vyakaran se sambandhit
Prayawachi Shabd,

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Vilom Shabd तथा
Lokpriya Muhavaro ka
prayog, Mahtvapuran
Shabdavali me sharir ke
vibhinn ang, aatmiy
rishtedaron se
sambandhit shabd,
Khaad Samgri, Rog,
Kide-Makodo, Janvaro
ke Naam, Fal, Sabji
tatha Vibhinn Dhatuo ke
bare me jaankari di gai
hai. Pustak me Kya,
Kyon, Kuon, Kaise aadi

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shabdo ka prayog
Bazaar, Bank, Daakghar,
Railway Station, Bus
Stand, Restaurant aadi
jagho par kis prakar
Bangla bhasha me
batchit kare iski vistrit
jankari bhi di gai
hai. Aavedan patra,
Abhinandan patra, Mitra
ko patra, Pustako ke liye
Order kis prakar likhe
iska bhi udaharan pustak
ke antim khand me nihit

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hai. Pathako se anurodh hai ki Bangla sikhne ke liye is pustak me diye gaye batchit ke ansho ko pratidin avashaya padhe. Is Pustak me saral avam vyavharik hindi me patra vyvhar ke lagbhag un sabhi prakar ke patro ko samahit karne ka prayas kiya gaya hai jisse vyakti apne swjano tatha samajik karyo ke liye hindi me patra

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vyavhar kar sake prastut
pustak Modern letter
writing course matra 30
din ka course hai pustak
ke saath muft (CD) Bhi
di ja rahi hai jisme hindi
me diye gaye patro ka
angregi me anuvaad bhi
hai is pustak me
anopcharik patra (
Parivarik patra, sage
sambandhi avam mitro
ko likhe jane wale patra)
tatha opcharik patra

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(sarkari, gair sarkari
tatha, ardh sarkari

prathna patra, sampadak
ko patra avam

vyavasayik patra)

samahit hai Hindi me

patra lekhan sikhane ke

liye yeh ek atyant upyogi

pustak hai

Songs and Lyrics are

called as Music. Dance

and Music are

responsible for mixing

happiness in one's life.

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India has had a very proud tradition of dance and music since ancient times. Here the musicians have influence not only man, but also the roots and the immovables. The book has presented such selected 21 dancers, 26 singers and 25 players whose characteristics and achievements have been enlightening and

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interesting.

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How to Speak English

Correctly at All Places

Complete Sanskrit

Beginner to Intermediate

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World Famous Spy

Scandals

Hamare Sangeetkar

,Nartak, Gayak Evam

Vadak

Science Reporter

The book explains

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elaborately the
basic concept of
Yoga, its origin,
philosophy and
aim, and also the
relevance of Yoga
in the present
world. In fact,
Yoga has an
answer for every
possible
ailment/disease

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that affects the human race, including some of the deadly ones too, such as Cancer, AIDS, etc. Initially, the Yogic saints developed the Yogasanas by referring to animals, birds, trees and other

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creatures in order
to stretch or relax.

There are

innumerable

Yogasanas

discussed in the

book. Some of the
well-known among

them are: Surya

Namaskar and its

different poses,

Uttana Padasana

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(Stretched leg
Pose), Pawana
Muktasana (Wind
Release Pose),
Naukasana (Boat
Pose),
Chakrasana
(Wheel Pose),
Padmasana (Lotus
Pose), Halasana
(Plough Pose),
etc. Another

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salient feature of the book is that there are different sections, such as: Management of Common Diseases through Yoga, Pranayama & Yogic Diet, Yoga for Seniors, Yoga for Women, Yoga for Children &

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Students, Yoga for Managing Stress, etc. However, it is recommended that Yoga should always be practised under the guidance of a trained Yoga Teacher/Practitioner.

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This dictionary

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contains more
than 24,000

entries, related
phrases, idioms,
derivatives and
words with
irregular forms,
and more than 200
illustrations. Like
our other Bilingual
Dictionaries, this
has been specially

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compiled for
learners of

English, teachers,
translators and
general readers. -

The dictionary
provides 2,000 key
words that are the
most important
words to know in
English, 1,100
synonyms and

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antonyms and
13,000 example
sentences. -

Words like 'google,
'microblogging,
'youth club',
'Walkman™,
'webcam', and
many more have
been taken from
current usage of
English. - The

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English base of the dictionary, taken from the Oxford Essential Dictionary, has been adapted for Indian readers. - To make the dictionary more user-friendly detailed definitions and one-word

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equivalents in

Telugu have been included for words that needed to be explained further for example,

'cafeteria',

'calendar',

'microscope' and

'the World Wide

Web'. - Words like

'alarm clock, 'call

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centre', and
'shopping centre',
which do not have
equivalent Telugu
words, have been
explained by
detailed
definitions. - Many
words such as
'computer',
'multiplex' and
'software' have

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been written out in Telugu to show that such words have now been included in the language. - The Telugu translation is simple and reflects the current usage of the language. - A pronunciation

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guide using the
International
Phonetic Alphabet
(IPA) is given for
help in
pronunciation.
Learn Correct
English: Grammar,
Composition and
Usage offers a
comprehensive
and in-depth

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treatment of
grammar and
usage. The real
life examples and
interesting
exercises also
make this
especially
enjoyable and
student-friendly.
The grammar rules
are seen as

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‘means’ of learning the language and not the end. It has separate sections on grammar, letter writing (including e-mail) and study skills (word power), substantial coverage of grammar topics, authentic materials

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(newspapers,
adverts and jokes)

to introduce
grammatical
points, class-
tested materials
and tasks.

This well-
established and
highly successful
book, now in its
Second Edition,

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builds on the strength of the previous edition, retaining many of the topics and incorporating some new topics in consonance with the present-day needs. The accompanying CD contains all the

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attributes of a
good

speech—proper
stress, intonation
and correct
pronunciation—to
enable better
compre-hension of
the topics. Some
of the
conversations and
Words Often

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Mispronounced
are also included
in the CD to
emphasize on the
correctness of
learning and
enrich the learners
in language skills.
Primarily intended
for students and
learners who wish
to enhance their

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spoken English skills, this book will be useful also for those who have long-felt need to communicate in English. It has all the rich ingredients to facilitate the learners talk effectively and confidently:

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About 50 real-life
conversations to
improve one ' s
speech

Extensive list of
vocabulary to aid
in group
discussions

Several useful
language tips to
pursue the global
quest for personal

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and academic

excellence NEW

TO THIS EDITION

Discusses the
need of the body
language Gives
dos and don ' ts for
an effective

communicator

Provides a list of a
few non-verbal
behaviours and

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their universal
interpretation KEY
FEATURES

Application of
idioms for effective
and creative
speaking

Learning of
expressions and
phrases for better
practical
presentation

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Numerous word meanings to clarify doubts

Grammar and usage in almost all the chapters to grasp the correct syntax Activity to instill confidence in public speaking
Steps and Tips To Improve Your

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English Fluency,
and Talk Like an
American

How To Speak

English Fluently

New Pattern Iit Jee

Chemistry

Gov.Officials To

Master Noting &

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Composition
(PSEGC) and Middle
School English
Grammar &
Composition
(MSEGC) is a set of
two books designed
to be used as a
prequel to the highly

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popular English
grammar reference
book, High School
English Grammar &
Composition. Both
PSEGC and MSEGC
provide ample
guidance and practice
in sentence building,
correct usage,
comprehension,
composition and other
related areas so as to
equip the learners

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with the ability to communicate effectively in English.

To understand and make the practical use of the grammatical rules is a challenge poised at various competitive exams. Students preparing for various competitive exams need elucidated grammar rules that

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are explained in a very easy and understandable language. Practical English Grammar & Composition is the hand book and an easy guide to learn English aimed at learning and improving knowledge of grammar and its applicability. In order to make the students

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conversant with the practical applicability of the grammar rules, sentences depicting the right usage are also given after the rules. A number of solved exercises are also given after the chapters that enable the students test their acquired knowledge. Word Powers section is a unique feature of

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the book that will play a crucial role in making the students ready to face the competitions ahead.

Table of Content
To understand and make the practical use of the grammatical rules is a challenge poised at various competitive exams. Students preparing for various competitive exams

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need elucidated
grammar rules that
are explained in a
very easy and
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language. Practical
English Grammar &
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hand book and an
easy guide to learn
English aimed at
learning and
improving knowledge
of grammar and its

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applicability. In order to make the students conversant with the practical applicability of the grammar rules, sentences depicting the right usage are also given after the rules.

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case it is not just an another crash course that begins with a bang but ends with a whimper. Rather its contents and subject matters have been specially designed to help a common man achieve maximum command on the language in a very short time. The most important part of this

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self-study course is confidence building measures because it has been found from the long experience that biggest problem in the path of fluently speaking a foreign language is hesitation, that arises out of lack of confidence. Many people, who have good command over

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the language and are well aware of its grammar and composition, can't speak the language fluently. Why? The answer is simple. While speaking they try to construct a sentence in their mother language and do the mental translation before uttering a single line.

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This creates not only confusion but utter chaos in their mind. As a result they feel great hesitation to speak simple sentences. In some cases, however, the problem is more complex, as they lack the basic knowledge of the English language. Rapidex English Speaking

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language you know or speak, be it Hindi, Marathi, Gujarati, Tamil, Telegu, Assami, Oriya, Kannad, Punjabi, Bengali, Nepali or Urdu, with the help of this book English will no more be a foreign language for you. A must for every Indian home. #v&spublishers Presents a collection

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Mai Step-By-Step
Purn Dakshta Ke Liye

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COURSE IN

SPOKEN ENGLISH

There is a famous
saying by the great
Irish writer and
poet, Oscar Wilde
that "Some cause
happiness

wherever they go;

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others whenever they go." These people who spread their influence and happiness like the brightness of sunshine on others, wherever they are under whichever circumstances they are, are

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called 'The Great Personalities'.

Here we present more than 250 such great men in the book, Great Personality of the world with their lives, works, achievements, contributions, awards, and also

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the trivia and failure attached to their lives making it a unique encyclopedia of many legendary figures from across the globe. The book contains all about popular actors, such as Amitabh

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Bachchan,
Elizabeth, Tylor,
Marilyn Monroe,
Raj Kapoor,
Naseeruddin
Shah, Shabana
Azmi, Aishwarya
Rai Bachchan,
Shahrukh Khan,
Tom Cruise, and
many more. There
are interesting life

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histories of more than 50 Renowed artists including names, such as Leo Tolstoy, Michelangelo, M.F. Hussain, Leonardo Da Vinci, Van Gogh, etc. In additional to the above, the book also has

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exhaustive life histories of great entrepreneurs like Dhirubhai Ambani, G.D.Birla, J.R.D.TATA, Bill Gates, Oprah Winfrey, etc. You can also enrich your knowledge by knowing all about the great

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historians the
legendry
musicians the
world famous
scientists,
inventors,
physicians and
politicians, who
made their marks
In their lives,
created history
and inspire us

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even today.

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This companion

guide-book is

intended as a

concise, practical

guide that teaches

you how to draft

imaginative,

forceful, response-

producing letters.

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handle general complaints and keep your social and business contacts smooth and pleasant. All you have to do is to pick up ready-made sentences and arrange according to your requirement.

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apologies. *Job
applications, family
matters,
matrimonials.

*Business
inquiries,
promoting
goodwill, sales
promotion. *Orders
of goods,
complaints &

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adjustments,
goods transport &
freight. *Collection,
remittance,
circulars, trade
reference & status
inquiry. *Agency,
export-import &
foreign-trade.
*Bank, insurance,
post office,
personal. And

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effective,
interesting essays
with techniques 5.
Second Part
contains all the
Latest and
Updated topics
from all fields of
life 6 All topics
have been penned
in a clear and easy
language 7.

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Important

Quotations are provided to better essay writing

Writing an essay is a perfect art blend of intellect and creativity that needs discipline of mind, analytical power, and good vocabulary to

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express thoughts
in an appropriate
context. To craft a
purposeful essay,
one must have
thorough
knowledge of
topics,
expressions,
grammatical
accuracy and
coherence of

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thoughts all together. With the revised edition of "151 Essays" readers are certainly helped in enhancing capabilities to present subject matter in a concise and organized manner. The

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essays in this book have been classified under different categories, giving views on every genre. Latest topics have also been covered with accurate facts and data wherever required. Use of

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simple and standard language has been kept in mind so that students with different caliber are benefited. A separate section has been made for 'Important Quotations' so that students can

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use them in writing
essay when they
require. This book
is highly useful for
all kinds of
examination from
academic to
government
competition. TOC
Contemporary
Issues, Social
Issues, Political

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Issues, Economic
Issues, Science
and Technology,
Environmental
Issues, Education,
Health and Sports,
Renowned
Personalities,
Preverbal and
Idiomatic,
Miscellaneous
Issues, Important

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Quotations

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Indian-English
Rapidex English
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