INDIAN SCHOOL MUSCAT
MIDDLE SECTION
ENRICHMENT WORKSHEET

SUBJECT: ENGLISH **TOPIC: MESSAGE WRITING**

Class VIII ___Name:_____ Roll No: ___ Date: ___ 08/18 Worksheet No.6

I. Read the following conversation between Tushar and Rajesh. Tushar has to leave for his cricket coaching class. He leaves a message for his father. Write this message for him in not more than 50 words.

Tushar : Hello?

Rajesh : Hello! May I speak to your father?

Tushar : He's not at home right now. Can I take the message?

Rajesh : Sure, Can you please tell him that his secretary Rajesh called to inform him that tomorrow his meeting with the Chairman at 9 a.m has been postponed to 2 in the afternoon.

Tushar : I will tell him as soon as he comes home!

Rajesh : Thank you very much! Bye!

Tushar : Bye Uncle!

II. The internet operator Mr. Govind makes a call for an appointment to repair the internet connection at Rahul's place. His parents are not at home and it is time for him to go for his music class. Read the telephonic conversation between Mr. Govind and Rahul. Write down the message that he leaves for his mother in not more than 50 words.

Mr. Govind : Hello! I am Govind, calling from the telephone company. May I speak to Mrs. Ramya Khosla?

Rahul : I am sorry; she is not at home at the moment. Can I take a message?

Mr. Govind : I'm calling to confirm about the appointment to repair the faulty Internet connection in your house. I will be there by 4 p.m. this evening.

Rahul : I cannot confirm to you now but I will give her the message. Would you like her to return your call?

Mr. Govind : Yes. My number is 453 77601. I will wait for her call. Thank you.

Rahul : I shall let her know. Bye!