

ENGLISH CAPSULE

THE EXPLORATION OF ENGLISH

1. PRONUNCIATION

2. VOCABULARY

3. GRAMMAR

4. SPEAKING

5. WRITING

6. READING

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ENGLISH CAPSULE

THE EXPLORATION OF ENGLISH

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English Capsule

The Exploration of English

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Dedicated to

- To my *parents*(Anamul Hoque & Jesmin Begum), for their unwavering support and encouragement.
- To my *teachers and mentors*(Principal sir, Kasem sir, Safayat Sir, Sanwar Sir, Faruque Sir, Nahid Sir, Pervin Mam, Kalam sir & all my teachers), whose guidance and wisdom have shaped my understanding of the language.
- To all *English learners*, may this book be a guiding light on your journey to mastering the language.
- To my all **friends and teammates** who support me a lot.

Introduction

Alhamdulillah, all praise is due to Almighty **Allah**, my Creator. I am truly grateful to Him. It is often said, "**Learning a new language means acquiring a new soul.**" When it comes to English, we all know that it is an international language, essential in high-level fields such as education, IT, and medicine. Especially for those traveling abroad, some knowledge of English is indispensable. Despite its significance, practical English education is often lacking in our country. I have been studying English grammar since the third grade, but reading these books alone hasn't helped me learn to speak the language.

I firmly believe that "**learning a language cannot be achieved by only studying grammar or reading books.**" It requires ample practice and effort. **English Capsule** is a book designed with a focus on practical learning. Inspired by **Saiful Sir's** book, "**English Therapy**," I have written this book, **English Capsule**.. Writing is my passion, and although my first book "**Read and Learn with Islam**" was lost before publication, I consider **English Capsule** my debut publication. Initially, I intended to write it in Bengali, but on the advice of our **Sanowar Hossain Sir** and with the support of **Safayat Hossain Sumon Sir**, we decided to write it in English.

Though I faced several obstacles and paused writing the book, the encouragement from my team members and a friend, **Md. Shakhawat Hossain Abir**, motivated me to continue. Abir once told me that **a good leader completes what they start**. Significant contributors to this book include **Sudipta Saha, Lemon Hasan Baku, Syeda Sadia Akter Liza, Jannatul Tazree Megha, Md. Nahid Matubbar, Aronima Jahan Ahona, Nazifa Tarannum Hiya, Tanmoy Ahmed, Shishir, Mahfuza Afroze Mim, Shuva, Sara, Ayman, Rakibul, Tahsan, Mohona, Momo, Titly, Showccho, and many others.**

We have presented the content in very simple language, enhanced with images, graphics, quotes, fun facts, and cartoons. The sequence is well-organized, starting with pronunciation, vocabulary, grammar, speaking, writing, and ending with reading. Additionally, there are extensive practice tasks for students. I believe anyone who thoroughly reads this book will significantly improve their English skills.

If you find this book helpful, please let us know through email, phone, or message. Your positive feedback will inspire us to continue our journey.

Wishing you all the best and requesting your prayers for our success.

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Chapter 01

#Pronunciation



Common Pronunciation Challenges

Common Pronunciation Difficulties for Learners

Learning a new language often comes with challenges in pronunciation. These difficulties can vary depending on the learner's native language and its phonetic structure compared to the target language. Here are some common pronunciation difficulties:

1. Vowel Length and Quality:

- Many languages do not distinguish between short and long vowels as English does (e.g., "ship" vs. "sheep").
- Vowel quality (the specific sound of a vowel) can be tricky if the learner's native language does not have certain vowel sounds present in the target language.

2. Consonant Sounds:

- Voicing distinctions (e.g., /b/ vs. /p/, /d/ vs. /t/) can be challenging for speakers of languages that do not have these contrasts.
- Th sounds (/θ/ as in "think" and /ð/ as in "this") are particularly difficult for many learners as these sounds are rare in other languages.
- Consonant clusters (e.g., "strengths", "splits") can be difficult for learners whose native languages have simpler syllable structures.

3. Intonation and Stress:

- Correctly placing stress within words and sentences can be difficult. English uses stress to convey meaning, and misplaced stress can lead to misunderstandings.
- Intonation patterns (the rise and fall of pitch) can also be challenging, especially for learners from tonal languages where pitch changes can alter word meanings.

4. Linking and Reduction:

- In connected speech, English often links words together (e.g., "going to" becomes "gonna"). These reductions can be hard to recognize and reproduce.
- The schwa sound /ə/ in unstressed syllables is common in English but may be unfamiliar to learners from languages where each syllable is pronounced more distinctly.

Phonetic differences between **English** and **Bangla** can present various challenges for learners of either language. Here are some specific issues:

1. Consonant Sounds:

- **English:** English has some consonant sounds that are not present in Bangla, such as the voiced dental fricative /ð/ in "this" and the voiceless dental fricative /θ/ in "think."
- **Bangla:** Bangla has retroflex sounds like /ɭ/ and /ɠ/ which are not found in English. These sounds can be challenging for English speakers to pronounce correctly.



2. Vowel Sounds:

- **English:** English has a wide range of vowel sounds, including diphthongs and distinct vowel lengths (e.g., the difference between "sheep" and "ship"). This variety can be difficult for Bangla speakers to master.
- **Bangla:** Bangla vowels are generally more consistent in length and quality. English speakers might find it hard to adapt to Bangla's vowel system, which includes fewer vowel distinctions.

3. Aspiration:

- **English:** English has both aspirated and unaspirated stops (e.g., the /p/ in "pat" is aspirated, while the /p/ in "spat" is not).
- **Bangla:** Bangla uses aspiration differently. For example, Bangla has a series of aspirated and unaspirated stops that are more pronounced than in English, such as the distinction between the aspirated /k^h/ and the unaspirated /k/ in words like "খান" (khan) versus "কান" (kan).

4. Syllable Structure:

- **English:** English syllable structure is more complex, with clusters of consonants at the beginning or end of syllables (e.g., "splendid").
- **Bangla:** Bangla syllables are generally simpler and tend to avoid complex consonant clusters. This can make it challenging for Bangla speakers to pronounce English words with complex clusters.

5. Stress and Intonation:

- **English:** English is a stress-timed language, meaning that the rhythm of speech is organized around stressed syllables, which can affect vowel reduction in unstressed syllables.
- **Bangla:** Bangla is more syllable-timed, meaning each syllable tends to be given equal time, which can lead to challenges in acquiring the rhythm and stress patterns of English.

6. Tone and Pitch:

- **English:** English uses intonation to convey meaning, such as rising intonation in questions.
- **Bangla:** While Bangla also uses pitch variations, its use of tone and pitch to convey meaning is less prominent compared to English. This can result in misunderstandings if English intonation patterns are not properly learned.

These phonetic differences can lead to accent variations and difficulties in comprehension or pronunciation. Focused practice and exposure to native speech patterns can help bridge these gaps.



“To have another language is to possess a second soul.”

-Charlemagne



IPA (International Phonetic Alphabet)

The International Phonetic Alphabet (IPA) is an invaluable tool for learning and teaching pronunciation because it provides a standardized system for representing the sounds of spoken language.

What is the IPA?

The IPA is a set of symbols devised by linguists to represent the sounds (phonemes) of all spoken languages. Each symbol corresponds to a specific sound, regardless of the language in which it appears. This allows for precise and consistent representation of pronunciation.

IPA Sounds for A to Z

- | | |
|--|---|
| <p style="text-align: center;"><u>A</u></p> <ul style="list-style-type: none"> • /æ/ as in cat • /ɑː/ as in father • /eɪ/ as in face (diphthong) <p style="text-align: center;"><u>B</u></p> <ul style="list-style-type: none"> • /b/ as in bat <p style="text-align: center;"><u>C</u></p> <ul style="list-style-type: none"> • /s/ as in city (before 'i', 'e', or 'y') • /k/ as in cat (before 'a', 'o', or 'u') <p style="text-align: center;"><u>D</u></p> <ul style="list-style-type: none"> • /d/ as in dog <p style="text-align: center;"><u>E</u></p> <ul style="list-style-type: none"> • /iː/ as in see • /ɛ/ as in bed • /e/ as in met <p style="text-align: center;"><u>F</u></p> <ul style="list-style-type: none"> • /f/ as in fish <p style="text-align: center;"><u>G</u></p> <ul style="list-style-type: none"> • /g/ as in go • /dʒ/ as in judge (before 'i', 'e', or 'y') <p style="text-align: center;"><u>H</u></p> <ul style="list-style-type: none"> • /h/ as in hat <p style="text-align: center;"><u>I</u></p> <ul style="list-style-type: none"> • /ɪ/ as in sit • /aɪ/ as in my (diphthong) <p style="text-align: center;"><u>J</u></p> <ul style="list-style-type: none"> • /dʒ/ as in juice <p style="text-align: center;"><u>K</u></p> <ul style="list-style-type: none"> • /k/ as in kite <p style="text-align: center;"><u>L</u></p> <ul style="list-style-type: none"> • /l/ as in love | <p style="text-align: center;"><u>M</u></p> <ul style="list-style-type: none"> • /m/ as in man <p style="text-align: center;"><u>N</u></p> <ul style="list-style-type: none"> • /n/ as in night • /ŋ/ as in sing (at the end of a word or before 'k', 'g') <p style="text-align: center;"><u>O</u></p> <ul style="list-style-type: none"> • /oʊ/ as in go (diphthong) • /ɒ/ as in cot (British English) • /ɔː/ as in thought (British English) <p style="text-align: center;"><u>P</u></p> <ul style="list-style-type: none"> • /p/ as in pat <p style="text-align: center;"><u>Q</u></p> <ul style="list-style-type: none"> • /kw/ as in queen (represented by the combination of /k/ and /w/) <p style="text-align: center;"><u>R</u></p> <ul style="list-style-type: none"> • /r/ as in red (varies by dialect; can be /ɹ/ or /r/) <p style="text-align: center;"><u>S</u></p> <ul style="list-style-type: none"> • /s/ as in sun <p style="text-align: center;"><u>T</u></p> <ul style="list-style-type: none"> • /t/ as in top • /tʃ/ as in church <p style="text-align: center;"><u>U</u></p> <ul style="list-style-type: none"> • /ʌ/ as in cup (British English) • /uː/ as in food • /ʊ/ as in book <p style="text-align: center;"><u>V</u></p> <ul style="list-style-type: none"> • /v/ as in van <p style="text-align: center;"><u>W</u></p> <ul style="list-style-type: none"> • /w/ as in win <p style="text-align: center;"><u>X</u></p> <ul style="list-style-type: none"> • /ks/ as in box (represented by the combination of /k/ and /s/) |
|--|---|



7 Days And 12 Months

Days of the Week:

1. Monday - /'mʌndeɪ/
2. Tuesday - /'tʃuːzdeɪ/
3. Wednesday - /'wenzdeɪ/
4. Thursday - /'θɜːrздеɪ/
5. Friday - /'fraɪdeɪ/
6. Saturday - /'sætərdeɪ/
7. Sunday - /'sʌndeɪ/

Months of the Year:

1. January - /'dʒænjuəri/
2. February - /'februəri/
3. March - /mɑːrtʃ/
4. April - /'eɪprəl/
5. May - /meɪ/
6. June - /dʒuːn/
7. July - /dʒuːlaɪ/
8. August - /'ɔːgəst/
9. September - /sep'tembər/
10. October - /ɒk'toʊbər/
11. November - /noʊ'vembər/
12. December - /dɪ'sembər



FUN FACT

The word "the" has a few different pronunciations depending on the context:

- /ðə/: This is the most common pronunciation and is used before words that begin with a consonant sound. For example, "the cat," "the house."
- /ði/: This pronunciation is used before words that begin with a vowel sound. For example, "the apple," "the idea."

In Bangla, "the" is often pronounced as "দ্য" /ðə/ or "দি" /ði/, depending on the context, though exact pronunciation may vary.



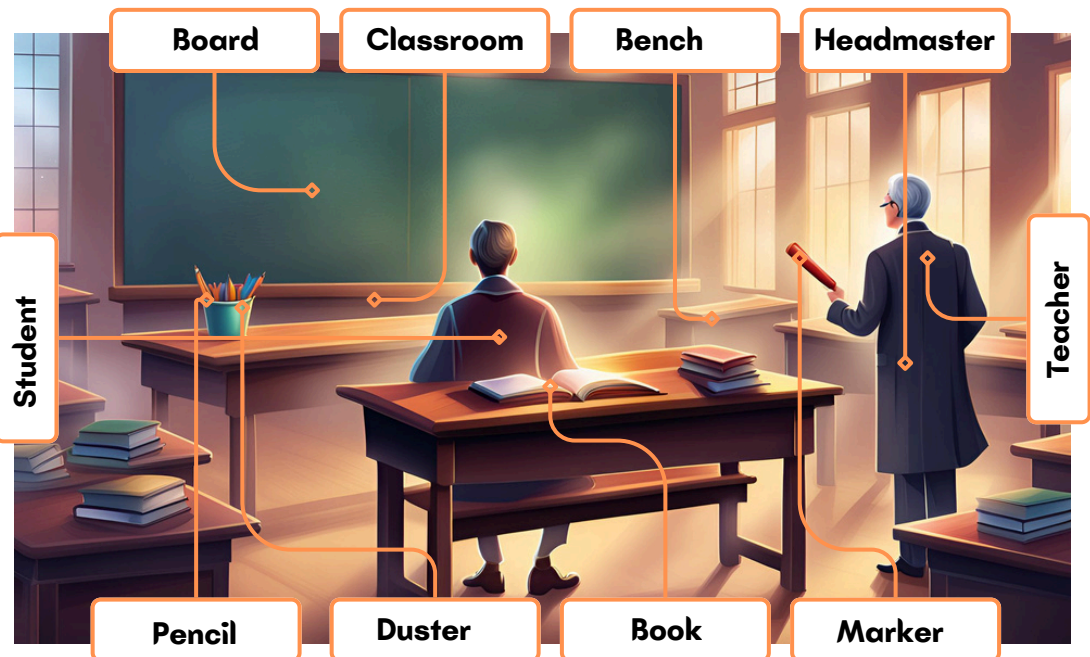
Chapter 02

#Vocabulary



School

Home
School
Library
Auditorium
Park
Market
Shopping Mall
Bank
Police Station
Court
Office
Restaurant
Hospital
Summer
Rainy Season
Winter



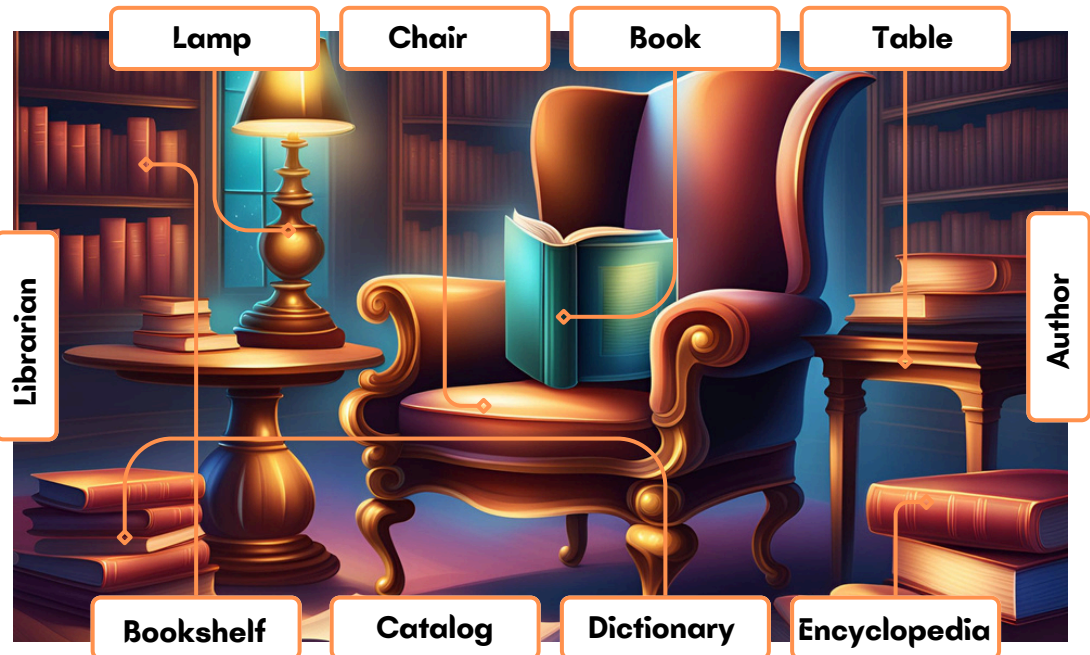
WORD	MEANING	PRONUNCIATION	SYNONYM
Teacher	শিক্ষক	/ˈti:tʃər/	Educator
Headmaster	প্রধান শিক্ষক	/ˈhɛd.mæstər/	Principal
Classroom	শ্রেণীকক্ষ	/ˈklæs.ru:m/	Lecture hall
Student	ছাত্র	/ˈstju:dənt/	Pupil
Bench	লম্বা আসন	/bɛntʃ/	Seat
Board	বোর্ড	/bɔ:rd/	Whiteboard
Marker	চিহ্নিতকারী	/ˈmɑ:kər/	Chalk
Duster	ঝাড়ন	/ˈdʌstər/	Eraser
Book	বই	/bʊk/	Textbook
Pencil	পেন্সিল	/ˈpɛnsəl/	Writing utensil

Application: In the **classroom**, the **teacher** patiently explained the lesson to the **students** while the **headmaster** observed from the back of the room. The students sat at their **benches**, eagerly listening and taking notes with their **pencils** and **books**. The teacher wrote important points on the **board** with a **marker**, making sure to use the **duster** to erase any mistakes. In this peaceful environment, knowledge was shared freely and the students were inspired to learn and grow.



LIBRARY

Home
School
Library
Auditorium
Park
Market
Shopping Mall
Bank
Police Station
Court
Office
Restaurant
Hospital
Summer
Rainy Season
Winter



WORD	MEANING	PRONUNCIATION	SYNONYM
Table	টেবিল	/ˈteɪbəl/	Desk
Chair	চেয়ার	/tʃɛər/	Seat
Book	বই	/bʊk/	Novel
Author	লেখক	/ˈɔːθər/	Writer
Bookshelf	আলমারি	/bʊk ʃelf/	Bookcase
Dictionary	অভিধান	/ˈdɪkʃənəri/	Lexicon
Encyclopedia	বিশ্বকোষ	/ˌɛnˌsaɪkləˈpiːdiə/	Cyclopedia
Catalog	ক্যাটালগ	/ˈkætəlɒɡ/	Directory
Librarian	গ্রন্থাগারিক	/laɪˈbrɛəriən/	Curator
Lamp	বাতি	/ləmp/	Light fixture

Application: I walked into the library and immediately noticed the rows of **tables** and **chairs** where people sat reading **books**. I approached the **librarian** and asked for a recommendation. She led me to a **bookshelf** filled with **dictionaries**, **encyclopedias**, and **catalogs**. As I browsed through the selection, a book by my favorite **author** caught my eye. I grabbed it, found a cozy corner under a **lamp**, and immersed myself





See
দেখা



Meat
মাংস



Sea
সাগর



Meet
সম্মেলন



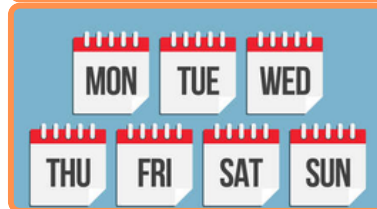
Right
সঠিক



Week
দুর্বল



Write
লেখা



Weak
সপ্তাহ

36. Sail / Sale

37. Sea / See

38. Site / Sight

39. Son / Sun

40. Some / Sum

41. Stair / Stare

42. Steal / Steel

43. Tail / Tale

44. Their / There

45. To / Too

46. Vain / Vein

47. Waist / Waste

48. Wait / Weight

49. Weak / Week

50. Weather / Whether

/seɪl/

/si:/

/saɪt/

/sʌn/

/sʌm/

/steər/

/sti:l/

/teɪl/

/ðe:/

/tu:/

/veɪn/

/weɪst/

/weɪt/

/wi:k/

/wɛðər/

নৌযাত্রা / বিক্রয়

সাগর / দেখা

স্থান / দৃষ্টি

পুত্র / সূর্য

কিছু / যোগফল

সিঁড়ি / তাকানো

চুরি করা / ইস্পাত

লেজ / গল্প

তাদের / সেখানে

দিকে / খুব

নিরর্থক / শিরা

কোমর / অপচয়

অপেক্ষা করা / ওজন

দুর্বল / সপ্তাহ

আবহাওয়া / কিনা

English Capsule

Communicate with the world



Chapter 03

#Grammar



Parts of Speech

Parts of speech are categories of words based on their function in a sentence. They describe how words interact with each other to form meaningful sentences. There are eight main parts of speech.



Oxford
Dictionary

One of the classes into which words are divided according to their grammar, such as noun, verb, adjective, etc.

Example of a sentence that includes all the parts of speech:

"Wow, she quickly wrote a beautiful letter to her friend in the city, and they were very happy about it."

Let's break it down:

- Interjection: "Wow"
- Pronoun: "she," "her," "they," "it"
- Adverb: "quickly," "very"
- Verb: "wrote," "were"
- Adjective: "beautiful," "happy"
- Noun: "letter," "friend," "city"
- Preposition: "to," "in," "about"
- Conjunction: "and," "about"

Noun

Definition: A noun is a word that names a person, place, thing, or idea.



Oxford
Dictionary

An explanation of the meaning of a word or phrase, especially in a dictionary.

Types of Nouns:

- Common Nouns: General names for a person, place, or thing. Examples: "dog," "city," "car."
- Proper Nouns: Specific names for a person, place, or thing. Examples: "John," "New York," "Toyota."
- Abstract Nouns: Names for ideas, qualities, or concepts that cannot be seen or touched. Examples: "love," "freedom," "happiness."
- Concrete Nouns: Names for things that can be seen or touched. Examples: "apple," "table," "mountain."



- **Countable Nouns:** Names for things that can be counted. Examples: "books," "cars," "houses."
- **Uncountable Nouns:** Names for things that cannot be counted. Examples: "milk," "information," "rice."

Pronouns

Definition: A pronoun is a word that takes the place of a noun.



Oxford
Dictionary

Used as the subject or object of a verb or after a preposition to refer to the person or people

Types of Pronouns:

- **Personal Pronouns:** Refer to specific people or things. Examples: "I," "you," "he," "she," "it," "we," "they."
- **Possessive Pronouns:** Indicate ownership. Examples: "my," "your," "his," "her," "its," "our," "their."
- **Reflexive Pronouns:** Refer back to the subject of the sentence. Examples: "myself," "yourself," "himself," "herself," "itself," "ourselves," "themselves."
- **Relative Pronouns:** Introduce dependent clauses. Examples: "who," "whom," "whose," "which," "that."
- **Demonstrative Pronouns:** Point to specific things. Examples: "this," "that," "these," "those."
- **Interrogative Pronouns:** Used to ask questions. Examples: "who," "whom," "whose," "which," "what."
- **Indefinite Pronouns:** Refer to non-specific things or people. Examples: "someone," "anything," "each," "few," "many," "all."

Adjectives

Definition: An adjective is a word that describes or modifies a noun or pronoun.



Oxford
Dictionary

A word that describes a person or thing, for example big, blue and clever in a big house, blue sky and a clever idea.

Types of Adjectives:

Descriptive Adjectives: Describe the qualities of a noun. Examples: "happy," "blue," "tall."



4. Optative Sentence

- **Definition:** An optative sentence is a type of sentence that expresses a wish, hope, or desire.
- **Example:** "May you have a happy birthday!"

5. Exclamatory Sentence

- **Definition:** Sentences that express strong emotion or excitement. They end with an exclamation mark.
- **Example:** "Wow, that was an amazing performance!"

Examples

Declarative Affirmative Sentences

1. "The sun rises in the east."
2. "She enjoys reading novels."
3. "They are planning a trip to Europe."
4. "The meeting starts at 10 a.m."
5. "He completed his homework on time."
6. "The restaurant serves Italian cuisine."
7. "We will go to the park this afternoon."
8. "Her birthday is in December."
9. "The concert tickets sold out quickly."
10. "Dogs are loyal animals."

Declarative Negative Sentences

1. "The sun does not rise in the west."
2. "She does not enjoy reading mystery novels."
3. "They are not planning a trip to Europe."
4. "The meeting does not start at 10 a.m."
5. "He did not complete his homework on time."
6. "The restaurant does not serve Italian cuisine."
7. "We will not go to the park today."
8. "Her birthday is not in January."
9. "The concert tickets did not sell out quickly."
10. "Dogs are not cats."

**FUN
FACT**

Palindromes: Some words and phrases read the same backward and forward. For example, "madam," "racecar," and the sentence "A man, a plan, a canal, Panama."



Interrogative Sentences

1. "What time does the sun rise?"
2. "Do you enjoy reading novels?"
3. "Are they planning a trip to Europe?"
4. "When does the meeting start?"
5. "Did he complete his homework on time?"
6. "Does the restaurant serve Italian cuisine?"
7. "Will we go to the park this afternoon?"
8. "When is her birthday?"
9. "Did the concert tickets sell out quickly?"
10. "Are dogs better than cats?"

Imperative Sentences

1. "Please close the door."
2. "Turn off the lights."
3. "Sit down and relax."
4. "Call me when you arrive."
5. "Write your name on the form."
6. "Do not forget to bring your ID."
7. "Pass me the salt."
8. "Finish your homework before dinner."
9. "Help me with this project."
10. "Be quiet during the movie."

Optative Sentences

1. "May you have a prosperous year ahead!"
2. "I wish you could join us for dinner!"
3. "May all your dreams come true!"
4. "I hope you find success in your new job!"
5. "May your journey be safe and smooth!"
6. "I wish you a speedy recovery!"
7. "May you achieve all your goals!"
8. "I hope you enjoy the party!"
9. "May your days be filled with joy!"
10. "I wish for peace and happiness for everyone!"

Exclamatory Sentences

1. "What a beautiful sunset!"
2. "Wow, that was an incredible performance!"
3. "Oh no, I forgot my keys!"
4. "How amazing this place looks!"
5. "Yikes, that was a close call!"
6. "Hooray, we won the game!"
7. "What a fantastic surprise!"
8. "Ouch, that really hurt!"
9. "Bravo, you did a great job!"
10. "I can't believe we made it!"



Summary of Structures

Tense	Structure
Present	
Simple	Subject + base form (add "s" or "es" for third person singular)
Continuous	Subject + am/is/are + present participle
Perfect	Subject + have/has + past participle
Perfect Continuous	Subject + have/has been + present participle
Past	
Simple	Subject + past form
Continuous	Subject + was/were + present participle
Perfect	Subject + had + past participle
Perfect Continuous	Subject + had been + present participle
Future	
Simple	Subject + will + base form
Continuous	Subject + will be + present participle
Perfect	Subject + will have + past participle
Perfect Continuous	Subject + will have been + present participle



- **Formal: Aid | Informal: Help**
- **Formal: Notify | Informal: Tell**
- **Formal: Obtain | Informal: Get**
- **Formal: Appear | Informal: Seem**
- **Formal: Encounter | Informal: Meet**
- **Formal: Facilitate | Informal: Help**
- **Formal: Negotiate | Informal: Bargain**
- **Formal: Allocate | Informal: Give**
- **Formal: Construct | Informal: Build**
- **Formal: Encounter | Informal: Face**
- **Formal: Comprehend | Informal: Understand**
- **Formal: Ascertain | Informal: Find out**
- **Formal: Investigate | Informal: Look into**
- **Formal: Exclude | Informal: Leave out**
- **Formal: Include | Informal: Add**
- **Formal: Ascend | Informal: Go up**
- **Formal: Descend | Informal: Go down**
- **Formal: Contribute | Informal: Give**
- **Formal: Cease | Informal: Stop**
- **Formal: Discontinue | Informal: Stop**
- **Formal: Endeavor | Informal: Try**
- **Formal: Execute | Informal: Do**
- **Formal: Perform | Informal: Do**
- **Formal: Disclose | Informal: Show**
- **Formal: Illustrate | Informal: Show**
- **Formal: Request | Informal: Ask**
- **Formal: Submit | Informal: Turn in**
- **Formal: Authorize | Informal: Allow**
- **Formal: Permit | Informal: Let**
- **Formal: Seek | Informal: Look for**
- **Formal: Prohibit | Informal: Ban**
- **Formal: Rectify | Informal: Fix**
- **Formal: Reimburse | Informal: Pay back**
- **Formal: Conduct | Informal: Do**



Chapter 04

#Speaking



Speaking & It's Importance

Speaking, in its broadest sense, refers to the act of conveying information, thoughts, or emotions through verbal communication. It encompasses both formal presentations and everyday conversations. The importance of speaking spans various contexts:

1. Personal Context:

- **Interpersonal Relationships:** Speaking allows individuals to express feelings, share experiences, and maintain meaningful connections with family and friends.
- **Self-expression:** It enables individuals to articulate their thoughts, beliefs, and desires, thereby fostering self-confidence and personal growth.

2. Professional Context:

- **Business Communication:** Effective speaking skills are crucial for conveying ideas, negotiating deals, and collaborating with colleagues and clients.
- **Leadership:** Leaders use speaking to inspire, motivate, and influence others within organizational settings.
- **Presentations and Public Speaking:** From pitching ideas to delivering formal presentations, clear and persuasive speaking can enhance professional reputation and career advancement.

3. Social Context:

- **Community Engagement:** Speaking facilitates participation in community events, discussions, and advocacy efforts.
- **Cultural Exchange:** It enables individuals to share cultural knowledge, traditions, and perspectives with others.
- **Entertainment and Leisure:** Speaking plays a role in entertainment through storytelling, performances, and engaging conversations.

In all these contexts, effective speaking involves not just the clarity of words but also the ability to engage listeners, convey emotions, and adapt communication styles to fit the audience and situation. Strong speaking skills contribute to personal success, professional achievement, and enriched social interactions, making it a fundamental aspect of human interaction and development.



Different Types of Speaking

Different types of speaking can be differentiated based on their purpose, audience, structure, and style. Here's a breakdown of some common types:

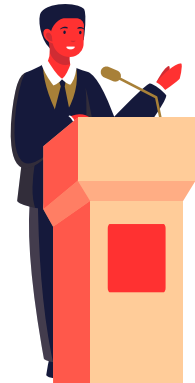
1. Informal Conversation :

- **Purpose:** To exchange information, build relationships, or pass time.
- **Audience:** Small groups or individuals in casual settings.
- **Structure:** Often spontaneous and unstructured.
- **Style:** Relaxed, conversational, may involve slang or informal language.



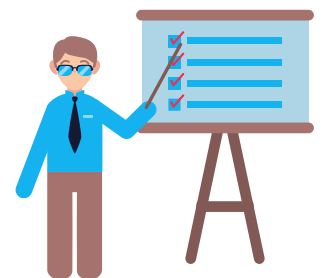
2. Public Speaking :

- **Purpose:** To inform, persuade, entertain, or inspire a large audience.
- **Audience:** Large groups in formal or semi-formal settings.
- **Structure:** Usually planned and organized, with a clear introduction, body, and conclusion.
- **Style:** Formal language, clear enunciation, and tailored to engage and hold the audience attention.



3. Presentations :

- **Purpose:** To inform, educate, or persuade an audience on a specific topic.
- **Audience:** Can vary from small groups to large audiences, depending on the context.
- **Structure:** Structured with visual aids (slides, charts, etc.) to support key points.
- **Style:** Often more interactive than public speaking, with Q&A sessions or discussions.



4. Debates :

- **Purpose:** To argue for or against a specific proposition or topic.
- **Audience:** Usually includes a judge or panel and sometimes a live audience.
- **Structure:** Formalized with timed speeches, rebuttals, and cross-examinations.
- **Style:** Formal, structured language with emphasis on logical arguments and evidence.



- **Pitch** refers to the highness or lowness of our voice. By varying our pitch, we can add interest and emphasis to our speech. A higher pitch is often used to express excitement or surprise, while a lower pitch can convey seriousness or authority. Changing pitch can also help to distinguish different parts of a sentence or highlight important information.
- **Volume** refers to the loudness or softness of our voice. By adjusting our volume, we can draw attention to certain words or phrases, express urgency or importance, or create a sense of intimacy. Speaking loudly can convey confidence and assertiveness while speaking softly can create a sense of intimacy or convey a more serious or sensitive topic.

Overall, voice modulation is an important aspect of effective communication. By paying attention to our tone, pitch, and volume, we can enhance our message and ensure that it is accurately received and understood by others. It helps us to convey our emotions, intentions, and attitudes more clearly, leading to better communication and richer interactions with those around us.



Abraham Lincoln



**FUN
FACT**

Most conversations consist of a significant amount of gossip. Up to 80% of average conversations are about other people.



Confidentiality

Respect the confidentiality of sensitive information shared with you, particularly in professional settings. Do not disclose personal or private information without explicit permission. Maintaining confidentiality demonstrates respect for others' privacy and builds trust.

Sensitivity to Audience

Be mindful of your language and content, avoiding statements that could be offensive or harmful. Consider the cultural, social, and emotional contexts of your audience, and tailor your message accordingly. Sensitivity to your audience's background and experiences helps create a respectful and engaging communication environment.

Accountability

Take responsibility for your words and actions as a speaker. If your speech or presentation causes unintended harm or offense, acknowledge it and take steps to address the issue. Being accountable means being willing to learn from your mistakes and making amends where necessary.

By adhering to these ethical principles, you can communicate more effectively and build lasting trust and respect with your audience. Ethical speaking not only enhances your credibility but also contributes to a more respectful and informed discourse.

My first Speech

I went on stage for the first time in my life when I was in third grade. It was my first presentation. Due to my father's job transfer, I had the opportunity to study in many schools. At that time, I was studying at the Model School in Magura district.



That year, a competition was organized by the Magura District Education Office. I decided to participate in that competition. At first, I thought I wouldn't go, but later, I gathered the courage and signed up.

I chose to participate in the poetry recitation category.

English Capsule

Communicate with the world



- Practicing debates together and offering feedback to improve performance.
- Strategizing with team members to anticipate and counter the opponent's arguments.

Why It's Important: Encouraging teamwork and collaboration builds interpersonal skills and the ability to work effectively in group settings, essential in academic, professional, and personal contexts.

Debating offers a wide range of benefits, from enhancing critical thinking and public speaking abilities to fostering research skills and encouraging teamwork. These skills are not only valuable in the context of debating but also transferable to many areas of life, contributing to personal and professional development.

**FUN
FACT**

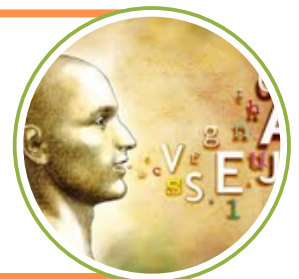
Approximately 50 million people worldwide suffer from stuttering, an involuntary repetition of sounds that impedes speech.

**FUN
FACT**

Women and men speak roughly the same number of words per day. Research shows both genders speak around 16,000 words daily

**FUN
FACT**

The word "glossolalia" refers to the sudden ability to speak in a previously unknown language, often described as a spiritual gift.



Airport

**Airport****Market****Restaurant****Library****Hospital****School/College****Gym****Public****Transportation****Hotel****Workplace****Park****Museum****Beach****Theater****Bank****Post Office****Coffee Shop****Fitness****Class****Social Event****Grocery****Store****1. Checking in at the Counter:**

Passenger: "Good morning! I'm checking in for flight 345 to New York."

Agent: "Sure, may I see your ID and ticket, please?"

Passenger: "Here you go. Do I need to check in my luggage?"

Agent: "Yes, please place your luggage on the scale. You're all set. Your gate is C12."

2. Asking for Directions:

Traveler: "Excuse me, can you tell me where Gate B7 is?"

Airport Staff: "Certainly. Go straight ahead, then take a left at the end of the hall. It's on your right."

3. Delayed Flight Information:

Passenger: "I heard our flight to London is delayed. Do you know for how long?"

Airport Announcer: "Yes, the flight has been delayed by two hours. We will update you with more information as soon as we have it."

4. Security Check:

Security Officer: "Please place your laptop and liquids in the bins and walk through the scanner."

Passenger: "Do I need to remove my shoes?"

Security Officer: "Yes, please. We need to check them separately."

5. Lost Baggage:

Passenger: "I can't find my luggage. What should I do?"

Baggage Claim Staff: "Fill out this form, and we'll start a search for your bag. It may take a few hours."



Market



Airport

Market

Restaurant

Library

Hospital

School/College

Gym

Public

Transportation

Hotel

Workplace

Park

Museum

Beach

Theater

Bank

Post Office

Coffee Shop

Fitness

Class

Social Event

Grocery

Store

1. Buying Fresh Produce:

- Customer: "How much are the apples today?"
- Vendor: "They're \$2 per pound. Would you like to try one for taste?"
- Customer: "Yes, please. They look fresh."

2. Asking for Recommendations:

- Shopper: "I'm looking for a good cut of beef for grilling. Any recommendations?"
- Butcher: "The ribeye steaks are excellent for grilling. They're well-marbled and flavorful."

3. Negotiating Prices:

- Customer: "Can you give me a discount if I buy three of these items?"
- Vendor: "I can offer you 10% off if you buy three. Is that acceptable?"

4. Inquiring About Product Origin:

- Customer: "Where are these tomatoes grown?"
- Vendor: "They're locally grown in the nearby farms. Very fresh and organic."

5. Paying at Checkout:

- Cashier: "Your total is \$15.50."
- Customer: "Do you accept credit cards?"
- Cashier: "Yes, we do. Please insert your card here."



The effects of globalization on local communities



Hey, have you noticed how globalization is affecting our local community lately?

Yes, I have! It's really changing the dynamics of our neighborhood.

I agree. With businesses expanding globally, it seems like our local shops are struggling to compete.

That's true. I've seen many small businesses closing down because they can't keep up with the prices and convenience offered by larger corporations.

It's sad to see the loss of that sense of community that comes with supporting local businesses.

Definitely. And with the increase in global trade, it feels like our local culture and traditions are being overshadowed by more popular, mainstream trends.

I also worry about the environmental impact of globalization on our community. The increase in transportation and the use of resources can't be sustainable in the long run.

You're right. We need to find a balance between embracing the benefits of globalization and preserving the unique aspects of our local community.

Agreed. I think it's important to support local businesses, advocate for sustainable practices, and stay connected to our roots in the face of a globalized world.



Chapter 05

#Writing



140 Common Sentence Patterns

1. Subject + Verb: She sings.
2. Subject + Verb + Object: They eat apples.
3. Subject + Verb + Adverb: He runs quickly.
4. Subject + Verb + Indirect Object + Direct Object: She gave him a book.
5. Subject + Verb + Noun Complement: He is a doctor.
6. Subject + Verb + Adjective: They seem happy.
7. Subject + Verb + Prepositional Phrase: She is at home.
8. Subject + Verb + Adjective + Noun: It was a beautiful day.
9. Subject + Verb + Adjective + Prepositional Phrase: He is good at tennis.
10. Subject + Verb + Direct Object + Indirect Object: She gave the children some candy.
11. Subject + Verb + Direct Object + Object Complement: They painted the house white.
12. Subject + Linking Verb + Subject Complement: She is my sister.
13. Subject + Linking Verb + Adjective: The weather seems nice.
14. Subject + Linking Verb + Noun: That sounds interesting.
15. Subject + Linking Verb + Adverb: He feels well.
16. Subject + Linking Verb + Prepositional Phrase: She became a doctor.
17. Subject + Linking Verb + Direct Object: They elected him president.
18. Subject + Linking Verb + Adjective + Noun: She was very tired.
19. Subject + Linking Verb + Adjective + Prepositional Phrase: He feels happy about the news.
20. Subject + Verb + Adverbial Clause: They left when the rain started.
21. Subject + Verb + Object + Adverb: She reads books quickly.
22. Subject + Verb + Object + Prepositional Phrase: They discussed the matter in detail.
23. Subject + Verb + Object + Noun: He gave her a pen.
24. Subject + Verb + Object + Infinitive: She wants to learn French.
25. Subject + Verb + Object + Gerund: They enjoy swimming in the lake.
26. Subject + Verb + Object + Adjective: He finds the book interesting.
27. Subject + Verb + Object + Participle Phrase: She found the door locked.
28. Subject + Verb + Object + Object Complement: We elected her captain.
29. Subject + Verb + Object + Indirect Object + Object Complement: He sent his friend a gift.
30. Subject + Verb + Object + Adjective + Prepositional Phrase: They consider the project successful in spite of setbacks.



Noun Complement

Definition: A noun complement (also known as a subject complement) follows a linking verb and renames or provides more information about the subject.

Example:

- The winner is John.
 - Here, "John" is the noun complement because it follows the linking verb "is" and renames the subject "The winner."

Prepositional Phrase

Definition: A prepositional phrase begins with a preposition and ends with a noun or pronoun, which is the object of the preposition. It provides additional information about time, location, direction, or other details.

Example:

- The book is on the table.
 - Here, "on the table" is the prepositional phrase, where "on" is the preposition and "the table" is the object of the preposition.

Noun

Definition: A noun is a word that names a person, place, thing, or idea.

Example:

- The dog barked loudly.
 - Here, "dog" is the noun because it names an animal.

Subject Complement

Definition: A subject complement follows a linking verb and renames or describes the subject.

Example:

- The sky is blue.
 - Here, "blue" is the subject complement because it follows the linking verb "is" and describes the subject "The sky."



Write a story using your own creativity.

Title



Chapter 06

#Reading



In the realm of transportation, AI is driving innovation in autonomous vehicles, traffic management systems, and predictive maintenance solutions. Self-driving cars, powered by AI algorithms, have the potential to improve road safety, reduce congestion, and revolutionize urban mobility.

Furthermore, AI is playing a significant role in education by personalizing learning experiences, facilitating adaptive tutoring, and automating administrative tasks. AI-powered tools help educators tailor instruction to individual student needs, promote engagement, and support academic achievement.

While the potential benefits of AI are vast, there are also ethical, social, and economic considerations to be mindful of. Issues related to data privacy, algorithmic bias, job displacement, and the ethical use of AI must be addressed to ensure that AI technologies serve the common good and uphold human values.

As AI continues to advance and permeate various aspects of society, it is essential for policymakers, technologists, and society as a whole to collaborate in shaping a future where AI contributes positively to human well-being, fosters inclusivity, and upholds ethical standards. By harnessing the power of AI responsibly and ethically, we can unlock its full potential to address complex challenges and create a more equitable and sustainable society.

Mental Health Awareness



Mental health awareness has become an increasingly important topic in today's society. With the stigma surrounding mental health slowly being broken down, more and more people are speaking out about their struggles and seeking help. It is essential for individuals to understand the importance of mental health and how they can support themselves and others who may be struggling.



One of the first steps to raising mental health awareness is educating oneself on the topic. Mental health encompasses a wide range of issues, including depression, anxiety, bipolar disorder, and schizophrenia, among others. By gaining a better understanding of these conditions, individuals can better recognize the signs and symptoms in themselves or others.

It is also crucial to eliminate the stigma surrounding mental health. Many individuals still feel ashamed or embarrassed to seek help for their mental health issues, fearing judgment or discrimination. By normalizing discussions about mental health and encouraging open conversations, we can create a more supportive environment for those who are struggling.

In addition, it is important for individuals to prioritize self-care and seek help when needed. This can include practicing mindfulness, getting regular exercise, maintaining a healthy diet, and seeking therapy or counseling. Taking care of one's mental health is just as important as taking care of one's physical health.

Fostering a supportive community is another way to promote mental health awareness. By creating a safe space where individuals feel comfortable sharing their struggles and seeking help, we can build a strong network of support for those in need. Encouraging empathy, understanding, and compassion can make a significant impact on someone's mental health journey.

Overall, mental health awareness is essential for promoting well-being and reducing the stigma surrounding mental health issues. By educating oneself, eliminating the stigma, prioritizing self-care, and fostering a supportive community, we can create a more inclusive and understanding society for those struggling with mental health issues. Let's continue to raise awareness and support one another in our mental health journeys.



“Imagination is more important than knowledge.”

-Albert Einstein.



Growing your own food is another sustainable living practice that can have a positive impact on the environment. By growing your own fruits and vegetables, you can reduce the carbon footprint of your food by eliminating the need for transportation and packaging. Additionally, growing your own food gives you control over what pesticides and fertilizers are used, ensuring that your food is as healthy and sustainable as possible.

Overall, sustainable living practices are essential for creating a more sustainable future for our planet. By reducing our energy consumption, waste, water usage, and carbon footprint, we can help protect the environment and ensure a healthier planet for future generations. Incorporating sustainable living practices into our daily lives may require some initial effort, but the benefits – both for the environment and for our wallets – make it well worth it. Let's all do our part to live more sustainably and create a better world for all.

History of Ancient Civilizations



Ancient civilizations have long captured the imagination of historians and archaeologists, as these societies laid the foundation for the world we live in today. From the advance of human civilization to the development of written language, ancient civilizations have made significant contributions to our understanding of the past.

1. **Mesopotamia:** Often referred to as the "cradle of civilization," Mesopotamia was home to some of the world's earliest societies. The Sumerians, Babylonians, and Assyrians all thrived in this region, developing advanced systems of writing, mathematics, and architecture. The invention of the wheel and the plow were just a few of the innovations that emerged from Mesopotamia.



Women's Rights and Empowerment



Women's rights and empowerment are crucial components of achieving gender equality and fostering inclusive societies. Despite significant progress in recent years, women around the world continue to face discrimination, violence, and barriers to full participation in social, economic, and political life.

Women's rights encompass the basic human rights that are afforded to all individuals, regardless of their gender. These rights include the right to education, healthcare, security, and freedom from discrimination and violence. However, women often face unique challenges and disparities in accessing these rights, due to systemic sexism and gender-based discrimination.

Empowerment, on the other hand, refers to the process of enabling women to have the resources, opportunities, and agency to make informed choices and take control of their own lives. This can include access to education, economic opportunities, political participation, and decision-making roles in their communities.

Empowered women are not only able to improve their own lives, but also have a positive impact on their families, communities, and societies as a whole. They are more likely to advocate for the rights of others, challenge harmful social norms and practices, and contribute to sustainable development and peace.



1. **"Steve Jobs" by Walter Isaacson:** This biography tells the story of Apple co-founder Steve Jobs, who revolutionized the technological industry with his innovative products and bold vision. Despite facing many challenges throughout his life, Jobs never gave up on his dreams and ultimately left a lasting impact on the world.

2. **"Becoming" by Michelle Obama:** In this memoir, former First Lady Michelle Obama shares her journey from a working-class neighborhood in Chicago to the White House. Through her inspiring story, Obama encourages readers to embrace their own potential and the power of perseverance.

3. **"The Diary of a Young Girl" by Anne Frank:** This iconic diary chronicles the life of Anne Frank, a Jewish teenager who hid from the Nazis during World War II. Despite living in constant fear and hardship, Anne remained hopeful and optimistic, leaving behind a powerful legacy of courage and resilience.

4. **"Unbroken" by Laura Hillenbrand:** This biography follows the incredible true story of Olympic athlete and World War II hero Louis Zamperini. After surviving a plane crash and enduring years of brutal captivity in a Japanese prison camp, Zamperini emerged stronger and more determined than ever, embodying the true definition of resilience.

5. **"The Glass Castle" by Jeannette Walls:** In this memoir, Walls recounts her tumultuous childhood growing up in poverty with dysfunctional parents. Despite facing unimaginable challenges, Walls defied the odds and went on to become a successful journalist, proving that it is possible to overcome even the toughest of circumstances.

These inspiring biographies serve as a reminder that success is not always easy, but with determination, perseverance, and a positive mindset, anything is possible. By learning from the experiences of successful individuals, readers can gain valuable insights and inspiration to help them achieve their own goals and dreams. So pick up a biography today and discover the incredible stories of those who have paved the way to success.



"I have not failed. I've just found 10,000 ways that won't work."

-Thomas A. Edison



Reference Books

Oxford Dictionary

-Oxford University Press

English Therapy

-By Saiful Islam

S@ifur's Vocabulary

-By Saifur Rahman Khan

Square Communicative English Grammar & Compositions

-By Md. Jakir Hossain

FM's Necessary Vocabulary

-Mohammed Feroz Mukul

Sobar Jonne Vocabulary

-By Munzreen Shahid

SSC 2024 English 2nd Paper Question Bank

-Udvash

Grade 3 to 10, Text Books

-NCTB

Joy Pocket Dictionary

-S.K. Ahmed

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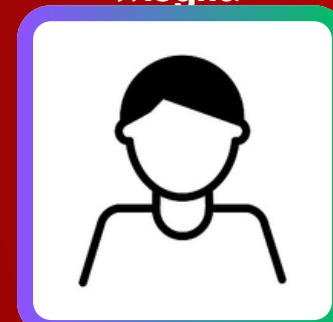
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Aohona



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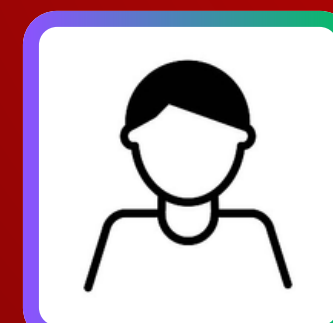
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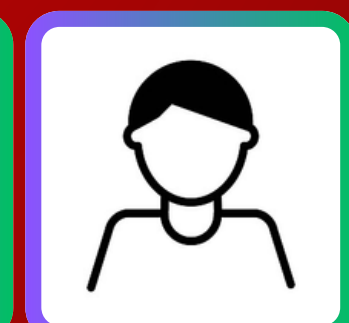
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MAZ Sayef



Siaam



AR Ayman



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Naba, DAP



Mahir, DC



Safin, DF



**Liza,
Program Designer**



Baku, Editor



Mahibi, DP



Md. Jesan Anjum Turzo, born on December 5, 2007, is a dedicated student currently in class 11 at BAF Shaheen College Kurmitola. Due to his father's job transfers, he has experienced diverse learning environments across five different schools, including Everest School, Shishu Kanon Shikkha Niketon, Magura Model School, Hazi Kasim Uddin Public School & College, and Safiuddin Sarker Academy and College. His academic journey is marked by excellence, having achieved GPA 5 in both his PSC and SSC exams.

A passionate reader, writer, and public speaker, Jesan has graced over ten stages with his speeches and received numerous academic awards throughout his school life. He authored a book titled Read and Learn With Islam, though it remains unpublished. He is also the founder and president of LCSSAC, where he has been making impactful contributions since 2023.

Beyond his academic and literary pursuits, Jesan has collaborated with several notable organizations, including Mujib Olympiad, English Olympiad, Steam Olympiad, Ninish, BioPark, Interact Club, Dawateislami, Al-Madinatul Islam, Samakal Suridoy Somabesh, and Gazipur Secchasebok Songghon. His wide-ranging involvement reflects his commitment to community service and personal growth.

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