

# *Speedography*

## **Volume I**

for Stenos'  
Recruitment/Skill Tests of  
SSC/Jr. Gr.D.C CBSE/ITI/Poly/Degree (80 w.p.m.)

By



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Guinness World Record Holder

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# *Speedography*

(1100 Phrases & Transcriptions)

*FOR*

+2 Voc./I.T.I./Polytechnic/Diploma/Degree Courses  
& SSC Steno Grade Examinations



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## *Preface – Follow the correct path?*

Reading, Writing and Transcription of Shorthand Script are 3 essential elements for success in Stenography in which the highest Class I Gazetted posts of Parliamentary Reporters are available through direct recruitment, without experience.

The Author has, on popular demand, revised and enlarged this Edition, to fulfil the requirements of Junior Grade/SSC Gr. D Tests, with his Practical Experience of Parliamentary Reporting in both Houses of Parliament, Guinness World Record of 250 w.p.m. in Shorthand and the highest academic Record of first-ever Ph.D. in Stenography with vast experience in Recruitment of SSC/UPSC.

Part I & II of the Book contain Additional Grammalogues and Simple Contractions with - **At-a-Glance** - Comparative outlines used in different commercial magazines for learners. Speed (Reading & Writing) Dictation Exercises from 60-72 w.p.m. for 3-5-6 minutes based on the Basic Theory for Ist Year/ Semester (up to Halving & Doubling Principle) have been given for Learners to write Dictations at wanted speed.

Part III contains 1100 Simple Phrases based on Logograms, Grammalogues, words etc. distinguishing similar phrases/outlines, with Parliamentary and Advance phrases for high speed writing.

Speed Writing Dictations of 80 w.p.m. on various topics are given in Part IV so that students can attain the required speed and accuracy in Transcription.

Parts V contains Audio Test Dictations of 80 w.p.m. for students/self-learners to take Dictations from Audio CDs and test their accuracy in Shorthand Speed Tests/Transcriptions.

Part VI gives Dictations for SSC Grade D, Recruitment or Departmental Tests, with outlines of new words at the end. Two Dictations should be added for SSC Gr. D Tests. After this, use Model Speed Dictations in 4 Subject-wise Volumes for Gr.C.

I am sure, this Edition will fully cater to the needs of Learners to qualify Gr. D & C Tests easily, if they follow the instructions seriously and use the available CDs and books.

*Dr. G. D. Bist*  
*Author*

16<sup>th</sup> February, 2013

# Contents

*Preface to revised edition, title etc.*

*Additional Grammalogues* 1-5

**Part I** Short Speed Dictations – @ 60 wpm - 6-21  
Reading-Writing & Transcription  
Exercises for Ist Year/Semester  
(covering Basic Theory up to Halving &  
Doubling Principles)  
*At-a-Glance* of words/phrases used in 22-25  
Different Shorthand Magazines

**Part II** Dictations – Reading & Writing I Yr/Sem. 26-53  
@ 60-72 w.p.m. 5-6 minutes duration for  
Transcription (for Ist Year/Semester)

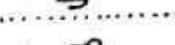
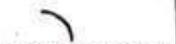
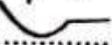
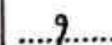
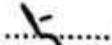
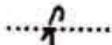
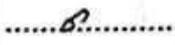
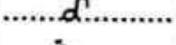
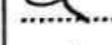
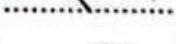
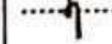
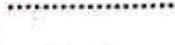
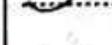
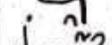
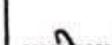
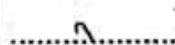
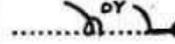
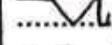
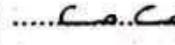
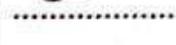
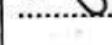
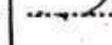
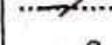
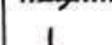
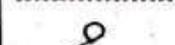
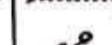
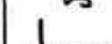
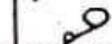
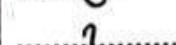
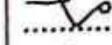
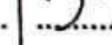
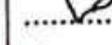
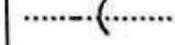
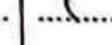
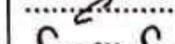
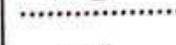
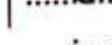
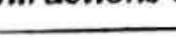
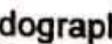
**Part III** 1100 Simple Phrases formed from Short 54-71  
Forms (logograms/grammalogues/words);  
Commonly used Simple & Advance phrases  
for speed writing

**Part IV** Speed Dictations – @ 80 w.p.m. 72-143  
Reading, Writing & Dictations from  
Extempore Parliamentary speeches on  
various topics/subjects

**Part V** Important Tips for Students with 144-176  
Self-testing Series of Audio Dictations  
(80 w.p.m.) with Shorthand Script after  
Dictations

**Part VI** SSC Steno Gr. D / Junior Grade 177-192  
Dictations/Transcription @ 80 w.p.m.

## Additional Grammalogues used in Simple Shorthand

<i>Grammalogue or Word</i>	<i>Outlines used in Simple Short. Pitman</i>		<i>Grammalogue or Word</i>	<i>Outlines used in Simple Short. Pitman</i>	
are			governed		
arrange-d			greatest		
bank-ed			guarding		
board			he		
children			quarter		
children's			Hindu		
company			Honourable		
conference			industry		
continue			in		
continued			no		
continuation			Minister		
co-operation			opportunity		
co-ordination			particular		
co-operative			organisation		
corporation			question-ed		
country			reform		
countries			require-ed		
department			requirement		
division			resource		
drink			resources		
entire			revenue		
experience			schedule-d		
experienced			shall		
federation			think		
govern			union		
Government			valuation		
			water		

(Simple Contractions are given on Pages 22-23)



## *Part I – Short Dictations*

### Dictation Exercise 1

(60 W.P.M)

Mr. Speaker Sir, I am really grateful to the Members who participated in the debate. / The discussion on the demand of the Ministry took place for more than 8 hours. // During the debate, very important issues were raised and suggestions were made. Though the /// debate was serious, it was to some extent delightful too. The issues raised and the (1) suggestions made were many and as many as 52 Members spoke. Suggestions were made / by some Members regarding the nationalisation of rivers, the subject of water to be kept // in the current list of the development, the formation of a national water grid and /// criteria for deciding whether a river basin is a surplus or a deficit basin. Some (2) hon'ble Members suggested that there should be a ban for 5 years in the major / and medium irrigation projects and only the potential that has been created should be utilised // and all efforts should be made in that direction.

There were many other things which /// the hon'ble Members referred to in regard to their towns. Mostly they referred to the (3) general issues.

### Dictation Exercise 2

(60 W.P.M)

They pertained only to the regional issues and particularly to the issues relating to their / areas. If we took the overall picture painted by various Members in their local areas // a national picture emerges. Members have criticised the delayed clearance and starting of the /// projects and also about funding in certain aspects. Members demanded that certain projects should be (1) treated as national projects. There are also allegations made by some Members about the corruption / at the final stage by the engineers in certain projects. Grave references were made to // the lag in the potential created and the potential utilised with huge investments and managements. /// There were references with regard to floods and droughts and their management, the money spent (2) by way of relief and safety measures, water logging by misutilisation and mis-use of / water and excess use of water. They suggested certain steps with regard to the forest // area development and lapses and gains. Some friends also referred to the water rates and /// their recovery by the States but amongst the serious issues that were raised one was for resolving of the pending disputes.

### Reading Exercise 3

Handwritten musical notation for Reading Exercise 3, consisting of ten staves of music. The notation includes various rhythmic values, stems, and beams, with some notes enclosed in brackets to indicate alternate outlines.

### Reading Exercise 4

Handwritten musical notation for Reading Exercise 4, consisting of ten staves of music. The notation includes various rhythmic values, stems, and beams, with some notes enclosed in brackets to indicate alternate outlines.

(Alternate outlines are given in brackets)

Handwritten musical notation for Reading Exercise 4, showing alternate outlines for the notes in the previous section, enclosed in brackets.

### Dictation Exercise 3

(60 W.P.M)

Sir, freedom of speech is the basis of our democracy and no one will tolerate / any curb on this freedom from any corner. But here what is to be // seen is that who has tried to curb the freedom of speech? Are they those /// people who are misusing the freedom of speech or those who may try to keep (1) a reasonable check on those who are misusing this freedom? Sir, everyone of us knows / that it is the duty of the Government to protect the dignity of the individual. // If the dignity of an individual is lowered in any way and we find that /// the law enacted in this regard is not adequate or powerful to safeguard the dignity (2) of the individual and is not so framed as it was required to be done, / it is the duty of the Government to bring a new law. I think that // this Bill will safeguard the dignity of the individual as well as the social dignity. /// We can realise that the Government of any civilised country will safeguard the right of freedom of speech(3).

### Dictation Exercise 4

(60 W.P.M)

The liberty of the individual is subject to social changes. Today what we see is that / some persons or some elements try to impinge upon this liberty in this House against // whom the blackmailers tried to level some false allegations for their own political reasons. Sir /// you will agree on this point because as an hon'ble Member almost everyone of us (1) might have passed through that phase. That is why everyone of us feels that today / a trend of levelling allegations against any one has developed and it is not the duty // of that person to give facts and figures to prove the allegation. After making allegations /// he stands all apart. Proof of innocence is the onus on that person against whom (2) allegations have been made even if they are false. It is not the duty of / that person who has made allegations and who thinks himself to be the champion of // the rights of freedom to prove that the allegations levelled by him are justified. When /// he is not able to prove his allegation how can he be kept out of (3) the purview of the law?



### Dictation Exercise 5

(60 W.P.M)

Mr. Speaker, Sir, I thank all the hon'ble Members who have taken part in this / discussion and given their good suggestions on the electoral reforms. Sir, this Bill was first // presented in 1985 when the Punjab elections were held. Again an ordinance was /// issued and it was allowed to lapse in 1991. The then Minister for (1) Law and Justice Shri Goswamy wanted a detailed Electoral Reforms Bill. He appointed a / group under his chairmanship who had gone certainly deep into the matter. This group also // discussed this matter which is a part of the Bill that is pending before the /// other House. It was prepared in 1991 by him. Again the Election Commission (2) discussed this with all the political leaders and they had come to the decision that / it should be passed. The Government issued the ordinance. Because of holding of the Punjab elections // there was no way for us except to go in for this ordinance. In the /// recent elections the violence has taken the lives of so many people.(3)

### Dictation Exercise 6

(60 W.P.M)

Mr. Speaker, Sir, out of 25 booths elections were countermanded only in four from Punjab / because of the death of the candidates. Taking into account the seriousness the Government had no // way except to go in for the ordinance which is before the House in the /// shape of this Bill. So, I request the House to pass it. We have gone (1) into the matter thoroughly well. I must pay regards to my predecessor Shri Goswami who / took a lot of interest and went deep into the matter. He had come to the House // with four Bills. Out of the four Bills which he has presented in /// the lower House one is about the service matters of the Election Commissioner. The second (2) one is about the delimitation and rotation of Scheduled Caste seats which is still pending. / The third is how to appoint the Chief Election Commissioner. About this I want // to go alongwith a detailed Bill that we propose to have. This will be taken up /// first. The reforms will come after I meet all my friends from the opposition.(3)

Reading Exercise 7

Handwritten cursive script on a set of three horizontal lines. The text is dense and fills most of the page.

Handwritten cursive script on a set of three horizontal lines, continuing from the previous section.

Reading Exercise 8

Handwritten cursive script on a set of three horizontal lines, starting with a large initial letter.

Handwritten cursive script on a set of three horizontal lines, ending with a list of words in brackets: [V], [L], [P], [S], [M], [C].

### Dictation Exercise 7

(60 W.P.M)

We have a living democracy. But we still elect politicians with a criminal record, some / of whom cannot even read or write. We select candidates based not on merit and // performance or ability to deliver, but on the basis of caste, creed, vote bank etc. /// We have a reasonable judiciary, but the legal system takes too long. There is a (1) growing feeling that people in power are above the law. We have a / free press and enjoy freedom of expression and speech. But the fourth estate needs to // be more incisive and critical.

Our industrial base is growing at an annual rate of /// 9 per cent. We now produce from pins to aircraft, computers and satellites. But we (2) still depend on imported technology. There is hardly any research and development worth the name. / We have no real new developments to our credit. Yet Indians working abroad have earned // a name for inventions. If that is so, why not in India? We badly lack /// adequate infrastructure - be it in the field of power, education, health care or transportation. (3)

### Dictation Exercise 8

(60 W.P.M)

Rampant corruption destroys the moral fabric of the nation and hurt our pride. / Besides, the policies of subsidies, reservation and pro-labour attitude have made justice and // fairness their first victims, eroding our faith not just in the system but in the /// nation. Subsidies have taken the country to near bankruptcy.

The reservation policy has made merit (1) so secondary that you find citizens actually paying money to get a certificate stating that / one belongs to a particular group or community that qualifies for preference and priority over // merit.

The parallel economy of black money has become a part of our total economy. /// There is a high degree of under-employment. Millions are working in jobs well below (2) their qualifications, training and expertise, killing initiative. We have lost the old values and have / not found new ones. In the hot pursuit of wants, money has become the operative // word. The family as a unit is fast disappearing. It is not limited to me /// and my children. The reason for our undoing is that we have failed to check (3) our population growth.

Reading Exercise 9

1. ... 5 ... 2 ...  
 2. ... (f) ...  
 3. ... (g) ...  
 4. ... (h) ...  
 5. ... (i) ...  
 6. ... (j) ...  
 7. ... (k) ...  
 8. ... (l) ...  
 9. ... (m) ...  
 10. ... (n) ...  
 11. ... (o) ...  
 12. ... (p) ...  
 13. ... (q) ...  
 14. ... (r) ...  
 15. ... (s) ...  
 16. ... (t) ...  
 17. ... (u) ...  
 18. ... (v) ...  
 19. ... (w) ...  
 20. ... (x) ...  
 21. ... (y) ...  
 22. ... (z) ...

Reading Exercise 10

1. ... (a) ...  
 2. ... (b) ...  
 3. ... (c) ...  
 4. ... (d) ...  
 5. ... (e) ...  
 6. ... (f) ...  
 7. ... (g) ...  
 8. ... (h) ...  
 9. ... (i) ...  
 10. ... (j) ...  
 11. ... (k) ...  
 12. ... (l) ...  
 13. ... (m) ...  
 14. ... (n) ...  
 15. ... (o) ...  
 16. ... (p) ...  
 17. ... (q) ...  
 18. ... (r) ...  
 19. ... (s) ...  
 20. ... (t) ...  
 21. ... (u) ...  
 22. ... (v) ...  
 23. ... (w) ...  
 24. ... (x) ...  
 25. ... (y) ...  
 26. ... (z) ...

### Dictation Exercise 9

(60 W.P.M)

The framers of the National Policy on education realised that the formal system of education / will not be able to reach all children of the country particularly girls, working children // street children and those children whose participation in the school system is hindered by social / // and economic situations. The policy therefore, provided for a systematic and large scale flexible programmes (1) of non-formal education to enable the children to learn at their own place and / their own environment education of quality. The idea behind the system is that if the // child cannot go to the school, the school shall go to the child. The scheme /// which was originally started in 1987 has been revised to provide flexible curriculum (2) diversity in learning activity through decentralised management.

The non-formal education has already yielded very / fruitful results in the field of adult education, distant education. The Government proposes to increase // the number of non-formal education centres to 3 lakh so as to cover all /// habitations. The experiment of non-formal education is being closely watched by advanced countries particularly (3) in Asia.

### Dictation Exercise 10

(60 W.P.M)

Vocational education and training at present is being imparted through polytechnics and Industrial Training Institutions / etc. Nursing schools and commercial training schools are also associated in these activities. Within the // school system, vocational education is given at plus two stage. The data regarding engineering and /// non-engineering trades and students is available.

There is also a centrally-sponsored scheme of (1) pre-vocational education at lower secondary stage. It was launched primarily because of the fact / that more than 90 per cent of the student population does not go beyond class // 10th thereby creating a large segment of unskilled labour force. Under this scheme training is /// imparted in simple marketable skills to students of class IX and X so that the (2) students may develop interests and aptitudes for vocational courses at higher secondary level.

A central / institute for vocational education has been set up to provide technical and academic support to // the programme. Linkages are being sought with the industry, vocational and technical institutions so that /// no trainee remains unemployed after training. These measures will ensure speedy progress in providing technical education (3) to the needy people.

Reading Exercise 11

۱. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۲. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۳. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۴. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۵. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۶. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۷. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۸. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۹. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۰. ا ب ج د ه و ز ح ط ی ک ص ق گ گز

Reading Exercise 12

۱. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۲. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۳. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۴. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۵. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۶. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۷. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۸. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۹. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۰. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۱. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۲. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۳. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۴. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۵. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۶. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۷. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۸. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۱۹. ا ب ج د ه و ز ح ط ی ک ص ق گ گز  
 ۲۰. ا ب ج د ه و ز ح ط ی ک ص ق گ گز

### Dictation Exercise 11

(60 W.P.M)

Mr. Chairman, Sir, while I participate in the discussion on the Bill presented in the / House by the honourable Member, I am reminded of the British days when famine struck // Bengal and lakhs of people died. At that time, our country was not producing enough /// foodgrains nor proper means for transportation of foodgrains were available. Today our country has moved (1) far ahead in this field and we have become a surplus foodgrains producing country. Not / only that, we have even enriched our resources in the meantime. Ever since our country // got freedom, not even a single person has died of starvation and this is an /// appreciable progress for which we feel proud.

The object of the present Bill is to (2) make all the essential articles easily available to the people even in the small villages / so that they are relieved of their difficulties. I believe that the proposals made in // regard to the measures to be taken to check price rise through fair price shops /// as part of poverty alleviation programmes are also appreciable. More fair price shops have been (3) opened.

### Dictation Exercise 12

(60 W.P.M)

It has been generally felt that we have not succeeded in providing the essential items / to the poor people through this system. Middlemen hoard foodgrains and sell them in the // black-market to make profit. It results in exploitation of the poor people. In my district /// some people have managed to get allotment of shops in fictitious names with a view (1) to sell the foodgrains in the black-market. They distribute the same to the people / through fair price shops. This has caused a lot of trouble to the people to // those belonging to the weaker sections and poor farmers. I would like the Government to /// evolve means through which essential articles could be made available to the people at cheaper (2) rates. Black marketing has frustrated our entire scheme as a result of which the benefits / which the Government intends to provide to the people through fair price shops do not // reach them. Fair price shop holders have not been able to get the due margin /// they deserve. That is also one of the reasons for their selling foodgrains in the (3) black-market.



### Dictation Exercise 13

(60 W.P.M)

I would like to draw the attention of the Hon'ble Minister to one important point / and request him to draw the attention of the States to this aspect of the // matter. Every State has a famine relief code but this relief code is out of /// date in terms of the rupee value. It has become absolutely meaningless for those persons (1) whose entire belongings are washed away by the floods. I would like to suggest that / the State Government be advised to bring the relief code up-to-date to raise // the relief quantum to a meaningful level according to the value of the rupee. This /// should be done perhaps every three years and this code should go not only into (2) the question of providing urgent relief but also into the question of collection of land / revenue.

Surely loans can be rescheduled and that should form part of the relief code.// That should form part of the relief programme. The floods have become more recurrent for /// one reason that the natural drainage systems in certain parts of the country have been (3) disturbed.

### Dictation Exercise 14

(60 W.P.M)

Sir, one thing that can be done is to initiate a permanent programme of the / drainage systems particularly in the areas in the lands that lie between the bunds that // we have made.

Sir, the second reason again perhaps can be related to the process of development of the /// soil erosion and the loss of vegetation. I would suggest that every river basin with (1) all the tributaries which flow into the main river must have a future plan for / flood safety. That basin must be studied in its geographical and in its ecological aspects. // A flood safety plan must be evolved and progressively implemented. I fully appreciate the fact /// that no flood plan can be made overnight or in a single year. But let (2) us at least have a plan for every major river basin and let that be / finalised by the Ministry of Water Resources Development.

It can take up programmes with the // help of the States from year to year. By doing that at least we can /// certainly have a foolproof flood safety programme put into being within the next twenty years.(3)



### Dictation Exercise 15

(60 W.P.M)

Sir, girls education is free throughout the country upto class 12. In certain States it / is free even at college level. The District Primary Education Project lays special emphasis on // female literacy. Sixty per cent of the total learners in the National Literacy Mission are /// women. Fifty per cent of the teachers recruited under the scheme of operation blackboard will (1) be women. The scheme has created a new awareness among women and has generated demand / for education. A new scheme of residential primary schools for the weaker sections in rural areas // is being worked out.

The Government is committed to the programme of vocationalisation of education /// at plus two stage. The National Policy on Education envisages that vocational courses should cover (2) ten per cent of the higher secondary students by 1995 and 25 / per cent by the year 2000. Under the centrally sponsored scheme of vocationalisation vocational // courses have been approved in schools creating a capacity for diversion of 9 lakh students /// to the vocational streams covering 11 per cent of the enrolment at plus 2 stage. (3)

### Dictation Exercise 16

(60 W.P.M)

It gives a thrust for women's education through the creation of additional jobs of 90,000 / women in new polytechnics.

As against 2,000 colleges, there are 9,000 colleges. Distant education which includes correspondence courses account for 12 per cent of the total enrolment in /// higher education. India produces the largest number of graduates in the world.

Provision of free (1) education to all children upto the age of 18 years is enshrined in the Directive / Principles of the State Policy. Determined efforts have been made to achieve this goal. The // number of primary schools has increased and the number of teachers has also increased accordingly.///

The gross enrolment increased from 40 per cent to 95 per cent in 50 (2) years. For upper primary the gross enrolment ratio has increased from 12 per cent to / 67 per cent during these years. In other words, 95 per cent of the rural // population living in 8 lakh habitations have a school within a walking distance of /// one kilometre and 80 per cent have the school within a walking distance of 3 kilometres (3) from their home.

Simple Additional Contractions/derivatives of words – At-a-Glance  
 used in Simple (Pitman) Shorthand and Pitman Shorthand/Magazines

<u>Words or</u> <u>Grammalogues</u>	<u>Outlines used in</u> <u>Simple Sh. Magazines</u>		<u>Word or</u> <u>Grammalogues</u>	<u>Outlines used in</u> <u>Simple Sh. Magazines</u>	
Governmental			questionable		
Governor			unquestionable		
governing			practice-se		
governance			practitioner		
alternative			practised		
resourceful			entirely		
unionism			industrial		
Hinduism			industrialise		
institution			industrialised		
institutional			industrialisation		
anybody			continually		
nobody			continuous		
individually			continuously		
divisional			dis-continue		
sub-division			dis-continued		
sub-divisional			dis-continuance		
embank			dis-continuation		
embanked			organised		
departmental			organisational		
partly			re-organisation		
particularly			dis-organised		
incorporate			re-organised		
incorporated			develop-ed		
incorporation			development		
practical			developmental		
unpractical			de-valuation		

<u>Words or Grammatogues</u>	<u>Outlines used in Simple Sh. Magazines</u>		<u>Word or Grammatogues</u>	<u>Outlines used in Simple Sh. Magazines</u>	
signify			un-parliamentary		
signified			preliminary		
financial-ly			inexperience		
familiarisation			inexperienced		
signification			unanimous		
electronic			unanimously		
rehabilitate			unanimity		
rehabilitated			unitary		
rehabilitation			administrator		
reservation			university		
preservation			jurisprudence		
Hindustan			problem		
accompany			programme		
accompanied			propaganda		
accompanying			ord(i)nance		
accommodate			regularise		
accommodated			regularisation		
accommodation			regularised		
accommodator			circumstantial		
accomplish-ed			substantial-ly		
accomplishment			quarter		
qualification			quarterly		
Parliament			federation		
Parliamentary			agriculture		
Parliamentarian			agricultural		

*Note : The modified outlines given in first column have been adopted after a long and outstanding research, experimentation and experience in the field of Parliamentary Reporting, Stenographic Teaching & on the basis of Transcriptions of Stenographers in the SSC/UPSC and various Exam for the guidance of Shorthand Practitioners.*

**Dr. G. D. Bist**  
Speedography 23

**Comparative Outlines/Phrases used in  
Simple Shorthand & various Shorthand Magazines**  
(use the outlines/phrases according to your judgment)

<u>Words or phrases</u>	<u>Outlines used in Sim. Sh. Magazines</u>		<u>Word or phrase</u>	<u>Outlines used in Sim.Short. Magazines</u>	
welcome-ed			in the hands		
situation			in a manner		
military			in relation to		
interest			directive		
question-ed			principles		
unless			Chief Minister		
encourage			Prime Minister		
unemployed			in my saying		
employment			in the manner in		
production			which		
qualification			it was not		
available			urban areas		
territory			to the fact that		
food-grains			at the present		
administrative			moment		
administration			at that time		
inspection			Union Territory		
Government			Gov ernment of		
district			India		
utilise			point of view		
justification			in the way		
inevitably			as far as		
implementation			somehow or other		
implemented			taking into		
develop-ment			consideration		
favourable			fundamental		
greatest			rights		
			on the floor of the		
			House		

locality			I would like to ask		
or other			I would like to say		
or the other			that		
they are not			all the more		
they have			necessary		
by all the			throughout the		
at a moment			country		
in a position			Fair Price Shops		
I am asking			for consideration		
at length			my submission		
in some cases			come to the		
indirect taxes			conclusion		
tax-payers			came to the		
standard of			conclusion		
living			I am afraid		
cost of living			in the long run		
in this context			taking into		
small farmer			account		
income-tax			Scheduled Castes		
work-ed out			taken into		
much better			account		
in regard to			Scheduled Tribes		
so that			I am happy		
to say that			I am very happy		
to see that			substantial		
problem			haphazard		
programme			self-reliant		
abolished			self-reliance		
Instalment			infra-structure		
institution			in order that		
internal			platform		
sugar			involve		
			in order to		

PART II - Reading Exercise 21

Handwritten musical notation on a ten-line staff. The notation consists of various rhythmic symbols, including vertical stems, horizontal lines, and curved shapes, interspersed with small letters and numbers. The symbols are arranged in a complex, non-linear fashion across the lines, suggesting a form of shorthand or a specific musical notation system. Some symbols resemble musical notes or rests, while others are more abstract. The overall appearance is that of a dense, handwritten musical score or exercise.

## Part – II: Speed Tests — (Reading & Dictation)

(Speed Writing Ex. upto 60-72 WPM covering basic theory)

Marking at 15 words (60 w.p.m)

### Dictation Exercise 21

Mr. Deputy Chairman, we are discussing a very important Bill. When we are discussing this / Bill, we should devote all our attention on the economic effects of this Bill to // this country. The original idea of an Industries Development and Regulation Act was all right /// to a certain extent. But I am afraid the same can not be said of (1) this amending Bill, which is giving too much power to the Government to interfere in / industry. I think that the economic experts know only two types of economy - either the // nationalised industrial economy, or a capitalist economy with big failure of administration. There is no /// halfway house. I find that this Industries Development and Regulation Act is entering into a (2) very difficult field. It is almost an uncharted sea and we are undertaking regulation which, / instead of benefiting our economy, may rather ruin it.

In a capitalist economy, it is // the rule of the survival of the fittest. It is quality and price structure that determines /// the success of any business. If the management is bad, the business goes down. The (3) shareholders keep a watch on it. On the other hand, in a nationalised industry, in / a planned economy, the Government thinks of the total requirements of the country as to // how many industries are required to produce any particular goods, and whether the industries are /// spread out properly in the various parts of the country having regard to the raw (4) material easily available. But in this Bill we are not following either of the two / economies. We are imposing some sort of regulation on the industries as they exist at // present. Therefore, I submit that this type of regulation, instead of saving our economy, will /// surely go against any kind of progress.

We generally follow what is done in England, (5) though after an interval of few years. There was a similar Industries Development and Regulation / Act in Britain and therefore we must also have a similar law in our country. // If we look into their experience of the working of this Act, what do we /// find? Out of the four Development Councils set up in Britain, only one was successful.  
(6/360 words)

Reading Exercise 22

Handwritten cursive script on lined paper, consisting of multiple lines of text. The script is dense and appears to be a form of shorthand or a highly stylized cursive. The text is written on a set of three horizontal lines (top, middle, bottom) with a dotted line in between. The handwriting is consistent throughout the page, showing a clear pattern of loops and curves. The text is arranged in approximately 15 horizontal lines, with some lines containing multiple words or phrases. The overall appearance is that of a practice sheet for a specific writing style.

## Dictation Exercise 22

(60 w.p.m)

Sir, the hon. Minister in charge of the Bill has made it quite clear that / this Bill is virtually an integration of two other enactments that existed before. There has // not been any basic departure from the policy laid down by his predecessors and as / // such this Bill can not offer any substantial remedy. Now the tea industry is a (1) very important industry from whatever angle you may judge it. If you look at our / export trade, this accounts for a large part of our foreign earning. If you look at // our labour, tea industry counts for a million of labour. If you look at it /// from the point of view of our national health, it also accounts for a substantial (2) portion of our national wealth. Now, tea industry, as has been pointed out by the / previous speaker here, is under the domination of the British and this fact has also // been accepted by my hon. friend on the other side of the House who just /// finished his speech.

Now, one has to follow the logic of one's argument. The tea (3) industry has been deliberately kept in the hands of the British and they have not / shown any intention whatsoever to help the Indian interests. You know it very well that // here we have Indian interests on the one hand and the British interests on the /// other. The point about such interests should not be dismissed in that cynical fashion in (4) which it has been dispensed with by the hon. Minister.

Now at times we find / he becomes somewhat eloquent in speeches and uses certain bitter terms against the British. It // may be necessary for a Minister to do so because after all one has to /// return to the House of People and the tenure is only 5 years and one (5) year is gone already. But we would like the hon. Minister also to balance his / words by some action. After all an ounce of action is better than a ton // of praises and speeches. It has been given to him to change certain things. He /// said that he did not suffer from want of power. He has plenty of power.  
(6/360 words)



### Dictation Exercise 23

(60 w.p.m)

Sir, it is admitted by all sections of this House and the other House as / a very important Bill and, ordinarily, a law of this sort would receive appreciations at // least from this section of the House. But after looking through the provisions of this /// Bill and also going through the proceedings and also witnessing the hon. Minister's speech who piloted (1) the Bill in the other House as also the opinions expressed by him in / the various forums, which I have heard of, I do not think that this can // under any stretch of imagination, be called nationalisation at least as far as I can /// understand it.

Sir, I am aware that the Government tries to garb itself with ideas (2) and words, which mean something else so that it can prove its progressive nature and / it may also say to the world and to the country also that they are // about to usher in a socialist State, a welfare State, a cooperative movement and whatever /// else other phrases may mean. It shall be my endeavour today to attempt to prove (3) that the Government is quite entitled to call it nationalisation but as far as I / know I do not think that I shall agree to its taking credit in this // manner. But there are certain principles of nationalisation. By merely calling anything nationalisation it does /// not become nationalisation. There are certain principles. What are those principles?

Firstly, you must prevent (4) any private exploiter for private benefit especially in an industry essential for the very life / and well-being of the society. In this case that principle does not arise because // in most cases these business houses are not making profits in the normal sense of /// the term profits. There are other dubious ways of making profits which most of these (5) business proprietors, managing agents know of, I do not refer to them.

The other principle / is that when you take over, you shall not let the society suffer by way // of giving more facilities to the business houses. That is, you take over something which /// is more or less derelict and pay something exorbitant at the expense of the society. (6/360 words)

Reading Exercise 24

Handwritten cursive script on a set of three horizontal lines. The first line contains a series of connected loops and curves. The second line continues the script with more complex, overlapping strokes. The third line shows a continuation of the cursive style with varying line heights.

Handwritten cursive script on a set of three horizontal lines. This section features more intricate and dense cursive writing, with many loops and sharp turns. The strokes are fluid and interconnected, typical of a cursive hand.

Handwritten cursive script on a set of three horizontal lines. The writing is consistent in style with the previous sections, showing a mix of large and small loops and curves. The lines are well-defined and the overall appearance is that of a practiced cursive hand.

Handwritten cursive script on a set of three horizontal lines. This part of the exercise shows a continuation of the cursive practice, with a focus on maintaining consistent letter formation and flow between words.

Handwritten cursive script on a set of three horizontal lines. The final section of the main exercise shows a variety of cursive flourishes and a consistent application of the writing style.

[Handwritten cursive script enclosed in large square brackets. The text inside the brackets consists of several lines of cursive, possibly representing a specific phrase or a set of instructions related to the exercise.]

Dictation Exercise 24

(60 w.p.m)

Madam Vice-Chairman, I am extremely sorry that last time when this Bill was discussed, / unfortunately I was not here. However, I have gone through the speeches which hon. Members // had made on that day including the intervention of the Minister. The Home Minister's intervention was /// highly disappointing.

Now, Madam, I wish to deal with some of the points that have (1) been made in the course of the speeches on my Bill. Many of them agreed / that all the regional languages should find their proper place in the proceedings of both // Houses, though some of them thought that the present arrangement was quite good. I am /// not saying that the present arrangement is bad. What I was demanding was that there (2) should be proper arrangements for speeches being made in all the languages not only those / enumerated or listed in the Eighth Schedule but Members should // be able to make speeches also in their mother tongues even if they are not included in the Eighth Schedule. /// There need be no apprehension that I am interested in ruling out the mother tongue (3) which is not included in the Eighth Schedule. I certainly stand for mother tongue being / permitted to be spoken here, but at the same time, I thought that in order // at least to make the present arrangement better, we should provide for translation in the /// languages which are listed in Eighth Schedule.

Our friends of the opposition have taken (4) exception to my suggestion. Sanskrit is not a modern language which people speak. This is / a language in which we do not go to fight elections or ask for vote // or transact our day to day work in our daily life. I think the other /// languages that are mentioned in the Eighth Schedule should be taken up more seriously. Languages (5) of our States should not be left out. This is all that I suggested. Some / Members thought that I was denigrating Hindi. Those who are aware of the proceedings of // the House over the past two decades or so know very well that I have /// always stood for Hindi being given its proper place as a link language in our country.  
(6/360 words)

Reading Exercise 25

Handwritten cursive script on lined paper, consisting of several paragraphs of text. The script is dense and appears to be a form of shorthand or a very fast cursive style. The text is written across approximately 15 lines of horizontal ruling. The final line of the text is enclosed in square brackets and contains several groups of characters, possibly representing a key or a specific set of symbols used in the shorthand.

## Dictation Exercise 25

(60 w.p.m)

Let me now come to the decisions of the Wage Board. Much has been said / about the Wage Board decision as if a crime had been done by the Wage // Board. There was a howl from the employers and from among the other quarters as /// if justice had been brought down to dust. What was the decision of the Supreme (1) Court and what were the decisions of the Wage Board? I would like to point / out that except in six cases in all other matters, the decisions of the Wage // Board were good and the Wage Board had an equal number of employers and the /// working journalists. That is to say the employers agreed to all other matters on which (2) decisions had been taken.

With regard to these matters, they might have certain ground for / criticism. Now, the decisions had been taken through mutual talks, the decisions were taken with // a view to settling the dispute amicably across the table by mutual talk and the /// Labour Minister took the initiative. Naturally efforts were made there in order to see how (3) these decisions could be implemented. It was agreed that the employers should not go to / court and the working journalists should not also take certain other militant offensive actions. A // gentleman's agreement was arrived at. Then what happened? On the one hand, they were talking /// about this thing, on the other hand, they were preparing for litigation. On the very (4) day on which this agreement was arrived at and a decision was taken to appoint / a body where all the interested parties could discuss and settle matters, a petition was // filed on behalf of the employers in the court. Therefore, I think that much of /// the argument that has been advanced is something which is mischievously wrong and we ought (5) to take note of it.

Sir, according to the Supreme Court, the Wage Board should / not have fixed the wages. It seems that the proprietors have gone on all their // promises they made. They want even the fixation of the minimum wage to be left /// to the States. They want the scales to be determined at State levels by tribunals. (6/360 words)



Dictation Exercise 26

(60 w.p.m)

Mr. Vice-Chairman, Sir, I am surprised by some of the facets of this whole / question. The hon. Minister has tried to defend a totally indefensible matter. There is a // jumble of statistics given; some figures are quoted as to how many have graduated from / // a college which does not have a campus, a hostel, a library, a clinic. There (1) are no facilities. The college has been moving from one place to another. It is / a mythical college, a college on paper. It is producing graduates in a subject as // important as medicine and the hon. Minister says there is no difficulty. He says that /// it has functioned for several years. I would submit that this is an wrong assertion (2) to make. It is incredible. If this were the case, if hostels, research facilities, clinics, / libraries, none of these were necessary in medical colleges and if without these you can // have graduates, then why have this facade of a medical college? Why don't you go /// through this ad-hocism in all institutions and produce graduates? It is an indefensible situation. (3) Nowhere in the world, I think, would be able to find an example to match / this example.

The Minister in his statement said that because there were more pre-medical // students, therefore, it became necessary to create a medical college. So this was the genesis. /// But why were there more pre-medical students? Was there no planning? You create a (4) medical college because you have created a surplus of pre-medical students. How do you / create a surplus? Do you create it in the air? One would hope that the // hon. Minister would go beyond the routine of cooking up figures and statistics to defend /// an indefensible case. I would request the hon. Minister to let me know how much (5) has been spent on this mythical college during the last ten years. How much money / have we spent in the last ten years on this college without any hostel, without any // library and without any research unit and how much do we intend spending in the /// next four or five years. When will this college come to function as a medical college?  
(6/360 words)



Mr. Vice-Chairman, Sir, at the very outset, I cannot help pointing out that / wheat procurement and distribution policy of the Government of India has been marked by a // "stop-go" attitude both in respect of governmental as well as private trade effort. Almost /// overnight a decision was taken at the AICC session held in Bombay (1) that Government should take over the procurement and distribution of wheat through State agencies. I / am aware that even earlier the party in power was wedded to this ideology. My // point is that the decision was arrived at without adequate home work. It is one /// thing to formulate resolutions and another to implement them. A political party can easily indulge (2) in the past time of drawing up resolutions than for any Government to implement the / resolutions into effective action. Our Prime Minister took a hard decision to modify this policy // so that the Government could procure enough wheat for distribution and take care that the /// vulnerable sections of the people are served fully through procurement efforts on the part of (3) State agencies and the private traders.

However, any one following the development readily knew that / quite a few State Governments either did not understand the intent behind the new policy // or were unwilling to make it a success, for reasons of their own. In fact /// the policy was implemented by Punjab and Haryana. The home State of the Prime Minister (4) has hardly helped the distribution system.

While saying this I should like to add that / the traders overpitched the claim to procure wheat. I can understand governmental machinery making wrong // estimates about the wheat crop and the procurement policy but it is extraordinary that the /// traders should have made such a grievous error. Possibly, the traders thought it politics to (5) exaggerate their capacity so that it might be acceptable to the authorities on the one / hand and also persuade the farmer to part with their stocks on the other, once // a psychology of plenty was created. The farmer in India is no less a businessman /// than a trader. He assessed the situation and sat on the stocks for larger gains. (6/360 words)



## Dictation Exercise 28

(60 w.p.m)

Mr. Vice-Chairman, the discussion on the wheat policy today, I think, is a discussion / on a subject which is of paramount national importance. The food crisis or the mismanagement // of the food economy during the last few years has created a situation which threatens /// a serious law and order problem in various parts of the country. At best we (1) can say that the giving up of that policy has been a very short-sighted / step or at worst, we can describe it as a panicky capitulation to the propaganda / / barrage of vested interests and reactionary elements in this country.

The Agriculture Ministry fixed a /// target of 8 million tonnes of procurement of wheat. It was a unrealistic target that (2) was fixed. It was a target which was fixed on the assumption that Rs 50 / crores which were provided for the crash rabi programme would be utilised properly and the // shortfall of 15 million tonnes in foodgrains that year would be more than made good /// in the rabi programme. But the report of the C.A.G. has now revealed (3) that the Agriculture Ministry and various agencies in the State Governments who were provided these / funds, mis-spent them and misappropriated them and did not utilise these funds for increasing // agricultural products under the special rabi crash programme. In fact, the money that should have /// been used for increasing agricultural products was used in some States for such activities like (4) purchase of luxury motor cars. Therefore, I say it was a wrong and artificial and / unrealistic target.

Secondly, from the very beginning those who were in charge of administration of // this policy had no heart in it. A commission had been set up under the /// chairmanship of a Member of the Planning Commission to study how to implement the scheme (5) of takeover of the wholesale trade in wheat. The commission made 17 suggestions as to / how to make the scheme a success. Fifteen out of the 17 suggestions were not // implemented at all by the Government. The commission had also indicated that it would be /// appropriate to give a remunerative price to the farmers at the time of acute scarcity. (6/360 words)

Reading Exercise 29

The page contains handwritten musical notation on a page titled "Reading Exercise 29". The notation is dense and includes various rhythmic values, accidentals, and dynamic markings. The bottom section of the page features a boxed area containing several musical phrases with specific annotations.

## Dictation Exercise 29

(60 w.p.m)

Mr. Chairman Sir, I deem it a privilege to speak on this Motion of Thanks / moved by my friend. It is but natural, that the President should have dealt at // length on the very hopeful economic situation and the economic scene that is there in /// our country. India is certainly, as the President has put it, emerging from the worst (1) period of economic crisis and is on the road to economic recovery. He has also / given in his Address the milestones that this country has crossed in the field of // agriculture, in the field of industry, and in the field of imports as well as /// exports. The country is today exporting more and more and is importing less and less. (2) This is the salient feature of the whole economy of our country. A basic question / arises how far this country is going to get the advantage which this economic recovery // has given to us? It is necessary that we should apply ourselves to the basic /// policies in the field of economic recovery and agricultural development. Unless we try to devote (3) our attention to implement the land reform laws in agriculture, I do not think, we / shall be able to get the gains that this economic situation has given.

In the // field of food problem, also a stage has come when it is desirable for this /// country to adopt a National Food Budget. For industrial development it is desirable that we (4) should lay more and more emphasis on public sector development rather than on the private / sector. These questions I feel are to be solved by our Government and that is // what the President expects in his Address too.

More than all this, what I consider /// as a very welcome feature of the Presidential Address is the announcement about the beginning (5) of the Fourth Plan as such. Uptill now, we have been having plans and there / was a feeling in this country that we may not have any plan at all, // that there may be a total holiday as such. This feeling that there will /// be a plan holiday has been removed by the very statement of the honourable President.

(6/360 words)

Reading Exercise 30

Handwritten musical notation on a staff with a dotted line. The notation consists of various rhythmic symbols, including vertical stems, curved lines, and dots, arranged in a sequence across the staff. Some symbols are marked with 'x' or 'o'. The notation is dense and appears to be a complex rhythmic exercise.

(60 w.p.m)

I am not having much time, otherwise I would quote certain figures which I have / with me, with regard to students demonstrations. There have been 75 disturbances within two // months and these disturbances are still there. As a result of these disturbances, the whole /// peaceful life of the people is disturbed. Then, I have got figures which will show (1) how much loss we have been put to as a result of these agitations and / strikes by Government servants, workers and other people. During the last year, 69 lakh // man-days were lost. This year, more than 3 crore man-days were lost and /// out of these at least, 2 crore man-days were lost in West Bengal. So, (2) it is not merely a trend, but it is a danger to our democratic way / of life.

There might be other reasons but there are certain parties which would like // to take advantage of that. What is the total effect of all these on our /// social life? Today, what do we find as a result of these agitations and disturbances? (3) A feeling of doubt is growing among the people as to whether there is rule / of law in this country or not? When the man in the street sees so // much damage of property, when he sees so many man-days lost, when the middle /// class man sees that the whole life as also the administration is paralysed, what is (4) the effect on him? Will he have any faith left in the peaceful way of / life? This is the result of these disturbing factors and they are no more trends // only. That is my point. These agitations are no more trends as has been described /// by the President in his Address. They have become evils and threaten very much our (5) peaceful way of life. So you must take note of them.

Then, there is another / evil looming large and threatening the very secular and national life of our country and // that is the evil of casteism. If I can give you a few figures, during /// the past three years, there were as many as 200 riots in the country. (6/360 words)



(60 w.p.m)

Sir, the hon. Member is always free to haul me up for any attempt to / mislead the House. I am not claiming that I can make a statement with due // authority. Whatever I am doing, I am doing in the best interest of the colleges. /// May I make my submission? Even assuming that this report has been withdrawn even then (1) the hon. Member correctly pointed out that the Education Commission has suggested the decentralisation of / administration. The U.G.C. resolution is there suggesting decentralisation of the administration. For us, // the device itself would carry a great deal of weight. That device has been quoted /// by me in the statement of Objects and Reasons of the Bill.

Now, Sir, the (2) hon. Member made the point that in the Statement of Objects and Reasons, it has / been stated that the Chairman would be appointed by the visitor. Now, if the hon. / / Member would carefully see he can see quite clearly that the first paragraph seeks to /// give the background in which the matter came up. The second paragraph deals with (3) the suggestions of the University Grants Commission and the third paragraph gives the main points / which this Bill seeks to enact. So, the main object of the Bill is stated // in paragraph 3 and not in the background in which the Government has brought this /// Bill before the House.

I would also like to make a submission. The hon. Member (4) was kind enough to make a reference to the suggestion which with your permission, I / am going to place before the House. It would therefore be seen that if the // intention of the Government was to present the House with a decision, the suggestions, which /// I have had the benefit of receiving from teachers or the authorities of the colleges (5) and from hon. Members with whom I have made every effort to keep in close / touch and with whom I have had the honour of holding certain discussions, would not // have been introduced. It is not the intention of the Government to do any such /// thing.

A question was raised that the college council should have powers of Academic council. (6/360 words)

Reading Exercise 32

Handwritten musical notation on a staff, consisting of a series of rhythmic patterns and notes. The notation is dense and appears to be a complex exercise. At the bottom of the page, there is a boxed section containing a list of musical notes and rests, possibly a key signature or a list of notes used in the exercise:

$\text{C}(\text{C})$	$\text{D}(\text{D})$	$\text{E}(\text{E})$	$\text{F}(\text{F})$
$\text{G}(\text{G})$	$\text{A}(\text{A})$	$\text{B}(\text{B})$	$\text{C}(\text{C})$
$\text{D}(\text{D})$	$\text{E}(\text{E})$	$\text{F}(\text{F})$	$\text{G}(\text{G})$

It was felt that an authority which may be called upon to deal with questions / such as the question whether the teacher has been wrongfully removed the matter has to // be dealt with so far as the management is concerned and the university has to // / deal with the management or whether something has been done by the management or the (1) governing body which is not in the best interest of the university. A body like / this which is going to deal with such cases must have college teachers on it. / / Therefore, this was a move which in my humble opinion was a correct move, a /// move in the proper direction and it would have created a situation if it had (2) already started functioning, when the teachers of the colleges themselves would be partners in planning / out what arrangements have to be made. Having said this, I would like to make // one further observation on a point which has been made by the hon. Member. Apparently // / the way some of the functionaries of the Delhi Teachers' Association have been talking has (3) misled the hon. Members, if I may most humbly point it out. Government's position, as / I have stated very clearly, is that the definition of a teacher of the degree // college as given under the Act is accepted by the Government and Government has no /// intention of modifying it. The definition says that a teacher of a college means a (4) person appointed for the purpose of imparting instructions in any college. Now, all members of / the Academic Council are teachers. It is an artificial way to create dichotomy and I // do not want to do it. It seems all the people who came to see // the hon. Member wanted to have their cake and eat it too. You can not (5) say that only college teachers are teachers and others are not teachers and some of / them put forward the argument that no, we feel that you wish to delink the // colleges. The Act is very clear on that point.

Sir, I had something to do /// with the drafting of the report and I was a signatory to this report. (6/360 words)

Reading Exercise 33

Handwritten musical notation on a ten-line staff. The notation consists of various rhythmic symbols, including vertical stems, horizontal lines, and curved shapes, typical of a shorthand or speedography system. The symbols are arranged in a complex, overlapping pattern across the lines of the staff.

Sir, even though I do not agree with the mover of this Resolution I would / like to thank you for giving me this opportunity **and** the House to discuss fully // our failure in agricultural front which according to him has resulted in creating more unemployment /// and rise in prices. A proposal has been moved to amend this Resolution according to (1) which it has been stated that those who are unemployed should be given some allowance. / At the same time, essential items such as food, clothing and shelter should be made // available at reasonable prices to those who belong to fixed income groups. While moving the /// Resolution the hon. Member has taken the stock in detail, quoting all possible figures and (2) naturally most of them are from Government records. So, I do not want to challenge / the figures. While I was listening to his speech, I felt as though, I was // going through our own document that we produced and presented to the House after the /// Mid-term Appraisal of the Fourth Plan. The Planning Commission and the Government have very (3) fairly accepted in the House that the Fourth Plan envisaged a target of about 8 / to 10 per cent of industrial growth. However, it was not possible and the industrial // growth was between 5 to 6 per cent for some years. Thereafter, we have seen /// that there was further stagnation but I am happy to say today that during the (4) past few months, as per our information there is a new activity and I am / sure that with the several measures that are already undertaken by the Government and by // the Ministry of Industrial Development, it will be possible for us to again bring proper /// speed and proper pace so far as industrial growth is concerned.

Sir, when I was (5) listening to his speech, I felt that he has not done due justice to our / agricultural progress and particularly to the agriculturists in our country. To say that we have // not made any progress whatsoever is challenging the very reality which exists in our country ///. We have made good progress in producing cereals, but cash crops have not shown any improvement. (6/360 words)

Reading Exercise 34

Handwritten cursive script on a set of four horizontal lines. The text is dense and fills most of the page. At the bottom, there is a boxed section containing several lines of text, some enclosed in parentheses and some with asterisks. The script is highly stylized and appears to be a form of shorthand or a specific dialect of cursive.

Dictation Exercise 34

(60 w.p.m)

As I have said, my hon. friend should be happy that as was announced by / the Government, as was promised by the Government the Government has fulfilled the promise and // it is for all of us to see that the country is not again required /// to go to any other country to meet our own demand for food and cereals, (1) and the Government has taken proper steps in the matter.

Regarding industrial growth, as I / have already admitted here, it was not according to the targets that we had fixed // in the Fourth Plan but why should we not again feel happy that during the /// past 20 or 25 years, since our freedom, it was impossible for this country (2) to raise the required infrastructure for all possible industrial growth in the country. Let us / not forget that it was after the second world war, when the prices of these // basic machines had gone higher all over the world, it was at that time that /// we had to import all these new machines from foreign countries and naturally it had (3) brought about some drain of our foreign reserves, and also had created several other problems. / When everybody says that we have done nothing, that this country has not progressed, I // am here to say today that it is because of our efforts, it is because /// of the efforts of the people of this country during the past 25 years (4) that this country has been able to raise the infrastructure and I have no doubt, / whatever, that with the present efforts in a planned manner, this country is determined to // progress and I shall achieve the desired progress as has been promised to the people. ///

I do not want any applauses. My only submission to the House is let us (5) try to understand ourselves. If something is wrong, I am going to speak about it. / There are several problems faced by our country. Why are we facing all these shortages // and shortfalls today? The reasons are obvious. There are shortages of inputs, and raw materials. /// These are in short supply. There was the power shortage; enough power was not available. (6/360 words)

**Part III**

**1100 - Phrases — At-a-Glance**

**A. Simple Phrases**

*(1) Phrases from Logograms*

**Exercise 35**

	I		I will not say
	I have		I had to be
	I have been		I do not want
	I have not been		I did not want
	I have the honour		I do not know
	I have great pleasure		I did not know
	I may tell you		I do not have
	I may be		I did not have
	I may not be		I do not think
	I might be		I did not think
	I might not be		I could be
	I am glad that		I could not be
	I am glad to know that		I can be
	I may have been		I cannot be
	I may not have been		I can have
	I am in a position		I could have
	I am not in a position		I could have been
	I am informed		I could not have been
	I will be		I can do
	I will have		I cannot do
	I will not have		I could not do
	I will be glad		I can think
	I will not be able to		I can not think
	I will say		I can give you

## Exercise 36

 ..... I can not give you  
 ..... I can say  
 ..... I cannot say  
 ..... I should be  
 ..... I should not be  
 ..... I would be  
 ..... I would not be  
 ..... I want to be  
 ..... I do not want to be  
 ..... I would have  
 ..... I would have been  
 ..... I would not have been  
 ..... I would do  
 ..... I would be glad  
 ..... I will be glad to know  
 ..... I shall be glad to know  
 ..... I shall not be  
 ..... I think you will be  
 ..... I think it will be  
 ..... I think it will not be  
 ..... I must be  
 ..... I must see  
 ..... I must try  
 ..... I must not be  
 ..... I must say  
 ..... I regret to say  
 ..... I am sorry to say  
 ..... I hope

 ..... I hope to be  
 ..... I hope you will be  
 ..... WHY  
 ..... why do you  
 ..... why did you  
 ..... why have you  
 ..... why is it  
 ..... why have not  
 ..... HOW  
 ..... how much  
 ..... how many  
 ..... how will you  
 ..... how are you  
 ..... how can you  
 ..... how can they  
 ..... how long  
 ..... YOU  
 ..... you will be  
 ..... you will be able to  
 ..... you will become  
 ..... you will not be  
 ..... you will not be able to  
 ..... you may be  
 ..... you might be  
 ..... you might not be  
 ..... you may not be  
 ..... you will find  
 ..... you will not find

## Exercise 37

... <i>u</i> ..... you will have	... <i>ne</i> ..... you are not aware
... <i>re</i> ..... you will not have	... <i>ng</i> ..... you have been
... <i>ng</i> ..... you can be	... <i>ng</i> ..... you can only be
... <i>ng</i> ..... you cannot be	... <i>c</i> ..... <b>WHEN</b>
... <i>ng</i> ..... you can have	... <i>h</i> ..... when do you
... <i>ng</i> ..... you cannot have	... <i>h</i> ..... when did you
... <i>ng</i> ..... you could have	... <i>ng</i> ..... when we are
... <i>ng</i> ..... you could not have	... <i>g</i> ..... when they
... <i>ng</i> ..... you may not have	... <i>ng</i> ..... when we have
... <i>ng</i> ..... you might not have	... <i>g</i> ..... when you
... <i>ng</i> ..... you are	... <i>ng</i> ..... whenever we
... <i>ng</i> ..... you are not	... <i>g</i> ..... when the
... <i>ng</i> ..... you should have	... <i>ng</i> ..... when we hope
... <i>ng</i> ..... you should not have	... <i>ng</i> ..... when we get
... <i>ng</i> ..... you should not be	... <i>ng</i> ..... when we will
... <i>ng</i> ..... you will say	... <i>ng</i> ..... whenever we have
... <i>ng</i> ..... you will not say	... <i>ng</i> ..... whenever we are
... <i>ng</i> ..... you will become	... <i>o</i> ..... <b>WHAT</b>
... <i>ng</i> ..... you will not become	... <i>h</i> ..... what do you
... <i>ng</i> ..... you must be	... <i>h</i> ..... what did you
... <i>ng</i> ..... you must not be	... <i>g</i> ..... what happened
... <i>ng</i> ..... you will consider	... <i>ng</i> ..... what can be
... <i>ng</i> ..... you can do	... <i>ng</i> ..... what could be
... <i>ng</i> ..... you cannot do	... <i>ng</i> ..... what could be said
... <i>ng</i> ..... you can understand	... <i>ng</i> ..... what could be done
... <i>ng</i> ..... you are able to	... <i>ng</i> ..... what do you mean
... <i>ng</i> ..... you are not able to	... <i>ng</i> ..... what are the
... <i>ng</i> ..... you are aware	... <i>g</i> ..... what do they

### Exercise 38

3 ..... what has been  
 11(1) ..... what had been  
 3 ..... what was required  
 2 ..... what is required  
 3 ..... what was the  
 3 ..... what would be  
 2 ..... what is the  
 1 ..... what is it  
 2 ..... what is the matter  
 2 ..... what is the position  
 3 ..... what was the matter  
 2 ..... what will be  
 2 ..... what are you  
 2 ..... what may be  
 3 ..... what might be  
 2 ..... what have you  
 2 ..... **WOULD**  
 2 ..... would be  
 2 ..... would be able to  
 2 ..... would have been  
 2 ..... would not have  
 2 ..... would not have been  
 3 ..... would you  
 3 ..... would you be able to  
 c ..... **WITH**  
 6 ..... with his (us)  
 1 ..... with which  
 1 ..... with each

1 ..... with much  
 2 ..... with one another  
 1 ..... with such  
 1 ..... with this matter  
 1 ..... with those  
 1 ..... with this  
 1 ..... with these  
 2 ..... with the result  
 1 ..... with you  
 1 ..... with whom  
 1 ..... with reference(to)  
 1 ..... with regard to the  
 1 ..... with regard to that  
 1 ..... with regard to this  
 1 ..... **OF**  
 1 ..... of course  
 1 ..... of it  
 1 ..... of him  
 2 ..... of whom  
 1 ..... of his own  
 1 ..... of some  
 2 ..... of the case  
 1 ..... of this case  
 1 ..... of this class  
 1 ..... of this country  
 2 ..... of the country  
 1 ..... of the committee  
 2 ..... of the Government

## Exercise 39

<p>..... of this kind</p> <p>..... of this department</p> <p>..... of this matter</p> <p>..... of this month</p> <p>..... of those who are</p> <p>..... of those who have</p> <p>..... of which</p> <p>..... of us</p> <p>..... of your letter</p> <p>..... of your department</p> <p>..... of your mother</p> <p>..... of your sister</p> <p>..... of you</p> <p>..... of your own</p> <p>..... of her</p> <p>..... of their</p> <p>..... of their own</p> <p>..... TO</p> <p>..... to the</p> <p>..... to a certain extent (.....)</p> <p>..... to some extent (.....)</p> <p>..... to a great extent</p> <p>..... to a large extent</p> <p>..... to a very great extent</p> <p>..... to believe</p> <p>..... to bring up</p> <p>..... to bring about</p> <p>..... to call his attention</p>	<p>..... to call the attention</p> <p>..... to consider the matter</p> <p>..... to do (today) (.....)</p> <p>..... to give</p> <p>..... to go</p> <p>..... to have</p> <p>..... to have been</p> <p>..... to its</p> <p>..... to look into</p> <p>..... to me</p> <p>..... to him</p> <p>..... to whom</p> <p>..... to mention</p> <p>..... to one another</p> <p>..... to propose</p> <p>..... to regard</p> <p>..... to serve</p> <p>..... to state</p> <p>..... to such</p> <p>..... to take</p> <p>..... to the contrary</p> <p>..... to this matter</p> <p>..... to their</p> <p>..... to those who</p> <p>..... to this</p> <p>..... to these</p> <p>..... to try</p> <p>..... to us (his)</p>
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## Exercise 40

.....>	to which	.....ع	all those who are
.....>	to your letter	.....س	all round
.....>	to deal with	.....ل	all of them
.....>	to have	.....ح	all circumstances
.....>	to think	.....ع	all I can say is that
.....>	to them	.....ل	all the more
.....>	to the fact	.....ف	all of a sudden
.....>	together with	.....ع	all we want
.....>	to say a few words	.....ع	all I want
.....>	to some one	.....س (١٦)	all of you
.....>	to some other	.....س	all you can do
.....>	to draw the attention	.....س	all the men
.....>	to speak	.....س	all the same
.....>	TOO/TWO	.....١	ON
.....>	too high	.....س	on account of
.....>	two to three (٢١٧)	.....س	on the
.....>	too little	.....س	on account of this
.....>	too long	.....س	on account of the
.....>	too many	.....س	on account of your
.....>	too much	.....س	on which
.....>	ALL	.....س	on every subject
.....>	all of us	.....س	on his behalf
.....>	all places	.....س	on your behalf
.....>	all questions (٢٢٨)	.....س	on my behalf
.....>	already	.....س	on our behalf
.....>	all right (alright)	.....س	on our part
.....>	all sorts of	.....س	on one point
.....>	all that is	.....س	on such

## Exercise 41

..w..... on the one hand  
 ..h..... on the other hand  
 ..y..... on the other side  
 ..b..... on the basis of  
 ..n..... on the part of  
 ..e..... on his way  
 ..p..... on this subject  
 ..p..... on the face of it  
 ..p..... on this statement  
 ..p..... on this side  
 ..w..... on the way  
 ..h..... on your part  
 ..f..... on that day  
 ..p..... on this day  
 ..p..... on this date  
 ..w..... on the occasion (of)  
 ..l..... **BUT**  
 ..k..... but the  
 ..d..... but something  
 ..t..... but this would be  
 ..h..... but we have  
 ..h..... but we have been  
 ..h..... but we have to be  
 ..d..... but we may be  
 ..d..... but we might be  
 ..t..... but when  
 ..h..... but would not be  
 ..h..... but you will be

..h..... but you will have  
 ..h..... but you are  
 ..h..... but you are not  
 ..h..... but you were  
 ..h..... but you were not  
 ..<..... **SHOULD**  
 ..>..... should be  
 ..>..... should be able to  
 ..>..... should not be  
 ..>..... should not be able to  
 ..>..... should be considered  
 ..>..... should become  
 ..>..... should be glad  
 ..>..... should have been  
 ..>..... should not have been  
 ..>..... should understand  
 ..>..... should we think  
 ..'..... **OUGHT**  
 ..<..... ought to be  
 ..<..... ought to have  
 ..g..... ought to have done  
 ..g..... ought to have been  
 ..<..... ought to be considered  
 ..l..... **WHO**  
 ..b..... who is  
 ..b..... who is not  
 ..f..... who was  
 ..f..... who was not

## Exercise 42

.....g..... who have been  
 .....hɪ..... who have not been  
 .....d..... who has been  
 .....bɪ..... who has not been  
 .....w..... who will be  
 .....w..... who will not be  
 .....m..... who might be  
 .....k..... who can be  
 .....k..... who cannot be  
 .....k..... who could be  
 .....v..... who are  
 .....v..... who are not  
 .....w..... who would be  
 .....s..... who should be  
 .....h..... who should have been  
 .....w..... who were  
 .....w..... who were not  
 .....o..... AS (Small Circle)  
 .....p..... as the  
 .....e..... as and when  
 .....s..... as to the  
 .....o..... as a whole  
 .....aɒ..... as a result(of)  
 .....e..... as I know  
 .....eɪ..... as the case may be  
 .....b..... as much as  
 .....e..... as far as  
 .....eɪ..... as far as I know

.....eɪ..... as far as we know  
 .....f..... as a matter of fact  
 .....o..... as is  
 .....v..... as early as possible  
 .....b..... as fast as  
 .....e..... as good as  
 .....f..... as it was  
 .....h..... as it were  
 .....b..... as it would  
 .....o..... as long as  
 .....o..... as many as  
 .....o..... as well as  
 .....e..... as soon as  
 .....s..... as has been  
 .....e..... IS  
 .....p..... is it  
 .....eɪ..... isn't it  
 .....p..... is the  
 .....eɪ..... is not clear  
 .....e..... is that the  
 .....p..... is it not  
 .....e..... is to  
 .....e..... is to be  
 .....e..... AS WE (Big Circle)  
 .....o..... as we will (eɪ)  
 .....e..... as we have  
 .....e..... as we think  
 .....e..... as we have been

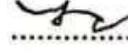
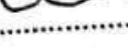
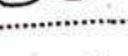
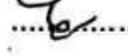
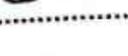
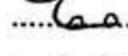
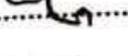
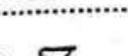
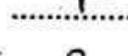
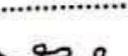
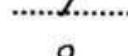
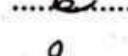
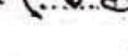
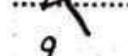
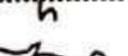
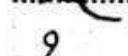
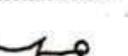
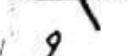
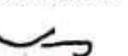
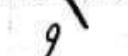
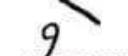
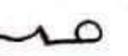
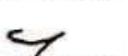
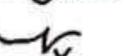
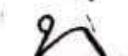
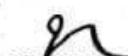
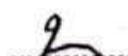
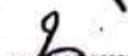
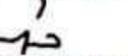
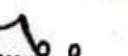
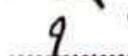
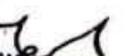
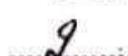
### Exercise 43

.....e.....	as we know	.....w.....	first hand information
.....a.....	as we may	.....f.....	first quality
.....p.....	as we can	.....c.....	first class
.....g.....	as we shall	.....1.....	first-aid
.....e(e).....	as we all know	.....a.....	first and foremost
.....p.....	as we do	.....a.....	first place
.....o.....	FIRST (Loop)	.....a.....	first hand
.....a.....	first-ever	.....a.....	first of all
.....a.....	first thing	.....a.....	first position
.....g.....	first instance	.....b(b).....	first and last

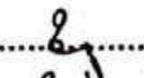
### (2) Phrases from Grammalogues

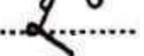
.....h.....	it will be	.....l.....	it can only be
.....k.....	it will not be	.....h.....	it can be
.....h.....	it should be	.....h.....	it could not be
.....h.....	it should not be	.....h.....	it can be said
.....b.....	it is not	.....p.....	it is said
.....b.....	it has not been	.....p.....	it is stated
.....h.....	it should have	.....h.....	it appears that
.....h.....	it should have been	.....e.....	it is only
.....k.....	it would be	.....(.....)	IN
.....h.....	it would not be	.....g.....	in the circumstances
.....h.....	it may be	.....ag.....	in the first instance
.....k.....	it may not be	.....s.....	in the past
.....k.....	it might not be	.....k.....	in the case of
.....h.....	it might be	.....h.....	in view (of)

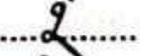
### Exercise 44

 ..... in the country	 ..... in the presence of
 ..... in this country	 ..... in this city
 ..... in the matter (of)	 ..... in the same way
 ..... in the name of	 ..... in the other House
 ..... in our opinion	 ..... in this way
 ..... in our own	 ..... in this case
 ..... in our view	 ..... in any way
 ..... in fact	 ..... in no way
 ..... in regard to the	 ..... HE
 ..... in the second instance	 ..... he is not
 ..... in this manner (  )	 ..... he should be
 ..... in lieu of	 ..... he should not have
 ..... in the same manner as	 ..... he can be
 ..... in the course of	 ..... he could be
 ..... in connection (with) the	 ..... he cannot be
 ..... in course of time	 ..... he would be
 ..... in all cases	 ..... he would not be
 ..... in relation to	 ..... he will not be
 ..... in the light (of)	 ..... he will be
 ..... in the mean time	 ..... he will have
 ..... in the House	 ..... he may be
 ..... in this House	 ..... he may not be
 ..... in the court of	 ..... he might be
 ..... in the absence (of)	 ..... he would give
 ..... in this world	 ..... he has been

## Exercise 45

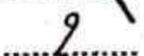
 he has not been

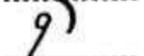
 he has to be

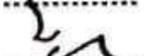
 he is to be

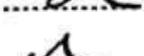
 he must be

 he must not be

 he was

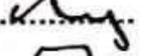
 he was not

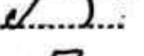
 we have

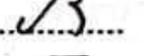
 we have had

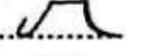
 we have been

 we have not been

 we can say

 we cannot say

 we can have

 we cannot have

 we cannot do

 we will have

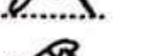
 we will not have

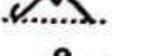
 we may be

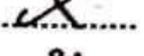
 we may not be

 we might be

 we might not be

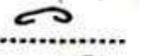
 we should be

 we should not be

 we should have

 more than

 more or less

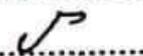
 more particularly

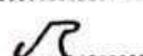
 more particularly

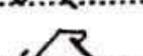
 more particularly

 we should not have

 we should not have been

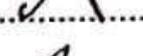
 we cannot

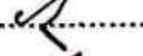
 we cannot think

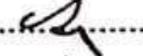
 we cannot be

 we cannot know

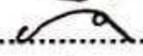
 we can be

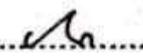
 we shall be

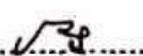
 we shall not be

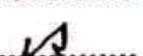
 we shall have

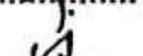
 we must be

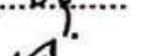
 we thank you

 we cannot understand

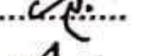
 we do not say

 we do not see

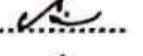
 we do not think

 we did not think

 we do not know

 we did not know

 we do not have

 we did not have

 we should be able to

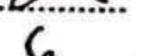
 we have not done

 we are happy

 we know that

 those who have

 those who have been

 this would

Exercise 46

..... year to year	..... this would be
..... year after year	..... this would have been
..... yours truly	..... this is the
..... yours very truly	..... this was
..... year-wise	..... large number of
..... in the year	..... drinking water
..... according to the	..... for some time
..... it is necessary (d)	..... for a long time
..... it is not necessary	..... for the first time
..... it is said	..... for the sake of
..... it is stated	..... for a moment
..... those who	..... for the moment
..... those who are	..... for him
..... those who were	..... as it were
..... first year	..... first division
..... first class	..... first information

(3) Phrases from Words

..... she would not be	..... she will not be
..... she may be	..... let us have
..... she might be	..... let us know
..... she should be	..... let there be
..... she should have	..... let me know
..... she may have	..... let me tell you
..... she cannot	..... last year
..... if he was	..... last few days
..... if he were	..... by virtue of
..... if she was	..... by way of
..... if it is	..... up-to-date

Exercise 47

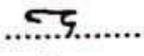
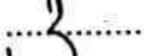
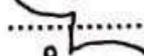
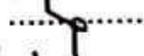
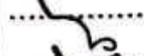
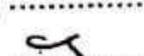
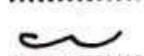
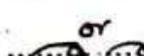
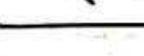
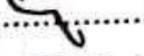
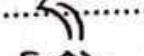
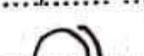
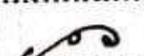
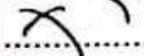
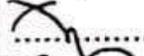
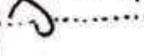
.....	if it is not	.....	if there has not been
.....	if it was	.....	if you are
.....	if it is to be	.....	if you are not
.....	if it be	.....	if you are able to
.....	if it has been	.....	if you are not able to
.....	if it has to be	.....	if you were not
.....	it is has not been	.....	if you can
.....	if it were	.....	if you can not
.....	if it were to be	.....	if you can be
.....	if so	.....	if you can not be
.....	if it is so	.....	if you can not do
.....	if we	.....	if you have
.....	if we are	.....	if you have been
.....	if we were	.....	if you have not been
.....	if we were not	.....	if you have to be
.....	if we are not	.....	if he is not
.....	if they	.....	if he is not able to
.....	if they are	.....	if he is able to
.....	if they are not able	.....	if he was not
.....	if they were not able to	.....	if he was not able to
.....	if there is	.....	if the Government
.....	if there is no	.....	if it can be
.....	if there is nothing	.....	if it can not be
.....	if there are	.....	if it can be done
.....	if there was	.....	if it can not be done
.....	if there were	.....	if it could be
.....	if there is anything	.....	if it could not be

Exercise 48

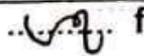
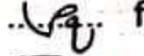
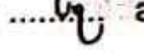
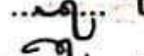
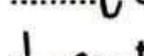
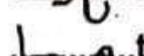
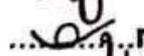
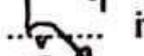
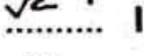
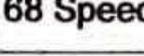
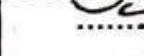
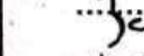
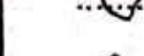
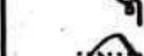
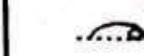
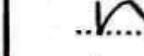
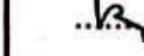
..... at last  
 ..... at least  
 ..... at that time  
 ..... at a time  
 ..... at the time  
 ..... at the earliest (.....)  
 ..... at the moment  
 ..... at this time  
 ..... at times  
 ..... at any time  
 ..... at no time  
 ..... at the same time  
 ..... at the outset  
 ..... at first hand  
 ..... at a loss  
 ..... at your earliest  
 ..... at once  
 ..... at present  
 ..... at the present moment  
 ..... at such time  
 ..... they should be  
 ..... they will be  
 ..... they must be  
 ..... they must have

..... they have been  
 ..... they should have  
 ..... they should have been  
 ..... they should not be  
 ..... they may be  
 ..... they may not be  
 ..... they might be  
 ..... they might not be  
 ..... they may have  
 ..... they may not have  
 ..... then there are  
 ..... in spite of the fact that  
 ..... in view of the fact that  
 ..... with regard to the fact that  
 ..... in regard to the fact that  
 ..... in view of the fact that the  
 ..... not withstanding the fact  
 ..... point of fact  
 ..... it is not a fact  
 ..... as a matter of fact  
 ..... rate of interest  
 ..... rate of exchange  
 ..... stock exchange  
 ..... then there is

### Exercise 49

<p> cent per cent</p> <p> agree with the</p> <p> there were</p> <p> fact of the matter</p> <p> side by side</p> <p> bear in mind</p> <p> borne in mind</p> <p> not more than</p> <p> in reply (to)</p> <p> in our own</p> <p> must have been</p> <p> must be</p> <p> into the matter</p> <p> she would be</p>	<p> again and again</p> <p> over and above</p> <p> more and more</p> <p> higher and higher</p> <p> nearer and nearer</p> <p> less and less</p> <p> lower and lower</p> <p> ways and means</p> <p> sooner or later</p> <p> here and there</p> <p> here or there</p> <p> law and order</p> <p> law and order problem</p> <p> law and order situation</p>
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### B - (4) Speed Writing Phrases

<p> full consideration ( )</p> <p> fullest consideration</p> <p> active consideration ( )</p> <p> under consideration</p> <p> more consideration</p> <p> sympathetic consideration</p> <p> take(n) into consideration</p> <p> taking into consideration</p> <p> took into consideration</p> <p> necessary consideration</p> <p> it may be considered</p> <p> it might be considered</p> <p> I will conclude</p> <p> It will be concluded</p>	<p> in conclusion</p> <p> come to the conclusion</p> <p> came to the conclusion</p> <p> It was concluded</p> <p> fully considered</p> <p> should be considered</p> <p> cannot be considered</p> <p> shall be considered</p> <p> will be considered</p> <p> ought to be considered</p> <p> has to be considered</p> <p> must be considered</p> <p> it will be considered</p> <p> it will not be considered</p>
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Exercise 50

...f... next month

...f... next day

...h... next time

...e... next week

...d... just been

...h... just now

...h... just received

...g... Sunday next

...m... last month (k)

...r... last week (r)

...h... last time (r)

...o... most important

...r... most probably

...a... must be

...ay... must not be

...g... must say

...nv... must try

...ap... must be said

...a... must have

...a... must have been

...a... must remember

...l... greater than

...u... lower than

...z... higher than

...f... let us try

...f... let us see

...a... let us remember

...a... let us hope

...o... let us have

...a... let us be

...e... let us know

...r... let there be

...h... let me know

...h... let me tell you

...r... last year

...g... last few years

...h... by virtue of

...h... by way of

...o... less than

...o... smaller than

...l... carry on

...l... carried on

...s... follow on

...h... due to the fact

...h... due to the fact that the

...b... it is a fact

...h... in fact

...h... in point of fact

## Exercise 51

.....	it was arranged	.....	I will be in a position
.....	it can be arranged	.....	I will not be in a position
.....	it was not arranged	.....	you are in a position
.....	could not be arranged	.....	we are in a position
.....	it will be arranged	.....	we are not in a position
.....	necessary arrangements	.....	you could not have been
.....	has to be arranged	.....	you may not have been
.....	this was arranged	.....	you might not have been
.....	cannot be arranged	.....	you can understand
.....	re-arrange(ed)	.....	you cannot understand
.....	will be arranged	.....	you will be glad to know
.....	I am able to	.....	you will not be able to know
.....	I am unable to	.....	all these circumstances
.....	able to have	.....	in these circumstances
.....	you are able to	.....	in the circumstances
.....	able to do	.....	under the circumstances
.....	able to say that	.....	he should not have been
.....	I was able to	.....	you should not have been
.....	calling attention notice	.....	to draw the attention of the
.....	to call the attention of the	.....	Government
.....	Government	.....	to draw the attention of the
.....	to call the attention of	.....	Minister
.....	the Minister	.....	through out the world
.....	through out the country	.....	through out the year (2)
.....	throughout my life	.....	throughout service
.....	throughout the day	.....	throughout the week
.....	first and last	.....	she would not be
.....	first and foremost	.....	she will not be

(5) Advance Phrases - Exercise 52

State Bank of India	bank-note
Syndicate Bank (ent.)	banking company
Scheduled Banks	Income-tax Department
Central Bank of India	Health Department
Times Bank	Medical Department
foreign banks	Department of Culture
Oriental Bank of Commerce	Deptt. of Company Affairs
United Commercial Bank	Department of Expenditure
American Bank	Home Minister
Reserve Bank of India	Agriculture Minister
Punjab National Bank	State Minister
Cooperative Bank	Prime Minister
Para-banking Division	Education Minister
Bank guarantee	Law Minister
Bank employees	Labour Minister
Bank Manager	Railway Minister
bank balance	Finance Minister
Hon'ble Minister	Health Minister

(6) Monetary Units/Figures

300..... 300 crores	5A..... 5 million rupees
2000..... 2000 crores	200..... 200 million tonnes
5lac..... 5 lac tonnes	20/30..... 20 or 30
5crores..... 5 crores of rupees	5/6..... 5 or 6
4lacs..... 4 lacs of rupees	2001/..... 2001-2002 (oy).
5billion..... 5 billion dollars	84/..... 1984-85
800..... 800 thousand dollars	98/..... 1998-99

Numerous other phrases can be formed with the help of these Phrases which are enough to gain speeds of 100 to 140-160 w.p.m. in Shorthand. Understand and practise these for quick results.

Part IV — Reading Exercise 53

Handwritten cursive script on a set of four horizontal lines. The text is dense and appears to be a continuous passage of text, possibly a letter or a short story, written in a highly stylized, cursive hand. The script is filled with loops, flourishes, and varying line heights, characteristic of a cursive style. The text is organized into several paragraphs, with some lines starting with capital letters. The overall appearance is that of a practice or sample piece of handwriting.

## Part IV—Test Dictations — II Yr.

### Dictation Exercise 53

(80 w.p.m)

Madam, I draw the attention of the Government to an alarming Press report appearing in a section of the Press / that the Textile Ministry has recently decided to abolish the statutory minimum price for raw jute from the next season. // Madam, there is a difference between the statutory minimum price and the minimum price. If a statutory minimum price is ///announced, there is an obligation on the part of the Government to enforce that price, but if a minimum price (1) is announced, there is no such obligation. Government, it seems, has come to the conclusion that there is no necessity / to enforce a statutory minimum price for raw jute which is an important crop in the Eastern region of the // country.

This year, the price for raw jute was a little better because the market had looked up and there /// were certain ominous developments in the Bangladesh economy. There was also boosting up of international demand.

Madam, you might remember, (2) that over the last several years, the price of raw jute in the open market had declined enormously. Even after / the Jute Corporation of India purchasing a part of the crop and the Government taking some steps, the 40 lakh // jute growers of Eastern India could not be protected. There is distress sale on a very large scale. In a /// situation like this, if the enactment of statutory minimum price for raw jute is withdrawn, it means there will be (3) no marketing operations by the Government, Government will be under no obligation to protect the jute growers. The Jute Corporation / of India will not be purchasing jute to push up its price. It means that the jute growers will be left // absolutely to the sweet will of the hungry wolves who now constitute the jute industry of our State and /// of this country.

As you know, jute industry is the most delinquent industry. It had offended the law, had not (4) paid the statutory payments, and had even retrenched, on a very large scale the workers of this country. Therefore if /there is no obligation on the part of the Government to purchase raw jute if the market price dwindles down // to statutory minimum, it means that there is not going to be any marketing operation, there is not going to ///be any jute purchase by the Jute Corporation of India and there is not going to be any State intervention.(5/400 words)



Madam Deputy Chairman, I wish to draw your attention and through you the attention of the Government to a serious /news which came out in the press on 18th March in the Calcutta edition of the Economic Times. It says // that the Cycle Corporation and the National Bicycle Corporation of India Limited may close down.

These two companies have their /// factories located in West Bengal and in Mumbai. Not only are these two corporations to be closed down, but according (1) to that press report, there are five companies, public sector companies which are proposed to be closed down.

Madam, what / is the policy of the Government? As we come across from the report, some months ago, about three years ago, // a group of Ministers had decided that it would be necessary to wind up some of the perennially losing public /// sector enterprises. What is meant by this perennially losing?

Since the take-over of the Cycle Corporation of India Limited, (2) the Government did not apply its mind to rehabilitate these industries to cure it of its sickness against those who / are responsible for its sickness, those who were the private owners, the Government did not take any action.

Before the // nationalisation, the Cycle Corporation of India was under the charge of the Central Government. It was then under the Industrial /// Reconstruction Corporation of India. For these long years the Government did not take any action. I know, workers had entered (3) into an agreement with the company to produce 1,000 cycles per day. But in 1975 under the /cover of emergency and the terror that was let loose in West Bengal, the trade union was suppressed, and an // agreement to produce 2,000 cycles was clamped on the workers. Some workers had voluntarily retired. Even after these 12 /// years, a decade almost has passed by, but no action has been taken by the Government to improve this situation.(4) The workers are faced with losing their jobs.

How does the mind of the Government act? As we have seen, / a part of the company was transferred to Hindustan Cables Limited without entering into any deed of transfer, without entering // into any agreement on what the price will be, what the cost will be of that transfer.

, What I say, /// is that this proposal should be abandoned. The factories proposed to be privatised should be kept in the public sector. (5/400 words)

Reading Exercise 55

Handwritten musical notation on a five-line staff. The notation consists of various rhythmic symbols, including vertical stems, horizontal lines, and curved shapes, some with small 'x' or 'o' marks. The text is written in a cursive, shorthand style typical of speedography.

Handwritten musical notation on a five-line staff, continuing the style of the previous section. It includes rhythmic symbols and a large bracketed expression at the bottom:  $[ \text{musical symbols} ]$ . A small number '249' is visible on the right side of the staff.

Madam, I thank you for giving me this opportunity to draw the attention of the House to a matter of / grave concern. Newspapers have reported that there was a rocket attack on the Central Reserve Police Force in Punjab. It // is a sad thing that we have come to terms with violence.

I would like the Government to examine what /// was the cause for this? What is a rocket attack on the Central Reserve Police Force? We must take cognizance (1) of this. This means that there is an upgradation in the kind of weapon system the terrorists have available to / them today. What was the Government doing regarding this and the implication it has towards Parliament, the people of this // country and particularly the people of the State.

We have repeatedly known that there are weapon systems flowing into the /// State and the Government did not do anything about it. Pictures have been published in newspapers with terrorists having in (2) their hands weapons like AK-47 machine-guns. Government did not do anything about it. The Home Minister / did not make a statement on the floor of the House or give an answer or explanation as to how // these are made available to the terrorists. We have got pictures published regarding this issue. No cognizance has been taken /// of that. Here the police have been attacked by a weapon system beyond their reach or comprehension. This is not (3) fair. It is not just that Members of Parliament sit here and pass Bills. This has a direct bearing on / the security force, people who are on the spot and who have to come to terms with them and face // them. How are our security forces equipped? Are we equipping our security forces with similar weapon systems? Are they having /// that range and reach with their weapons? No. The terrorists have it, so these things give rise to other questions (4) like the following:

Where are these arms coming from? Has the Government an answer for this? Are they making an / effort to learn about it? Will they be able to answer this House about it?

Secondly, what action is the // Government taking to stop the inflow of these weapons? Do they have any system by which they are going to /// buy them?

What is disturbing is that this House had to empower the Government with Article 249. (5/400 words)



Madam, the Sports Ministry has recently issued certain guidelines to the National Federations. Most of these guidelines are good and / positive and some need review. For various schemes for coaching camps for national meets the Government is giving not Rs // 10,000 as before but Rs 50,000. It is good. All the international meets organised by the Sports Federations /// are going to be well funded. Formerly, the Government was giving Rs 1 lakh. Now they are giving Rs 5 (1) lakhs. These are all very good steps. But, what surprised me is the selection of teams. This definitely is the / responsibility of the National Federations. Yes, the Government is giving money for various coaching camps and also the Federation. They // can definitely put one representative of the Government in the selection committee of the National Federations. But, unfortunately, what the guidelines /// are doing, as far as the selection of the team is concerned, is that in the entire selection committee they propose (2) to have only one member of the Federation. Only the President of the Federation will be on the selection committee. Who / are the other members? One will be the representative of the Government in the form of Sports Authority. One will // be the representative of the Government coming from Arjuna Award winners. One will be chosen by the Government from the Olympic /// Association. Another member nominated by the Sports Ministry. So in a committee of 5 or 6 only one member is (3) the national coach - again, who has been there from the National Federation. How can this position be accepted by / the National Federations? I think there is a need for dialogue between the Federation and the Government. The Government of India // has been kind enough, the Prime Minister is kind enough, to increase the budget for sports manifold.

I think the Government and /// the National Federations have a duty to see how this money is spent. I think it is a very exciting (4) time. But out of 5 or 6 members, only one will be from the National Federation. There must be a / dialogue. There is need for the Government to invite suggestions. They asked for the suggestions of the National Federations, but // after that the Sports Ministry has unilaterally issued guidelines without consulting the National Federation. I think this is not in /// the interest of sports. There is need to review the selection of teams for coaching camps in consultation with them.(5/400 words)



Madam Deputy Chairman, at the outset, I would like to thank our Finance Minister, Shri Tiwari for submitting a Budget / which is more "rural oriented", more "growth oriented" and more "people oriented" than the Budget submitted by our Prime Minister // last year. These concessions, measures and programmes do not amount to say that the Ministry of Finance have been abreast /// with the situation and aware of the needs of the nation. As rightly commented by one economist; Mr. Tiwari's maiden (1) Budget is a good exercise in public relations but not so good in public finance.

The Budget document has been / prepared in such a way as to appear that it contains more concessions than tax burdens. Not because the Minister // had dropped the proposal of imposing taxes due to drought but because he had indulged in pre-Budget exercise.

Unfortunately /// for the last few years to mobilise the resources, the Ministry of Finance is following this unhealthy practice. Owing to (2) this pre-Budget exercise the income to Government has been underestimated. I am not against the mobilisation of revenues / to the Government which is quite essential to implement our plan targets successfully and to introduce new programmes for the // welfare of the country. The methods adopted by the Government are quite unwarranted and irking.

It shows that it has /// no confidence in the Parliament. Contrary to our expectations, our Finance Minister has submitted an astronomically deficit Budget. As far (3) as the States are concerned, they have no right to print currency notes. A State which submits a deficit Budget / ultimately is compelled to overcome the deficit by right means. But in the case of the Centre since it has // a right to print the notes the deficit Budget only fuels the fire of inflation and hike in prices. Unmindful /// of price increase and inflation every year the Centre follows the practice of submitting deficit Budget. The deficit was Rs 6,000 crores in (4) the year 1995-96, Rs 8,000 crores in 1996-97, / Rs 8,000 crores in 1997-98. How are we to overcome this difficulty?

Madam, we speak // much about financial discipline. We ask the State Governments to follow the discipline in financial matters. But as far /// as the Central Government is concerned, it does not follow any principle in the discipline of financial matters.(5/400 words)



## Dictation Exercise 58

(80 w.p.m)

Madam Deputy Chairman, the Government has already constituted the National Committee for Tourism. I would take this opportunity to urge / upon the Government that its recommendations should be given full and quick effect by providing incentives which will develop // the tourism industry all over the country. This can include giving concession for all those ancillary industries.

The incentives to /// such export industries should be taken up by the Finance Minister as early as possible. This can include improved facilities (1) of airports as well as other means of transport, doubling the capacity as far as other connected export-oriented industries / are concerned. I think that this step can help us in mobilising better earnings and return of foreign exchange.

Thirdly, // Madam, I am very much in favour of rationalisation of the tax structure. You are aware that there is a /// very bitter debate going on concerning the tax proposals which have been put forward and passed by us in the (2) form of amendment to tax laws and I feel that the Hon'ble Minister would give careful consideration to the criticism / and difficulties involved therein. Suggestions are coming from all over the country from all walks of life that there are // drastic measures stipulated just like Section 44 or the provisions concerning the partnership and the liability of the partner. /// All that requires due assessment if you want to give a fillip to the economy and infuse confidence in tax-payer.(3)

Fourthly, I would like to draw the attention of the Ministry to the growing disparity whatever may be our claims / between the poor and the rich in this country. I have the report which has just come yesterday, published // in the Times of India giving figures to show how the poverty has risen in this country under the heading /// "Poor population up in Uttar Pradesh" and the figures quoted are staggering. This House must share the concern that there (4) are millions of people who can be classified, as very very poor. I would sincerely urge the Government to tackle / the problem of poverty as a priority problem and not leave it to the mere fiscal measures or the forest // of figures which every Budget gives saying that we have allocated this much of amount and all that. That is /// not the method in which you can reach the poor simply by saying that we are dedicated to remove poverty. (5/400 words)

Reading Exercise 59

Handwritten musical notation on a four-line staff. The notation consists of rhythmic patterns and notes, including some with 'x' and '6' markings. The text is written in a cursive style and spans approximately 15 lines of the staff.

The purpose of intervention, Mr Vice-Chairman, is to point out that this year we are celebrating and we have / celebrated 50 years of attainment of freedom. This is the most valuable achievement which must be cherished and strengthened, but // along with this political freedom we have attained in a large manner economic freedom for all sections of our people, /// particularly for poorer sections of our people. We have attained this and this is unique in the whole world, unique (1) for developing countries. The progress that we have made there has been the parliamentary form of democracy, assuring to every / individual the fundamental right, assuring to every individual the fundamental right to send a representative to this august House, the // right to debate and the right to dissent. And this is unique in the history of the developing countries, unique /// in the history of the world as a whole.

I would like to give the House some of the economic (2) indicators which will show the progress that we have made in the economic field over the last few decades. The / per capita net national product has increased. That is, the net national product has increased by more than four times // during this period and this has been done by this Government under the Congress policies and with a particularly democratic /// process throughout, ours being one of the most vibrant parliamentary democracies in the world. Under the leadership of our leaders, who (3) incidentally were their leaders, also at some point or the other, I am happy to say this because most of / the members of the opposition have been members of the Indian National Congress at some point or the other.

The // index of industrial production has risen. This has been tremendous progress on the industrial front that we have made in /// just 50 years. The index of agricultural production with<sup>which</sup> many Members of the Opposition and some of the Members of the (4) ruling party are concerned and rigidly so, has increased too. There has been a lot of criticism here that we / are wasting money in revenue expenditure that we are not forming a capital, we are not able to build up // assets. Gross domestic capital formation as percentage of Gross Domestic Product has increased from 10 in 1950 to /// 23 till date. This shows that there is a constant progress in our industrial sector and our agricultural sector. (5/400 words)

Reading Exercise 60

The following text is a series of handwritten symbols and characters, likely representing a code or cipher. The symbols are arranged in approximately 20 lines of handwriting on a set of three horizontal lines. The characters include various letters, numbers, and symbols such as asterisks, parentheses, and vertical bars. Some characters are written in a cursive or stylized manner, while others are more standard. The overall appearance is that of a complex, possibly encrypted, message.

Further, for the customers in general, not just the rural customers, we have also given some instructions. I am sharing / them with the Members of the House because we want these instructions to be implemented. But if there are some // lapses or some omissions they can bring them to our notice so that they can be implemented. That is why /// we are making these instructions known in public. To facilitate regular and periodical interface with customers, banks observe "customer-day" (1) on 15th of every month or the following working day if 15th happens to be a holiday. On that day / the Chairman, the Managing Directors or Regional Managers make themselves available at their office between 3 and 5 to meet // the customers without any prior appointment. Such meetings are intended to attend to specific complaints of the customers and also /// to assess the quality. Because it is believed that it is not sufficient to have schemes, it is not sufficient (2) just to work here, it is necessary that the whole machinery and the people who carry out these schemes, should / be alert to the rural thrust of our economy and to the banking sector. They should be alert towards the // needs of the weaker sections. Therefore, these formulations and programmes should be monitored at a higher level.

I am monitoring /// it at the highest level under the instructions of the Finance Minister. I am doing that and I will continue (3) doing that as far as possible even during Parliament session, also visiting every State, but then one man cannot do / all. All Ministers by themselves cannot do. Officials of the Government cannot do. Banks cannot do. We need the vigilance // on the part of all of us. Therefore, we welcome Parliamentary democracy and we also wish your cooperation in seeing /// that something sets it right.

I take this opportunity to mention an allied sector which is the insurance sector. We (4) have nationalised both Life Insurance and General Insurance. Both in the Life Insurance and General Insurance sector we have again / given this thrust for the rural areas and for the weaker sections.

We are now on the threshold of launching // LIC into social security schemes. LIC will also announce group insurance scheme for those sections who /// work on daily wages so that 50 per cent of the insurance premium is met from the social security fund. (5/400 words)

Reading Exercise 61

Handwritten cursive script on a set of three horizontal lines. The text is dense and appears to be a continuous passage of text.

Handwritten cursive script on a set of three horizontal lines. The text continues from the previous section.

Handwritten cursive script on a set of three horizontal lines. The text continues from the previous section.

Handwritten cursive script on a set of three horizontal lines. The text continues from the previous section.

As far as General Insurance is concerned, I would like to mention here that it does not exactly relate to / the rural insurance. But I must mention here because just yesterday I reviewed this programme of Adalats for the cases // of motor vehicle accidents, I know how much hardship sometimes people feel who are victims of these motor vehicle accidents /// have to undergo in order to get some compensation. Now GIC has decided and has already held some (1) Adalats where there is interface and victims are paid immediately and this has created tremendous benefit and we want to / extend this.

Just to give what we have done in this regard between January and August more than 4,000 // complaints of motor vehicle accident cases have been settled by Lok Adalats. From August to December we had kept the /// target of 6,000 cases but we have actually settled 16,000 cases and thereby paid more than Rs 50 (2) crores by way of disbursement.

But it all depends on the parties to agree to the compensation. If they do / not agree, they can always go to the court but there is no fixed scale of compensation. It depends on // the nature of accident and circumstances of the case. But going through the rural thrust of general insurance, a group /// insurance scheme for landless agricultural labour all over the country has been created. The entire premium will be borne by (3) the Government of India and if any landless agricultural labourer dies in the course of his work his family straightaway / will get Rs 3,000 without payment of any premium.

I must, however, say that we have several other schemes // for general insurance like cattle insurance, hut insurance, a new scheme that we have introduced and if the hut of /// a landless labourer gets burnt by accident, immediately he will get some compensation. If his cattle die, he will get compensation. (4) Now I must admit and here I seek the cooperation of all the Hon'ble Members that in respect of many / of these schemes, there is no awareness as far as potential beneficiaries or target groups are concerned. Now a landless // agricultural labourer who is there in a village and who does not know that schemes exist, if he dies, though /// he is entitled to compensation, more often than not, the members of his family are not at all aware of it. (5/400 words)



I would like to conclude on this note that we have made substantial progress of which all of us must / be proud. The Government should be proud and the people of this country should be proud of it. The Opposition // also should have deserved a measure of credit because many of their suggestions are taken by us and we will /// continue to do that. Now, we must keep on implementing this and on this implementation, your involvement is necessary. But (1) what is more important is that in the heat of political argument, we should not create a climate of despondency / which is entirely unjustified. We should not reduce the faith of our people in themselves because these are their achievements // and if we face these challenges with confidence, our people will definitely overcome the great challenges ahead and we shall /// succeed.

I am surprised that he should put this type of a question. Let me say this that whatever debt (2) servicing we are honouring is not out of borrowing and it is not 50 per cent. It is roughly 20 / per cent of our own money that we earn out of exports, invisibles, tourism and so on and so forth // and this money also if we have borrowed, we have borrowed from the IMF in the earlier period /// up to 1984.

Mr Verma said that we are borrowing money from abroad and paying it. This is (3) not correct. It is our own money and it has been put to good use. About internal borrowing also, there / is no such question. What are we doing is to create assets. We have to modernise our industry. We have // to improve the lot of our people. And we are doing these. We are borrowing very cautiously and for productive /// purposes. There is no reason why he should have such a thinking.

You know that you have a revenue deficit (4) which is larger than the total deficit. By definition this means that you are going to resort to deficit financing / or borrowing in order to finance your consumption expenditure and not for productive purposes. This is my definition. How do // you controvert it.

This is a Government document. I will read out this so that he may not have further /// misgivings about this. This is a statement laid on the Table of the Rajya Sabha, in reply to a question. (5/400 words)

Reading Exercise 63

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### Dictation Exercise 63

(80 w.p.m)

I am very happy that the Hon'ble Minister has announced various incentives to the farmers. I talked to some of / them. But it seems some confusion is being created sometimes and I give you the example of Tamil Nadu. Our // Hon'ble Member and Congress President of Tamil Nadu had gone to Tamil Nadu and he accused Mr Singh of working /// inside the Government as an agent of the capitalist and imperialist forces and exploiting the situation. And he further said (1) that the last two Budgets, presented by our Prime Minister and the Finance Minister have sought to correct the distortions / and deviations. What I am trying to say is that somebody else presenting the Budget, it is the Congress Budget. // What I would say is that there is a certain direction, whether it is presented by Mr Singh or by /// somebody else. The essential thing is that it should be beneficial to the people.

I am happy the Hon'ble Minister (2) has introduced various new schemes and he has tried to do his best in the present circumstances. I congratulate him. / I think in his Budget speech, for one and a half hours he was stating about the various incentives and // one hour he devoted to incentives to farmers, to small-scale industry etc. So, if I have to refer to /// all that it will take long time for me to repeat. I am happy that under the present circumstances, he (3) has done so much for the agriculturists.

Finally, I would say that whatever kind of subsidy you give to the / farmer, you have to ensure remunerative prices to him. Unless you give proper price, whatever you do to help him, // will not be of much use. I am sure the agricultural prices and costs commission will arrive at the proper /// price which should be given to the farmer, and unless a fair price is given to the farmer lot of (4) the farmers cannot be improved. They have to spend more on inputs, they have to spend more on so many / other things and they have to purchase also. Therefore it is essential that they get a fair price for their produce.//

I have one more request to make. It has been said that the export duty on coffee is going to /// cripple the coffee industry in the South. I hope the honourable Minister will exempt the industry in respect of export duty.

(5/400 words)



Sir, the General Budget is a reflection of Government's drive and direction on economic front. I think this Budget should / have had a positive direction. This Budget lacks positive direction and initiative towards arriving at the realistic goal. Of course, // there are many kinds of promises, for example, the garibi hatao slogan.

The present Budget is replete with various types /// of concessions and thereby attempting to prove that the Budget is by far the softstone ever presented in the House.(1) But the pre-Budget hike in different essential commodities has already hit the people. Today railway journey has become costlier. / Similarly, tele-communication rates and petrol prices have also been increased. Even life saving drugs are beyond the reach of // the common people. Sir, I would like to say that the annual budget can never deliver goods if the planning process /// is not down to earth. Indian planning over the years has been marked by urban bias and consequently 90 per (2) cent of the Indian population cannot be benefited by this sort of planning.

So far as irrigation is concerned, Assam / State stands at the nadir. During plan period, a large number of States have brought over 50 per cent of // their cultivated area under irrigation but in Assam, hardly 13 per cent of the land is brought under cultivation and /// hardly 45 per cent of the crops are brought under irrigation. There is one Brahmaputra Board but finances are (3) not yet properly given to it and there is no provision for storage of irrigation projects. Moreover, power and irrigation / facilities are the major input for development. Assam has immense resources, immense potential but these are not properly exploited due // to lack of vision of the planners and that is why the north-eastern States including Assam remain still backward.///

Sir, the State's domestic product increased only by 3 per cent while per capita State domestic product was minus 3 (4) per cent. This is because of the tremendous population growth due to migration to Assam. Assam continues to be much / behind the rest of the country in terms of not only per capita income but also electricity consumption, irrigation potential // created, rural drinking water supply, roads and railways and credit deposit ratio etc. and Sir, what is more deplorable is /// the fact that Assam is the lowest amongst the north-eastern States in per capita plan outlay throughout the country. (5/400 words)



Mr. Vice-Chairman, Sir, I gladly welcome the Budget which is rural-oriented and is also aiming at relieving the / poor sections of the country. Sir, the Budget could be assessed from the facts that we have seen of what // had happened last year or in the last financial year. The country had faced severe drought and flood in almost /// all parts of India and we should congratulate the Finance Minister and his Ministry for being able to work out (1) a Budget which would meet the situation in the country. I would not like to go into particulars of the / Budget. Many leading Members of the House have criticised and many have appreciated the provisions of the Budget and the // policies and programmes involved therein.

I would like only to take this opportunity to highlight some of the problems that /// we faced in the backward regions, in particular of the north-eastern region, where I come from. Even after 50 (2) years of independence, we find that transport is still the main problem of the north-eastern region. For instance, we / have, in the hill States, problems even with regard to accommodation in trains. I have raised questions a number of // times, about the availability of seats for travellers from the hill States to different parts of the country. There are /// some railway out agencies in some capitals of the hill States. But the quotas allotted to them is so small (3) that it ~~does not even meet a very small percentage of~~ the travellers. Poor people here have to depend on / the railways to go outside their States or regions for many reasons, mainly for medical treatment because we do not // ~~have adequate medical facilities~~ in the region. They could not avail themselves of the air transport too.

Even in regard /// to the service of food this region is being looked down upon by so many of the authorities. Of course, (4) these are only my observations and I am not making them by way of complaints. Same is the case with / roads in this region. We have some national highways. There is ~~one national highway between Shillong and the rest of~~ // the State and also Bangladesh. There is one bridge constructed 80 years ago by the British Government which could permit /// only trucks with 10 tonne load. But now the traffic has increased and trucks of 20 tonne loads ply frequently.

(5/400 words)

Reading Exercise 66

Handwritten text in Arabic script on lined paper. The text is dense and appears to be a reading exercise or a transcription of a passage. It includes various words and phrases, some of which are underlined or marked with small symbols like 'x' and 'o'. The handwriting is cursive and fills most of the page.

## Dictation Exercise 66

(80 w.p.m)

The overall indications of economic performance have been better than in any previous year of severe drought. This is because / of the plans and programmes of the Government under the leadership of Shri Rajiv Gandhi, our party President and the // Prime Minister. Hon'ble Finance Minister this time has viewed the grievance of all sectors of levies and tried to redress /// it up to maximum possible levels against all odds of the resource mobilisation and non-plan expenditure besides efforts of (1) the Opposition parties for destabilisation of our Government.

I am happy for conceding to our request of extending transport subsidy /to all hill areas for LPG cylinders by the Hon'ble Finance Minister. But I would request that this // subsidy be made applicable for industrial production also in the hill areas as well only for small scale sectors, because /// medium and large sectors get concessions in bulk purchasing.

I appreciate the abolition of taxes on properties and surcharge on (2) wealth tax to mobilise the resources. This policy is a clear indication of a welfare State, which shall raise the / standard of living of the people.

Regarding tax policies, I would like to mention for implementation duties leviable and surcharge // as Central excise and customs duty on goods used by 100 per cent export oriented units. The goods of Indian /// origin used by these 100 per cent export oriented units may be exempted for surcharges etc. However, surcharge of 5 (3) per cent on foreign goods used by export oriented units may be levied but full time reimbursement of countervailing duty / and surcharge on auxiliary duty may be exempted so that foreign capital in Indian industry is progressive to have healthy // competition.

Now, I would draw the attention of the hon'ble Finance Minister to the problem faced by every Indian family /// because of social customs i.e. presentation of gold jewellery, at marriage ceremony. I would request the Finance Minister (4) to allow relaxation of baggage rules incorporating the free clearance of one tola of gold, gold jewellery brought by the / incoming Indian passengers only. To earn revenue Government can impose a very nominal customs duty in foreign exchange on gold // and gold jewellery if more than one tola brought by Indian passengers. This scheme shall minimise gold smuggling and satisfy /// the Indian passengers and labourers coming from abroad to fulfil their social customs with the facilities provided by the Government. (5/400 words)



## Dictation Exercise 67

(80 w.p.m)

Madam Deputy Chairman, the proposals regarding irrigation projects including Telugu Ganga project and other power projects submitted by the successive / Andhra Pradesh Government may kindly be cleared very soon so that people of Andhra Pradesh may progress accordingly.

Regarding the // education policy, the education policy of the Government shall provide opportunities to the Scheduled Castes and Scheduled Tribes to get /// admission into the Navodaya Schools. The education policy at the college levels shall be employment-oriented and the syllabi of (1) the various disciplines at the degree level shall include the syllabi of the UPSC. In competitive / examinations many students from rural backgrounds are not able to secure creditable positions due to their education in the colleges // in various disciplines with inadequate syllabi not matching with the UPSC programmes of examination. Professional courses have /// been taken into account in the recent past and subjects like electrical engineering, civil engineering and mechanical engineering have been (2) prescribed. However, the fast developing subject of electronics and communication taught at degree level has not been included in the / syllabus of IAS and other allied examinations. It is, therefore suggested that electronics and communication of degree standard // may be introduced as a subject both for preliminary and main examinations for IAS and other competitive examinations. /// This approach shall eliminate frustration and encourage students to take degrees in Electronics. The scientific advancement in the field of (3) electronics and communications demands such a recognition of the subject for inclusion in the scheme of examination for IAS / and other allied examinations. The Ministry of Home Affairs, Department of Personnel, may be requested to work out on the // proposals suggested herein. In the case of SC and ST communities, it has come to my notice that /// in spite of vacancies having been exclusively reserved for them, the posts are not filled up on the pretext that (4) no applicant was found suitable. This gives further mental harassment to the applicants. It has also come to my knowledge / that in personnel matters, managements of Government organisations generally suppress the outstanding candidates for their personal gains.

Madam, I am // thankful to the Finance Minister for initiating suggestions for cooperative credit system which was in the past a major instrument /// of self-reliance for development. I am of the view that cooperative movements should be launched for attracting rural-educated technocrats. (5/400 words)



## Dictation Exercise 68

(80 w.p.m)

Coming to education, it has been categorised under social services. I am rather disappointed with the allocation of funds for / universities and colleges. Out of the total outlay of Rs 600 crores for general education, the funds earmarked for // university and higher education are only Rs 140 crores. The remaining would be spent for education up to the secondary /// standard including teachers' training programmes and vocationalisation of education. There are 130 universities including 9 Central universities. So one (1) can just imagine how 130 universities could be developed and maintained with funds amounting to just Rs 140 / crores. We all know that university is the barometer for ascertaining the standard of education, the standard of teaching and // research and university is the best platform for basic research and also for training in science and technology. If the /// universities and colleges are neglected and are denied funds, their growth will be stunted and whole education policy will fail. (2) The university provides us the tools for good teachers, for basic training, vocational training and training for self-employment. Teachers / in the State universities and colleges are not receiving the facilities especially those enjoyed by the teachers of Central universities // because of inadequate resources of the States. In this context I would like to know whether any provision has been /// made in this year's budget to meet the extra expenditure to be incurred by the States for implementing the revised (3) pay scales in the State universities and also for college teachers. The Central staff have already received the benefits of / the revised pay scales. Therefore, I feel that immediate measures should be taken to reimburse to the States the amounts // spent by them in the implementation of the new pay scales for university and college teachers. I would like to /// add a note of warning: Should the teachers start suffering from frustration and inertia due to their neglect, our nation (4) will face grave consequences. It is gratifying that grants for atomic energy research, for space research, for research in technology, / research in oceanography and other scientific areas and technical education have been enhanced reasonably.

As regards health and family welfare // budget, the honourable Finance Minister must be congratulated for increasing the outlay. The outlay for Family Welfare has been stepped /// up to Rs 600 crores from the current level of Rs 500 crores for the year 1998. (5/400 words)

Reading Exercise 69

Handwritten text in a cursive script, likely a form of shorthand or a specific dialect, written on lined paper. The text is dense and fills most of the page, with some lines starting with numbers like 42, 72, and 84. The script is highly stylized and difficult to decipher without a key.

Mr. Vice-Chairman, Sir, first of all, I would like to say that this budget has been well received by / our people and therefore it was interpreted by some people, including the Opposition, as a pre-poll Budget. That means // the Budget wants to attract the people. They have also said that this is a populist Budget. Formerly they used /// to term a Budget as anti-people, but now it has been termed as populist. I do not know the (1) meaning that they give to that term, but certainly it has tried to appeal to the people. The term pro-farmer / is used because agriculture requires emphasis and greater attention. Therefore, I welcome this Budget.

Just now the previous speaker // made an attack that although the concession given to the farmers have to be noted, yet bigger concessions have gone /// to industrialists. Anyway, if you want to remain ignorant about the factual position, you can make such criticism, but Tiwariji (2) was very careful when he was announcing certain concessions, he said that these are meant against smuggling. Because our polyester / textiles are taxed at 42 to 72 per cent of its cost price, therefore smuggling is attractive and // to reduce smuggling and to counter smuggling the excise duty should be reduced. Is it helping the monopoly, or is /// it helping the national industry? Workers are starving because they are disemployed in the textile industry. Immediately afterwards Tiwariji saw (3) to it, Textile Ministry saw to it, the concerned people getting concession were called to Delhi and asked to reduce / the price of the textiles to the extent the concessions were given. Immediately the newspapers had to advertise that the // entire concessions were being passed on to the intermediate producers. The filament yarn or the intermediate raw material which comes /// to the textile mill was taxed at Rs 84 per kilogram of yarn. Now the NTC gets (4) filament yarn by paying only Rs 10 per kilogram. It is a big help to the NTC. Now / if you do not want to look at this reality but condemn the Government, it shows you have the old // approach. We do not want to score debating points against you. We think that all criticism should be considered properly; /// even if it comes from the Opposition, it is welcome. Let us try to hammer out a common economic policy.(5/400 words)

Reading Exercise 70

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## Dictation Exercise 70

(80 w.p.m)

Now, because of high taxation where does it lead to? This is the main point that one has to consider. / The Government has also given the solution. I am not saying no. The National Institute of Public Finance and Policy // document - "Aspects of Black Economy in India" - which we discussed in this House for two days, had recommended and observed /// that "since taxes are levied on a number of bases and there is a linkage between liabilities and direct taxes and (1) indirect taxes, black money generation could be effectively or significantly reduced, only if the rates of taxation of all major / taxes are fixed at a reasonable level.

One of the causes for large-scale smuggling of goods other than gold // into India is said to be the high excise and import duty structure in relation to a number of commodities /// for which there is a considerable demand in the country.

"There is a positive link between the level of black (2) income and the aggregate tax ratio of the economy." Now, Tiwariji in his good faith tried to give some concessions / and reduced the burden of tax. But Opposition did not take it in the right spirit. This is an attempt // to lessen the evasion. But evasion is terrible. It is estimated from Rs 20,000 to Rs 40,000 /// crores per year as much as you are collecting as taxes. The Central Government is going to collect taxes this (3) year to the extent of Rs 45,000 crores. How much evasion is going to be there? Even State / Governments also collect sales tax and everybody knows how much they collect. Then, what is happening in the market? Things // are becoming costlier and smuggling is rising and even the evasion figure is also rising. I do not know whether /// it is a mental imagination or it is a fact that they have said that Rs 15,000 crores smuggling is (4) there. That means almost the amount of export trade that we are doing. Are we not supposed to ponder over / these things very coolly? Why Parliament should not discuss the question of smuggling for one day? This requires to be // discussed. Then, if these concessions are required to be given to these industries and if the monopolists benefit out of /// it, it should be done in the interest of the national cause. The direct taxes have come down last year.  
(5/400 words)

Reading Exercise 71

Handwritten musical notation on a five-line staff. The notation includes various rhythmic values such as eighth notes, sixteenth notes, and quarter notes, along with rests and bar lines. The notes are written in a cursive, handwritten style.

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$\frac{1}{2}$	$\frac{1}{4}$	$\frac{1}{8}$	$\frac{1}{16}$	$\frac{1}{32}$	$\frac{1}{64}$

The hon. Minister for Banking has said that the Opposition is creating an atmosphere of despondence and it is creating / a misapprehension. Is this misapprehension? I do not like to enter into further arguments with him. But I warn the // Government that it should think about the situation. There are many comments on the debt trap I have mentioned. I /// do not like to read out these comments in order to save my time. In this connection, the question of (1) devaluation comes in and it is a very serious danger to our country's economic self-reliance and economic sovereignty. I / do not have the time to explain. If there is a devaluation, then we will earn less while we export // more in volume and when we import we shall spend more. That is another angle, another factor, of the debt /// trap. As for the unofficial devalued position of our rupee in terms of the SDR, the Indian rupee (2) has got devalued as much as 40 per cent during the last 15 years. Therefore, I have referred to the debt / trap. This is what is happening. The day before yesterday the honourable Finance Minister asked Professor Lakshman what our // suggestion was regarding a ceiling not only on deficit but also on external debt. I say, yes, there is a /// ceiling. In so far as external borrowing is concerned, there must be a safe limit and this safe limit should (3) not exceed 20 per cent of the export earnings in a year. And this was said by our hon'ble Finance / Minister of this very Government. Who that person was, I need not take his name. Everybody knows, he was recognised // as the No. 2 of Prime Minister's cabinet. He prescribed in this House and in the other House that our /// safe limit on external borrowing should not exceed 20 per cent of the annual export earning. This, I think, was (4) said when the country was debating the IMF loan. And he said that we were certainly prudent, we / are within the safe limit of that. Now according to my calculation - I may be mistaken; I wish I were // mistaken - that limit has reached about 27 per cent. Therefore, we have crossed the danger mark. We have crossed /// the red line. Therefore Government should exercise great restraint on this. I have seen how the World Bank assistance is misused. (5/400 words)



## Dictation Exercise 72

(80 w.p.m)

In this connection I would like to mention about the circulation of money. The aggregate money circulated was of the / order of Rs 7,000 crores, which has increased to about Rs 80,000 crores. Therefore, you can very // well understand the impact of all these things. Now much is being talked about the deficit of Rs 7,000 /// crores. I do not like to enter into it now. But what is that is causing me anxiety? It is (1) this deficit of Rs 7,000 crores which is going to be there after the new imposts by way of / taxes, direct and indirect of Rs 600 crores and also after the imposition of a new type of taxation, // that is, hike in the administered prices to the extent of about Rs 3,000 crores. Sir, the hon'ble Minister /// of State for Finance was mentioning that it was the practice adopted by some other Government against which they have (2) got something. Even if they had done it, it is not correct approach to the problem. If the Janata Government / had done so, it was wrong on their part to have done so because administered price should not become another // instrument for raising the revenue. That is the fundamental position which the Government should accept. I am opposed to this /// practice. I am opposed to this because, if you raise your revenue by way of Excise Duty, Customs Duty etc. (3) they are to be shared by the States whereas if you raise revenue through the system of administered prices, you / retain everything with you and I shall come to that aspect later on. Therefore, this is not to be followed.//

That way it is a different thing. But the States are being deprived of their legitimate share and if they /// had been a part of the regular Budget, the States would not be deprived of their legitimate share.

Therefore, even (4) hiking the administered prices has become a regular phenomenon in revenue-raising. Last year, you might have noticed, the Budget / imposts were of the order of Rs 963 crores but the administered prices touched the figure of Rs 3,000 // crores during the year. This is the revenue income by way of increase in the administered prices which is more /// than three times, or four times more than what we imposed on the people by way of regular Budget imposts.(5/400 words)



Now, some new taxes are also being imposed. As I have mentioned, the total comes to Rs 600 crores / and, out of this, indirect taxation accounts for Rs 500 crores and direct taxation is to the tune of // Rs 100 crores.

The point which has been raised by my friend, is very relevant. He asked what the /// proportion is between indirect taxes and direct taxes. According to my information, at present, it is 80 per cent for (1) indirect taxes and only 18 per cent for direct taxes. Here again that trend continues. Out of a total of / Rs 600 crores, taxes amounting to Rs 500 crores are of indirect nature and taxes amounting to Rs // 100 crores are of the direct type and, therefore, the proportion comes to 8 to 1. So, this has /// to be rectified.

My last point - and I shall continue further - is that there is an obvious and ominous trend (2) of centralisation of economic power. This has been explained by the Chief Ministers of the different States, particularly the Chief / Minister of West Bengal, Karnataka, Andhra Pradesh and Kerala. I have got all the statements made by them. Of course, // the Prime Minister did not have the patience to listen to them for more than ten minutes. I think you /// are more patient and you are more liberal because you have listened to me for more than eighteen minutes, as (3) you say, and, therefore, I am thankful to you. Therefore, all the Chief Ministers complained that there has been centralisation / of the economic power at the central level. That is injurious for healthy economic growth of our country. That is // injurious for federal structure of our country. This the Government should not ignore even at this late stage. In this /// connection I want to give one suggestion before I conclude. The Sarkaria Commission mentioned about the institution of Economic Development (4) Council. And the issues raised by me here relate to the economic future of our country which should be discussed / in a forum of that nature. And I want that in the interest // of unity and integrity, in the interest of developing cooperative federalism for our country, in the interest of giving a new direction to our national economy and /// in order to recast a new fiscal policy, it is necessary that there should be a Council of that nature. (5/400 words)



Mr. Vice-Chairman, Sir, I welcome the general Budget as a balanced one amidst our very tight resource position owing / to the natural calamities for consecutive years. While it manifests greater concern for upliftment of our poor, it does not // disappoint any section of the society. Sir, I do not want to go into the details but would raise some /// important points.

Sir, after all, India lives in its villages. A sound agricultural economy will give boost to the purchasing (1) power of the village masses, and their growing demand for consumer goods will flourish our industry. The upliftment of the / rural poor would be the greatest tribute to Bapuji. Added to this, the recent appeal of the Prime Minister to // raise the farm productivity will definitely help us not only to tide over the prevailing effects of unprecedented drought but /// also to build safeguard against future calamities.

Most of our agricultural lands consist of small holdings. For increasing its yields, (2) it is very necessary to enthuse our farmers to adopt cooperative approach in farming. The Government have to be very / watchful against any escalation of the agricultural input costs, to ensure real remunerative margin for the farm produces. Budget this // year will lead to decline in the cost of various agricultural inputs and with the increased procurement prices of agricultural produces, /// the farmers are sure to get considerable relief.

However, there is a sense of dissatisfaction in our agro-scientists. (3) Sir, the Pay Commission recommendations have not yet been implemented for the ICAR scientists although two years have passed. We have / a young and a popular Minister who is exclusively in charge of Agricultural teaching institutions. I will appeal that // the grievances of these scientists should be redressed at the earliest.

Mr. Vice-Chairman, greater attention is needed for promotion /// of animal husbandry sector. Although certain financial assistance is presently available for buying cattle etc. its insurance etc. there is (4) no concrete programme on a national level to have better breed of animals and increased productivity. Lot of animals die / due to drought and floods in our country. What are we doing to fill up this vacuum created by different // calamities? We should remember that these cattle are great friends of mankind. Whatever is invested on it is paid back /// to us by way of labour, nutrition, manures and even after death, so many things are extracted from their bodies. (5/400 words)

Reading Exercise 75

Handwritten musical notation on a staff with a treble clef. The notation consists of a series of rhythmic patterns and notes, including stems, beams, and various note heads. Some notes have 'x' marks above them, possibly indicating accents or specific articulation. The notation is dense and covers most of the staff's vertical range. At the bottom of the page, there is a boxed section containing a sequence of notes and rests, possibly a key signature or a specific rhythmic exercise.

I am obliged for the opportunity given to me to speak. I stand here to support the Appropriation Bill / and also the Appropriation Bill under consideration. Since the philosophy of our Budget which we have debated for four days in // this House is very much reflected in the two Bills under consideration and since both the sides were appreciative of /// certain very important features of the Budget, which is very much reflected in the Appropriation Bill, I support it wholeheartedly.(1)

There cannot be any denying of the fact that everybody, from our side as well as from the Opposition side, / has admitted that this is a green Budget, but on grey landscape. So far as greenness of the Budget is // concerned, even the Opposition Members have come forward while they were putting their points of view on the Budget, saying that for the first /// time a great emphasis has been laid on agricultural productivity and they believe that it will lead to productivity. While (2) replying yesterday, the Finance Minister commented upon the fact that once productivity is raised, demands should be raised and the / destabilising forces in the economy would be contained and so on and so forth. Therefore, with this hope-giving Budget, // what I say is that it is for us to consider and support.

The first salient feature, which I want to /// point out and which is very much reflected in the Appropriation Bill, is that Rs 3,000 crores more (3) loans will be channelled to the agricultural sector. The second salient feature is that the import duty on pesticides and / allied weed killing medicines will be diminished gradually and fertiliser prices will be reduced by as much as 7.5 per // cent. The third features is that this 12 per cent more financial subsidy will be accorded to the farm sector /// compared to the fiscal year 1997-98.

Besides a large portion of this huge amount of (4) Rs 120 crores to be spent on infrastructure facilities like transport and communications will go to the rural areas. / Then, there is money to be spent on irrigation which is very well mentioned in the Appropriation Bill.

Sir, it // is pity that while the Union Government has been so concerned about the upliftment of the poor, many State Governments /// seemed to have been diverting central funds meant for poverty alleviation programmes to other fields of expenditure which should be stopped.(5/400 words)

Reading Exercise 76

Handwritten musical notation on a staff, featuring various notes, rests, and dynamic markings. The notation is dense and includes many slurs and ties. At the bottom of the page, there is a list of musical symbols in brackets:  $[ ( \text{tr} ) : ( \text{f} ) : ( \text{p} ) : ( \text{mf} ) : ( \text{ff} ) ]$ .

## ***PART IV - Speed Dictations***

### **Dictation Exercise 76**

**(80 W.P.M)**

Sir, the Government has taken a few forward-looking steps in ameliorating the condition of our people in their own / households. Excise duty is reduced on cement, clocks, stainless steel utensils, electric bulbs, janata cloth, tea, coffee, vanaspati and so // on. It looks that excise duty has been reduced on every item being used by all our households, by everybody, /// either by children or by ladies or by men. Now, Mr Vice Chairman, Sir, may I dwell a bit upon (1) the criticism levelled against the budget by some of our economists and intellectuals.

Let me make myself clear that it / is far from my intention either to criticise the criticism as such or to condemn the critics themselves. What I // find distressing, however, is a discernible undercurrent of painting everything the Government does or does not do in shades of /// dark colour. There seems an inherent tendency on the part of the critics to criticise the Government for everything regardless (2) of merits or demerits. That is what may be called an intellectual negativism. Sir, nobody is denying them their right / to criticise. In fact, we welcome that, but these criticisms must be honest, and while criticising they should point out // the alternatives that may remain open or that they propose. In the absence of this, the criticism lacks constructive content, /// become sterile and ultimately cannot but lead to endless debates of futility.

Firstly, we would like to comment on one (3) jurist's recent speech in which he accused the Government of breach of faith. In all humility, let it be said, / that this phrase, breach of faith, may have a very special relevance in the sphere of jurisprudence, but when it // is applied vis-a-vis the Government, it has a far deeper connotation, transcending all spheres. Why does he say /// that? Simplistic as it may seem, one is not so sure if he has already arrived, at a definitive conclusion (4) that it is so. Be that as it may, we would like to point out that a mixed, developing economy / such as ours does not move in a stereotyped straight-jacket fashion. Therefore, to assume that there would be no // variation - backward or forwards turns - would tantamount to saddling the economy in inflexibility. This would be neither conceptually correct nor /// fiscally appropriate. Also as the economy is constantly evolving to a newer graph of growth there cannot be any finality. (5/400 words).

Reading Exercise 77

1. The first part of the text discusses the importance of maintaining accurate records in a laboratory setting. It emphasizes the need for precision and consistency in all measurements and observations.

2. The second part of the text describes the various methods used to collect and analyze data. It highlights the role of statistical analysis in interpreting the results of experiments and the importance of understanding the limitations of different measurement techniques.

3. The third part of the text focuses on the practical aspects of laboratory work, including the safety protocols that must be followed at all times. It also discusses the importance of proper labeling and storage of samples and reagents.

4. The final part of the text concludes by summarizing the key points discussed and emphasizing the need for continuous learning and improvement in the field of laboratory science.

[ (m) (n) (o) (p) (q) (r) (s) (t) (u) (v) (w) (x) (y) (z) ]

## Dictation Exercise 77

(80 W.P.M)

Mr. Vice-Chairman, at the very outset, I wish to congratulate our Finance Minister for presenting a very balanced, very / thought-out and very well-planned Budget which has been hailed by almost all sections of the society for one // reason or the other. It is no doubt a people-oriented and growth oriented Budget which is entirely in consonance /// with the objectives of the Seventh Five Year Plan namely, food, work and productivity. Sir, the beauty of the Budget (1) and the ingenuity of the Finance Minister lie in the fact that although outlays for development purposes have been augmented / and numerous concessions have been allowed in respect of various items of daily use by men, women and children the // dose of taxation is not heavy and its impact on the common man will be almost negligible.

The Budget proposals /// aim at benefiting the rural poor, generating more employment, specially in the rural sector, where about 75 per cent (2) of our population lives and promoting village and small scale industries. That is why Sir, the Patriot has called it / a "people-oriented" Budget, the Hindustan Times found it a Jai Kisan Budget, the Financial Express has welcomed it as // a "farmer oriented" Budget and the Hindu has hailed it as sound exercise under the circumstances. Even the Federation of /// Indian Chambers of Commerce and Industry and Associated Chambers of Commerce have welcomed it as a growth-oriented Budget. (3) Moreover it is a fact in view of the drought conditions prevailing in many parts of the country for the / last few years, it had become necessary for the Government to boost food production and revitalise the agricultural economy without // which industrial growth cannot be ensured. If the farmers do not have the purchasing power, industrial growth cannot be maintained /// either.

Therefore, it is a matter of great satisfaction that the Central Government is fully alive to the actual requirements (4) of the people of the country and has taken due care of the farmers and the rural sector without putting / any additional burden on the industrial sector. The reduction in the rate of interest on crop loan between 10 and // 25 per cent, arrangement of additional credit of Rs 3,000 crores for agriculture by the public sector banks /// discount of 7 per cent over notified prices for fertilisers will go a long way in increasing our agricultural production.

(5/400 words)

Ex. 78

1.  $24 \times 100$  ( )  $26 \times 100$  ( )  
 2.  $13 \times 100$  ( )  $15 \times 100$  ( )

3.  $19 \times 100$  ( )  $20 \times 100$  ( )  
 4.  $15 \times 100$  ( )  $20 \times 100$  ( )

5.  $13 \times 100$  ( )  $20 \times 100$  ( )  
 6.  $15 \times 100$  ( )  $20 \times 100$  ( )

7.  $14 \times 100$  ( )  $22 \times 100$  ( )  
 8.  $14 \times 100$  ( )  $22 \times 100$  ( )

9.  $14 \times 100$  ( )  $22 \times 100$  ( )  
 10.  $14 \times 100$  ( )  $22 \times 100$  ( )

11.  $14 \times 100$  ( )  $22 \times 100$  ( )  
 12.  $14 \times 100$  ( )  $22 \times 100$  ( )

13.  $14 \times 100$  ( )  $22 \times 100$  ( )  
 14.  $14 \times 100$  ( )  $22 \times 100$  ( )

Alternative outlines -  $10 \times 100$  ( )  $5 \times 100$  ( )  
 $10 \times 100$  ( )  $5 \times 100$  ( )

## Dictation Exercise 78

(80 W.P.M)

Some of our friends on the other side always complain that adequate resources are not being extended to the States / and Union Territories. In this connection I would like to mention that as per the revised estimate for the current // year, net resources transferred to States and Union Territories stand at Rs 24,000 crore. But as regards the /// Budget estimate for the next year Rs 26,000 crores are proposed to be transferred to States and Union (1) Territories. That means, an increase of 5 per cent over the revised estimate and 13 per cent over the Budget / estimate for the current year.

Sir, as regards the percentage of increase over the revised estimate for the current year // in defence the increase is 8 per cent, in major subsidies the increase is going to be 19 per cent, /// in social services including education and health etc. it is proposed to be 9 per cent.

Now, I would like (2) to draw the attention of the House to the fact that when you compare the implementation of the annual progress / under the Sixth Plan and annual progress under the Seventh Plan, you will find a large difference. In the first // year of the Sixth Plan the progress was 13 per cent whereas in the first year of the Seventh Plan /// it was 20 per cent. Similarly, in the second year it was 15 per cent and 20 per cent, in (3) the third year it was 16 per cent and 22 per cent and in the fourth year, that is / the next year, whereas in the Sixth Plan the progress was 20 per cent, we will be achieving a progress // of 22 per cent in the Seventh Plan. It means, in the final year only 14 per cent of /// the Plan work will have to be done. It means in the Seventh Plan period, we have better implementation and (4) better achievements.

As regards Central Plan outlays by Ministries and Departments, I find that in Agriculture, as regards Budget Estimates / and Revised Estimates for the current year there is an upward variation of 7 per cent. In Agriculture, Research and // Education, there is no variation, in Rural Development it is 5 per cent, but in Health, Education, Civil Aviation, Information /// and Broadcasting and Surface Transport, there is a shortfall. The total expenditure of the Government is up by 11 per cent.(5/400 words)

Reading Exercise 79

Handwritten cursive script on lined paper, likely a transcription or reading exercise. The text is dense and spans approximately 15 lines. It includes various characters, some of which appear to be numbers (e.g., 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 30, 40) and symbols (e.g., x, y, z, a, b, c, d, e, f, g, h, i, j, k, l, m, n, o, p, q, r, s, t, u, v, w, x, y, z, A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, 0, 1, 2, 3, 4, 5, 6, 7, 8, 9, \*, ^, #, \$, %, &, '), suggesting a complex or possibly nonsensical text. The handwriting is fluid and characteristic of cursive.

## Dictation Exercise 79

(80 W.P.M)

Now I will take this opportunity to draw the attention of the Government to the fact that we find day / in and day out that very many strikes are taking place in various parts of the country. These strikes by // workers and employees take place because of disparity in wages, in emoluments. Workers want more wages, more emoluments. Today the /// DTC workers are on strike in Delhi. No doubt, the Government has been able to help the public (1) by putting very many buses, private buses and other buses from other States. But the strike is always near success. / As I said, in banks, in Government offices, in factories strikes take place. As I said the cause is the // wage disparity. Every year I have suggested to the Government and I take this opportunity to reiterate my request that /// there must be a national wage policy. So long as you do not have a national wage policy, you cannot (2) dispense with these strikes and these direct actions by organised trade unions.

Moreover, Sir, in this connection I would also / like to point out that being committed to socialism, we must not unleash avoidable victimisation, repression against these trade union // workers who go on strike. We should not be vindictive We should try to have a negotiated settlement. We should /// try to solve the problem amicably. That will reflect our faith in socialism. Since as I said, we are committed (3) to socialism, we should do that.

No doubt, if a strike is for political reasons only, we should ignore it. / There was a Bharat Bandh in certain parts of the country. That was a bandh or strike which was politically // motivated as certain State Governments were directly involved. They instigated and abetted the bandh. So, such political things, of course, /// have to be ignored, but not the strikes that take place for economic reason, genuine reasons. Of course, Government must (4) do justice with these workers.

Sir, there is no doubt that the exemption limit of Rs 40,000 for income-tax / has not been increased during the last so many years. During all these years there has been annual inflation // at the rate of 10 per cent. It means 30 per cent reduction in the actual wages has been there /// if we take the case of the salaried class. How are you going to offset this impact because of inflation?(5/400 words)

Reading Exercise 80

40c  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤

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ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
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ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤  
ص ٤ ص ٤ ص ٤ ص ٤ ص ٤

[ص (٤) : ص (٤) : ص (٤) : ص (٤) : ص (٤)]

## Dictation Exercise 80

(80 W.P.M)

So I would like to request our Finance Minister that the exemption limit of Rs 40,000 should also be / increased because it has been there for the last many years and during that time there has been inflation to // the tune of 30 per cent collectively put together. This measure will surely help the salaried class of employees of /// the government sector as well as public and private sectors. I hope the Finance Minister will consider this demand sympathetically.(1)

Our revenue expenditure is increasing by more than Rs 1,000 crores. In fact, as a matter of policy the / revenue expenditure should not exceed the revenue income. There should absolutely be no borrowings to bridge the revenue deficit. Borrowings // must be only for capital works, only for developmental purposes. If we have borrowings for bridging the revenue gap, then /// there is going to be no end to it, and fiscal discipline cannot be enforced in the country. Our indebtedness (2) stands at Rs 2 lac crores, for which we pay annual interest to the tune of Rs 14,000 crores. / It is more than our entire Defence Budget. No doubt, out of this Rs 14,000 crores, almost Rs 7,000 // crores we get from the States because of lendings to the States from the Centre, but even then the /// indebtedness is very huge and at least it should not be allowed to increase, if efforts are not made to (3) liquidate it.

Administered prices are increased to meet requirements of subsidies, but they add to the cost of the inputs. / It is a vicious circle. If you increase subsidies, you increase administered prices. In my humble opinion administered prices should // never be increased on account of inefficiency of the staff and workers. Shortfalls caused thereby must not necessitate increase in /// the administered prices. Administered prices must always be related to the cost of production.

As regards the postal hike that (4) took place before the Budget, personally I feel that the rates of money orders should not have increased because even / poor men who work in big cities like Bombay and Calcutta and remit their money to their homes will be // hit. So, the rates of money orders should not be increased just as the fare of second class should not /// be increased because there is no third class to avoid the increase in second class which is the lowest class.

(5/400 words)

Reading Exercise 81

1. ... (b) ... (c) ...  
 2. ... (d) ... (e) ...  
 3. ... (f) ... (g) ...  
 4. ... (h) ... (i) ...  
 5. ... (j) ... (k) ...  
 6. ... (l) ... (m) ...  
 7. ... (n) ... (o) ...  
 8. ... (p) ... (q) ...  
 9. ... (r) ... (s) ...  
 10. ... (t) ... (u) ...  
 11. ... (v) ... (w) ...  
 12. ... (x) ... (y) ...  
 13. ... (z) ... (aa) ...  
 14. ... (ab) ... (ac) ...  
 15. ... (ad) ... (ae) ...  
 16. ... (af) ... (ag) ...  
 17. ... (ah) ... (ai) ...  
 18. ... (aj) ... (ak) ...  
 19. ... (al) ... (am) ...  
 20. ... (an) ... (ao) ...  
 21. ... (ap) ... (aq) ...  
 22. ... (ar) ... (as) ...  
 23. ... (at) ... (au) ...  
 24. ... (av) ... (aw) ...  
 25. ... (ax) ... (ay) ...  
 26. ... (az) ... (ba) ...  
 27. ... (bb) ... (bc) ...  
 28. ... (bd) ... (be) ...  
 29. ... (bf) ... (bg) ...  
 30. ... (bh) ... (bi) ...  
 31. ... (bj) ... (bk) ...  
 32. ... (bl) ... (bm) ...  
 33. ... (bn) ... (bo) ...  
 34. ... (bp) ... (bq) ...  
 35. ... (br) ... (bs) ...  
 36. ... (bt) ... (bu) ...  
 37. ... (bv) ... (bw) ...  
 38. ... (bx) ... (by) ...  
 39. ... (bz) ... (ca) ...  
 40. ... (cb) ... (cc) ...  
 41. ... (cd) ... (ce) ...  
 42. ... (cf) ... (cg) ...  
 43. ... (ch) ... (ci) ...  
 44. ... (cj) ... (ck) ...  
 45. ... (cl) ... (cm) ...  
 46. ... (cn) ... (co) ...  
 47. ... (cp) ... (cq) ...  
 48. ... (cr) ... (cs) ...  
 49. ... (ct) ... (cu) ...  
 50. ... (cv) ... (cw) ...  
 51. ... (cx) ... (cy) ...  
 52. ... (cz) ... (da) ...  
 53. ... (db) ... (dc) ...  
 54. ... (dd) ... (de) ...  
 55. ... (df) ... (dg) ...  
 56. ... (dh) ... (di) ...  
 57. ... (dj) ... (dk) ...  
 58. ... (dl) ... (dm) ...  
 59. ... (dn) ... (do) ...  
 60. ... (dp) ... (dq) ...  
 61. ... (dr) ... (ds) ...  
 62. ... (dt) ... (du) ...  
 63. ... (dv) ... (dw) ...  
 64. ... (dx) ... (dy) ...  
 65. ... (dz) ... (ea) ...  
 66. ... (eb) ... (ec) ...  
 67. ... (ed) ... (ee) ...  
 68. ... (ef) ... (eg) ...  
 69. ... (eh) ... (ei) ...  
 70. ... (ej) ... (ek) ...  
 71. ... (el) ... (em) ...  
 72. ... (en) ... (eo) ...  
 73. ... (ep) ... (eq) ...  
 74. ... (er) ... (es) ...  
 75. ... (et) ... (eu) ...  
 76. ... (ev) ... (ew) ...  
 77. ... (ex) ... (ey) ...  
 78. ... (ez) ... (fa) ...  
 79. ... (fb) ... (fc) ...  
 80. ... (fd) ... (fe) ...  
 81. ... (ff) ... (fg) ...  
 82. ... (fh) ... (fi) ...  
 83. ... (fj) ... (fk) ...  
 84. ... (fl) ... (fm) ...  
 85. ... (fn) ... (fo) ...  
 86. ... (fp) ... (fq) ...  
 87. ... (fr) ... (fs) ...  
 88. ... (ft) ... (fu) ...  
 89. ... (fv) ... (fw) ...  
 90. ... (fx) ... (fy) ...  
 91. ... (fz) ... (ga) ...  
 92. ... (gb) ... (gc) ...  
 93. ... (gd) ... (ge) ...  
 94. ... (gf) ... (gg) ...  
 95. ... (gh) ... (gi) ...  
 96. ... (gj) ... (gk) ...  
 97. ... (gl) ... (gm) ...  
 98. ... (gn) ... (go) ...  
 99. ... (gp) ... (gq) ...  
 100. ... (gr) ... (gs) ...  
 101. ... (gt) ... (gu) ...  
 102. ... (gv) ... (gw) ...  
 103. ... (gx) ... (gy) ...  
 104. ... (gz) ... (ha) ...  
 105. ... (hb) ... (hc) ...  
 106. ... (hd) ... (he) ...  
 107. ... (hf) ... (hg) ...  
 108. ... (hh) ... (hi) ...  
 109. ... (hj) ... (hk) ...  
 110. ... (hl) ... (hm) ...  
 111. ... (hn) ... (ho) ...  
 112. ... (hp) ... (hq) ...  
 113. ... (hr) ... (hs) ...  
 114. ... (ht) ... (hu) ...  
 115. ... (hv) ... (hw) ...  
 116. ... (hx) ... (hy) ...  
 117. ... (hz) ... (ia) ...  
 118. ... (ib) ... (ic) ...  
 119. ... (id) ... (ie) ...  
 120. ... (if) ... (ig) ...  
 121. ... (ih) ... (ii) ...  
 122. ... (ij) ... (ik) ...  
 123. ... (il) ... (im) ...  
 124. ... (in) ... (io) ...  
 125. ... (ip) ... (iq) ...  
 126. ... (ir) ... (is) ...  
 127. ... (it) ... (iu) ...  
 128. ... (iv) ... (iw) ...  
 129. ... (ix) ... (iy) ...  
 130. ... (iz) ... (ja) ...  
 131. ... (jb) ... (jc) ...  
 132. ... (jd) ... (je) ...  
 133. ... (jf) ... (jg) ...  
 134. ... (jh) ... (ji) ...  
 135. ... (jj) ... (jk) ...  
 136. ... (jl) ... (jm) ...  
 137. ... (jn) ... (jo) ...  
 138. ... (jp) ... (jq) ...  
 139. ... (jr) ... (js) ...  
 140. ... (jt) ... (ju) ...  
 141. ... (jv) ... (jw) ...  
 142. ... (jx) ... (jy) ...  
 143. ... (jz) ... (ka) ...  
 144. ... (kb) ... (kc) ...  
 145. ... (kd) ... (ke) ...  
 146. ... (kf) ... (kg) ...  
 147. ... (kh) ... (ki) ...  
 148. ... (kj) ... (kk) ...  
 149. ... (kl) ... (km) ...  
 150. ... (kn) ... (ko) ...  
 151. ... (kp) ... (kq) ...  
 152. ... (kr) ... (ks) ...  
 153. ... (kt) ... (ku) ...  
 154. ... (kv) ... (kw) ...  
 155. ... (kx) ... (ky) ...  
 156. ... (kz) ... (la) ...  
 157. ... (lb) ... (lc) ...  
 158. ... (ld) ... (le) ...  
 159. ... (lf) ... (lg) ...  
 160. ... (lh) ... (li) ...  
 161. ... (lj) ... (lk) ...  
 162. ... (ll) ... (lm) ...  
 163. ... (ln) ... (lo) ...  
 164. ... (lp) ... (lq) ...  
 165. ... (lr) ... (ls) ...  
 166. ... (lt) ... (lu) ...  
 167. ... (lv) ... (lw) ...  
 168. ... (lx) ... (ly) ...  
 169. ... (lz) ... (ma) ...  
 170. ... (mb) ... (mc) ...  
 171. ... (md) ... (me) ...  
 172. ... (mf) ... (mg) ...  
 173. ... (mh) ... (mi) ...  
 174. ... (mj) ... (mk) ...  
 175. ... (ml) ... (mm) ...  
 176. ... (mn) ... (mo) ...  
 177. ... (mp) ... (mq) ...  
 178. ... (mr) ... (ms) ...  
 179. ... (mt) ... (mu) ...  
 180. ... (mv) ... (mw) ...  
 181. ... (mx) ... (my) ...  
 182. ... (mz) ... (na) ...  
 183. ... (nb) ... (nc) ...  
 184. ... (nd) ... (ne) ...  
 185. ... (nf) ... (ng) ...  
 186. ... (nh) ... (ni) ...  
 187. ... (nj) ... (nk) ...  
 188. ... (nl) ... (nm) ...  
 189. ... (nn) ... (no) ...  
 190. ... (np) ... (nq) ...  
 191. ... (nr) ... (ns) ...  
 192. ... (nt) ... (nu) ...  
 193. ... (nv) ... (nw) ...  
 194. ... (nx) ... (ny) ...  
 195. ... (nz) ... (oa) ...  
 196. ... (ob) ... (oc) ...  
 197. ... (od) ... (oe) ...  
 198. ... (of) ... (og) ...  
 199. ... (oh) ... (oi) ...  
 200. ... (oj) ... (ok) ...  
 201. ... (ol) ... (om) ...  
 202. ... (on) ... (oo) ...  
 203. ... (op) ... (oq) ...  
 204. ... (or) ... (os) ...  
 205. ... (ot) ... (ou) ...  
 206. ... (ov) ... (ow) ...  
 207. ... (ox) ... (oy) ...  
 208. ... (oz) ... (pa) ...  
 209. ... (pb) ... (pc) ...  
 210. ... (pd) ... (pe) ...  
 211. ... (pf) ... (pg) ...  
 212. ... (ph) ... (pi) ...  
 213. ... (pj) ... (pk) ...  
 214. ... (pl) ... (pm) ...  
 215. ... (pn) ... (po) ...  
 216. ... (pp) ... (pq) ...  
 217. ... (pr) ... (ps) ...  
 218. ... (pt) ... (pu) ...  
 219. ... (pv) ... (pw) ...  
 220. ... (px) ... (py) ...  
 221. ... (pz) ... (qa) ...  
 222. ... (qb) ... (qc) ...  
 223. ... (qd) ... (qe) ...  
 224. ... (qf) ... (qg) ...  
 225. ... (qh) ... (qi) ...  
 226. ... (qj) ... (qk) ...  
 227. ... (ql) ... (qm) ...  
 228. ... (qn) ... (qo) ...  
 229. ... (qp) ... (qq) ...  
 230. ... (qr) ... (qs) ...  
 231. ... (qt) ... (qu) ...  
 232. ... (qv) ... (qw) ...  
 233. ... (qx) ... (qy) ...  
 234. ... (qz) ... (ra) ...  
 235. ... (rb) ... (rc) ...  
 236. ... (rd) ... (re) ...  
 237. ... (rf) ... (rg) ...  
 238. ... (rh) ... (ri) ...  
 239. ... (rj) ... (rk) ...  
 240. ... (rl) ... (rm) ...  
 241. ... (rn) ... (ro) ...  
 242. ... (rp) ... (rq) ...  
 243. ... (rr) ... (rs) ...  
 244. ... (rt) ... (ru) ...  
 245. ... (rv) ... (rw) ...  
 246. ... (rx) ... (ry) ...  
 247. ... (rz) ... (sa) ...  
 248. ... (sb) ... (sc) ...  
 249. ... (sd) ... (se) ...  
 250. ... (sf) ... (sg) ...  
 251. ... (sh) ... (si) ...  
 252. ... (sj) ... (sk) ...  
 253. ... (sl) ... (sm) ...  
 254. ... (sn) ... (so) ...  
 255. ... (sp) ... (sq) ...  
 256. ... (sr) ... (ss) ...  
 257. ... (st) ... (su) ...  
 258. ... (sv) ... (sw) ...  
 259. ... (sx) ... (sy) ...  
 260. ... (sz) ... (ta) ...  
 261. ... (tb) ... (tc) ...  
 262. ... (td) ... (te) ...  
 263. ... (tf) ... (tg) ...  
 264. ... (th) ... (ti) ...  
 265. ... (tj) ... (tk) ...  
 266. ... (tl) ... (tm) ...  
 267. ... (tn) ... (to) ...  
 268. ... (tp) ... (tq) ...  
 269. ... (tr) ... (ts) ...  
 270. ... (tt) ... (tu) ...  
 271. ... (tv) ... (tw) ...  
 272. ... (tx) ... (ty) ...  
 273. ... (tz) ... (ua) ...  
 274. ... (ub) ... (uc) ...  
 275. ... (ud) ... (ue) ...  
 276. ... (uf) ... (ug) ...  
 277. ... (uh) ... (ui) ...  
 278. ... (uj) ... (uk) ...  
 279. ... (ul) ... (um) ...  
 280. ... (un) ... (uo) ...  
 281. ... (up) ... (uq) ...  
 282. ... (ur) ... (us) ...  
 283. ... (ut) ... (uu) ...  
 284. ... (uv) ... (uw) ...  
 285. ... (ux) ... (uy) ...  
 286. ... (uz) ... (va) ...  
 287. ... (vb) ... (vc) ...  
 288. ... (vd) ... (ve) ...  
 289. ... (vf) ... (vg) ...  
 290. ... (vh) ... (vi) ...  
 291. ... (vj) ... (vk) ...  
 292. ... (vl) ... (vm) ...  
 293. ... (vn) ... (vo) ...  
 294. ... (vp) ... (vq) ...  
 295. ... (vr) ... (vs) ...  
 296. ... (vt) ... (vu) ...  
 297. ... (vv) ... (vw) ...  
 298. ... (vx) ... (vy) ...  
 299. ... (vz) ... (wa) ...  
 300. ... (wb) ... (wc) ...  
 301. ... (wd) ... (we) ...  
 302. ... (wf) ... (wg) ...  
 303. ... (wh) ... (wi) ...  
 304. ... (wj) ... (wk) ...  
 305. ... (wl) ... (wm) ...  
 306. ... (wn) ... (wo) ...  
 307. ... (wp) ... (wq) ...  
 308. ... (wr) ... (ws) ...  
 309. ... (wt) ... (wu) ...  
 310. ... (wv) ... (ww) ...  
 311. ... (wx) ... (wy) ...  
 312. ... (wz) ... (xa) ...  
 313. ... (xb) ... (xc) ...  
 314. ... (xd) ... (xe) ...  
 315. ... (xf) ... (xg) ...  
 316. ... (xh) ... (xi) ...  
 317. ... (xj) ... (xk) ...  
 318. ... (xl) ... (xm) ...  
 319. ... (xn) ... (xo) ...  
 320. ... (xp) ... (xq) ...  
 321. ... (xr) ... (xs) ...  
 322. ... (xt) ... (xu) ...  
 323. ... (xv) ... (xw) ...  
 324. ... (xx) ... (xy) ...  
 325. ... (xz) ... (ya) ...  
 326. ... (yb) ... (yc) ...  
 327. ... (yd) ... (ye) ...  
 328. ... (yf) ... (yg) ...  
 329. ... (yh) ... (yi) ...  
 330. ... (yj) ... (yk) ...  
 331. ... (yl) ... (ym) ...  
 332. ... (yn) ... (yo) ...  
 333. ... (yp) ... (yq) ...  
 334. ... (yr) ... (ys) ...  
 335. ... (yt) ... (yu) ...  
 336. ... (yv) ... (yw) ...  
 337. ... (yx) ... (yy) ...  
 338. ... (yz) ... (za) ...  
 339. ... (zb) ... (zc) ...  
 340. ... (zd) ... (ze) ...  
 341. ... (zf) ... (zg) ...  
 342. ... (zh) ... (zi) ...  
 343. ... (zj) ... (zk) ...  
 344. ... (zl) ... (zm) ...  
 345. ... (zn) ... (zo) ...  
 346. ... (zp) ... (zq) ...  
 347. ... (zr) ... (zs) ...  
 348. ... (zt) ... (zu) ...  
 349. ... (zv) ... (zw) ...  
 350. ... (zx) ... (zy) ...  
 351. ... (zz) ...

Mr. Vice-Chairman, Sir, thank you for permitting me to speak though at the fag end of the discussion. I / shall try to confine myself to a few minutes. Yesterday evening, many of us who are present here had an // opportunity, perhaps a slightly sad opportunity, to bid farewell to many of the honourable Members of this House and at /// that time many of us happened to discover another superb quality of our Finance Minister as a singer. While having (1) dinner our Hon'ble Finance Minister proved himself to be a very good singer. If I remember correctly as an ordinary music / lover, the raga which he sang was Malkauns. Our illustrious world renowned musician Pandit Ravi Shankar, is not present // here otherwise, he would have corrected me. The selection of the raga was appropriate there as we were, bidding farewell /// to many of our honourable colleagues. But from the angle of the present state of affairs of our economy the (2) melancholy of that raga is very meaningful. I do not know whether the Finance Minister was selecting that raga from / this angle also. I hope and I hope against hopes that the honourable Finance Minister would be in a position // to sing another raga also as the whole country is faced with a severe drought. Going by the trends that /// we have been discerning in the economic sphere as has been correctly mentioned by other speakers, the whole picture is (3) not at all hopeful. It is fraught with dangers. I do not want to enumerate all that now. But I / find a very dangerous tendency developing in our country which is against democratic traditions both in the policy and again // in the economic management. Parliament has been considered and Parliament should be the supreme authority to make legislation. Similarly each /// and every paisa to be levied on the people should be done after threadbare discussion in Parliament. But what is (4) being done these days? So far as legislation is concerned, through ordinances backdoor legislation is being practised.

Similarly, in fiscal / matters the importance of Budget is being eroded. Just before the presentation of the Budget the Government is taking recourse // to various methods through which an economic attack is being perpetrated on the masses or the people so that when /// the actual Budget comes, the purpose of pickpocketing the people will be served through many other methods adopted by him. (5/400 words)

Reading Exercise 82

Handwritten musical notation on a staff with a treble clef. The notation includes various rhythmic values (quarter, eighth, and sixteenth notes), rests, and dynamic markings such as  $mf$  and  $mfz$ . The piece concludes with a double bar line and a fermata over the final note.

$(b)$	$(b)$	$(b)$	$(b)$
$(b)$	$(b)$	$(b)$	$(b)$
$(b)$	$(b)$	$(b)$	$(b)$
$(b)$	$(b)$	$(b)$	$(b)$

## Dictation Exercise 82

(80 W.P.M)

Sir, this Budget has been generally proclaimed as a farmer-oriented Budget and many people claim that a much greater allocation is there for agriculture. But if you go through certain figures, you will find that the revised outlay on // agriculture in the year 1997-98 was Rs 1,000 crores, and compared to this, the so-called /// higher outlay for agriculture is not high at all and it is only Rs 500 crores. This is one (1) part of the whole situation. It is actually less than what has been allocated in actual terms for the year / 1997-98. Now comes another study bringing out the very alarming situation in the sphere of agriculture. // What is the average annual growth rate in Foodgrains production? A very detailed article has appeared in today's Hindu on /// the editorial page. While going through that and comparing with the statistics with the other available statistics, I find that (2) it has been correctly pointed out that there has been a steady decline in the growth rate of foodgrains production / in our country since 1980. This has been more since 1980 and therefore, you cannot // attribute this to the emerging drought situation in our country. In the years from 1980 to 1985, /// the annual growth rate in foodgrains production was 3 per cent, in the 1985-90 period, it was (3) 4 per cent; it further declined to 2 per cent and in current year it has gone down below 2 / per cent, which means that it is going to be far lower than the rate of growth of population. So, // this is the situation and this is one part of the picture.

If you just try to find out the /// earnings of the farmers, you will see that again there is a decline there. From this observation of the agricultural (4) sector, it has been amply proved that the situation in the agricultural sector is not at all promising and hopeful. / And from this Budget one cannot have a hope that the situation that would be emerging will be better.

With // these observations, I would like to oppose this Budget because the overall orientation of the Budget is still pro-monopoly /// and pro-landlord, and this Budget is not going to change the plight of the vast masses of the people. (5/400 words)

Reading Exercise 83

Handwritten musical notation on a page with ten systems of five-line staves. The notation is a form of shorthand, likely Speedography, consisting of various symbols, lines, and curves. The first nine systems contain continuous notation, while the tenth system is enclosed in a rectangular box and contains several symbols with numbers in parentheses, such as (1), (2), (3), (4), (5), and (6).

**Dictation Exercise 83****(80 W.P.M.)**

I convey my heartiest thanks to all the distinguished hon'ble Members who have spoken from both sides of the House / on the Budget proposals, for their very penetrating and analytical comments. I have tried to go through myself all the // points that have been made by the Hon'ble Members, personally. I will try, in the short time I have at /// my disposal, to mention, to try to touch upon all the points which I can deal with in this short (1) time. This Budget has been described by my good friends from the Opposition in different types of vocabulary. I think / this vocabulary was not used in the past for the past Budgets. I am thankful to them for using this // vocabulary which is also rare in the annals of this House.

So, all through these Budget proposals, while mobilising resources /// our aim has been on this section of the population which can afford to pay and which should pay to (2) national exchequer and then on reducing the taxes on those which are consumed by the middle class, by the / farmers, by the workers, by the common man. Throughout, you will see there has been an effort, a sincere effort, // with the blessings of all the Members of this House, I think to reflect their own wish while presenting this /// Budget and that is to reduce the cost of the most of the items which are used by the common man (3) from soap and toiletries, throughout the effort has been to bring down the costs. It would add to revenue because / if you reduce the duties, then the demand goes up and when the demand goes up, production also goes up // and by helping the small industries, by giving a direction by which these goods can be produced at the village /// level, at the small scale industry level by encouraging demand, we create more demand and by creating more demand, while (4) lowering prices, we earn revenue because a larger amount of goods would now be produced by the people and, therefore, / we also gain in taxes.

Therefore my humble effort has been to provide within the framework, within the constraints of // the given resources, and within that I have tried to move forward and that has been the wish of this /// House. I have gone through the earlier debates, the past debates and this has been the wish of the House. (5/400 words)



Then again there was a consistent demand of the House that we should reduce the cost of fertilisers. Here we / have not subsidised the industry or the factories. We have subsidised the farmer. Direct reduction should be there. Therefore, we // have tried to implement the suggestion as it was contemplated with a subsidy limit. You might have seen that the /// subsidy has gone up this year to Rs 3,000 crores. The subsidy is going to increase to Rs 5,000 (1) crores in 1998-99. We have tried to discuss it with the fertiliser industry. We should / have a formula by which this increased subsidy, this discount, is absorbed in the increased subsidy that we have provided.// We will discuss it with the fertiliser industry because we do not want to increase the subsidy. On the one /// hand, Rs 3,000 crores are given for fertilisers to the farmers and not to the factories. We have reduced (2) the price itself. We have tried to get within the subsidy that has been budgeted. So, we have tried to / reduce the cost of insecticides, pesticides and weedicides. Then we have tried to reduce the cost of all these implements // which make a farmer fight drought, such as pumping sets and monoblock pump sets and submersible pump sets. We went /// through many articles. Many of them are already tax-free or are having nominal tax or little tax. This is (3) how we went through the whole tax structure. There are many items on which already there is no tax or / there is very little tax. Whatever items remained, we have tried to reduce tax on those items. We have done // so mainly because we want the production of insecticides and pesticides should go up and the demand should also go /// up. The availability of short term loans goes up and that way we are helping the farmers.

Then simultaneously we (4) have tried to go into another problem which is a related one. How can we give more employment to the / increasing number of unemployed and semi-employed village youth? Therefore, we have provided a structure to encourage village industries so // that outsiders cannot exploit the villagers. Therefore, we have thought of village industrial cooperatives and we have exempted all taxes /// for production in the village industrial cooperatives that is to create self-employment in villages, to promote the rural industrialisation. (5/400 words)



## Dictation Exercise 85

(80 W.P.M)

Again I would suggest that this is anti-inflationary. This is production oriented, this is anti-inflationary. And then there / will be one million tubewells for the Scheduled Castes out of those funds which are already provided for in the // Budget. In that scheme of Rs 2,000 crores, we have increased the component for the Scheduled Castes. That will /// not be distributed as subsidy, just as grant or loan, but the wells will be provided. It is production oriented. (1) So, if a Scheduled Caste farmer or a Scheduled Tribe farmer has a well of his own, it will be / production-oriented, it will be for irrigation purposes. So, it is again anti-inflationary. So, Sir, most of the measures // are anti-inflationary.

Then again we tried to put a social welfare scheme for the poorest among the poor. It /// has been done earlier also by this Government, but we have given a new dimension to this sort of a (2) welfare programme for the poor. I may in all humility say that if you see the socialist governments in the / West, even the Communist governments in the West, even the non-socialist governments in the western countries now have provided // a measure of social welfare for their poor within their means. Take the western countries which are considered a model /// by social democrats. They have not nationalised industries. If you see the western countries, there are a very few nationalised (3) industries. But their social welfare system is one of the best in the world. Take the Communist countries. In Communist / countries, they have a social welfare system. Of course, poverty is not of that type. But still they have a // social welfare system. So if we have provided for three or four schemes of social welfare in a non-inflationary /// manner, in all humility I should say, I should not be criticised by our traditional economists for being inflationary just (4) because I have introduced one or two schemes for rickshaw-wallas, for the railway coolies, for the agricultural labour or / for those who are casual labourers.

Sir, one more point. Sir, you said, you had for rural development Rs 2,000 // crores. Then you have also said that 40 per cent of it will be for programmes mentioned earlier and /// a component of it will be for construction of wells for Scheduled Castes, Scheduled Tribes etc. in the rural areas.(5/400 words)



### Dictation Exercise 86

(80 W.P.M)

So, all these schemes have been provided for. Similarly, for social insurance every year hundred crore rupees will be put in by the LIC to this fund to give 50 per cent premium for only the casual // labourers, and none else; only those who do not have any fixed income, like rickshawallas, railway coolies, carpentors or agricultural /// labourers and we have decided to implement this scheme. There are 2 lakh agents of the LIC throughout (1) the country. Six million persons can be covered every year with payment of Rs 15 only as premium. They have / to pay Rs 15 only. Now, how shall we reach the people? There are 2 lakh agents, the LIC // has asked them to enrol at least 5 labourers or rickshawallas or the poorest of the poor people and /// they can enrol up to 15. By this method, we can enrol 2 to 3 million people every year. They (2) will collect the insurance premium from them. 50 per cent will be paid out of Rs 100 crores fund/ which will be debited to this fund every year. So, this is a social security scheme for the poorest among // the poor and it is practicable. It will be done with your cooperation. I would seek the cooperation of all /// the hon'ble Members of the House; they can go to their States, meet the LIC agents, because it is (3) not a party matter. You can ask those agents to enrol such people. Because the question is only how to / reach the people. These people cannot even fill up the forms.

I am thankful to all the Members who supported // the objectives of this Budget. Now, if you come to action plan for agriculture, there has been criticism as to /// what is the action plan for agriculture. So much has been talked about the action plan. It is mainly meant (4) to help the delta-regions of Eastern States and Andhra Pradesh, which will be the recipient of this special scheme. / Six lakh shallow tubewells will be dug in the delta regions of Eastern States and Andhra Pradesh under the Action // Plan. This is apart from the one million tubewells which I have talked about, in regard to Scheduled Castes and Scheduled /// Tribes and the small and marginal farmers in the eastern region. The Planning Commission has identified resources under this framework.(5/400 words)



### Dictation Exercise 87

(80 W.P.M)

Now my distinguished friends have mentioned about inflation and expressed the fear that the rate of inflation may go up. / May I, in all humility, say that this inflation is the result of an unprecedented drought which we had to // face? What would you expect the result of the drought to be? What does it mean? It means, fall in /// agricultural production in that particular season or seasons, when the drought occurs. Therefore, if we have less agricultural production, certainly (1) the prices will go up. It is an inflationary pressure caused by drought. It was not man-made. It was not / made by the Government. It was the result of an unprecedented drought. At least, we should agree to accept this. // It was not a man-made phenomenon. It was the result of natural calamities. The rate of inflation goes up /// on account of such natural calamities whether now or in any other year. Sir, the drought this time was unprecedented (2) by all means. But still we have tried to control the wholesale price index by supply and demand management. All / the State Governments have set up control rooms. Here again, we require the cooperation of the State Governments. Myself, or // my colleague, the Minister of Civil Supplies, sitting here in Delhi, alone cannot control the price situation, if the State /// Governments are not active and dynamic enough. In this connection, I am thankful to the State Governments that they have (3) set up control rooms. I would request hon'ble Members to visit those control rooms in the districts.

They should see / whether the District Magistrates are regularly visiting the control rooms, whether action is being taken against the black-marketeers and // hoarders, whether the supply and demand management system is being looked into in all the metropolitan areas, in big /// cities and district headquarters and whether the village areas are receiving proper supply or not. It is not a party (4) question. Let all of us look at what is happening in the States. You cannot blame us and praise the / State Governments. If the State Governments are to be praised, we are also to be praised. Therefore, I would say // that the constant vigilance is required on the price front. We should not be complacent. But we have to work /// together in this regard.

Sir, mention has been made about the deficit. There has been consistent talk about the deficit. (5/400 words)



## Dictation Exercise 88

(80 W.P.M)

May I say for my personal reference that my distinguished friend did not mention this point in his speech. He / mentioned other points, but not this one. He mentioned two or three points. One is that Budget deficits have been // reduced to manipulations and require the public sector enterprises to make advance payment of loans. Perhaps he mentioned this point./// Am I correct? My friend perhaps is referring to prepayment of loans to two fertiliser companies. Now what happened is (1) that these companies were to finance a part of the plan outlays of certain other fertiliser companies by direct loans / to those companies. They were helping other companies by giving direct loans, but because of procedural difficulties, it was decided // that they will pay the loans through the Central Government. Therefore, on the one hand, the loans were given to /// the Government, on the other, the Government gave exactly those amounts to those companies which were to get those loans. (2) So, on the one hand, it was a receipt on the Central Government side, on the other expenditure. So, there / was a nil balance. It did not go to make up the deficit which the hon'ble Member has said. I // thought that being a good economist you would know that it is not always that we should follow the dictum /// of Lord Churchill that it is the duty of the Opposition always to oppose the Government and sometimes not to (3) congratulate also. I thought he should have congratulated or at least encouraged me a step. If he would have said / that we tried to limit the deficit of the current year to the best of my ability and if he // would have patted my back to this extent, I would have managed the deficit next year also.

This year we /// tried to fulfil the promise made by the Prime Minister that we will adhere to the deficit of Rs 5,000 (4) crores. In spite of drought conditions, in spite of our increasing defence expenditure, in spite of increased expenditure on / subsidy, in spite of increased burden of dearness allowances, we tried to keep it within manageable limits as promised by // the Prime Minister.

Regarding administered prices, my dear friend and colleague has already mentioned in some detail about it. But /// I say that this is a commercial decision taken by the concerned enterprises to adjust for the increases in costs. (5/400 words)

Reading Ex.105 (Key to ATD Ex.89)

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.

Phrases: 1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.

## Audio Dictation Test Exercise-89

*(Now test your speed and accuracy by taking dictations from the cassettes and transcribing them)*

*(80 W.P.M)*

Mr. Deputy Chairman, Sir, we are aware that democracy, is constantly changing its laws to suit the changing needs of / the times, as they arise. In a democracy when a decision has been arrived at, it is accepted by majorities // and minorities alike till the same should be changed at a later date in the prescribed way. Today we have /// a new map of India, and since a decision has been taken, it is our sacred duty to accept it. (1) If any changes should be needed at a later day, they can easily be introduced in the same manner as / the present ones have been done.

So far as languages are concerned, I believe they should be allowed to solve // their problems themselves. Any artificial attempt will hardly help us to reach the desired goal. In a democracy, everybody has /// got to be educated to be able to play his proper part as a citizen. It is also obvious that (2) such universal education can be given in no language other than the mother tongue. It is also not right to / wait for education to be imparted in a particular language till adequate literature in that is ready for the purpose. // No language and no literature can grow or have grown in that manner. We have to start teaching in the /// languages in which we want education to be given. There would certainly be a very great deal of mixing of / various languages in the circumstances in which we are placed today. Technical expressions will have to be bodily accepted, to (3) begin with, in large numbers. Such mixture has taken place everywhere and we should not trouble ourselves. There would certainly / be a very great deal of mixing of various languages in the circumstances in which we are placed today. If // the same thing takes place here as well. All living languages have the capacity to absorb suitable words from other /// languages and make a part of their own. Our language (4) too should not be deprived of this wholesome natural law / and process.

If we wait for books to appear before we start, would be like putting the cart before the // horse. Literature will follow our attempts to teach in any language of our choice. This process will eliminate most of /// the difficulties we face today because of language. It will not interfere with the education of anyone in any subject. (5)



## Dictation Test Exercise- 90

(80 W.P.M)

Mr. Vice Chairman, a humble taxpayer, who may not be able to avail for himself or others for whom he may / feel responsible, of the opportunities that the universities may offer, but who would be compelled to make his contribution for // the upkeep of the same through the taxes he pays, the whole scene is not so pleasant as it might /// otherwise appear. I know for a fact that every University draws up huge budgets running into scores of lakhs of (1) good money which they expect the government or the general tax-payer to find for them. The universities also claim / to be completely autonomous bodies, and resent what they might suspect as the least interference in their working on the // part of anybody. They also take great offence if all the money that they demand is not paid. When the /// hard-working private citizens find that masses of them have to pay for the universities from which they themselves derive (2) no profit; when they also find that those who come out of these universities are either persons who form a / class apart and constitute themselves as rules looking down on them, or are unemployed and thus a burden on society // they have to sit up and think. No one would have any objection to any education that anyone receives, provided /// that the person concerned pays for it himself. If, however, he expects others to pay so that he may profit (3) then others have every reason to complain. I am not myself satisfied with the state of our unitary or federal / universities, nor with the results that they have produced. The University Grants Commission may not like affiliating the universities, but // being a product myself of one of them, I feel that is the type that is most suitable for our /// country. In such a university, higher education is available to students near their homes. They have no need to lose (4) contacts with their parents and their neighbours, and thus are kept in touch with the actual conditions of their domestic, / social and economic life. They can be of help to their parents in many ways when they are at home. // The fees that the parents have to pay for their children are also not as high as they would be /// when they are sent away to universities. It is essential that no one should be cut away from economic conditions. (5).

Reading Ex. 107 (Key to ATD Ex.91)

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## Dictation Test Exercise - 91

(80 W.P.M.)

Sir, let us first ask the question as to who is the consumer. The consumer is the buyer of goods / for a consideration, or he is a hirer of services for a consideration. We must understand that anywhere in the // world and in any economy, it is the consumer who matters. But it is very unfortunate that the importance of /// the consumers has not been taken seriously, especially in our country, in the last so many years. It was the (1) Prime Minister who understood, with his foresight, that it is finally the consumers who matter. It was, for this reason / that in 1996, he brought forward this Bill for consumers protection. This was enacted in the interests of // the consumers, and for that, Consumer Councils had to be set up all over the country for the settlement of /// consumer disputes. But what had happened? In the first two years, 40 districts were covered out of 455. (2) But after that, after the change of Government, there was no further effort. In fact, the consumers had to move / the Supreme Court which directed the setting up of the councils within six weeks. This was two years ago. But // the progress is very slow although they took a decision regarding the order under section 2. The State Governments have /// defaulted. Only half of the districts have been covered so far.

What I would like to stress is, it is (3) not just a question of enacting a law, it is a question of implementing that law. Are our officers, are / our manufacturers, inspired enough to accept this kind of thing? Are they inspired enough to look to the interests of // the consumers? It is for this reason we have to see to the protection of the interests of the consumers. /// How do we save our consumers from adulteration? How do we save our consumers from monopolists? Of course, there is (4) red-tapism in the Government which also comes in the way. How do we save our consumers from red-tapism?/

Now when we talk about Consumer Councils, I think, many Members of Parliament do not even know that there are // these Consumer Councils. The process is so cumbersome that it is not really worthwhile to go to the Consumer /// Councils. The harassment is so much that the consumer reconciles to the fact that it is better to keep quiet (5)



## Dictation Test Exercise-92

(80W.P.M)

Mr. Chairman, Sir, while looking back on our achievements during the past 50 years, we can raise our head with / dignity, we can raise our head smartly. We attained political freedom 50 years ago and today, we should march towards // economic freedom. Our schemes including the 9th Five Year Plan which will come before you in a few days' time /// will lead the country towards the goal of economic independence. The 50 years hard work of our countrymen has borne (1) fruit. Today the world considers India as a very big market, a market not for only purchasing goods but market / because of our industries. Today whether it is Delhi City or villages our labourers and our farmers are taking // the country on the path of economic progress by their hard work. Today, no country in the world can remain /// isolated. So the United Front Government has formulated a Common Minimum Programme. This programme is multipurpose and our effort (2) is to touch upon those sectors of economy where some kind of deadlock has crept in.

Sir, you are all / aware and you remember that in the last 50 years this country has strived to set up a large number // of public sector units. Some companies are facing problems and we are trying to resolve those. Ever since I have /// taken over I have paid special attention to public is that as far as possible public sector companies should be spiced (3) with fresh life so that the country increases its wealth and the people's prosperity.

Today, whether it is Delhi or / outside, within the country or city, we understand that new roads need to be built. Industries have to increase for // which the infrastructure issues like Power, Post and Telegraph, and Telecommunications have to be provided. Unless we do so, our /// economy may not be able to progress. That is why the United Front Government is focussing and stressing on these (4) issues. I am proud to state that our economy grew at a rate of nearly seven per cent last year. / This has happened for the first time in our history that as we attain new objectives we aim even higher. // We strive and aspire that with the efforts of labour, we aspire that with the efforts of labourers and farmers /// our growth rate should move towards ten per cent, as the real strength of the country lies with the farmers (5)

Reading Ex. 109 (Key to ATD Ex. 93)

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.

Alt. outlines → ( ) 2 ( )

Madam Deputy Chairman, I thank my friends for supporting the Motion of Thanks to the President. The Government has described / the alarming economic and political situation in the country. I welcome the statement of the Prime Minister that his Government // will take firm steps to overcome the present economic and political situation. Inflation and price rise are the most difficult /// problems that we have been facing for a number of years. The Prime Minister is taking a pragmatic approach to (1) reorganize the economic structure without involving the ideological controversies that are going on in this country. Today, the topic is / market economy. We have no grievance about deregulation, decontrol and removal of bureaucratic controls to promote the industry but, at // the same time, we must be very cautious about changing our long-standing policies. India has always been a deficit /// country and with the hand to-mouth availability of essential commodities that we are facing, we are depending heavily on (2) imported essential commodities including edible oils and petroleum products. So we must be very cautious about implementing the slogan of / market economy. I am glad that this Government has started with consensus of the other political parties and the Prime Minister // has categorically stated that essential commodities in this country will be strengthened to help the poor people of this country.///

Another topic is opening of our economy to the multinational organizations. There is a fear amongst the public that we (3) have got very scarce natural resources and the multinational will be allowed to exploit our resources. So, the Government must / be very careful about this problem. I welcome the categorical statement of the Prime Minister that there will be no // denationalization of the banks. Nationalization of banks came to the nation from the Congress Government. Now there is a talk /// of market economy, but it should not lead to denationalization of the banks. So, I welcome the statement of the (4) Prime Minister on this. Seeing our difficulties about petroleum products, the Government must come forward to take some bold decisions. / We must strengthen the public transport system and the communications system in this country. It will go a long // way in reducing the consumption of petroleum products and save on imports. Similarly, we can avoid import of foreign drugs.///We can encourage indigenous manufacture of medicines in this country. The difficulty is that this country is facing dual pricing policy.(5)

Reading Ex. 110 (Key to ATD Ex. 94)

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## Dictation Test Exercise-94

(80 W.P.M)

Mr. Speaker Sir, in the last 50 years our foodgrains production has increased four times. Import of foodgrains for the / peôple is the thing of the past. Our population has increased tremendously but I am grateful to the farmers for // making us self-sufficient in foodgrains. You will be happy to know that with the efforts of our farmers, our /// foodgrains production was 20 crore tonnes last year. This includes both rice and wheat. Our country has experienced both green (1) and white revolutions. Due to the white revolution, India today is the world's largest producer of milk. Our focus today / is to improve agricultural production. That is why the areas that receive meagre rainfall need special attention. In areas where // agriculture is totally dependent on rainfall - dryland farming, the stress is on improving agricultural production by using science and technology./// We have to do a lot for the hardworking farmers. So we have decided to give special emphasis on the (2) welfare of agricultural labour especially landless labourers. Since he is backward and in extreme poverty there is need for his / insurance so that in case of his unfortunate demise, his family members do not lack food. In the field of // agricultural reforms there are some more issues which are under consideration and we will try to introduce a Bill in /// the next session of Parliament.

The slogan of "Garibi Hatao" was given a long time back. The policy of my (3) Government is how to translate it into reality. Today I have said that in our agricultural economy around 60 to / 65 per cent people are dependent on agriculture. It is with extreme sadness that I say that the land // reforms have not been implemented honestly. Our country cannot progress unless the people who actually work on fields get the /// land. Therefore, I prompt you, especially those States where land reforms have not been implemented to lay stress on this (4) and to formulate such a programme that within the next one or two years it will translate this into reality./ Poverty and illiteracy are two sides of the same coin and they should be eradicated. The welfare of the labourers // and poor classes should not be promoted not only with agriculture but by setting up the cottage and small scale /// industries. Unemployment of educated unemployed needs to be reduced. It has one solution and that is economic progress and advancement. (5)



## Dictatio. Test Exercise-95

(80 W.P.M.)

Mr. Vice Chairman, Sir, this policy is being followed for the past many years of levy price and market price. / The State Governments are always put to difficulty in implementing this dual pricing policy enunciated by the Central Government. Instead // of resorting to this dual pricing policy which ultimately, helps industrialists and black marketers, they should think of the /// poor.

About prohibition the Government must take a decision to have a uniform policy throughout the country. It has been (1) enshrined in our Constitution as a Directive Principle and so there must be uniform policy throughout the country. If a / State Government wants to implement this policy, at present a difficulty is always there from adjacent State and, so the // Government should come forward to take a policy decision that the Government of India will always help those States which /// are prepared to implement the prohibition policy. The Finance Commission has been emphasizing this aspect that the Central Government must (2) help the State who are prepared to implement the prohibition policy.

About the Centre-State relations a new approach, a / new attitude, a new thinking must be forthcoming from the New Government which has got the support of all political // parties including regional parties. Pandit Nehru used to share the problems of the country with all the Chief Ministers. A /// new chapter must be opened now. All State Governments must be taken into confidence in all the problems that are (3) facing this country. The State leaders and the State Governments must be treated as equal partners in governing this country. / There should be a new approach, without centralizing everything. We must try to decentralise everything. We have tried our best // for the past many years to have a centralised administration, uniformly in all policies. Now we must try to decentralise /// our policies and programmes. We must have faith in State leadership. I assure that no State can thrive or survive (4) without the help of the Centre or the adjacent State or other States. They should not make the States beg / the Centre always for help. The Centre should not try to thrust the Central schemes on State administrations. The Central // Government must encourage the State Government to tap all the resources of revenue available within the State and give powers /// to them. The new Government must learn something from the Russian history and should also take a lesson from it. (5)

Reading Ex. 112 (Key to ATD Ex. 89)

Handwritten cursive text on a dotted line, starting with a large initial letter and containing several words and punctuation marks.

Main body of handwritten cursive text on a dotted line, consisting of approximately 15 lines of continuous writing.

Alternate outlines & h (h) x h (h) x h (h) x h (h) x  
h (h) x h (h) x h (h) x h (h) x

Mr. Vice Chairman, Sir I must express my gratitude to all the Hon'ble Members for expressing their views on different / aspects of the growth of Delhi City. After passing the Constitution Amendment Bill, there was hardly any scope for such // a lengthy discussion on this Bill. But every Hon'ble Member wanted to express all the ideas that he must be // / having about the future set-up of Delhi and that is why I must welcome the suggestions which have been (1) made by different Hon'ble Members.

Sir, I must first refer to the points made by the Hon'ble Leader of the / Opposition. He has referred to Sarkaria Committee's Report and also he has referred to three aspects. The first was about // a nodal Ministry. The nodal authority, in fact, is supposed to coordinate the activities of all the different agencies of // / Delhi. So also, a point was made about the over-centralisation. The other committee has referred to that aspect also. (2) I am sure, in the same report if you have to go still further, there is a definite reference about / the advantages and disadvantages of having a full Statehood being given to Delhi. If the Hon'ble Members were to go // through it, they will be more than convinced that what we have to look is to two aspects which I had // / clearly mentioned in my speech which I gave this morning. One is the legitimate aspirations of the Delhi people that (3) they should get representation and have a democratic set-up and another is the responsibility to be discharged by the / government being the national capital. Delhi is not a small area to be administered by the representatives only of Delhi. // Why the Government of India is spending huge amount of money on different aspects of the development // / of Delhi? That is because of the fact that after all, this is a National Capital and all the amenities (4) which have been provided for the Delhi City will have to be of a standard, then people are bound to / feel happy by comparing the development that is obtaining in different capitals in different countries. So, Sir, from that point of // view, while all the arrangements have to be made for a democratic set-up, there should be no block for // / want of financial and other resources. I can tell that 85 per cent is being provided for continuing schemes. (5)

Reading Ex. 113 (Key to ATD Ex. 97)

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100. 101. 102. 103. 104. 105. 106. 107. 108. 109. 110. 111. 112. 113. 114. 115. 116. 117. 118. 119. 120. 121. 122. 123. 124. 125. 126. 127. 128. 129. 130. 131. 132. 133. 134. 135. 136. 137. 138. 139. 140. 141. 142. 143. 144. 145. 146. 147. 148. 149. 150. 151. 152. 153. 154. 155. 156. 157. 158. 159. 160. 161. 162. 163. 164. 165. 166. 167. 168. 169. 170. 171. 172. 173. 174. 175. 176. 177. 178. 179. 180. 181. 182. 183. 184. 185. 186. 187. 188. 189. 190. 191. 192. 193. 194. 195. 196. 197. 198. 199. 200. 201. 202. 203. 204. 205. 206. 207. 208. 209. 210. 211. 212. 213. 214. 215. 216. 217. 218. 219. 220. 221. 222. 223. 224. 225. 226. 227. 228. 229. 230. 231. 232. 233. 234. 235. 236. 237. 238. 239. 240. 241. 242. 243. 244. 245. 246. 247. 248. 249. 250. 251. 252. 253. 254. 255. 256. 257. 258. 259. 260. 261. 262. 263. 264. 265. 266. 267. 268. 269. 270. 271. 272. 273. 274. 275. 276. 277. 278. 279. 280. 281. 282. 283. 284. 285. 286. 287. 288. 289. 290. 291. 292. 293. 294. 295. 296. 297. 298. 299. 300. 301. 302. 303. 304. 305. 306. 307. 308. 309. 310. 311. 312. 313. 314. 315. 316. 317. 318. 319. 320. 321. 322. 323. 324. 325. 326. 327. 328. 329. 330. 331. 332. 333. 334. 335. 336. 337. 338. 339. 340. 341. 342. 343. 344. 345. 346. 347. 348. 349. 350. 351. 352. 353. 354. 355. 356. 357. 358. 359. 360. 361. 362. 363. 364. 365. 366. 367. 368. 369. 370. 371. 372. 373. 374. 375. 376. 377. 378. 379. 380. 381. 382. 383. 384. 385. 386. 387. 388. 389. 390. 391. 392. 393. 394. 395. 396. 397. 398. 399. 400. 401. 402. 403. 404. 405. 406. 407. 408. 409. 410. 411. 412. 413. 414. 415. 416. 417. 418. 419. 420. 421. 422. 423. 424. 425. 426. 427. 428. 429. 430. 431. 432. 433. 434. 435. 436. 437. 438. 439. 440. 441. 442. 443. 444. 445. 446. 447. 448. 449. 450. 451. 452. 453. 454. 455. 456. 457. 458. 459. 460. 461. 462. 463. 464. 465. 466. 467. 468. 469. 470. 471. 472. 473. 474. 475. 476. 477. 478. 479. 480. 481. 482. 483. 484. 485. 486. 487. 488. 489. 490. 491. 492. 493. 494. 495. 496. 497. 498. 499. 500. 501. 502. 503. 504. 505. 506. 507. 508. 509. 510. 511. 512. 513. 514. 515. 516. 517. 518. 519. 520. 521. 522. 523. 524. 525. 526. 527. 528. 529. 530. 531. 532. 533. 534. 535. 536. 537. 538. 539. 540. 541. 542. 543. 544. 545. 546. 547. 548. 549. 550. 551. 552. 553. 554. 555. 556. 557. 558. 559. 560. 561. 562. 563. 564. 565. 566. 567. 568. 569. 570. 571. 572. 573. 574. 575. 576. 577. 578. 579. 580. 581. 582. 583. 584. 585. 586. 587. 588. 589. 590. 591. 592. 593. 594. 595. 596. 597. 598. 599. 600. 601. 602. 603. 604. 605. 606. 607. 608. 609. 610. 611. 612. 613. 614. 615. 616. 617. 618. 619. 620. 621. 622. 623. 624. 625. 626. 627. 628. 629. 630. 631. 632. 633. 634. 635. 636. 637. 638. 639. 640. 641. 642. 643. 644. 645. 646. 647. 648. 649. 650. 651. 652. 653. 654. 655. 656. 657. 658. 659. 660. 661. 662. 663. 664. 665. 666. 667. 668. 669. 670. 671. 672. 673. 674. 675. 676. 677. 678. 679. 680. 681. 682. 683. 684. 685. 686. 687. 688. 689. 690. 691. 692. 693. 694. 695. 696. 697. 698. 699. 700. 701. 702. 703. 704. 705. 706. 707. 708. 709. 710. 711. 712. 713. 714. 715. 716. 717. 718. 719. 720. 721. 722. 723. 724. 725. 726. 727. 728. 729. 730. 731. 732. 733. 734. 735. 736. 737. 738. 739. 740. 741. 742. 743. 744. 745. 746. 747. 748. 749. 750. 751. 752. 753. 754. 755. 756. 757. 758. 759. 760. 761. 762. 763. 764. 765. 766. 767. 768. 769. 770. 771. 772. 773. 774. 775. 776. 777. 778. 779. 780. 781. 782. 783. 784. 785. 786. 787. 788. 789. 790. 791. 792. 793. 794. 795. 796. 797. 798. 799. 800. 801. 802. 803. 804. 805. 806. 807. 808. 809. 810. 811. 812. 813. 814. 815. 816. 817. 818. 819. 820. 821. 822. 823. 824. 825. 826. 827. 828. 829. 830. 831. 832. 833. 834. 835. 836. 837. 838. 839. 840. 841. 842. 843. 844. 845. 846. 847. 848. 849. 850. 851. 852. 853. 854. 855. 856. 857. 858. 859. 860. 861. 862. 863. 864. 865. 866. 867. 868. 869. 870. 871. 872. 873. 874. 875. 876. 877. 878. 879. 880. 881. 882. 883. 884. 885. 886. 887. 888. 889. 890. 891. 892. 893. 894. 895. 896. 897. 898. 899. 900. 901. 902. 903. 904. 905. 906. 907. 908. 909. 910. 911. 912. 913. 914. 915. 916. 917. 918. 919. 920. 921. 922. 923. 924. 925. 926. 927. 928. 929. 930. 931. 932. 933. 934. 935. 936. 937. 938. 939. 940. 941. 942. 943. 944. 945. 946. 947. 948. 949. 950. 951. 952. 953. 954. 955. 956. 957. 958. 959. 960. 961. 962. 963. 964. 965. 966. 967. 968. 969. 970. 971. 972. 973. 974. 975. 976. 977. 978. 979. 980. 981. 982. 983. 984. 985. 986. 987. 988. 989. 990. 991. 992. 993. 994. 995. 996. 997. 998. 999. 1000.

Mr. Deputy Speaker, Sir, I will raise certain points to which, I hope the Minister will pay his attention, and / reply to my points.

In this report of the Housing Ministry it is said that housing facilities will be provided // to the employees, etc. While formulating the housing policy I request the Minister to make necessary provision for accelerating provision /// of housing facilities to the poorer persons in the rural areas because the poorer sections of our society like the (1) landless peasants have no shelter to live under. So if any provision is made for the purpose, at least they / will be benefitted and the country like ours will be benefitted.

Again, I think the Ministry is very keen regarding // clearance of the slums or improvement of the slums. But when I remember Calcutta, the thousands of slums which are /// here come to my mind and you can imagine, never that civilized persons in the 20th Century are living in (2) these areas? The slums are in such a condition that man cannot live there. What steps have so far been / taken by the Government, I cannot understand. So I urge upon the Minister the immediate necessity of paying attention to // these slums because during the 30 years of Congress regime, it is found that nothing has been done for them /// and no improvement is there.

So, I request the Hon'ble Minister to take necessary steps to clear the slums immediately. (3) I want to mention here that after 30 years of Congress regime, they said "talk less, work more". But it / was detected by the people that it was a hollow slogan. That is why they were driven out. I want // to request the Minister to make a note of it, improve the position and clear the slums so that people /// can live in a proper manner.

It is stated in the report that there is a provision of funds and (4) the employees will be given necessary advance for the construction of houses. But there are so many difficulties-that after / the submission of the application lot of time lapses and no response is given by this Department. A lucky few // do receive money but by that time the cost of building material rises. As such the advance given to them /// cannot satisfy their requirement. I hope that the Minister will take note of it and take the responsibility of construction. (5)



## Dictation Test Exercise-98

(80 W.P.M)

Madam Vice Chairman, apart from the systematic neglect of elementary education, the second most important problem that requires to be / taken care of by policy makers is to ensure that school education is treated as the terminal stage of learning // for a substantial number of students. Today, the presumption is the opposite. Most people think that the normal thing to /// do is go on to college. Anything short of that is regarded as infra dig. No wonder the colleges are (1) overcrowded and in most cases their performance is sub-standard.

Madam it took the country almost a quarter of a / century to restructure the secondary education system and bring it almost in line with international practice. In 1947 // except for one or two States, schooling was for 10 years everywhere. The Kothari Commission raised it to make it 12 /// years of schooling. Even after this particular reform was initiated, the situation is not entirely satisfactory. In some of the (2) States however; the "plus two" stage is still partially tagged on to colleges. During recent years, some successful attempts have / been made to integrate the last two years of school with secondary education. It seems safe to say that within // the next few years, almost every State would have fallen in line and implemented the restructured system in its entirety. /// Parallel to it, however, there has been a disturbing development. Inherent in the decision to make it 12 years at (3) the school level was the implication that this stage of education would be regarded as terminal in character.

As is / generally accepted, the educational system is like a pyramid. It is wide at the bottom and narrow at the top. // In our case, this has not been happening with the result that numerous structural, organisational and academic problems have cropped /// up. In some states 50 per cent of students join colleges after schooling while in others their percentage is higher. (4) Many people look upon the higher secondary stage as terminal in character nor do most people see anything wrong in / such a large number of students going on to colleges.

While the recent move in favour of globalisation is one // factor in favour of what is happening, there are several other factors also at work. Our failure to upgrade the /// instructions at the "plus two" level has actually created a sort of academic rupture between the school and University system. (5)



## Dictation Test Exercise-99

(30 W.P.M.)

Mr. Chairman, Sir, I will say, something relevant to the subject, not the way others have spoken and I am / not going to ridicule anybody. I have more important points to say and shall not reply to irrelevant points raised // by others.

While supporting the Bill, I would like to mention a few points pertaining to the role of banks /// in the rural sector. As you know, developmental activities are taking place in the village areas, centering around implementation of twenty (1) Point Programme. Twelve out of these 20 points are closely related to banks. As far as implementation part is / concerned, Point No. 3, that is Integrated Rural Development Programme, is the most important programme for weaker sections fo the // country because it is providing economic relief to the poorer sections of society. Now, the provision is that the District /// Rural Development Agency is supposed to recommend cases of people in a particular block to the banks for giving loans (2) to these beneficiaries. Our experience shows that although cases are being recommended to the concerned banks, all the cases are / not disposed of within a given financial year. Some cases are rejected by the banks, and I would like to // request the Hon'ble Finance Minister to take care of these two problems. One is, often the bank people used to /// say that the schemes submitted by the beneficiaries are faulty and, therefore, the cases could not be entertained. Secondly, the (3) poorer people who are actually recommended by the District Rural Development Agency for loans, are at times found to be / defaulters in the sense that they might have taken Rs. 15,000 from some other cooperative bank or might have // taken Rs. 1,000 from some other bank and that stands in the way of their getting loan from that /// particular bank under the Integrated Rural Development Programme Scheme. So, I would request the Hon'ble Finance Minister to take special (4) care of these two aspects that when the applications are received by the bank for loan under the new Integrated / Rural Development Programme Scheme, technical support should be provided to the beneficiaries. Instead of saying that the project does not // entitle the applicant to get the loan, the bank should say that the project, though faulty, would be given necessary /// support to make it acceptable to the bank. So, technical support should be accorded to the beneficiaries to get loan. (5)

Reading Ex. 116 (Key to ATD Ex. 100)

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30. 31. 32. 33. 34. 35. 36. 37. 38. 39. 40. 41. 42. 43. 44. 45. 46. 47. 48. 49. 50. 51. 52. 53. 54. 55. 56. 57. 58. 59. 60. 61. 62. 63. 64. 65. 66. 67. 68. 69. 70. 71. 72. 73. 74. 75. 76. 77. 78. 79. 80. 81. 82. 83. 84. 85. 86. 87. 88. 89. 90. 91. 92. 93. 94. 95. 96. 97. 98. 99. 100.

Alt. outlines: (17) d (ba) e (e-si)

## Dictation Test Exercise-100

(80 W.P.M.)

Mr. Deputy Chairman, Sir, I rise to support the Demands for Grants relating to the Ministry of Human Resource Development. The Prime Minister has realised it very well that education is very important for the development of the country and // that is why he has given great importance to educational reforms. In present age of science and technology, so many /// internal and external challenges are before us and we can face them only through education. The education and development are (1) not two separate things but are supplementary to each other. Education brings awareness in the society and the social and /economic development is linked with it. Education plays an important role in the social, economic, cultural and political activities. The//human knowledge has been continuously increasing since the beginning of education age.

In the modern age of education, the human ///knowledge is increasing many-fold after every ten years. Great stress has therefore, been laid on the education of all (2) sections of the society so as to promote national unity. When ignorance is removed, the country will automatically become united. /India will again become a great power and mutual exchange of our cultural views will strengthen our national unity. It //is necessary because our ancient culture and civilization are extincting and the development of science and technology is taking place. ///But we must not forget our ancient culture. As per the statement of the Prime Minister, we have to follow (3) it blindly but we have got to understand and make its use for the welfare of the country. After the /implementation of new education policy and with the cooperation of all citizens, the country will progress rapidly. To impart education, //our ancestors adopted Sanskrit as medium but during the British period the medium of instruction was English. During both these ///periods, knowledge could not reach the common people because the language of masses and the language through which knowledge was (4) imparted were different. Today, it is the age of computer and we will have to do much more to make /use of it. We will have to make many new inventions and discoveries to take this knowledge to our people. //Today, we want to make the schools as the instrument of development. It is a good opportunity for the rural /// students to improve their education through the schools, and make progress. They will achieve much more through our Navodaya Schools.(5)



## Dictation Test Exercise-101

(80 W.P.M)

Mr. Vice Chairman, Sir, I agree that the Demand of the Ministry of Petroleum and Natural Gas is a very / important Demand. The Ministry of Petroleum and Natural Gas has been presided over by a very capable Minister. I hope // the Petroleum and Natural Gas will improve under his leadership. Sir, As far as this Demand is concerned it plays // a very prominent part in moulding the life of the people of India as far as transport is concerned. This (1) is very important.

As far as irrigation is concerned, there are a number of irrigation wells in this country. For / irrigation they depend only upon irrigation wells. The arrangement for giving electricity for all these wells is not there. I // do not know how electricity can be given to all these wells. So in such a case, it is right /// to use the pumpsets driven by crude oil or diesel oil. So, it has got away of affecting the living (2) of the people.

The other thing is, as far as cooking is concerned, this natural gas is playing a very / important part in our kitchens. Moreover, this natural gas also can be used for production of electricity. So this Demand // has got so much of importance and the Government is spending huge sums of money every year for import of /// oil. Even though the efforts have been made for the last 30 or 40 years to improve production of oil (3) in this country, this country has failed to achieve self-sufficiency. Still we have to pay thousands of crores of / rupees for import of crude oil from other countries and I do not know how many years it will take // to make this country self sufficient and does not spend huge amount of our exchequer. The efforts that have been /// made so far to produce oil, i.e. oil exploration are not up to the mark because we are lagging (4) far behind the target of production anticipated. In spite of 30 to 40 years of oil exploration, both off-shore / and on-shore, we are not able to achieve self-sufficiency. So, I request the Minister to see that in // the next 3 or 4 years the dependence of our country for import of oil from foreign countries is reduced /// considerably so that we will save a lot of money for the exchequer in importing lacs of tonnes of oil. (5)

Reading Ex. 118 (Key to ATD Ex. 102)

Handwritten cursive text on a set of three horizontal lines. The text is written in a fluid, connected style. It begins with a large capital letter, possibly 'L', followed by several words and phrases. The script is consistent throughout the first section.

Handwritten cursive text on a set of three horizontal lines, continuing from the first section. The text is dense and fills most of the lines. It appears to be a continuation of the same practice or a separate set of notes.

## Dictation Test Exercise-102

(80 W.P.M.)

Being the largest democracy in the world, India has been continuously experimenting with a number of forms and modes of organisations and structures to achieve women's equality. The State is seen as the prime mover in bringing about social change // and it is charged with the responsibility of ensuring the fundamental rights to equality of the sexes and to absence /// of discrimination on the basis of sex. In fact, women's demand for greater respect and enhanced rights is a part (1) of a wider democratic movement. Even those women's groups that are not front organisations for any political party do occasionally / feel the need for cooperation of political parties on specific issues. However, such organisations must be constantly aware that their // belief lies in the state of millions of deprived and ill-treated women. They must, therefore, never subordinate their struggle /// to the expediency of political parties. A women's group that allows itself to become just an adjunct not only loses (2) credibility and effectiveness but also betrays the masses of Indian women.

Madam to break the circle, a war against female / ignorance is a must. Every State needs to set up a women's development scheme for women cooperation to promote enlightenment // and employment schemes for women belonging to the weaker sections of the society. They should identify women entrepreneurs as also /// their cooperatives and associations, and prepare viable project for which technical consultancy services may be made available. Our social organisations (3) involved in the task of women's emancipation and uplift should lay stress on creating consciousness among the people to treat / women at par in all walks of life. The Government should be a helping hand to their efforts, particularly in // the field of constant monitoring and evaluation of progress in the direction of raising social status of women. Cruelties against /// them, including dowry deaths, should become things of the past in the new pattern of our social life. There is (4) no doubt that women's development is directly related to national development. The proper management and development of women's resources that / is, their abilities, interest, skills and other potentialities are of paramount importance for the mobilisation and development of human resources. // Therefore, the eighth plan, devoted a special chapter in "Women and Development", in which, it was mentioned that the drawbacks /// in women's development have been mainly their pre-occupation, workload, lack of education, social customs and lack of economic independence. (5)



## Dictation Test Exercise-103

(80 W.P.M.)

Sir, it is expected that the population in the country may reach the level of thousand million and if the /same trend continues further, third and fourth India would be added within a few decades. The significance of such tremendous //increase in population has to be made known to the public at large. To feed the increasing population at the /// present level of nutrition the production of food will have to be doubled. To achieve such a level of production, (1) the per annum rate of increase will have to be doubled. The growth rate has been of the order of / about only two to three per cent per annum. But it will have to be doubled. That means, it will // have to be at least five to six per cent per annum to achieve that level that is required to /// meet the needs. It is much easier to say and write these types of statements that so much increase is (2) necessary and needs to improve etc. No one has the solution as to how these figures are going to go /up. There are no easy solutions . Yet, you can predict that they would be needed by the turn of the //century or in the next decade. But from where the efforts are going to come up is exactly the ///question each one has in his mind. The development efforts will have to be considerably intensified just to maintain the (3) present level living . If the living pattern has to be improved, the rate of increase will have to be / much higher, which will mean heavier investment and harder work.

It has been estimated by United Nations Organisation that to//ensure cent per cent literacy in the developing world, five lakh teachers will have to be made available every year, ///which means more than thousand new teachers per day. Since it will not be possible to make such a large (4) number of teachers available to cope with the increasing number which is to be provided with facilities, for taking education /it is expected that there will be more number of persons which will be illiterate than the present one. The //unchecked increase in population would create tremendous pressure on various services and supplies. Although it may become possible to cope ///with the need of food, it would become increasingly difficult to cope with other services like education, health, transport etc. (5)

Reading Ex. 120 (Key to ATD Ex. 104)

Handwritten shorthand notes on a set of three horizontal lines. The notes include various symbols, some with numbers like '6' and 'x', and some with arrows indicating direction.

Handwritten shorthand notes on a set of three horizontal lines, continuing the sequence from the previous block.

Handwritten shorthand notes on a set of three horizontal lines, continuing the sequence.

Handwritten shorthand notes on a set of three horizontal lines, continuing the sequence.

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ART. outlines: ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )  
-0-0-0-

## Dictation Test Exercise-104

(80 W.P.M.)

It is, therefore, very necessary to educate the public about the implications of various population factors. This is the only / factor that is going to affect all the rest. If this factor is controlled, lethargic work may not hamper the // other factors to much extent. Progress still could be seen after a time-gap.

Sir another important implication is with /// regard to movement of rural population to urban areas and thus creating unnecessary pressure on urban life. It may not (1) be possible for the urban areas to bear such pressure. I think the answer, therefore, would lie in containing the / increased population in rural areas there itself, which would mean creating increased opportunities for employment etc. The migration towards a // particular direction has to be stopped so that resources could be utilised properly. Either way, the problem is going to /// be gigantic and therefore the need for measures to check the population growth and make the people realise about the (2) implications. Population education is not just the education for family planning. But it is the process which helps people to / understand the implications of population factors for the well-being of the individual, the family and society. The population factors // include various population characteristics like size, composition and distribution. Population education also concerns with the characteristics like basic /// processes of births, deaths and migration. Population education has to be made all pervasive. That is, it has to start (3) right from the earliest age and continue much beyond the production age. Thus it can be seen that the educational / institutions will have to play the necessary role for providing opportunities to the students to know more about the population // factors. The universities will have to involve themselves in population education with the various objectives. At this stage it appears /// that sex education would be a must in years to come, if not immediately.

As indicated in the Food and (4) Agricultural Organisation documents, "the objective will have to be to equip the individual with knowledge, skill and understanding that enable / him to assess population situations and trends in terms of problems that may come to himself, his family // and community, and society in general; and decide on and take effective courses of action that can help solve the /// population-related problems. It is the university which has to provide these opportunities. Therefore steps have to be taken for giving these. (5)

## Exercise 121

SSC Gr. D. Tests (80 w.p.m.- 10 minutes /20 words each)

Sir, I am grateful to you for permitting me to raise a matter of great public importance, which has disturbed / the entire country in the last three days. It is a matter of public importance, which has come into public // domain today in relation to the interference of a member of the Council of Ministers with the administration of justice. ///

Sir, the fact which has come out is that a senior member of the judicial institution, a High Court Judge,(1) has now stated, in open court, publicly, that a Union Minister has telephoned him in order to persuade him and / pressurize him to grant anticipatory bail to a person who is accused in a case. This has, obviously, two implications. // One implication is that it is an interference in the administration of justice. It straightaway amounts to criminal contempt and /// it is for the judicial institution to take action in that record. The second is in relation to conduct of (2) a public functionary who is a Minister in the Government and whose discipline, as a Minister, is controlled by the / Prime Minister. The Council of Ministers is collectively responsible for what the Government does. But, obviously, this appears to be // an individual act of mis-demeanour, as far as the Minister is concerned.

Sir, a Minister is a public functionary./// He swears allegiance to the Constitution; he swears that he is bound to follow the Constitution. A Minister is not (3) a king. He is not a *raja* that he is not accountable. A Minister is a public servant and, therefore,/ a Minister is accountable unlike a sovereign royalty who is not accountable. Here is a case of a Minister telephoning // a Judge. The whole concept of separation of powers under the Constitution, is completely smashed when this kind of an /// interference takes places,. It is an irresponsible conduct and it is for the Government now to find out who this (4) member of the Council of Ministers is, who has tried to interfere in the administration of justice.

We need not / wait only for the Judge to name the Minister. There are ways and means by which the Prime Minister can // do it. The Government can independently write to the Chief Justice of India and the Prime Minister must write to /// the Chief Justice of India and ask for an inquiry, an administrative inquiry, by the Chief Justice to inform the name.(5)

The Telecom Department can be asked to find out the details as to from which telephone the phone calls have / been made to the telephone of the Judge. All these inquiries can be made. The identity must be established and // such a Minister must be held accountable; and the least that must take place is that once his identity is /// established, the Prime Minister must make a statement in the House and drop the Minister from the Council of Ministers. (6) Sir, this is a mockery and an assault on one of the fundamental features of our democracy, that is, the / independence of the judiciary.

In the last 65 years, we amended many sections because with the passage of time, so // many developments had taken place in the electoral process. The constituency also has become big; the number of polling booths /// also has increased. When the principal Act was enacted, at that time, the country's size was 35 crores. (7) Now, we are more than a billion. We are working on the same Act. At that point of time, electronic / media was not there. Now, there is an electronic media. At that point of time, so much of print media was // not there. Telephones or communication systems were not so strong. Just to get a trunk call connected, you had to /// wait for hours together, for days together, to connect. But, now, you can send an SMS within the (8) fraction of a second and you can communicate to anybody right from Kashmir to Kanyakumari. There are different political parties. / Although regional political parties are there, some of them contest elections in the whole of India. With these developments, don't // you feel that we should come out with a new comprehensive version of the Representation of the People Act? ///

Now, Sir, what is the lacuna? I give you a small example. A person who is in the judicial custody (9) cannot vote. A person who is in the jail cannot vote, but a person who is in the jail can / contest! A person in the judicial custody can contest an election but a person who is in the jail cannot // vote! If a person is not entitled to vote, how can he contest? It is a simple thing. But the /// point is, when you change, you must apply your mind. The Election Commission has given you a lot of suggestions. (10)

*Note: Take Dictation and Transcribe in time and compare text with your script to check omissions, repetitions or wrong transcription.*

## Exercise 122

### SSC Gr. D. Tests (80 w.p.m.- 10 minutes /20 words each)

Sir, I thank you for allowing me to make my Special Mention for setting up a Supreme Court bench at Nagpur. / While inaugurating the first phase of the ambitious e-courts project, interlinking of all the courts across the country on // 9<sup>th</sup> July, our former President envisaged change in the "face of judiciary" within the next five years. He advised /// the Supreme Court administration for fuller utilisation of national e-governance, and visualised a scenario of "a citizen filing a (1) civil dispute case using National ID Card and getting justice within two weeks". Simultaneously, the Chief Justice of India / also assured liquidation of huge arrears within a foreseeable future.

Establishing "evening courts", introducing "plea-bargaining system, setting up "fast track // courts" etc., undoubtedly, contribute towards liquidation of arrears at district level. Let us also make a beginning from the Supreme /// Court of India, functioning at Delhi, involving litigants' woes facing harrowing time chasing the apex court for getting justice by (2) their constant shuttling from four corners of our vast country to Delhi. Therefore, if a bench of Supreme Court / could be established at Nagpur, it will go a long way towards not only liquidating the pending arrears but also // assuring quicker delivery of justice in new cases. The UPA Government under the inspiring guidance of its Chairperson /// in consultation with the Supreme Court and other legal luminaries may initiate a time-bound process so that a Supreme (3) Court bench could be established at Nagpur. A recent U.N. Report and the Government of India have already identified / this city as a future metropolis. Besides its central location, its growing civic communication, aviation and power infrastructure would admirably // fit in for setting up a bench of the Supreme Court of India at Nagpur. Sir, when I went through /// certain provisions and clauses of the Bill, one thing for which I wish to congratulate the drafters of the Bill (4) is that the earning capacity has been made a criterion. Because, a person may have a property but he, or / she may not have an income from that property. This provision is there in the Insolvency Act also. An insolvent // is considered to be a person depending on how much acre he possesses, and what is the income he derives /// from the property. That is the reason why in clause 4 (1)

they say, "...maintain himself from his own earning, (5) or, out of the property owned by him...". Therefore, the Bill recognises, even if the property is there, but / there is no income, then, he is bound to be maintained. So, that is one of the best drafting // of the clauses; I congratulate the hon. Minister for the same. The relative of a senior citizen is also bound /// to maintain. While a senior citizen is defined as a person above 60 years of age, it is good that (6) in the definition clause parents, father, or, mother are defined irrespective of the age. That is one of the welcome / steps which the Bill provides. Normally, either in the disposal of cases in the courts, or in passing orders even // by the Supreme Court and the High Court, it takes months together.

Sir, with regard to the Appellate Tribunal and /// also the Tribunal, there are two apprehensions that I have. One is, with regard to the powers conferred on the (7) Sub-Divisional Magistrate at the lower level and the other is with regard to the power of appeal conferred on / the Officer, not less than the rank of a District Magistrate, namely, Collector. Sir, the Revenue officials already have several // other duties to perform. They not only have a lot of revenue works, but also if the Minister visits or /// some Government functionary visits or there are some Government functions, they cannot be seen at the office at all. If (8) such is the condition, I ask some questions to you.

If a senior citizen goes to the Collector's office, / the Collector won't be there because he will be busy on other duty. I want to know whether the // senior citizen who goes for an enquiry again must come there, wait and then attend the /// hearing. This problem may arise if the powers are conferred on the revenue authorities. I request the Minister to (9) kindly consider whether this power can be conferred on any other authority, not necessarily courts, because courts also take their / time; however, in courts there is a fixed time. The courts sit at 10.30, and if the hearing is // fixed with an outer limit, definitely a person can go to the court at a particular time. They can notify /// somebody. They can also wait there and then this case can be disposed of, provided an outer limit is prescribed. (10)

*Note: Take Dictation and Transcribe in time and compare text with your script to check omissions, repetitions or wrong transcription.*

## Exercise 123

(80 w.p.m. – 10 minutes)

Sir, I congratulate the Minister for providing old-age homes to the senior citizens which is one of the welcome / steps. The State Governments must be asked to immediately start these old-age homes in the districts immediately. Monitoring // Committees should be formed with elected representatives and other functionaries, just as we have vigilance committees at the district level /// with MPs as Chairmen. The NGOs are doing a wonderful job at many places and in (1) many areas. But, at times, this fund could also be misused. Therefore, it would be better if there is some / kind of a vigilance or committee so that the money intended for the old and the deserted parents reaches them.//

Sir, one of the salient features of this Bill is Clause 23. Normally, a dispute arises in a family /// over property. The sons try to impress upon, or coerce, or even threaten, parents to give away the property which (2) they possess and then gets settlement in their favour. Clause 23(1) is a very novel step where the / obligation to provide maintenance to parents is attached with the property. Even if the parents gift the property in favour // of the sons, daughters or anybody else, the obligation shall run along with the property. That is a wonderful idea./// There is an obligation that if a person receives property by way of gift or settlement. If he fails to (3) honour that commitment, fails to honour the obligation, fails to maintain the parents or senior citizens, then the gift will / become null and void because it will really amount to fraud for getting that property. This is a very novel // section and I really appreciate it.

Then, there is Clause 22(2) which provides that the State Government shall /// prescribe a comprehensive action plan for providing protection of life and property of senior citizens. Through the Standing Committees and (4) other bodies, even though many letters are written to the State Governments, most of them do not reply. Therefore, it / would be better if the Minister calls for a meeting of all the concerned Ministers of the States and have // a time-bound programme because caring for and attending to the senior citizens of the country is the foremost duty /// of the State Governments and the Central Government. Therefore, unless we take the initiative, it would

just be another law (5) in the Statute Book, and without proper enforcement, it won't help the beneficiaries. Some push and involvement is required here./ We have to associate and involve ourselves for the successful implementation of all the legislations passed in this august House.// We bring in many laws and we try to protect every section of the society. We try to bring in /// many statutes to see to it that the beneficiaries are really benefited. But, unfortunately, because of various factors in this (6) country, because of various impediments, court cases and several other things, the intended beneficiaries are not able to get the / benefits and the law remains only on the Statute Book. This Act should also not meet the same fate. Therefore, // I would humbly request the hon. Minister that it is implemented in letter and spirit so that these beneficiaries get /// the real benefits.

But, if it is a revenue official, then there will be a problem because so many Acts (7) are conferring power on them. The Board of Revenue has been abolished. This power has been conferred on the Commissioners / in Tamil Nadu and there are many provisions in other States. These officials have several duties to perform and we //can't blame them. Sir, particularly, when we say that a senior citizen should be taken care of and protected /// and there is a provision in this Bill that they should be given a special attention in queues, hospital facilities, (8) beds, etc., is it fair on our part to ask the senior citizens to wait in the Collectorate or the / SDO Office for months together or weeks together? Definitely, they cannot pass the order within a particular period.//

Similarly, while disposing of the application within ninety days and depositing the maintenance within thirty days, in Clause 16 for /// filing an appeal, they have prescribed sixty days and in the proviso, it is said, 'conferring power on the appellate (9) authority, if there is a sufficient cause shown, the appeal can be entertained.' Here comes the problem. Once you allow / this, there will be a problem of filing an appeal after one year, of course, with a petition to condone // the delay, unlike the Rent Control Act, because Section 5 of the Limitation Act will apply if you fail to /// restrict the period of appeal. In that case also, the purpose of this Act will not be served fully. (10)

*Note: Take Dictation and Transcribe in time and compare text with your script to check omissions, repetitions or wrong transcription.*

## Exercise 124

(80 w.p.m. – 10 Minutes)

Sir, what has happened to the parliamentary law, which says that even before 48 hours they have to be / blocked? All this is in their law. In 2004, when I was in this House, I gave a // statement after the last election in favour of the Commission. It was widely published. I called upon the Supreme Court./// I said that the Supreme Court should look afresh at the exit poll issue. When that happened and we were (1) blocked, for the first time, we had to suffer this crazy situation. Immediately after the elections, I did speak to / the country again and again.

Even now, I say that this is a serious matter. I call upon all the // political parties to sit together, think about it and correct this; otherwise, you are not having a fair election. This /// is where the matter unfortunately remains. Of course, today, all parties are saying it. But I had to ask the (2) political parties, why are you not going to the Supreme Court? In other matters, every day, you take an expensive / lawyer; why don't you all go and make a noise there that we want it heard, we want it // decided? This is what I asked the political parties and it is something they have to think about.

Now, again /// in April 2009, there was a hearing and the Commission went there. People argued and fought hard and (3) said - please decide, please do something. They did not get, I am afraid, what comfort they should have got and / I was a little surprised. This is the Attorney-General list. I do not know where he is taking the // position. I mean, it is a little bit on one side. I thought the Attorney-General should be supporting the /// Commission and should be fighting saying that decide this matter, My Lords. But I am afraid his position here is,(4) as I read from the papers, he is standing half-neutral on a side, if I can say that. All cuttings / are here and I can't understand his position.

Everybody takes a technicality that we have to have a law. // Imagine the Law Ministry and the Attorney-General taking this kind of a position saying that 'we need a law. /// If Commission puts guidelines or somebody passes a law, then you could block these gentlemen or try to block them. (5)

The law is there since 1996. The basic justice law of India is there. The Constitution is in support / of it and we had done it. But the Commission keeps on pleading and they are getting nowhere. So, what // I would like to say is that this matter should be pushed and taken up. In my eyes, the Government,/// the Law Ministry and the Attorney-General should do it. They should try to get it resolved quickly. The political parties (6) should go there and take it up. Then they will get an early hearing. The political parties of India cannot / be refused. It won't be that easy. But I don't know why they are not doing it. I // believe we need it to have fair elections.

One of the things was raised by the hon. Members here, and,/// I think that that thing should be discussed by us. And, that is about the law. When we were discussing (7) about the laws which are used to control the unlawful activities in the country, two kinds of views were expressed./ According to one view, the law should be deterrent and stringent. But, according to the other view, the law should // not be so deterrent, so stringent and so difficult to enforce that the laws themselves would be utilised by some /// persons to perpetrate some kind of terrorism against you. These were the two kinds of views. My friend here was (8) every eloquent in saying, try to protect the human rights, and do not make laws like POTA./ But, then, from the other side a plea was made that POTA is necessary, a law like // POTA is necessary. We should have something like that on the Statute Book. Without having that kind /// of a thing on the Statute Book, it will be difficult.

My submission is that the truth lies in between (9) the two extreme positions. It is necessary that we should have laws. But, it is also necessary that if the / laws are not humane, they can be misused also. Instead of solving the problem, they can make the problem more // difficult to solve. If an innocent man is harassed, or is imprisoned, he and his family members are going to /// be very angry. They can turn into a hostile section of the society. They can become very angry with the Government. (10)

*Note: Take Dictation and Transcribe. Compare text with your script to check Errors. Analyse the Errors and do not repeat them.*

## Exercise 125

(80 w.p.m. – 10 minutes - President's Address)

Mr. Speaker, Sir, the Motion of Thanks moved by the Prime Minister regarding Joint Parliamentary Committee for demand of a / Lok Pal, is a new beginning. The problem has been sorted out with a spirit and it should be accepted // with the same spirit. The President, in the beginning of her address, did not praise the Government, she made a /// mention about the difficulties which had to be faced by everybody during the last year. The whole country has been (1) concerned about the inflation. The extremist violence has been a matter of concern in several States including Jammu and Kashmir. / No compromise will be made in the matter of corruption. But this situation has a positive aspect also. No coalition // Government in this country has implemented such new and revolutionary programmes as have been implemented by the coalition Government of /// UPA. No system can be fully foolproof. Hence, there must be some shortcomings. These shortcomings have been accepted. (2)

The President talked about the steps to be taken to liberalise the import system in order to check inflation and / also about providing essential commodities at cheaper prices through the Public Distribution System. Pulses and oilseeds are products which do // not have some other alternative, therefore, their production must be increased. There is only one way that the farmers should /// be given incentives and means to increase production. The President has said that the farmers should get opportunity and facilities (3) to sell their produce directly to the consumers so that they can get suitable price for their produce. The President / has talked about the Food Security. The States are being consulted in this regard.

The steps taken by the Government // such as the right to information, NAREGA, constitution of the Group of Ministers to take several measures against corruption, /// the procedure of electoral reforms, the resolution to take action against the black money, the right to free and compulsory (4) education are all historical steps. The Government should be praised for it. The Bill regarding Reservation for Women has been / passed by Rajya Sabha and it is pending in Lok Sabha. Everybody has supported this Bill and there is a differences // of opinion about its procedure only. It will be better if a consensus is

reached about this procedure also and /// the bill regarding reservation for women is passed.

Sir, the Parliament is a confluence of the sentiments of the entire country,(5) and the President's Address itself is far-reaching and wide in its ambit. It highlighted the problems, such as the/ challenges of food inflation, corruption, income and gender inequality. The President is optimistic in respect of the effort made in // the growth of this country. She referred to the social sector successes. She highlighted the Mahatma Gandhi National Rural Employment/// Guarantee Programme and the rising stature of India in the world. The mandate received by the UPA, (6) represented India's yearning for change, for a better life and prosperity, not just for our children's generation but also for / our own generation.

The country had seen and tasted the fruits of inclusive development programmes undertaken by UPA // and wanted those fruits to multiply and be shared by the last citizen of India equitably. The President's Speech focuses /// on control of inflation, transparency in Government's functioning, and sustenance of inclusive economic growth. As the Hon'ble President has said, (7) probity and integrity should be restored in public life. She exhorted to be vigilant with regard to internal and external / security. She said that our Foreign Policy should be independent and beneficial for our country. The Hon'ble President has touched // upon many important initiatives of the UPA Government, particularly in respect of disadvantaged sections of the society, such /// as the poor, the downtrodden, women, children, Dalits, Tribals, etc.

Sir, our Government is proud of its transparency. We have (8) re-stated our commitment to the basic values of our democracy. We have reiterated our commitment to fulfil the promises / made in our Manifesto to the people of this country. All the actions of this Government are self-evident and // accountable. I believe that corruption has flourished because we have never seen effective prosecution, immediate punishment and immediate accountability. Corruption /// is not just an issue of ethical dimensions, it is anti-poor. It exists not only in South Asia (9) but also in rich and economically successful countries. Actually, the public servants exploit the helpless poor citizens. It is something / that has to be rooted out totally from all South Asian societies. This Government has taken innovative ways to fight // corruption by passing a historic Right to Information Act. On a mere application, an ordinary citizen can access the most /// important information of the Government. The credit for this must go to the Congress President and to the Prime Minister. (10)

(80 w.p.m. – President's Address)

Sir, the Whistle Blowers Bill is another major step in this direction. It will enable people to bring to the / notice of the public wrong-doings being committed by the public servants. The Judicial Standards and Accountability Bill which has // been introduced in Parliament is a major step to make the functioning of the Judiciary more accountable and more transparent.///

As the Hon'ble President has specifically mentioned 'women' in her Address, I would like to draw attention towards the gender (1) budget statement which does not actually give specific data about women. In the gender budget statements of previous years, less / allocations of funds were made for women specific programmes. That is extremely unfair. I hope that this year, in the // gender budget every ministry would increase their allocations for women. More allocation of funds should be made to the States /// to build infrastructure to implement the Prevention of Domestic Violence Act. Similarly, funds should be allocated to constitute a high (2) level committee to conduct a review of self-help groups, their policies and programmes. A national task force should be / set up for relief and rehabilitation of women in riot-hit or terrorism-hit areas. The issue is misuse of // discretionary powers by those in authority and the worrying thing is that the President of a national opposition party says /// that it may be morally wrong, but it is not legally wrong, and this attitude shows their double standard. Today, (3) India stands at the cross-roads of nation building because of our demographic dividend, economic opportunities, global trade currents, opportunities / thrown up by decline of economies in the West, and in the next 15-20 years we can hope that // India can become a fully developed major superpower. If we lose this chance, history will not forgive us and future /// generations will criticise us for our failures.

Sir, I am deeply disappointed with the Address prepared by this Government and (4) delivered by the President. I have serious doubts about the propriety as also the integrity of this Government. There seems / to be a trust deficit between the party in power and the government in power. Why was the head of // the Government remained silent for three years when this was happening right under

his nose? All you have to do /// is to distance yourself from the appointment of the gentleman as the Minister, You distance yourself from the policy formulation. (5) You distance yourself from the implementation of that policy and all the unfortunate things that took place along with it /and then ultimately say that he was not such a big culprit. This was a complete abandonment of not only // the principle of collective leadership, it was also an abandonment of collective responsibility, it was an abandonment of leadership itself /// where the Prime Minister tries to distance himself from the rot that has set in the Government itself. He is (6) leading one of the most dis-honest Governments in the history. Food inflation is sky-rocketing, inflation is sky-rocketing / and all we have is just some subtle statements from the Government that by another six months or another five // years, the inflation figures will moderate themselves. Your inflation figures for the last three years- I am talking of the /// Wholesale Price Index – hovers around the double figures. At times, it marginally comes down. The Consumer Price Index is even (7) higher. Your food price index is as high as 17 to 18 per cent at times. Post-liberalization India has/ success stories. The areas like telecom and highways have great success. But we find that we have outsourced it in // those hands where integrity quotient was lacking. These are two sectors which have precisely got dis-credited the most, notwithstanding /// their success. The inflation affects the common man, you can't control it, and you are speaking of this 'Great India' story! (8) Year after Year, we told the rest of the World that come and invest in India. Investment, if we make / India into an attractive destination, has its own advantages. It will generate economic activity and jobs. You will have more // money for infrastructure creation. But if India ceases to be an attractive destination, in that event, your ability to attract /// the world would fail. You should seriously introspect on it. For expanding our international trade, you need wide quality ports. (9) Our infrastructure creation is not at the pace at which it ought to be. Our inflation is disproportionately high. We / all welcome social sector spending. Our corruption index is very high. All of us would be of one view in // protecting our environment. Every time, when the inflation is high, we keep hiking our interest rates as the only possible /// solution to such an extent that doing business in India will become non-competitive if we don't moderate them. (10)

## Exercise 127

(80 w.p.m. – 10 minutes – President's Address)

Sir, all the opposition ruled states have to suffer from partisan attitude of the centre. Your attitude is not to / participate in any developmental activity because you have a political problem with the State. If people don't invest dollars, // then others would not invest rupees also. Investors always have an option. If you want to implement the programmes of /// this Government or to generate economic activity, then you have to create an environment for it. The environment can't (1) be partisan. Corruption is something which adds to the cost and is a great disincentive to investment. People will start / losing confidence. Everywhere the Facebook or the Twitter have become the most important instruments of opinion-making. The telecom portfolio // is reserved only for one political party. Then corporates, middle persons, lobbyists, all plan their strategies accordingly. You give it /// to some people on a first-come-first serve policy at a fraction of the market cost. The Prime Minister (2) cautioned the Telecom Minister but he did not listen to the caution. Subsidies should be merit-based. There is an / environment of festivity when sports events are held. Never have the games been held under a shadow of so much // pessimism and cynicism. The kind of people in whose hands the games were entrusted to created an entirely negative environment /// around the organization of the games. Even four months after the games are over, we are still at odds as (3) to what do we do with these infrastructure which are created. There are several areas of corruption. For the last / one year, the CBI has been investigating into those matters. The CBI is not even allowed // to interrogate that officer for months together, because the moment these people are interrogated, you reach its logical conclusion.

The /// statement which the Prime Minister made entirely dealt with what happened after 2010, when a proposal was (4) made to annul the contract. The correct issue is how this contract was awarded in the first instance. Our space / organization has been one of the most respectable organizations in this country. What was happening when this entire contract was // awarded? This Department is directly under the Prime Minister's Office. We have a spectrum of a very high quality. 90. /// per cent of this satellite capacity, transponders and

spectrum 2G equivalent is to be used by a private party. (5) Who is this private party? I would urge the Prime Minister not to close the issue with merely saying that / we have decided to annul the deal. If 2G licenses are today cancelled, the criminality won't be wiped // out. The Cabinet has approved this Agreement in December, 2005. These things have to come out in public /// domain, and adequate answer has to be given. The lack of a pro-active Government in detecting black money and (6) assets held by Indians abroad has been a disturbing issue. The people, who hold money outside, whether it is crime/ money or money from tax evasion, they have to be prosecuted. The President' Address refers to the money, where some // assessments have been made. This has nothing to do with monies lying in Swiss Banks.

The issue of Jammu and /// Kashmir has been a matter of very serious concern, which impinges on India's sovereignty. If you look at the last (7) 64 years of history, the entire effort has been to weaken the political and constitutional relationship between the State / and the rest of the country. Please introspect and see whether it is towards fuller integration or towards separation? The // reports of two working groups are overlapped. That would not resolve the issue. If jobs are created and people can /// be helped, it will be always welcome. Our suggestion to government is that to go ahead if the steps which (8) help the people of the state remove inter-regional imbalances in the State but please do not take any step / which goes in the direction of weakening this political and constitutional relationship. The Maoist problem is a battle where India // needs to be together. We need a pro-active Central Government as far as this issue is concerned. The approach /// of the Government that 'law and order is the state subject' is not going to overcome this battle.

Sir, our party (9) strongly supports the demand of Telengana State and we would urge the Government to immediately complete the consultation process and / move in that direction. There is one area of deep concern to us as to what is the state of the // various institutions which are required to function independently in a democracy. This government has been misusing the CBI. /// We have cautioned the Government not to make partisan appointments to the institutions like Election Commission or CVC. (10)

## Exercise 128

(80 w.p.m. – 10 minutes – SSC dictations)

Now I come to the economy. After the economy, I will make only one point about the most serious, I / will not say omission, but that is something which I would plead and I am sure the Prime Minister with // great concern on these matters, will take that into account, about the management of the economy and so on. Sir, // you have given me an opportunity to speak after each budget and the fact of the matter is that because /// of the financial mis-management of the last five years, in particular of the last two-and-a-half years, (1) our deficit has reached such a stage that the Prime Minister's Economic Advisory Council itself had to say that now / there is little scope for further fiscal stimulus packages. The second thing is that we remained in denial too much // of last year and when we started the remedial measures, by now, most of the monetary policy instruments, which could /// be used, have already been used to the maximum extent. So we don't have possibilities there. Therefore, my request (2) is that the Government should act in time to control the situation.

Thirdly, the main stimulus that you can give / today is in the more rapid execution of projects. This is the problem. This is one of the great differences // between India and China. If you see, they give five remedies on execution. First, a Delivery Monitoring Unit in the /// Prime Minister's Office to monitor flagship programmes and iconic projects and report on their status publicly. Actually, I do not (3) know what this new office will do. There has actually been a committee under the Prime Minister himself to expedite / and monitor all major infrastructure projects. They say, "suitably institutionalised quarterly reporting of flagship programmes". These are all on pages // 12 and 13. Sir, we have so many reports. There is a quarterly report from the Administrative Reforms Department which /// lists the cost and time overruns on every single Central project, but, no consequences followed. The next is, strengthening public (4) accountability of flagship programmes by creation of an independent evaluation office at an arm's distance from the Government, catalysed by / the Planning Commission. I do not understand what this arm's distance from the Government, catalysed by the rubber-stamped and // habitual

legitimiser of the Government, that is, the Planning Commission, means! Third, establishing mechanisms for performance monitoring and performance evaluation /// in Government on a regular basis. I do not know what this sentence means. Does it mean that mechanisms (5) will be established on a regular basis or that monitoring will be on a regular basis? Thus far, the records / of all the Governments have been to establish mechanisms on a regular basis. Then, they say, "Five Annual Reports to // be presented by the Government." If you see what he said and did in the Budget, in every single /// thing, he has made provisions for better monitoring, more reports and so on.

Sir, let me come to the management (6) of economy. The hon. Members may well recall that they have been witnessing three stimulus packages from the Government in / the past six months or so, but what has been its impact on the Indian economy? I would have been // happy, even if the effect had been minimal or worse still negative. But what I understand from my economist friends /// is that the Government's diagnosis of the entire crisis had been completely awry. Naturally, the prescription has been out of (7) date with the requirement of the day. The age-old prescription for any downturn in growth has been to ensure that / the Government of the day steps in and increases the spending. This has been referred to in the President's address / too as proposed counter-productive efforts to deal with the extant situation. I have two reservations on this. Firstly, any // substantial increase in the expenditure of the Government at this point in time is sure to increase the fiscal deficit. Effectively /// this borrowing programme of the Government crowds out the private initiative and hence runs counter to the private initiatives (8) of the citizens of this country and not counter-productive to that of the recession faced by the country. In / effect, we would be left with only a growing debt for the next generation, not prosperity for them.

Secondly, elementary // mathematics teaches us that anything multiplied by zero is zero. This type of policies are acceptable when the Government's expenditure /// reaches the intended target, not otherwise. When the people in the Government confess that not more than 5 per cent (9) of the expenditure reach the people of this country and look around helplessly, I am not sure as to what / the Government means by such vague intentions. Or in the absence of any clear-cut programme, is vagueness a deliberate // strategy?

Sir, on poverty we have seen all kinds of varied numbers. The Planning Commission's last estimate on poverty suggested /// that poverty numbers in India have tended to come down to just 260 million people last year. (10)



World's First-ever Ph.D. in Stenography, Gold-Medallist; Guinness World Record Holder for his highest speed Record of 250 w.p.m.; Author of 30 Books in English and Hindi Shorthand, Typography & Computer Application and Office & Secretarial Practice, Dr. G. D. Bist is the only Professional Expert of outstanding Research

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He has been given Life Fellowship of S.W.A.K. and is the Patron of MSRA and All India Stenographers' Association.

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