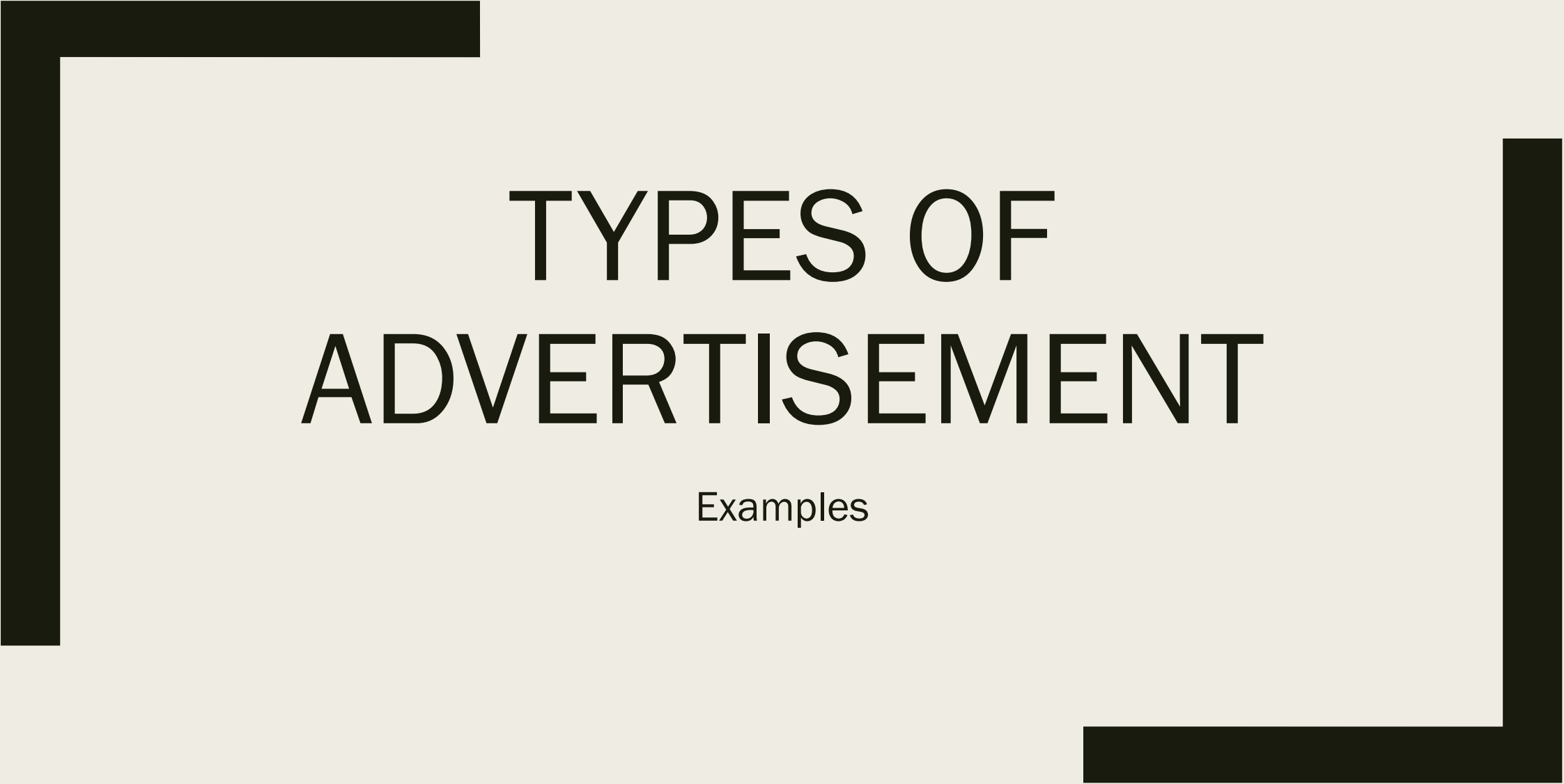


A thick black L-shaped frame is positioned on the left and right sides of the slide, framing the central text.

TYPES OF ADVERTISEMENT

Examples

1. On behalf of the principal of your school draft a classified advertisement inviting application for some posts of teachers lying vacant and to be filled soon.

SITUATION VACANT

DAV Public School, Shastri Park. Delhi-31 requires 2 PGTs in English against permanent post. Only experienced and highly qualified candidates with linguistic fluency need to apply. Salary commensurate to experience and professional achievements. Attend Walk-in interview with resume, attested testimonials and passport size photographs on Monday 16th May20XX at 9:00 AM in Principal's office. No TA/DA admissible.

You are Ranveer / Ravina of 254 Greater Kailash, New Delhi. You want to sell the first floor of your newly constructed house. Draft an advertisement for local daily under its classified column "Property for Sale" in not more than 50 words. Include the relevant details like location, type of accommodation, cost and contact address including telephone number etc.

FOR SALE

Available for sale the first floor of a newly constructed house at Greater Kailash comprising two spacious bedrooms with attached bathrooms, a large drawing room cum dining room and a large modular kitchen, East facing, located near Shopping Plaza, price negotiable. Interested parties may contact Ranveer/Ravina 254 Greater Kailash, New Delhi, Mobile No. 9818xxxxxx.

Example :You are Ranveer / Radhika. You want to purchase a flat. Write an advertisement for the newspaper giving full details of your requirements and capacity to pay.

FOR PURCHASE

For purchase, a DDA HIG Flat in North Delhi, Rohini with three bedrooms, attached baths, drawing cum dining room with family lounge. Price negotiable, well ventilated, modern facilities, near big market and metro station will be preferred. Owners or dealers may contact Ranveer / Radhika, Janta Apartments, Lajpat Nagar, Delhi.

You lost some important documents the other day. You want to apply for duplicate documents for which you need to publish a public notice in a newspaper. Draft an advertisement giving details about the lost document.

LOST!

Lost my property documents of flat no 12, Sun Tower, Rohini on 21st April 20XX somewhere between Tees Hazari Court and Azadpur Mandi. The documents include allotment letter, payment schedule and sale agreement. If found, please contact 2356140000(M). Token reward for the informer finder.

While travelling in a bus you found some certificates, a wallet and some jewellery in a bag. You found no contact details of the owner in the bag. Draft an advertisement to be published in a local newspaper.

FOUND!

Found a bag with some certificates, a wallet and some jewellery items. Whosoever has lost it may claim the same by providing authentic proof of ownership. In case of no claim within a week, the bag will be submitted to Mayapuri police station. Contact: Sanchay at 9999XXXXXX.

You are in need of a job. Draft a classified advertisement offering your services.

SITUATION WANTED

An electronics and communication engineer, 25, healthy, male looking for a suitable job in or around Delhi in an electronics or communications company offering good working environment and growth opportunity. The candidate has good communication skills, is open to correction and continued professional development. He is available for interview with a notice of 72 hours. Contact:- +91-999999XXXX
or write to ritucaplot@gmail.com

You are the secretary of the Indian Institute of Foreign Languages, Hyderabad. Draft a suitable advertisement to be published in a newspaper announcing the commencement of new courses.

Answer:

EDUCATIONAL

IIFL announces the commencement of its short-term courses in French, Chinese, Japanese, Spanish, etc. Duration – 6 months. Eligibility – Senior Secondary. Excellent faculty. Computerised training. Incentives for early birds. Ten percent of seats free. Send in your application by the 16th May 20XX or Contact Secretary, Phone 24236709.

Question 2:

You are the Director of the National Institute of Vocational Studies, New Delhi. Draft a suitable advertisement for publication in a national daily highlighting some of the special features of your institute.

Answer:

VOCATIONAL STUDIES

NIVS offers diploma courses in Electronics, laser technology, computer and television hardware/software, fashion-designing, etc. Duration – two years. Eligibility – Senior Secondary. Excellent faculty; Well furnished labs and workshops. One year of training. Excellent past record of placement. Quarterly fee – ₹ 1500. Last date for Application – 30 May 20XX. Director National Institute of Vocational Studies, 27 Pusa Road, New Delhi. 25374098.

Sita Travels, 227 Jagriti Enclave, Delhi offers a package tour for 3 nights 14 days in Mauritius for ₹ 10,000 per person. Draft an advertisement for publication in a national daily in about 50 words. Give necessary details.

Answer:

TRAVEL AND TOURS

Attractive package available for Mauritius, 3 nights/4 days, breakfast and dinner, stay at 3-star hotel, sightseeing included. X 10,000 per person. Special discount for early birds. Contact: Sita Travels, 227 Jagriti Enclave, Delhi. Phone: 25362000.

Question 2:

Globe Travels, G-76, Connaught Circus, New Delhi, offers its patrons the cheapest air tickets for any destination by an airline besides offering consultancy and exchange service. Draft an advertisement for publication in a national daily in about 50 words.

Answer:

TRAVEL AND TOURS

Cheapest air tickets available for any airline, any destination. New York-35,500; San Francisco-35,000; Toronto-34,500; London-19,400. Visa insurance consultancy, buy/sell currencies. Visit Globe Travels, G-76 Connaught Circus, New Delhi. Phone : 23723777, 23355055, 23355955.