



DIALOGUE WRITING

What is a Dialogue : Dialogue শব্দটির অর্থ হলো দুই বা ততোধিক ব্যক্তির মধ্যে কথোপকথন। দৈনন্দিন জীবনে আমরা একে অপরের সাথে যে আলাপ-আলোচনা বা বাক্য বিনিময় করে থাকি ইংরেজিতে তাকেই Dialogue বলে। Literally a dialogue means ‘talk between two people’.

How to write an effective Dialogue : একটি প্রাজ্ঞ Dialogue বা সংলাপ লিখতে হলে কিছু গুরুত্বপূর্ণ কৌশল জানা প্রয়োজন। আর Dialogue বা সংলাপ লেখার জন্য একটি সুনির্দিষ্ট বিষয় (Subject) থাকতে হবে যাকে কেন্দ্র করে দুজনের মধ্যে কথোপকথন রচিত হবে। এক্ষেত্রে বিশেষ একটি Situation বা অবস্থা বলে দেয়া হবে এবং তার ওপর একটি Dialogue রচনা করতে নিম্নলিখিত পদ্ধতি অবলম্বন করতে হবে :

১. প্রথমেই Situation বা বিষয়টির ওপর গভীর মনোনিবেশ করতে হবে এবং ঐ বিষয়ে কী কী মতামত বা যুক্তি (Opinion/argument) দেয়া যেতে পারে তা ভেবে নিতে হবে;
২. মতামত বা যুক্তিগুলোকে যুক্তিসংগত ধারায় (Logical order) সাজিয়ে নিতে হবে এবং উপস্থাপন করতে হবে;
৩. কাল্পনিক চরিত্রটিতে নিজেকে অবতীর্ণ করে সম্ভাব্য মতামত (expression) ব্যক্ত করে প্রতিটি বাক্য লিখতে হবে;
৪. সর্বদা মনে রাখতে হবে যেন Dialogue-টি বাস্তব আলাপচারিতার (Real conversation) মতো করে উপস্থাপিত হয়। Dialogue-এ ব্যবহৃত বাক্যগুলো অভ্যস্ত সহজ এবং বাহুল্যবর্জিত হতে হবে যাতে করে সেগুলো সহজবোধ্য হয় এবং বাস্তব জীবনের কথোপকথনের মতোই শোনায়;
৫. সীমিত সংখ্যক বাক্যের মধ্যে Dialogue শেষ করতে হবে অর্থাৎ প্রতিটি চরিত্র (Character) 5-6 বার অংশগ্রহণ করবে এবং প্রতিবার 2-3 টির বেশি Sentence বলবে না;
৬. Dialogue-এ ব্যবহৃত Word/Phrases-গুলোর Contracted form (সংক্ষিপ্ত রূপ) ব্যবহার করতে হবে;
৭. Dialogue-এর শুরুতে সৌজন্যমূলক Expression অর্থাৎ Hello, Hi, Good morning, Excuse me, ইত্যাদি ব্যবহার করতে হবে এবং সবশেষে Thanks, Thank you, Bye, ইত্যাদি দিয়ে শেষ করতে হবে;
৮. সর্বদা মনে রাখতে হবে যেন দুটি চরিত্রই সমান সংখ্যক (প্রায়) বাক্য ব্যবহার করে অর্থাৎ কোনো চরিত্র যেন একতরফাভাবে অধিক সংখ্যক বাক্য ব্যবহার করার সুযোগ না পায়।

1. **Write a dialogue between you and your friend about the importance of physical exercise.** (তোমার ও তোমার বন্ধুর মধ্যে শারীরিক ব্যায়ামের গুরুত্ব সম্বন্ধে একটি কথোপকথন রচনা কর।)

Myself : What's the problem with you?

Ratul : I don't know. But I always try to be well.

Myself : Listen to me. Are you serious (আন্তরিক) about your study?

Ratul : It's not like that. I have to complete my home task quickly.

Myself : You are simply taxing your brain (মাথা খাটাও) at the cost of your health.

Ratul : What can I do?

Myself : Take some physical exercise everyday.

Ratul : Why?

Myself : Because physical exercise can make you physically and mentally (মানসিকভাবে) fit.

Ratul : What sort of physical exercise should I take?

Myself : Walking, swimming, participating (অংশগ্রহণ করা) in games and sports etc.

Ratul : Ok, I will try.

Myself : No, you must practise (অনুশীলন করা) it for your refreshment.

Ratul : Thanks for your advice. Bye.

Myself : See you again.

2. Write a dialogue between you and your friend about tree plantation. (বৃক্ষ

রোপণের বিষয়ে তোমার ও তোমার বন্ধুর মধ্যে একটি কথোপকথন রচনা কর।)

Myself : How're things?

Jamal : Fine.

Myself : Are you busy?

Jamal : No.

Myself : I have an assignment (প্রতিবেদন) in my school regarding tree plantation. Will you help me in this regard?

Jamal : Yes. You should focus on the usefulness (প্রয়োজনীয়তা) of tree plantation and the impact of trees on our climate etc.

Myself : Would you please give me some points to talk about these.

Jamal : Sure. Trees is a great source of food and vitamins. It gives us shelter as well. It bears a great impact (প্রভাব) on the climate.

Myself : How?

Jamal : If we destroy (ধ্বংস করা) trees at random, the country will turn into a great desert (মরুভূমি). There will be no rain for our country. It also saves us from flood and other natural calamities (বিপর্যয়).

Myself : I see. What should we do then?

Jamal : Stop deforestation. But it is a matter of sorrow that we don't do this.

Myself : Thank you for your idea.

Jamal : Welcome.

3. Write a dialogue between you and your friend how to eradicate illiteracy.

(তোমার ও তোমার বন্ধুর মধ্যে নিরক্ষরতা দূরীকরণ বিষয়ে একটি কথোপকথন রচনা কর।)

Myself : Are you busy?

Papon : No.

Myself : So, let's talk about one of the greatest problems of our country. Can you guess (অনুমান করা)?

Papon : No.

Myself : It's about illiteracy (নিরক্ষরতা) problem.

Papon : Oh, I see.

Myself : Government is trying it's best to eradicate (দূর করা) it but the situation (অবস্থা) is not upto the mark at this moment. What can we do?

Papon : Public awareness is of paramount (সর্বোচ্চ) importance in this regard.

Myself : Yes, you are absolutely right. What are the other thinking?

Papon : Govt must take initiative (উদ্যোগ) to motivate poor section of people to understand the impact of illiteracy.

Myself : Let's write to the newspaper suggesting ways to eradicate illiteracy.

Papon : Good idea. Let's go home.

Myself : Ok.

4. Write a dialogue between a librarian and a student regarding having a library card. (একজন লাইব্রেরিয়ান ও একজন ছাত্রের মধ্যে লাইব্রেরী কার্ড করা নিয়ে কথোপকথন রচনা কর।)

Student : May I come in?

Librarian : Yes. How can I help you?

Student : Well, I want a library card. How can I get it?

Librarian : You have to deposit (জমা করা) admission fee.

Student : How much?

Librarian : Tk. 200 only.

Student : Here it is. Anything else?

Librarian : Two copies of coloured (রঙিন) photographs.

Student : Here it is.

Librarian : Now fill the form out.

Student : Ok, here it is.

Librarian : Finished! Good. Here is your library card.

Student : Thank you.

5. Write a dialogue between a teacher and a student about good health. (একজন

শিক্ষক ও একজন ছাত্রের মধ্যে সুস্বাস্থ্য নিয়ে একটি কথোপকথন লেখ।)

Student : May I come in, Sir?

Teacher : Yes, come in. But what's your problem?

Student : I am becoming sick and thin day by day.

Teacher : I see. Do you know how to maintain (রক্ষা করা) good health?

Student : No, Sir.

Teacher : You have to take balanced diet (সুখম খাবার). Make sure that you maintain the rules of hygiene.

Student : What's this?

Teacher : Go to sleep in due time, take your bath regularly, take your meal at the right time.

Student : Anything else, Sir?

Teacher : Physical exercise is also necessary in this regard. You should participate (অংশগ্রহণ করা) in games and sports.

Student : Thank you, Sir.

Teacher : I wish you a good luck, my dear student.

6. Write a dialogue between you and your friend about traffic jam. (তোমার ও

তোমার বন্ধুর মধ্যে যানজট বিষয়ে একটি কথোপকথন রচনা কর।)

Myself : Good evening.

Jasim : Oh, what a surprise! But you are looking tired.

Myself : Life is so hectic. I feel much helpless (অসহায়) when I get stuck in the traffic jam.

Jasim : Oh, you were caught in the traffic jam. It is too boring (বিরক্তিকর). It kills our time.

Myself : Ambulance carrying (বহনকারী) passengers also suffers a lot.

Jasim : It's terrible. How can we improve (উন্নতি করা) the present condition?

Myself : Proper planning is necessary in this regard.

Jasim : Let's think about it.

Myself : Oh, not now. I don't have time at this moment (মুহুর্তে). See you later.

Jasim : Bye.

7. Write a dialogue between you and a passer-by. (তোমার ও একজন পথিকের মধ্যে একটি কথোপকথন রচনা কর।)

Myself : Excuse me. Could you please tell me the way (রাস্তা) to a good restaurant, please?

Passer-by : Sure. Are you a new comer in this area?

Myself : Yes. I am so hungry. So, I need to know the way to a good restaurant.

Passer-by : Ok. There are many good restaurants here.

Myself : How can I go there?
 Passer-by : You need to hire (ভাড়া করা) a rickshaw. Then go straight (সরাসরি) and turn left. Then you will find many restaurants.
 Myself : Which restaurant's food will be tasty (সুস্বাদু) and hygienic?
 Passer-by : You can go to Star Kabab restaurant. Their food is delicious (সুস্বাদু) and hygienic too.
 Myself : Oh, thank you so much.
 Passer-by : You're welcome.

8. Write a dialogue between you and the officer about opening a bank account. (তোমার এবং একজন ব্যাংক অফিসারের মধ্যে হিসাব খোলার ব্যাপারে একটি কথোপকথন লেখ।)

Myself : Good morning, Sir.
 Officer : Good morning. How can I help you?
 Myself : I want to open a bank account (হিসাব). But I don't have any idea about it.
 Officer : Of course. What kind of account do you want to open?
 Myself : I want to keep my scholarship (বৃত্তি) money. But I have never done it.
 Officer : Ok, then you have to open a savings account. Take this form and fill it up.
 Myself : Then, what shall I do?
 Officer : You will have to add a passport size photo and put your signature (স্বাক্ষর) here. Then give it to the second officer and get your account number.
 Myself : Thank you, Sir.
 Officer : You're welcome.

9. Write a dialogue between you and the Headmaster for a full free studentship. (তোমার এবং প্রধান শিক্ষকের মধ্যে বিনা বেতনে পড়ার অনুমতি বিষয়ে একটি কথোপকথন রচনা কর।)

Myself : May I come in. Sir?
 Headmaster : Yes. What do you want?
 Myself : Sir, I am a student of class seven. But, I have a problem.
 Headmaster : What's your problem?
 Myself : Sir, my father is a farmer. He has to maintain (চালানো) a family of six members with his little (অল্প) earning. Besides, I have three school going brothers and sisters. It is difficult for my father to bear our educational expenses (ব্যয়).
 Headmaster : I am sorry for that.
 Myself : My education is on the verge (প্রান্তে) of ending. To continue (চালিয়ে যাওয়া) my education I need full free studentship.
 Headmaster : Ok. Write an application. I will see then.
 Myself : Thank you, Sir.
 Headmaster : You are welcome.

10. Write a dialogue between you and the receptionist of a hotel. (তোমার এবং একজন হোটেল অভ্যর্থনাকারীর মধ্যে একটি কথোপকথন রচনা কর।)

Receptionist : Welcome to Cox's Bazar, Sir. How can I help you?
 Myself : Thanks. I want a room in your hotel.
 Receptionist : Sure, Sir. What kind of room do you want? I mean AC (শীতাতপ নিয়ন্ত্রিত) or non AC?
 Myself : I like an AC room. But it will be better if it is beach (সৈকত) viewed.

Receptionist : Let me check, Sir.
 Myself : Ok.
 Receptionist : Sorry, Sir. There is no beach viewed room. But, only AC room is available (রয়েছে/সহজলভ্য/দেয়া যাবে).
 Myself : I will take an AC room.
 Receptionist : Ok. It would cost Tk 2000 per day.
 Myself : It's ok.
 Receptionist : Here is the key (চাবি), Sir. You are most welcome.

11. You are Dipu. You are at a shop to buy a pair of shoes. Now, write a dialogue between you and the salesman of the shop about it. (মনে কর, তুমি দিপু। তুমি একজোড়া জুতা কেনার জন্য দোকানে গিয়েছ। এবার, তোমার এবং বিক্রেতার মধ্যে এ বিষয়ে একটি কথোপকথন রচনা কর।)

Salesman : Good morning, Sir. How can I help you?
 Dipu : Thanks. I want to buy a pair of (এক জোড়া) shoes.
 Salesman : We have excellent collection (সংগ্রহ) of quality (মানসম্মত) shoes. Please come and choose.
 Dipu : Ok. Let me take a look (দেখতে দিন).
 Salesman : Sure, Sir.
 Dipu : Ok..... please show me that pair of shoes.
 Salesman : Here you're (এই নিন), Sir.
 Dipu : Would this pair fit me.
 Salesman : Please, put on, Sir.
 Dipu : Well, it is a bit large (একটু বড়).
 Salesman : Then you put on this pair of shoes.
 Dipu : Ok. This is perfect. How much would it cost (দাম)?
 Salesman : Sir, Tk. 1700/=
 Dipu : Ok. Here is the money.
 Salesman : Thank you, Sir. Please, visit us again.

12. Suppose, you are Kamal. You are looking for a post office and ask an old man about the way to go there. Now, write a dialogue between you and the old man. (মনে কর, তুমি কামাল। তুমি একটি ডাক ঘর খোঁজ করছ এবং একজন বয়স্ক ব্যক্তিকে ডাক ঘরে যাওয়ার রাস্তা সম্পর্কে জিজ্ঞাসা করছ। এখন, তোমার এবং ঐ বয়স্ক ব্যক্তির মধ্যে একটি কথোপকথন লেখ।)

Kamal : Excuse me. Can I talk with you?
 Old man : Yes, what's your problem?
 Kamal : Could you please tell me the way to a post office nearby (নিকটবর্তী)?
 Old man : Yes. It's not very far from here.
 Kamal : Where is it located (অবস্থিত)?
 Old man : It is just after this market and right hand side by the road.
 Kamal : How can I identify (সনাক্ত করা) the post office?
 Old man : Oh! There is a big red signboard of post office and two letter boxes in front of the small building (অট্টালিকা).
 Kamal : Thank you very much.
 Old man : You are most welcome.

13. Suppose, you are a student and you want to borrow a book from the library. Now, write a dialogue between a student and the librarian. (মনে কর, তুমি একজন ছাত্র এবং তুমি লাইব্রেরী থেকে একটি বই ধার নিতে চাও। এখন, একজন ছাত্র ও একজন লাইব্রেরিয়ান এর মধ্যে একটি কথোপকথন লেখ।)

Student : Good morning, Sir.
 Librarian : Good morning. How can I help you?
 Student : I need a book. How can I borrow (ধার করা) it from here?
 Librarian : Do you have your own library card?
 Student : No, I don't.
 Librarian : Then I can't help you in this regard. You need a library card to borrow books from library.
 Student : How can I get it?
 Librarian : Well, you have to write an application to your Head teacher asking (চেয়ে) for a library card. You will have to submit (জমা দেওয়া) one copy of passport size photo along with (সাথে) your application.
 Student : Thank you. I'll submit it soon.
 Librarian : Ok. Thank you.

14. Suppose, Abul is going to visit Cox's Bazar on the next winter vacation. Now, write a dialogue between Abul and Babul about Cox's Bazar sea-beach. (মনে কর, সামনের শীতের ছুটিতে আবুল কক্সবাজার বেড়াতে যাচ্ছে। এবার, আবুল ও বাবুলের মধ্যে কক্সবাজার সমুদ্র-সৈকত নিয়ে একটি কথোপকথন রচনা কর।)

Abul : Hi Babul. How are you?
 Babul : I am fine and you?
 Abul : I am well by the grace of Allah (আল্লাহর রহমতে).
 Babul : What are you going to do during the next winter vacation?
 Abul : I am going to Cox's Bazar sea-beach.
 Babul : Wow! That's interesting! I had been there last time. I just loved the sea and the beach at Cox's Bazar!
 Abul : Well, Babul, what is the speciality (বিশেষত্ব) about Cox's Bazar sea-beach?
 Babul : It's the longest (দীর্ঘতম) sea-beach in the world. You can see beautiful Bay of Bengal. You can enjoy the beautiful scene of sunset (সূর্যাস্ত) there. You can also see red crabs and the turtles that nest (বাসা তৈরি করা) near the sea-beach.
 Abul : Really! Can we go sailing in the sea?
 Babul : Well, you can take a day-long cruise (সমুদ্র ভ্রমণ) in the sea. You can hire traditional wooden boats or sea-buses. The trips are exciting but safe.
 Abul : Thank you so much.
 Babul : Have a safe (নিরাপদ) journey.

15. Suppose, you are Reza. You have witnessed a road accident and now you are telling that to your friend Kabul. Now, write a dialogue between you and your friend in 100 words. (মনে কর, তুমি রেজা। তুমি একটি সড়ক দুর্ঘটনা দেখেছ এবং এখন সেটা তোমার বন্ধু কাবুলের কাছে বর্ণনা করছ। এখন, তোমার ও তোমার বন্ধুর মধ্যে ১০০ শব্দের একটি কথোপকথন লেখ।)

Kabul : Hi, Reza. How are you?
 Reza : I am not so well.
 Kabul : Why? What happened?
 Reza : I am very shocked to see a road accident.
 Kabul : Accident! Where did it happen? How?
 Reza : Yesterday while I was walking through the footpath, a man was crossing the road. Just at that moment, a truck was moving at a great speed (গতি). Before that the man could cross the road, he was run over (চাপা পড়া) by the truck.

Kabul : What happened (ঘটেছিল) then? Did the truck stop there?
 Reza : No, the truck did not stop rather it sped away. I rushed to (ধেয়ে যাওয়া) the spot and saw that he was no more a human body but a lump (খন্ড) of flesh. I was greatly shocked at this tragic (কবল) scene.
 Kabul : Really. It's a pathetic (কবল) scene. However, we should be careful in crossing road.
 Reza : I also think so.

16. Smoking is a very dangerous habit. It can cause many fatal diseases even death. Now, write a dialogue between two friends about the dangers of smoking. (ধূমপান একটি বিপজ্জনক অভ্যাস। এটা মারাত্মক কিছু রোগ সৃষ্টি করতে পারে, এমনকি মৃত্যুও ঘটতে পারে। এবার দুজন বন্ধুর মধ্যে ধূমপানের বিপদ সম্পর্কে একটি কথোপকথন লেখ।)

Kalam : Hello Anwar, how are you?
 Anwar : I am fine. What about you?
 Kalam : I am fine too. But I see you are in the habit of smoking (ধূমপান).
 Anwar : I like it.
 Kalam : I see you are almost a chain smoker.
 Anwar : But what can I do? Without smoking I can't work. I am very much habituated (অভ্যস্ত). You can say addicted (আসক্ত).
 Kalam : I think you don't have any idea about the dangers of smoking. It causes some serious (মারাত্মক) diseases like cancer, bronchitis, heart attack, etc. So give it up without making any delay.
 Anwar : It's very difficult for me. How can I give up (ত্যাগ করা) it?
 Kalam : Your will-power (ইচ্ছা-শক্তি) is enough to give up smoking.
 Anwar : Thanks. I shall try my best. Good bye.

17. Suppose, you are Fancy. Your friend Shahina wants to know about your preparation for the coming annual examination. Now, write a dialogue in 100 words between your friend and yourself. (মনে কর, তুমি ফ্যান্সি। তোমার বন্ধু শাহিনা আসন্ন বার্ষিক পরীক্ষার প্রস্তুতি সম্পর্কে তোমার কাছে জানতে চায়। এবার ১০০ শব্দের মধ্যে তোমার ও তোমার বন্ধুর মধ্যে একটি কথোপকথন রচনা কর।)

Fancy : Good morning, Shahina.
 Shahina : Good morning, Fancy. How are you getting on with your studies?
 Fancy : Well, but my preparation (প্রস্তুতি) in English is not satisfactory (সন্তোষজনক). Only a few days are left and I have to read a lot.
 Shahina : Don't worry. I am sure you will be able to cover up. What about Math?
 Fancy : I have prepared well in Math. I am afraid I may not do well in English.
 Shahina : Don't get upset. You are very sharp (মেধাবী). So be attentive in English. I think you will do better. But how can I prepare myself in History?
 Fancy : That is simple. Go through (ভালোভাবে পড়া) again and again. Note down the years and date. Take it up a whole.
 Shahina : Thank you very much for the advice. You will surely (নিশ্চয়ই) do well.
 Fancy : Thanks a lot. Bye.

18. Computer is a must in our life now-a-days. We need to learn computer so that we don't have to face any problem in our professional life. Write a dialogue between two friends about the necessity of computer learning. (কম্পিউটার আজকাল আমাদের জীবনে একটি অত্যাবশ্যক সামগ্রী। আমাদের কম্পিউটার জানা প্রয়োজন যাতে কর্মজীবনে আমাদেরকে কোন সমস্যায় না পড়তে হয়। এবার, কম্পিউটার শিক্ষার প্রয়োজনীয়তা বিষয়ে দুজন বন্ধুর মধ্যে একটি কথোপকথন লেখ।)

Rina : Hi, Lina, how are you?
 Lina : Fine. And you?
 Rina : I'm fine too. What are you going to do during the winter vacation, Lina?

- Lina : This year I'm not going anywhere. I'm planning (পরিকল্পনা করা) to do a course on computer learning.
- Rina : It's a good idea. I think I should learn (শেখা) computer too.
- Lina : You are right. Nowadays the demand of (চাহিদা) computer-literate persons is increasing (বৃদ্ধি পাচ্ছে) rapidly. We can't think to get a job without learning computer.
- Rina : Not only that. Computer is essential to run a business (ব্যবসা করা), an industry, research (গবেষণা) work and so on.
- Lina : It is also used in medical science (চিকিৎসাবিজ্ঞান), educational institutions, space administrations (মহাকাশ প্রশাসন), etc. So we should be computer literate (শিক্ষিত).
- Rina : That's good. Today we can visit NIIT, a good centre for learning.
- Lina : That's right. Let's go.

19. Suppose, a new teacher has joined a school. The students like them. Now, write a dialogue between two friends on him. (মনে কর, তোমার বিদ্যালয়ে একজন নতুন শিক্ষক যোগদান করেছেন। ছাত্র-ছাত্রীরা তাকে পছন্দ করে। এখন, দুজন বন্ধুর মধ্যে তার বিষয়ে একটি কথোপকথন রচনা কর।)

- Shuvo : Hello, Sakil. How are you?
- Sakil : Fine. And you?
- Shuvo : I am well. Do you know a new English teacher has joined (যোগদান করা) our school?
- Sakil : Yes, I know.
- Shuvo : Do you like the new English teacher?
- Sakil : Yes, I do. He is a very nice teacher.
- Shuvo : How can you say that? Have you attended (যোগদান করা) any of his classes?
- Sakil : Yes, I have.
- Shuvo : Do you know about his academic career?
- Sakil : Of course. He possesses (অধিকারী হওয়া) a brilliant academic career. Besides, his teaching method is useful to us. He is well behaved and co-operative. He is friendly with us.
- Shuvo : I think he is very sincere (আন্তরিক) to his duties then.
- Sakil : Yes, he is honest and punctual (সময়নিষ্ঠ) also.
- Shuvo : We are really fortunate (ভাগ্যবান) that we have got such a good teacher.
- Sakil : Yes, we are proud of him.

20. Suppose, you are Nazim and you are going to a picnic. You want your friend Sohel to come with you. Now, write a dialogue between yourself and your friend. (মনে কর, তুমি নাজিম এবং তুমি একটি পিকনিক-এ যাচ্ছ। তুমি চাও তোমার বন্ধু যেন তোমার সাথে যায়। এখন, তোমার ও তোমার বন্ধুর মধ্যে একটি কথোপকথন রচনা কর।)

- Nazim : Hello, Sohel. How are you?
- Sohel : I am fine. And you?
- Nazim : I am very well. Do you know that we are going to enjoy a picnic?
- Sohel : No, where are you going (যাওয়া) for a picnic?
- Nazim : Sonargaon.
- Sohel : Oh, fine. That's a beautiful and historical (ঐতিহাসিক) place. I want to join with you.
- Nazim : Certainly.
- Sohel : Who will be with us?

Nazim : We are only 10 friends.
 Soheli : When will we start (যাত্রা করা)?
 Nazim : We will start at 8 o'clock from Jatrabari next Friday.
 Soheli : What about the menu (খাদ্য তালিকা)?
 Nazim : Biriani, burger and some fruits. Don't you like it?
 Soheli : Of course, but we will cook (রান্না করা) our food ourselves. Ok?
 Nazim : Okay. I will take my camera to take photographs (ছবি তোলা).
 Soheli : That's fine. Good bye.
 Nazim : Good bye.

21. Suppose, a boy wants to get admission in a school and he has gone to the Headmaster. Now, write a dialogue between the Headmaster and the boy.

(মনে কর, একটি ছাত্র একটি স্কুলে ভর্তি হতে চায় এবং সে এখন প্রধান শিক্ষকের কক্ষে। এখন, প্রধান শিক্ষক ও ছাত্রটির মধ্যে একটি কথোপকথন রচনা কর।)

Boy : May I come in, Sir?
 Headmaster : Oh yes, come in.
 Boy : Good morning, Sir.
 Headmaster : Good morning. What's the matter?
 Boy : Sir, I have come to get admitted (ভর্তি হওয়া) to your school.
 Headmaster : Which school have you come from?
 Boy : From Barisal Zilla School Sir.
 Headmaster : Why are you leaving (ত্যাগ করা) that school?
 Boy : My father has been transferred (বদলী হওয়া) here, Sir.
 Headmaster : Have you got your T.C. with you?
 Boy : Yes Sir, I have got my progress report (প্রগতি পত্র) with me too.
 Headmaster : Very well, let me see them both. You stood first in the examination, I see. All right. Just go to the office clerk with this note.
 Boy : Thank you, Sir.
 Headmaster : You're welcome. I wish you good luck.

22. Suppose, you are Runa. Your result is not good because you cannot get up early in the morning. Now, write a dialogue between yourself and your friend Mou about the benefits of early rising.

(মনে কর, তুমি রানা। তোমার ফলাফল ভাল নয় কেননা তুমি ভোরে জেগে উঠতে পার না। এখন, তোমার এবং তোমার বন্ধু মৌ এর মধ্যে ভোরে ঘুম থেকে জেগে উঠার গুরুত্ব বিষয়ে একটি কথোপকথন লেখ।)

Runa : Hi, Mou, you look worried (চিন্তিত). What's the matter?
 Mou : My result of the 2nd term examination is not good.
 Runa : What's the problem with you? Don't you learn your lessons everyday?
 Mou : I don't know. I couldn't finish (শেষ করা) my lessons on time.
 Runa : I think you get up late in the morning, right?
 Mou : You are right. But what's the problem with it?
 Runa : Listen, if you get up early in the morning, you will get enough (পর্যাপ্ত) time to complete your studies. Besides, in the morning the atmosphere is calm and serene (নির্মল). So, we can give proper attention to our studies. Also the morning air refreshes (সতেজ করা) our body and mind and makes us fit for work.
 Mou : I see. It helps us in many ways. Thank you for your advice.
 Runa : You're welcome.

23. Suppose, you are discussing about reading books with one of your friends.

Now, write a dialogue between you and your friend about the benefit of reading books. (মনে কর, তুমি তোমার একজন বন্ধুর সাথে বই পড়া নিয়ে আলোচনা করছ। এবার, তোমার ও তোমার বন্ধুর মধ্যে বই পড়ার উপকারিতা নিয়ে একটি কথোপকথন রচনা কর।)

Myself : Hi friend! How are you?
 My friend : I am fine. What about you?
 Myself : I am fine, too. What are you doing now?
 My friend : I am reading a novel (উপন্যাস).
 Myself : To read a book is a good habit. Carry on.
 My friend : I agree with (সম্মত হওয়া) you. Books are very useful to us.
 Myself : Books are of different tastes (বিভিন্ন রুচির) also.
 My friend : Yes, of course. Sometimes book gives me joy and sometimes it gives me sorrow.
 Myself : I know that books are a mirror (আয়না) of human life (মানব জীবন).
 My friend : And books are always ready to be our friend. A false friend may leave us in our danger (বিপদ) but a book will never do that.
 Myself : Furthermore, a good book helps us to enrich our mind and to make our knowledge (জ্ঞান) fresh.
 My friend : So, we should read good books.

24. Suppose, a student is feeling sick and s/he wants to go home early. Now, write the dialogue between the student and his/her class teacher.

(মনে কর, একজন ছাত্র/ছাত্রী অসুস্থ বোধ করছে এবং সে তাড়াতাড়ি বাড়ি চলে যেতে চায়। এবার, ঐ ছাত্র/ছাত্রী এবং তার শ্রেণিশিক্ষক এর মধ্যে একটি কথোপকথন রচনা কর।)

Student : Good morning, Sir.
 Class teacher : Good morning. How are you?
 Student : I am not fine. I feel feverish (জ্বর জ্বর বোধ করা).
 Class teacher : Oh, I see. What can I do for you?
 Student : I need to go home early. I seek (চাওয়া) your permission (অনুমতি).
 Class teacher : Ok, you have to write an application to the principal (অধ্যক্ষ) referring to your problem.
 Student : Sir, here it is.
 Class teacher : Okay. You are granted (মঞ্জুর করা) to leave early.
 Student : So kind of you, Sir.
 Class teacher : That's alright.

25. Suppose, you are Rana. The annual sports of your school have taken place today. Now, write a dialogue between you and your friend Rasel about it.

(মনে কর, তুমি রানা। তোমার স্কুলের বার্ষিক ক্রীড়া-প্রতিযোগিতা আজ অনুষ্ঠিত হয়েছে। এবার তোমার এবং তোমার বন্ধু রাসেলের মধ্যে এ বিষয়ে একটি কথোপকথন লেখ।)

Rana : Hello, Rasel, what a nice time we have enjoyed today!
 Rasel : Quite a pleasant day. We enjoyed so many interesting events.
 Rana : What an exciting event the long jump of the senior group was!
 Rasel : Really, very exciting. Perhaps it was a record-breaking jump.
 Rana : Yes, the judges (বিচারক) were saying so. What do you think of the cycle race?
 Rasel : It was really thrilling. Masum is an expert (অভিজ্ঞ) rider.
 Rana : Obviously. What about the three legged race?
 Rasel : It was so funny. I think everyone got a lot of (প্রচুর) fun.
 Rana : I also think so. It's getting late. Bye.
 Rasel : Bye.

26. Load-shedding is a common problem nowadays. It hampers the study of the students. Now, write a dialogue between two friends about load-shedding and their sufferings. (বিদ্যুৎ বিকট আঙ্গকাল একটি সাধারণ সমস্যা। এটি ছাত্রছাত্রীদের পড়াশোনায় বিঘ্ন সৃষ্টি করে। এখন, দুই বন্ধুর মধ্যে বিদ্যুৎ বিকট এবং এর যন্ত্রণা বিষয়ে একটি কথোপকথন রচনা কর।)

- Arju : Hello, Asha, you look so disturbed. What's the matter?
 Asha : Oh, disgusting (বিরক্তিকর)! I can't read at all. You know our annual exam is knocking at the door.
 Arju : I know. But what happened to you?
 Asha : It's load-shedding. Electricity goes off every evening when it's the prime (অত্যন্ত) time of study.
 Arju : Yes. It's really disturbing. It's doing much harm to our study.
 Asha : Surely, it's causing much harm (ক্ষতি) to our daily life also.
 Arju : Yes, you are right. But why does it happen?
 Asha : The production (উৎপাদন) of electricity is less than our need. Besides, there are a large number of illegal connections (অবৈধ সংযোগ). They consume a large quantity of electricity but don't pay for it.
 Arju : How can this problem be solved?
 Asha : The production of electricity should be increased. For this new power-plants (বিদ্যুৎ উৎপাদন কেন্দ্র) should be set up. Also illegal connections should be removed.
 Arju : That's true but there's none to come forward to solve this problem. So we have to suffer (ভোগ) much. Okay, see you.

27. Suppose, you are Abid. Your school played a football match against another school. Now, write a dialogue between you and your friend Adel about it. (মনে কর, তুমি আবিদ। তোমার স্কুল অন্য একটি স্কুলের সাথে একটি ফুটবল ম্যাচ খেলেছিল। এবার, তোমার ও তোমার বন্ধু আদেলের মধ্যে এ বিষয়ে একটি কথোপকথন লেখ।)

- Abid : Hi, Adel, how are you?
 Adel : I am fine. And you?
 Abid : I'm also fine. Wasn't it a very nice game?
 Adel : Yes. A splendid (চমৎকার) game indeed! Our players played very nice.
 Abid : Really so. The opponent was also equally (সমানভাবে) strong.
 Adel : What's your view about Rana, our centre forward? How he runs with the ball!
 Abid : Why not Anis? Didn't you see how he dribbled?
 Adel : Excellent. I never knew Akram was so good as a back. How nicely he tackled (সমস্যা মোকাবিলা করা) several times.
 Abid : Really amazing! He missed no ball. But our right-out was a bit slow.
 Adel : However, we had a very interesting match today. There goes the horn of my bus. Good night.

28. Suppose, your examination is near and your mother wants to know about the preparation for the ensuing exam. Now, write a dialogue between mother and yourself. (মনে কর, তোমার পরীক্ষা খুব কাছে এবং তোমার মা তোমার প্রস্তুতি সম্পর্কে জানতে চায়। এবার, তোমার ও তোমার মায়ের মধ্যে এ বিষয়ে একটি কথোপকথন লেখ।)

- Mother : Arif, your examination is at hand. How is your preparation?
 Myself : Well, mother. I have nearly finished revising (পুনঃ অনুশীলন) all the subjects.
 Mother : What about English? You did not get well in English in the last exam.

Myself : I am taking special care for English.
 Mother : Good. What about Mathematics?
 Myself : I have taken good preparation (প্রস্তুতি) for Mathematics.
 Mother : Give much time for English.
 Myself : Okay, mother.
 Mother : Don't keep up late at night. Be careful (সচেতন) about your health.
 Myself : Thank you mother. Please, pray to Allah for me.
 Mother : May Allah bless (আশীর্বাদ করা) you.

29. Suppose, your friend Razib knows the importance of learning English.

Now, write a dialogue between Razib and yourself about it. (মনে কর, তোমার বন্ধু রাজিব ইংরেজি শিখার গুরুত্ব সম্পর্কে জানে। এখন, রাজিব ও তোমার মধ্যে এ বিষয়ে একটি কথোপকথন লেখ।)

Myself : Hi! Razib, what's in your hand?
 Razib : It's a book on learning (শেখা) English properly.
 Myself : Why're you so serious about learning English?
 Razib : You can't imagine how essential English is for a better future (ভবিষ্যত).
 Myself : What does English do for us?
 Razib : It's essential for higher education (উচ্চতর শিক্ষা). Besides, to maintain trade (বাণিজ্য) and commerce and cooperation (সহযোগিতা) with the rest of the world, English is essential. It also helps you to get a good job (চাকরি).
 Myself : So it is used for global (বৈশ্বিক) communication.
 Razib : Of course.
 Myself : Thank you very much.
 Razib : You're welcome.

30. Suppose, you are a student and your father has been transferred to another district. So you need a transfer certificate. Now, write a dialogue between you and the Headmaster of your school. (মনে কর, তুমি একজন ছাত্র এবং তোমার বাবা অন্য কোন জেলায় বদলি হয়েছেন। কাজেই তোমার একটি বদলি সনদ প্রয়োজন। এবার, এ বিষয়ে তোমার এবং তোমার বিদ্যালয়ের প্রধান শিক্ষকের মধ্যে একটি কথোপকথন রচনা কর।)

Student : May I come in, Sir?
 Headmaster : Yes, come in.
 Student : Good morning, Sir?
 Headmaster : Good morning. How can I help you?
 Student : Sir, I want a transfer certificate (বদলি সনদ).
 Headmaster : Transfer certificate! Why?
 Student : Sir, my father has been transferred (বদলি করা/হওয়া) to Comilla. So, my family is going to be shift be (স্থানান্তর করা) there.
 Headmaster : Oh, I see. But can't you remain here for the rest of (অবশিষ্ট) the session? You will be provided with all the facilities (সুযোগ-সুবিধা) in the hostel.
 Student : Sorry, Sir. My parents want me to stay (থাকা) with them.
 Headmaster : Well, then you must have a transfer certificate. Where's your application?
 Student : Here you are, Sir.
 Headmaster : Now contact (যোগাযোগ করা) the office super.
 Student : Thank you, Sir.
 Headmaster : Thank you, my boy.