# K. D. JAIN PUBLIC SCHOOL, MADANGANJ-KISHANGARH

# **SYLLABUS FOR THE SESSION 2023-24**

# CLASS VII

# **SUBJECT - ENGLISH**

APRIL	Unit 1 Section A : Pirate Story (Poem) Section B : The Adventure of The Mason (Fiction) Activity : ways to recite poem	
MAY	Section C : A ship on fire at sea (fiction)	
JULY	Environment Section A : The B rook (poem) Section B : Ranikhet's Gift (travel writing) Section C : Tippitty, The Flying Squirrel Section A : The Secret of the Machines (poem) Activity : Writing Travelogue.	
AUGUST	Section B : The Stolen Bacillus Section C : The Shadow and Flash Section A : A Nation's Strength (poem) Section B : The Lama Activity : How can you be Nations Strength.	
SEPTEMBER	When the fish laughed A house with grey gate Activity : Funny facts relating to fishes	
OCTOBER	Revision for half yearly exam.	
NOVEMBER	A report on cleanliness What katy did ? Activity : More on cleanliness	
DECEMBER	The charge of the light brigade Activity : How can you be a light house for others?	
JANUARY	Instead of the wardrum (historical) When Hitler stole pink rabbit (non fiction) Indian weavers The chocolate cream soldier. Activity : Scrab Book relating to different types of weaving.	
FEBRUARY	Revision relating to final exams.	

#### FA 1

Unit 1 : Adventure Section A The Pirate Story Section B The Adventure of the Mason

### FA 2

Unit 2 : Environment Section A : The Brook Section B : Ranikhet's Gift Unit 1 .....Adventure Section C : A ship on fire at sea

### **SA 1**

Unit 2 Environment Section C : Tippitty, the flying squirrel Unit 3 ....Science Section A : The Secret of Machines Section B : The Stolen Bacillus Section C : The shadow and the Flash Unit 4 Section A : A Nation's strength Unit 1 Section A Pirate story Unit 2 Section B Ranikhet's Gift

### FA 3

Unit 4 My Country Section B : The lama Section C : When the fish laughed Unit 5 Section A : house with the grey gate Section B : A report on cleanliness

### FA 4

Unit 6 war and peace Section A : The charge of the light brigade Section B : Instead of the war drum

#### SA 2

Unit 6 war and peace Section C : When Hitler stole pink rabbit Unit 7 Section A : Indian weavers Section B : leading the way Section C : The chocolate cream soldier Unit 6 Section A : The charge of the light brigade Section B : Instead of the war drum.

## SUBJECT ENGLISH GR

### **APRIL:**

- 1. Chapter 1: Cases : Nominative, Accusative, Dative and Pos.
- 2. Chapter 2 : The Past

### MAY:

1. Chapter 2: The Past (Verb Form) Story writing

### JULY:

- 1. Chapter 3 : The Present
- 2. Chapter 5 : Finite and Non-Finite Verbs
- 3. Chapter 7 : Noun Phrase

### AUGUST:

- 1. Chapter 4 : The Future
- 2. Chapter 9 : Adjective and Adverb Phrase
- 3. Letter writing (Informal)
- 4. Message writing

### **SEPTEMBER:**

- 1. Chapter 8 : Verb Phrase
- 2. Chapter 11 : Conjunction
- 3. Chapter 12 : Noun Clause
- 4. Chapter 13 : Adjective Clause
- 5. Chapter 21 : Biographical sketch

### **OCTOBER:**

- 1. Chapter 14 : Adverb Clause
- 2. Chapter 21 : Biographical sketch

### **NOVEMBER:**

- 1. Chapter 10 : Prepositional Phrase
- 2. Chapter 17 : Kinds of sentence

### **DECEMBER :**

- 1. Chapter 15 : Relative Clause
- 2. Chapter 16: Interjections

### **JANUARY** :

- 1. E-mail Writing
- 2. Chapter 18 : Active and Passive Voice

### **FEBRUARY:**

- 1. Chapter 20 : Punctuation
- 2. Chapter 22: Book review
- 3. Chapter 23 : Essay writing
- 4. Letter writing (Formal)

## SUBJECT : ENGLISH GR.

# FA 1

Chapter: 1	Cases: Nominative, Accusative, Dative and Pos.
Chapter: 2	The Past
	(Verb Forms) (Story writing)
Activity:- Poem	recitation

### FA 2

Chapter: 3	The Present		
Chapter: 5	Finite and Non-Finite verbs		
Chapter: 7	Noun Phrase		
Activity:- Dialogue on a given situation			

## Term 1

Chapter: 4	The Future
Chapter: 8	Verb Phrase
Chapter: 9	Adjective and Adverb Phrase
Chapter:11	Conjunction
Chapter:12	Noun Clause
Chapter: 13	Adjective Clause
Chapter: 21	Biographical Sketch
	(Letter writing, message writing, story writing)

## **FA 3**

Chapter: 10	Prepositional Phrase	
Chapter: 14	Adverb Clause	
Chapter: 17	Kinds of sentences	
Activity:- File/Chart on Grammar Topics		

## FA 4

Chapter: 15	Relative Clause
Chapter: 16	Interjections
	(E-mail)

Activity:- Poster making

# Term 2

Chapter: 11	Conjunction
Chapter: 16	Interjections
Chapter: 18	Active and Passive Voice
Chapter: 20	Punctuation
Chapter: 22	Book Review
Chapter: 23	Essay writing
	(E-mail writing, letter writing)

# **SUBJECT : SCIENCE**

APRIL	<b>KIL</b> Ch 1 Nutrition in Plants		
	Ch 3 Fibre to Fabric Activity: Collage work-Plants showing beterotrophic nutrition		
	Tenting: Conage work Thans showing neteron opine nauruon		
MAY	Ch 13 Electric current and its effects		
	Lab Activity: To determine heating effect of current on nichrome wire.		
JULY	Ch 6 Physical and chemical change		
	Ch 9 Respiration in Organism		
	Activity :1) Experiment to show various physical and chemical change		
	like reaction between vinegar and baking soda.		
	2) To make a model to demonstrate the mechanism of		
	breathing.		
AUGUST	Ch 7 Weather, climate and adaptation		
	Ch 12 Motion and time Activity : File work : Paste nictures of animals showing adaptation		
	Activity . The work . I aste pictures of animals showing adaptation.		
SEPTEMBE	R Ch2 Nutrition in Animals		
	Ch 8 Soll Activity: Chart making related to topic digestive system		
	retivity. Chart making related to topic digestive system.		
OCTOBER	Revision for half-yearly Exam		
NOVEMBER	Ch 4 Heat		
	Ch 10 Transportation in Animals n plants		
	Activity : Role Play - Related to circulatory system in humans.		
DECEMBER	Ch 5 Acid, base and salt		
	Activity : To test the acidic or basic nature of different solutions by		
	using red and blue litmus papers.		
JANUARY	Ch 11 Reproduction in plants		
	Ch 14 Wind, storm and cyclone		
	Ch 16 Water – a precious resource Lab Activity: To observe the process of budding in yeast		
	Visit to Garden – To observe different parts of plant		
FA 1	Ch 1 and 3		
	Sub Enrichment activity-Collage work + notebook assessment		
<b>FA 2</b> Ch 6, 9 and 13			
	Sub Enrichment activity - Project work		
Term I	Ch 1, 2, 3, 6, 7, 8, 9, 12, 13 and 17 + diagrams related to chapter		
FA 3	Ch 4, 10 and 18		
FA /	Sub Enrichment Activity - Kole Play + Notebook Assessment Ch 5 and 15		
ra 4	Sub Enrichment Activity - Lab Activity		
Term II	Ch 2, 4, 5, 10, 11, 14, 15, 16, 18 + Diagram related to chapter		
	Second Se		

# **SUBJECT : MATHS**

APRIL – MA	Y		
	Chapter Activity	<ol> <li>Integers</li> <li>Lines and angles</li> <li>To verify that if two lines intersect at a point, than each pair of vertically opposite angles are equal by paper cutting and pasting</li> </ol>	
		pasting.	
JULY	Chapter	<ol> <li>2. Fractions and Decimals</li> <li>4. Simple equations</li> </ol>	
	Activity	To represent the product of decimal numbers Pictorially.	
AUGUST			
AUGUST	Chapter	<ul><li>6. The triangle and its properties</li><li>7. Congurence of triangle</li></ul>	
	Activity	To verify that the sum of the interior angles of a triangle is 180°.	
SEPTEMBE	R		
	Chapter	<ol> <li>8. Comparing quantities</li> <li>15. Visualising solid shapes</li> </ol>	
	Activity	To draw a cube on an isometric dot paper and to draw its oblique sketch on the squared paper.	
OCTOBER Revision of Term – 1 syllabus			
NOVEMBE	R		
	Chapter	<ul><li>9. Rational numbers</li><li>12. Algebraic Expressions</li></ul>	
	Activity	To complete crossword puzzle	
DECEMBER			
	Chapter	<ul><li>11. Perimeter and area</li><li>13. Exponents and powers</li><li>14. Symmetry</li></ul>	
	Activity	To verify Pythagoras Theorem.	
JANUARY			
	Chapter	<ul><li>3. Data handling</li><li>10. Practical geometry</li></ul>	
	Activity	To compare the marks obtained in all the subjects by a student in the first and second term examinations by drawing a bar graph using paper cutting and pasting.	
FEBRUARY			

Revision of Term – 2 syllabus

# EXAM SYLLABUS

**F.A.** – 1

	Chapter Sub. Enrichment	1, 5 Complete a sudoku puzzle	
F.A. – 2	Chapter Sub. Enrichment	2, 4 Project work	
Term - I	Chapter	1, 2, 4, 5, 6, 7, 8, 15	
F.A. – 3	Chapter Sub. Enrichment	9, 12 To complete a given crossword puzzle and then develop your own one crossword puzzle	
F.A. – 4	Chapter Sub. Enrichment	11, 14 Draw the different shapes and find lines of symmetry.	
Term – II	Chapter	3, 9, 10, 11, 12, 13, 14	
	Notebook assessment will be taken in all FA's and Terms on the basis of 1) Regularity 2) Assessment completion 3) Neatness and upkeep of notebook		

### APRIL

Unit I Ch 1- When Where and How Ch 2- The Reginol Kingdom I

Unit II Ch 1- Democracy Ch 5- Media and Democracy

Unit III Ch1- Our Environment

Activity- Make a chart with newspaper cutting to show how the government gives information through newspapers

#### MAY

Revision of FA-I

#### JULY

Unit I Ch 3- The Sultanate Period Ch 5- The Mughal Empire

Unit II Ch 3- Institutional representation of Democracy Ch 6- Advertising Activity- Make a catchy slogan to save consumer from being exploited

### AUGUST

Unit I Ch 8- Tribal communities

Unit III Ch 4- Landforms of the Earth

Ch 5- Composition and structure of the atmosphere

Activity- With a pie diagram show the composition of various gaseous component of air

#### SEPTEMBER

Unit I Ch 7- Towns, traders and craftsman

Unit II Ch 4- The state Gout

Unit III Ch 7- Water

Ch 8- Natural vegetation and wild life

Ch 12- Life in the desert

Activity- Draw up a list of the panchayat members, the legislative assembly and parliament from your constituency with their designation

#### **OCTOBER**

Revision of SA-1

#### NOVEMBER

Unit I Ch 4- The regional Kingdom II

Ch 6- Architecture in Medieval period

Ch 9- Religious Belief

### Unit II

Ch 7- Market around us

Ch 8- Role of gender

Activity- Collect picture of Bhakti and Sufi saints and paste them on a chart. Write in brief the achievements of each.

### DECEMBER

Unit III Ch 3- The changing Earth

Ch 6- Weather, climate, humidity and condensation

Revision of FA-3

### JANUARY

Unit I Ch 10- Development of Regional culture

Ch 11- Political formation in the eighteenth centaury

Unit II Ch 2- Pillars of Democracy

Ch 9- India and Democracy

Unit III Ch 2- The structure of Earth

Activity- Draw symbols of the political parties such as BJP, Congress, BSP and colour them

### FEBRUARY

Unit III Ch 9- Human settlements

Ch 10- Life in the tropical and sub-tropical region

Ch 11- Life in the temperate grass land

Ch 12- Life in the Desert

Revision work of SA2

#### **EXAM SYLLABUS**

### SUB - SOCIAL SCIENCE

## FA 1

Unit I- Ch 1, 2 Unit II- Ch 1, 5 Unit III- Ch 1

### FA 2

Unit I- Ch 3, 5, 8 Unit II- Ch 3, 6 Unit III- Ch 4, 5

### SA I

Unit I- Ch 1, 2, 3, 5, 7, 8 Unit II- Ch 1, 3, 4, 5, 6 Unit III- Ch 1, 4, 5, 7, 8

## FA 3

Unit I- Ch 4, 6, 9 Unit II- Ch 7, 8 Unit III- Ch 3, 6

## FA 4

Unit I- Ch 10, 11 Unit II- Ch 2, 9 Unit III- Ch 2, 9, 10

### SA II

Unit I- Ch 4, 6, 9, 10, 11 Unit II- Ch 2, 7, 8, 9 Unit III- Ch 2, 3, 6, 9, 10, 11, 12

Month	Lesson	Activity	
	Lesson 1 More on Artificial Intelligence		
	•Human –Computer		
	• Big Data	Write the example of Human Machine	
April/May	Computer Vision	Interaction in your notebook	
	Natural Language Processing		
	Machine Learning		
	Lesson 2 Working With MS Excel 2016	Create a worksheet enter Admno	
	Conditional Formatting	Name, Maths, Computer Science	
	Sorting Data	marks calculate the total and perform	
	Soluting Data     Eiltoring Data	the following commands:-	
July	Grouping Worksheet	Display the total marks in ascending	
	Consolidating Data	order	
	Consolidating Data	Display the name of those student	
		who secured 85 marks in any subject	
	Lesson3 Charts in MS Excel 2016		
	What is charts?		
	Components of a Chart	Create a har chart line chart and	
	<ul> <li>Types of charts in MS Excel</li> </ul>	column chart of students name	
August	Creating charts	English Math and computer science	
	Eormatting charts	marks	
	Posizing Moving and Deloting charts	marks	
	Changing Data and Toyt in a Chart		
	Changing Data and Text in a Chart		
	Lesson 4 Operators in Python		
	Antimetic operators     String Operators	Create a Dregram in Dythen enter two	
	String Operators	number and perform addition	
	Assignment Operators	number and perform addition,	
	Logical Operators	remainder	
Sentember	• Bug	Create a program to find the greatest	
September	Lesson 5 Control Structure	number between two numbers	
	Iypes of control structure	A program to determine whether the	
	If statement	character is in uppercase or lowercase	
	If else statement		
	Ifelfelse statements		
	Revision of SA -1		
	Lesson 5 Control Structure		
	Iteration in Python	Write a program to print squares of	
	For loop	the five numbers entered by the	
October	While loop	users.	
	Membership operator	Write a program to display the sum of	
	The range function	the first 10 numbers using a for loop	
	Control statement in Python	and while loop	
	Lesson 7 Images, Links and Frames in HTML	Insert a image in the webpage	
	Image Tag	Create a web page on the comparison	
November	Hyperlink Tag	between renewable and non-	
	Images as links	renewable energy.	

	Link states	
	Audio and Video	
	Frames	
	Lesson 8 Number System-An Introduction	
	<ul> <li>Explain number system</li> </ul>	
	<ul> <li>Decimal number system</li> </ul>	
	Binary number System	and binary to desimal
December	Conversion from Binary to Decimal number	did bindry to decimal.
	<ul> <li>Conversion Decimal to Binary number</li> </ul>	multiplication and division
	Octal number System	
	Hexadecimal number system	
	Computer Arithmetic	
	Lesson 9 Internet and its Safety Measures	
	<ul> <li>Introduction of Internet</li> </ul>	Write the points how does a
lanuary	Computer Virus	computer get a virus
January	<ul> <li>Harm caused by computer viruses</li> </ul>	Write how can protect a computer
	<ul> <li>How does a computer get a virus</li> </ul>	from virus
	History of computer viruses	
	Lesson 9 Internet and its Safety Measures	
	<ul> <li>Types of Computer Viruses</li> </ul>	
	<ul> <li>Protection your computer</li> </ul>	
	Unethical Practices	
	Cyber bullying	Write down the points what safety
	<ul> <li>Cyber stalking</li> </ul>	measures when you use a computer
February	Hacking	and internet.
,	Phishing	Write the definition of Cyber bullying,
	Spamming	cyber stalking, hacking, Phishing and
	<ul> <li>Safety measures while using a computer and</li> </ul>	spamming
	Internet	
	Digital Footprints	
	Revision of SA-II	

# **SUBJECT:- COMPUTER**

FA-1	:	Lesson-1:- More On Artificial Intelligence
FA-2	:	Lesson 2:- Working With MS Excel 2016
		Lesson 3:- Charts in MS Excel 2016
Term-I	:	Lesson-1:- Working With MS Excel 2016
		Lesson 2:- More on MS Excel 2016
		Lesson 3:- Charts in MS Excel 2016
		Lesson 4:- Operators in Python
		Practical:- Based on Lesson 2, Lesson 3 and Lesson 4
FA-3	:	Lesson 5:- Control Structure
		Lesson 7:- Images, Link and Frames in HTML
FA-4	:	Lesson 8:- Number System- An Introduction
		Lesson 9:- Internet And Its Safety Measures
Term-II	:	Lesson 5:- Control Structure
		Lesson 7:- Images, Link and Frames in HTML
		Lesson 8:- Number System- An Introduction
		Lesson 9:- Internet And Its Safety Measures
		Practical:- Based on Lesson 5 and Lesson 7

# SUBJECT – HINDI

अप्रेल	-	पाठ 1 हम पंछी उन्मुक्त गगन के पाठ 3 कठपुतली
व्याकरण	_	पाठ 1, 2, 3,
Activity	—	सुलेख (अनुच्छेद लेखन)
मई	_	पाठ 4 मिठाईवाला
व्याकरण	_	पाठ 4, 5, 6, 7
Activity	_	श्रुतिलेख
जुलाई	_	पाठ 2 हिमालय की बेटियाँ पाठ 7 अपूर्व अनुभव
व्याकरण	—	पाठ 8, 9, 10
Activity	_	एक शब्द में बोलना⁄एकार्थक शब्द से वाक्य बनाना
अगस्त	_	पाठ 5 पापा खो गए पाठ 6 शाम एक किसान
व्याकरण	—	पाठ 11, 12, 16
Activity	_	आशुभाषण (सवांद लेखन)
सितम्बर	-	पाठ 8 रहीम के दोहे पाठ 9 एक तिनका
व्याकरण	_	पाठ 13, 14, 15
Activity	—	अभिनय
अक्टूबर	_	पाठ 10 खानपान की बदलती तसवीर
व्याकरण	—	पाठ 17, 18, 19
Activity	_	चित्र देखकर लेख लिखना
नवम्बर	_	पाठ 11 नीलकंठ
व्याकरण		पाठ 20, 21, 22
Activity	_	वर्ग पहेली
दिसम्बर	_	पाठ 12 भोर और बरखा पाठ 14 सघर्ष के कारण मैं तूनूकमिजाज हो गया
व्याकरण	_	पाठ 23, 24, 25
Activity	_	कहानी लेखन
जनवरी	_	पाठ 13 वीर कुँवर सिंह
व्याकरण	_	पाठ २६, २७, २८
Activity	—	दोहा वाचन अर्थ सहित
फरवरी	_	पाठ 15 आश्रम का अनुमानित व्यय
व्याकरण	—	पाठ 29
Activity	—	सुलेख व श्रुतिलेख

FA 1	_	1, 3 व्याकरण पाठ 1, 3 अपठित गद्यांश, अनुच्छेद लेखन
FA 2	_	5, 8 व्याकरण 11, 14, 15, अपठित गद्यांश, पत्र लेखन
TERM I	_	1, 3, 2, 7, 6, 8, 9 व्याकरण 4, 5, 6, 7, 10, 31, 32, 33, 35, 36, 37
FA 3	_	11, 12, 13 व्याकरण 20, 21, 22, अपठित गद्यांश, चित्र लेखन
FA 4	_	14, 15 व्याकरण 27, 28, 29, अपठित गद्यांश⁄विज्ञापन लेखन
TERM II	-	10, 11, 12, 13, 14, 15 व्याकरण 20, 23, 24, 25, 26 31, 32, 33, 35, 36, 37

# SUBJECT – SANSKRIT

अप्रेल व मई	—	प्रथमः पाठः द्वितीयः पाठः
व्याकरण		वर्ण विचार, शब्द विचार
Activity	_	दस खेलों के चित्र, नाम व उन पर एक एक वाक्य
जुलाई	_	तृतीय पाठः चतुर्थ पाठः
व्याकरण		शब्द रूपाणी, धातु रूपाणी
Activity	_	संख्यावाची शब्द 1 से 10 तक संस्कृत में
अगस्त	—	पंचम पाठः षष्ठः पाठः
व्याकरण		कारकम्, संख्यावाचक शब्दाः
Activity	—	पाठय पुस्तक के अतिरिक्त संस्कृत में पाँच श्लोक
सितम्बर	-	सप्तम् पाठः अष्ट्म् पाठः
व्याकरण	_	कारक पत्र लेखनम, संवाद लेखनम्, अपठित गद्यांश
Activity	_	संख्यावाची शब्द 11 से 25 तक संस्कृत में वाचन।
अक्टूबर	_	नवमः पाठः दशम् पाठ
व्याकरण		उपसर्ग, धातुरूप, प्रत्यय, संधि, पत्र लेखनम्, संवाद लेखनम्
Activity	—	प्रमुख राष्ट्रीय संस्थानों के ध्येय वाक्य (Slogan)
नवम्बर	_	दोहरान कार्य (Revision Work)
दिसम्बर	_	एकादशः पाठः द्वादशः पाठः
व्याकरण	_	पत्र लेखनम्, वाक्य रचना, धातु रूप
Activity	_	दस पुष्पों के नाम संस्कृत में।
जनवरी	—	त्रयोदशः पाठः चतुर्दशः पाठः
व्याकरण		संवाद लेखनम, पत्र लेखनम्, अपठित गद्यांश, चित्र वर्णनम् कथा लेखनम
Activity	—	दस जंगली जानवरो के नाम संस्कृत में
फरवरी	_	पंचदशः पाठः
व्याकरण	_	संवाद लेखनम्, पत्र लेखनम्, चित्रवर्णनम् अश्दि शोधनम्, कथालेखनम
Activity	—	संख्यावाची शब्द संस्कृत में
मार्च	_	दोहरान कार्य (Revision Work)

# EXAM SYLLABUS

FA 1	_	पाठ 1, 2 व्याकरण वर्ण विचार, शब्द विचार रचनात्मक कार्य – संस्कृत में अपना परिचय देना। अभ्यास पुस्तिका निरीक्षण – (सफाई, समय पर कार्य, कार्य की पूर्णता।)
FA 2	_	पाठ 3, 4 व्याकरण – वर्ण विचार, शब्द विचार रचनात्मक कार्य – संख्यावाची शब्द 1 से 10 तक संस्कृत में। अभ्यास पुस्तिका निरीक्षण – (सफाई, समय पर कार्य, कार्य की पर्णता।)
TERM I	_	पाँठ 1, 2, 3, 4, 5, 6, 7 व्याकरण – वर्ण विचार धातुरूप चर व वस, संवाद लेखन, पत्र लेखनम् चित्र वर्णनम्, अपठित गद्यांश, कथा लेखनम्, अशुद्वि शोधनम् (लट् व लृट लकार) शब्द विचार शब्द रूप –नदी, संख्यावाची शब्द 1 से 10 तक अभ्यास पु. निरीक्षण – (सफाई, समय पर कार्य, कार्य की पूर्णता)
FA 3	_	पाठ ८, ९ व्याकरण – कारकम्, सख्यावाची शब्द रचनात्मक कार्य – पाठ्यक्रम के अतिरिक्त पाँच श्लोक लिखिए व दो श्लोक वाचन अभ्यास पुस्तिका निरीक्षण – (सफाई, समय पर कार्य, कार्य की पूर्णता)
FA 4	_	पाठ 10, 11 व्याकरण – कारकम्, शब्द रूपाणि रचनात्मक कार्य – संस्कृत शब्दों के आधार पर कक्षा में अन्त्याक्षरी प्रतियोगिता होगी। अभ्यास पुस्तिका निरीक्षण – (सफाई, समय पर कार्य, कार्य की पूर्णता)
TERM II	_	पाठ 7, 8, 9, 10, 11, 12, 13, 14, 15 व्याकरण — कारकम, वर्ण विचार, धातुरूप, चर व वस (लोट् व लड् लकार) अपठित गद्यांश शब्द रूप — मधु, पत्र लेखनम्, संवाद लेखनम्, चित्र वर्णनम्, कथालेखनम्, संख्यावाची शब्द 11 से 25 तक अभ्यास पु. निरीक्षण — (सफाई समय पर कार्य, कार्य की पूर्णता।)

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