

Institute of Sciences, Humanities & Liberal Studies

Department of Languages

Topic: Dialogue Writing

Compiled by: Prof. Pranjal Bhatt

Do's

- Always start the conversation from *in media res* which means from the middle of something which is catchy, startling or shocking.
- A conversation must lead to some social, philosophical or moral message. It must be driven by a purpose.
- Conversation in full, must have elements of a particular genre such as comedy, gothic etc
- There must be a unique voice and quality of each individual in dialogue. Development of characters must be traced smoothly.
- Language used to form a dialogue needs to be simple and not too professional.
- The mood and tone and emotions must be suggested in brackets before the dialogue.
- Dialogues must be in a coherent flow. Its artistry lies in the formation where there is limited use of words and yet symbolizes the depth of the themes.

Don'ts

- Never start a conversation with a greeting or salutation to the other. This makes the start less interesting to read.
- The language used must not use overly colloquial language.
- Slangs must be strictly avoided.
- The characters created for the dialogue must never be a flat character.
- The conversation or content must not offend the reader's sentiments on religion, class, caste, gender or sex, etc
- Avoid long paragraphs or speech while forming a dialogue. It must be precise and to the point.

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Topic: Story Writing

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Story writing can take place in 5 steps.

1. Introduction:

- Consisting the information of where, when, who and what.
- This start will give the idea of setting and necessary details of characters in brief.

2. Rising action:

- Here the characters must be more evolved to develop their nature and type which in turn sets the personalities of the characters.
- This part sets the theme which is developed throughout the story.
- It also gives out more details related to the characters involved.
- It lays the background of rising conflicts and problems.

3. Climax:

- Here the conflict is heated up and intense emotions and actions must be dealt with.
- The excitement of the readers must be preserved with bountiful of answers unresolved and mysteries unsolved.
- This is a peak moment where the action is dealt with.

4. Falling action:

- This is a point where things start to resolve.
- Catharsis and purgation of emotions takes place.
- The antagonist is confronted with its evil and total character change takes place.
- Passages of story here have light tone and leads towards a peaceful end.

5. Denouement :

- This deals with conclusion of the story.
- It reveals the whole purpose of writing and major theme justification.
- Protagonist over shadows other character here.

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Topic: Grammar- Tense

Compiled by: Prof. Mamta Amin

PRESENT TENSE

1. Simple Present Tense

Daily Routine, Facts, Universal Truth

Eg: a. I go to Tirupati temple every month.

b. She prefers tea over coffee.

c. The Earth revolves round the Sun.

How: Subject + Verb (1st Form)

2. Present Continuous Tense

The Action is going on right now/ is progressing

Eg: a. I am speaking to her right now.

b. They are playing for the team today.

How: Subject + is/am/are + Verb+ing

3. Present Perfect Tense

The Action has just got over in the recent times/present scenario.

Eg: a. She has scored good marks in this term.

b. The train has arrived few minutes ago.

How: Subject + has/have + Verb (3rd Form)

4. Present Perfect Continuous Tense

The Action has started sometime ago & it is still continuing

Eg: a. It has been raining since last night.

b. I have been waiting for her for an hour.

How: Subject + has/have + been + Verb+ing

PAST TENSE

1. Simple Past Tense

The Action got over in the recent Past.

Eg: a. I visited my friend's place yesterday.

b. They arrived here last week.

How: Subject + Verb (2nd Form)

2. Past Continuous Tense

The Action was going on in the Past.

Eg: a. When I called her, she was driving a car.

b. Students were talking when the teacher entered the class.

How: Subject + was/were + Verb+ing

3. Past Perfect Tense

The Action got over in the distant Past.

Eg: a. She had joined this institute 5years ago.

b. I had visited Taj Mahal in my childhood.

How: Subject + had + Verb (3rd Form)

4. Past Perfect Continuous Tense

The Action had started in the Past & it was still continuing till recently, now it's no more in progression.

Eg: a. He had been serving here since 1999.

b. They had been dating each other for 3 years.

How: Subject + had + been + Verb+ing

FUTURE TENSE

1. Simple Future Tense

The Action will occur/happen in the Future.

Eg: a. I will complete my work by the end of the day.

b. They will be here anytime from now.

How: Subject + will/shall + Verb (1st Form)

2. Future Continuous Tense

The Action will be continuing in Future.

Eg: a. We shall be climbing Mt.Abu by this time next week.

b. They will be complaining about the matter very soon.

How: Subject + will/shall + be + Verb+ing

3. Future Perfect Tense

The Action will have been over in Future

Eg: a. They will have finished lunch by the time we reach there.

b. She will have completed her studies in next 3 years.

How: Subject + will + have + Verb (3rd Form)