COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS

# CISCE CLASS 8 ENGLISH LANGUAGE & GRAMMAR COMPLETE GUIDE

ICSE Foundation Handbook: Formal Letter Formats, Argumentative Essays, Notice & E-mail, Sentence Synthesis, Advanced Voice, Reported Speech & Phrasal Verbs

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| **Target Class:** CISCE Class 8 (ICSE Foundation) | **Subject:** English Language & Composition |
| **Curriculum Framework:** CISCE Upper Primary Guidelines | **Academic Edition:** TargetExams Academic Series 2026 |

## Section 1: Formal Letter Writing (Official CISCE Layout)

In Class 8, formal letter writing is introduced as an essential stepping stone to ICSE Class 9 & 10 board formats. Applications to the Principal, letters to Newspaper Editors, and representations to municipal authorities require strict structure:

**Sender's Address:** Flat 4A, Green View Apartments, MG Road, Pune - 411001
**Date:** 20th October 2026

**Receiver's Designation & Office:**
The Principal,
St. Xavier's High School,
Camp, Pune - 411001

**Salutation:** Dear Sir / Madam,

**Subject:** Application for permission to organize an Inter-School Coding Workshop

**Opening:** I am writing as the President of the School Computer Science Club to formally request your permission...
**Body:** [2 concise paragraphs detailing dates, resource persons, objectives, and safety protocols]
**Conclusion:** I assure you that the event will be conducted with utmost discipline and adherence to school norms. Thank you for your consideration.

**Subscription:** Yours faithfully / Yours sincerely,
**Full Name:** Ananya Deshmukh (Class 8-A, Roll No. 12)

## Section 2: Notice & E-mail Writing (ICSE Dual Pattern)

Notice and E-mail are twin writing tasks in the ICSE examination scheme. The Notice informs students internally, while the corresponding E-mail invites an external chief guest or neighbouring school.

## Section 3: Class 8 Advanced Grammar & Sentence Synthesis

| Grammar Topic | Transformation & Synthesis Rule | Model Example |
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| **Sentence Synthesis (Too...to)** | Combine two clauses into a single simple sentence using adverbial 'too...to' or 'so...that'. | *He is so weak that he cannot run. ➔ He is too weak to run.* |
| **No sooner...than** | Inversion rule: 'No sooner' takes auxiliary 'had/did' before subject, followed by 'than'. | *As soon as the bell rang, the children left. ➔ No sooner had the bell rung than the children left.* |
| **Conditional Clauses** | Zero, First, Second, and Third conditionals: 'If + had + V3' takes 'would have + V3'. | *If you had studied diligently, you would have passed with distinction.* |
| **Active & Passive Voice** | Verbs with two objects: Either Indirect Object or Direct Object can become passive subject. | *He gave me a book. ➔ I was given a book by him. / A book was given to me by him.* |
| **Reported Speech** | Interrogative: Reporting verb becomes 'asked/inquired'; 'if/whether' used for yes/no questions. | *He said to me, 'Are you ready?' ➔ He asked me if I was ready.* |

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| **Phrasal Verbs** | Essential idiomatic verb-preposition combinations frequent in ICSE exams. | *Call off (cancel), Put up with (tolerate), Look into (investigate), Break out (erupt).* |

## Section 4: Literature Study & Recommended ICSE Classics

Class 8 acts as the transition gateway into high school literature. CISCE prescribes the following canonical authors and classics to develop mature analytical reading:

- **Charles Dickens:** *A Tale of Two Cities* (Historical drama of London and Paris during the French Revolution)
- **Sir Arthur Conan Doyle:** *The Adventures of Sherlock Holmes* (Deductive reasoning and Victorian mystery)
- **Harper Lee:** *To Kill a Mockingbird* (Themes of racial justice, empathy, and moral integrity)
- **William Shakespeare:** Introduction to Elizabethan drama, iambic pentameter, and Soliloquy techniques
- **Poetic Devices:** Metaphor, Simile, Personification, Alliteration, Onomatopoeia, and Hyperbole.