

# Free Writing Technique-1

## Letter to Editor (pattern-1)

27 Indira Road  
Farmgate, Dhaka  
18 August 2024

### **The Editor**

The Daily Star  
64-65, Kazi Nazrul Islam Avenue  
Dhaka-1215

ক্লাস না করে শিট পড়া  
একদম অনুচিত।  
ক্লাসে যাবতীয় কলা-  
কৌশল বুঝিয়ে বলা হবে।

### **Dear sir**

Would you kindly publish the following few lines under the caption “.....” in the columns of your esteemed journal:

**Or,**

### **Dear sir**

Through the columns of your esteemed daily, I venture to voice my views about....:

**Or,**

### **Dear sir**

I shall be highly grateful to you if you publish the following article in your venerated daily for rising consciousness of the people about...:

**Or,**

### **Dear sir**

Please allow me to focus through the columns of your esteemed daily on the issue of...:

**Yours truly**



(SHA Chowdhury)

## Letter to Editor (pattern-2)

August 18, 2024

### **The Editor**

The Daily Star

64-65, Kazi Nazrul Islam Avenue

Dhaka-1215

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একদম অনুচিত।  
ক্লাসে যাবতীয় কলা-  
কৌশল বুঝিয়ে বলা হবে।

### **Dear Sir**

I send herewith a report on the----. I would appreciate if you kindly publish it in your highly esteemed daily.

**Or,**

### **Dear Sir**

Through the columns of your esteemed daily, I venture to voice my views about....:

**Or,**

### **Dear Sir**

I shall be highly grateful to you if you publish the following article in your venerated daily for rising consciousness of the people about....:

**Yours Sincerely**



(SHA Chowdhury)

27 Indira Road

Farmgate, Dhaka

**(Model) Corruption: a curse for the Country**

- ❖ "In the midst of today's rapidly evolving landscape, (the topic) has emerged as a pivotal point of discussion.
- ❖ As we navigate the complexities of the modern world, (the topic] has garnered significant attention due to its potential to shape our society/culture/politics etc.

❖ Bangladesh, which was once termed by cynics a "*bottomless basket*", has now become a "*basket, full of wonders*." Bangladesh is likely to be the biggest mover in the global gross domestic product rankings in 2030, becoming the **26th largest economy in the world** from 42nd now, according to the latest report of HSBC Global Research.

অথবা, The word/issue ***development*** has become a blazing topic in the milieu of scholars, intelligentsias, academics and civil society in Bangladesh for the last pair of years/decades.

অথবা, **An enormous amount of ink has been spilled over the issue of** (name of topic as *child labour/ corruption/load shedding etc.*)

অথবা, Located at the crossroads of SAARC, the ASEAN + 3, BIMSTEC, and the Indian Ocean, Bangladesh has the potential **to emerge as a regional economic and lucrative hub.**

অথবা, The government and the people of Bangladesh have their eyes fixed on the horizon, working hard to realize the twin dreams of **eradicating extreme poverty and**

**achieving middle-income status.** The country's success in achieving the Millennium Development Goals has shown that this is not only possible, but highly likely.

অথবা, Corruption/Terrorism is today a world-wide phenomenon.

অথবা, The readymade garments industry/remittance acts **as the one of the spines of our economy and as a catalyst** for the development of our country. We take pride in the sector that has been earning billions of dollars as export earnings and creating jobs for millions of people in the country for last few decades.

অথবা, Terrorism/Corruption/load shedding in public life is an observable fact that we regularly see, realize, and talk on.

অথবা, **The horrible social aspect/natural disaster that holds prominent talk in different dailies and TV channels and makes the country most worried is child labour/traffic jam/load shedding etc.)**

অথবা, Eve-teasing is the most arising subject in recent on the media and everywhere in the world and everyday it is present in the newspapers.

অথবা, Dowry/ Eve-teasing is a burning and widely spoken issue of recent years in both national and international levels.

অথবা, ***Child labour /Drug Addiction is arguably one of the biggest and deep-seated social/natural crises confronting society in 21st century.***

অথবা, One of the biggest predicaments facing the world today is global warming/earth quake.

অথবা, Nowadays global warming has made the environmentalists think about the dreadful consequences.

অথবা, Climate change is now the most unpredictable threat to our planet.

অথবা, **Bangladesh, in 2018 for the first time in history, has fulfilled the eligibility criteria set forth by the United Nations (UN) to be recognized as a developing country.** Bangladesh will now be able to apply to the UN for recognition as a developing country, while the formal transition will occur on 2026. The UN classifies all countries across the world under three criteria, Least Developed Countries (LDC), Developing and Developed. Bangladesh had remained in the list of LDC since 1975. In July, 2015, Bangladesh transitioned from a low income to a lower-middle income country. This distinction, based on the per capita income of a country, is used by the World Bank.

**It has become** a great peril/ hope to all living beings of our country/earth.

বা, **It**, a frequent phenomenon in the perspective of our country and also Indian sub-continent, **has become** a matter of great concern/prospect

to the researchers, policy planners, diplomats, civil society, development organization etc.

বা, It is/has been/will be a great **threat/chance** for most of the developing countries like Bangladesh. Now it **threatens/endorse** (প্রয়োজনমত তথ্য) good governance, sustainable development, democratic process, fair business practices and even all levels of society including country's economy.

It gradually **demolishes/upholds** nation's potential and **severely hampers/ nicely inspires** the golden prospects, dream and aspiration of our present and upcoming generations. **Thus**, it has obviously **become** an incurable social disease and enduring pattern in our public life অথবা, **become** an excellent opportunity to translate our dream into reality.

❖ The problem/issue **first received public and media attention** in the 1960's/ last decade/century etc. A glimpse at history will show us that it did not emerge suddenly and did not reach its present stage in a day.

(এখানে প্রশ্নের আলোকে কিছু লেখার চেষ্টা করবে)

অথবা, **No one knows** the root or origin of the corruption/child labour. But history tells that it is an age old phenomenon. However, it is believed that it has rooted its legs since the ancient times and disturbs the entire economic cycle of the country. It kills the

*honesty/optimism* of people living in the country.

অথবা, Actually, it spread in our country immediately after our independence war in 1971. Fifty years after the independence of Bangladesh at the cost of sacrifices by innumerable people, men, women and children, the notable success in this field remains far from being materialized. People hear only slogans about the great triumph of it almost every day, but the true success remains still elusive.

অথবা, Though more than fifty years have passed since our independence, we are not completely successful concerning this much talked issue. Rather, it often creates hassle resulting in loss of hopes, lives and properties. Even the victims feel frustrated and defeated in life.

❖ There is no least doubt to proclaim frankly that hartal/remittance has a far-reaching **effect/impact/consequence/influence** on the economic, social and political affairs of the country. Its impact on society and the state is unfathomable. (এখানেও প্রশ্নের আলোকে কিছু লেখার চেষ্টা করবে)

❖ There are several vital **causes/barriers/challenges** behind empowerment/ food security in Bangladesh. Below I have presented some obstacles that are very strongly

coupled to our society and state structure. (এখানে প্রথমে আলোকে বিভিন্ন প্রাসঙ্গিক পয়েন্ট উপস্থাপন করবে। যেমনঃ)

অথবা, There are heated debates about globalization and its positive and negative effects.

অথবা, Hartal/ E-governance has innumerable causes/ reasons/ obstacles:

**Firstly**, most of the people of our country are not well-educated. That is why they usually become unable to play any effective role about the matter.

**Secondly**, we are economically backward. We are not capable enough of domestic capital. The economy of our country is not self-dependent and self-sufficient. We would not properly use our natural resources for shortage of our domestic capital.

**Thirdly**, *unemployment problem* is another reason behind this serious issue. It is quite disappointing that more than 40% of workable men are jobless.

**Fourthly**, this is our *political unrest*, which also dreadfully makes the matter more complicated.

**Finally**, our government also cannot avoid the responsibility for this critical situation.

### **More related reasons:**

- Lack of patriotism/ sincerity/ consciousness
- Complexity of existing law and order
- Limited resources
- Brain drain, Lack of policy ইত্যাদি

❖ It is an established fact that **no challenge in the world is unsolvable**. To face the challenges of 21<sup>st</sup> century, we have to be more cognizant. **To enrich/free our beloved country with/from** 'good governance/ child labour', citizens of all categories must be accountable, responsible, devoted and sympathetic. Simultaneously, prejudice, discrimination, red tape and preferentialism must be dealt with iron fist.

Though our government has taken a number of steps to check/advance it, we haven't yet got the desired result. অথবা, **Our government is making strenuous efforts to take it forward or to suppress/resolve it. And we are already beginning to reap the benefits of these initiatives.** It is **high time**, our government and conscious people took pragmatic measures to stop/promote the curse/issue of hartal/food security.

A **crusade** against corruption in public life is desirable and only possible with self-restraint and awareness of its ill effects and subversion of national interest.

Blue economy/E-governance is a relatively **new jargon** in Bangladesh but very common in global economy.

**It** is true that complete solution of child labour/ achievement in food security may not be possible in very short time.

অথবা, Corruption/ Terrorism is a phenomenon which cannot be eradicated entirely but it is possible to reduce by employing certain objectives. **But we, by adopting necessary initiatives, can bring it under control/ continue its progress. The mental and emotional development at the individual level can ensure a good & fair solution to this important issue/ fatal crisis.**

অথবা, Before expecting the government, the private bodies and officials to come clean, the citizens of this nation must also ensure that they accept/don't accept it. **If the people of this country start thinking differently,** it would definitely minimize/improve.

The solution of the problem / establishment of the issue **lies** in rapid social, cultural, ethical, economic development of the country. So, the *factor/ matter* that hartal/ food security should be **eliminated/ materialized** permanently as early as possible.

**If we want to build our long cherished dream country 'Golden Bengal' in the style of Mahathir Mohamad's modern Malaysia and make the Vision 2041 a reality,** we have to continue our **unequivocal** efforts to make this issue **successful/ eradicated/ solved.**

**On the other hand,** if we fail to adopt appropriate remedial action/ well-integrated action, **the fear** that our future path will be thorny and uneven **cannot be ruled out.**

**S.H.A. Chowdhury**  
**Dhaka**

# An Exclusive Technique of Writing Amplifications

## **Amplification on human Qualities**

1. Slow and steady wins the race. (31<sup>st</sup>)
2. Cowards die many before their death. (Julius Caesar) (31<sup>st</sup>)
3. A rolling stone gathers no moss. (30<sup>th</sup>)
4. Charity begins at home. (28<sup>th</sup>)
5. The hand that rocks the cradle, rules the world.
6. Man often realizes the truth but very late. (27<sup>th</sup>)
7. Hard melodies are sweet, but those unheard are sweeter. (John Keats) (23<sup>rd</sup>)

## **Amplification on time**

1. A stitch in time saves nine. (31<sup>st</sup>)
2. We live in deeds, not in years. (30<sup>th</sup>)
3. Time is the great healer. (25<sup>th</sup>)
4. Strike the iron, while it is hot.
5. Make hay while the sun shines.
6. Time and tide wait for none.

## **Amplification on Patience**

1. Patience is bitter but its fruit is sweet. (29<sup>th</sup>)
2. If winter comes, can spring be far behind? (29<sup>th</sup>)
3. Sweet are the uses of adversity.
4. Darkness is the harbinger of light. (24<sup>th</sup>)

## **Amplification on Knowledge**

1. All that glitter is not gold. (28<sup>th</sup>)
2. A little learning is a dangerous thing.
3. Fools rush is where angels fear to trade.
4. Barking dog seldom bites.
5. Empty vessels sound much.
6. Life is full of surprises. (27<sup>th</sup>)

7. The pen is mightier than the sword.
8. "Count your life by work not years,  
Count your life by smile not tears."

### **Others**

1. Eternal vigilance is the price of liberty. (21<sup>st</sup>, 17<sup>th</sup>, 13<sup>th</sup>)
2. Our sweetest Songs are those that tell of saddest thought. (22<sup>nd</sup>) (P.B. Shelly)
3. Power tends to corrupt, absolute power corrupt absolutely. (17<sup>th</sup>, 23<sup>rd</sup>)
4. Justice delayed, Justice denied  
Justice hurried, justice buried. (Gladstone)
5. Man is the architect of his own fate.
6. The real dignity of a man lies not in what he has,  
but what he is. (21<sup>st</sup>)

## **Technique of writing an amplification**

### **Model Amplification:**

#### **Man is the architect on his own fate**

The basic and underlying meaning of this wise and oft-quoted saying is that..... The implication and purport of this philosophical and heart-touching maxim is not only giving us advice but greatly provokes our deep thought. No doubt, what the proverb counsels is very much inter-related with the sense and sensation of every people of our day to day life.

(এখান থেকে **WH Technique -What, Which, when, where, how** ইত্যাদি ব্যবহার করে **Idea develop** করতে হবে। না পারলে নিচে দেখুন)

It is obvious like broad daylight that life is not a bed of roses. It is full of troubles, difficulties, trails and temptations. Man has to carry on a hard and constant fight against them. Any slackness in this fight will upset the whole thing and bring about the ruin. So man must work and work, patiently and preservingly.

Indeed, man has been endowed with the choicest blessings of his creator. He may die young, but if he has done something noble in his life time, his death will deeply be mourned by all and he will respectfully be remembered by the world for long years to come.

So, truly the proper realization of the remark '.....' is nicely bound up with some other noble qualities of the heart like charity, fellow-feeling, compassion, philanthropy, patriotism, generosity, loyalty, discipline, punctuality, self-help etc.

Every society has certain rules to control and regulate the life and activity of its member so that the society as a whole may progress in harmony and peace. If any of these rules is broken, there is trouble and the society suffers.

Hence arises the need to realize the core lesson of the quotation. In fact, it is the very basis of progress in every sphere of life, public or private. We may not be conscious of it in normal time, but we feel it when the call of necessity reaches our ears.

Sometimes, it is very difficult to make a proper decision. But the proper feeling of what the proverb says will give us strength to overcome the initial



difficulties and soon lead to success in life. Because, nothing is sweeter than the fruits of our exertion. Besides, we cannot but mention that every religious scripture of the world strictly emphasizes to follow/ to avoid the path of (.....). Even all the great men and noble leaders of the world like Prophet Muhammad (sm), Jesus Christ, Socrates..... Nelson Mandela aptly followed/ rejected in their individual life and also inspired/ discouraged their devotees and followers about the matter.

The simple but striking lines from the poem of great American poet Robert Frost are worth-quoting in this connection: **“The woods are lovely, dark and deep,/ But I have promises to keep,/ And miles to go before I sleep,/And miles to go before I sleep.”**

**After above lucid and vivid description**, it is crystal like clear to us that this famous speech nicely strikes our heart and at the same time it instructs us to be authentic and pragmatic in the time of making decisions in our daily life. So, without least hesitation, we may frankly announce that the statement “.....” obviously influences and awakens the sharp corner of our intelligence and thought provoking mentality/ attitude.

**By:**

**Sharif Hossain Ahmad Chowdhury**

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## **Letter Writing Technique (No. 1)**

August 18, 2022

Janata Electronics  
262 Mugaltuly, Comilla

**My dear Rifaque,**

At the very outset, take my heart-felt and sincere love. Cordially believe, these lines will find you heal and hearty. Actually I received your affectionate/ excellent letter well in time. I thought, you had forgot me but this sweet note, a wonderful piece of writing, has anchored the shore of my heart. Your writing has given me immense delight and it obviously carries your intimate love and feeling for me. But since I was deep into appearing at BCS written examination, I could not make time to respond promptly to you earlier. I am extremely sorry for that.

In the previous letter, you wanted to know about the reason of ..... . This is, of course, a pertinent curiosity and I feel happy to write to you about this now. You know that .....প্রাসঙ্গিক বিষয়।

Considering all these, I can assert that.....

No more today. More when we meet. Looking forward to seeing you. Hopping to meet you after publishing the result of my written exam. You are highly requested to write as early as possible by return of post how far you have thought in this regard. Please, don't forget to convey my best regards and compliments to your/our parents and love to the younger's. I am well. Wishing you to the best of everything.

**Yours ever**

S.H.A. Chowdhury

**তবে Accident** জাতীয়/খারাপ কিছু থাকলে:

The news of (the sudden death of your mother/ terrible road accident) has come to me as a bolt from the blue. I am now terribly upset. I can't compose myself .....

Nobody can foresee when the cruel hands of mishap/ death will be laid on us. The demise/ injury of her/ him/ them is really a rude shock and an irreparable loss. I would just request you to pluck up courage and bear the loss with patience. May Allah give the departed soul/souls eternal peace.

**Yours ever**



S.H.A. Chowdhury  
Comilla

<p><u>From</u></p>	<p><u>To</u></p>	<p>Stamp</p>
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**By:**

**SHARIF HOSSAIN AHMAD CHOWDHURY**

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