

## Chapter- 11

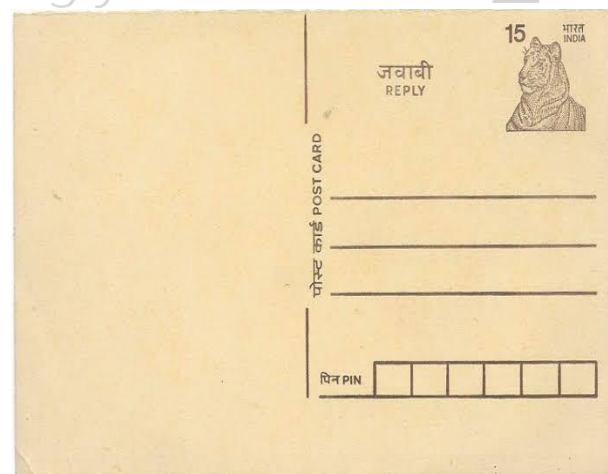
## Means of Communication

**STUDY NOTES**

- We all like to keep in touch with our friends and relatives by meeting them as often as possible.
- But it is not always possible to visit them. So, how do we stay in touch with our loved ones? We can write letters, make phone calls, or send e-mails.
- Sending and receiving information or messages is called communication. Long ago, trained pigeons carried messages from one place to another. People went on foot or on animals to deliver messages. But these means were slow and not so reliable. Today, we have several faster and more reliable means of communication.

**Postal System**

- One of the cheapest and most popular means of communication is a letter. We can buy stamps, inland letters, postcards and stamped envelopes from the post office.
- can be sent by writing messages on an inland letter, a postcard, or even on a sheet of paper and putting it in a stamped envelope.
- We then post letter in a letter box in our town or city.
- These letters are then carried by road, rail, air or water transport to different cities and countries. For the letter to reach safely, we must write the complete address along with the PIN code.
- Urgent letters or parcels can be sent to any city of our country through Speed Post or by courier. The items reach the person within a day or two.



### Telephone

- The fastest means of communication is the telephone. On the telephone we can easily talk to a friend or relative in our own city, in another city or even in another country. Written messages can be sent instantly through a fax machine.
- Mobile or cellular phones are wireless. Hence, they can be carried along wherever we go. We can also send instant messages or SMS (Short Message Service) through our mobile phones.



### Mass Communication

- Companies often need to advertise their products to a large number of people at the same time.
- Similarly, news about what is happening around the world has to reach a large number of people at the same time.
- For this purpose, newspapers, magazines, radio and television are used.
- These are called means of mass communication or mass media as they help to communicate with a large number of people at the same time.
- A newspaper gives as detailed news of events taking place in our country as well as in the world.
- Radio and television provide the latest information on important events. Besides, we can listen to or watch a variety of programmes. Some programmes are for entertainment, while others are for information.
- The television has become the most popular means of communication in our country - be it cities, towns or villages.

### Satellites

- Today, satellites placed high above the Earth help to send telephone messages, radio and TV programs around the world instantly.

- It is because of satellites that we are able to see sports and other events taking place in any part of the world 'live' (pronounced rhyming with 'hive') from the comfort of our homes.

### ***Internet and E-mail***

- Computers and the Internet have made communication faster and more efficient. If you have a computer, you can log on to the Internet and send e-mails (electronic mails) instantly.
- You can send pictures and from one computer to another on the internet.
- You can also information about the weather, latest happening around the world and anything you want to know through the Internet.

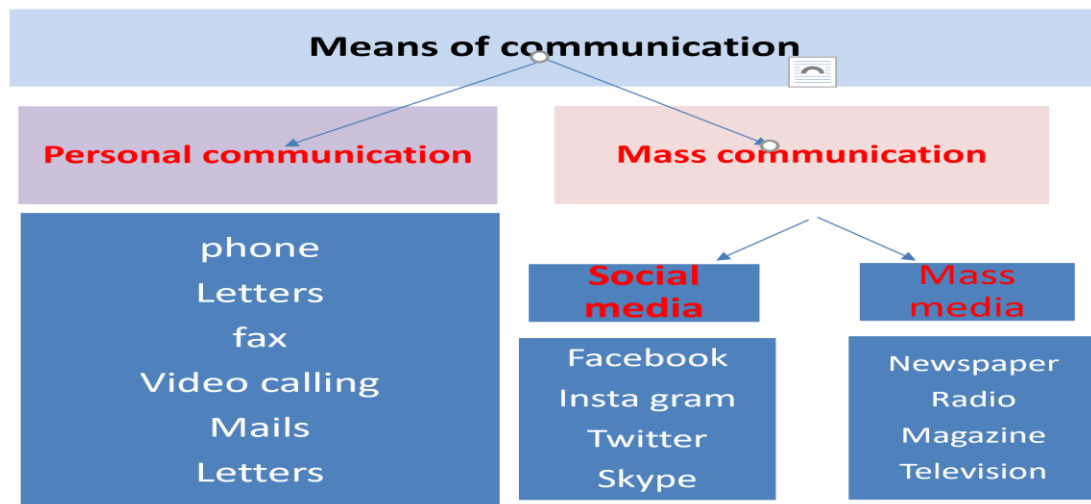
### ***Smart phones and e-readers***

- Each day newer and better machines that help communication, are coming out some of these are the smart Phone and the e-book reader.
- A smart phone combines the features of a phone and a computer. So it can be used to make telephone calls, send and e-mails and check office documents.
- It also allows you to play music and take photographs.
- An e-book reader, also called an e-reader, can be used for downloading and reading digital books and periodicals.
- All these latest means of communication have brought the world closer and helped to connect people better.

### ***I now know***

1. Sending and receiving Messages is called communication.
2. Letters and parcels are sent through the postal system.
3. The telephone is the fastest means of communication.
4. Newspaper, radio and television help to communicate with a large number of people at the same time.
5. The Internet and e-mail are now a popular means of communication.

## MEMORY MAP



### Let's Do

#### A. Write T for true and F for false sentences.

1. Long ago, trained pigeons delivered letters.
2. Letters reach faster than e-mails.
3. Television is the most popular means of mass communication in our country.
4. A fax machine is not connected to a telephone line.
5. India has the largest postal service in Asia.

#### B. Correct the jumbled words to get 'communication words'.

n w s p r e p e a                      s t l i t e l e a                      t e s l n v e i o i                      e i l m a

#### C. Arrange these in increasing order of time taken for messages to be delivered.

Telephone      postcard      e-mail courier mail

#### D. Answer the following questions.

1. What is the meaning of communication?
2. How do post offices help us communicate?
3. How were messages sent in the olden days?
4. What is the meaning of mass media?
5. What is the advantage of a telephone?
6. What has made communicating through computers possible?
7. Mention a few modern means of communication.

#### Multiple choice questions

1. Urgent written messages can be sent through
  - a. pigeons
  - b. speed post
  - c. magazines
2. The fastest means of communication is the
  - a. Speed Post
  - b. newspaper
  - c. telephone
3. We can send a written document instantly through a
  - a. fax machine
  - b. courier
  - c. newspaper
4. We can see 'live telecast of events because of
  - a. computers
  - b. satellites
  - c. mobile phones

**Teacher's Note**

Choose one example of personal communication and mass communication and write about them in your project record with pictures.

**Improve Your GK**

- Radio was invented by Guglielmo Marconi in the year 1890.
- Earlier urgent messages were sent as telegrams.
- In India the last telegram was sent on 15 July 2013.

**Answer Key –**

- A. 1. T  
2. F  
3. T  
4. F  
5. T
- B. newspaper  
Satellite  
Television  
E mail
- C. Post card  
Courier mail  
Email  
telephone
- D. 1. Sending and receiving information or message is called communication.

2. Postal system help us communicate through sending letters and parcels.
3. In old age trained pigeons carried message and people went on foot and animals to deliver messages.
4. The newspaper, magazines, radio and television are help to communicate with large number of people at the same time. So, they are called mass media.
5. The telephone is the fastest means of communication. We can talk to friends and relatives easily in our own city, in another city or even in another country.
6. Internet has made communicating through computer possible.
7. Mobile phone, computer, tablet, Email are some modern means of communication.

E. 1. Speed post   2. Telephone   3. fax machine   4. satellite

