

# UNIT-4

# First Aid

ابتدائی طبی امداد



Table of Contents	Page No.
<b>Section I: Words with Urdu Translation &amp; Synonyms</b>	46
<b>Section II: Urdu Translation</b> <b>Paragraph wise:</b> 1. The Need of First Aid 2. Cuts and Scrapes 3. Stop the Bleeding 4. Clean the Wound 5. Apply an Antibiotic 6. Cover the Wound 7. Change the Dressing 8. Watch for Signs of Infection 9. First Aid Kit	48
<b>Section III: Textbook Exercise</b> <b>Glossary</b> <b>Vocabulary</b> <b>Comprehension</b> A. Choose the correct answer B. Answer the questions C. First Aid process in the graphic organizer showing sequence	53
<b>Section IV: Grammar</b> A. Place Adverbs B. Replace Adverb with Adverb Phrase C. Use Gerund and Infinitive D. Identify Gerund and Infinitive E. Change the sentences into Passive voice	57
<b>Section V: Oral Communication Skills</b> A. Use expression to make an apology	60
<b>Section VI: Writing Skills</b> A. Paragraph on "How to take care of cuts and scrapes" B. Paragraph in past tense	60

## Section I: Words with Urdu Translation &amp; Synonyms:

## Paragraph-wise meanings &amp; synonyms of all important words in Unit -4:

Words	Meanings	Synonyms	Words	Meanings	Synonyms
<b>Paragraph 1 (K.B)</b>					
<b>Hurt</b>	چوٹ لگنا	Damage, injured	<b>Critical</b>	انتہائی اہم۔ خطرناک	dangerous
<b>Injured</b>	زخمی	Wounded, hurt	<b>Administer</b>	انتظام کرنا۔ دوائی کی خوراک دینا	manage, control, govern
<b>Unwell</b>		ill, sick, ailing	<b>Minimal</b>	کم سے کم	Least amount
<b>Temporary</b>		short term, momentary, transitory	<b>Equipment</b>	دوبارہ شروع ہونا	restart
<b>Immediate</b>	فوری۔ فوراً	instant, abrupt	<b>Unconscious</b>		lifeless, faint
<b>Timely</b>	بروقت	Well timed	<b>Assistance</b>		support, help
<b>Paragraph 2 (K.B)</b>					
<b>Handling</b>	نہننا	pick up, grasp, grip,	<b>Confidence</b>		assurance, self-belief
<b>Minor</b>	معمولی	Low, lesser	<b>Scrapes</b>	خراشیں	Scratch, cut
<b>Crisis</b>		disaster, catastrophe, calamity	<b>Essential</b>		vital, fundamental
<b>Tackle</b>	معاملہ سلجھانا	try to sort out	<b>Complication</b>	پیچیدگی	Difficulty, Hurdle
<b>Unexpected</b>	غیر متوقع طور پر	unlooked for, unforeseen	-	-	-
<b>Paragraph 3 (K.B)</b>					
<b>Elevate</b>	بلند	Raise, lift, promote	<b>Clot</b>	خون کالو تھرا۔ منجمد خون	lump, thicken
<b>Wound</b>	زخم	Cut, injury	<b>Resume</b>	رکاوٹ کے بعد پھر کرنے لگنا	Start again, restart
<b>Dislodge</b>		dislocate, displace, remove	<b>Spurt</b>		Burst, erupt

Words	Meanings	Synonyms	Words	Meanings	Synonyms
<b>Paragraph 4 (K.B)</b>					
Rinse out	دھو کر صاف کرنا	Clean ,wash	particles	ذرات	pieces
Irritate	جلن	Annoy , bother	Reduce	کم کرنا	Demote, lessen
Dirt	گندگی	Dust, smut	Infection	وبائی مرض	Disease, virus
Debris	ملہ زخم۔ غلاظت	Scrap, litter	-	-	-
<b>Paragraph 5 (K.B)</b>					
Thin	پتلی	Mild, slim	Ointment	مرہم	Cream, balm
Layer	پرت۔ جھلی	Sheet, fold	Rash	سرخ دھبا	Irritation
Antibiotic	جراثیم کش ادویات	Medicine for killing germs	-	-	-
<b>Paragraph 6-7-8 (K.B)</b>					
Exposure		uncovering	Pharmacy	دواخانہ۔ فارمیسی	Medicine store
Adhesive	لیس دار۔ چپکنے والا	Sticky, Gluey	Healing	شفایابی	Curative, remedial
Sterile		germ free	Drainage	رِسنہ۔ بہنا	Flow, waste water
Gauze	جالی دار پٹی	flimsy, fabric	Swelling	سوجن	bump
Elastic		flexible, yielding	-	-	-
<b>Paragraph 9 (K.B)</b>					
Kit	تھیلا۔ تھیلی	Box, bag	Antiseptic	جراثیم کش دوا	
Accessible		available, reachable	Wipes	صاف کرنے کے پونچھے	Rub off, swab
Recommend	تجویز کرنا	Suggest, propose	Swabs	زخم صاف کرنے کے پٹیوں	A material use to clean wound
Contents	مندرجات	Text, subjects	Tweezers	چمچی	Whizzer, tool to grasp things

Words	Meanings	Synonyms	Words	Meanings	Synonyms
Sticking		Clinging, staying	Latex	ربرٹ	Dye ,wax
Dressing		Bandage, cover	Fluid	سیال	Flowing, fluent
Wrapping	لپیٹنا	cover, enclose	Stranger	اجنبی	outsider, wanderer
Sprained	موج آگئی	turned, strained	Calamine	سکون پہنچانے والا	Comforting
Joints	جوڑوں کا	knot, link	Soothing	سکون بخش	calm, comfort
Sling	رومال پٹی	Swing, raise	Sunburns	دھوپ سے جلی ہوئی	inflamed, burnt
Emergency	ناگہانی ضرورت	crisis, urgent	Strings	ڈور	thread ,rope
Analgesic	درد کو آرام پہنچانے والی دوا	pain killer, soother	Tablets	گولی	pill, capsule

## Section II: Urdu Translation

### 1. The Need of First Aid (U.B)

We all need help at times in our lives. Sometimes we may have accidents and we may get hurt. When we are injured or suddenly become unwell, we need someone to help us - someone who knows what to do. It is the temporary and immediate help. This timely assistance, comprising of simple medical techniques, is most critical to the victims and is, often, life-saving. Any lay person can be trained to administer first aid. This first Aid can be carried out using minimal equipment. First aid knowledge ranges from taking care of cuts to dealing with an unconscious victim.

#### 1- ابتدائی طبی امداد:

ہم سب کو اپنی زندگی میں بسا اوقات (کبھی کبھار) مدد کی ضرورت پیش آتی ہے۔ بعض اوقات ہمیں حادثات کا سامنا کرنا پڑ سکتا ہے اور ہم زخمی ہو سکتے ہیں۔ جب ہم زخمی ہوتے ہیں یا اچانس بیمار ہو جاتے ہیں تو ہمیں کسی ایسے شخص کی مدد کی ضرورت ہوتی ہے جو جانتا ہو کہ کیا کرنا ہے۔ یہ ایک عارضی اور ہنگامی (فوری) مدد ہوتی ہے۔ یہ مدت مدد جو سادہ طبی مہارتوں پر مشتمل ہوتی ہے، حادثے کے شکار افراد کے لیے انتہائی اہم ہوتی ہے، اور اکثر زندگی بچانے کا باعث بنتی ہے۔ کسی بھی عام آدمی کو ابتدائی طبی امداد دینے کی تربیت دی جاسکتی ہے۔ یہ ابتدائی طبی امداد کم سے کم سامان استعمال کرتے ہوئے عمل میں لائی جاسکتی ہے۔ ابتدائی طبی امداد میں زخموں کی نگہداشت سے لے کر بے ہوش زخمی کے خیال رکھنے تک کا علم شامل ہے۔

## 2. Cuts and Scrapes (U.B)

Handling minor accidents at home or on the road develops a sense of crisis management. This may prepare people to tackle with unexpected emergencies with great confidence. Minor cuts and scrapes usually do not need to go to the emergency room. Yet proper care is essential to avoid infection or other complications. Following guidelines can help you to handle crisis and take care of all.

(LHR-2015 G-II) (LHR 2017 G-II)

### (2) - زخم اور خراشیں

گھریا سڑک پر معمولی حادثات کی دیکھ بھال سے نمٹنا ہنگامی حالت کو سنبھالنے کا احساس اجاگر کرتا ہے۔ یہ لوگوں کو غیر متوقع صورت حال کو انتہائی اعتماد کے ساتھ سلجھانے کے لیے تیار کر سکتی ہے۔ عام طور پر معمولی زخم یا خراشوں کے لیے ہنگامی صورت حال کے کمرے میں جانے کی ضرورت نہیں ہوتی۔ تاہم انفیکشن اور دوسری پیچیدگیوں سے بچنے کے لیے مناسب احتیاط ضروری ہے۔ مندرجہ ذیل ہدایات آپ کو ہنگامی صورت حال سے نمٹنے اور خیال رکھنے میں مدد دے سکتی ہیں۔

### • Stop the Bleeding (U.B)

Minor cuts and scrapes usually stop bleeding on their own. If they don't, apply gentle pressure with a clean cloth or bandage. Hold the pressure continuously for 20 to 30 seconds and if possible elevate the wound. Don't keep checking to see if the bleeding has stopped because this may damage or dislodge the clot that is forming and cause bleeding to resume. If blood spurts or continues flowing after continuous pressure, seek medical assistance.

### ○ خون بہنے کو روکیے

معمولی زخم اور خراشیں عام طور پر خود بخود ہی خون کے بہنے کو روک دیتی ہیں۔ اگر ایسا نہ ہو تو صاف کپڑے یا پیٹی کے ساتھ اس پر ہلکا سا دباؤ ڈالیں۔ بیس سے تیس سیکنڈ تک مسلسل دباؤ برقرار رکھیں اور اگر ممکن ہو تو زخم کو تھوڑا سا بلند کریں۔ یہ دیکھنے کے لیے کہ کیا خون کا بہاؤ رُک گیا ہے اس کا بار بار معائنہ نہ کریں کیونکہ اس سے منجمد خون جو بن رہا ہوتا ہے اپنی جگہ سے ہٹ سکتا ہے اور پھر سے خون کے بہنے کی وجہ بن سکتا ہے۔ اگر خون پھوٹ کر نکلتا ہے یا مسلسل دباؤ کے بعد بھی بہنا جاری رہتا ہے تو طبی امداد کی طرف رجوع کریں۔

### • Clean the Wound (U.B)

Rinse out the wound with clear water. To clean the area around the wound, use soap and a washcloth. But soap can irritate the wound, so try to keep it out of the actual wound. If dirt or debris remains in the wound after washing, use tweezers cleaned with alcohol to remove the particles. If debris still remains, see your doctor. Thorough cleaning reduces the risk of infection and tetanus.

### ○ زخم کو صاف کریں

زخم کو صاف ستھرے پانی کے ساتھ دھوئیں۔ زخم کے ارد گرد کی جگہ کو صاف کرنے کے لیے صابن اور دھونے والا کپڑا استعمال کریں۔ لیکن صابن کے استعمال سے زخم میں جلن پیدا ہو سکتی ہے، لہذا اسے زخم کے اصل حصے سے دور رکھنے کی کوشش کریں۔ اگر دھونے کے باوجود کچھ اور گندگی زخم میں رہتی ہے تو الکوحل سے صاف کی ہوئی چمچی کو ذرات ہٹانے کے لیے استعمال کریں۔ اگر غلاظت / گندگی ابھی باقی ہو تو اپنے ڈاکٹر سے ملیں۔ مکمل صفائی انفیکشن اور تشخ کے خطرے کو کم کر دیتی ہے۔

- **Apply an Antibiotic(U.B)**

After you clean the wound, apply a thin layer of an antibiotic cream or ointment to help keep the surface moist. The products don't make the wound heal faster, but they can help your body's natural healing process work fast. Certain ingredients in some ointments can cause a mild rash in some people. If a rash appears, stop using the ointment. (SGD 2017 G-II)

- جراثیم کش دوا لگائیے

زخم کو صاف کرنے کے بعد اس کے اوپر کی سطح کو نرم رکھنے کے لیے جراثیم کش کریم یا مرہم کی ہلکی تہ لگائیے۔ یہ کریم یا مرہم زیادہ تیزی سے زخم کو مندمل تو نہیں کرتیں لیکن یہ آپ کے جسم کے قدرتی صحت یابی کے عمل کو تیز کرنے میں مدد دے سکتی ہے۔ کچھ مرہموں میں بعض اجزاء کچھ لوگوں میں معمولی جلن کا باعث بن سکتے ہیں۔ اگر کوئی سرخ دھبہ ظاہر ہو تو مرہم کا استعمال روک دیں۔

- **Cover the Wound(U.B)**

Bandages can help keep the wound clean and keep harmful bacteria out. After the wound has healed enough to make infection unlikely, exposure to the air will speed wound healing.

- زخم کو ڈھانپئے

پٹیاں زخم کو صاف رکھنے اور نقصان دہ بیکٹیریا کو زخم سے دور رکھنے میں مدد دے سکتی ہیں۔ زخم اس حد تک ٹھیک ہو جانے کے بعد جبکہ انفیکشن کا خطرہ نہ ہو، ہوا میں کھلا چھوڑ دینا زخم کے مندمل ہونے کی رفتار کو تیز کر دے گا۔

- **Change the Dressing(U.B)**

Change the dressing at least daily or whenever it becomes wet or dirty. If you are allergic to the adhesive used in most bandages, switch to adhesive-free dressings or sterile gauze held in place with paper tape, gauze roll or a loosely applied elastic bandage. These supplies generally are available at pharmacies.

- پٹی تبدیل کریں

کم از کم روزانہ یا جب کبھی پٹی گیلی یا گندی ہو جائے تو اسے تبدیل کریں۔ اگر آپ کو پٹیوں میں استعمال ہونے والے چپکائے جانے والے مادے سے الرجی ہو جاتی ہے، تو اس کو تبدیل کر کے چپکائے جانے والے مادے کے بغیر والی پٹی یا جراثیم سے آزاد سوتی کپڑے کی پٹی کا استعمال جو کاغذ کی ٹیپ سے لگائی جاتی ہے، جالی دار پٹی کا رول یا ڈھیلی ڈھالی لچکدار پٹی کا استعمال کریں۔ یہ اشیاء عام طور پر دوا خانوں پر دستیاب ہوتی ہیں۔

- **Watch for Signs of Infection(U.B)**

See your doctor if the wound is not healing or you notice any redness, increasing pain, drainage, warmth or swelling.

○ انفیکشن کی علامات کی نگرانی کریں

اگر آپ کا زخم مندمل نہیں ہو رہا یا آپ کو اس میں سرخی، تکلیف کا اضافہ، پانی کا رسنا یا بہنا، تپش یا سوجن محسوس ہو تو ڈاکٹر سے رجوع کریں۔

### 3. **FIRST AID KIT(U.B)**

Every office, factory, home and school should have an accessible first-aid box with the following recommended basic contents:

(3) - ابتدائی طبی امداد کا سامان

ہر دفتر، کارخانے، گھر اور سکول میں ابتدائی طبی امداد کا ڈبہ موجود ہونا چاہئے جس میں تجویز کردہ درج ذیل بنیادی چیزیں شامل ہونی چاہئیں۔

#### 1. **First Aid Book (U.B)**

Clearly explains how to handle basic problems.

1- ابتدائی طبی مدد کی کتاب

واضح طور پر بیان کرتی ہے کہ بنیادی مسائل سے کس طرح نمٹنا ہے۔

#### 2. **Band-aids (Plasters) (U.B)**

Band aids or Sticking plasters are good for dressing small wounds. They come in all shapes and sizes for fingers, legs, and anywhere else you might get little cuts. Make sure the Band aid is big enough to cover the wound, if not you should use a dressing instead.

2- امدادی پٹیاں اور پلاسٹر

امدادی پٹیاں اور چسپنے والے پلاسٹر چھوٹے زخموں کی پٹی کے لیے اچھے ہوتے ہیں۔ وہ انگلیوں، ٹانگوں اور جسم کے کسی بھی حصے کے لیے جہاں آپ کو معمولی زخم آئے، تمام شکلوں اور ناپوں میں دستیاب ہوتے ہیں۔ اس بات کو یقینی بنائیں کہ امدادی پٹی اتنی بڑی ہو کہ زخم کو مکمل طور پر ڈھانپ سکے۔ اگر ایسا نہ ہو تو آپ کو اس کی بجائے پٹھے کی پٹی استعمال کرنی چاہئے۔

#### 3. **Elastic Bandages (U.B)**

The elastic bandages are good for wrapping sprained joints or making a sling in the case of a broken arm.

3- لچکدار پٹیاں

لچکدار پٹیاں موج والے جوڑوں یا ٹوٹے ہوئے بازو کی صورت میں سہارا دینے والی پٹی بنانے کے لیے مناسب ہیں۔

#### 4. **Gauze and Adhesive Tape (U.B)**

Gauze pads or rolls are cloth pads that are placed directly on a wound to protect and control bleeding (for larger cuts and scrapes). You will need adhesive tape to keep the gauze in place.

In an emergency, a clean cloth, hand towel, clean tee-shirt can be used to cover the wound.

4- چپکنے والی ٹیپ اور جالی دار پٹی  
جالی دار کپڑے کی گدی یا رول کپڑے کی ایسی گدیاں ہوتی ہیں جنہیں زخم کی حفاظت اور خون کے بہاؤ کو روکنے کے لیے براہ راست زخم پر رکھا جاتا ہے (بڑے زخم یا خراشوں کے لیے) آپ کو جالی دار پٹی کو اپنی جگہ پر برقرار رکھنے کے لیے چپکنے والی ٹیپ کی ضرورت ہوگی۔  
ہنگامی صورت حال میں ایک صاف کپڑا، دستی تولیہ، صاف ٹی شرٹ بھی زخم کو ڈھانپنے کے لیے استعمال کی جاسکتی ہے۔

#### 5. Antiseptic Wipes (Alcohol Swaps) and Cotton Wool (U.B)

5- جراثیم کش پونچھے (پٹیاں) اور روئی

#### 6. Safety Pins Tweezers (U.B)

6- حفاظتی بکسوں اور چمٹیاں

#### 7. Scissors (U.B)

A pair of scissors is needed to cut the tape and gauze.

7- قینچیاں (قینچی)

ٹیپ اور جالی دار پٹی کو کاٹنے کے لیے قینچی کی ضرورت ہوتی ہے۔

#### 8. Latex Gloves (U.B)

Latex gloves are always a good idea, especially if you are dealing with body fluids from a stranger.

8- ربڑ کے دستانے

ربڑ کے دستانے ہمیشہ ایک اچھا خیال ہوتا ہے خاص طور پر جب آپ ایک اجنبی کے جسم سے بہنے والی رطوبتوں کو صاف کر رہے ہوں۔

#### 9. Calamine Lotion (U.B)

Calamine lotion is used for soothing sunburns and strings.

9- سکون پہنچانے والا لوشن

سکون دینے والا لوشن دھوپ کے جھلساؤ اور ڈنگ کی صورت میں تسکین پہنچانے کے لیے استعمال کیا جاتا ہے۔

#### 10. Clinical Thermometer (U.B)

10- کلینیکل تھرمامیٹر:

طبی متقیاس الحرارة۔

#### 11. Analgesic Tablets (U.B)

Such as aspirin or paracetamol

11- درد کو دور کرنے والی گولیاں:

جیسے اسپرین یا پیرا سیٹامول



## Section III: Textbook Exercise

## Glossary Words with Urdu &amp; Textual Meanings (U.B)

Words	Meanings in Urdu	Textual Meanings
Accessible	قابل رسائی۔ استعمال کے قابل	easy for anyone to obtain and use
Adhesive	چسکنے والی۔ لیس دار	sticky, gluey
Antibiotic	جراثیم ختم کرنے والی دوا	a substance which is capable of destroying or inhibiting the growth of bacteria or other micro-organisms
Infection	وہ چیز جس سے بیماری پھیلتی ہو یا منتقل ہوتی ہو	the agency by which disease is caused or transmitted.
Ingredients	اشیا۔ چیزیں۔ اجزا	the substances that are combined to make something
Minor	جسامت کے اعتبار سے قدرے چھوٹی۔ کم	relatively small in size
Ointment	مرہم	a medicinal preparation in the form of a soft smooth paste
Rinse	کسی چیز کو فوری دھونا	wash something quickly
Tweezer	چھٹی	a small pair of pincers for taking up small objects, plucking out hairs, etc. also pair of tweezers

## Vocabulary

- A. Many fields have a specialized vocabulary. Identify specialized vocabulary related to medical field in the text. (K.B)

Specialized	What I think it means?	What does it mean?
Scrapes	Rashes	An injury or a mark caused by rubbing against something rough.
infection	Illness	The act or process of causing or getting a disease.
Ointment	Cream	A smooth substance that you rub on the skin to heal a wound.
Bandage	Plaster	A strip of fabric used for tying around a part of body that has been hurt.
Dressings	Swabs	A piece of soft material placed over a wound in order to protect it.
Stitches	Threads	Short pieces of thread that doctors use to sew the edges of a wound together.

- B. Complete the missing letters in the words below to match the meanings given on the right. All these words have prefix dis-. (K.B)

Words	Meanings
<u>Dis</u> locate	to put out of place
<u>Diss</u> satisfied	to be unhappy
<u>Distr</u> act	to divert
<u>Dis</u> qualify	to exclude
<u>Dis</u> believe	to doubt
<u>Dis</u> approve	to reject

The prefix dis- has the meaning of 'devoid'.

- C. Now use the above words in sentences. (U.B)

Words	Sentences
Dislocate	He dislocated his joint in a road accident.
Dissatisfied	He was dissatisfied with his performance in the examination.
Distract	He told his friend not to distract him while he was studying.
Disqualify	He was disqualified from the race for breaking the rules.
Disbelieve	Infidels were the people who disbelieved the Holy Prophet S.A.W.
Disapprove	His parents disapproved his plans for going abroad.

- D. Further reading activity (U.B)

Go through the list of idioms in a grammar book and find five idioms which start with 'to-infinitive'. Write Urdu equivalents of these idioms also.

Example: To owe is woe.

- |  |   |
|--|---|
| 1) To err is human, to forgive divine. | قرض بڑی بلا ہے۔<br>غلطی کرنا انسان کا کام ہے۔ بخشنار حمن کا کام ہے۔ |
| 2) To call a spade a spade.            | سچی بات کرنا۔   |
| 3) To beat about the bush.             | ادھر ادھر کی بات کرنا۔  |
| 4) To build castles in the air.        | ہوائی قلعے تعمیر کرنا۔  |
| 5) To blow one's own trumpet.          | اپنے منہ میاں مٹھو بٹنا۔  |

**A. Choose the correct answers. (A.B)**

1. **If blood spurts or continues flowing after continuous pressure, \_\_\_\_\_.**
  - (a) do first aid
  - (b) apply gentle pressure with a clean cloth
  - (c) seek medical assistance
2. **Thorough cleaning reduces the risk of \_\_\_\_\_.**
  - (a) infection and tetanus
  - (b) allergy
  - (c) rash
3. **If a/an \_\_\_\_\_ appears, stop using the ointment.**
  - (a) infection
  - (b) rash
  - (c) allergy
4. **Change the dressing at least \_\_\_\_\_.**
  - (a) weekly
  - (b) twice a day
  - (c) daily
5. **Band aids or sticky plasters are good for dressing small \_\_\_\_\_.**
  - (a) wounds
  - (b) burns
  - (c) fractures

**B. Answer the following questions. (U.B)**

1. **You should not keep checking if the bleeding has stopped? Why?**

(LHR-2014 G-II, 2017G-II)

**Ans:** We should not keep checking if the bleeding has stopped because this may damage or dislodge the clot that is forming and this may cause bleeding to resume.

2. **Why is it necessary to keep away soap from the wound?**

(GRW 2017G-II) (MTN 2017G-I)(SGD 2017G-I)(SGD 2017G-II)

**Ans:** It is necessary to keep away soap from the actual wound because it can irritate the wound.

3. **How is an antibiotic cream or ointment good in healing the wound?**

(GRW-20154G-II)(BWP 2017G-II)

**Ans:** An antibiotic cream or ointment is good in healing the wound because it helps to keep the surface moist. Although cream or ointment does not make the wound heal faster but it can help the body's natural healing process work fast.

4. **What should you do if you are allergic to adhesive material used in most bandages?**

**Ans:** If you are allergic to adhesive material used in most bandages, switch to adhesive free dressings or sterile gauze held in place with paper tape, gauze roll or loosely applied elastic bandages.

**5. When do you need to see a doctor? (LHR-2016 G-I)(FSD2017G-II)**

**Ans:** If the wound is not healing or we notice any redness, increasing pain, drainage warmth or swelling, we should see a doctor.

**6. What should your first aid kit consist of?**

**(LHR-2015 G-I & II, 2017 G-I)(DGK 2017G-II)**

**Ans:** Our first aid kit should consist of first aid book, band - aids, elastic bandages, gauze and adhesive tape, antiseptic wipes and cotton wool, safety pins and tweezers, scissors, latex gloves, calamine lotion, clinical thermometer and analgesic tablets.

### **Additional Questions (U.B)**

**1. What is the main theme of this Unit?**

**Ans:** First Aid means responding to an emergency situation. Accidents happen always unexpectedly. But a life can be saved by having a basic knowledge of what to do in emergency and knowing proper first aid procedures. Basic training in first aid skills should be taught in schools, in work places and, in general, be learnt by all, as it is mandatory to our modern and stressful life.

**2. What is the importance of knowledge of First Aid' in crisis management?**

**Ans:** It is important because this knowledge saves life. We can save lives of people by providing them First Aid.

**3. What do we mean by First Aid and why it is important?**

**Ans:** First Aid means responding to an emergency situation. It is important as accidents happen always unexpectedly.

**4. How can a life be saved?**

**Ans:** A life can be saved by having a basic knowledge of what to do in emergency and by knowing proper first aid procedures.

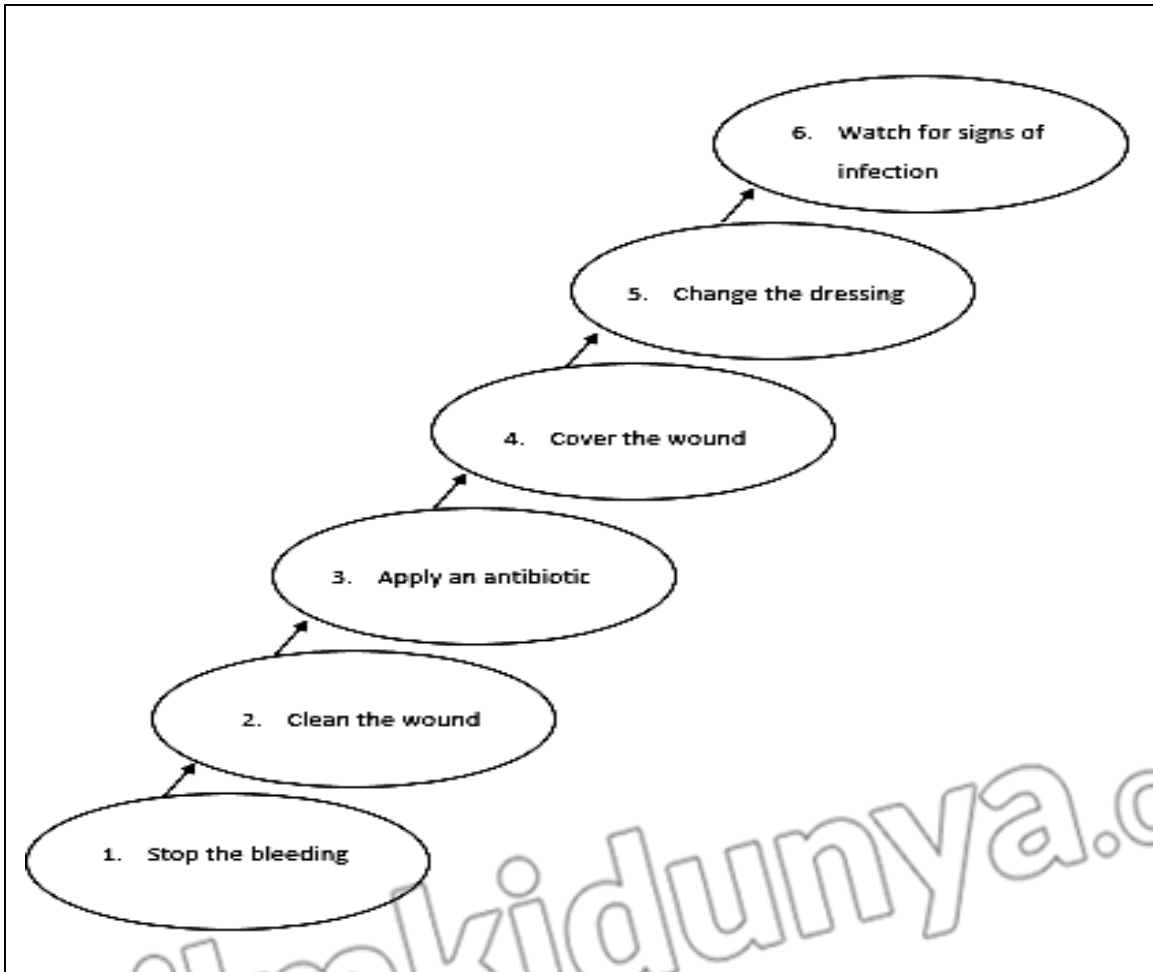
**5. At what stage the 'basic training in First Aid' skills be taught?**

**Ans:** Basic training in first aid skills should be taught in schools, in work places and in general, be learnt by all, as it is mandatory to our modern and stressful life.

**Patterns of text organizations. (U.B)**

Text structure	Signal words	Signal to reader
Sequence/procedure 1 • 2 • 3	first, after, next, then, third, finally etc.	A sequence of steps or events in a process is being described.

**C. Read the First Aid Process of cuts and scrapes .put the relevant information in the graphic organizer showing sequence. (U.B)**



**Section IV: Grammar**

**Adverbs (K.B)**

A word that modifies the meaning of a verb, an adjective, or another adverb is called an adverb. Adverbs usually come in the following positions in a sentence.

**Position of Adverbs (A.B)**

**A. Place adverbs at appropriate places. (A.B)**

1. I am **always** happy when it is my birthday. (Always)
2. My brother gets up at six o'clock from Monday to Friday as he **often** goes jogging. (Often)
3. He went to the market **last night**. (last night)
4. Have you **ever** been to Hunza Valley? (ever)
5. The birds were chirping **beautifully**. (beautifully)
6. I'm **still** waiting for Khalid to arrive. I have been waiting for over twenty minutes! (still)
7. He saw a blind beggar **in the market**. (in the market)

**Adverb phrase (U.B)**

An adverb phrase is a group of words that functions like an Adverb.

**Examples:**

- (a) He works **carefully**.
- (b) They rested **at sunset**.

In example (a), **carefully**, is an adverb. In example (b), **at sunset**, is an adverb phrase which does the work of an adverb.

**B. Find a suitable adverb to replace each adverb phrase in the following sentences. (A.B)**

1. Our teacher wanted that work to be done **without delay**. (timely, in no time)
2. She is **without doubt** the most caring person I have met. (doubtlessly, undoubtedly)
3. This plant flowers **once every year**. (annually, yearly)
4. You should complete the work **in a while**. (soon)
5. The two old friends met each other **by accident**. (accidentally)

**Gerunds and Infinitives (A.B)**

These verbs can take GERUNDS after them:		These verbs can take INFINITIVES after them:	
<b>enjoy</b>	Salman <u>enjoys playing</u> tennis.	<b>hope</b>	I <u>hope to learn</u> gerunds.
<b>finish</b>	Maryam <u>finished doing</u> her homework.	<b>expect</b>	I <u>expect to improve</u> my English.
<b>quit</b>	Jamil <u>has quit smoking</u> .	<b>Plan</b>	Sara <u>plans to attend</u> college.
<b>put off</b>	Pasha always <u>puts off cleaning</u> his room.	<b>intend</b>	Mehak is <u>intending to go</u> .
<b>postpone</b>	We <u>postponed having</u> the picnic.	<b>mean</b>	He <u>meant to say</u> "deer" "not deer".

After some verbs (being, start, continue, like, love, hate, intend, and prefer) you can usually use either a gerund or an infinitive. There is practically no difference in meaning.

**Exception:** After would/should + like/love, only the infinitive can be used.

**Gerunds (U.B)**

A Gerund is that form of the verb which ends in -ing, and has the function of a noun.

- a. **Swimming** is good exercise.
- b. I like **swimming**.
- c. My favourite hobby is **swimming**.

**Infinitives (U.B)**

An infinitive is a non-finite verb form consisting of to+1<sup>st</sup> form of verb.

- a. You are free **to go** to your mosques.
- b. He made people **work**.

The words given in bold have no subject. We say that **to go** is the infinitive of the verb. Sometimes 'to' is used as in example a, sometimes infinitive **without to** is used as in example b.

**C. Complete the following sentences with infinitive or gerund which ever is appropriate. (A.B)**

1. We felt the plane **shaking** (shake) in the storm.
2. I've always disliked **smoking** (smoke).
3. Where did you learn **to speak** (speak) French.
4. Is the exhibition worth **visiting** (visit)?
5. I don't mind **getting up** (get up) early.
6. We'd love **to come** (come) with you.
7. She seems **to know** (know) this place.

**D. Identify gerund and infinitives in the following sentences. (A.B)**

1. Minor cuts and scrapes usually stop **bleeding** (gerund) on their own.
2. **To clean** (infinitive) the area around the wound, use soap and a washcloth.
3. Don't keep **checking** (gerund) **to see** (infinitive) if the **bleeding** (gerund) has stopped.
4. So try **to keep** (infinitive) it out of the actual wound.
5. If a rash appears, stop **using** (gerund) the ointment.
6. If dirt or debris remains in the wound after **washing** (gerund), use tweezers cleaned with alcohol **to remove** (infinitive) the particles.

**E. Change the following sentences into the passive voice. Subject in the passive sentences may be skipped. (A.B)**

Passive voice with modals "can, may, might, should, must, ought to, will"

**Formulas:-**

**Active voice:** Subject + modal verbs + first form of the verb + object

**Passive Voice:** Object + modal verbs + be + 3rd form of the verb + subject

1. You must put out all smoking materials.

**P.V** All smoking materials must be put out by you.

2. You must fasten the seat belt.

**P.V** The seat belt must be fastened by you.

3. They will demonstrate safety precautions.

**P.V** The safety precautions will be demonstrated by them.

4. You should read the safety instructions.

**P.V** The safety instructions should be read by you.

5. You can store small packages in the overhead compartment.

**P.V** Small packages can be stored by you in the overhead compartment.

### Section V: Oral Communication Skills

#### Useful expressions to make an apology. (U.B)

- I'm so sorry.....
- I hope you aren't too upset (offended) about.....
- I must have to apologize.
- I feel so mean (about).....

**Situation:** You realize that you were wrong in arguing with your friend. Now you want to Patch up. How would you apologize? (U.B)

**Me:** I'm so sorry dear. I realized that I was wrong in my arguments yesterday.

**Friend:** It's ok. I did not mind it.

**Me:** I hope you aren't too upset about it.

**Friend:** I am fine. You need not worry.

**Me:** I feel so mean about my behaviour.

**Friend:** Forget about it dear.

**Me:** I should apologize.

**Friend:** You are my best friend forever. You need not to apologies.

**Me:** I love you from core of my heart.

### Section VI: Writing Skills

- A. Write a paragraph on “**How to take care of cut and scrapes**”. Use transitional devices e.g. first, next, then, after, that, in the end etc.to join sentences within the paragraph. (K.B)



First of all, wash your hands. Then stop the bleeding. Minor cuts and scrapes usually stop bleeding on their own. If needed, apply gentle pressure with a clean bandage and elevate the wound until bleeding stops. After that clean the wound. Rinse the wound with water. Remove any dirt or debris with a sterilized tweezers. Then apply a thin layer of an antibiotic ointment to keep the surface moist and help prevent scarring. Certain ingredients in some ointments can cause a mild rash in some people. If a rash appears, stop using the ointment. Then cover the wound with the help of a bandage, rolled gauze or gauze held in place with paper tape. Then change the dressing. Do this at least once a day or whenever the bandage becomes wet or dirty. After that try to provide a tetanus injection to the patient. In the end, watch for signs of infection. See a doctor if you see signs of infection on the skin or near the wound, such as redness, increasing pain, drainage, warmth or swelling.

- B. Did you ever get cuts and scrapes? How did you give yourself first Aid? Write a paragraph in past tense.** First make an outline with the help of mind map given below. (K.B)

First Person Narrative? First Person Narrative is <b>“I”</b>	
<b>What happened?</b> Once, I met an accident when I was on my way to home from my school.	
<b>When did it happen?</b> While crossing the road a bike hit me. I fell down on the road. I got cut and scrapes. My elbow and foot started bleeding.	<b>Where did it happen?</b> As it happened, on a busy road. Many people gathered around me, two of them provide me First Aid by applying iodine on my wounds and cover my wound with a bandage.
<b>Main event: How will you grab your readers' attention?</b> After I had met an accident and got First Aid people took me to the hospital in a car.	
<b>Is there a problem?</b> Where I was treated by the doctor and got tetanus shot.	<b>What is the solution?</b> After getting first aid in time and treated properly by doctor in the hospital, I feel better. I say thanks to all people who helped me and came back home.