

## **RECOMMENDATIONS**

Recommendation is a suggestion or proposal as to the best course of action, especially one put forward by an authoritative body. It is written to observe it for better execution of work.

Note: It begins with the pronoun 'you' you can write like 'you should/ not',  
'you must /not'.

### **Example**

#### **1. Write eight set of recommendations to attend the interview.**

- 1) You should dress neatly.
- 2) You should take all the original certificates.
- 3) You should take the interview call letter.
- 4) You should arrive the spot on time.
- 5) You should ask permission before entering the hall.
- 6) You should not be nervous.
- 7) You should speak only the true details.
- 8) You should avoid the lengthy answers

#### **2. Write eight set of recommendation to safeguard yourself against ATM banking frauds.**

- a. You should keep your ATM card in a secure place
- b. You should cover keypad when entering PIN
- c. You should block the card immediately if you lose your card.
- d. You should use pin secretly.
- e. You should memorize PIN
- f. You should not handover your ATM card to any other person
- g. You should not ask help from strangers
- h. You should not leave ATM till your transaction is over.

#### **2. Write eight set of recommendation to avoid global warming.**

1. You should plant more trees.
2. Deforestation should be avoided.
3. You should avoid burning plastic products.
4. You should minimize the usage of refrigerators.
5. Burning of fossil fuels should be avoided.
6. Usage of vehicles should be reduced.
7. You should avoid jet engine.
8. Awareness should be created among the public to save ozone layer