



What's in the Mailbox?

**Gyan Bharati School
Saket, New Delhi
Affiliated to C.B.S.E**

Subject: English

Grade: 3

Unit: 8

Chapter: What's in the Mailbox?

Topic: Informal Letter Writing

Name of the book: Marigold, NCERT

Name of the School: Gyan Bharati School

Saket, New Delhi



Acknowledgements

We express our sincere gratitude to all those who helped us in the process of creating our graphic novel.

The Director, Mrs. Lata Vaidyanathan for her vision and initiative.

The Principal, Mrs. Nishi Misra Manglik for her constant guidance, support and encouragement.

The advisor, Mr. Sandeep Sethi for his valuable inputs.

The mentor teachers, Mrs. Anupama Chand and Mrs. Trinu Jain for their support and guidance.

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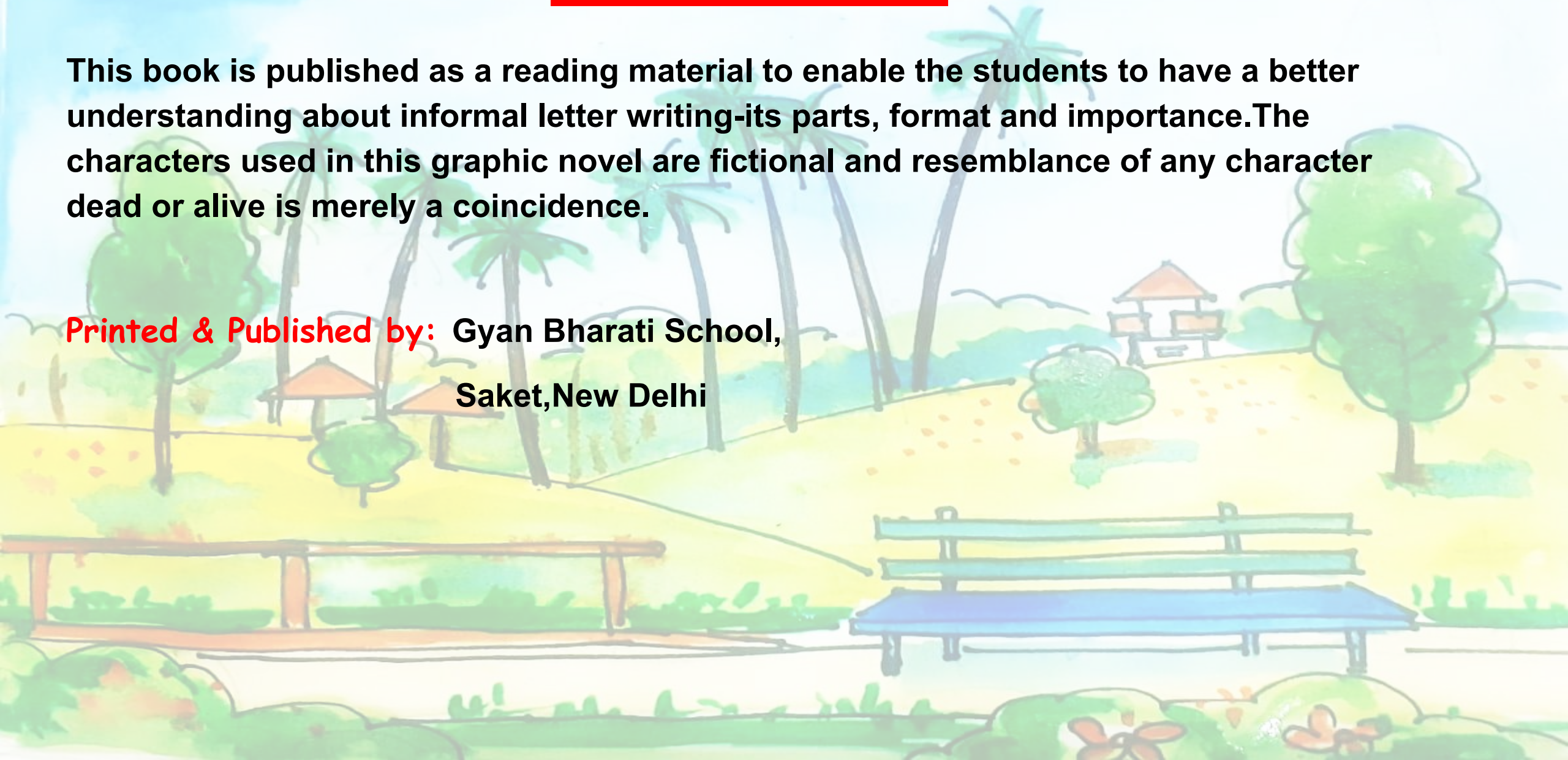
Sources of Information:

Marigold-3, NCERT

Disclaimer

This book is published as a reading material to enable the students to have a better understanding about informal letter writing-its parts, format and importance.The characters used in this graphic novel are fictional and resemblance of any character dead or alive is merely a coincidence.

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Saket, New Delhi





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To access the comic book and additional interactive digital content, and download DIKSHA app from Google Play store on your Android smartphone or tablet

A watercolor illustration of a tropical village. In the foreground, there's a dirt path leading through a lush green landscape. Several palm trees are scattered throughout the scene, some in the background and some in the mid-ground. There are several small, simple huts with thatched roofs, some of which are partially obscured by the trees. The overall style is soft and artistic, with a focus on natural elements and a warm, sunny atmosphere.

Learning Outcomes:

Learners will be able to:

- write informal letter and messages with a sense of audience.
- understand the structure, parts and importance of an informal letter.
- learn about other means of communication used earlier.

Know the Characters



Krishna Murthy, an inquisitive, tall, and young lad of 9 years feels sad and gloomy being at home because of lockdown. His trip to Tamil Nadu, has been cancelled amidst the pandemic. He craves for the love, the bedtime stories that his grandfather used to shower upon him when they met.

Vishwanathan, Murthy's grandfather, an aged man of 70 feels sad of not meeting his dear grandson due to the pandemic because country is in the state of lockdown. He follows his traditional way of communicating through writing a letter.



Lakshmi, Murthy's mother, a responsible and an educated homemaker who makes Murthy aware of the 'golden days' when there were no telephones, emails and people communicated through letters.

Know the Characters



Gopal Krishna Iyer: Murthy's father who is 35 returns home from his office to break the news of nation wide lockdown to his family. He makes his children aware of traditional means of communication. He teaches them to write an informal letter.

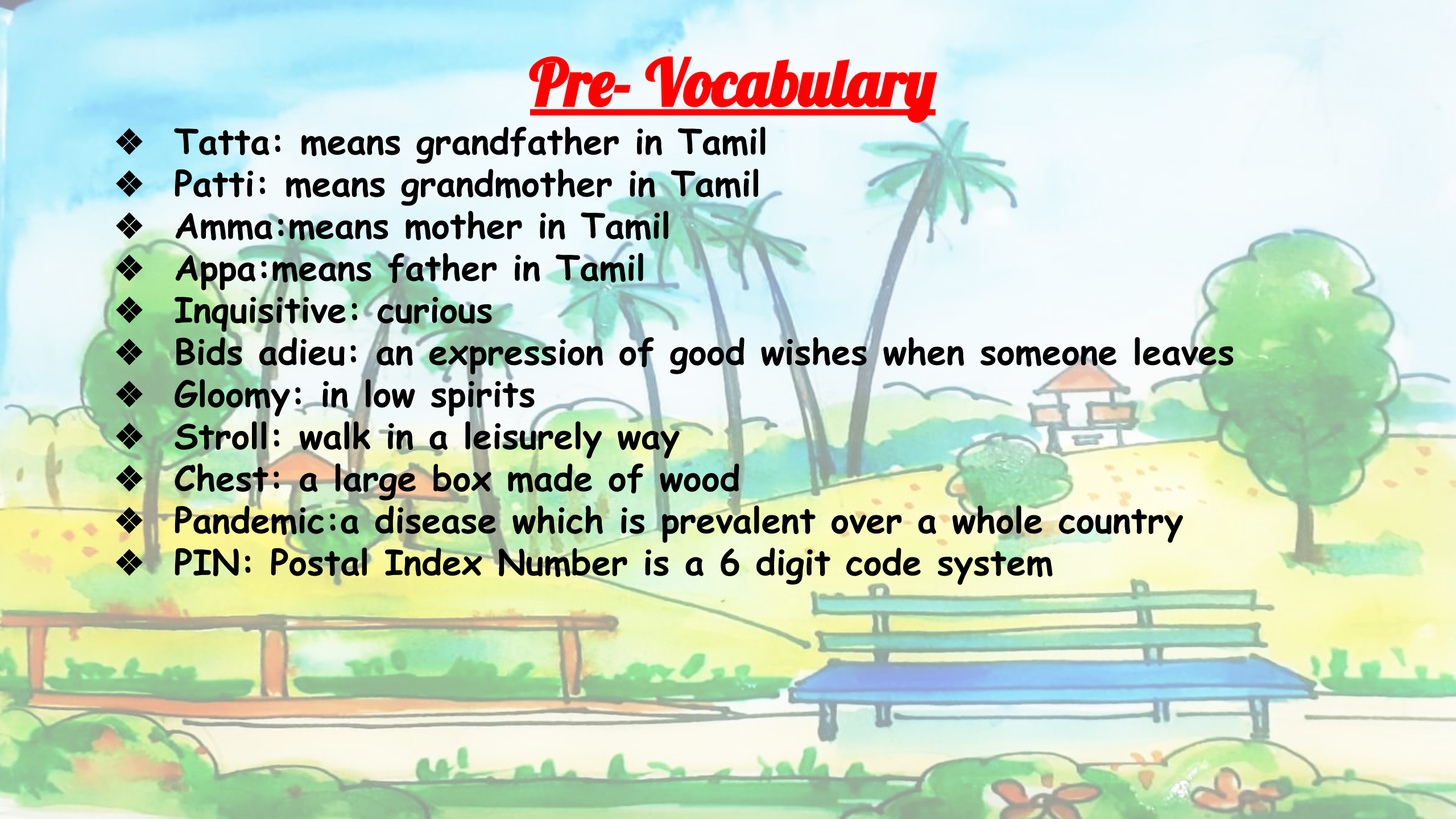
Aradhya: Murthy's smart, inquisitive sister who is just 6 and always keen to learn more. She is curious to know the traditional ways of communication. Being differently abled, she is extremely intelligent. Her passion to learn about new things is extraordinary.



Postman: A middle aged man who consoles sobbing Murthy. He cheers him up by handing a letter given by his grandfather.

Pre- Vocabulary

- ❖ Tatta: means grandfather in Tamil
- ❖ Patti: means grandmother in Tamil
- ❖ Amma: means mother in Tamil
- ❖ Appa: means father in Tamil
- ❖ Inquisitive: curious
- ❖ Bids adieu: an expression of good wishes when someone leaves
- ❖ Gloomy: in low spirits
- ❖ Stroll: walk in a leisurely way
- ❖ Chest: a large box made of wood
- ❖ Pandemic: a disease which is prevalent over a whole country
- ❖ PIN: Postal Index Number is a 6 digit code system



A background illustration featuring a young boy with dark hair, wearing a yellow shirt and dark shorts. He is looking upwards with a thoughtful expression. To his right, a glowing yellow lightbulb is shown with several rays emanating from it. In the top left corner, there are some faint, sketchy drawings of what appear to be bowls or plates. The overall style is soft and illustrative.


Introduction

Have you ever wondered how people used to send messages when they stayed away from each other?

This story is set in Tamil Nadu, South India where a young boy named Murthy wishes to visit Chennai to meet his Tatta and Patti, but due to lockdown he needs to stay at home. This fun-filled yet emotional story is about a boy Murthy who receives a letter from his grandfather instead of an e-mail or a text message.

The letter surprises Murthy as he has never received a letter from anyone before. Murthy and his younger sister Aradhya learn a lot about letters from their Amma and Appa who also help Murthy to write a reply to his Tatta.

Let us all help Murthy too and enter the world of letters...




Thank you
ma'am! We all
wish you the
same.

Alright children! I
wish you all Happy
Holidays! Stay
Safe!



Amma Amma!!!
Finally, our
vacation has
begun! Let's begin
packing to visit
Patti and Tatta
for Pongal. I
can't wait to meet
them!

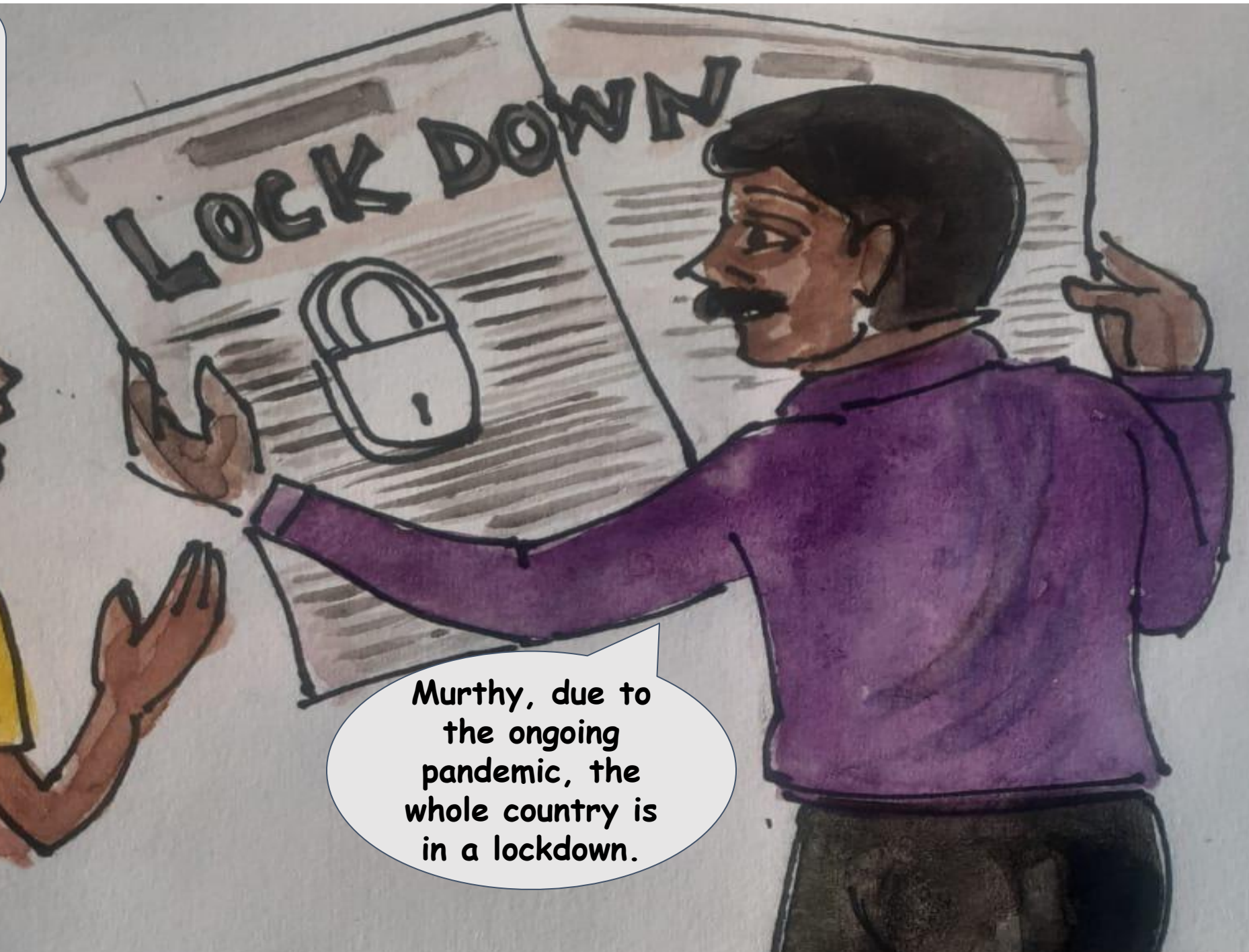
Unfortunately, this
break we won't be
able to visit your
Tatta.

A woman in a red sari with a yellow border is sitting on the floor, milking a cow in a large black pot. She has a bindi on her forehead and is wearing a white flower garland. To her left, a boy in a yellow shirt and a girl in a red sari are sitting on a striped mat, watching her. The boy is speaking to the girl. In the background, there is a wooden structure and a shelf with various items. The scene is set in a simple, rural environment.


But why? That means no Patti's payasam this time and no Tatta's bedtime stories?

I'm sorry, dear, but not this time.

Murthy's father returns from work and shows the newspaper to Murthy where it is written- LOCKDOWN.



Murthy, due to the ongoing pandemic, the whole country is in a lockdown.



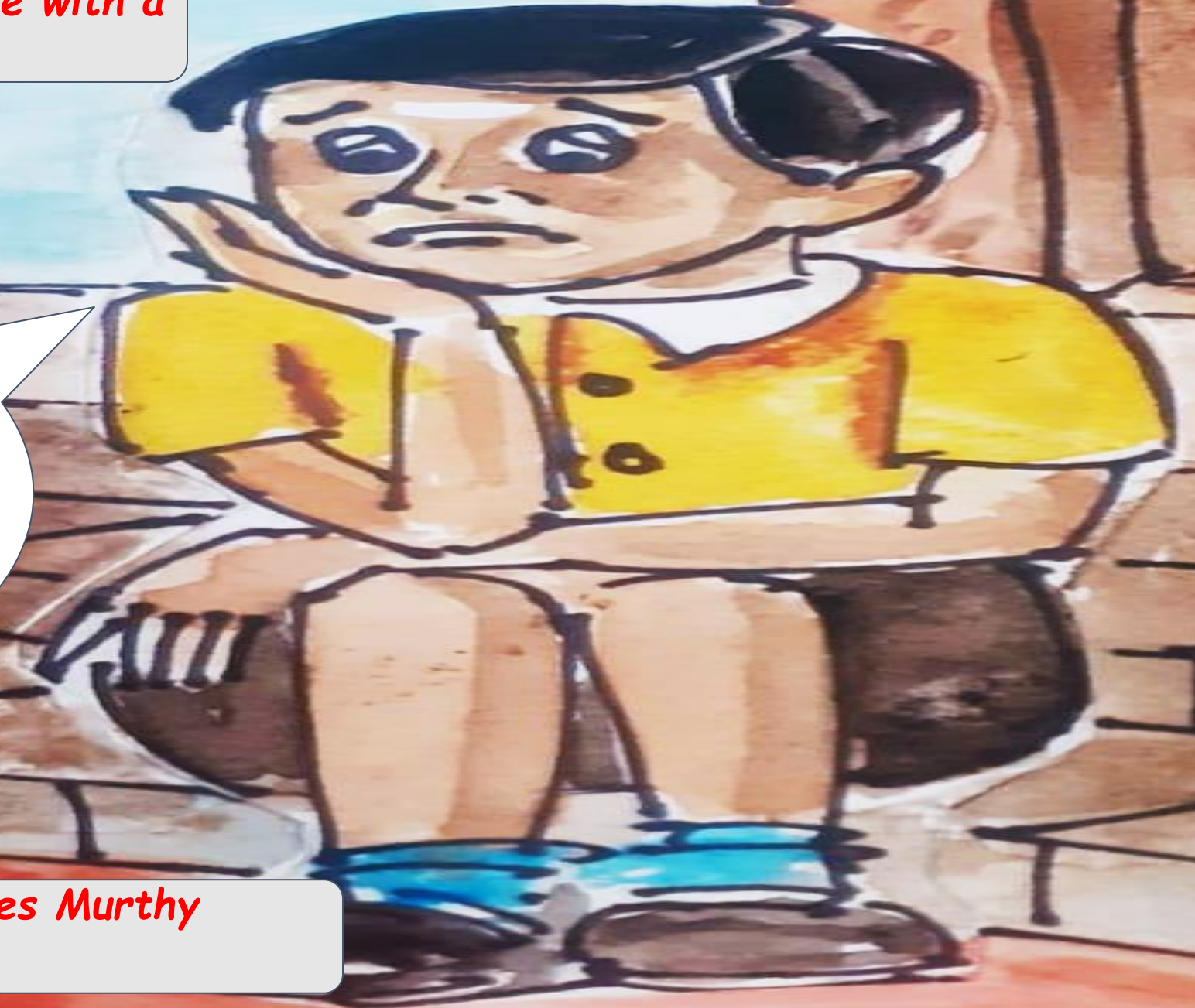
What is
lockdown, Appa?


That means
people need to
stay in their
homes and not go
out anywhere to
stay safe.

(Murthy goes out of the house with a heavy heart.)

I had made so many plans with Tatta. I wanted to listen to Tenali Raman's stories from him. Celebrating Pongal without Tatta is sad.

(A little while later, a postman sees Murthy sobbing bitterly.)



A colorful illustration of a postman in a yellow uniform and a white face mask, holding a letter in a white envelope with a red and blue striped border. He is handing the letter to a young boy sitting on a wooden bench. The boy is wearing a yellow shirt and a black cap, looking up at the postman with a curious expression. The background shows a simple outdoor setting with a brick wall and a wooden bench.

Don't cry little Murthy. Here, I have something from your Tatta.

Really? What have you got for me uncle?

The postman hands over the letter to Murthy and bids him adieu.

(Murthy comes inside in excitement. He opens the letter and reads the first two words.)



Dear
Krishna!!!
Tatta calls
me Krishna!

Krishna Murthy reads the heart-touching letter....


21, Nallapan Street
Mylapore, Chennai-600004
25 Dec.2020

Dear Krishna,
Just because you can't see me doesn't mean that I'm not there. I miss our evening walks around the village. It gives me so much pleasure when you sit on my knee and listen to my stories. But don't worry! We will meet soon and celebrate Pongal together when the time is right and enjoy each others' company.

Yours lovingly,
Tatta

Murthy dances with joy and shows the letter to his Amma.





What do we write in a letter, Amma?

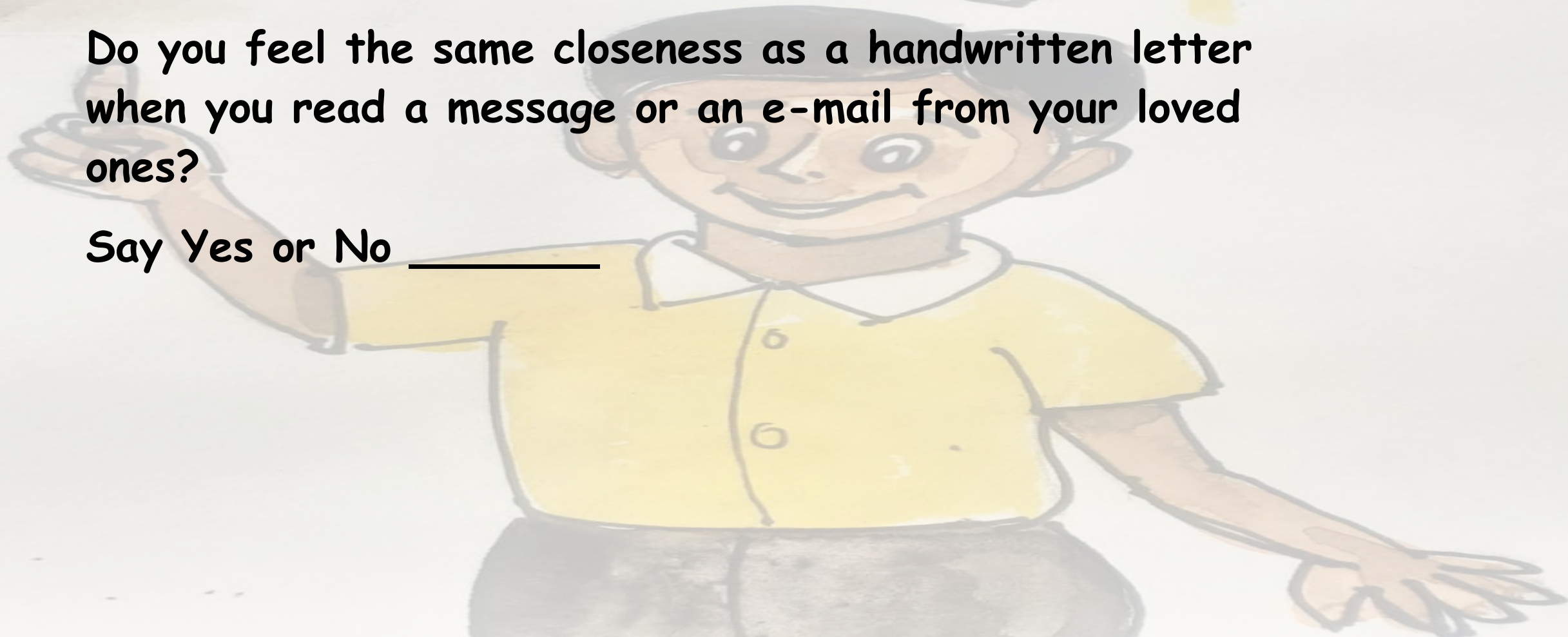
I will tell them that celebrating Pongal without Patti's payasam is all dark and gloomy.

You can ask Patti if she is fine or whether she is missing you or not?

Let's put on our thinking caps!

Do you feel the same closeness as a handwritten letter when you read a message or an e-mail from your loved ones?

Say Yes or No _____






Come on kids!
Let's take a little
stroll in the park
and I'll tell you
about how people
used to exchange
messages in olden
times.

I'll also come
with you, Appa!
I too want to
know all about
it.

Sure, Appa, I want
to know all about
it. Let's go!



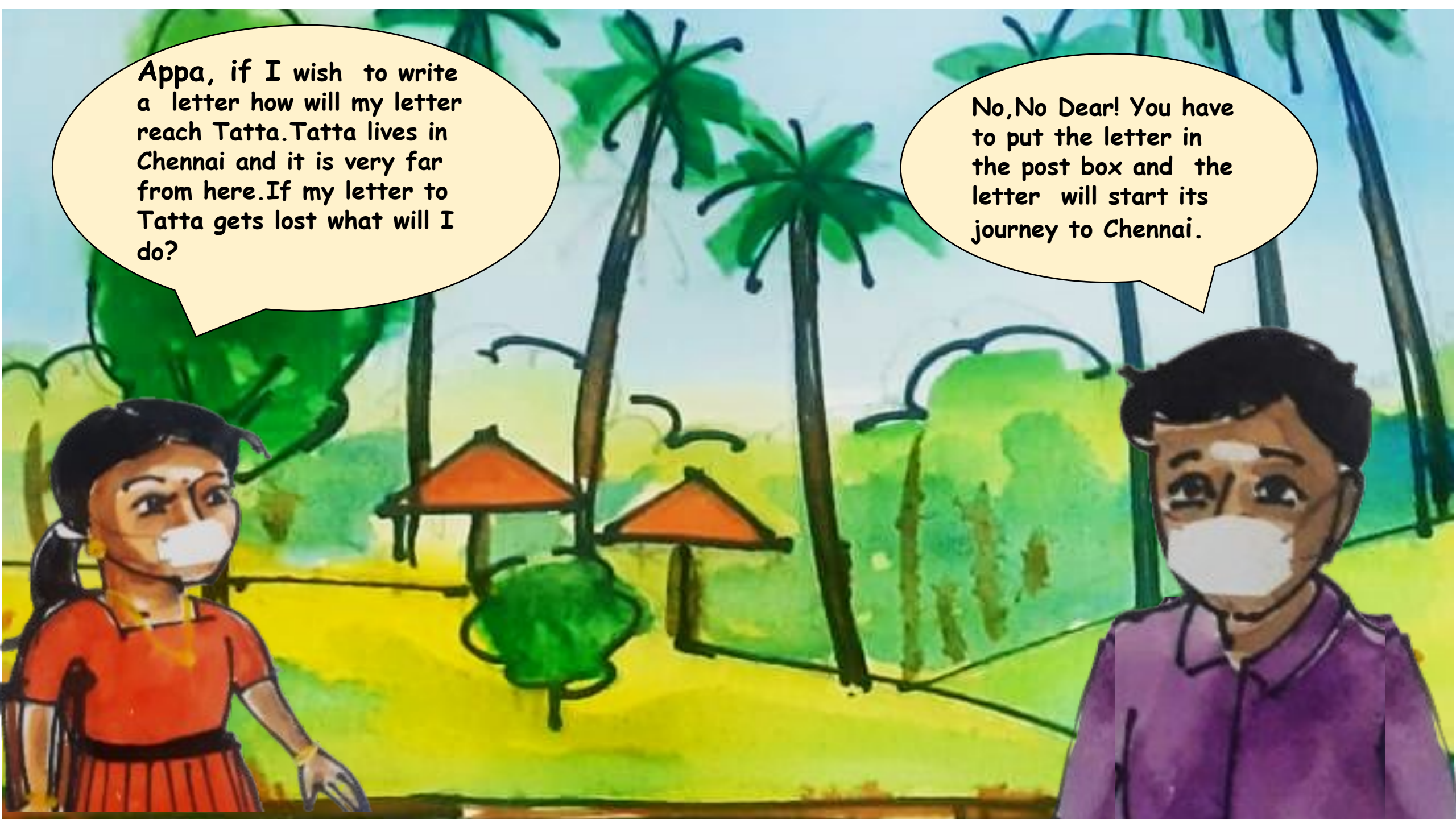


Come, Aaradhya!
Hold my hand I'll
help you walk
through it.

Oh! They have built
a ramp around here.
Now it will be easier
for me to walk.


In olden days, pigeons were trained to carry letters. But now these days letters can reach anywhere.






Appa, if I wish to write a letter how will my letter reach Tatta. Tatta lives in Chennai and it is very far from here. If my letter to Tatta gets lost what will I do?

No, No Dear! You have to put the letter in the post box and the letter will start its journey to Chennai.



Oh! That red box
that is tied to
the big coconut
tree on the way
to the market.





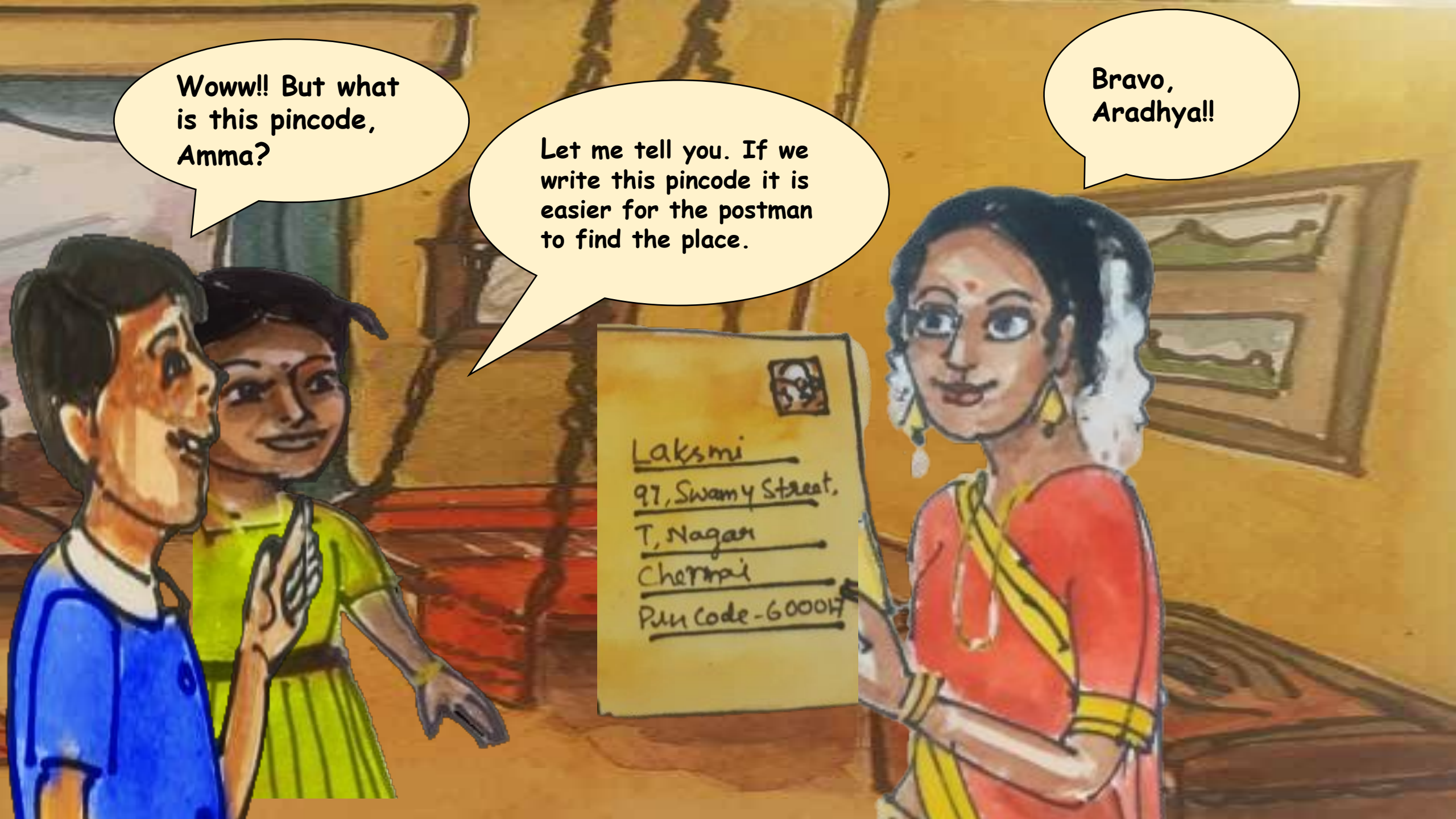
**Good observation,
Murthy!
Come on kids, time
to head back
home.**



Father and children return home. Aradhya and Murthy run towards their mother who is in the room.

See, what have I taken out from the chest for my curious kids! This is an old postcard which my Amma sent to me when I was studying in Queen Mary's college.






Woww!! But what is this pincode, Amma?

Let me tell you. If we write this pincode it is easier for the postman to find the place.

Bravo, Aradhya!!

Lakshmi
97, Swamy Street,
T, Nagar
Chennai
Pin Code - 600047



But what is the use of these stickers on the letter?


Krishna, these are not just ordinary stickers. They are called stamps. They show payment done for the postal services.

Let's find out!

Explore and find out the cost of different stamps available at the post office.

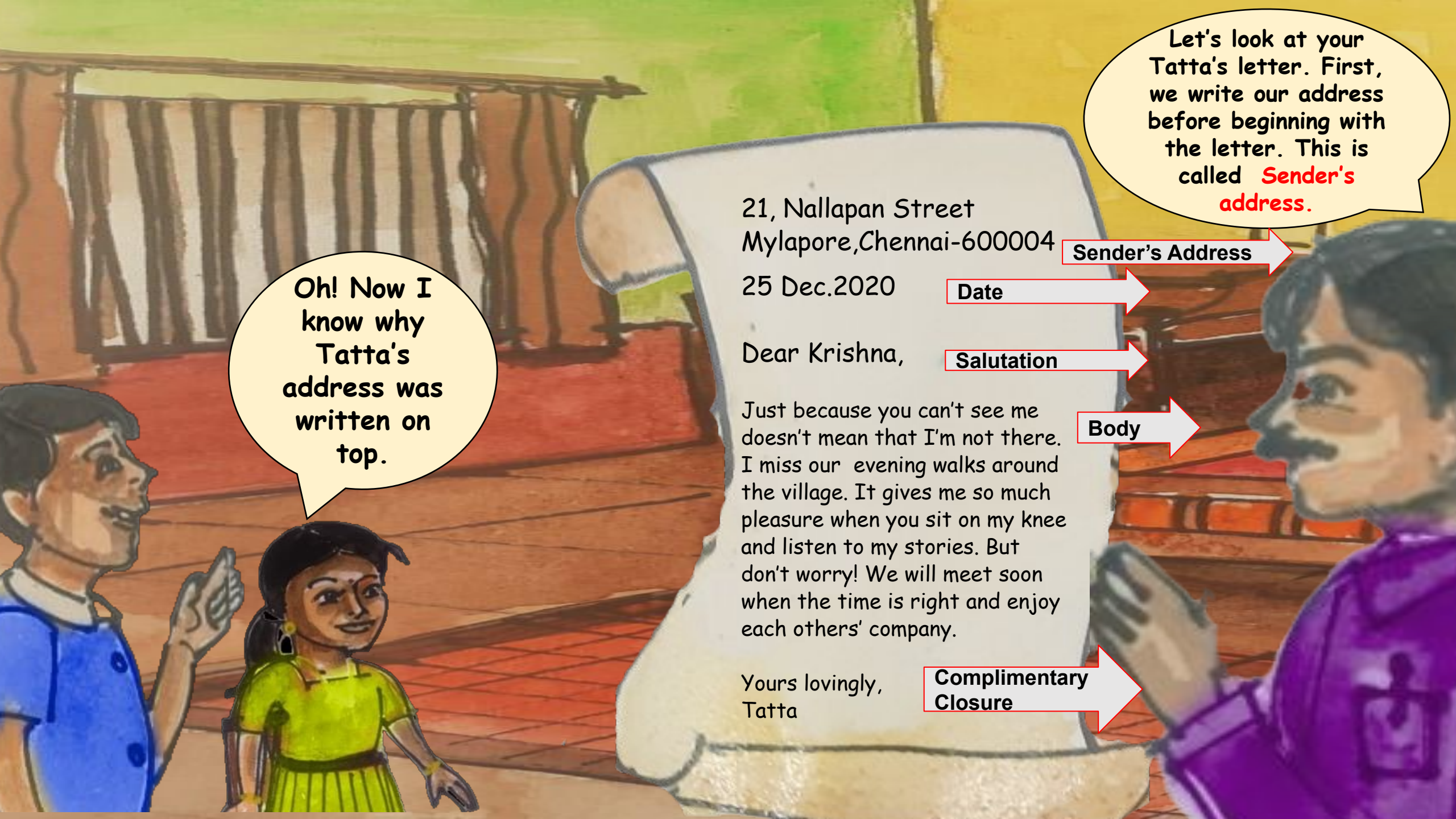


Lakshmi
97, Swamy Street,
T, Nagar
Chennai
Pin Code - 600047



That's very interesting, Appa! Can you please make me learn more about this letter?

Alright. I'll teach you and your brother how to write an informal letter.



Let's look at your Tatta's letter. First, we write our address before beginning with the letter. This is called **Sender's address**.

21, Nallapan Street
Mylapore, Chennai-600004

Sender's Address

25 Dec.2020

Date

Dear Krishna,

Salutation


Just because you can't see me doesn't mean that I'm not there. I miss our evening walks around the village. It gives me so much pleasure when you sit on my knee and listen to my stories. But don't worry! We will meet soon when the time is right and enjoy each others' company.

Body

Yours lovingly,
Tatta

Complimentary Closure

Oh! Now I know why Tatta's address was written on top.



Oh! That's
very
interesting to
know, Amma.

Yes, Aradhya! Now, below the
address we write the **Date**.
We begin our letter, with
either 'dear' or 'respected' to
show our love and respect. This
is called **Salutation**.

Then, our whole letter is called as **Body**. And towards the end of our letter, we write our name with a **Complimentary closure**.

It is so interesting to know that a letter also has a body just like us!


Hehehe...



Get Set Test!

Match the following

1. Sender's address	greeting used in a letter to show respect.
2. Date	person who sends the letter.
3. Salutation	the words that express the sender's regard for the receiver.
4. Body	the day on which the letter was written.
5. Complimentary closure	the main and largest part of the letter.



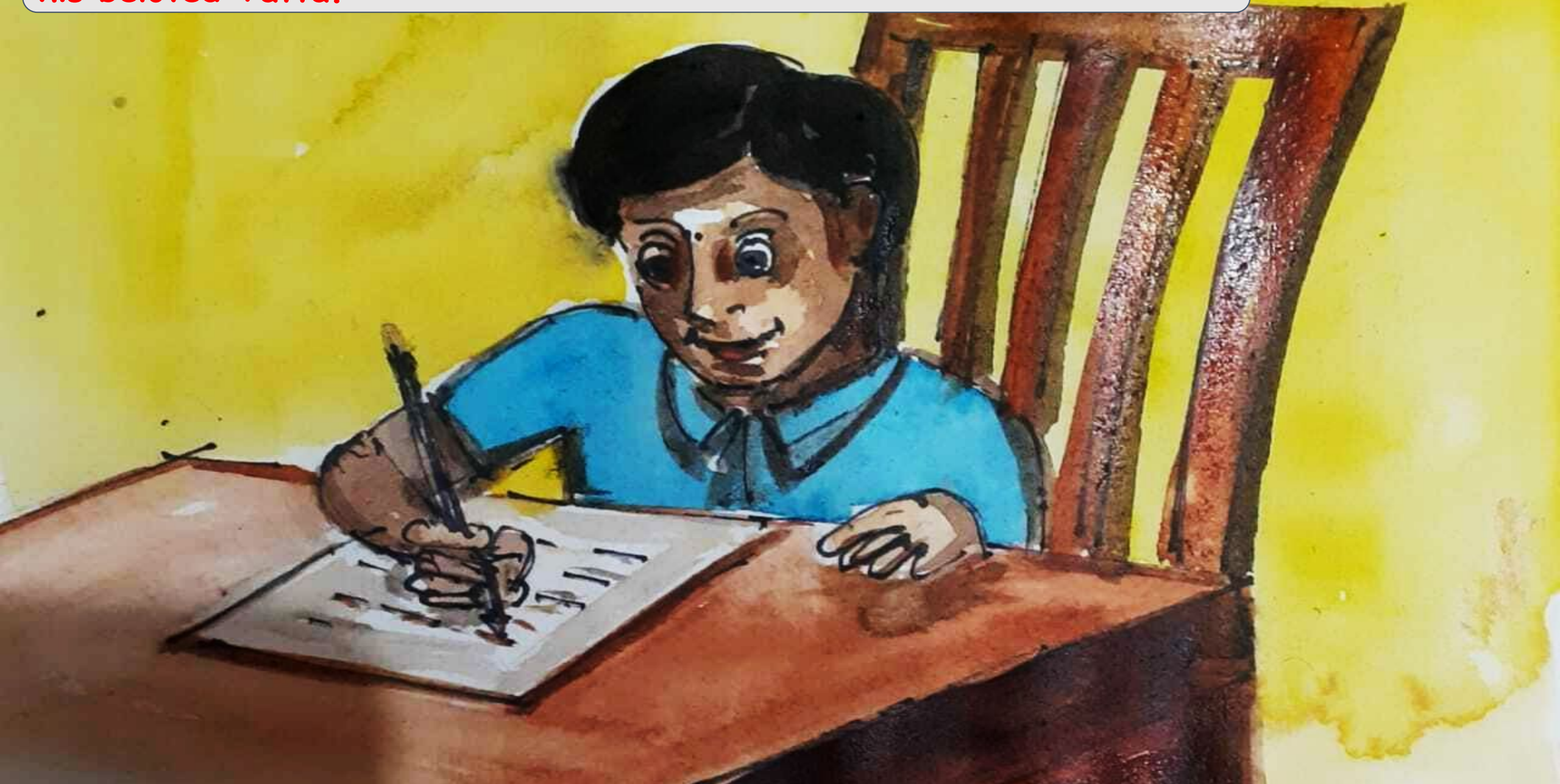
That's interesting! This small letter has so many amazing things to discover. Now I will send a letter to Tatta and my friends!

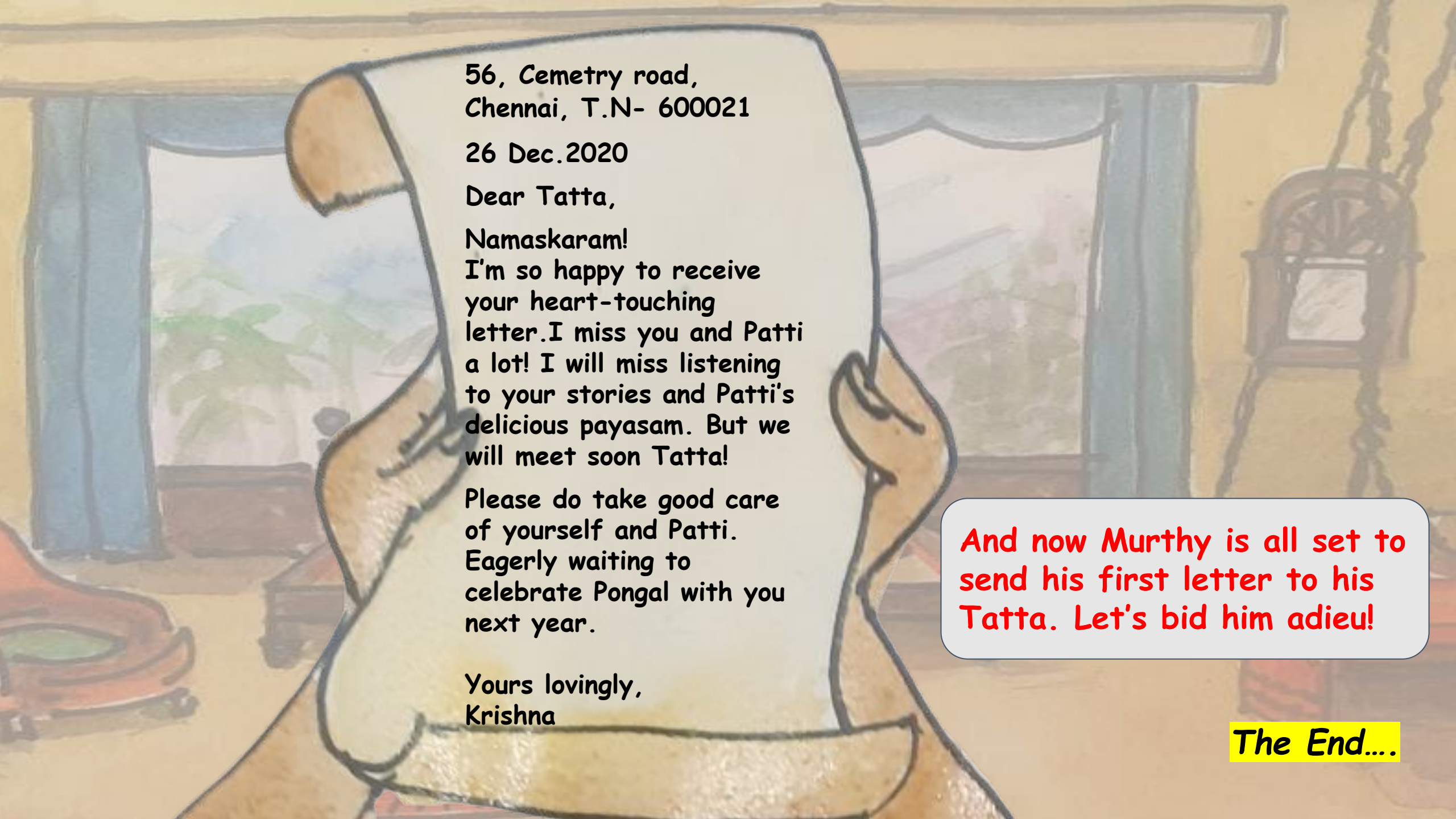
Me too!

Hahaha...!

That's very good, Murthy and Aradhya! I'm sure you will enjoy writing letters to your family and friends!

Murthy sits and starts writing a loving and an affectionate letter to his beloved Tatta.



A hand holding a scroll with text in a room with a window and a swing.

56, Cemetery road,
Chennai, T.N- 600021

26 Dec.2020

Dear Tatta,

Namaskaram!

I'm so happy to receive your heart-touching letter. I miss you and Patti a lot! I will miss listening to your stories and Patti's delicious payasam. But we will meet soon Tatta!

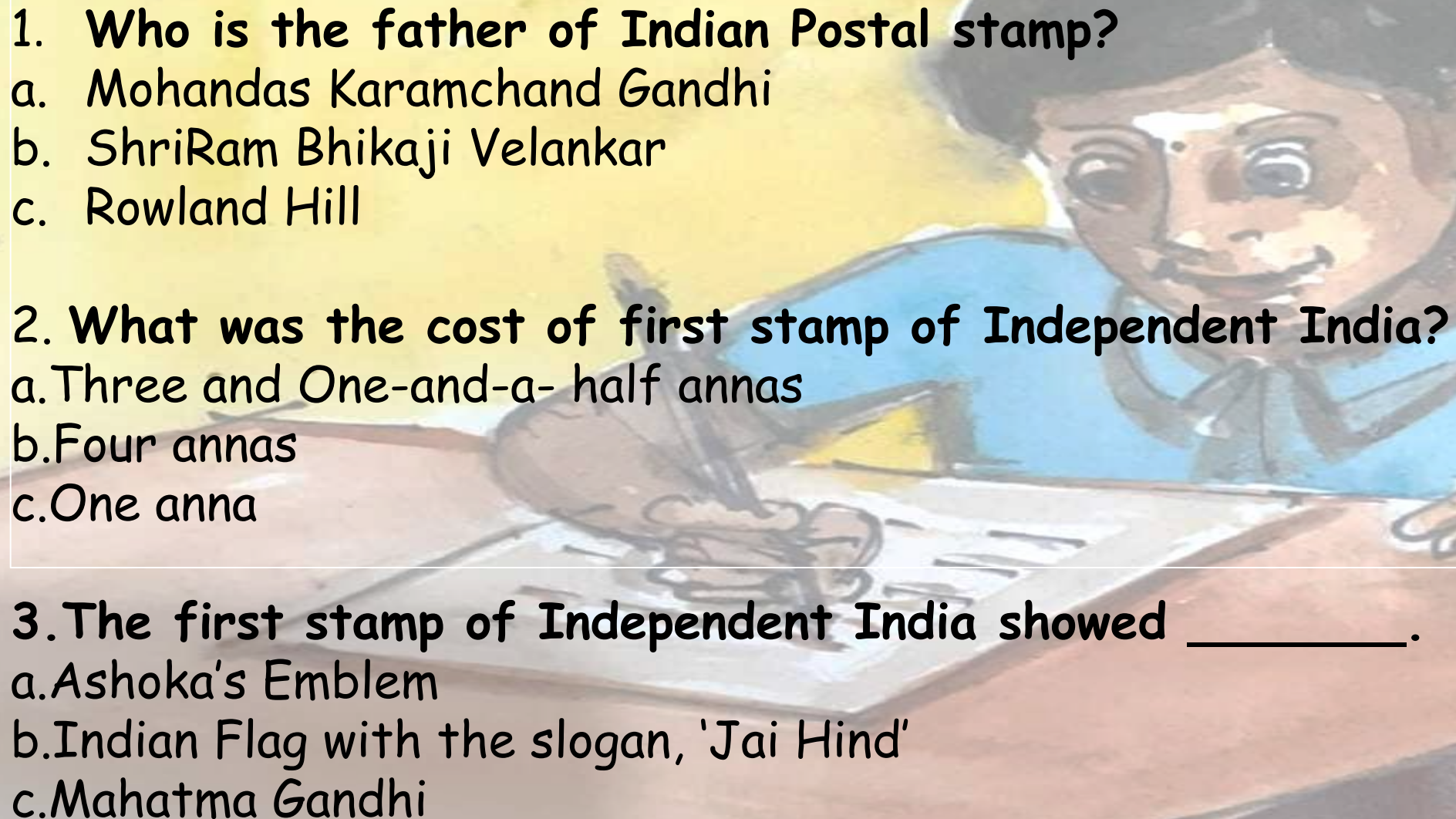
Please do take good care of yourself and Patti. Eagerly waiting to celebrate Pongal with you next year.

Yours lovingly,
Krishna

And now Murthy is all set to send his first letter to his Tatta. Let's bid him adieu!

The End...

Let's Test our Knowledge

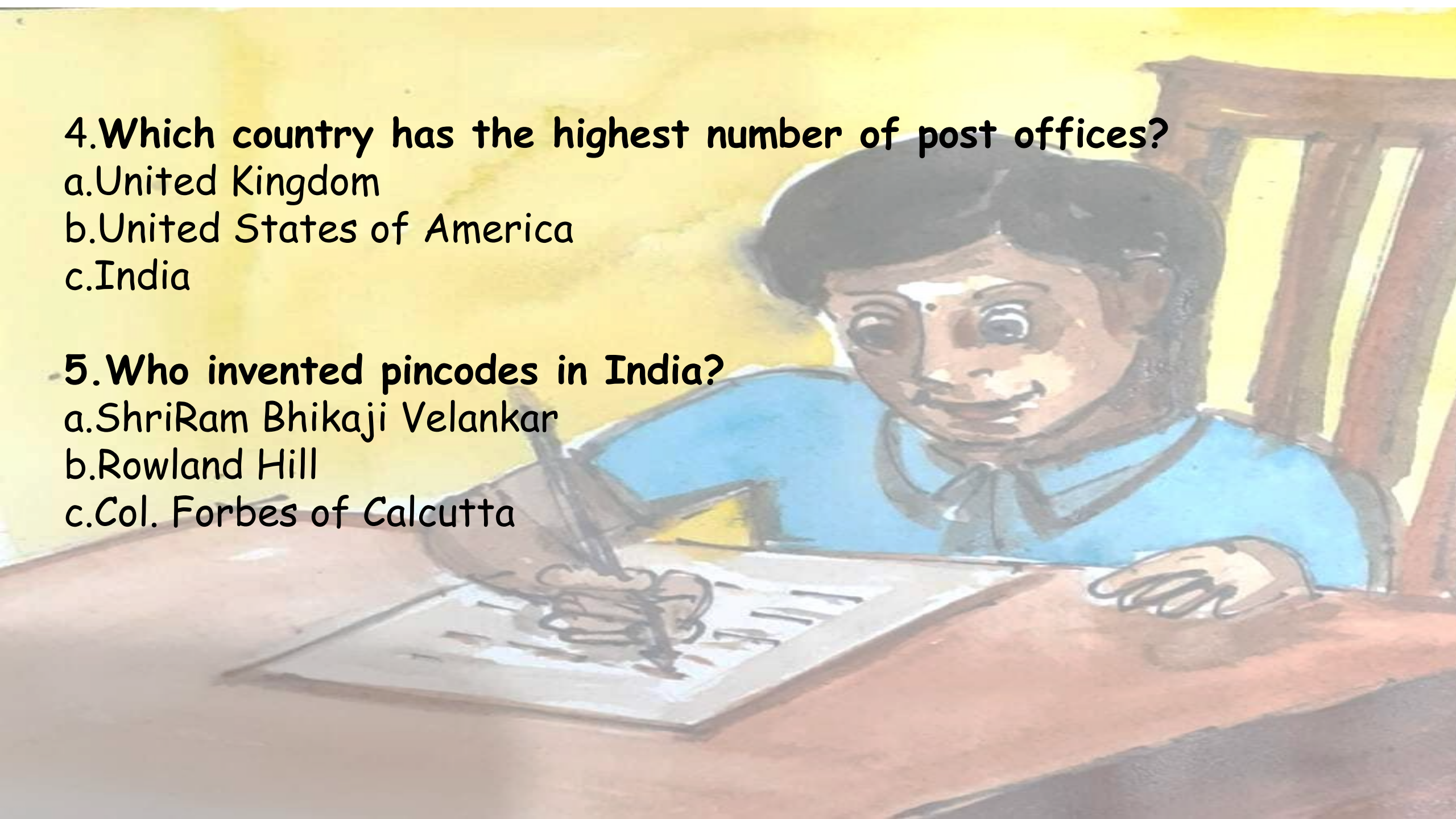
- 
- A cartoon illustration of a young boy with dark hair, wearing a blue shirt and a white tie, sitting at a wooden desk. He is holding a pen and writing on a piece of paper. The background is a simple yellow wall with a wooden chair back visible behind him.
1. **Who is the father of Indian Postal stamp?**
 - a. Mohandas Karamchand Gandhi
 - b. ShriRam Bhikaji Velankar
 - c. Rowland Hill
 2. **What was the cost of first stamp of Independent India?**
 - a. Three and One-and-a- half annas
 - b. Four annas
 - c. One anna
 3. **The first stamp of Independent India showed _____.**
 - a. Ashoka's Emblem
 - b. Indian Flag with the slogan, 'Jai Hind'
 - c. Mahatma Gandhi

4. Which country has the highest number of post offices?

- a. United Kingdom
- b. United States of America
- c. India

5. Who invented pincodes in India?

- a. Shri Ram Bhikaji Velankar
- b. Rowland Hill
- c. Col. Forbes of Calcutta



Tell me more!

It is always fun to be with your grandparents. Sit with them and hear them talk about the various means of communication used in their times.



Activity Time!

Look at Murthy's letter carefully. He is all set to send it to Tatta. Before sending, he wants to recheck whether he has written the format correctly. Help him identify different parts of the informal letter he has written to his Tatta.

1. Sender's address
2. Date
3. Salutation
4. Body
5. Complimentary closure

56, Cemetery road,
Chennai, T.N- 600021

26Dec.20

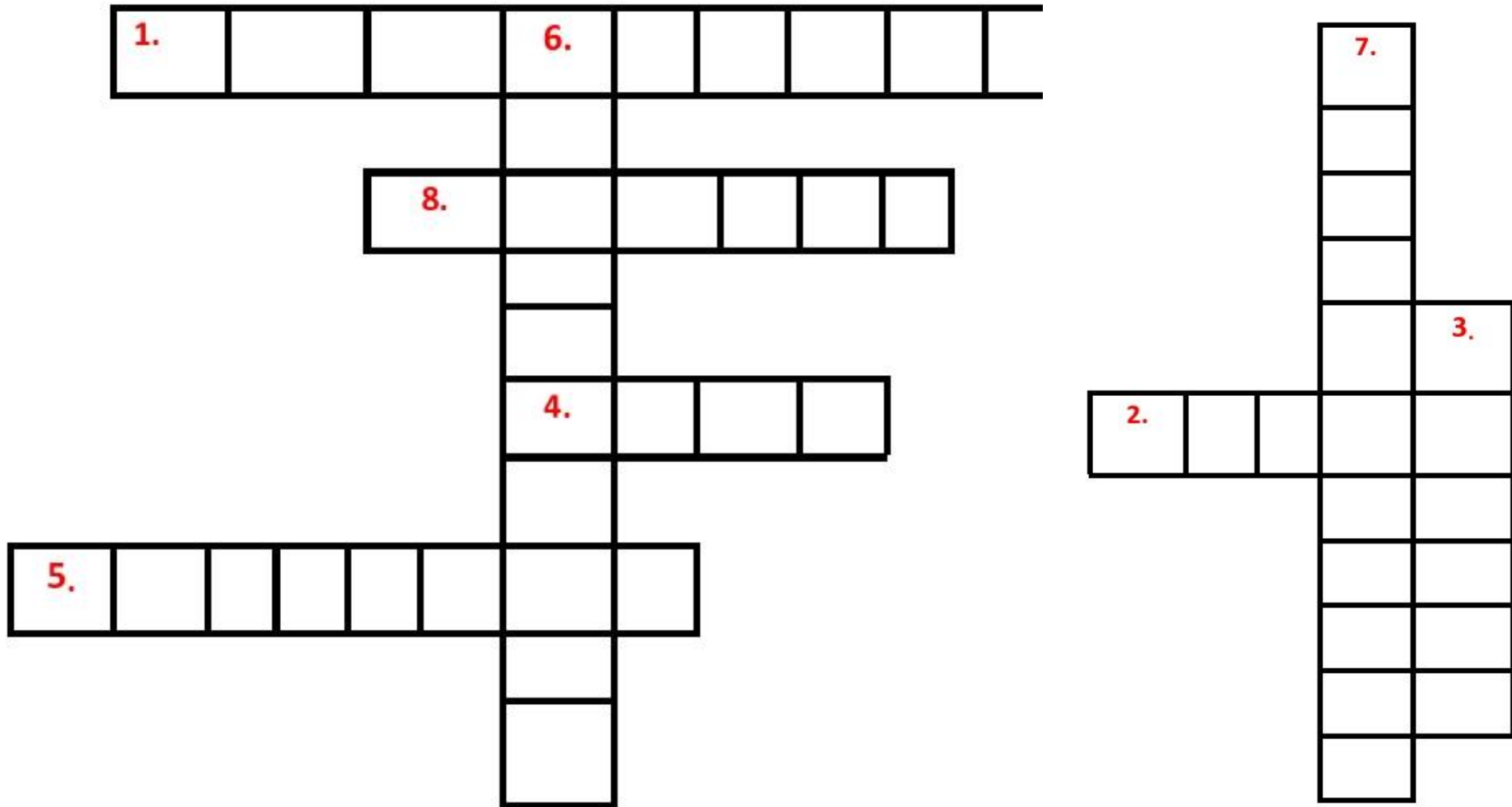
Dear Tatta,

Namaskaram!

I'm so happy to receive your heart-touching letter. I miss you and Patti a lot! I will miss listening to your stories and Patti's delicious payasam. But we will meet soon Tatta! Please do take good care of yourself and Patti.

Yours lovingly,
Krishna

Let's solve the crossword puzzle



Across

1. an expression of good wishes when someone leaves
4. means mother in Tamil
2. a large box made of wood
5. a disease which is prevalent over a whole country
8. one who is sad and in low spirits

Below

3. walk in a leisurely way
6. words used in the beginning of the letter to show love and respect
7. Curious

Take a minute and think **about it !**

If you have a differently abled friend in your class how will you engage him/her meaningfully on the playground? Will you take him/her in your team or will you be afraid of losing a game?



Answer key

(Let's Test our Knowledge)

1. a. Mohandas Karamchand Gandhi
2. a. Three and One-and-a-half annas
3. b. Indian Flag with the slogan, 'Jai Hind'
4. c. India
5. a. Shri Ram Bhikaji Velankar

Answer Key (Activity Time)

56, Cemetery road,
Chennai, T.N- 600021

→ **Sender's address**

26 Dec.20

→ **Date**

Dear Tatta,

→ **Salutation**

Namaskaram!

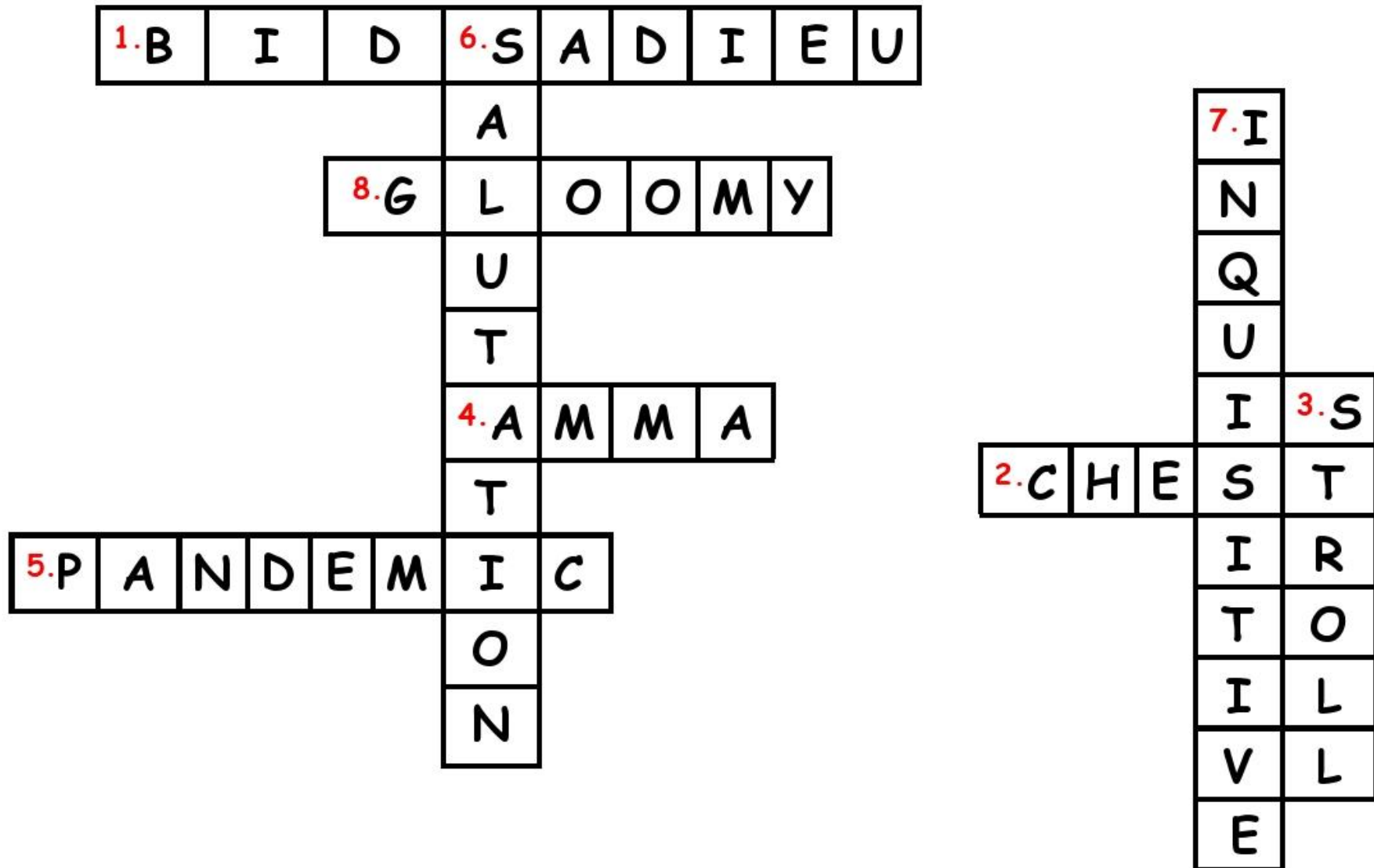
I'm so happy to receive
your heart-touching letter.
I miss you and Patti a lot. I
will miss listening to your
stories and Patti's delicious
payasam. But we will meet
soon Tatta! Please do take
good care of yourself and
Patti.

→ **Body**

Yours lovingly,
Krishna

→ **Complimentary closure**

Answer Key (Crossword Puzzle)



Principal's Pen



We, at the Gyan Bharati School sincerely hope that the Graphic Novel, What's in the Mailbox, will prove greatly beneficial to both educators and students alike.

The theme of the graphic novel is taken from a lesson on informal letter writing from Marigold- (class 3). The work has been very creatively designed and curated by Ritu Dhingra, Sakshi Sharma, Chandana Bhattacharjee and Pinki Burman.

The popularity of the Graphic Novel is on the rise and it is steadily being recognised as a visual literacy tool for educating. I feel that a child's engagement with this genre whether as a writer, illustrator or a reader can bring about enhancement in learning, skill building and engagement with books, in a joyful manner. Surely, this format will help encourage the love for reading, develop comprehension and vocabulary and an understanding of grammar rules along with the much needed reading confidence in the reluctant reader.

A few pages of this graphic novel have been shared by the teachers with differently abled children and the feedback is encouraging. It is felt that children struggling with learning disabilities will find the graphic novel format easy to read without getting overwhelmed, as they do with lessons mostly comprising text.

I appreciate the efforts of Ms. Trinu Jain and Ms. Anupama Chand for their singular contribution in this venture. I take this opportunity to express our thankfulness while acknowledging the constant support and guidance Mr. Sandeep Sethi (Director Education, MGIS Museum Trust) provided, as he mentored our teachers on this journey of new learnings.

**Sincerely,
Nishi Misra Manglik
Principal**



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