**Name: Ikuomola Damilola Chidiebere Stephen**

**Department: Mechanical Engineering**

**Matric No: 16/ENG06/082 (500level)**

**Course: GST122**

1. Writing

2. Reading skills

3. Minutes of a meeting

4. Scanning

5. REPORY

6. Journal

7. Purpose for reading

8. The main point

9. Title and Subtitle

10. Survey and Question

11. punctuation and spelling

12. When something that has been planned or agreed does not happen

13. Adjective

14. A word that pronounced the same way as another word but differs meaning and spelling.

15.A major advantage that one keeps hidden until the ideal time.