



V→ Pulse

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About SDI Bhubaneswar

Skill Development Institute, Bhubaneswar (SDI-B) is a flagship project of Oil & Gas PSUs established under the aegis of MoPNG in line with Skill India Mission of Government of India. The institute is managed by Indian Oil Corporation and registered as not-for-profit society.

SDI-B has been developed as a mega model skill institute with inclusive support from MSDE & NSDC with the sole objective of imparting job skill training to unemployed & underprivileged youth of society to make them job ready.

Our Motto: 'Skilling Youth, Enhancing Livelihoods'



Message from Chairman

As India's first Skill Development Institute in the Oil & Gas Sector, SDI Bhubaneswar is fulfilling the national need of skilling youth and giving wings to their ambitions to build their careers. Leveraging its best-in-class infrastructure and academic facilities, SDI Bhubaneswar is working diligently to empower the youth with not only the skills of today but also prepare them for future of work.

Message from CEO

Skill Development Institute (SDI), Bhubaneswar is an outcome-oriented institute, which is deeply committed to its motto of Skilling Youth, Enhancing Livelihoods!

Founded in 2015, the institute is fostering high quality skilling of Indian Youth in a vibrant and plural campus environment. The institute is having state of the art academic infrastructure which is facilitated by a supportive governance and management structure to ensure overall safety of the students within the campus.



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EVENTS AND HAPPENINGS

21st – 26th Oct'24: Residential Program for IOCL Non-Executives (Mid-Career Development Intervention for Non-Executive, Easter Region, Batch- II)

Eastern Region Office, IOCL conducted Mid-Career Development Intervention-II program for IOCL non-executives of Easter Region from 21st to 26th October in which 18 non-executives across marketing division locations of eastern region participated. Indrani Maji (GM, HR, ERO) & Ranjan Bhowmick (CEO, SDI-B) graced the inaugural function of the meeting. During the training program, various topics like team building, communication skills, vigilance awareness, digital skills, safety & sales were discussed. The program concluded with a one-day site visit to Paradeep Refinery.



30th - 31st Oct'24: Diwali Gathering with Colleagues & Staffs

October 30 and 31, 2024, the Diwali celebration was carried out with contractual staff and employees at SDI, Bhubaneswar. On 30th October 2024, Sri Rajan Bhowmick addressed all contractual staff and security personnel, conveying heartfelt Diwali wishes and emphasizing the significance of the festival. The celebration concluded with the distribution of sweet packets to all FMS contractual staff, security personnel, and catering staff, fostering a sense of togetherness.

On October 31, during the auspicious occasion, CEO addressed the faculty members, acknowledging their invaluable contributions to the growth of SDI, Bhubaneswar. He encouraged the trainers to provide constructive feedback for further improvements in various



aspects of the institution. This emphasis on collaboration and overall progress highlighted the spirit of unity and development that characterizes SDI-B. Overall, the celebrations were a wonderful blend of festivity and reflection on the institution's journey.

8th Nov'24: Minister of Skill Development & Technical Education and Industries, Govt. of Odisha presides over MoU Exchange Ceremony between Skill Development Institute, Bhubaneswar and Directorate of Skill Development & Employment (DSDE), Govt. of Odisha.

In a pathbreaking endeavor, Skill Development Institute, Bhubaneswar (SDI-B), the flagship CSR initiative of IndianOil took a giant stride towards sustainable operation of the institute by executing an MoU with Govt. of Odisha's Directorate of Skill Development & Employment (DSDE). The MoU confers the responsibility of training almost 500 unemployed youth of the state in the next 6 months, under its NUA Odisha scheme.



• SDI-B Pulse | Oct-Dec 24

The MoU exchange ceremony which was held in the campus of SDI-B was presided over by Minister of Skill Development & Technical Education and Industries, Govt. of Odisha, Shri Sampad Chandra Swain. The MoU was exchanged between the Director of DSDE, Govt. of Odisha Ms. Rashmita Panda, IAS and Shri Ranjan Bhowmick, CEO, SDI-B in presence of senior officials from Govt. of Odisha as well as all officers of SDI-B.

The MoU covers training of 480 unemployed youth of Odisha and post training placement support for them on a fully residential basis by SDI-B. During the sidelines of the ceremony, Govt. of Odisha also conveyed their firm commitment via official letter to send 300 of their ITI students to SDI-B for a month long add on skill training programme in SDI-B's Building Automation Lab (Available in the Schneider CoE), on a fully sponsored basis.



Speaking on the occasion, the minister extended wholehearted support for these initiatives and assured that Govt. of Odisha is committed to bringing in excellence in the skilling ecosystem in the state in which SDI-B will play a major role. During the course of the ceremony, the CEO, SDI-B made a brief presentation on SDI-B, outlining the past achievements, future plans and the support expected from the Govt. of Odisha, which was later well acknowledged by the minster and his team.



12th Nov'24: Madhyama-1 Outbound Training Program for IOCL Executives

L&D Paradip Refinery, IOCL conducted Madhyama-1 Outbound Training Program for 34 IOCL Executives. Shri Ranjan Bhowmick, CEO, SDI-B and Nihar Ranjan Das, DGM (Training) SDI-B interacted with officers in the meeting. During the program, CEO, SDI-B & DGM (Training) SDI-B briefed about objectives and various activities of SDI-B. The program concluded with a visit to SDI-B academic facility & workshop by the participating officers.





29th Nov'24: Free Health Check-Up Camp Conducted at SDI-B in Collaboration with Care Hospital, Bhubaneswar

A Free Health Check-Up Camp was successfully organized at the SDI-B Campus in collaboration with Care Hospital, Bhubaneswar. The camp was open to all contractual staff, faculty members, and employees. The medical team from Care Hospital included a general physician, a cardiologist, an ophthalmologist, as well as supporting pharmacists and nursing staff, who offered a comprehensive range of health services.

The health check-up packages available at the camp included blood pressure (BP) measurements, ECG tests, eye check-ups, and rapid blood sugar (RBS)





tests. A total of 145 individuals participated in the camp and received valuable health assessments.

The event was inaugurated by the CEO, who delivered an insightful welcome address underscoring the importance of maintaining good health and emphasizing the motto "Health is Wealth." The CEO also expressed gratitude to Care Hospital for their support in organizing the camp. The camp concluded with a heartfelt thanksgiving, expressing gratitude to the

medical professionals from Care Hospital, Bhubaneswar, as well as all the participants. The event concluded with the felicitation of the Care Hospital team and key contributors, with mementos presented by the CEO as a token of appreciation.







3rd Dec'24 – 9th Dec'24: Campus visits for students from Kendriya Vidyalayas (KV-4) focused on exposure to new technologies

The campus visit successfully met its goal of providing Kendriya Vidyalaya (KV-4) students with exposure to both foundational skills and cutting-edge technologies. From hands-on training in welding, fitting, and fabrication to advanced demonstrations of CNC machines, robotics, IoT, and cybersecurity, students gained a comprehensive understanding of how traditional and modern technologies coexist and evolve in industries worldwide. The visit not only sparked curiosity but also encouraged students to think critically about technology's role in shaping the future. It is clear that such exposure plays a crucial role in motivating students to pursue STEM careers and explore new avenues in technology.



4th Dec'24: Visit of student delegates to SDI-B under the Yuva Sangam program

The visit of student delegates to SDI-B under the Yuva Sangam program was an important event aimed at promoting collaboration, knowledge-sharing, and cultural exchange. Organized by IIT Bhubaneswar, the program likely involved students from Maharashtra coming together to engage with their peers and explore various facets of education, technology, and culture. The Yuva Sangam program, under the guidance of IIT Bhubaneswar, would play an important role in creating an environment of shared learning and strengthening the bond between different regions of India, helping the youth contribute to a collective national vision.



23rd Dec'24: Swachhata Abhiyan @ SDI-B

The "Swachhata Abhiyan" (Cleanliness Campaign) held at SDI-B campus; was a significant event that brought together both students and staff to contribute towards maintaining cleanliness and promoting a cleaner, more sustainable environment. This initiative is part of a monthly campaign organized by SDI-B to raise awareness about cleanliness and hygiene among students, faculty, and residents of the campus. The aim is to foster a sense of responsibility and encourage everyone to actively engage in practices that contribute to a cleaner campus and community. During the event, students, faculty, and other members of the campus took part in various cleanliness activities, such as cleaning different areas of the campus, segregating waste, and educating others about proper waste management and sanitation. These



efforts align with the larger national goals of promoting cleanliness under the Swachh Bharat Abhiyan (Clean India Mission). By conducting this monthly campaign, SDI-B continues to instill a culture of cleanliness and environmental consciousness among its community, reinforcing the importance of maintaining a hygienic environment for the well-being of all.



26th Dec'24: Visit of Additional Secretary to Hon'ble Prime Minister to SDI-B

A high-level official including Shri Subhasish Panda, Additional Secretary, PMO accompanied by officials from MSDE and NSDC visited to SDI, Bhubaneswar (SDI-B). The visit was primarily focused on the execution of approved **Skill India International Centre (SIIC)** at SDI-B. He emphasized to expediate the formalities in line with approval and MoU towards ensuring SIIC should be fully functional by March 31, 2025 in the campus. Immediate action can be counselling of all existing students and enrolling them into Soft Skills and English training. Language training to be initiated immediately (Japanese and German).









KNOWLEDGE POST

Cyber Security Awareness: Everyday Best Practices

In the last News magazine, we discussed the importance of cyber security and key concepts like malware, phishing, strong passwords, and two-factor authentication (2FA). This time let's focus on practical ways to implement these ideas in your daily life and how to recognize threats effectively.

1. Spotting Phishing Emails

Phishing attacks are among the most common cyber threats. These emails often mimic trusted organizations and include links to fake websites. Look for these signs:

- ☐ Generic greetings like "Dear User."
- ☐ Urgent language, such as "Your account will be suspended."
- Links with strange or misspelled URLs. Always verify the sender and avoid clicking on suspicious links.

2. Safe Browsing Habits

Use secure websites (look for "https://" in the URL). Avoid downloading files or software from untrusted sources. Many free downloads hide malware that can compromise your device or steal your information.

3. Password Management

Avoid using the same password across multiple accounts. Use a password manager to store and generate unique, strong passwords. Enable two-factor authentication wherever possible to add an extra layer of security.

4. Regular Updates and Backups

Update your software regularly to patch security vulnerabilities. Schedule automatic backups to protect your data in case of an attack or hardware failure.



Cyber Security Quiz: Practical Application

You receive an email claiming to be from your bank, asking you to verify your account by clicking a link. What should you do?

- a) Click the link and provide your details
- b) Ignore the email completely
- c) Contact your bank directly to confirm the email's authenticity

You're setting up a new account. Which password is the most secure?

- a) john123
- b) MySecure!Pass21
- c) password2023

What's the safest way to protect sensitive data on your computer?

- a) Save it in an encrypted file
- b) Keep it in a regular folder named "Private"
- c) Email it to yourself for backup

Why should you avoid clicking on pop-up ads that claim you've won a prize?

- a) They're annoying
- b) They may contain malware or phishing attempts
- c) They slow down your internet speed

What should you do if your device shows signs of a malware infection?

- a) Restart the device and ignore it
- b) Disconnect from the internet and run a full antivirus scan
- c) Delete a few random files to free up spaceaccess
- d) Sends it to another system for processing

Which of these is a safe browsing practice?

- a) Using only websites that start with "https://"
- b) Clicking on all ads that look interesting
- c) Downloading files from unverified sources

Why is it important to use unique passwords for each account?

- a) To make it harder for hackers to access multiple accounts if one password is compromised
- b) To make it easier to remember passwords
- c) To avoid using password managers

What is the purpose of enabling two-factor authentication (2FA)?

- a) To log in faster to your accounts
- b) To require two forms of verification, adding extra security to your accounts
- c) To use the same password across multiple accounts

If you suspect your personal data has been leaked in a cyber attack, what should you do first?

- a) Wait to see if anything bad happens
- b) Change your passwords immediately and monitor your accounts for suspicious activity
- c) Share your passwords with friends for safekeeping

What should you avoid doing when using public Wi-Fi?

- a) Accessing your social media accounts
- b) Logging into sensitive accounts like banking apps without a VPN
- c) Watching videos on YouTube



THE EVOLVING LANDSCAPE OF MECHANICAL & ELECTRO-MECHANICAL MAINTENANCE IN INDIA

1. Introduction

The Indian mechanical and electro-mechanical maintenance industry is experiencing significant growth, driven by rapid industrialization, infrastructure development, and a focus on operational efficiency. According to a recent report by Market Research Future, the market for electro-mechanical components is projected to reach USD 720 million by 2032, with a CAGR of 19.8%. This growth underscores the importance of skilled professionals and technological innovation in meeting industry demands.



The shift from traditional reactive maintenance approaches to proactive, data-driven strategies is transforming the landscape. This article explores the latest trends, challenges, and opportunities, emphasizing the need for a skilled workforce to harness these advancements.

2. Historical Perspective

The mechanical and electro-mechanical maintenance sector has evolved significantly over the decades. Traditionally, maintenance was reactive, addressing issues only after equipment failures occurred. This "fix-it-when-it-breaks" approach often led to costly downtimes, inefficient resource utilization, and increased operational risks.

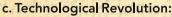
a. Early Developments:

In the mid-20th century, industries began adopting preventive maintenance practices, scheduling regular inspections and servicing to mitigate unexpected failures. The post-independence industrialization wave in India brought about a surge in manufacturing activities, necessitating structured maintenance practices to ensure productivity.



b. The Era of Automation:

The late 20th century saw the integration of basic automation tools, such as programmable logic controllers (PLCs), to monitor equipment health and streamline operations. Industries like automotive and heavy machinery manufacturing began leveraging early computer-based maintenance systems to track asset lifecycles and maintenance schedules.



The 21st century ushered in the era of digital transformation. IoT, AI, and advanced analytics became game-changers, enabling predictive maintenance. Companies started transitioning from manual record-keeping to sophisticated Computerized Maintenance Management Systems (CMMS).





d. Present Day:

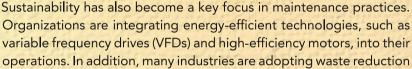
Maintenance practices now prioritize data-driven insights, real-time monitoring, and sustainability. The focus has shifted from simply repairing equipment to ensuring optimal performance and energy efficiency. Digital twins, automation, and robotics are further revolutionizing maintenance, offering unprecedented precision and reliability.



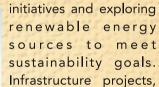
3. Latest Trends in Maintenance Practices

In the modern era, maintenance practices are rapidly evolving to incorporate data-driven approaches, sustainability, enhanced safety protocols, and workforce transformation.

One of the most significant trends is the reliance on advanced analytics and IoT sensors to provide real-time insights into equipment performance. These technologies enable predictive maintenance strategies, reducing downtime and extending equipment life by addressing issues before failures occur. For example, manufacturing plants increasingly use analytics to optimize production line efficiency, minimizing disruptions and maximizing output.



applications in diverse industries such as automotive and healthcare.



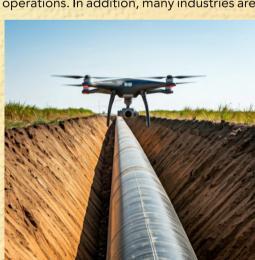
for instance, are incorporating eco-friendly materials and processes to align with environmental standards.

Enhanced safety protocols are another vital aspect of modern maintenance practices. Automation and robotics play a crucial role in minimizing human exposure to hazardous environments. Remote monitoring systems further ensure safe operations, especially in high-risk sectors like oil and gas or aerospace. For example, drones are increasingly used to inspect pipelines and offshore rigs, significantly reducing the risks faced by human inspectors.

Workforce transformation is essential to meet the demands of these evolving practices. Upskilling initiatives are equipping professionals with expertise in AI, IoT, and robotics, enabling them to handle integrated maintenance systems. Cross-functional roles are being emphasized, with training programs focusing on predictive maintenance

These trends underscore the dynamic nature of maintenance practices, emphasizing the importance of innovation and adaptability in meeting modern challenges.









4. Role of Technology in Maintenance

a. Artificial Intelligence & Machine Learning

Artificial intelligence and machine learning have become cornerstones of modern maintenance. Predictive modelling identifies patterns and potential failures, allowing teams to take pre-emptive action. Anomaly detection algorithms provide alerts about irregular equipment behaviour, ensuring timely interventions. Prescriptive analytics goes a step further by recommending optimal maintenance schedules and actions, maximizing operational efficiency.

b. Internet of Things (IoT)

IoT facilitates real-time data collection from connected devices, enabling proactive maintenance strategies. By

enhancing communication between equipment and maintenance teams, IoT ensures efficient performance monitoring. For instance, smart sensors in turbines can track vibrations and temperatures, providing actionable insights that prevent unexpected breakdowns.

c. Augmented Reality (AR) & Virtual Reality (VR)

AR and VR technologies are transforming the way maintenance tasks are performed. AR tools provide on-site technicians with real-time guidance from remote experts, reducing downtime and errors. VR simulations offer immersive training experiences, helping professionals



master complex maintenance procedures. For example, AR-guided repair of jet engines in aerospace ensures precision and efficiency.

d. Blockchain

Blockchain technology is being leveraged to securely record maintenance logs and ensure data integrity. This technology improves supply chain transparency, making it easier to track spare parts and consumables. Blockchain-based systems also facilitate the tracking of critical components, ensuring their origin and condition meet industry standards.

e. Digital Twin

Digital twin technology is emerging as a powerful tool for revolutionizing maintenance practices in the mechanical



and electro-mechanical sectors. A digital twin is a virtual replica of a physical asset, system, or process, created using data from various sources, including sensors, simulations, and historical data. This virtual representation allows for real-time monitoring, analysis, and optimization of the physical asset throughout its lifecycle.

5. Some Sector-Specific Insights

a. Automotive Industry

Maintenance is critical to ensure the seamless functioning of assembly lines and manufacturing robots. Predictive maintenance reduces downtime in vehicle production, ensuring timely delivery and quality control. Automation plays a key role in repetitive tasks like welding and painting.



b. Power Generation

Predictive maintenance is widely adopted to monitor turbines, generators, and transformers. Real-time monitoring and analytics ensure uninterrupted power supply and optimal energy output. Integration of renewable energy sources necessitates advanced maintenance practices to manage hybrid systems.

c. Aerospace

Maintenance in the aerospace sector demands high precision to ensure passenger safety and compliance with stringent regulations. Digital twins and IoT-enabled systems are increasingly used to monitor aircraft components. Predictive analytics enhances the reliability of critical systems, minimizing in-flight risks.

d. Oil & Gas

Robotics and drones are employed for pipeline inspections and offshore platform maintenance. Automation reduces human exposure to hazardous environments. Real-time data collection helps detect leaks or failures early, minimizing environmental risks.



e. Healthcare

Maintenance ensures the reliability of critical medical equipment like MRI machines, ventilators, and surgical robots. IoT and AI-based systems provide real-time diagnostics and performance tracking. Predictive maintenance minimizes downtime, ensuring continuous patient care.

f. Infrastructure

Maintenance of bridges, tunnels, and railways is vital for public safety. Drones and Al-driven analytics assist in inspecting hard-to-reach areas. Digital twins are used to simulate stress tests and predict potential failures.

6. Challenges, Opportunities, and Skilled Professionals

The mechanical and electro-mechanical maintenance industry faces several challenges that are offset by significant opportunities. Key challenges include the skill gap, high initial investment costs, data security risks, and

complexities in integrating new technologies. Addressing these requires targeted efforts to build a skilled workforce capable of leveraging advanced tools and practices.

Opportunities abound in improving equipment reliability, reducing maintenance costs, adopting sustainable practices, and leveraging innovation to gain a competitive edge. Skilled professionals are central to this transformation. Training programs must focus on expertise in data analytics, predictive maintenance, and automated systems. Collaboration with educational institutions can ensure curriculums align with industry needs.

Key players in this transformation include large maintenance service providers like L&T, Siemens, ABB, and Honeywell, alongside specialized HVAC, electrical, and automation service providers. Equipment

manufacturers and technology providers, including IoT, AI/ML platforms, and robotics companies, play a pivotal role in driving industry advancements. By fostering a culture of continuous learning and innovation, these entities are ensuring the industry's readiness for future challenges.



7. Future Outlook

The future of the mechanical and electro-mechanical maintenance industry is marked by robust growth and technological integration. In India, increasing investments in smart factories and Industry 4.0 initiatives are propelling demand for advanced maintenance solutions.



Emerging technologies like AI, IoT, and digital twins are set to redefine maintenance practices. For example, the adoption of digital twin technology is predicted to increase by 45% annually, as industries recognize its potential to optimize asset performance and reduce operational risks. Additionally, the integration of 5G technology will enhance real-time monitoring capabilities, further improving the efficiency of predictive maintenance systems.

The workforce landscape is also expected to evolve, with a significant

emphasis on upskilling and cross-functional expertise. By 2030, nearly 50% of maintenance roles are anticipated to require advanced technical skills, including data analytics, robotics, and cybersecurity.

Overall, the industry is poised for transformative growth, driven by innovation, sustainability, and the continuous evolution of technology. Stakeholders must focus on collaboration, skill development, and adopting best practices to stay competitive in this dynamic environment.

SDI-B: A Catalyst for Bridging the Industry Skill Gap

The Skill Development Institute, Bhubaneswar (SDI-B), plays a pivotal role in addressing the significant skill gap in India's mechanical and electro-mechanical maintenance sectors. By partnering with academic institutions like NTTF and industry giants such as Siemens, SDI-B offers a comprehensive range of training programs that align with industry needs.

Key Training Programs

SDI-B's courses are designed to equip students with hands-on experience using the latest technologies and industry practices. The institute offers the following specialized courses:

• Industrial Welder: This course trains students in advanced welding techniques, preparing them to work with



various materials and join them effectively in industrial settings. Kemppi Center of Excellence (CoE) in Welding set up in collaboration with Finnish MNC Kemppi, design leader in the arc welding industry, imparts hands on training on various welding technology using state of the art equipment like Robotic MIG/MAG Welding machines (Kuka make robots), IoT based MIG/MAG Welding Machine, Pulse MIG/MAG Welding Machine, Basic MIG/MAG Welding Machine, DC TIG Welding Machine, AC/DC TIG Welding Machine, MMA Welding Machine, Plasma Cutting Machine with Carriage, Submerged Arc Welding Machine with Carriage, Spot Welding Machine,

Smart machines with Weld Eye-TWQMS Software. A NDT section with Dye Penetrant, Magnetic Particle and



Ultrasonic test facilities; Fume Extraction system for all 24 welding booths; Power Hacksaw and Bench Drilling machines complete the total set-up.

- Industrial Electrician: Focuses on equipping students with the skills to install, maintain, and troubleshoot electrical systems in industrial environments, ensuring safety and efficiency.
- Pipe Fitter: Students learn to design, install, and maintain piping systems, focusing on precision, safety, and compliance with industry standards.
- Fitter Fabrication: This course covers the skills required for fabricating and assembling mechanical components, with an emphasis on using cutting-edge tools and techniques.
- Technician Instrumentation: Students are trained to install, calibrate, and maintain instruments that measure and control variables such as pressure, temperature, and flow in industrial processes.
- Industrial Robotics: Focuses on the operation, maintenance, and programming of industrial robots used in automation and manufacturing, ensuring efficiency and safety in production environments.
- **IoT Automation with Python:** Teaches students how to integrate Internet of Things (IoT) devices with automation systems using Python programming, enabling smart, connected industrial environments.

Industries Requiring Skilled Technicians

SDI-B's training programs prepare students for key roles in various industries that rely heavily on skilled welders, electricians, pipe fitters, and fitters. These sectors include:

- Manufacturing: The manufacturing sector depends on welders, electricians, and pipe fitters to construct and
 maintain production lines, machinery, and infrastructure. These roles are essential for assembling components,
 installing electrical systems, and maintaining pipelines for fluid and gas transport.
- Construction: In the construction industry, welders and fabricators are crucial for creating steel structures, bridges, and building frameworks. Electricians ensure the installation and maintenance of electrical systems, while pipe fitters manage the layout and repair of plumbing and HVAC systems.
- Oil & Gas: The oil and gas sector relies on welders and pipe fitters for pipeline construction, refinery maintenance, and offshore platform repairs. Electricians are vital for maintaining the electrical systems of drilling rigs and production facilities.
- Shipbuilding: The shipbuilding and maritime industries require welders, fitters, and electricians to construct
 and maintain ships, submarines, and offshore vessels. These professionals ensure the structural integrity and
 functionality of critical systems.
- Aerospace: Precision welding and fabrication are essential in the aerospace industry for assembling aircraft
 components and maintaining their structural integrity. Electricians and fitters play key roles in ensuring the
 functionality of avionics and other electrical systems.

Impact and Results

To date, 2199 students have successfully completed these industry-relevant courses, underscoring the effectiveness of SDI-B's training programs. The institute boasts an impressive placement rate of 92%, a testament to the high demand for graduates who are well-prepared to meet the industry's requirements. This success highlights SDI-B's role in shaping a skilled workforce that is ready to contribute to the growth of India's manufacturing and maintenance sectors.

Answers to the Cyber Security Quiz:

1. c), 2. b), 3. a), 4. b), 5. b), 6. a), 7. a), 8. b), 9. b), 10. b)



























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