

# definition of administrative law Workbook

## Definition of Administrative Law

**Definition of administrative law** refers to the body of law that governs the activities of administrative agencies of the government. These agencies are responsible for implementing and enforcing specific laws, regulations, and policies. Administrative law acts as a bridge between the executive branch and the citizens, ensuring that government actions are lawful, fair, and transparent. It provides the framework within which administrative agencies operate, make decisions, and enforce regulations. This branch of law also establishes the rights of individuals and organizations when they interact with government agencies.

Understanding the definition of administrative law is fundamental for comprehending how modern governments function and how citizens can seek redress or challenge administrative decisions. It covers a wide array of activities, including rule-making, adjudication, enforcement, and administrative procedures.

## Overview of Administrative Law

### What is Administrative Law?

Administrative law is a specialized branch of public law that deals with the powers, functions, and procedures of administrative agencies. These agencies are created by legislation to carry out specific functions, such as regulating industries, licensing, monitoring compliance, and providing public services.

## Purpose of Administrative Law

The primary purposes of administrative law include:

- Ensuring government agencies act within their legal authority.
- Protecting individual rights against arbitrary or unlawful administrative actions.
- Promoting transparency and accountability in administrative processes.
- Providing mechanisms for review and redress for those affected by administrative decisions.

## Key Features of Administrative Law

- Regulatory Authority: Agencies derive their powers from statutes enacted by legislative bodies.
- Rule-Making Power: Agencies can create regulations that have the force of law.
- Adjudicative Function: Agencies settle disputes and enforce compliance.
- Procedural Fairness: Administrative procedures aim to ensure fairness and due process.

## Historical Development of Administrative Law

### Origins

The roots of administrative law trace back to the expansion of government functions during the 19th and 20th centuries. As governments took on more responsibilities, the need for a legal framework to regulate administrative actions became evident.

### Evolution

- Early 20th Century: Development of principles governing administrative actions, notably in the United States and the United Kingdom.
- Post-World War II: Increased emphasis on accountability, transparency, and judicial review.
- Modern Era: Integration of international standards and emphasis on human rights and environmental considerations.

### Influencing Factors

- The growth of complex bureaucracies.
- The need for specialized regulatory agencies.
- Judicial recognition of administrative actions' importance.

## Components of Administrative Law

### Rule-Making Process

Administrative agencies create rules and regulations to implement statutes. This process typically involves:

- Notice of proposed rulemaking.
- Public comment period.
- Final rule publication.

## Adjudication

Agencies often have quasi-judicial functions to resolve disputes, such as licensing violations or enforcement actions.

## Enforcement

Agencies enforce compliance through inspections, penalties, or legal actions.

## Administrative Procedures

Procedural rules ensure that administrative actions are fair, transparent, and consistent. These include:

- Right to be heard.
- Access to information.
- Fair hearing procedures.

## Sources of Administrative Law

### Statutes

Laws enacted by legislatures that establish agencies and define their powers.

### Regulations

Rules issued by agencies to implement statutes.

### Judicial Decisions

Court rulings that interpret administrative law and set precedents.

### Constitutional Provisions

Fundamental rights and principles that influence administrative processes.

## Functions of Administrative Agencies

### Rule-Making

Creating detailed regulations to carry out legislative mandates.

Investigation and Enforcement

Monitoring compliance and taking enforcement actions against violations.

Licensing and Permitting

Granting licenses or permits for various activities, such as business operations or environmental compliance.

Adjudication

Deciding disputes involving administrative decisions, often through hearings or tribunals.

Principles Governing Administrative Law

Rule of Law

Administrative actions must conform to the law.

Fairness and Due Process

Individuals affected by administrative decisions are entitled to fair procedures.

Transparency

Agencies must operate openly and provide access to information.

Accountability

Agencies are answerable to legislative bodies, courts, and the public.

Reasoned Decision-Making

Decisions must be based on facts and legal principles.

Administrative Law and Judicial Review

Scope of Judicial Review

Courts review administrative actions to ensure legality, reasonableness, and fairness.

### Grounds for Review

- Excess of authority.
- Violation of natural justice.
- Procedural unfairness.
- Unreasonableness or irrationality.
- Error of law.

### Remedies

- Quashing or setting aside unlawful decisions.
- Mandamus (compelling agency action).
- Injunctions.
- Declaratory relief.

### Importance of Administrative Law

#### For Citizens

- Protects individual rights against arbitrary administrative actions.
- Provides mechanisms for redress and appeals.

#### For Governments

- Ensures effective and lawful implementation of policies.
- Promotes accountability and transparency.

#### For Society

- Facilitates regulatory oversight for public welfare.
- Ensures that administrative actions align with democratic principles.

### Challenges in Administrative Law

## Complexity of Regulations

- Navigating intricate rules and procedures.

## Balancing Efficiency and Fairness

- Ensuring swift decision-making without compromising rights.

## Accountability and Corruption

- Preventing abuse of power within administrative agencies.

## Technological Advancements

- Incorporating new technologies while maintaining legal standards.

## Conclusion

Understanding the definition of administrative law is crucial for grasping how governments regulate various sectors and how individuals and organizations interact with administrative agencies. It provides the legal framework that ensures administrative actions are lawful, fair, and transparent. As governments continue to expand their roles, administrative law remains a vital component of modern legal systems, balancing government authority with individual rights and societal interests.

In summary, administrative law encompasses the rules, principles, and procedures that govern the administrative machinery of the state, ensuring that administrative agencies act within their legal boundaries and uphold principles of justice and fairness. Its evolution and ongoing development reflect the changing needs of society and the importance of accountability in public administration.

## Definition of Administrative Law: A Comprehensive Guide to Its Meaning, Scope, and Significance

Administrative law is a fundamental aspect of modern governance, shaping the way governments and their agencies operate and interact with citizens. It provides the framework for the creation, implementation, and oversight of administrative decisions, ensuring that power is exercised within legal boundaries and that individuals' rights are protected. Understanding the definition of administrative law is essential for legal professionals, students, policymakers, and anyone interested in the functioning of government institutions.

In this guide, we will explore the meaning of administrative law, its historical development, key features, scope, and importance in contemporary legal systems.

### What Is Administrative Law?

Administrative law refers to the body of law that governs the activities of administrative agencies of government. These agencies are responsible for implementing laws, creating regulations, and managing public services. Administrative law ensures that these activities are carried out lawfully, fairly, and transparently.

Simply put, administrative law is the legal framework that regulates the powers, functions, and procedures of administrative authorities. It acts as a bridge between the lawmaking authority (the legislature), the executive (administrative agencies), and the judiciary, maintaining a balance of power and accountability.

### The Definition of Administrative Law

The definition of administrative law can vary depending on legal traditions and scholarly perspectives, but common elements include:

- Regulation of Administrative Agencies: Administrative law governs the organization, powers, and functions of government agencies.
- Legal Oversight: It provides mechanisms for reviewing and challenging administrative decisions.
- Framework for Public Administration: It establishes procedures for rule-making, enforcement, and adjudication by administrative bodies.
- Protection of Citizens' Rights: It safeguards individual rights against arbitrary or unlawful administrative actions.

Legal scholars have offered various definitions:

- Frederick Pollock describes administrative law as "the law relating to the administration of the state."
- H. W. R. Wade defines it as "the law relating to the organization, powers, and procedures of administrative authorities."
- J. G. S. Haldane emphasizes its role in "controlling the exercise of administrative power."

While these definitions differ in emphasis, they collectively highlight that administrative law is concerned with the legal principles governing administrative actions and the relationship between the government and individuals.

## Historical Development of Administrative Law

Understanding the definition of administrative law also involves recognizing its evolution:

- Pre-Industrial Era: Governance was primarily based on the common law, with limited administrative oversight.
- Industrial Revolution: The expansion of government functions led to the rise of specialized agencies, necessitating a formal legal framework.
- Early 20th Century: Development of administrative law as a distinct branch, especially in countries like the UK and USA. Landmark cases and statutes established principles of judicial review and procedural fairness.
- Modern Era: Increased complexity of government functions, emphasizing transparency, accountability, and participatory decision-making.

## Key Features of Administrative Law

The definition of administrative law can be better understood through its key features:

### - Rule-Making Authority

Administrative agencies have the power to create rules and regulations necessary for executing laws. These rules have the force of law and must follow prescribed procedures.

### - Adjudicatory Functions

Agencies can also resolve disputes through administrative tribunals or hearings, acting as quasi-judicial bodies.

### - Enforcement Powers

Administrative law grants agencies authority to enforce compliance through inspections, penalties, and other enforcement mechanisms.

### - Procedural Fairness

A core principle is ensuring fairness and transparency in administrative procedures, including notice,



hearing rights, and appeal mechanisms.

#### - Judicial Review

Courts have the authority to review administrative actions to ensure they comply with law, are reasonable, and do not violate constitutional rights.

#### Scope of Administrative Law

The definition of administrative law encompasses a broad range of areas, including but not limited to:

- Rule-Making: Creating regulations that interpret statutes and govern administrative conduct.
- Adjudication: Resolving disputes related to administrative decisions.
- Investigations and Enforcement: Monitoring compliance with laws and regulations.
- Licensing and Permitting: Granting or denying licenses, permits, or authorizations.
- Public Participation: Involving citizens in decision-making processes via consultations or hearings.
- Judicial Review: Ensuring administrative actions conform to legal standards.

#### Importance of Administrative Law

Understanding the definition of administrative law reveals its significance in ensuring good governance and the rule of law:

- Accountability: It holds administrative agencies accountable for their actions.
- Legal Certainty: It provides predictable procedures and standards.
- Protection of Rights: Citizens can challenge unlawful or unfair administrative decisions.
- Efficiency: Clear rules and procedures streamline administrative processes.
- Transparency: Public access to administrative decisions fosters trust.

#### Conclusion

The definition of administrative law encapsulates a vital facet of the legal system that oversees the functioning of government agencies. It ensures that administrative powers are exercised within lawful, fair, and transparent boundaries, safeguarding individual rights and promoting responsible governance. As governments continue to expand their roles in society, the importance of a well-defined and robust administrative law framework becomes ever more critical in maintaining the

balance of power and upholding the rule of law.

Whether viewed through the lens of regulation, adjudication, or oversight, administrative law remains a dynamic and essential field that supports the effective and equitable administration of public functions. Understanding its core principles, scope, and significance is crucial for anyone engaged with or affected by government activities.

**Question** What is the definition of administrative law? Administrative law is the branch of law that governs the activities of government agencies and departments, including rule-making, enforcement, and adjudication. How does administrative law differ from other branches of law? Administrative law specifically focuses on the regulations and decisions of government agencies, whereas other branches like criminal or civil law deal with individual rights and offenses. Why is administrative law important? Administrative law ensures government actions are lawful, transparent, and accountable, protecting citizens' rights and maintaining the rule of law. What are the main sources of administrative law? The main sources include statutes enacted by legislatures, regulations issued by agencies, and judicial decisions interpreting these laws. Who administers administrative law? Administrative law is administered by government agencies, courts, and legislative bodies that create, interpret, and enforce regulations. What role do courts play in administrative law? Courts review and oversee administrative agency actions to ensure they comply with legal standards and protect individual rights. What is the significance of rule-making in administrative law? Rule-making allows agencies to create detailed regulations that implement statutes, providing clarity and consistency in administrative procedures. How does administrative law impact citizens? It affects citizens by regulating public services, licensing, permits, and ensuring that government decisions are fair and legally sound. What are common challenges or controversies in administrative law? Challenges include issues of overreach, lack of transparency, and the balance of power between agencies and the judiciary. Can administrative decisions be appealed? Yes, administrative decisions can typically be appealed within the agency or challenged in courts for review and correction.

**Related keywords:** administrative law, public administration, government agencies, regulatory agencies, legal framework, administrative procedures, rule of law, public policy, legal regulations, governance

## Literary terms with answer key

**Literary terms with answer key** are essential tools for students, teachers, and literature enthusiasts aiming to deepen their understanding of literary analysis and criticism. Mastering these terms allows readers to interpret texts more critically, appreciate authorial techniques, and engage in

meaningful discussions about literature. Whether you're preparing for exams, writing essays, or simply exploring the richness of literary works, familiarizing yourself with key literary terms and their definitions ? along with their answer keys ? provides a solid foundation for effective literary analysis.

## Understanding Literary Terms: An Essential Guide

Literary terms serve as the vocabulary of literature. They help articulate the nuances of writing styles, character development, plot structures, and thematic elements. Below, we explore some of the most important literary terms, complete with answer keys to facilitate quick learning and reference.

### 1. Literary Devices and Techniques

#### 1.1 Metaphor

- **Definition:** A figure of speech that directly compares two unlike things for rhetorical effect.
- **Answer Key:** Think of a metaphor as an implicit comparison, e.g., "Time is a thief."

#### 1.2 Simile

- **Definition:** A figure of speech that compares two unlike things using "like" or "as."
- **Answer Key:** Example: "Her smile was as bright as the sun."

#### 1.3 Alliteration

- **Definition:** The repetition of initial consonant sounds in neighboring words.
- **Answer Key:** Example: "Peter Piper picked a peck of pickled peppers."

#### 1.4 Personification

- **Definition:** Giving human qualities to non-human entities.
- **Answer Key:** Example: "The wind whispered through the trees."

#### 1.5 Hyperbole

- **Definition:** An exaggerated statement not meant to be taken literally.

- **Answer Key:** Example: "I've told you a million times."

## 2. Literary Structures and Forms

### 2.1 Narrative Arc

- **Definition:** The chronological construction of a story, typically including exposition, rising action, climax, falling action, and resolution.

- **Answer Key:** Remember the structure as the "story's journey," guiding the plot's development from beginning to end.

### 2.2 Flashback

- **Definition:** A scene that interrupts the chronological sequence to depict an event from the past.

- **Answer Key:** Think of it as a "memory moment" that provides background or context.

### 2.3 Foreshadowing

- **Definition:** Hints or clues about what will happen later in the story.

- **Answer Key:** Example: Dark clouds foreshadow an approaching storm.

### 2.4 Climax

- **Definition:** The turning point of the story, often the most intense or significant moment.

- **Answer Key:** Think of the climax as the "high point" or the story's moment of greatest tension.

### 2.5 Resolution

- **Definition:** The conclusion where conflicts are resolved.

- **Answer Key:** The "endgame" of the story, where loose ends are tied up.

## 3. Characterization and Point of View

### 3.1 Protagonist

- **Definition:** The main character around whom the story revolves.
- **Answer Key:** The hero or central figure in a narrative.

### 3.2 Antagonist

- **Definition:** The character or force opposing the protagonist.
- **Answer Key:** Think of the villain or obstacle in the story.

### 3.3 Point of View (POV)

- **Definition:** The perspective from which a story is narrated.
- **Answer Key:** Includes first-person ("I"), second-person ("you"), and third-person ("he," "she," "they").

### 3.4 Flat Character

- **Definition:** A character with little complexity, often stereotypical.
- **Answer Key:** Think of a minor character with a single defining trait.

### 3.5 Round Character

- **Definition:** A complex character with multiple traits and development.
- **Answer Key:** The main character who evolves throughout the story.

## 4. Literary Themes and Symbols

### 4.1 Theme

- **Definition:** The central idea or message conveyed by a literary work.
- **Answer Key:** Examples include love, revenge, betrayal, or the struggle for identity.

### 4.2 Symbol

- **Definition:** An object, character, or event that represents a larger idea or concept.
- **Answer Key:** Example: A dove symbolizing peace.

### 4.3 Allegory

- **Definition:** A narrative in which characters and events symbolize abstract ideas or moral qualities.
- **Answer Key:** Think of "Animal Farm" as an allegory for political corruption.

### 4.4 Motif

- **Definition:** A recurring element or pattern that has symbolic significance.
- **Answer Key:** Recurrent images or phrases emphasizing a theme.

### 4.5 Irony

- **Definition:** A contrast between expectation and reality.
- **Answer Key:** Verbal irony: saying the opposite of what is meant; situational irony: outcomes that are opposite of expectations.

## 5. Additional Literary Terms

### 5.1 Tone

- **Definition:** The author's attitude toward the subject or audience.
- **Answer Key:** Descriptors include humorous, serious, sarcastic, or somber.

### 5.2 Mood

- **Definition:** The emotional atmosphere of a literary work.
- **Answer Key:** Created through setting, tone, and diction to evoke feelings like suspense or melancholy.

### 5.3 Diction

- **Definition:** An author's choice of words and style of expression.
- **Answer Key:** Formal diction is different from colloquial or slang usage.

## 5.4 Genre

- **Definition:** A category or type of literature characterized by similarities in form, style, or content.
- **Answer Key:** Examples include poetry, fiction, drama, and nonfiction.

## 5.5 Allusion

- **Definition:** An indirect reference to a person, place, event, or literary work.
- **Answer Key:** Example: "He's a real Romeo," referencing Shakespeare's character.

## Conclusion

Mastering literary terms with answer keys provides a powerful toolkit for analyzing and appreciating literature. These terms not only enhance comprehension but also enable readers to articulate their insights more effectively. Regular practice and application of these concepts will deepen your understanding of literary works and enrich your reading experience. Whether you're dissecting a poem, analyzing a

Literary Terms with Answer Key: An In-Depth Guide for Students and Enthusiasts

Understanding literary terms is fundamental to appreciating, analyzing, and discussing literature effectively. These terms serve as the building blocks for critical analysis, enabling readers to identify devices, techniques, and stylistic features employed by writers. Whether you're a student preparing for exams, a teacher designing lesson plans, or an avid reader seeking deeper insight, mastering these terms is essential. This comprehensive guide explores key literary terms, their definitions, examples, and an answer key to facilitate learning and assessment.

## What Are Literary Terms?

Literary terms are specialized words or phrases used to describe elements, techniques, devices, and conventions in literature. They help writers craft compelling stories and poems, and assist readers in recognizing and interpreting the intricacies of texts. Literary terms are broadly categorized into various groups, such as figures of speech, narrative techniques, poetic devices, and structural elements.

## Categories of Literary Terms

To navigate the vast landscape of literary terminology, it's helpful to organize terms into categories:

- Figures of Speech: Devices that use language creatively for rhetorical effect.
- Poetic Devices: Techniques specific to poetry, such as rhyme and meter.
- Narrative and Structural Devices: Elements related to storytelling, point of view, and structure.
- Themes and Motifs: Recurring ideas or symbols in literature.
- Characterization: Ways authors develop characters.

## Figures of Speech

Figures of speech are artistic expressions that deviate from literal language to create vivid imagery or emphasize ideas.

### 1. Simile

- Definition: A comparison between two unlike things using "like" or "as."
- Example: "Her smile was as bright as the sun."
- Significance: Creates a vivid picture and emphasizes qualities.

### 2. Metaphor

- Definition: An implied comparison between two unlike things without using "like" or "as."
- Example: "Time is a thief."
- Significance: Offers a symbolic or deeper meaning.

### 3. Personification

- Definition: Giving human qualities to non-human entities.
- Example: "The wind whispered through the trees."
- Significance: Adds emotional depth and imagery.

### 4. Hyperbole

- Definition: An exaggerated statement not meant to be taken literally.
- Example: "I've told you a million times."
- Significance: Emphasizes a point or creates humor.

### 5. Irony



- Definition: A contrast between expectation and reality.
- Types:
  - Verbal Irony: Saying one thing but meaning another.
  - Situational Irony: When the opposite of expected occurs.
  - Dramatic Irony: When the audience knows something characters do not.
- Example: A fire station burns down.

## Poetic Devices

Poetry relies heavily on specific devices to create rhythm, sound patterns, and meaning.

### 1. Rhyme

- Definition: Correspondence of sounds in words, especially at the end of lines.
- Types:
  - End Rhyme: Rhyme at the end of lines.
  - Internal Rhyme: Rhyme within a line.
- Example: "Once upon a midnight dreary, while I pondered, weak and weary."

### 2. Meter

- Definition: The rhythmic pattern of stressed and unstressed syllables in poetry.
- Common Types:
  - Iambic Pentameter: Five pairs of unstressed/stressed syllables.
- Significance: Creates musicality and structure.

### 3. Alliteration

- Definition: Repetition of initial consonant sounds.
- Example: "She sells seashells by the seashore."
- Effect: Enhances memorability and musical quality.

### 4. Assonance

- Definition: Repetition of vowel sounds within words.
- Example: "Hear the mellow wedding bells."
- Effect: Adds rhythm and mood.

## 5. Onomatopoeia

- Definition: Words that imitate sounds.
- Example: "Buzz," "clang," "whisper."
- Effect: Creates auditory imagery.

## Narrative and Structural Devices

These elements influence how stories are told and how their parts fit together.

### 1. Point of View

- Definition: The perspective from which a story is narrated.
- Types:
  - First Person: Narrator is a character ("I" or "we").
  - Second Person: The narrator addresses the reader directly ("you").
  - Third Person Limited: Narrator knows the thoughts of one character.
  - Third Person Omniscient: Narrator knows thoughts of all characters.

### 2. Flashback

- Definition: An interruption in the story to depict past events.
- Purpose: Provides background and context.

### 3. Foreshadowing

- Definition: Hints about future events.
- Effect: Builds suspense.

### 4. Irony (again) and Its Types

- As a structural device, irony can shape expectations and themes.

### 5. Climax

- Definition: The most intense, exciting, or important point of the story.

## 6. Resolution

- Definition: The conclusion where conflicts are resolved.

## Themes and Motifs

Themes are central ideas or messages in a literary work, while motifs are recurring elements that support themes.

### 1. Theme

- Definition: The underlying message or main idea.
- Examples:
  - Love conquers all.
  - The corrupting power of greed.

### 2. Motif

- Definition: A recurring element (symbol, phrase, object).
- Examples:
  - Darkness representing evil.
  - The recurring use of a particular color symbolizing emotion.

## Characterization

How authors develop characters is critical to understanding literature.

### 1. Direct Characterization

- The author explicitly describes a character's traits.

### 2. Indirect Characterization

- Traits are revealed through actions, dialogue, or interactions.

## Methods of Indirect Characterization

- Speech: What a character says.
- Thoughts: Inner monologue.
- Effects on Others: How others perceive the character.
- Actions: What the character does.
- Appearance: Physical traits.

## Answer Key for Common Literary Term Questions

This section provides a sample set of questions with their correct answers to aid self-assessment.

| Question | Answer |

|-----|-----|

- | 1. What figure of speech is used when comparing two things with "like" or "as"? | Simile |
- | 2. Which device involves giving human qualities to non-human objects? | Personification |
- | 3. Identify the poetic device that involves the repetition of vowel sounds within words. | Assonance |
- | 4. What narrative point of view uses "I" and "we"? | First Person |
- | 5. Name the device that provides hints or clues about what will happen later in a story. |  
Foreshadowing |
- | 6. What is the term for the story's most intense or exciting point? | Climax |
- | 7. Define "metaphor." | A direct comparison between two unlike things without using "like" or "as." |
- | 8. Which literary device is characterized by exaggerated statements not meant to be taken literally?  
| Hyperbole |
- | 9. What is the term for a recurring symbol or idea that reinforces the theme? | Motif |
- | 10. How does indirect characterization reveal a character? | Through their actions, speech,  
thoughts, effects on others, or appearance. |

## Conclusion: The Importance of Mastering Literary Terms

A solid grasp of literary terms enhances the ability to analyze and interpret texts critically. It allows readers to uncover deeper meanings, appreciate stylistic choices, and engage with literature on a more profound level. As literature often employs various devices and techniques, recognizing these elements equips students and readers to discuss texts effectively, write insightful essays, and appreciate the artistry behind storytelling.

Consistent practice with these terms, along with analyzing texts using the answer key as a guide, will significantly improve literary comprehension. Remember, the goal is not just to memorize definitions but to see these devices in action within texts and understand their effects. With time and effort, mastery of literary terms will become an invaluable tool in your literary toolkit.

Happy reading and analyzing!

**Question** What is a metaphor in literature? A metaphor is a figure of speech that directly compares two unlike things to suggest a similarity, without using 'like' or 'as'. How does irony differ from sarcasm? Irony is a literary device where there is a contrast between expectation and reality, whereas sarcasm is a form of verbal irony meant to mock or convey contempt. What is the definition of alliteration? Alliteration is the repetition of the same consonant sound at the beginning of nearby words to create rhythm or emphasis. What is a protagonist in a story? The protagonist is the main character around whom the story revolves, often facing conflicts that drive the plot. What does 'foreshadowing' mean in literary terms? Foreshadowing is a technique where the writer gives hints or clues about what will happen later in the story. Define 'simile' and give an example. A simile is a figure of speech that compares two unlike things using 'like' or 'as'. Example: 'Her smile was as bright as the sun.' What is the difference between a theme and a motif? A theme is the central idea or underlying message of a work, while a motif is a recurring element or symbol that supports the theme.

**Related keywords:** literary terms, literary devices, literary techniques, literary analysis, literary glossary, literary terminology, literary concepts, literary elements, literary figures, literary terminology with answers

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