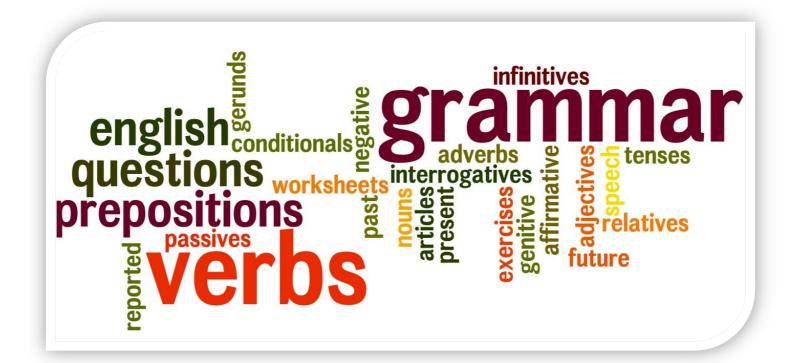
Free Smart PDF Book English Grammar



TENSES

Tense is the form of a Verb that indicates the time something happened, something happening or something is going to happen. It is a form taken by a verb to specify the span of action. Tense is a verb-based method used to indicate the time of an action. PAST TENSE is used to express things that have already happened in past. PRESENT TENSE is used to express things that are happening right now in present. FUTURE TENSE is used to express things that have yet to happen in future.

In English grammar, a verb may change its form with five important properties or characteristics. They are Person, Number, Mood, Tense and **Voice. VOICE** is an important section of English grammar. In English sentences, Voice associated with verb as well as the quality of that verb. Voice is that form of verb that shows the relationship between the Subject and the Object. Generally, Voice indicates two things: a. whether the subject acts b. whether the subject is acted upon. These two situations form two types of Voice: ACTIVE VOICE AND PASSIVE VOICE.

DEGREES OF COMPARISON

A Degree in English grammar associates with the level as well as the intensity of an Adjectives or Adverbs. Grammatically, they are known as Degrees of Adjectives. A qualitative comparison is systematically presented with the help of Degrees.

Look at the following examples-

Degree is an easy topic. (Positive) Degree is easier than Voices. (Comparative) Degree is the easiest topic in grammar. (Superlative) Obviously, adjectives have three different forms to show the Degrees of Comparison.

Direct Speech is the report of the speaker using his/her own words directly. It is the repetition of person's words directly. **Direct Speech** is the group of unchanged words presented as they are, using quotation marks. e.g. John said, "I am ready to show my skill today."

Indirect Speech is the conveyance of the statement without changing its meaning. It is the report of what another person said, told or asked. **Indirect Speech** is the content which is expressed in our own words, without quotation marks.

e.g. John said that he was ready to show his skill that day.

Auxiliary Verb is also known as **Helping Verb**. It helps the Main Verb to describe the Past, Present and Future actions in the sentence. It is used to form Tense, Mood or Voice of other verb. There are two types of Auxiliary Verbs: **Primary Auxiliaries** and **Modal Auxiliaries**. **Modal Auxiliaries**. **Modal Auxiliary Verb** is a verb which is used to indicate mode or modality. It connects with another verb to demonstrate a Mood or Tense. It affects the meaning of other verb in different situations.

COMMON ERRORS / SPOT THE ERRORS

Spotting the Error in sentences is a skillful and intellectual task. We need to spot or locate the part which is **grammatically** incorrect. The errors may be categorized differently, i.e. <u>tense</u> error, spelling error, punctuation error, part of speech error, sentence error, article-preposition error, singularplural error etc.

Question Tag is a typical construction in English. It is a statement followed by a short question. A statement is turned into question to ask for confirmation. Question tag is the shortest form of question in English language. Question tag is also known as Tag Question, Short Question and Question Tail.

IDIOMS

Idioms are expressions or phrases whose meanings do not relate to the literal meaning of their words. They are special words or phrases that aren't meant to be taken literally and usually have a cultural meaning behind them. They typically present a figurative meaning attached to the phrase.

PHRASES

Phrase is an important element of English grammar. **Phrase** is a small group of words that form a meaningful unit within a clause. It functions as a constituent in the syntax of a sentence. **Phrase** has a special idiomatic meaning. It always presents within a clause, cannot have a clause in it. **Phrase** not only strengthens the sentence but also make the sentence meaningful.

When two different words are combined or linked together to make a new word, a **Compound Word** is formed. Here two unique words are applied together to make a new meaning. Two different ideas are skillfully combined in one word.

e.g. sunshine, notebook, weekend, bookmark, homework, call back, living room, one-third, mother-in-law, one-sided etc.

Connectors are the Conjunctive words which connect or coordinate words, phrases, or clauses. Different kinds of connectors join different kinds of grammatical structures. These linking words are systematically used for connecting similar or different elements present in a sentence.

Contraction is a word made by shortening and combining two words. It is a shortened way, formed by dropping one or more letters. Contraction is a shortened category of the spoken and written forms of a word. It is an abridged form of a word that eliminates certain letters or sounds.

WH-questions are the questions beginning with Wh-words like what, who, why, where, when, whom, whose, which and how. Wh-questions are also known as **Open Questions**, used to ask about definite people, places, times, qualities and so on. Wh-words are always presented in a functional or operational ways, conveying a grammatical and structural association with other words in a sentence.

A word is a group of letters which expresses a meaning. The process of creating words is known as **Word-formation**. There are various processes through which new words are created in English language. The Word Formation Processes are considered as the important component of Morphology.

QUANTIFIERS

Quantifiers are commonly used in English language. Quantifier is a word or phrase which is used before a noun to specify the amount, degree or quantity of something. They are dissimilar from numbers because they point out an estimated amount rather than correct amount. They can be arranged according to their use.

Quantifiers can be used with a noun (as a determiner) or without a noun (as a pronoun). They can be used with both Countable and Uncountable Nouns. Generally, quantifiers answer the questions How many? and How much?

Gerunds and Infinitives are commonly used sentence structures in English. They are the categories of non-finite verbs that can be used as a noun or an object in a sentence. Gerunds and infinitives are sometimes referred to as verb complements. They may function as subjects or objects in a sentence. Gerunds and Infinitives both function as nouns. They can act as the subject of a verb when placed before it, and as an object when placed after it.

ARTICLES

In English, one aspect that often poses a challenge for learners is the use of **Articles**: specifically, **a**, **an** and **the**. In grammar, Articles are words that define a noun as specific or unspecific. There are two types of articles in English: **Definite** and **Indefinite**.

PREPOSITIONS are the words which express the relationship between a noun and other words. It is always followed by a noun or pronoun.

Usually, Preposition expresses a modification or predication.

PREPOSITIONS are systematically divided into three categories: **a.** Preposition of Time **b.** Preposition of Place **c.** Preposition of Direction (Generally, Prepositions of Direction, Place and Location are considered as same)

In English grammar, the term **Concord** is used for the same purposes. It is the harmony or agreement between different parts of a sentence, specially the subject and the verb. The Subject of a sentence has a close association to what is being said in the Predicate. The form of the verb should be in straight relation to the number and person of the Subject. Concord is also called **Subject-Verb Agreement**. The verb must agree with its subject with respect to its number and person.

'Punctuation' are marks or symbols, used to separate sentences, phrases and clauses. They not only help to decorate the sentence but also make the sentence grammatically correct.

Punctuation marks help to indicate pauses in certain situations. They focus on specific ideas and views in sentences, by conveying the exact meaning of the text. They help to create a sense of language.

A **Determiner** is a specific word that appears before a noun or noun phrase. It not only specifies quantity but also clarifies what the noun refers to. It helps to identify whether the noun or noun phrase is specific or general. Determiners are words that introduce nouns and help provide more information about them. They are a class of words in grammar that are used to modify and provide more information about nouns. To collocate means 'to set' or 'place together'. In English, the term collocation is frequently used in the context of Grammar and Vocabulary. Collocation is made up of two or more words that are commonly used in English. They are combinations of meaningful words which systematically occur together.

SIMPLE, COMPOUND & COMPLEX

A Simple sentence structure contains one independent clause and no dependent clauses. It has only one Subject and one Predicate. A Compound sentence is composed of at least two independent clauses. It does not require a dependent clause. It comprises of two or more Coordinate clauses. A Complex sentence has one or more dependent clauses (also called subordinate clauses). It comprises of one Main clause and one or more Subordinate Clauses. A Figure of speech is a word or phrase which is used in a non-literal sense to add interest to language, in a spoken form or written one. It is a divergence from the simple and ordinary manner of speaking or writing in order to have a greater effect in language. Figures of speech are very important as they enhance the charm and beauty of language and their careful and correct use can create the picture before the eyes of readers or listeners.

A sentence is considered as a largest and vital unit of any Spoken and Written language. Sentence is nothing but a group of meaningful words, which is arranged grammatically.

It consists of words, phrases or clauses.

'Parts of Speech' is the soul of language. They are very essential ingredients used in making meaningful phrases and sentences. A real beauty of grammar is obviously the Parts of Speech, as they show us how words relate to each other.

Part of Speech is a category of words which explains how the word is used. It shows how words are assigned with their syntactic functions. It is the major aspect of language which enables us to think about the meaning as well as function of the word. It is very important to note that each word functions independently in sentences.

A condition is something that can only happen if something occurs. A conditional sentence is a type of sentence that indicates a condition. It is also known as conditional clause or if clause. It contains an Independent clause and Dependent clause. The action in the main clause can take place if a certain condition is fulfilled in the sentence. Unless and If...not are negative conditionals. Unless is an alternative subordinate conjunction. If clauses are either Negative or Affirmative. **Exclamatory Sentence** is the kind of sentence which contains a strong emphasis, emotion, feeling or excitement. Mostly, these sentences begin with 'What/How'. **Assertive Sentence** is the kind of sentence which makes an informative statement. It begins with subject which tells something directly. Instead of **What/How**, the word **very** is used in Assertive Sentences.

Commonly Confused Words are pairs or groups of words that sound similar or have similar spellings, leading to confusion in their usage. These words may have different meanings, grammatical functions, or contexts in which they are appropriately used. Confusion often arises because of their similar pronunciation or spelling. Understanding the distinctions between these words is important for effective communication in writing and speaking.

Prefix is an element which is **added before the Base Word**. For example, in the word '**preview**', 'pre' is a prefix and 'view' is the Base word. Every prefix has its own meaning and we can form many new words by adding prefixes to the words. This process of word formation is known as '**Prefixation**'.

Suffix is an element which is added at the end of the Base Word. For example, in the word 'wrongly', 'ly' is a suffix and 'wrong' is the Base word. Every suffix has its own meaning and we can form many new words by adding suffixes to the words. This process of word formation is known as 'Suffixation'.

Conditionals are an essential aspect of English grammar that expresses possibilities, hypotheses, and consequences. They allow speakers to discuss events that are dependent on certain conditions. Let's learn the different types of conditionals, their structures, and their uses.

One Word Substitution is the process to find a single word that describes the given definition or word phrase. This key-word suddenly dominates the whole sentence. The meaning of the whole sentence automatically converts into a single word. Let us see with the help of some examples.

In grammar, Singular and Plural are grammatical numbers that indicate the quantity or number of people, animals, things or concepts:

Singular: This form is used when referring to one person, animal, thing, or concept. Examples include "book," "cat," "teacher," and "idea." e.g. "The cat is sleeping."

Plural: This form is used when referring to more than one person, animal, thing, or concept. Plurals are often formed by adding an "s" or "es" to the singular form. e.g. "The cats are sleeping." "The children are playing."

CODE-MIXING / CODE-SWITCHING

Code-mixing is the blending of two or more languages or language varieties in speech. It is the typical linguistic process where there is the hybridization of two languages.

Code-switching is when the language is arranged structurally and grammatically in other languages. Code-switching refers to the practice of switching between languages at specific points in a conversation, often for particular social or contextual reasons.

IMPORTANT LINKS

ENGLISH GRAMMAR ONLINE QUIZZES
ENGLISH GRAMMAR: DO AS DIRECTED (8 SETS)
<u>'100 ENGLISH GRAMMAR PRACTICE WORKSHEETS' E-BOOK</u>
ENGLISH GRAMMAR PRACTICE EXERCISES
ENGLISH GRAMMAR: PRACTICE EXAMPLES
ENGLISH VOCABULARY PRACTICE
ENGLISH GRAMMAR FOR COMPETITIVE EXAMS
ENGLISH GRAMMAR PDFs FOR ALL BOARDS STUDENTS
GLOSSARY OF 100 GRAMMATICAL TERMS
ENGLISH WRITING SKILLS TOPICS

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