

1 Conditional Sentences / If- Clauses Type I , II and III

A. Conditional Sentence Type 1:

→ It is possible and also very likely that the condition will be fulfilled.

Form: If + Simple Present >>> Future (= will + bare infinitive)

Example: If I find her address, I'll send her an invitation.

Exercise :

Complete the Conditional Sentences (Type I) by putting the verbs into the correct form.

1. If you (send)this letter now, she (receive)..... . it tomorrow .
2. If I (do)..... this test, I (improve) my English.
3. Peggy (go) shopping if she (have) time in the afternoon.
4. Simon (go) to London next week if he (get) a cheap flight.

5. If they (study / not)harder, they (pass / not) the exam.
6. If it (rain) tomorrow, I (have to / not)water the plants.

2Active & Passive Voice

The active voice

is used to, when the agent (doer) is to be made prominent. The verb in such sentences show that the person denoted by the subject does something. The active voice is so called because the person denoted by subject acts.

There are two ways to express an action of a subject in relation to its object

- Active voice
- Passive voice

In "active voice" subject acts upon object, while in "passive voice" object is acted upon by subject.

It can also be said, in "active voice" subject does a work on object, while in "passive voice" object is worked on by subject. The normal structure of an active voice sentence is subject+verb+object but in passive the normal structure of sentence is reversed according to certain rules and becomes like object+verb+subject. The real meaning of a sentence does not change if the sentence is expressed either by active voice or by passive voice. The active voice is mostly used in writing because it gives a direct and more concise meaning. Passive voice is used sometimes due to the following reasons. When intentionally hiding the subject of sentence. For example, a student who failed in exam might say, some chapters were not studied. Another example. Women were not treated as

When passive voice better explain thought of sentence. For example, to say, cloth is sold in yards, is more meaningful than to say, Shop keepers sell cloth in yards. When passive voice better emphasizes the main thought of the sentence. For example,

a man who is being teased by another person might say in anger, "you will be beaten by me"

When subject is not exactly known. For example, His watch was stolen. It is not known that who stole his watch, the subject (thief) is not exactly known so it is better to use passive voice for such sentence. There are certain rules for expressing a thought in passive voice or for changing a sentence from active voice to passive voice.

Fundamental Rules for changing from active voice to passive voice

The places of subject and object are interchanged i.e. the object shifts to the place of subject and subject shifts to the place of object in passive voice. Example. Active voice: I write a letter. Passive voice: I letter is written by me. Subject (I) of sentence shifted to the place of object (letter) and object (letter) shifted to the place of subject (I) in passive voice

The following exercises will help you gain greater understanding about how relative pronouns work. Choose the best answer to complete each sentence.

3 Relative Pronouns

What is a relative pronoun?

A relative **pronoun** is one which is used to refer to **nouns** mentioned previously, whether they are people, places, things, animals, or ideas. Relative pronouns can be used to join two sentences.

There are only a few relative pronouns in the English language. The most common are *which*, *that*, *whose*, *whoever*, *whomever*, *who*, and *whom*. In some situations, the words *what*, *when*, and *where* can also function as relative pronouns. Because there are only a few of them, there are also just a few rules for using relative pronouns. Keep them in mind as you write.

- Relative clauses are typically introduced by relative pronouns, and that the relative pronoun can function as a possessive pronoun, an object, or a subject.
- When relative pronouns introduce restrictive relative clauses, no comma is used to separate the restrictive clause from the main clause.
- In American English, the relative pronoun *whom* is used rarely. You may notice this in conversations, but it is best to use the term when writing to ensure that your work is grammatically correct.

Relative Pronouns Examples

The following sentences contain examples of relative pronouns. The relative pronoun in each example is italicized.

- The cyclist *who* won the race trained hard.
- The pants *that* I bought yesterday are already stained.
- The four team leaders, *whoever* the committee selects, will be at tomorrow's meeting

Task:

- The festival, _____ lasted all day, ended with a banquet.
 - That
 - Who
 - Which
 - What
- I am looking for someone _____ can watch my dog while I go on vacation.
 - Which
 - Who
 - Whom
 - Whoever
- The police needed details _____ could help identify the robber.
 - Who
 - Whatever
 - That
 - What

4 Either/Or And Neither/Nor

1. **Either / or** - used in a sentence in the affirmative sense when referring to a choice between two possibilities

We can *either* eat now *or* after the show- it's up to you.

2. **Neither / nor** - used in a sentence in the negative sense when you want to say that two or more things are not true

Neither my mother *nor* my father went to university.

Singular Or Plural

When using either/or and neither/nor, note the following rules:

1. If both elements are singular, then the verb is singular too.

- *Either* the father *or* the mother has to attend the meeting. (The nouns 'father' and 'mother' are singular; so the verb 'has' is singular too)
- *Neither* Leila *nor* Nancy is going to write the report. ('Leila' and 'Nancy' are singular; so the verb 'is' is singular too)

2. However, if one of the elements is plural, then use a plural verb.

- *Either* Sue *or* the girls are going to prepare dinner tonight. (The noun 'girls' is plural; so the verb 'are' is plural too)
- *Neither* the teacher *nor* the students were in the classroom this morning. (The noun 'students' is plural; so the verb 'were' is plural too)

Choose The Correct Pair (Either / Or And Neither / Nor).

- In this game, you ___ win ___ lose. It depends on you. either- orneither- nor
- ___ Sue ___ Sara will help you with your homework. They are both busy at the moment. Either- orNeither- nor
- This is my offer. You ___ take it ___ leave it. either- orneither- nor
- When I go to the restaurant, I eat ___ fish ___ roast chicken. These are my favorite meals. either- orneither- nor
- His father believed ___ his son ___ his friend. He thought that both were lying. either- orneither- nor

5 Forming Regular Comparatives And Superlatives

- We use comparatives to compare two things or two people. (e.g She is taller than her husband.)
- Superlatives are used, however, to show the difference between more than two things or more than two people. (e.g Paris is the biggest city in France)
- To form comparatives and superlatives you need to know the number of syllables in the adjective. Syllables are like "sound beats".

For instance:

- "find" contains one syllable,
- but "finding" contains two — find and ing.

The Rules To Form Comparatives And Superlatives:

1. One syllable adjective ending in a silent 'e' — nice

- Comparative — add 'r' — nicer
- Superlative — add 'st' — nicest

2. One syllable adjective ending in one vowel and one consonant — big

- Comparative — the consonant is doubled and 'er' is added —bigger
- Superlative — the consonant is doubled and 'est' is added—biggest

3. One syllable adjective ending in more than one consonant or more than a vowel (or long vowels) — high, cheap, soft.

- Comparative — 'er' is added — higher, cheaper, softer.

1. Superlative — 'est is added — highest, cheapest, softest.

4. A two-syllable adjective ending in 'y' — happy

1. Comparative — 'y' becomes 'i' and 'er' is added — happier

1. Superlative — 'y' becomes 'i' and 'est' is added — happiest

5. Two-syllable or more adjectives without 'y' at the end — exciting

1. Comparative — more + the adjective + than — more exciting than

1. Superlative — more + the adjective + than — the most exciting

Examples:



1. The Nile River is longer and more famous than the Thames.
1. Egypt is much hotter than Sweden.
1. Everest is the highest mountain in the world.
1. This is one of the most exciting films I have ever seen.

6 Must And Have To

What's The Difference Between *Must* And *Have To*?

Must and **have to** are modal verbs in English. This page will guide you to the proper use of these modals.

Must

1. We use **must** to make a logical deduction based on evidence. It indicates that the speaker is certain about something:

Examples:

- It has rained all day, it **must** be very wet outside.
- The weather is fantastic in California. It **must** be a lot fun to live there.

2. **Must** is also used to express a strong obligation.

Examples:

- Students **must** arrive in class on time.
- You **must** stop when the traffic lights are red.
- I **must** go to bed.

Have To

Like **must**, **have to** is used to express strong obligation, but when we use **have to** there is usually a sense of external obligation. Some external circumstance makes the obligation necessary.

Examples:

- I **have to** send an urgent email.
- I **have to** take this book back to the library

7 Purpose With *To*, *In Order To* And *So As To*

Use *to*, *so as to*, and *in order to* to express purpose in the affirmative form.

Examples:

- He is looking for a part time job **to** save some pocket money.
- She wakes up early **in order** to be on time to work.
- They visited him **so as** to offer their condolences for the death of his wife.

Use ***so as not to*** and ***in order not to*** to express purpose in the negative form.

Examples:

- They woke up early **in order not to** be late.
- She exercises regularly **so as not to** get fat.
- He helped the new policewoman **so as not to** fail in her first mission.

8 Subordinating Conjunctions

Subordinating conjunctions, also called **subordinators**, are conjunctions that join a dependent (or subordinating) clause to an independent (or main) clause.

Subordinating Vs. independent clauses:

1. An ***independent clause*** is a **complete sentence** that can stand alone and express a complete idea.
Example: *Sarah bought some milk.*

2. A ***subordinating clause*** (also called a ***dependent clause***), on the other hand, is **not a complete sentence and cannot stand alone as a sentence**.

Example: *When Sarah went to the store...*

This is an incomplete clause, it needs extra information to be complete. Here is the complete sentence: *"when Sarah went to the store, she bought some milk."* For more information about subordinating clauses

- He reads the newspapers **after** he finishes work.
- **Even if** you get the best grade on the writing test, you'll need to pass an oral test.
- **Although** he is very old, he goes jogging every morning.
- She didn't go to school **because** she was ill.
- They went to bed **since** it was late
- **As soon as** the teacher arrived, they started work.

9 Prepositions Of Place: At, In And On

At, In, And On

On, in, and at are prepositions of place. They refer to a place where something or someone is located. Using these small words can be sometimes confusing. This grammar lesson will help you understand how to use them in different situations.

At

At is used to locate something at a certain **point**:

Examples:

- at the bus station
- at the entrance
- at the crossroads
- at the junction
- at the top of the mountain
- at John's house

*We were waiting **at** the bus stop when it started to rain.*
*He was **at** the entrance of the theater when he heard the noise.*

In

In is used to locate something **enclosed in a space**:

Examples:

- In a box
- In a car
- In a building
- In my pocket
- In my bag
- In New York
- In Spain

*They found a lot of money **in** his pocket*
*I've lived **in** London for two years*

On

On is used to indicate position above and in contact with the **surface** of something:

Examples:

- On the wall
- On the door
- On the table
- On the ceiling
- On the carpet
- On the page

- On the cover

The picture **on** the wall is fantastic.

You'll find more information about the camp **on** this page.

In Or At?

Sometimes, it is possible to use either the preposition *in* or *at* in a sentence. But this may cause a change in meaning of the sentence.

- I am at the bus stop.

This means you are at a specific point in space near the bus stop.

- I am in the elevator.

This, however, means that you are inside the elevator. It is all a question of meaning. Changing the preposition causes a change in the meaning of your sentence.

10 Transitive And Intransitive Verbs

Transitive Verbs

Transitive verbs are [verbs](#) that require one or more [objects](#).

Examples:

- She cut the *cake*.
- They climbed *the mountain*.
- He gave *her a flower*.

The verbs *cut*, *climbed*, and *gave* have objects.

Transitive verbs	Objects
cut	<i>the cake</i>
climbed	<i>the mountain</i>
gave	<i>her and a flower</i>

Transitive verbs can be categorized into two types: *monotransitive* and *ditransitive*:

1. *Monotransitive verbs* are verbs that require exactly one object.

Example:

He wrote *a poem*

2. *Ditransitive verbs* are verbs that may require two objects, a direct object and an indirect object.

Example:

She offered *him* (first object) *her car* (second object).

Intransitive Verbs

By contrast, **intransitive verbs** do not require an object.

Examples:

- They run.
- He died.
- She slept.
- It snows.

The verbs *run*, *died*, *slept* and *snows* have no objects. They are intransitive.