

BASIC ENGLISH GRAMMAR AND COMPREHENSION WITH RULES AND EXCEPTIONS

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Parts of speech.

Parts of speech are the categories or groups of words in a language. They include the following.

- | | | | |
|---------|------------|----------------|----------------|
| ✦ Nouns | ✦ Adverbs | ✦ Adjectives | ✦ Preposition |
| ✦ Verbs | ✦ Pronouns | ✦ Conjunctions | ✦ Interjection |

a) Nouns.

Nouns are names of people, places and their things.

There are many classes of nouns:-

- | | | |
|----------------------------|---------------------------------------|-----------------------|
| (i) Proper nouns
nouns. | (iv) Collective nouns. | (vii) Singular plural |
| (ii) Common nouns | (v) Compound nouns. | (viii) Abstract nouns |
| (iii) Possessive nouns. | (vi) Countable and uncountable nouns. | |

(i) Proper nouns.

These are particularly / specifically / real names given to people and other things.

e.g **Common noun**

School

Pupil

Country

City

Proper noun

Nkokonjeru Primary school

Nanyombi Leticia

Uganda, Rwanda

Kampala, Kigali.

Note: All proper nouns begin with capital letters.

Examples of Proper nouns.

Proper nouns are specific names given to people, places, countries, physical features, cities, books, newspapers, days of the week, months of the year, roads, buildings, schools, etc.

A few examples include the following:-

❖ Names of people	Sheila, Jimmy, Moses.
❖ Names of countries	Uganda, Somalia, Tanzania.
❖ Names of cities	Kampala, Washington, London.
❖ Names of lakes	Victoria, Albert, Tanganyika.
❖ Names of mountains	Elgon, Rwenzori, Moroto.
❖ Names of days	Monday, Wednesday, Friday.
❖ Names of months	January, February, September.
❖ Names of newspapers	The New Vision, Bukedde, The Daily Monitor.
❖ Names of streets	Kampala Road, Wilson Road, Martin Road.
❖ Names of companies	Nile Breweries, Uganda Cable Corporation.
❖ Names of titles	Reverend, Priest, Bishop, Queen.

(ii) Common nouns.

Common nouns are general (not specific) names given to people and other things.
e.g. girl, boy, country, school, mountain, building, road, newspapers, animal, man, woman, etc.

Common nouns can also be *singular* or *plural*.

Plurals of common nouns are written in the following ways:-

a) By adding letter “s” on the noun.

e.g. boys, chairs, teachers, flowers, schools, chimneys, valleys, etc.

b) By adding letters “es” on the noun.

e.g. benches	bushes	foxes	crosses	itches	churches
gases	torches	clutches	thoraxes	watches	brushes
bitches	boxes	speeches	atlases	coaches	dishes
tomatoes	stitches.				

c) By dropping letters “y” and then add “ies”.

e.g. cities	ladies	duties	factories	bakeries	treaties
flies	countries	copies	ministries	companies	batteries
berries	stories	industries	boundaries	salaries	
puppies	lorries	families	enemies	babies	bodies
pennies	dictionaries	diaries	societies	abilities	communities

d) Common nouns ending with “y” preceded by a vowel letter simply take “s” in plural.

e.g. days	monkeys	trolleys	plays	holidays	keys	donkeys
sprays	boys	pulleys	journeys	gays	turkeys	toys trays
valleys	kidneys					

e) Most common nouns that end with “O” take “es” in their plural.

e.g. potatoes	echoes	flamingoes	tomatoes	volcanoes
canoes	mangoes	negroes	cargoes	mosquitoes
buffaloes.				

f) Some common nouns which end with letter "O" take letter "s" in their plural forms.

e.g. radios studios bamboos dynamos parries
videos igloos avocados photos
discos .

g) Some common nouns which end with "f /ffe" form their plurals by using "ves".

e.g. leaves knives thieves loaves calves wives
shelves hooves sheaves selves halves wolves
lives.

h) There are few others which simply take letter "s"

e.g. dwarfs proofs beliefs hoofs staffs stuffs
roofs golfs chiefs gulfs handkerchiefs.

i) Some common nouns form their plurals by changing vowels.

e.g. men aquaria axes teeth bases fungi
geese crises bacteria women radii mice
feet formulae vertices oases policemen syllabuses /
syllabi.

j) Some common nouns do not change in their plurals.

e.g. barracks advice sheep luggage mumps
politics tuberculosis deer rubbish wood
shorts sports salmon trousers athletics
timber spectacles furniture gallows measles news.

Activity

Re-write the following sentences, replacing the underlined words with their plurals.

1. The village chief has been invited to a meeting with the R.D.C.
2. The echo was so loud that we heard from a distance.
3. That child's foot is bleeding badly.
4. By whom was this chimney painted?
5. A dictionary is very useful to learners.
6. The woman for whom we carried the luggage is here.
7. A deer is a fast running animal.
8. A mouse often lives in people's homes.
9. A child has been a lot of work.
10. A donkey does a lot of work.
11. Mr. kabaale used to tell us a story during his lesson
12. The chief ordered the residents to maintain cleanliness in the ward.
13. The calf was knocked down by a speeding car.
14. We often grave our cattle in the valley.
15. You should choose the right medium of communication.
16. The head master warned us against bad behavior.
17. A lot of smoke was coming through the chimney.

18. You should take proper care of the goose in your farm.
19. The ox was bought expensively from the local market.
20. The government donated some furniture to our school.
21. Did he help you to carry the luggage?
22. We should keep our dormitory clean all the times.
23. Mr. Mukabya truly loves his wife.
24. The news I listened to was very amazing.
25. The lady at the beach was indecently dressed.
26. She had a big louse in her dirty dress.
27. Where were the herdsman feeding the cow from?
28. There is an army barracks in Uganda.
29. A blue fly carried a lot of dirt.
30. A bakery should be kept clean at all times.
31. This school does not have any more vacancy in senior one.
32. The sheep is grazing on the hill.
33. Did you take part in the group photo?
34. A school motto must learned by heart.
35. The town mayor came with his scout to the party.
36. A rotten tomato must be through away at once.
37. The government employs a spy to do intelligence work.
38. Measles is a very contagious disease.
39. Candidates are advised to use a dictionary.
40. Papyrus can be got from swamps.
41. That atlas must be well kept from misuse.
42. It is the work of KCCA to collect garbage.
43. A wolf is a deadly animal.
44. The roof of our classroom leaks whenever it rains.
45. It is not good to eat an avocado when it is still raw.
46. A rhino is a very large wild beast.
47. A hero was given a golden medal.
48. The president will sign the memorandum next week.
49. A dwarf cannot touch that high roof.
50. An ostrich is the rarest animal in Uganda.
51. My niece will graduate from MUBS soon.

(iii) Collective nouns.

Collective nouns are names given to groups of people and other things. They are called so because they refer to collection of people or things.

e.g a gang of thieves

a team of oxen

a host of angels

a troop of lions

a flock of sheep

a catch / shoal of fish

a bench of judges / bishops

a bouquet of flowers

a <u>swarm</u> of bees	a <u>heard</u> of elephant
a <u>set</u> / <u>suite</u> of furniture	a <u>crowd</u> of spectacles
a <u>crowd</u> of people	a <u>crew</u> of sailors
a <u>troupe</u> of dancers	a <u>staff</u> of servants
a <u>company</u> of actors	a <u>board</u> of directors
a <u>choir</u> of singers	a <u>pack</u> of wolves
a <u>gang</u> of prisoners	a <u>litter</u> of kitchen
a <u>mob</u> of unruly people	a <u>suit</u> of clothes
a <u>congregation</u> of worshipers	a <u>packet</u> of cigarettes
a <u>bundle</u> of keys	a <u>plague</u> of locusts
a <u>cluster</u> / <u>bunch</u> of matooke	a <u>fleet</u> of ships
a <u>herd</u> of cattle / elephants	a <u>school</u> of whales
a <u>library</u> of books	a <u>troop</u> of monkey
a <u>queue</u> of people	a <u>band</u> of musician
a <u>company</u> of actors	a <u>troop</u> / <u>battalion</u> / <u>regiment</u> of soldiers
a <u>flock</u> of birds	a <u>convoy</u> of vehicles.

Activity.

Re-write the following sentences, replacing the underlined words with **one word**.

1. There were many people watching the football match at Namboole stadium yesterday.
2. The government ministers travel in a long line of vehicles.
3. The people were watching the play laughed loudly when Bbosa appeared on stage.
4. The herdsmen were badly stung by a large group of bees.
5. There is a well-equipped group of books at our school.
6. The armed policemen used teargas to dispose the group of unruly people.
7. The school singer and drum players will entertain the guests tomorrow.

Fill in the blank spaces with the correct word to complete each of the sentences below.

8. Has anybody seen myof keys in the dormitory?
9. I went to Nakasero market to buy aof matooke yesterday.
10. The government has set aof soldiers to the war torn Somalia.
11. We have hired aof dancers of entertainment the guests tomorrow.
12. Did you see aof elephants when you visited the game park?
13. Aof locusts destroyed the farmers' gardens last month.
14. The police arrested aof thieves from Katwe slum last week.
15. Nattu, a fisherman got a largeof fish from the river yesterday.
16. The shepherd lost theof sheep because he was drunk.
17. My father bought a new of furniture for our new house last week.
18. The queen was presented with aof flower when he visited Uganda.
19. The author has a largeof books of all kinds.
20. Aof bees attacked the herdsman in the jungle yesterday.

(iv) Compound nouns.

Compound nouns are nouns which are made up of two or more words.

We use a hyphen to show that the noun is one. However, there are some compound nouns which are written as one, therefore do not require hyphen.

Examples of compound nouns.

- a) The following compound nouns do not require a hyphen.

Chalkboard	shopkeeper	housekeeper	handbook
housewife	crossroads	postcard	waterproof
bricklayer	tablecloth	bulldog	shoelace
watchman	milk seller	policeman	moonlight
steamship	armchair	handcuff	strawberry
spoonful	handful	mugful	shoe polish
footprint.			

When writing such compound nouns in plurals, changes come at the end of the word.

e.g Chalkboards	spoonfuls	shopkeepers	handcuffs
bulldogs	footprints	shoelaces	housewives.

- b) Some compound nouns are made up of two words separated by a hyphen. However, some writers simply leave space between them.

House girl	passer by	smart lady	life boat	boyfriend	chief
guest x-ray	girlfriend	life jacket	parents day	woman	
house fly	lorry driver	bye- law	mosquito net	music	

concert	city centre	school gate	new radio	step-mother
quick answer	mouse-trap	post office	headphone	girl
guide	boy scout	check point	tooth brush	goal post
cob web	he-goat			

The last word changes. Apart from;

Man servant- men servants

woman friend- women friends

Passer -by – passers -by

c) Common nouns which are made up of three words.

Commander -in -chief	loaf- of -bread	pair -of -scissors
teacher -on -duty	piece - of -chalk	kilogram -of- sugar
director- of- studies	head- of-state	pair- of-batteries
man-of- war	piece- of- wood	part- of -spectacles
pair -of -shorts	sheet-of-paper	woman-in-chair
trousers	bag-of-cement	bag-of-sugar
in-law	brother-in-law	maid-of-honor
dozen-of-pencils	herd-of-cattle.	

When changing such compound nouns into plural forms, the first word changes.

e.g. Head-of-state ----- heads-of-state
honor

Maid-of-honor ----- maids-of-

Teacher-on-duty-----teachers-on-duty
bread

Loaf-of-bread-----loaves-of-

Dozen-of-books-----dozens-of-books
shorts.

Pair-of-shorts-----pairs-of-

Activity.

Give the plurals of the underlined words to the following sentences.

1. Bbaale Francis reads the English news on UBC Radio.
2. She kept her tooth brush in a dirty place.
3. The plane carried heavy cargo to various parts of the world.
4. My father uses a mouse-trap to kill rats from the store.
5. Her sheep was stolen by a clever thief.
6. A stick girl has just drunk a cupful of water.

7. My aunt has a woman-friend who works in Kikuubo.
8. A fast-running deer was trapped by a hunter.
9. Kampala city-centre is always busy with shoppers.
10. The master of ceremony was very talkative at the party.
11. Do you have any colored piece of chalk to help me?
12. The prisoner of war was given a warm reception.
13. The head of state was driven in an expensive car.
14. The editor in chief was invited to dinner.
15. My book shelf was taken to the home library
16. The patient needs a cupful of juice.
17. The district service has passed a by-law.
18. The hunter killed the wild buffalo.
19. The teacher on duty warned us to desist from late coming.
20. His piece of advice was the best.
21. The top officer in command was killed in the raid.
22. The maid of honour was elegantly dressed.
23. That lady was a baby sitter.
24. A herd of elephants was seen grazing in the game park.
25. A cargo plane cannot carry passengers.
26. My foot was injured in the match.
27. Her mother in law was admitted in the hospital.
28. The eye witness said that several people died in the road accident.
29. There is a tooth brush on the table.
30. A mouse trap is dangerous to a baby.
31. Have you bought a new ream of ruled paper?
32. Why did you remove a mud guard off your car?
33. I couldn't eat a loaf of bread alone.
34. The passer-by seemed to be a complete stranger.
35. My mother has a woman friend in her company.
36. Her shoelace wasn't tightly tied.
37. He drank a glass of cold water.
38. The opposers raised a point of inquiry during the debate.
39. It is not easy to buy a steam ship.

(v) **Abstract nouns.**

Abstract nouns are nouns which denote ideas or state of being. They are non-physical and they cannot stand on their own. They are formed from **Adjectives, Verbs** and other **Nouns**.

Formation of abstract nouns

There are two types of abstract nouns, namely:

1. Regular abstract nouns
2. Irregular abstract nouns

Regular abstract nouns are formed by suffixing the words from which they are formed. These suffixes are as follows;

(ness/ ce/ cy/ tion/ sion/ ment/ age/ ity/ th/ hood/ dom/)etc.

Examples.

a) Abstract nouns formed by using suffix “ness”

eagerness	goodness	politeness	cleverness	illness
coldness	stubbornness	dullness	cleanliness	
fatness	smoothness	kindness	foolishness	richness
madness	weakness	laziness	rudeness	sickness
smartness	thinness	selfishness	dryness	ugliness
brightness	boldness	fitness	swiftness	happiness
idleness	roughness	fairness	greatness	calmness
bitterness	neatness	business	witness	awareness
darkness	consciousness	effectiveness	wilderness	
loneliness	readiness	willingness	forgiveness	
stillness	blindness	closeness	competiveness	
likeness	softness	sweetness	openness	
sharpness	fondness	nervousness	tiredness	
usefulness	tenderness	weariness	wickedness	
attractiveness	greatness	homelessness	completeness	deafness
correctness	drunkenness	firmness	foolishness	friendliness
harshness	helplessness	hopelessness	meanness	preparedness
prettiness	recklessness	remoteness	responsiveness	
righteousness	shyness	uniqueness	aggressiveness	alertness
aloofness	calmness	cheapness	dampness	drowsiness
faithfulness	forgetfulness	indebtedness	ineffectiveness	
lawlessness	loudness	nakedness	narrowness	
oneness	powerlessness	sameness	ruthlessness	
sadness	tidiness	togetherness	suddenness	etc.

b) Abstract nouns formed by adding suffix “ce ”

dependence	entrance	independence	distance	
violence	abundance	ignorance	licensepatience	presence
importance	absence	innocence	silence	abstinence
acceptance	accordance	adherence	adolescence	advice

difference	performance	existence	alliance	
annoyance	appearance	appliance	arrogance	
assistance	assurance	avoidance	brilliance	choice
clearance	competence	compliance	concurrence	
condolence	confidence	consistence	diligence	
correspondence	cowardice	defence	dependence	
distance	disappearance	elegance	entrance	evidence
excellence	experience	extravagance	forbiddance	
flagrance	governance	grievance	guidance	hesitance
hindrance	imminence	impatience	impotence	
impudence	incidence	injustice	inconvenience	
inexistence	inexperience	inheritance	insurance	intelligence
interference	interdependence	intolerance	justice	irrelevance
lenience	magnificence	negligence	nonsense	
nonexistence	obedience	offence	patience	
performance	permanence	persistence	perseverance	persistence
practice	preference	prominence	providence	
prudence	reassurance	recurrence	relevance	
reluctance	remembrance	remittance	resemblance	
resilience	resistance	substance	surveillance	
variance	convergence	insurgence		

c) Abstract nouns formed by adding suffix “cy”

constituency	intimacy	agency	accuracy	
pregnancy	efficiency	accountancy	frequency	
emergency	vibrancy	adamancy	adequacy	
advocacy	articulacy	autocracy	bankruptcy	belligerency
brilliancy	captaincy	compliance	concurrency	consistency
conspiracy	consultancy	contingency	deficiency	delicacy
democracy	dependency	diplomacy	divergence	efficiency
elegancy	Excellency	extravagancy	hesitancy	
illiteracy	idiocy	inaccuracy	inconsistency	infancy
insurgency	irrelevancy	leniency	normalcy	proficiency
redundancy	relevancy	secrecy	supremacy	
transparency	urgency	vacancy	emergency	
vibrancy.				

c) Abstract nouns formed by using “tion”

explanation	classification	construction	introduction	
repetition	accommodation	competition	corruption	
donation	circumcision	association	cerebration	
interpretation	dictation	admiration	continuation	
connection	composition	completion	location	co-

operation	opposition	affection	preposition
reduction	pronunciation	destruction	election
demonstration	imitation	demotion	qualification
examination	complication	action	attraction
accumulation	creation	education	instruction
multiplication	prevention	reaction	requisition
correction	collection	celebration	imagination
reproduction	recognition	interaction	etc.

d) Abstract nouns formed by using “sion”

decision	imposition	expulsion	conclusion
discussion	conversion	confusion	diversion
confession	division	profession	provision
admiration	ascension	submission	invasion
extension	erosion	cohesion	comprehension
infusion	allusion	collusion	concession
evasion	exclusion	intercession	transfusion
pervasion	convulsion	diversion	aggression
	conversion	possession	recession
depression	oppression	succession	transmission
admission	permission	possession	supervision
corrosion	discussion	expansion	explosion
profession	fusion	elusion	tension
omission	commission	revision	ascension
excursion	obsession	concession	exclusion
repression	persuasion	suppression	adhesion
circumcision	etc.		

e) Abstract nouns formed by using “ment”

development	requirement	disappointment
encouragement	government	advertisement
employment	payment	entertainment
enlightenment	punishment	statement
embarrassment	replacement	excitement
agreement	amusement	assignment
movement	refreshment	amendment
judgment	arrangement	anointment
confinement	treatment	disarmament
involvement	confinement	management
announcement	adjustment	amazement
improvement	investment	retirement
		achievement
		commitment
		argument
		attainment
		increment
		appointment
		discouragement
		etc.

f) Abstract nouns formed by using suffix “ity”

ability	abnormality	absurdity	absorbability	
acceptability	accessibility	activity	accountability	acidity
actuality	adoptability	adjustability	amiability	
amicability	advisability	admirability	adorability	
advisability	affectability	affordability	agility	agreeability
alienability	alkalinity	alterability	ambiguity	
amenity	animosity	anonymity	intersexuality	ant
sexuality	applicability	approachability	assimilability	audacity
austerity	availability	barbarity	bestiality	
brutality	bioelectricity	bioactivity	calamity	
capability	causality	celebrity	collectivity	comity
	community	criminality	compatibility	compellability
complexibility	conditionality	conformity	connectivity	
continuity	controllability	convertibility	corrigibility	
creativity	credibility	curiosity	culpability	
capability	palpability	deformity	decomposability	
density	depravity	desirability	destructibility	
digestibility	disability	disparity	disreputability	
disposability	disociability	disunity	diversity	
divisibility	elasticity	electricity	eligibility	
legibility	emotionality	enmity	abnormity	
amenity	equitability	eternity	ethnicity	
eventuality	exceptionality	extremity	familiarity	
fertility	feasibility	festivity	fidelity	
flammability	formality	fruity	durability	
functionality	generosity	gentility	credulity	
gracility	gratuity	gelidity	gravity	
homosexuality	hospitality	gentility	hostility	
humidity	hydro electricity	hypersensitivity	illegality	
illegibility	immaturity	immobility	morality	
polarity	immortality	impartiality	immunity	
imparity	impurity	impossibility	improbability	
insanity	inaudibility	indignity	incalculability	incapability
incredibility	insensibility	inevitability	inferiority	
infertility	infidelity	inflexibility	integrity	
intensity	invisibility	infeasibility	limitability	
irritability	distability	lusty	laxity	
liability	liquidity	locality	laity	lucidity
	majority	minority	marketability	maturity
mentality	modernity	morality	polarity	
navigability	neutrality	nobility	notability	
nudity	obscurity	opportunity	originality	
penalty	perfectibility	perish ability	pity	
portability	practicability	permittivity	priority	
probability	profitability	prosperity	proximity	
publicity	punctuality	purity	quality	

quantity	radioactivity	rapidity	rationality	reality
receptivity	regularity	reliability	repeatability	
reputability	responsibility	rigidity	irretrievability	
derivability	sanity	security	selectivity	sensitivity
seniority	serenity	sexuality	similarity	
simplicity	sincerity	solemnity	solubility	
specialty	spirituality	sterility	subjectivity	
suitability	superiority	susceptibility	survivability	
tolerability	tranquility	unfamiliarity	unreliability	
unsuitability	utility	validity	virginity	versatility
vitality	vulnerability	volcanicity	vulcanicity	
visibility.				

(g) Abstract nouns formed by using suffix “age”

Acreage	age	blockage	breakage
carriage	courage	drainage	entourage
footage	intermarriage	linkage	leakage
lineage	mileage	orphanage	marriage
outrage	passage	pilgrimage	postage package
usage	voltage	wreckage	shortage
percentage	advantage	beverage	etc.

(h) Abstract nouns formed by using suffix “ry”

Chemistry	pottery	weaponry	confectionary
confectionery	bakery	jewellery	machinery
distillery	nursery	stationery	sorcery
dentistry	wizardry	ancestry	bravery
imagery	pastry	rivalry	refinery
registry	discovery	injury	inquiry
delivery	etc.		

(i) Abstract nouns formed by using suffix “th”

Examples.

faith	truth	death	health	wealth
depth	width	length	breadth	
warmth	growth	strength	breath	cloth
path	birth	bath	stealth	etc.

(j) Abstract nouns formed by using suffix “hood”

Childhood	manhood	neighbourhood	motherhood
parenthood	brotherhood	livelihood	adulthood
babyhood	brave hood	doctor hood	likelihood
hood	lady hood	lover hood	orphan hood
priest hood	sainthood	etc.	
			enemy

(k) Abstract nouns formed by using suffix “ship”

Examples.

Friendship	membership	kingship	leadership
scholarship	ownership	relationship	hardship
chairmanship	citizenship	clanship	companionship
courtship	dictatorship	fellowship.	

(l) Abstract nouns formed by using suffix “dom”

Examples.

boredom	freedom	wisdom	kingdom
chiefdom	stardom	martyrdom	etc.

(m) Abstract nouns formed by using suffix “f”

Examples.

Verb	Abstract noun	Verb	Abstract noun
Grieve	grief	prove	proof
Believe	belief		

Irregular abstract nouns.

anger	anxiety	arrival	beauty	
beginning				
behaviour	complaint	cowardice	cruelty	danger
death	deed	departure	dental	
depth	envy	faith	failure	light
	greed	health	height	
humility	hunger	jealous	laughter	
loss	mercy	pain	pleasure	
poverty	power	pride		
receipt	reception	residence	royalty	safety
success	thirst	thought		

Activity I.

Use the words in the brackets to complete the sentences below carefully.

1. Theof the theatre was crowded with people who had come to watch the play. (enter)
2. Mr. Mawa's children fear him because of his(cruel)
3. The teacher'swas easy enough for everybody to understand. (explain)

4. The headmistress'was that the pupils were making a lot of noise. (complain)
5. The floods led to massiveof pupils crops and houses. (destroy)
6. The teacher gave a faitof the case that was brought to him. (judge)
7. The Atiku'sof the words is very amusing. (pronounce)
8. We welcomed the chief guest to the party with a lot of(pleased)
9. Nakitende'shas helped her to succeed in her studies. (humble)
10. All the new pupils have been given their and letters. (admit)
11. How manyhave you so far received for the job. (apply)
12. We were given a warmat our in-laws home last week. (receive)
13. Was there any Suspected thief was guilty of offence. (prove)
14. My mother'sis to get a loan and buy a new cow. (intend)
15. We look at a From Entebbe Airport to Arua during the presidential campaign. (fly)
16. There..... Was held at St. Paul's church last week. (marry)
17. The room was filled with loud..... when Dr. Bbosa appeared on the stage. (laugh)
18. I sent several..... letters to my friends and relatives to my birth day party. (invite)
19. Does that lady behave in such a childish way because of her (ignorant)
20. My sister'sceremony took place at our home village last month. (introduce)
21. We were told to maintain maximumin our dormitories. (clean)
22. Why was thetime for the guest delayed? (depart)
23. All the frontwere occupied by the church choir. (sit)
24. Histo perform well in P.L.E was due to his laziness. (fail)
25. The headmaster'swere likely to be the best for us. (advise)

Activity II

Fill in the spaces with the correct forms of words in the brackets.

1. The teacher on duty wanted some to help him to build the tent. (voluntary)
2. Our teacher was saddened by theof his best friend. (die)
3. My parents received the news about mywith pleasure. (succeed)
4. It is not easy to live withneighbours. (quarrel)
5. My grandpa cant on aplace on foot. (distance)
6. Bankare very common nowadays. (rob)
7. It is not good to copy your mother'sbecause it is illegal. (sign)
8. Nelson Mandela was a man of greatand wisdom. (courageous)
9. I was struck by theof our librarian. (beautiful)
10. Why did you choose to take your.....ceremony to the village. (marry)
11. The police will arrest allwho ride carelessly. (motorcycles)
12. Police officers arein human rights law.(knowledge)
13. Blood.....is a voluntary service which helps to save lives. (donate)

14. There isn't anyin my father's bedroom. (dirty)
15. Rumour mongers often cause.....between neighbours. (enemy)
16. Hide and seek is a very interesting game. (child)
17. The audience laughed heartily at couple's..... (receive)
18. Boxers use a lot ofto play the game. (strong)
19. Disease andare common problems among the rural people. (poor)
20. Helping the elderly and the sick is a..... service. Volunteer)
21. Pupils often speak worth..... about their schools and teachers. (proud)
22. Children must be taught the roadcode. (safe)
23. You can never keep yourunless you are honest to each other.
(friend)
24. Have you made enoughfor the journey. (prepare)
25. If you pass your examination, you will be promoted to a higher.....of
learning. (institute)
26. You must ask for afrom the cashier whenever you buy items from
the super market. (receive)
27. Disadvantaged streets also need their of speech. (free)
28. Histo pass his exams caused his demotion. (unable)
29. I raised a point ofbut the chair person did not grant it. (inquire)
30. The chief guest gave wonderful speech before hisfrom the party.
(depart)
31.chemicals and drugs must be kept away from young kids. (poison)
32. Several causes ofhad been reported to the police. (thief)
33. Due to her....., several teachers and pupils love her. (polite)
34. Did you attend yesterday'sbe the school choir? (rehearse)
35. Only theteam will be rewarded with a trophy. (victory)
36. Mr. Kimuli does not like anyduring his lesson. (disturb)
37. The teacher'sseemed to have been the best. (suggest)
38. Severalwere advertised in The New Vision yesterday. (vacant)
39. There was a bitterbetween traffic police officer and the drunken
motorist. (argue)
40. Was it your own.....to become a soldier? (choose)
41. Do you know the actualof our swimming pool. (deep)
42. We waited for him withbut he never turned up. (anxious)
43. My eldest brother studies in Makerere Business school.
(accountant)
44. It is a commonamong Christians that there is life after death.
(believe)
45. Uganda is a famous touristdue to her beautiful sceneries. (attract)
46. The head teacher'swas rejected by the staff. (advise)
47. The team captain blamed him for not attending the footballfor two
days. (practice)
48. His abruptfrom the army angered the head of state. (resign)
49. Herat the party amused all the guests. (arrive)
50. My mother works for a non-governmentalin Karamoja. (organize)
51. There is nobetween your new dress and mine. (similar)

52. Would you excuse me for the, please? (disturb)

h) Other Abstract nouns from verbs.

Verb	Abstract noun	Verb	Abstract noun
Sit	seat	slave	slavery
Lend	loan	war	warrior
Speak	speech	lose	loss
Mix	mixture	martyr	martyrdom
Fix	fixture	baker	bakery
Sell	sale	advise	advice
Pot	pottery	friend	friendship
King	kingdom	relation	relationship
Poet	pottery	brother	brotherhood

Application of abstract nouns.

Rewrite the following sentences as instructed in the brackets.

1. Everybody was shocked when David disappeared from school. ((David's.....))
2. Many teachers like Nankya because she is humble. (.....due to her.....)
3. We were pleased to hear that our father has been promoted to a higher rank. (To our.....)
4. How deep is the new swimming pool at school? (What is)
5. My dad decided to become a soldier on his own. (It was.....)
6. She intends to speak to her father about her proposed marriage. (Her.....)
7. Your dress and mine are quite similar. (There is)
8. How do boarding schools differ from day schools? (What is the)
9. How high is the Rwenzori Mountain? (What is)
10. She chose to become a chef on her own. (It was.....)
11. It is possible that the village chief has been abducted by criminals. (There is)
12. Most pupils fail exams because they are unable to read. (.....due to their.....)
13. The pupils complained that they were served with inadequate food. (The pupils.....)
14. Nakimuli lost all her money because she was foolish. (.....due to her)
15. Most of our parents are proud of our good teachers. (.....have a lot of)
16. We were amused to see doctor Bbosa on the stage. (To our.....)

17. The plane delayed to depart because of the heavy rain. (The plane's.....)
18. I don't admire her although she is beautiful. (Despite her.....)
19. It is not possible that he forgot his bag in then taxi. (There is no.....)
20. Wavamuno s a more of wealth. (.....man)
21. Which of these two meals do you prefer? (.....is your
22. We delayed to depart because it was raining heavily. (Our
23. Although he was honest, many people distrusted him. (Despite his.....)
(Despite the fact that.....)
24. Many people commit crimes because they are ignorant of then law. (.....because of
their.....)
25. Everybody was amused when Sharita performed well in P.L.E. (Sharitah's.....)
26. Many mourners went to bury the late Kafeero. (Rewrite using.....attended.....)
27. It rained heavily before we departed from the airport. (Use:.....before our
.....)
28. We are aiming at passing PLE with distinctions. (Begin: Our.....)
29. I get amused whenever Mr. Atiku pronounces words in Luganda. (Begin: Mr.
Atiku's.....)
30. He was severely punished for disobeying his teachers. (Begin: He got a
severe.....)
31. I am responsible for taking care of the baby. ((Begin: It is my.....)
32. They have reduced the prices of the food stuffs drastically. (Begin: There has been a
drastic.....)
33. Although he was innocent, he was reported to the village chief. (Begin: Despite
his.....)
34. We ought to be attentive to our teachers. (Begin: We ought to pay.....)
35. Most villagers like Mr. Kanaabi because he is generous. (Use:due to)
36. The heavy rain destroyed the farmers' crops massively. (Use:caused massive.....)

(vi) **Possessive nouns.**

Possessive nouns are nouns that show ownership belonging. They are written with an apostrophe to indicate ownership.

e.g. lady' bag	baby' dress	teacher's office	donkey's ear
dog's kennel	driver's license	bird's feathers	
bird's nest	father' sheep	soldier's uniform	soldier's gun
boy's petrol	daddy's car	lion's den	cow's horn
workman's tool	monkey's trick	wasp's net	
policeman's whistle	lady's opinion	cow's hoof	child's toy car
rabbit's tail	man's new car	cyclist's nose	eagle's nest
snail's shell	policeman's signal		

Plurals of possessive nouns.

When writing plurals of possessive nouns, the positions of the apostrophe change.

e.g. pupils' class rooms teachers' cars ladies' bags babies' dollies
 students' cautions donkey's ears dogs' kennels girls'
 school players' dressing rooms birds' nest ladies' opinions
 birds' feathers sailors' suits policemen's signals boys'
 school soldiers' guns soldiers' uniform fathers' shoes
 referees' whistles hunters' traps builders' hummers cows' hoofs
 children's toys tortoise's shells rabbits' tails men's
 new cars eagles' nests cyclists' noses.

Activity.

Use the words in the brackets to complete the sentences below correctly.

1. Mother sellsclothes in her shop on Luwum street. (lady)
2. During Christmas,dresses are sold expensively. (child)
3. The visitor admired thesmart uniforms. (pupil)
4. By whom was thedressing room swept? (play)
5. Thedormitory has been renovated and painted. (boy)
6.traps are used to kill wild animals for meat. (hunter)
7. Where can I findsuits for sale? (woman)
8. The government has decided to increasesalaries.(teacher)
9. Do we have acanteen at our school? (pupil)
10. My mother works at aschool in Kikajjo. (girl)
11. The president listened to thecomplaints attentively. (villager)
12. Most parents enjoy buyingtoys for their toddlers. (baby)
13. All the motorist withoutlicences were arrested by the police.
(driver)
14.kennels must be kept clean at times. (puppy)
15. Civilians are not allowed to wearuniforms. (soldier)
16. During theday, the school choir entertained the guests. (parent)
17.suits help to life in case of an accident on water. (sailor)
18.horns and hoofs are used to make buttons and other ornaments.
(cow)
19. Snakes sometimes enter intonests and eat their young ones.
(bird)
20. When we visited the zoo, we were amazed at the.....tricks. (monkey)

ARTICLES.

Articles are words used before nouns mostly in their singular forms. However, articles are in sometimes used before plural nouns.

There are **two** types of articles; The **indefinite** articles and **definite** articles.

(i) Indefinite articles. (a, an)

Articles “**a** and **an**” are used in singular countable nouns.

Article “**a**” is used before singular countable nouns which begin with **consonant letters** / **sounds** while article “**an**” is use before singular countable nouns which begin with **vowel letters/ sounds**.

They are called indefinite articles because the noun is not well defined, seems to be not well known to the speaker.

Examples.

1. A doctor came here last evening. (This means the doctor was not well known, therefore undefined)
2. I saw a beautiful tall lady at the cinema. (This means the lady was quite unknown to the speaker, therefore undefined.)

So, that’s why “**a**” and “**an**” are called indefinite articles.

a.....	an.....	an.....
A boy	an umbrella	an honest man
A doctor	an elephant	an honorable
A united country	an apple	an obedient child
A European	an egg	an industrialized city
A teacher	an aeroplane	an industrious man
A book	an army	an intelligent lady
A university	an actor	an invaluable friend
A police man	an arrow	an hour
A sheet	an officer	an empty tin
A one way street	an old friend	an early customer

A doll

an invited guest

an axe.

(ii) Definite articles. “the”

“**The**” is called a definite article because it defines the nouns. The article “the” is used in many ways. They include the following.

- ❖ It is use when we talk about a particular / specific person or thing already known by the speaker.

eg. The doctor advised me to stop smoking.

The lady did not like my advice.

I found her at the taxi park.

The choice I took was not the best.

- ❖ It is used to refer a singular noun meant to represent all the other.

e.g. The dog was the first animal to be tamed by man.

The horse is the very hardworking animal.

It is safer to keep your money in the bank.

The cat loves comfort.

The rose is the sweetest of all flowers.

- ❖ It is used before some nouns which appear as **one**

E.g. the Sun

the Moon

the Nile

the Sky

the Earth

the Ocean

the Red sea

the

Pacific

the Irish Republic

the Himalayas

the Suez Canal

the Alpha

the Netherlands

the Great lakes region

the Sahara

desert

the United Kingdom

- ❖ It is used before some tittles of books and newspapers.

e.g The Nile English Course

The Primary School Atlas

The New

Vision

The Daily Monitor

The Crusader

The East

African

- ❖ It is use before superlatives of adjectives especially when used in sentences.

e.g. Even the darkest cloud has a silver lining.

Ofwono was the tallest man in Uganda.

Jose Chameleon is the best musician in Uganda.

This is the most difficult sum I have ever calculated.

- ❖ It is used before comparatives of adverbs.

e.g The older one grows, the wiser one becomes.

The more carefully you read, the better you understand.
The more sugar you put in your tea, the sweeter it becomes.

❖ It is used before a class of definite nouns.

e.g We need to be kind to the poor.

The rich are often selfish.

Armstrong was the first man to reach the stars.

The Dutch are well known for exporting flowers.

❖ It is used before ordinal numbers.

eg Kiprotich took the first position in the race.

The twelfth pupil in the class was the daughter of the chief.

I was the ninth pupil in the class last term.

❖ **Note:** (i) When determiners are used before nouns, articles are left out. (Not used)

E.g	my book	his aim	each of us	every teacher
	her son	that book	either leg	
	your shirt.			

*The words: **my / teacher / every / his / her / either / your-** are called **determiners**.*

Activity.

Use the articles “a”, “an” or “the” to fill in the blank spaces.

1. She left this place abouthour.
2. Ssebabi isugliest man I have ever.
3. Whatindustrious man Mr. Wambi is!
4. UNSA isunion of all students in Uganda.
5. Makerere isoldest University in East Africa.
6. Mr. Malinga washonorable man indeed.
7. My aunt left this home almosthour ago.
8. I sawIndian trader carrying heavy luggage in the market.
9. Mt. Everest is the highest mountain inworld.
10. Kiprotich was.....fastest runner in the race.
11. Our head girl wrotewhich appeared in The New Vision last week.
12. My sister Olivia isuniversity student now.
13. Why did you jump offbicycle when it was still moving.
14. My grandfather iswell-known poet.
15.Nile is the longest river in Africa.

16. Professor Wandela isUgandan scholar.
17. He came here about.....hour ago.
18. He was bitten bymad dog last week.
19. I got scared when I saw..... European stranger at the roadside.
20. What does.....hyena look like!
21. The snake wasmost cunning animal in the Garden of Eden.
22. This ismost amazing story I have ever heard.
23. There washeated argument between the police officer and the driver.
24. What.....honest man Kiberu is!

Conjunctions and structural patterns.

Conjunctions are linking / joining words. They join sentences, clause and words.

Examples of such words are:

But, and, although, both, with, unless, because, though, since, in spite, too-to, so that, enough, etc.

Classes of conjunctions.

(i) Coordinating conjunctions.

These are conjunctions which join sentences of similar weight or quantity.

eg. but, or, yet, both, with, enough, for, and, so, etc.

NB. *Coordinating conjunctions join words to words, phrases to phrases and clauses to clauses. When coordinating conjunctions join two words, clauses or subordinate clauses, **no** commas are required.*

Examples.

1. Mummy and daddy work in Centenary Bank.
2. She looked for her brother but she didn't find him.
3. Bwire with some other boys play football.
4. The class monitor arrived late yet he came earlier than the teacher.

❖ However, when a *coordinating conjunction* join three or more words, phrases, or subordinate clauses, commas are required.

Examples.

1. We had pea nuts, cookies **and** milk.
2. What you think, what you say **and** what you do should be consistent.
3. She went to the market and bought vegetables, onions **and** carrots.

(ii) Subordinating conjunctions.

These are conjunctions which join sentences /clauses which are not of the same strength. They are sometimes called adverbial clauses.

eg. before / after / unless/ although / until / as / so that / when / while / lest / wherever / whenever / in case / as soon as / no matter how / where/ as if / now that / because / provided / since / for / why / even if, etc.

- ❖ Subordinate conjunction also join two clauses together, but in so doing, they make one clause dependent or ***subordinate upon the other***.
- ❖ A subordinate conjunction may appear at the beginning of a sentence or between two clauses in a sentence. Such conjunction provides a closer connection between the two clauses.

Examples.

1. We need an umbrella ***because*** it is raining.
2. You shouldn't leave ***until*** mummy returns from work.
3. ***Despite*** her beauty, she is not married.
4. ***Although*** he is rich, he has few friends.
5. ***Since*** I was in hurry, I never talked to him.
6. As she is shabby, she can't become our head girl.

(iii) Correlative conjunctions.

These are conjunctions which are concurrently used. They have mutual relationship.

Example.

....so... that.....,	No sooner... than...,	...either...
or....	prefer....to.....	...such
...that....		
Not only... but also...,enough to.....	..scarcely...
when... Hardly ... when...	Barely ... when...	...as
well as... because ofin order to ...	
...neither ...nor....as.....as	etc.	

Application of conjunctions.

Conjunctions and structural patterns are grouped as:

- ❖ ***Those that express contrast.***
- ❖ ***Those that express time.***
- ❖ ***Those that express purpose or intention.***
- ❖ ***Those that express correlation. etc.***

1. Expression of contrast.

Conjunctions and structural patterns that express contrast include the following:

- ❖ ***But and although / though /even though / even if.***
- ❖ ***Nevertheless / nonetheless / notwithstanding.***
- ❖ ***Much as / yet / however.***
- ❖ ***Despite and in spite. etc.***

Please, note the following:

- ✓ **Using: “although” and “but”**
 - ❖ do not use “but” and “although” in the same sentence.
 - ❖ When you begin a sentence with “although”, a comma is required, but if it is used in the middle of the sentence, a comma is not required.
 - ❖ Although but words have nearly the same meaning, they are not used in the same way.

Examples.

1. You are my friend but I won't vote for you.
➤ I won't vote for you although you are my friend.
2. Kapere is poor but he lives a very luxurious life.
➤ Kapere lives a luxurious life although he is poor.
3. I was invited to the party but I didn't attend.
➤ Although I was invited to the party I didn't attend. Etc.

- ✓ **Using: “in spite” and “despite”**

These structural patterns are used in the following ways:

- ❖ In spite of the fact that.....
- ❖ Despite the fact that
- ❖ In spite of being
- ❖ Despite being
- ❖ In spite of his / her / their + the abstract noun.
- ❖ Despite his / her / their + the abstract noun.

Examples.

1. She is beautiful but not smart.
➤ In spite the fact that she s beautiful, she is not smart.
➤ Despite the fact that she is beautiful, she is not smart.
➤ In spite of her beauty, she is not smart.
➤ Despite her beauty, she is not smart.
➤ In spite of being beautiful, she is not smart.
➤ Despite being beautiful, she is not smart.

✓ **Using: “However.....”**

The term however is also used to express contrast.

Examples.

1. He is hardworking but he didn't pass with flying colours.
 - He is hardworking; however, he didn't pass with flying colours.
 - However hardworking he is, he didn't pass with flying colours.
2. We arrived at the venue early but we missed the interviews.
 - We arrived at the venue early; however, we missed the interviews.
 - However early we arrived at the venue, we missed the interviews.

✓ **Using: “Yet” and “much as”**

The words “much as” and “yet” can also be used as conjunctions to express contrast.

Examples.

1. Mr. Magoma is rich, yet he doesn't send his children to school.
 - Much as Mr. Magoma is rich, he doesn't send his children to school.
2. Jose is a famous musician, yet he still lives in a rented house.
 - Much as Jose is a famous musician, he still lives in a rented house.

✓ **Using: “Nonetheless / nevertheless / notwithstanding.....”**

These words are used as conjunctions to mean the same as “*despite a fact*”, something happened as expected. These expressions are preceded by a semi colon when used in a sentence.

Examples.

1. Kagimu is a harsh man; nevertheless, many people love him.
2. You are my brother; nonetheless, I hate your bad character.
3. We had a delicious meal but nevertheless, I slept angry.
4. We came to the party early but nonetheless, we didn't see the chief guest.
5. She apologized but nonetheless, her mother punished her.
6. Notwithstanding his love for luxury, he drives an old car.
7. He lives in a rented house notwithstanding his fame.
8. He rarely donates to the poor notwithstanding his wealth. etc.

2. Expression of intention or purpose.

The following structural patterns are used to express intention or purpose:

.....so that.....so as to
.....such that.....in order to
....., soin order that.....

Examples.

1. Martha works hard **so that** she can score four aggregates in PLE.
 - Martha works hard **so as** to score four aggregates in PLE.
 - Martha works hard **in order to** score four aggregates in PLE.
 - Martha works hard **in order that** she can score four aggregates in PLE.
 - Martha works hard **such that** she can score four aggregates in PLE.
 - Martha wants to score four aggregates in PLE, **so** she works hard.
2. We woke up early **so that** we could catch the first bus.
 - We woke up early **such that** we could catch the first bus.
 - We woke up early **so as** to catch the first bus.
 - We woke up early **in order to** catch the first bus.
 - We woke up **in order that** we could catch the first bus.
 - We wanted to catch the first bus, **so** we woke up early. etc.

3. Expression of correlation.

The following structural patterns are use to express correlation:

- ✓ **Not only.....but also.....**
- ✓ **.....not only..... but also.....**
- ✓ **Bothand**
- ✓ **.....both.....and**
- ❖ The expression “bothand” is used for emphasizing that each of the two things is true or correct. It has similar meaning with “not only but also”

Examples.

1. Both Nancy and her sister were invited to the party.
 - Not only Nancy was invited to the party but also her sister.
2. Mr. Magoma is both a trader and a lorry driver.

- Not only is Mr. Magoma a trader but also a lorry driver.
- 3. She both lied to me and also stole my money.
- She did not only lie to me but also stole my money.
- 4. He kicked the policeman and also snatched his gun.
- Not only did he kick the policeman but also snatched his gun.

4. Clauses of correlation.

The following structural patterns and conjunctions are used in clauses of correlation:

- | | |
|--------------------------------|--|
| ✓ Neithernor |preferto |
| ✓neithernor |likemore /better than |
|and so |and neither |

(A) Using: “Neithernor”
 neithernor
 and neither

Note: The above expressions are used to mean the same as “not any of the two”. They are used in negative sentences only.

Examples.

1. Neither Joan nor he sister was smartly dressed.
 - Joan was not smartly dressed and neither was her sister.
2. Both of us didn’t understand the teacher’s explanation.
 - Neither you nor I understood the teacher’s explanation.
3. Mpango is not clever. He is not hardworking either.
 - Mpango is neither clever nor hardworking.
 - Mpango is not clever and neither is he hardworking.
4. She cannot speak well. She cannot read fluently.
 - She can neither speak well nor read fluently.
 - She cannot speak well and neither can she read fluently.

(B) Using: “Eitheror”
 eitheror

These expressions are used to write clauses of correlation. They are commonly used in affirmative sentences.

Examples.

1. The doctor will help us. The nurse will help us.
 - Either the doctor or the nurse will help us.

2. The missing kid was kidnapped. He was murdered either.

➤ The missing kid was either kidnapped or murdered.

(C) Using: “And so.....”

The expression “and so” is used to mean then same as “in addition to”. It is used when referring to only two nouns / pronouns or adjectives and usually in affirmative form.

Examples.

1. Both the bride and the groom were smartly dressed.

➤ The bride was smartly dressed and so the groom.

2. Both the chief guest and the MC have left the party.

➤ The chief guest has left the party and so has the MC.

3. The early explorers moved to distant places on foot. The early missionaries moved to distant places on foot.

➤ The early explorers moved to distant places on foot and so did the missionaries.

(D) Using: “prefer” and “like”

The words prefer and like have similar meaning but they are used differently.

(....prefer....to...../like.....more or better than)

Examples.

1. Nandujja likes dancing more than sing.

➤ Nandujja prefers dancing to singing.

2. Did the visitors like soda more than beer?

➤ Did the visitors prefer soda to beer?

3. The pupils liked rice more than posho.

➤ The pupils preferred rice to posho.

5. Correlative conjunctions.

Using: “....too.....to.....”

...so...that....

....enough to.....

....suchthat.....

The above conjunctions or structural patterns have a close relationship in terms of meanings but they are used differently.

Examples.

1. Nambuya is very shabby. She can't become our head prefect.
 - Nambuya is too shabby to become our head prefect.
 - Nambuya is so shabby that she cannot become our head prefect.
 - Nambuya is such a shabby girl that she cannot become our head prefect.
 - Nambuya is not smart enough to become our head prefect.
2. The patient cannot walk without support. He is very weak.
 - The patient is too weak to walk without support.
 - The patient is so weak that he can't walk without support.
 - The patient is such a weak man that he cannot walk without support.
 - The patient is such a weak one that he cannot walk without support.
 - The patient is not strong enough to walk without support.

6. Clauses of time.

Using: As soon as.....

Just as

The moment

Immediately.....

No sooner did / had...than.....

Scarcely / barely/...hardly.....when....

The above structural patterns are use to show that something had only just happened when another thing happened. They have similar meanings but they are used differently.

Examples.

1. Immediately it began raining, the electricity went off.
 - As soon as it started raining, the electricity went off.
 - No sooner had it begun raining than the electricity went off.
 - No sooner did it begin raining than the t electricity went off.
 - Scarcely had it begun raining when the electricity went off.
 - Hardly did it begin raining when the electricity went off.
2. The moment the girls saw a mad man, they hid in the bush.

- No sooner had the girls seen the mad man than they hid in the bush.
- Barely had the girls seen the mad man when they hid in the bush.
- The girls hid in the bush immediately they saw the mad man.
- The girls hid in the bush as soon as they saw the mad man.

3. The moment I went home, I got the good news.

- No sooner had I gone home than I got the good news.
- As soon as I went home, I got the good news.
- Barely had I gone home when I got the good news.
- Scarcely did I go home when I got the good news. etc.

Application of conjunctions and structural patterns.

1. Using: "Although" and "But"

Examples.

1. Ben Wacha is a Ugandan but he lives in Democratic Republic of Congo.
 - Although Ben Wacha is a Ugandan, he lives in Democratic Republic of Congo.
2. Some candidates campaigned hard but they lost the parliamentary elections.
 - Although some candidates campaigned hard, they lost the parliamentary elections.
3. We have never seen God with our eyes but we believe in Him.
 - Although we have never seen God with our eyes, we believe in Him.
4. Akii Bua fell down during the race but he managed to win it.
 - Although Akii Bua fell down during the race, he managed to win it.

Practice.

Re-write the following sentences as instructed in the brackets.

1. Our librarian is very beautiful but she is not married. (Although.....)
2. We were near the lake but we rarely go fishing. (Although.....)
3. It rained heavily but my crops didn't grow well. (Although.....)
4. The ceremony was colorful but I didn't enjoy it at all. (Although.....)
5. We paid the carpenter a lot of money but he didn't do the work satisfactorily.
(Although.....)
6. The boys volunteered to help us in the garden but they didn't dig well. (Although.....)
7. Sharot is my closest friend but she didn't attend my birthday party. (Although.....)
8. Uncle Jojo didn't go to school but he speaks English fluently. (Although.....)
9. However rich Mr. Wava is, he doesn't donate to the poor. (Although.....)
10. I invited Maria to my birthday but she didn't attend. (Although.....)
11. Mr. Kaweesa is very strict but he seldom beats children. (Although.....)
12. The pupils cheated their exams but they didn't pass with flying colours.
(Although.....)
13. The cyclist was wearing a helmet, however he sustained serious injuries.
(.....although.....)
14. Our land lord is a rich man but he doesn't pay fees for his children. (...yet.....)
15. Maria didn't ha enough ingredients but she made a testy cake. (....nevertheless.....)

16. The chief guest spoke amusing words but the audience clapped politely (....although....)

Practice II.

Re-write the following sentences using “but” instead of “although”.

1. Benjamin scored the pass mark. Benjamin’s sister did not score the pass mark.
2. She arrived at school early. her brother did not arrive at school early.
3. Although you told me to come yesterday, I failed.
4. Bernard scores low marks although he works very hard.
5. Most rich people don’t help the poor although some of them do.
6. Although most tourists enjoy Uganda’s beauty, others don’t.
7. I tried to drive carefully; nevertheless, I caused an accident.
8. Moses Golola lost the boxing contest although he is a strong boxer.
9. The candidates were still awake although it was late in the night.
10. Uncle Luzinda speaks English fluently although he never went to school.
11. The teacher punished Teddy severely although she apologized several times.
12. The carpenter has not made any piece of furniture although he has been working all day.
13. The tourist got lost even though he had a map to direct him.
14. Although the learner were guided several times, they failed to carry out the experiment.
15. Most residents in Kyanja village drink alcohol. Quite a few of them don’t drink alcohol.
16. All the tourists were tire of climbing the high mountain. I wasn’t tired of climbing the high mountain.
17. The bank was heavily guarded. The robbers broke into the bank.
18. I can’t sing although I enjoy listening to music.

4. Using: “...so...”

The word “so” can be used both as a **conjunction** and as an **adverb** of degree.

Examples.

As an adverb

1. Why are so angry this morning?
2. The party was so colourful.
3. The film we watched last night was so amazing.
4. We found the tour so interesting and educative.
5. Fimbo was so talented at playing football. etc.

As an a conjunction.

The words “so” can be used to link clauses and phrases such as:

1. The room was very dirty, **so** we had to tidy it.

2. There weren't enough beds, so I slept on the floor.
3. Her situation worsened so we took her to the hospital.
4. You are a liar, so I don't trust you anymore.
5. I was very angry, so I didn't enjoy the party.

Activity.

Re-write the following sentences usingso..... correctly..

1. She missed the interview because she was very late.
2. The farmers had a poor harvest because it didn't rain heavily.
3. Since she didn't work hard at her studies, she was not promoted to primary seven.
4. Kiprotich ran very fast and won the gold medal.
5. We perform well at our studies because our teachers teach us very well.
6. She was disqualified from the examination room because she indulged herself in examination malpractices.
7. The driver walked to town since his car broke down on the way.
8. The pedestrian was knocked down by a speeding car. He was crossing the busy road carelessly.
9. The police arrested them for holding an illegal assembly at city square.
10. The river was very rough. We couldn't sail in a canoe safely.
11. You cannot attend the party since you were not invited.
12. He was sentenced to five years imprisonment for neglecting his own children.
13. The driver was charged for endangering the lives of other road users.
14. You have to face the law for abusing your children's rights.
15. Natasha is loved in the whole school because she is generous.

5. Using: "...so...that....."

Example.

1. The meal was very delicious. Every body at the party asked for more.
➤ The meal was so delicious that everybody at the party asked for more.
2. Jimmy is too hardworking. He cannot fail such simple numbers.
➤ Jimmy is so hardworking that he cannot fail such simple numbers.
3. The question was too difficult for nobody to get it right.
➤ The question was so difficult that nobody get it right.

Practice.

Re-write the following sentences as instructed in the brackets.

1. The grandmother cannot work anymore because she is very sick. (.....so.....that.....)
2. The journey was too long for anybody to walk on foot. (.....so.....that.....)

3. My lorry is too heavy to carry heavy cargo. (.....so.....that.....)
4. Martha is too silly to become our head girl. (.....so.....that.....)
5. The room was very slippery. The baby could not crawl across it. (.....so.....that.....)
6. The maid was very smartly dressed. Everybody at the party thought that she was the bride. (.....so.....that.....)
7. My grandmother looks after many orphans because she is very kind. (.....so.....that.....)
8. Mary's step mother cannot listen to her because she is very proud. (.....so.....that.....)
9. The teacher's story was very funny. All the pupils laughed. (.....so.....that.....)
10. Jimmy praises himself publicly because he is very proud. (.....so.....that.....)
11. James cannot fail to pass P.L.E with flying colours because he is very bright.
(.....so.....that.....)
12. The whole world respects Nelson Mandela because he is very famous. (.....so.....that.....)
13. The road was too slippery for everybody to walk on it easily. (.....so.....that.....)
14. The hunter was skilled enough to kill the angry lion with a single shot. (.....so.....that.....)
15. Today is very hot. I cannot go out. (.....so.....that.....)
16. You are very smart. I thought you are the chief guest. (.....so.....that.....)
17. Bongole Lutaaya was very famous. He will be remembered for many years.
(.....so.....that.....)
18. My room is not large enough to accommodate all the visitors. (.....so.....that.....)
19. He arrived here very early. He took the front seat. (.....so.....that.....)
20. Betty is a very beautiful girl. Everybody admires her. (.....so.....that.....)

Using : "Much as " and "Whereas"

- ❖ The term much as "and "whereas" are used in the same way for comparing two things or situations to show that there is an important contrast between them. However, "whereas" has a number of meanings, but it is most commonly used for "although " or "while" in contrast. It introduces a dependent clause.
- ❖ The word "**Much as**" can mean the same as "**Even though** " , "**No matter how much**" or "**However much**"

Examples :

1. Much as I would like to stay, I must really go now.
2. Much as the government pays the doctors highly , teachers continue being under paid.
3. Whereas you are a friend of the mayor , you are not above the law.
4. Whereas some students get high marks, many of them score below the pass mark.
5. Whereas you invited him, he didn't attend your party etc.
6. A triangle has four sides whereas a rectangle has four.
7. Whereas Uganda is a land locked country, Kenya is not.
8. Whereas I have warned you several times, you don't seem to listen.

Activity:

Rewrite the following sentences as instructed in the brackets .

1. You are quite honest but the manager may not believe you. (Rewrite beginning : Much as)
2. You are my friend but I won't support you for your wrong doing. . (Rewrite beginning : Much as)
3. He drove very carefully but all the same ,he caused an accident . . (Rewrite beginning : Whereas)
4. The teacher gave several examples but just a few pupils understood. . (Rewrite beginning : Much as)
5. Although I attended the party ,I didn't see the Chief guest. (Rewrite using.....much as)
6. The door was securely locked but the thieves broke into the house. (Rewrite using.....much as)
7. The prisoners worked all day but they never got tried . (Rewrite beginning : Much as)
8. You are a Christian but you keep telling lies . (Rewrite using.....whereas)
9. The prices of cars have increased but people continue buying expensive ones. (Rewrite using.....whereas)
10. You can get knowledge from books but you cannot become perfect without practising. (Rewrite beginning : whereas)
11. I would like to pay you a visit but I can't do it now . (Rewrite beginning : Much as...)
12. It hurts but you have to accept your mistake and apologise. (Rewrite beginning : Much as...)
13. She badly needed the job but she turned down the offer. (Rewrite beginning : Much as...)
14. I would like to blame you but I am afraid I can't. . (Rewrite beginning : Much as...)
15. I hate to live here but I must stay because of the job. (Rewrite beginning : Much as...)

Using “Whenever.....”

The word whenever is used both as an adverb if time and as a conjunction. It is used in place of “**every time**”

Examples.

1. Every time I go for my holidays, I help my Dad on the farm.
 - I help my Dad on the farm whenever I go for my holidays.
 - Whenever, I go for my holidays, I help my dad on the farm.
2. Mummy pays my school fees every time a new term opens.
 - Whenever a new term opens, mummy pays my school fees.
 - Mummy pays my school fees whenever a new term opens.
3. Alupo gets scared every time she finds a stranger at the roadside.
 - Whenever Alupo finds a stranger at the roadside, she gets scared.
 - Alupo gets scared whenever she finds a stranger at the roadside.

4. Every time I perform poorly at my studies, my parents get angry.
 - My parents get angry whenever I perform poorly at my studies.
 - Whenever I perform poorly at my studies, my parents get angry.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. You should apologies to your mother every time you annoy her. (Rewrite the sentences beginning: Whenever.....)
2. Pupils must carry their costumes every time they attend swimming lessons. (Rewrite the sentences beginning: Whenever.....)
3. Learners must listen to their teachers attentively every time they attend lessons. (Rewrite the sentences beginning: Whenever.....)
4. Every time you wake up, you must say your prayers. (Rewrite the sentences using.....whenever.....)
5. Every time you fall sick, you must seek medical attention. (Rewrite the sentences using whenever.....)
6. Sandra gets scared every time she sees a magician wearing a mask. (Rewrite the sentences beginning: Whenever.....)
7. Mummy tunes into NTV every time she wants to watch her favourite movie. (Rewrite the sentences beginning: Whenever.....)
8. I become pleased every time mummy pays me a visit. (Rewrite the sentences beginning: Whenever.....)
9. You are likely to cause an accident every time you over speed your vehicle on a busy road. (Rewrite the sentences beginning: Whenever.....)
10. Girls are likely to suffer every time they get into marriage early. (Rewrite the sentences beginning: Whenever.....)
11. Pupils must report back to school every time a new term begins. (Rewrite the sentences beginning: Whenever.....)
12. Children should help their parents with domestic chores every time they break up for their holidays. (Rewrite the sentences beginning: Whenever.....)
13. Children must inform their parents every time they want to visits their distant friends. (Rewrite the sentences beginning: Whenever.....)
14. Girls must make their parents aware every time they want to get married. (Rewrite the sentences beginning: Whenever.....)

Using “Seldom/ rarely”

The word rarely or seldom is an adverb. It means the same as “not often / not usually / not regularly / sometimes / once in a while / not frequently, etc”

Examples.

- We seldom see each other anymore.
- My father seldom pays me a visit at school.
- We seldom eat pork at home.
- Juliana is my friend but we rarely meet.
- Mummy rarely listens to sports programs on radios.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. I sometimes speak to my mother on mobile phone. (Rewrite the sentence using.....rarely.....)
2. Mummy takes my advice but not very often. (Rewrite the sentence using.....rarely.....)
3. My sister Amanda pays me a visit but not very regularly. (Rewrite the sentence using.....rarely.....)
4. It is not common for old George to greet his neighbours. (Rewrite the sentence using.....seldom.....)
5. It is not common for careful drivers to cause accidents. (Rewrite the sentence using.....seldom.....)
6. It is not common for KCCA to negotiate with roadside sellers. (Rewrite the sentence using.....rarely.....)
7. Girls who drop out of school find it difficult to succeed. (Rewrite the sentence using.....seldom.....)
8. Mummy takes long without visiting her distant relatives. (Rewrite the sentence using.....rarely.....)
9. I don't often speak to strangers at night. (Rewrite the sentence using.....seldom.....)
10. Little Agness does not often dirty her uniform. (Rewrite the sentence using.....rarely.....)
11. We didn't often have nice means during our childhood. (Rewrite the sentence using.....rarely.....)
12. We visit our neighbours but not very often. (Rewrite the sentence using.....rarely.....)
13. It is not common for Mulalu to wash his dirty coat. (Rewrite the sentence using.....rarely.....)
14. It is not common for my father to return home early. (Rewrite the sentence using.....seldom.....)
15. My mother does not like to watch war movies. (Rewrite the sentence using.....rarely.....)
16. It is not a usual practice for armed soldiers to go to public places. (Rewrite the sentence using.....rarely.....)

17. Long distance drivers build permanent homes but not very often. (Rewrite the sentence using.....rarely.....)
18. People in Gulu speak Luganda but not regularly. (Rewrite the sentence using.....seldom.....)

Using “.....yet.....”

The word yet is a conjunction or linking word. It can be used instead of “but or although”

Examples.

1. The weather was cold but bright.
 - The weather was cold, yet bright.
2. Her advice looks strange but seems to be the best.
 - Her advice look strange, yet seems to be the best.
3. Although I have something to tell her, she keeps avoiding me.
 - She keeps avoiding me, yet I have something to tell her.
4. Although we woke up early, we caught the taxi late.
 - We caught the taxi late yet we woke up early.
5. Although cars are sold expensively, many people buy them.
 - Many people buy cars although they are sold expensively.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. Although she didn't apologize, I forgave her. (Rewrite the sentence using.....yet.....)
2. Although he has been warned several times, he keeps repeating the same mistakes. (Rewrite the sentence using.....yet.....)
3. Although he doesn't have much money, he lives luxuriously. (Rewrite the sentence using.....yet.....)
4. Although the speaker of the parliament was invited at the party, she didn't attend. (Rewrite the sentence using.....yet.....)
5. People know the dangers of taking alcohol, but they continue. (Rewrite the sentence using.....yet.....)
6. I attended the party but I didn't see the chief guest. (Rewrite the sentence using.....yet.....)
7. She didn't complete the work but she scored 90%. (Rewrite the sentence using.....yet.....)
8. You are a Christian but you continue telling us lies. (Rewrite the sentence using.....yet.....)
9. My grandfather was poor but he married several wives. (Rewrite the sentence using.....yet.....)

10. He pretends to be your friend but he speaks ill of you. (Rewrite the sentence using.....yet.....)
11. Although teacher do a lot of work, they are not well paid. (Rewrite the sentence using.....yet.....)
12. Kizza Besigye campaigned hard but he lost the presidential elections. (Rewrite the sentence using.....yet.....)

Using “Nevertheless and Nonetheless”

The terms “nevertheless” and “nonetheless” are conjunctions which mean the same as “despite a fact you have just mentioned” or “despite what you have just said”. It is preceded with a semi-colon and followed with a comma.

Examples:

1. My grandfather was a poor man but had several friends.
My grandfather was a poor man; nevertheless ,he had several friends.
2. Much as the gardener worked all day, he never got tired.
The gardener worked all day; nevertheless, he never got tired
3. Much as we are relatives, we are not close friends.
We are relatives; nevertheless we are not close friends.
4. Much as Amanda is well behaved, she never performs well in class.
Amanda is well behaved; nonetheless, she never performs well in class.

Activity:

Rewrite the following sentences as instructed in the brackets

1. Much as we woke up very early, we were late for the interviews.(Rewrite using:.....
.....nevertheless.....)
2. Sakwa is a rich man but never donates to the poor. .(Rewrite using:.....
.....nevertheless.....)
3. Akello is unmarried yet she is a very beautiful lady. (Rewrite using:.....
.....nonetheless.....)
4. much as our house was built a hundred years ago, it is still habitable. (Rewrite using:.....
.....nonetheless.....)
5. Sandra did not score aggregate four yet she was very bright . .(Rewrite using:.....
.....nevertheless.....)
6. Although I was invited to the party ,I failed to attend. .(Rewrite using:.....
.....nevertheless.....)
7. I didn’t enjoy the meal much as it was very delicious. (Rewrite using:.....
.....nonetheless.....)
8. Jack behaves ignorantly yet he is a professional lawyer . .(Rewrite using:.....
.....nevertheless.....)

9. Our area MP is a liar but many voters still believe in him. .(Rewrite using:.....
.....nevertheless.....)
10. Most traders got less profits yet the prices of commodities went high. (Rewrite
using:.....nonetheless.....)
11. A snake runs very fast much as it has no legs. .(Rewrite using:.....
.....nevertheless.....)
12. Much as Kato is poor, he is quite honest. .(Rewrite using:.....
.....nevertheless.....)
13. The audience listened with a lot of interest much as the chief guest's speech was
quite boring. .(Rewrite using:.....nevertheless.....)
14. Whereas the teachers' salaries have been increased their performance has remained
low.
.(Rewrite using:.....nevertheless.....)
16. She has continued to misbehave yet she has been warned several times. (Rewrite
using:.....nonetheless.....)

Using "Too "and "very "

The words "too" and "very" can be used as adverbs of degree; answering the question, "To what extent.....?" These words cannot therefore be used in the same sentence since they have nearly the same meaning . The term "very" can be used in place of "too" especially when you intend to break the sentence into two separate sentences.

Examples :

1. The watchman was too excited to speak properly.
The watchman was very excited. The watchman could not speak properly.
2. The luggage was too heavy for her to carry alone.
The luggage was very heavy. She could not carry it alone.
3. The road was too slippery for the pedestrians to walk along easily.
The road was very slippery . The pedestrian could not walk the road easily.
4. You are too dishonest for me to trust you.
You are very dishonest. I cannot trust you.
5. Nantale is too lazy to pass her exams with flying colours.
Nantale is very lazy. Nantale cannot pass her exams with flying colours.
6. Nelson Mandela was too old to continue ruling his country.
Nelson Mandela was very old. Nelson Mandela couldn't continue ruling his country.

Activity:

Rewrite each of the following sentences as two separate sentence correctly.

1. The engine was too old to work efficiently for a long time.
2. You are too shabby to be our chief guest tonight.
3. The test was too simple for anybody to fail.
4. The doctor was too late to save life of the dying man.

5. Kagimu is too wise to be fooled by anybody.
6. Tom is too old to participate in the junior football team.
7. Namuli was too young to get married.
8. The wound was too severe for nurse to stitch easily.
9. You were too late to catch the first bus.
10. She was too lazy to complete her homework.
11. The policeman was too slow to capture the swift-running thief.
12. Mande was too talkative to remain silent for a long time.
13. The manager was too angry to listen to his excuses.
14. She was too foolish for me to continue arguing with .
15. Uncle Richard is too selfish to donate to the poor.

6. Using: “suchthat.....”

Examples.

1. That lady was very smart. Everybody thought that she was a prince.
➤ She was such a smart lady that everybody thought that she was a prince.
2. The day was very cold. We couldn't go out door at all.
➤ It was such a cold day that we couldn't go out at all.
3. He was so hardworking that all the teachers loved him.
➤ We was such a hardworking boy that all the teachers admired her.
4. The thief was so clever that the police couldn't arrest him.
➤ He was such a clever thief that the police couldn't arrest him.
5. She was so beautiful that many people admired her.
➤ She was such a beautiful lady that many people admired her.

Practice.

Re-write the following sentences instructed in the brackets.

1. The play was so interesting that the whole audience laughed breathlessly.
(.....such.....that.....)
2. The party was so colorful that all the guests enjoyed it. (.....such.....that.....)
3. Shantie is so bright that she is likely to score a hundred marks. (.....such.....that.....)
4. Solomon was very wise. The whole world still remembers him. (.....such.....that.....)
5. Mr. Ndawula is so friendly that all the pupils like him. (.....such.....that.....)
6. Tyson was a very strong boxer. He won many gold medals. (.....such.....that.....)
7. The song was interesting that all the guests danced to its tune. (.....such.....that.....)
8. Nakimera is very beautiful. Many rich men want to marry her. (.....such.....that.....)
9. Edward was so mad. All the children were scared of him. (.....such.....that.....)
10. The day was very hot. We didn't enjoy our party at the beach. (.....such.....that.....)

11. A lion is so deadly. Even game rangers are scared of it. (.....such.....that.....)
12. Uganda is a very beautiful country. Many foreign tourists love its wonderful sceneries. (.....such.....that.....)
13. The door was so strong that the thieves failed to break into the house. (.....such.....that.....)
14. My father is so hardworking that he has made a lot of wealth.(.....such.....that.....)
15. You are very lazy girl. You cannot marry my son. (.....such.....that.....)
16. The film was so boring. All the spectators started sleeping. (.....such.....that.....)
17. Brenda is not strong enough to carry a jerry can of water. (.....such.....that.....)
18. The music was blaring so loudly. I had a sleepless night. (.....such.....that.....)
19. You are not a good player. You can't our team. (Begin: You are such.....)
20. Ebola killed several people in West Africa because it is a deadly disease. (Begin: E bola is such.....)

7. Using: “...(.....so that...../such that.....)

Examples.

1. The house maid prepared supper early. She wanted to go to bed in time.
➤ The house maid prepared supper so early that she could go to bed in time.
2. Mr. Bukenya grows vegetables and cabbages. He wants to get money to pay his children's school fees.
➤ Mr. Bukenya grows vegetables and cabbages so that he can get money to pay his children's school fees.
3. My dear mother encourages me to work very hard. She wants me to pass my exams with flying colours.
➤ My dear mother encourages me to work very hard so that I may pass my exams with flying colours.

Practice.

Re-write the following sentences as instructed in the brackets.

1. My mother spent a lot of money. She wants to buy a better car. (.....So that.....)
2. Mariam behaves honestly. She wants to please her teachers. (.....such that.....)
3. The president addressed the nation over the radio. He wanted to wish all Ugandans a happy new year. (.....so that.....)
4. Mariam should get married. She may learn to be responsible. (.....so that.....)
5. You must open up an account in Centenary bank. You need to learn to save your money. (..so that..)
6. We travelled to Entebbe. We wanted to see the State house. (.....such that.....)
7. My father uses his money sparingly. He wants to save money to build a new house. (so that.....)

8. My father locks his car. He wants to prevent thieves from stealing it. (.....so that.....)
9. Kabuto does physical exercises daily. He wants to reduce his body weight. (.....such that.....)
10. Soldier carry many weapons. They want to defend their country. (.....so that.....)
11. Nelson Mandela went to jail. He wanted to fight for his country's independence. (...so that...)
12. The host spoke nicely at the party. He wanted to impress his guests. (.....so that.....)
13. I hurried to church because I didn't want to miss the sermon. (.....so that.....)
14. I mended my school uniform. I wanted to look smart. (.....such that.....)
15. I want to save some money. I want to buy a laptop. (.....so that.....)

8. too...to..../too....for.... to....

Note: The word **“too -to”** is used to express the degree of adjective or adverb. It s used in places of **“so”** and **“very”**. Therefore, they can't be used in the same sentence since they have the same meaning.

Examples.

1. Namubiru is very young. She cannot get married now.
➤ Namubiru is too young to get married.
2. Juma's grandmother cannot run because she is very old.
➤ Juma's grandmother is too old to run.
3. That box is very heavy. That little boy cannot carry it.
➤ That box is too heavy for that little boy to carry.
4. The car was very expensive. He couldn't buy it.
➤ The car was too expensive for him to buy.

Practice.

Re-write the following sentences as instructed in the brackets.

1. The bride was very shy. He couldn't speak to the guests. (....too.....to.....)
2. Our uncle is very proud. He cannot accept any blame. (....too.....to.....)
3. That test was very difficult. Nobody could pass it. (....too.....to.....)
4. My room was very small. It couldn't accommodate all the guests. (....too.....to.....)
5. The roof is very high. I can't touch it.(....too.....to.....)
6. I didn't speak to him because I was very busy. (....too.....to.....)

7. The sick woman was so weak that she couldn't walk without support. (....too.....to.....)
8. The room was very dark. The princess couldn't see her golden ring. (....too.....to.....)
9. That milk is so hot that the baby cannot take it. (....too.....to.....)
10. We worked very tirelessly. We performed with flying colours. (....too.....to.....)
11. Mr. Hare didn't accept the lie because he was very wise. (....too.....to.....)
12. The question was very easy. Nobody failed it. (....too.....to.....)
13. Nalumansi cannot become our head girl because she is very shabby. (....too.....to.....)
14. The lady couldn't understand my speech because she was very foolish. (....too.....to.....)
15. The headmistress could not listen to us because she was very angry. (....too.....to.....)

9. Using (... enough ...)

Affirmative and negative sentences.

Examples.

1. Adrian is fairly old. He can go to school without help.
➤ Adrian is old enough to go to school without help.
2. Namuli is quite young. She cannot get married to the prince.
➤ Namuli is not old enough to get married to the prince.

Practice.

Rewrite the following sentences as instructed in the brackets.

1. Martha is dull. She cannot score a hundred percent in that test. (.....enough.....)
2. My dad is poor. He can't buy such an expensive car. (.....enough.....)
3. You are short. You can't touch the roof. (.....enough.....)
4. She is weak. She can't walk without support. (.....enough.....)
5. Nzikuru ran very fast. She won 100M race. (.....enough.....)
6. The wind was very strong. It blew off the roof of our house. (.....enough.....)
7. The shopkeeper was very strong. He fought the armed thief alone. (.....enough.....)
8. She came late. She didn't catch the first bus. (.....enough.....)
9. The ditch was very deep. It caused several road accidents. (.....enough.....)
10. The food was not ready. We couldn't eat it. (.....enough.....)

11. He was very shabby. He could not become our village chief. (.....enough.....)
12. My room is small. It can't accommodate many guests. (.....enough.....)
13. You are not skilled. You can't repair my computer. (.....enough.....)
14. She speaks English very well. Everybody admires. (.....enough.....)
15. There is little food in the store. It cannot last for a week. (.....enough.....)

10. Using: "...and so..." (Affirmative sentences)

"and neither..." (Negative sentences)

- 1) Tom enjoys swimming. Tom's best friend Jonah enjoys swimming. (...and so.....)
- 2) My mother is a teacher. My father is a teacher. (...and so.....)
- 3) Mubiru drives his lorry carelessly. Mukasa drives his lorry carelessly. (...and so.....)
- 4) A cheetah runs very fast. An antelope runs very fast. (...and so.....)
- 5) Both the doctor and the nurse have checked on my swollen eye. (...and so.....)
- 6) Both the bride and the groom were eager to have their wedding vows. (...and so.....)
- 7) Both my twin sons and my twin daughters look alike. (...and so.....)
- 8) Jeremiah attended the party. Jeremiah's wife attended the party. (...and so.....)
- 9) Both a snake and a scorpion are poisonous. (...and so.....)
- 10) I received a prize from the headmistress. You received a prize from the headmistress.
(.....and so.....)
- 11) Both the driver and the conductor were arrested by the police. (...and so.....)
- 12) The bride was smartly dressed. The bridegroom was smartly dressed. (...and so.....)
- 13) Margie is a talented singer. Stecia is a talented singer. (...and so.....)

11. Using: "Neither.....nor..."

This conjunction is only in negative sentences. It means not any of the two.

Example.

1. Jonah does not eat meat. Jonah does not eat fish.
➤ Jonah eats neither meat nor fish.
2. My mother is not a teacher. She is not a politician.
➤ My mother is neither a teacher nor a politician.
3. David didn't win the race. Simon didn't win the race.
➤ Neither David nor Simon win the race.
4. The doctor didn't help the sick. The nurse didn't help the sick.
➤ Neither the doctor nor the nurse help the sick.

Oral practice.

1. I didn't see the visitors. I didn't greet the visitors.
➤ I neither saw nor greeted the visitors./ I neither saw the visitors nor I greeted them.
2. My father can't drive on a busy road. He can't ride on a busy road neither.
➤ My father can neither drive nor ride on a busy road.
3. The angry teacher will not listen to you. He won't even accept your apology.
➤ The angry teacher will neither listen to you nor your apology.
4. She didn't take any soda at the party. She didn't take any beer at the party.
➤ He took neither any soda nor any beer at the party.

Practice.

Re-write the following sentences as instructed in the brackets.

1. I didn't find the visitors at home. I didn't speak to them. (.....neither...nor.....)
2. She will not drink beer at the party. She did not drink soda at the party.
(.....neither...nor.....)
3. Cynthia is not beautiful. She isn't smart either. (.....neither...nor.....)
4. The sick girl cannot sit upright. She cannot walk without support.(.....neither...nor.....)
5. My grandmother does not speak English. She does not speak luganda either.
(.....neither...nor.....)
6. She did not welcome us. She did not smile at us. (.....neither...nor.....)
7. I did not go on tour. Paul did not go on tour. (.....neither...nor.....)
8. Mariam did not attend my birthday party. Mariam's sister did not attend my birth day party. (.....neither...nor.....)
9. I cannot swim in a river. Ruben cannot swim in a river. (.....neither...nor.....)
10. Okia does not play football and neither does Okalang. (.....neither...nor.....)
11. Mubiru is not a footballer and neither is his brother jorum. (.....neither...nor.....)
12. Both the coach and the captain were not happy with the team's performance.
(.....neither...nor.....)
13. Kabaale is as cool as Kanungu. (Begin: Neither.....nor.....)
14. Both Kagimu and Kabuto are not married. (Begin: Neither.....nor.....)
15. Cissy tells lies. Cissy's sister tells lies. (Begin: Neither.....nor.....)

12. Using: "...and neither.....) (Negative sentences)

1. Juma does not eat meat. Juma's mother does not eat meat. (...and neither.....)
2. A fish cannot fly. A tortoise cannot fly. (...and neither.....)
3. I did not attend Jane's birth day. She did not attend Jane's birthday. (...and neither.....)
4. Both the doctor and the nurse did not help the sick girl. (...and neither.....)
5. My grand ma can't drive ant longer. My grand pa can't drive any longer. (...and neither.....)

6. A chameleon does not run fast. A tortoise does not run fast. (...and neither.....)
7. The chairman wasn't invited to the party. The chairman's wife Melisa wasn't invited to the party. (...and neither.....)
8. My lorry can't carry such heavy cargo. Your lorry cannot carry such heavy cargo. (...and neither.....)
9. You are not a talented singer. I am not a talented singer. (...and neither.....)
10. She didn't speak the truth. I didn't speak the truth. (...and neither.....)
11. You are not a lawyer. You are not a judge. (...and neither.....)
12. I was not punished. I was not rewarded. (...and neither.....)
13. She did not attend the party. She did not enjoy herself. (...and neither.....)
14. The chief was not consulted. He was not invite either. (...and neither.....)
15. I did not find my mother. I did not speak to her either. (...and neither.....)

13. Using: "Both..... and,....." (With Plurals.)

Examples.

1. I am a prefect. Nathan is equally a prefect.
➤ Both Nathan and I are prefects.
2. The president has attended the party and so has the first lady.
➤ Both the president and the first lady have attended the party.
3. You will graduate from the university soon. I will graduate from the university soon.
➤ Both of us will graduate from the university soon.

Practice.

Re-write the following sentences as instructed in the brackets.

1. Neither Carol nor Cindy spoke to me about that matter. (Bothand....)
2. I am a wonderful dancer. Kasoma is equally a wonderful dancer. (Bothand....)
3. Edward is going to tour and so is Amos. (Bothand....)
4. You will be reported to the headmaster. I will be reported to the headmaster. (Bothand....)
5. I fear dogs and so does Jenipher. (Bothand....)
6. The headmistress has been smartly dressed and so has been her deputy head teacher. (Bothand....)
7. You and I should work very hard to pass our exams with flying colours. (Bothand....)
8. Your school is child friendly. My school is child friendly. (Bothand....)
9. Stella's handwriting is very tidy. Aura's handwriting is very tidy. (Bothand....)
10. Neither Mariam nor Martha understood today's computer lessons. (Bothand....)
11. Neither a fish nor a frog can fly. (Bothand....)
12. The bride was smartly dressed and so was the maid. (Bothand....)
13. Not only Stecia Mayanja a talented singer but also a wonderful dancer. (Bothand....)

14. Not only the thief was arrested but also stoned to death by the crowd. (Bothand....)
15. Not only Patel a trader but also a lorry driver. (Bothand....)
16. Not only he did come late but also forgot her school bag at home. (Bothand....)
17. Not only did he drive carelessly but also cause road accident. (Bothand....)
18. Neither a chameleon nor a tortoise can fly. . (Bothand....)
19. You did not understand the question. I did not understand the question. . (Begin: Both of)
20. The corrupt driver was arrested and so was the policeman. . (Begin: Bothand....)

14. Using: “When” and “While”

The term “**when**” is used in the following ways:-

- ❖ As a conjunction linking to clauses in a sentence. Eg.
 - ✓ When we arrived, she welcomed us with a smile.
 - ✓ We rushed out of the room when the bell rung.
 - ✓ When it started raining, I switched off the television.
- ❖ As an adverb introducing indirect questions. Eg.
 - ✓ When did your parents return from work?
 - ✓ Do you know when your parents got married?
 - ✓ When shall we meet again?
- ❖ As a relative adverb introducing relative clauses in a sentence. Eg.
 - ✓ I still remember the day when I last met you.
 - ✓ I don’t know when I will see you again.
 - ✓ We became friends when we were still at school.

Term “**while**” is used in the following ways:-

- ❖ As a conjunction linking clauses in a sentence. Eg
 - ✓ Jimmy rung while you were still asleep.
 - ✓ While still studying at the university, Dinah married Eric.
 - ✓ The chairman arrived while the room was still vacant.
- ❖ To show that the two activities were taking place at the same time. Eg.
 - ✓ While the boys were collecting water, the girls were fetching water.
 - ✓ While the chairman was addressing the meeting, the secretary was taking the minutes.
 - ✓ The soldiers were marching while the parade commander was giving orders.
- ❖ It is also used when comparing people, situations and showing how they are different. Eg.

- ✓ While the girls performed well in P.L.E, a few others failed.
- ✓ While some pupils listened attentively, others ignored.
- ✓ While my dad accepted my apology, mummy couldn't listen.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. I was away from home. My dad returned from abroad. (.....when.....)
2. We were watching our favorite movie on television. The electricity went off. (.....when.....)
3. The pupils were revising their notes. The teachers were having a staff meeting. (While....)
4. The tourists were climbing the high mountain. They were struck by lightning. (.....when.....)
5. She sprained her ankle. She was playing tennis in the court. (While.....)
6. My parents got married. They were working in the United States. (While.....)
7. Do you still remember the promise we made? We were still at school. (....when.....)
8. I can't remember the name of the girl we met. I had gone on tour. (.....when.....)
9. He was serving a life sentence. He died in the prison after a short illness. (....while.....)
10. Julie met Ronnie, her husband in Canada. She was travelling on a carriage. (While.....)
11. The boy was reciting a poem. The girls were reading a story. (Begin: While.....)
12. The lonely hunter was walking in a thick bush. He was attacked by a hungry hyena. (....while...)
13. Muhindo was carrying a heavy luggage. He fell down. (Use.....while.....)
14. The little girl beat her tongue. She was eating a delicious meal. (Begin: While.....)
15. The commander was addressing his men at the parade. Afande Kabuto collapsed. (Begin: While.....)
16. Mummy was preparing dinner. The maid was taking care of the baby. (Begin: While.....)
17. My parents got married. They were still studying in Canada. (Use.....when.....)
18. My father became a policeman. He was still a young man. Use.....when.....)

15.Using: “No soonerthan.....” Scarcely/ Hardly/ Barely/ when..... **“immediately, as soon as”**

Examples.

1. As soon as the lights went off, we went to bed.
- No sooner had the lights gone off than we went to bed.
- Scarcely the lights gone off when we went to bed.

2. Immediately she saw the mad man, she took off.
 - No sooner had she seen the mad man than she took off.
 - Barely had she seen the mad man when she took off.
3. As soon as I ate the meal, I started feeling stomachache.
 - No sooner had I eaten the meal than I started feeling stomachache.
 - Scarcely had I eaten the meal when I started feeling stomachache.

Practice.

Re-write the following sentences as instructed in the brackets.

1. As soon as he drove the car out of the garage, it got a puncture. (No sooner.....)
2. As soon as the teacher spoke, I understood his explanation. (No sooner.....)
3. As soon as we saw him, we reported the case. (Scarcely)
4. Immediately he switched on the radio, he heard the sad news. (Hardly.....)
5. Immediately the thief saw the police patrol car, he fled to the bush. (No sooner.....)
6. No sooner had he climbed onto the top of the lorry than he fell down. (Scarcely.....)
7. Immediately the time keeper rang the bell, we all entered our classrooms.
(Scarcely.....)
8. As soon as he opened the gate, the watchman fired at him. (No sooner.....)
9. the match started as soon as the referee blew the whistle. (Begin: Hardly.....)
10. I heard the sad news as soon as I switched on the radio. (Begin: No sooner did.....)
11. The police responded as soon as they got the emergency call. (Begin: Scarcely.....)
12. The moment the plane crashed, it caught fire. (No sooner.....)
13. As soon as the thief took off, the police arrived. (Begin: No sooner.....)
14. My father was promoted as soon as he joined the army. (Begin: Hardly.....)
15. As soon as he gave me the letter, I read it. (Scarcely)
16. As soon as the party began, the chief guest departed. (No sooner)
17. As soon as we broke for holidays, I went camping. (No soonerthan.....)
18. As soon as the teacher entered the classroom, we all stood up. (Scarcely.....)
19. As soon as he realized her mistakes, she apologized. (Hardly.....)
20. As soon as the thief broke into the house, I woke up from my deep sleep. (No sooner...than.....)

16. Using: "In spite....." and Despite....."

"Despite the fact that"

"Despite his / her /John's + abstract noun.

"In spite of the fact that....."

"In spite of his / her /John's + abstract noun.

Examples.

1. She is beautiful but she has not got a man to marry.
 - Despite the fact that she is beautiful, she has not got a man to marry.

- In spite the fact that she is beautiful, she has not got a man to marry.
- In spite of her beauty, she has not got a man to marry.

2. Nandawula is smart but they didn't elect her a sanitary prefect.

- Despite the fact that Nandawula is smart, they didn't elect her a sanitary prefect.
- In spite the fact that Nandawula is smart, they didn't elect her a sanitary prefect.
- In spite of Nandawula's smartness, they didn't elect her a sanitary prefect.

Practice.

Re-write the following sentences as instructed in the brackets.

1. The road has several potholes but it is always busy. (Despite.....)
2. Nandawula is quite lazy but she passed her exams with flying colours. (In spite.....)
3. Mummy is cruel but she loves her children equally. (Despite.....)
4. It rained heavily last season but our crops didn't grow well. (In spite.....)
5. Wavamuno is very wealthy but he doesn't donate to poor people. (Despite.....)
6. Kizza Besigye is a good leader but Ugandans didn't vote him. (Despite.....)
7. My grandpa was poor but he had several friends. (Despite my father's.....)
8. Uganda is his home country but he chose to stay in U.S.A. (In spite.....)
9. We departed late but we reached safely. (Despite.....)
10. Although he is honest, many people mistrust him. (Despite his.....)
11. She is humble but many of us didn't vote her. (In spite of her.....)
12. Sheila is dull but she is very friendly to her teachers. (Despite.....)
13. We live in Kampala but we have never seen Nakasero state house. (Despite.....)
14. Othieno performed well but he failed to join secondary school. (Despite Othieno's)
15. However bright Ruth was, she failed to score four aggregates. (In spite of the fact.....)
16. The chief guest delayed to arrive but nevertheless, we enjoyed the party. (Use:.....despite the chief guest's.....)
17. The cyclist was innocent; nevertheless the police officer arrested him. (Use:.....in spite of his...)
18. The gardener was sick but he continued working. (Begin: In spite of the gardener's.....)
19. The commander was brave but he lost the battle. (Begin: In spite of the commander's)
20. He spoke well but I understood little. (Begin: Despite his.....)

17.Using: “...not as.....as... /as.....as.....”

Note: “...as.....as...” is used in affirmative sentences.

“...not as.....as...” is used in negative sentences.

Examples.

1. Cynthia is a very beautiful lady and is her mother Gloria.
 - Cynthia is as beautiful as her mother Gloria.
2. Ofwono is five feet tall. Kalungi is equally five feet tall.
 - Ofwono is as tall as Kalungi.
3. These trees are short but the ones in the forest are tall.
 - These trees are not as tall as the ones in the forest.
4. Magambo is rich but his neighbour Kafeero is very rich.

➤ Magambo is not as rich as his neighbour Kafeero.

Practice.

Re-write the following sentences as instructed in the brackets.

1. Irene Namubiru sings well and so does Juliana Kanyomozi. (...as....as....)
2. The doctor arrived very late and so did the nurses. (...as....as)
3. The bull was 100 kg heavy. The heifer was 100 kg heavy. (...as....as....)
4. My handwriting is neat. Anguyo's handwriting is very neat. (...not as....as....)
5. Adiru is small but his sister Achiro is very fat. (.....notas....as....)
6. Uganda is very peaceful but Somalia is not. (...not as....as....)
7. A bicycle runs fast. A motorcycle runs faster. (...not as....as....)
8. Anna is good at dancing but Natalie is not at all. (...not as....as....)
9. She is ten years old. I am twelve years old. (...not as.....)
10. The bridegroom was smartly dressed. The bride was very smartly dressed. (...not as.....)
11. A rat is clever but a mouse is very clever. (...not as....as....)
12. Your windows are metallic but mine are not. (...not as....as....)
13. A tortoise is slower than a snake. (...not as....as....)
14. Our school is very child friendly but yours is not. (...not as....as....)
15. Mugula is very brave. He is like a lion. (...as....as....)
16. A fox is a cunning animal and so is a hyena. (...as....as....)
17. Sharitah is very hardworking and so is her mother. (...as....as....)
18. This bag weighs ten kilograms. This tin weighs ten kilograms. (...as....as....)
19. Both Dinah and Tinku are equally beautiful. (...as....as....)
20. Malibu is more talkative than Mapengo. (...not as....as....)
21. The pupils write well and so does their teacher. (...as....as....)
22. Green vegetables are cheaper than beef. (...not as....as....)
23. My handwriting is better than Opondo's. (...not as....as....)
24. Kampala is more industrialized than Jinja. (...not as....as....)
25. All the pupils were allowed to eat any quantity of food as they liked. (...as much....as....)

18.Using: "Eitheror....." / ".....either....or"

Either + singular noun

Examples.

1. Both of us will speak to the headmistress about school sanitation.
➤ Either you or I will speak to the headmistress about school sanitation.
2. The prisoners will be sentenced. The prisoners will be acquitted.
➤ The prisoner will either be acquitted or sentenced.
3. There are flowers on both sides of the compound.
➤ There are flowers on either side of the compound.

Practice I.

Re-write the following sentences as instructed in the brackets.

1. Anita will drive us to the airport. Anita's husband will drive us to the airport.
(Either.....)
2. The lazy girl will be demoted. The lazy girl will be punished. (.....either.....)
3. The road was very busy. The road was very slippery. (.....either.....)
4. Mubiru can play football skillfully using both legs. (.....either.....)

5. We might win today's football match. We might lose today's football match.
(.....either.....)
6. Betty can write well using both hands. (.....either.....)
7. The soldiers were standing on both sides of the road. (.....either.....)
8. I didn't enjoy both meals served at the party yesterday. (.....either.....)
9. She refused to speak to both strangers at the school gate. (.....either.....)
10. The mechanic repaired both lorries very satisfactorily. (.....either.....)
11. A refugee is supposed to support both teams during a match. (.....either.....)
12. The teacher wasn't satisfied with both of us. (.....either.....)
13. The priest promised to help both orphans of the late Mulindwa. (.....either.....)

19.Using "Prefer" and "like"

The verbs "prefer" and "like" mean the same thing but are used differently.

Prefer / prefers / preferred.....to.....

Like / likes / likedmore than.....

Examples.

1. My grandma like fish more than meat.
➤ My grandma prefers fish to meat.
2. We liked soda more than beer at the party last night.
➤ We preferred soda to beer at the party last night.
3. Why do you like playing more than doing your homework?
➤ Why do you prefer playing to doing your homework?

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. Some pupils like day schools more than boarding schools. (.....prefer.....)
2. Why does he enjoy disturbing the teacher more than paying attention to her explanation? (.....prefer.....)
3. At my birthday party, most guests liked beer more than cooked food. (.....prefer.....)
4. Most Ugandans like speaking luganda more than speaking Kiswahili. (.....prefer.....)
5. During daddy's school days, he liked playing football more than swimming lessons.
(.....prefer.....)
6. Most tourists enjoy looking at wild animals more than visiting the city centre.
(.....prefer.....)
7. Does Nalukenge like staying with her aunt more than going to the scout camp?
(.....prefer.....)
8. That chef likes conversing with his customers more than doing his kitchen work.
(.....prefer.....)
9. Fishermen enjoy travelling by boat more than travelling by taxi. (.....prefer.....)
10. Soldiers enjoy carrying guns more than carrying babies. (.....prefer.....)

20.Using: None.

None: The word none is used both as a pronoun and an adverb.

eg. The guests asked for some coffee but there were none left.

None of my friends missed my birthday party.

I will accept none of your silly excuses.

None of the residents was / were/ willing to do the voluntary work.

Note: The word none can be used with both singular and plural nouns.

eg.

- ✓ None of my books was/ were broken.
- ✓ None of the pupils has / have come to school today.
- ✓ None of the rioters was/ were arrested by the police.

Using: “None/ All/ Not a single.

Examples.

1. All the pupils have come to school early today.
➤ None of the pupils has come to school late today.
2. All the guests were smartly dressed at the party.
➤ None of the guest was not dressed smartly at the party.
➤ Not a single guest was smartly dressed at the party.
3. All the pupils understood the teacher’s explanation.
➤ None of the pupils didn’t understand the teacher’s explanation.
➤ Not a single pupil understood the teacher’s explanation.
4. All the Members of the parliament drive expensive Japanese cars.
➤ None of the Member of Parliament does not drive an expensive Japanese car.
➤ Not a single member of parliament drives an expensive Japanese car.

Practice.

Re-write the following sentences as instructed in the brackets.

1. All the policemen didn’t respond to our call last night. (None.....)
2. All the pupils in my class are brilliant and hardworking. (Not a single.....)
3. All the drunken drivers were arrested by the traffic police. (None.....)
4. All the traders in Kampala have been given trade licenses by KCCA. (Every.....)
5. All the pupils paid maximum attention to the teacher’s explanation. (None)
6. All my neighbours attended my brother’s graduation ceremony last week. (Not a single.....)
7. All my daughters did not get married before completing their studies. (None.....)
8. All her friends were invited to her birth day party. (Not a single.....)

9. All the women in Mpologoma village did not go to school before independence. (Not a single....)
10. All tourists pay revenue to the government in order to be allowed to visit various places. (None.....)
11. All the guests drove expensive Germany cars. (None of)
12. All the women in Moroto village do not speak English. (Not a single.....)
13. All the guest did not understand the preacher's sermon. (Not a single.....)
14. All the travelers sustained the injuries after the fatal accident. (None.....)
15. All children in my village do not enjoy speaking to strangers. (Not a single.....)
16. All my cows were vaccinated by the veterinary doctor. (None of.....)
17. All the policemen didn't help the accident victims. (Not a single.....)
18. All the pupils attended the evening mass. (Begin: Each.....)
19. All our matrons are hard working ladies. (Begin: None.....)
20. All the scouts have participated in building the tent. (Begin: Every.....)
21. All the mourners wore black clothes. (Begin: Not a single.....)
22. All these men tell lies. (Begin: None of.....)
23. All the girls in this class have bibles. (Begin: Each.....)
24. All my teachers do not speak French. (Begin: None.....)

21. Using: "Not only.....but also....." and...."not only.....but also....."

Examples.

1. Shudir is both a trader and a politician.
 - Not only is Shudir a trader but also a politician.
 - Shudir is not only a trader but also a politician.
2. Uganda is both a peaceful and beautiful country.
 - Not only is Uganda a peaceful country but also beautiful.
 - Uganda is not only a peaceful but also a beautiful country.
3. Mulalu boxed his neighbor and also threw him down.
 - Not only did Mulalu box his neighbor but also threw him down.
 - Mulalu did not only box his neighbor but also threw him down.
4. Careless drivers cause accidents on our roads. They also endanger the lives of other road users.
 - Not only do careless drivers cause accidents on our roads but also endanger the lives of other road users.
 - Careless drivers do not only cause accidents on our roads but also endanger the lives of other road users

Practice.

Re-write the following sentences as instructed in the brackets.

1. Nakuya is both a wealthy woman and a talented singer. (Not only.....)
2. Shamim is a beautiful lady. Shamim is a smart lady. (Not only.....)
3. Our English teacher is both a lovely and helpful. (Not only.....)
4. Magala stole his neighbor's cow. He also grabbed his land. (Not only.....)
5. Jose Chameleon entertained the guests. He also gave them some cold drinks.(Not only.....)
6. The puppy has been starved. It has also been beaten. (Not only.....)
7. Namuli completed her university studies. She got a job in bank. (Not only.....)
8. We got a motor accident. We lost all our property. (Not only.....)
9. Nakuya wasted her time playing in class. She also failed her exams. (Not only.....)
10. I came to school late. I forgot my school bag at home. (Not only.....)
11. The bride was smartly dressed. She was equally pretty. (Not only.....)
12. The doctor saved his life. He also advised him to refrain from drinking alcohol. (Not only.....)

22.Using: “so as..... /in order to..... /so that.....”

Examples.

1. My mother returned home early. She wanted to prepare supper in time.
 - My mother returned home early so as to prepare supper in time.
 - My mother returned home early in order to prepare supper in time.
2. The maid baked some cakes. She wanted us to have breakfast.
 - The maid baked some cakes in order for us to have breakfast.
 - The maid baked some cakes so that we could have breakfast.
3. We worked very hard. We wanted to impress our teachers and parents.
 - We worked very hard so as to impress our teachers and parents.
 - We worked very hard so that we could impress our teachers and parents.

Practice.

Re-write the following sentences as instructed in the brackets.

1. My father bought a car. He wanted to solve his transport problems. (....so as.....)
2. Moses responded to God's call. He wanted to save his fellow Jews. (....so that.....)
3. Kasota uses poison. He wants to scare his potential enemies. (.....in order.....)
4. The actors spoke loudly. They wanted the audience to hear properly. (....so that.....)
5. Our neighbour works hard. He wants to send his children to good schools. (....so that.....)
6. Swerved the vehicle at the roadside. He wanted to save the innocent pedestrian. (....so as.....)
7. Our neighbour rears chickens. He wants to get money to pay school fees for his children. (....so that.....)
8. Driver need some training. This helps them to learn the traffic code by heart. (....so as.....)
9. My mother dropped out of school. She wanted to get married to my father. (....so that.....)

10. We carried sharp pangas. We wanted to build tents at the camp. (....so as.....)
11. My father got a loan from the bank. He wanted to buy a better car to simplify his transport costs. (....so that.....)

23. Using: “.....because.....”

.... because of his/ her..... /due to his /her.....

Examples.

1. Mubiru was imprisoned. He defiled a school girl.
➤ Mubiru was imprisoned because he defiled a school girl.
2. Our neighbor is very hardworking. He has become rich and famous.
➤ Our neighbor has become rich and famous because he is very hard working.
3. Ronaldo is known all over the world. Ronaldo is a talented footballer.
➤ Ronaldo is known all over the world because he is a talented footballer.

Practice.

Re write the following sentences as instructed.

1. The doctor didn't arrive in time, and so the sick man died helplessly. (....because)
2. The visitor's car broke down on the way. They didn't arrive in time. (....because)
3. I didn't see the guest of honour. I didn't attend the party.(....because)
4. Amanda doesn't revise her books. She performs poorly in her studies. (....because)
5. Kafeero was a talented singer. Many people were saddened by his ultimately death.
(..because...)
6. The rebels decided to retreat. They were afraid by the heavily armed soldiers.
(....because)
7. Many people admire Nakuya. She is beautiful.(....because)
8. Most teachers love Winnie. She is very humble I class. (....because)
9. The pupils like Mr. Ndawula. He is very hardworking. (....because)

24. Using: “.... because of his/ her/ your/ their + Abstract nouns.

Examples.

1. Many teachers like Gloria. She is very humble.
➤ Many teachers like Gloria because of her humility.
2. Our class teacher dislikes some pupils. They are very lazy.
➤ Our class teacher dislikes some pupils because of their laziness.
3. Many children drop out of school when their parents die.

- Many children drop out of school because of their parents' death.
- 4. Many people were saddened by the death of Job kafeero. He was quite famous in music.
- Many people were saddened by the death of Job kafeero because of his fame in music.
- 5. Martha was absent from school. The teacher punished her.
- The teacher punished Martha because of her absence from school.
- 6. My father didn't buy any car during his youth. He was still poor.
- My father didn't buy any car during his youth because of his poverty.

Activity.

Re-write the following sentence as instructed in the brackets.

1. Joan was punished by the headmistress. She disappeared from school. (.....because of her.....)
2. Cynthia got a scholarship. She performed well in P.L.E. (.....because of her.....)
3. You will not become our village chief. You are very proud. (.....because of your.....)
4. Tom was acquitted of any wrong-doing. He was innocent. (.....because of his.....)
5. The teacher will reward all the girls. They are well behaved. (.....because of their.....)
6. Some pupils didn't understand the teacher's explanation. He pronounced the words poorly. (.....because of his.....)
7. Namayanja is proud of herself because she is beautiful. (.....because of her.....)
8. I can't enjoying staying with you because you are disobedient. (.....because of your.....)
9. Nandawula will return home soon because marry the prince. (.....because of her.....)
10. We still remember early man because he discovered fire. (.....because of his.....)
11. I didn't enjoy the party because I delayed to arrive. (.....because of my.....)
12. We didn't travel together because you delayed to deport. (.....because of your.....)

25. Using: "ago", "since", "for"

"Since": Refers to a point of time when an activity began.

e.g: since morning.	Since Last week	since yesterday
since lunch time	since nine o'clock	since I was born
since my childhood.		

Examples.

- It has been raining since nine o'clock.
- I have never been to the airport since I was born.
- Juma and I have been friends since our childhood.
- It is three weeks since I last wrote a letter to my mum.
- It is a long time since I last saw Janet .
- Have you ever met Resty since she joined secondary school?

"For": Is used to refer to a duration of time.

eg. for a long time for a week for a year for many years for many days.

Examples.

- My parents have been happily married for twenty years.
- I haven't seen my friend James almost a year.
- We haven't eaten meat for nearly a fortnight.
- Peter and I have been friends for over a decade.
- My mother hasn't paid me a visit for almost two months.
- Brother John has not come home for almost a year now.

"Ago": Refers to duration of time in the past when an activity happened.

eg. a long time ago an hour ago many years ago a week ago two years ago a fortnight ago

Examples.

- I last ate meat nearly a fortnight ago.
- My parents got married over twenty years ago.
- We became friends nearly a year ago.
- Mulalu last took a bath over a decade ago.
- Old George died in his lonely hut two weeks ago.
- My father last drove that lorry over a month ago.

Practice I. (Use "has been" / "have been"since.....)

1. My mother is a teacher. She became a teacher when she was a young girl. (.....since....)
2. My dogs started barking last night and they are still barking now.(.....since....)
3. Uganda is an independent state. She became independent in 1992.(.....since....)
4. We are marching. We started marching in the morning.(.....since....)
5. It is raining heavily. It started raining last month. (.....since....)
6. The soldiers are singing. They started singing before noon. (.....since....)
7. Ritah is my close friend. She became my friend during our childhood.(.....since....)
8. My parents are happily married. They became married in 1980.(.....since....)
9. My father is a doctor. He became a doctor before I was born.(.....since....)
10. We are listening to band music. We started listening last night.(.....since....)

Practice II. (Use "ago" / "since" / for.....)

Examples.

1. It has not rained heavily for a month now.
 - It last rained heavily a month ago.
 - It is now a month since it rained heavily.
2. I have not seen my aunt for two years.
 - I last saw my aunt two years ago.
 - It is now two years since I last saw my aunt.
3. President Y.K Museveni came to power over twenty years ago.
 - It is now over twenty years since President Museveni came to power.
 - President Museveni has been in power over twenty years.

Practice.

Re-write the following sentences as instructed in the brackets.

1. We have not gone to Agricultural show for two years. (.....ago.....)
2. The builders have not painted this block for a long time.(....since.....)
3. The carpenter has not repaired the broken chair for many months.(.....ago.....)
4. We have not visited the Wildlife Education centre for almost a year.(.....since.....)
5. My father has not serviced this lorry for the three months.(.....since.....)
6. We have not driven this lorry for a few weeks now.(.....ago.....)
7. Milly has not called me for a very long time.(.....ago.....)
8. The herdsman has not fed his puppies for almost the whole day.(.....since.....)
9. We have not met for many years. (.....ago.....)
10. I have not seen Akello for a fortnight. (.....since.....)
11. My father has not repaired the lorry for a long time.(.....since.....)
12. Mr. Kiberu has not marked our Math books for a whole week.(.....since.....)

Practice III. (Use “ago” / “since” / for.....)

Rewrite the following sentences as instructed in the brackets.

1. It is nearly five years since I joined this school. (Rewrite the sentence usingfor.....)
2. Old Jimmy told us an amazing story. It was last week. (Rewrite one sentence endingago)
3. My cousin Malibu last came in April. (Rewrite the sentence usingsince.....)
4. She was admitted in hospital three weeks ago. (Rewrite the sentence usingfor.....)
5. It is ten years since my parents got married. (Rewrite the sentence usingfor.....)
6. I have studied in this school for seven years. (Rewrite the sentence usingago.....)
7. Kaguta came to power in 1986. He is still in power. (Rewrite the sentence usingsince...)
8. The audience started shouting as soon as Dr. Bbosa appeared on the stage. (Rewrite the sentence usingsince)
9. It is raining heavily. It started three months ago. (Rewrite the sentence usingsince.....)
10. My mother last visited her parents in Gulu ten years ago. (Rewrite the sentence using beginning: It is ten years.....)
11. My father joined the army when I was still a little child. (Rewrite the sentence usingsince my.....)
12. James has not returned to Uganda for over a decade. (Rewrite the sentence ending.....ago.)
13. They last met each other nearly five months ago. (Rewrite the sentence usingfor.....)
14. Kaweke last spoke to me a week ago. (Rewrite the sentence usingfor.....)
15. Mulalu has not bathed for over five years. (Rewrite the sentence ending.....ago)
16. I have not gone to the airport for almost five months. (Rewrite the sentence usingago.....)
17. Matron Baseke started washing our clothes five hours ago. (Rewrite the sentence usingsince.....)

18. Our grandmother died of cancer. It was last year. (Rewrite the sentence endingago)
19. The scouts are building their tent. They started in the morning. (Rewrite the sentence usingsince.....)
20. The mourners are waiting for Reverend Zizinga. They started waiting at midday. (Rewrite the sentence usingfor.....)
21. Mr. Kiwendo drives a tractor. He started driving twenty years ago. (Rewrite the sentence usingfor.....)
22. Nyenje last swept her bedroom nearly a month ago. (Rewrite the sentence beginning It is nearly.....)
23. President Museveni is a soldier. He became a soldier when he was still a youth. (Rewrite the sentence usingsince his.....)
24. The pilgrims started walking to Namugongo a month ago. (Rewrite the sentence beginning: It is over a month.....)
25. The prisoner last had a delicious meal over three months ago. (Rewrite the sentence usingfor.....)

Practice IV.

Rewrite the following sentences as instructed in the brackets.

1. I last saw Jimmy five months ago. (Rewrite ending.....for five years.)
2. She last came home a few days ago. (Rewrite ending.....for a few days.)
3. We last met over three years ago. (Rewrite ending.....for over three years.)
4. They last paid rent about a year ago. (Rewrite ending.....for about a year.)
5. It last rained heavily for about a fortnight ago. (Rewrite ending.....for about a fortnight.)
6. I last ate fish a long time ago. (Rewrite ending.....for a long time.)
7. Dad last drove that lorry almost three months ago. (Rewrite ending.....for almost three month.)
8. He last went to church over two weeks ago. (Rewrite ending.....for over two weeks.)
9. Kisubi last washed his shirt a month ago. (Rewrite ending.....for a month.)
10. The carpenter last varnished his furniture about a month ago. (Rewrite ending.....for about a month.)
11. The Plumber last checked these sewage pipes about a year ago. (Rewrite ending.....for about a year.)
12. Mr. Okello last renewed his driving license about a decade ago. (Rewrite ending.....for about a decade.)

Practice V. (Using: "...since...")

Rewrite the following sentences as instructed in the brackets.

1. Cythia has not seen her mother for a long time. (Rewrite beginning: It's a long time.....)
2. Mummy has not visited her dentist for almost six months. (Rewrite beginning: It is almost.....)
3. My father has not driven his lorry for two years now. (Rewrite beginning: It is two years)
4. I have not fallen sick for nearly a year. (Rewrite beginning: It is nearly a year.....)

5. We have not had a quiz for a full term now. (Rewrite beginning: It is now a full term)
6. We have not played volley ball for almost a week now. (Rewrite beginning: It is now almost a week)
7. They have not painted their house for nearly five years. (Rewrite beginning: It is nearly)
8. Kaweke has not swept her bedroom for two weeks now. (Rewrite beginning: It is now two weeks)
9. I have not watched my favourite movie on NTV for over a week. (Rewrite beginning: It is it is over a week...)
10. I have not enjoyed a wrestling match for a long time. (Rewrite beginning: It is a long time.. ...)
11. My uncle was admitted in the hospital nearly a month ago. (Rewrite beginning: It is nearly a month)
12. You have not turned on your laptop for several days. (Rewrite beginning: It is several days)
13. Mummy has not gone to her home village for several years now. (Rewrite beginning: It is now several years.....)
14. I have not entered the computer room for almost a term. (Rewrite beginning: It is almost a term.....)

26. Using: “.....as well as.....”

Note: The expression “as well as” means the same as “in addition to”

When joining sentences by use of “as well as” both plural and singular sentences remain as they are. Commas are required to separate sentences.

Examples.

27. Both a monkey and a hare are talented animals.
➤ A monkey, as well as a hare, is a talented animal.
28. Both a cheetah and an antelope are fast running animals.
➤ A cheetah, as well as an antelope, is a fast running animal.
29. Both my father and my mother are teachers.
➤ My father, as well as my mother, is a teacher.
30. Both lawyers and doctors are very helpful in our community.
➤ Lawyers, as well as doctors, are helpful in our community.

Practice

Re-write the following sentences as instructed in the brackets.

1. Both Maria and her young sister are my classmates. (.....as well as.....)
2. Both the president and the first lady will attend the cerebrations at Kololo airstrip tomorrow. (.....as well as.....)
3. Both the bride and her maid were smartly dressed at the reception. (.....as well as.....)
4. The chairperson arrived late at the meeting and so did the secretary. (.....as well as.....)

5. My mother was happy with my performance. My father was happy with my performance. (.....as well as.....)
6. Both Obua and his son have been national footballers. (.....as well as.....)
7. Paulo kafeero was a talented singer and so was Basudde.(.....as well as.....)
8. Both Uganda and Kenya are East African countries. (.....as well as.....)
9. Nambalirwa is a pretty lady and so is her mother. (.....as well as.....)
10. Both a cheetah and an antelope are fast running animals. (.....as well as.....)
11. Mathematics is my favorite subject and so is Art. (.....as well as.....)
12. Both the traffic police and the mobile police came at the scene to rescue the survivors. (.....as well as.....)
13. Magala was not promoted to primary seven and neither was Kasodde. (.....as well as.....)
14. Both malaria and measles are childhood killer diseases. (.....as well as.....)

26. Using: “consists” and “comprises / is comprised of”

The words “consists” and “comprises” have similar meaning but are used in difficult structures.

“comprises”, “consists of” and “is comprised of”

Examples.

1. An English examination paper comprises two sections.
An English examination paper consists of two sections.
An English examination paper is comprised of two sections.
2. Uganda is made up of people of many languages.
Uganda is consists of people of many languages
Uganda is comprises of people of many languages.
Uganda is comprised of people of many languages.
3. Our new house contains different building materials.
Our new house consists of different building materials.
Our new house comprises different building materials.
Our new house is comprised of different building materials.

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. Our school contains pupils of different tribes. (...consists.....)
2. His speech contained many naked lies. (...comprises.....)
3. The first aid box contains various tools and drugs. (...consists.....)
4. What was your luggage made of? (...comprises.....)
5. Our school has several pupils with excellent behaviours. (...consists.....)
6. The doctor’s room contains several tools and equipment. (...comprises.....)
7. My new book contains several interesting poems. (...consists.....)

8. My mother's wardrobe contains various fashions of dresses. (...comprises.....)
9. The bible contains many prophetic books. (...consists.....)
10. My grandpa's bedroom contains many old wooden boxes. (...comprises.....)
11. Our church choir has both boys and girls. (...consists.....)
12. The teacher's bag contains several old books and papers. (...comprises.....)

37. Using: ".....accused of....."

Examples.

1. Our neighbor neglects his own children.
 - Our neighbor was accused of neglecting his own children.
 - Our neighbor was accused of child negligence.
2. Mukasa mistreats his innocent young daughter.
 - Mukasa was accused of mistreating his innocent young daughter.
 - Mukasa was accused of mistreatment of his innocent young daughter.
3. Did the conductor defile the school girl?
 - Was the conductor accused of defiling the school girl?
 - Was the conductor accused of defilement the school girl?

Activity.

Rewrite the following sentences using "..... accused of....." Correctly.

1. Did Kasoma rape the little girl? (.....accused of.....)
2. The police officer neglected his duty at the bank. (.....accused of.....)
3. The older boys bullied the newcomers at school. (.....accused of.....)
4. Mwambu was arrested because he robbed the bank. (.....accused of.....)
5. The headmaster delayed to register his candidates. (.....accused of.....)
6. Mrs. Okello beat up her step daughter severely. (.....accused of.....)
7. Mr. Magogo forced his little daughter into early marriage. (.....accused of.....)
8. The rich man took his neighbor's land forcefully. (.....accused of.....)
9. The short man drove his long lorry carefully. (.....accused.....)
10. The armed thieves resisted lawful arrest. (.....accused.....)
11. I dirtied the bedroom and mum was unhappy. (.....mummy accused me.....)
12. She told lies to her teacher and this annoyed her very much. (.....she was accused of.....)
13. He disobeyed his parents at home and teachers at school. (.....he was accused of.....)
14. He denied the children their rights. (.....accused of.....)

38. Using: "As..... / Since"

Examples.

1. I was in a hurry. I forgot to talk to my mother.
 - As I was in a hurry, I forgot to talk to my mother.
 - Since I was in a hurry, I forgot to talk to my mother.

2. She couldn't get married. She had not completed school.
 - As she had not completed school, she couldn't get married.
 - Since she had not completed school, she couldn't get married.
3. He had not carried his panga. He couldn't build a tent.
 - As he had not carried his panga, he couldn't build a tent.
 - Since he had not carried his panga, he couldn't build a tent.
4. The story was very funny. Jamirah could not stop laughing.
 - As the story was very funny, Jamirah could not stop laughing.
 - Since the story was very funny, Jamirah could not stop laughing.

Practice.

Re-write the following sentences as instructed in the brackets.

1. We went to bed hungry because there wasn't any food at home. (Since.....)
2. We didn't go for practice because the coach didn't turn up for training. (As.....)
3. Nakawunde scored four aggregates in P.L.E. she won a scholarship. (Since.....)
4. It was easy to put off the raging fire because there were two fire extinguishers in the corridor. (Since.....)
5. Kizza Besigye has failed to win the presidential elections, so he resort to walk-to-work campaign. (Since.....)

39.Using: “.....besides.....”

The conjunction “***besides***” means the same as “***a part from***” or “***in addition to....***”

Examples.

- a) Mr. Maawa works as a lawyer. He also writes articles in newspapers.
 - Besides working as a lawyer, Mr. Maawa writes articles in newspapers.
- b) Patel is both a trader and a lorry driver.
 - Besides being a trader, Patel is also a lorry driver.
- c) The queen visited the president at Entebbe state house. The queen held a meeting with the delegates at Munyonyo Resort.
 - Besides visiting the president at Entebbe state house, the queen held a meeting with the delegates at Munyonyo Resort.

Practice.

Re-write the following sentences as instructed in the brackets.

1. The armed thieves stole his money. They also shot him in the arm. (Besides.....)
2. My father is a politician. He is equally a trader in Kikuubo. (Besides.....)
3. The sick man was advised to refrain from smoking. He was also advised to eat a balanced diet. (Besides.....)
4. The carpenter makes new furniture. The carpenter repairs broken furniture.
5. We went to bed early. We missed our supper. (Besides.....)

6. The guests ate a delicious meal. The guest took some cold drinks. (Besides.....)

31. Using: “If” and “Unless”

(i) Affirmative clauses. (If clause + main clause)

Examples.

1. If I get passport, I will travel to Nairobi.
➤ Unless I get a passport, I will travel to Nairobi.
2. If mummy pays me a visit, I shall be very grateful.
➤ Unless mummy pays me a visit, I shall not be very grateful.

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. If you complete your work now, you will go home early today. (Unless.....)
2. If Nandawula completes her studies, she will get married. (Unless.....)
3. If it rains heavily tonight, we shall transplant our seedlings. (Unless.....)
4. If Mubiru completes his university studies, he will join the army. (Unless.....)
5. If Daniel grows up, he will become a doctor like his father. (Unless.....)
6. Namubiru will regret if she wastes her early years. (Unless.....)
7. If Cindy gets married, she will learn to behave responsibly. (Unless.....)
8. If there is enough time, we shall complete today's work. (Unless.....)
9. If Roberto buys his own car, he will learn to drive on busy roads. (Unless.....)
10. The pupils will understand my explanation if they listen to me attentively. (Unless.....)

(ii) Affirmative and negative clauses.

Examples.

1. If she doesn't listen to me, I will send her away from the room.
➤ Unless she listens to me, I will send her away from the room.
2. If you don't apologize, I won't forgive you.
➤ Unless you apologize, I wouldn't forgive you.
3. If she goes to bed now, she wouldn't catch her favourite program on T.V
➤ Unless she goes to bed, she will catch the favourite program on T.V

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. If the doctor doesn't come, the sick man. (Unless.....)
2. If mummy doesn't come home early, we shall go to bed hungry. (Unless.....)
3. If it doesn't rain heavily, our crops will die. (Unless.....)
4. If Mariam doesn't work hard, she will fail her exams. (Unless.....)
5. If Nankya doesn't speak the truth, I will punish her. (Unless.....)
6. If the doctor doesn't delay, the sick man will survive. (Unless.....)
7. If she doesn't misbehave, I will like her. (Unless.....)
8. If you don't speak the truth, I will punish you. (Unless.....)
9. If Joan doesn't get married, she will complete her studies. (Unless.....)

(iii) Negative clauses.

Examples.

1. If the doctor doesn't help, the sick man will survive.
➤ Unless the doctor helps, the sick man won't survive.
2. If she doesn't pass her examinations, she will not be promoted.
➤ Unless she passes her exams, she wouldn't be promoted.
3. If you don't apologize, I wouldn't forgive you.
➤ Unless you apologize, I wouldn't forgive you.

Practice II.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. If Kabuto doesn't eat enough food, he won't get satisfied. (Unless.....)
2. If Muchafu doesn't wash her dress, she wouldn't attend the party. (Unless.....)
3. If maria doesn't get married, she wouldn't learn to be responsible. (Unless.....)
4. If you don't wake up early, you will not catch the first bus. (Unless.....)
5. If they do not lock their door securely, their property wouldn't be safe. (Unless.....)
6. If she does not respect me, I will not allow her to continue staying with me. (Unless.....)
7. If Martha doesn't invite me, I wouldn't attend her birthday party. (Unless.....)
8. If Mr. Ndawula does not know you, he won't allow you into the room (Unless.....)

32.Using: "..... only if /provided....."

Examples.

1. The teacher gives you high marks. But you should answer most of the questions correctly.
➤ The teacher gives you high marks only if you answer most of the questions correctly.
2. If you don't work hard, you won't succeed in your studies.
➤ You will succeed in your studies only if you work hard.
3. If he doesn't listen to the teacher's explanation attentively, he will not understand.
➤ He will understand only if listens to the teacher's explanation attentively.
4. If you don't introduce yourself, you will not be allowed at the party.
➤ You will be allowed at the party only if you introduce yourself.

Activity.

Re-write the following sentences correctly usingonly if.....

1. If we don't wake up early, we shall not catch the first bus.
2. The candidates will not pass their P.L.E if they don't work very hard.
3. My father won't buy a new television set if he doesn't get his salary.
4. The teacher won't mark your book if you don't write neatly.
5. Our property won't be safe if we don't lock the door securely.
6. You cannot listen to the news. You don't have a radio.
7. The boys can't catch their favourite movie. They haven't switched on the television set.
8. Simon won't go to the zoo if he doesn't pay for the tour.

9. Unless you invite me to your birthday party, I won't attend it.
10. Unless they apologize to the teacher, they won't be forgiven.
11. Unless she wears her costume, she won't present on the stage.
12. Unless my father comes for me, I won't leave school.
13. If the mechanic doesn't repair my car now, I won't drive to school.

33. Using: "...looking forward to....."

Note: *the word looking forward to is sometimes used in place of expecting to.*

Examples.

1. We expect to meet the president at Entebbe state house tomorrow.
➤ We are looking forward to meeting the president at Entebbe state house tomorrow.
2. I shall get married after my university studies.
➤ I am looking forward to getting married after my university studies.
3. The girls are expecting to go on tour at Bujagali falls.
➤ The girls are looking forward to going on tour at Bujagali falls.
4. We expect to see the queen of England in London next week.
➤ We are looking forward to seeing the queen of England in London next week.

Practice.

Re-write the following sentences as instructed in the brackets.

1. We shall complete our Primary School Course in November this year. (...looking forward to ...)
2. I will get a job soon after completing my university studies. (...looking forward to ...)
3. The girls expect to have their Christmas carols sometime soon. (...looking forward to ...)
4. My mother will purchase an expensive new car after getting a loan from Centenary bank. (...looking forward to ...)
5. The school nurse expects to treat all the girls with malaria before she goes to bed tonight. (...looking forward to ...)
6. Juliana will entertain the guests at the independence celebration. (...looking forward to ...)
7. I expect to learn computer during my Christmas holidays. (...looking forward to ...)
8. We shall watch our favorite movie on Bukedde Television. Tonight. (...looking forward to ...)
9. I expect to speak to the headmistress about school sanitation before the visitation day. (...looking forward to ...)
10. The president wants to fight poverty in Uganda before 2025. (...looking forward to ...)
11. We expect to welcome our mother from U.S.A at Entebbe airport tomorrow. (...looking forward to ...)

34. Using: “succeed” and “manage” (Succeed in / manage to)

Examples.

1. Did he manage to score a hundred marks in English?
➤ Did he succeeded in scoring a hundred marks in English?
2. The soldiers fought fiercely but they didn't manage to force the rebel out of their camp.
➤ The soldiers fought fiercely but they didn't succeed in forcing the rebel out of their camp.
3. The tourists managed to climb to the top of the high mountain.
➤ The tourists succeeded in climbing to the top of the high mountain.

Practice.

Re-write the following sentences as instructed in the brackets.

1. They managed to win the Africa cup of Nations final match. (...succeeded.....)
2. Have you managed to speak to the headmistress about the school hygiene?
(...succeeded.....)
3. My grandparents managed to remain married for almost eighty years.
(...succeeded.....)
4. Will you manage to see the village chief about your problem?(...succeeded.....)
5. Many foreign traders have managed to set up industries in Uganda. (...succeeded.....)
6. My eldest sister managed to complete her university education before getting married.(...succeeded.....)
7. We managed to visit the president at the state house yesterday. (...succeeded.....)
8. Moses Golola did not manage to defeat Zsamboki in the ring. (...succeeded.....)
9. I have never managed to convince you about my plans. (...succeeded.....)
10. The police never managed to arrest the two armed thieves who broke into the bank yesterday. (...succeeded.....)
11. The tourists managed to swim across river Nile at night. (...succeeded.....)

35. Using: “Reach” and “arrive at / in”

The two verbs “reach” and arrive have similar meaning but they are used differently. That is to say:

.....**arrive at:** Arrive at a special place such as school, hospital, airport, garage, market, etc.

.....**reach:** Used without any preposition.

.....**arrive in:** Arrive in a country, city, town, etc.

1. We arrived in Kampala after the National celebration.
❖ We reached Kampala after the National celebration.
2. At what time did you arrive at school today?

- ❖ At what time did you reach school today?
- 3. The chief guest arrived at the party very late.
- ❖ The chief guest reached the party very late.

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. Did you arrive at the National Theatre before the party started? (.....reach.....)
2. When we first arrived at the airport, I was amused by its beauty. (.....reach.....)
3. The president arrived at Kololo airport before midday. (.....reach.....)
4. The teacher wanted to know why I had arrived at school late. (.....reach.....)
5. The first sports car arrived in Kampala thirty minutes before the second one. (.....reach.....)
6. We are likely to arrive in London at six o'clock in the evening. (.....reach.....)
7. As soon as the chief guest arrives at this place, we shall all stand up to sing the national anthem. (.....reach.....)
8. At what time are you like to arrive at the airport? (.....reach.....)
9. By the time we arrived at the airport, the plane had taken off. (.....reach.....)
10. By nine o'clock, we shall have arrived in Kampala. (.....reach.....)
11. Most guests started arriving at the venue before noon. (.....reach.....)
12. Many mourners arrived at the funeral dressed in black clothes. (.....reach.....)
13. Did you arrive in Nairobi before the concert started?
14. My intention was to arrive at your home before you woke up. (.....reach.....)
15. "Anybody who arrives at the party late will be punished" the teacher threatened. (.....reach.....)
16. By nine o'clock tomorrow, the queen will have arrived in Uganda. (.....reach.....)

36.Using: "borrow" and "lend"

To borrow is to "get from"

To lend is to "give to"

The verbs "borrow" and "lend" are commonly used when there is a possibility that the item will be repossessed by the original owner.

Dictionary meanings:

- ❖ To borrow: Is to take and use something that belongs to somebody else and return to the owner at a later time / later on.
- ❖ To lend: Is to allow or give somebody to use something that belongs to you which will be returned to you later on.

Examples.

1. I will borrow ten thousand shillings from Mr. Ndawula.
 - Mr. Ndawula will lend me ten thousand shillings.
2. Who lent you those beautiful new shoes?
 - From whom did you borrow those beautiful new shoes?
3. The doctor borrowed fifty million shillings from the bank to buy a new car.
 - The bank lent fifty million shillings to the doctor to buy a new car.

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. Did you borrow any money from the centenary bank? (.....lend.....)
2. Who lent Anna this interesting story book? (.....borrow.....)
3. I will borrow a bible from a librarian. (.....lend.....)
4. To whom did you lend your mathematical book? (.....borrow.....)
5. The bank usually lends money to traders in Kampala. (.....from the bank.....)
6. Is that the girl who lent you that mathematical set? (.....borrow.....)
7. I have lost the interesting story book which our English teacher lent me.
(.....borrow.....)
8. I can't remember the name of the lady who lent me her knife. (.....borrow.....)
9. Whenever you borrow money from the bank, you refund with interest. (.....lend.....)
10. Nalule is my friend but she has never lent anything. (.....borrow.....)
11. Did Mubiru the butcher lend you any money? (.....borrow.....)
12. I wish I would borrow some money from you to solve this difficult problem.
(.....lend.....)

37. Using:ratherthan"

Example.

1. I prefer coffee to tea.
➤ I would rather have coffee than tea.
2. Most parents prefer twins to triplets.
➤ Most parents would rather have twins than triplets.
3. Daddy prefers listening to ancient music to modern one.
➤ Daddy would rather listen to ancient music than the modern one.
4. She prefers watching movies to doing her homework.
➤ She'd rather watch movies than doing her homework.

Activity.

Re-write the following sentences as instructed in the brackets.

1. I prefer footing to riding a bicycle. (.....rather....than.....)
2. She prefers singing in church to going to camp. (.....rather....than.....)
3. Kawanga prefers drinking alcohol to working in his garden. (.....rather....than.....)
4. I prefer writing information letters to dialogues. (.....rather....than.....)
5. I prefer drawing maps to pictures in science. (.....rather....than.....)
6. I will help my parents on the farm. I won't go to the camp. (.....rather....than.....)
7. I will stay at home the whole day. I won't pay you a visit. (.....rather....than.....)
8. She will speak to her mother about it. She wouldn't speak to her teacher.
(.....rather....than.....)
9. You will send your letter through the post office. You will not deliver it by hand.(.....rather....than.....)
10. We shall send him an E-mail. We shall not write him a letter. (.....rather....than.....)

11. I will disobey your neighbour instead of annoying my mother. (.....rather....than.....)
12. I will watch my favourite movie on NTV instead of going to bed. (.....rather....than.....)

38.Using: “.....rather than.....”

The term “**rather than**” is used to mean the same as, “**in preference to**”

Examples.

1. I think I will have a cold cup of water rather than a soda.
2. We shall travel by bus rather than go by boda boda.
3. Why didn't you ask for help rather than trying to do it yourself?

Oral practice.

Re-write the following sentences usingrather.....than.....

1. I will go to bed early instead of staying awake.
➤ I will go to bed early rather than staying awake.
2. We shall have our dinner at home. We shall not have it from the restaurant.
➤ We shall have our dinner at home rather than having it from the restaurant.
3. I will stay at home. I will not go outside to spend my money.
➤ I will stay at home rather than going outside to spend my money.
4. I will go to the camp. I won't study during the holiday.
➤ I will go to the camp rather than studying during the holiday.

Activity.

Re-write the following sentences as instructed in the brackets.

1. I will apologize to my mother. I won't tell her lies. (....rather than.....)
2. We shall send him an invitation letter. We shall not ring him. (....rather than.....)
3. The judge will send him to jail. He won't let him free. (....rather than.....)
4. I will tell my mother the truth instead of keeping her behind the curtains. (....rather than.....)
5. I will send my letter through the post office. I won't deliver it by hand. (....rather than.....)
6. You would rather tell me the truth than pretending to be my friend. (....rather than.....)
7. Open the door at once. Don't keep us outside the gate. (....rather than.....)
8. We shall drive carefully if not we may cause an accident. (....rather than.....)
9. I have to drive my old car. I won't board a taxi to town. (....rather than.....)
10. I will eat yams .I won't stay hungry the whole day. (....rather than.....)
11. My father will buy a new car. He doesn't want to drive an old car. (....rather than.....)
12. We shall supper late. We shall not go to bed hungry. (....rather than.....)
13. I want to stay with my mother. I won't join a boarding school. (....rather than.....)
14. They might lie you. They might not tell you the actual truth. (....rather than.....)

39.Using: “or else..... / if not.....”

Examples.

1. If you don't listen to me attentively, you won't understand my explanation.
➤ Listen to me attentively or else you won't understand my explanation.

2. If you don't complete your studies, I won't let you marry.
➤ Complete your studies if not I won't let you marry.
3. If you don't wake up early, you will miss the earliest taxi to Kampala.
➤ Wake up early or else you will miss the earliest taxi to Kampala.

Practice.

Re-write the following sentences as instructed in the brackets.

1. If you don't give me ten cows, you won't marry my beautiful daughter. (....or else....)
2. David drive without a valid driving license because if you do, the police will arrest you. (....or else....)
3. If the Member of Parliament doesn't fulfil his pledges, we shall not vote him again. (....or else....)
4. The candidates need to work hard at their studies. If they don't, they will not perform well in their exams. (....or else....)
5. If the scouts do not carry their pangas, they may not be able to build their tents at the camp. (....or else....)
6. If hunters are not courageous, they won't kill wild animals. (....or else....)
7. If the farmers do not plant their crops now, they won't get a good harvest. (....or else....)
8. The players trained hard. They wouldn't be read for the big match. (....or else....)
9. If the president is not provided with protection, it will be dangerous for him. (....or else....)

40.Using: "Whereas....."

Examples.

1. John Ssegawa is an actor but his brother Ndawula is a politician.
➤ John Ssegawa is an actor, whereas his brother Ndawula is a politician.
2. My mother enjoys drinking but unfortunately, my father dislikes it.
➤ My mother enjoys drinking, whereas my father dislikes it.
3. The days are very hot unlike nights which are very cold.
➤ The days are very hot, whereas the nights are very cold.

Practice.

Re-write the following sentences as instructed in the brackets.

1. Some pupils in my class show interest in learning but others do not. (.....whereas.....)
2. She spoke nicely to her mother but didn't say a word to her father. (.....whereas.....)
3. Nakato is very brilliant unlike her twin sister Babirye who is very dull. (.....whereas.....)
4. Namutebi is married with two children unlike her sister who chose to be a nun. (.....whereas.....)
5. My aunt likes children although she is sometimes very strict with them. (.....whereas.....)
6. Mr. Kiberu has several cars but he rarely drives to his place of work. (.....whereas.....)

41.Using: ".....for fear of.....")

Examples.

1. We woke up very early. We didn't want to miss the first bus.

- We woke up very early for fear of missing the first bus.
- 2. We should be careful when talking to old people. We might offend them.
 - We should be careful when talking to old people for fear of offending them.
- 3. We should keep our environment clean. We don't want to contract diseases.
 - We should keep our environment clean for fear of contracting diseases.
- 4. He drove his long lorry carefully on a busy street. He didn't want to cause an accident.
 - He drove his long lorry carefully on a busy street for fear of causing an accident.

Practice.

Re-write the following sentences as instructed in the brackets.

1. Police men carry guns wherever they go. They don't want to be attacked by criminals. (...for fear of)
2. We always go to bed early. We don't want to wake up late for the morning lessons. (...for fear of)
3. We always revise our notes. We don't want to fail our exams. (...for fear of)
4. We should carry our umbrellas. We might get soaked by the rain. (...for fear of)
5. We should drive faster through this thick forest. Bad people may attack us. (...for fear of)
6. We should work harder at our studies. We don't want to disappoint our parents and teachers. (...for fear of)
7. I need to carry my driving license. The traffic people might arrest me. (...for fear of)
8. I didn't attend my eldest sister's wedding because I would have missed my flight to America. (...for fear of)

42.Using: "Before" and "After"

Examples.

1. We gave the supervisor our answer sheets. She sealed then in a brown envelope.
 - After giving the supervisor our answer sheets, she sealed then in a brown envelope.
2. I gave my school fees to the school bursar. She gave me a receipt.
 - After giving my school fees to the school bursa, she gave me a receipt.
3. We removed our shoes. Then we entered the mosque.
 - Before entering the mosque, we removed our shoes.
4. She completed her homework. She went out to play later.
 - Before going to play, she completed her homework.

Practice.

Re-write the following sentences as instructed in the brackets.

1. She cleaned her shoes and schoolbag. She rushed to school later. (After.....)
2. Makanga insulted his wife several times. He then realized his mistake. (After.....)
3. The president addressed the nation over the radio yesterday. He then took a glass of water. (After.....)
4. The carpenter repaired all the broken furniture. He asked for a sum of one hundred thousand shillings. (After.....)
5. The girl gave birth to a bat girl. She went back to school. (After.....)
6. I got permission from my dad. I went out that evening. (Before.....)

7. We went to bed that night. We said our evening prayers. (Before.....)
8. She got married to her boyfriend. She completed her studies at the University.(....before.....)
9. I was born. My grandfather died later. (....after.....)
10. The driver was sent to prison. He caused a fatal accident along Jinja road last week. (....after...)

NECESSITY AND OBLIGATIONS.

Necessity: A necessity is something that you must have or do in order to live or work. Food, water, medication, shelter and transport are basic necessities.

Obligation: An obligation is something that one has to do for legal or moral reasons.

An obligation is an activity that one is required to do by law or because it is one's duty or responsibility.

The following words are used to express necessities and obligations. (Must / Should / Need to / ought to) etc.

Examples.

Using: **must / need to/ ought to / should....**

1. You ought to tell the truth to your parents.
2. The pupils ought not to be out of their classrooms now.
3. I ought to tell my parents before I pay you a visit.
4. The patient should eat more fruits to improve her health.
5. You shouldn't disobey our parents and teachers.
6. These kids shouldn't be allowed to play on the road.
7. I should have brought my camera to this party.
8. The patient needs to rest.
9. You needn't worry so much about tomorrow's trip.
10. We needn't have wasted our hard earned money.
11. She needn't have driven carefully.
12. We must always listen to our parents.
13. We must not disobey our parents and teachers.
14. I shouldn't have paid you a visit.

Note:

Word	Negative	Past tense
Ought	ought not	ought to have
Must	mustn't	had to
Should	shouldn't	should have

Using: ".....needn't " / shouldn't /mustn't....."

Examples.

1. It is not necessary for us to wear heavy clothes during hot weather.
➤ We needn't wear heavy clothes during hot weather.
2. It is not necessary for the maid to shout at my baby.
➤ The maid shouldn't shout at my baby.

3. It is not necessary for Namiiro to get married before completing school.

➤ Namiiro mustn't get married before completing school.

Practice.

Re-write the following sentences as instructed in the brackets.

1. It is not necessary for you to speak to me at this time of the night. (....needn't....)
2. It is not necessary for them to waste their early years.(....needn't....)
3. It is not necessary for Kabuto to ask for more food.(....needn't....)
4. It is not necessary for the farmers to plant their crops before it rains.(....needn't....)
5. It is not ne
6. It is not necessary for him to drink alcohol when he is going to drive on such a busy road. (....needn't....)
7. It is not necessary for you to disrespect your teachers. (....needn't....)
8. It is not necessary for farmer to cut down forests to plant crops.(....shouldn't....)
9. It is not necessary for her to go to town without permission. (....shouldn't....)
10. It is not necessary for police men to take bribes.(....ought not to....)
11. It is not necessary for nurses to insult their patients. (....ought not to....)
12. It is not necessary for teacher to give corporal punishments to their pupils.(....ought not to....)
13. It is not necessary to go to the headmistress' office. (....ought not to....)
14. You must not abuse strangers (Use:no need.....)
15. It is not good for us to listen to elders' secrets. (Use:.....shouldn't)

Necessity and obligations. (...past tense....)

Use: (shouldn't have / needn't have / mustn't have) + the past participle form of the verb.

Examples.

1. Namiiro gave birth to a baby before completing school but it was not necessary.
➤ Namiiro shouldn't have given birth to a baby before completing school.
2. The boys went swimming on such a cold day although it wasn't necessary.
➤ The boys needn't have gone swimming on such a cold day.
3. It was unnecessary for us to dodge the teacher's work.
➤ We shouldn't have dodged the teacher's work.

Practice.

Use shouldn't / needn't / mustn't /have + participles of verbs.

1. It was not necessary for the sick woman to leave the hospital before recovering. (....shouldn't....)
2. It was not necessary for her to speak to me such rude words. (....shouldn't....)
3. It was not necessary for you to spend all your pocket money then. (....mustn't....)
4. The teacher punished the innocent boy although it was not necessary. (....shouldn't....)
5. It was not necessary for me to come and see you without an appointment. (....needn't....)
6. The watchman kept the gate closed throughout the day although it was not necessary. (....shouldn't....)
7. It was not necessary for my beloved daughter to drop out of school. (....mustn't....)
8. It was not necessary for Wambwa to steal the visitor's meat. (....needn't....)

9. It was not necessary for the driver to drink a lot of beer. (....shouldn't....)
10. It was not necessary for me to go out that night. (....needn't....)
11. It was not necessary for the time keeper to ring the bell before time. (....shouldn't....)
12. It was not necessary for you to play loud music at night.(....shouldn't have....)
13. Jane went to the police station but it was not necessary. (....needn't have....)
14. You drove your lorry carelessly and that was very bad.(....needn't have....)
15. He bought a mobile phone instead of paying his school fees and that was very bad.(....shouldn't have....)

Using: "didn't need"

Examples.

1. The watchman opened the gate although it wasn't necessary.
➤ The watchman didn't need to open the gate.
2. It was not necessary for you to speak to your mother rudely.
➤ You didn't need to speak to your mother rudely.
3. You visited your friend at night and that was not good.
➤ You didn't need to visit your friend at night.
4. There wasn't need for Gloria to involve herself in examination malpractices
➤ Gloria didn't need to involve herself in examination malpractices

Practice

1. It was not necessary for her to carry all her money to the market. (....didn't need.....)
2. It was not necessary for him to go to the airport late.(....didn't need.....)
3. It was not necessary for the police to set the thief free.(....didn't need.....)
4. The guests departed from here late although it was not necessary.(....didn't need.....)
5. Aron dirtied her dress before the party although it was not necessary.(....didn't need.....)
6. The timekeeper rang the morning bell before the usual time although it was not necessary. (....didn't need.....)
7. He crossed the busy highway road while running although it was not necessary.(....didn't need.....)
8. You disclosed your dirty linen in public although it was not necessary.(....didn't need.....)
9. You woke up very late and that was very bad. (....didn't need.....)
10. There was no need for the spectators to fight among themselves. (....didn't need.....)
11. The maid tortured the innocent baby and that was very bad. (....didn't need.....)
12. John attended the party and that was bad. (....didn't need.....)

Application of necessity and obligations.

Rewrite the following sentences as instructed in the brackets.

1. There was no need for you to abuse the stranger. (Use:didn't need.....)
2. There was no need for the girls to go out without permission. (Use:necessary.....)
3. Joan didn't need to walk alone at night. (Use:Shouldn't have.....)
4. It was not necessary for us to wake up before dawn. (Use:needn't have)
5. It was not necessary for him to jump over the fence. (Use:shouldn't have)
6. There is no need for you to get married before getting the job. (Use:shouldn't)
7. There is no need for me to see the doctor since I am not sick. (Use:needn't..)
8. The lazy girl must wake up now. (Use:necessary.....)

9. There is no need for you to misuse my pen. (Use:necessary)
10. You drove my car without permission and that was bad. (Use:shouldn't have)
11. You need to see a dentist before it is too late. (Use:ought)
12. I ought to take my car to the garage now. (Use:necessary)
13. It isn't necessary for her to lose her books. (Use:shouldn't.....)
14. You lied to your teacher and that was bad. (Use:shouldn't have)
15. She was punished yet she was innocent and that was bad. (Use:needn't have)
16. You were demoted yet you are hard working. (Use:shouldn't have)
17. He made several errors after getting enough guidance. (Use:didn't need)
18. You must listen attentively to the teacher's instructions. (Use:ought to)
19. The area member of parliament deceived his voters. (Use:ought not.....)
20. We drove for several hours without having a stopover. (Use:no need)

Topic: "DIRECT AND INDIRECT SPEECH"

The words of a speaker may be reported in two ways:

In "direct speech" and "indirect speech"

Examples.

1. He said. "I will do it tomorrow" (Direct speech)
He said that he would do it the next day. (Indirect speech)
2. Mary asked, "Where is my school bag?" (Direct speech)
Mary asked where her school bag was. (Indirect speech)
3. "What a fool Juma is?" the teacher asked. (Direct speech)
The teacher wondered what a fool Juma was. (Indirect speech)

Direct speech.

In direct speech, a sentence is made up of the speech tag and actual words of the speaker. That means that in the same sentence, there is a speaker and a reporter. The actual words of the speaker are enclosed with ***inverted commas / quotation marks***.
Punctuation in direct speech.

Note:

(i) Inverted commas: (Question marks) (""")

We use inverted commas to separate the actual words of the speaker from the reporter.

Examples.

- ❖ The matron asked, "Why are you crying?"
- ❖ "Don't shout at my baby!" mummy ordered.

(ii) A comma: Is used to separate the actual words of the speaker from the reporter.

Examples.

- ❖ Mary said, "My aunt lives in America."
- ❖ She asked, "Is this John's new home?"

(iii) Capital letters: We use capital letters to begin the actual sentences of the speaker.

Examples.

- ❖ She asked, "Where do you live?"
- ❖ The lady said, "Oh, I have recovered my money"

(iv) Full stop: We use a full stop at the end of the sentences in direct speech.

Examples.

- ❖ The teacher said, "Don't waste my time"
- ❖ The doctor said, "You can now go home"

(v) Question mark: We use a question mark at the end of the *speaker's* interrogative sentences.

Examples.

- ❖ She asked, "Can I borrow you a story book today?"
- ❖ Mary asked, "Why is your dress torn?"

(vi) Exclamation marks: We use exclamation marks to at the end of the *speaker's* exclamatory sentence.

Examples.

- ❖ The police officer ordered, "Stop running at once"
- ❖ The little girl cried, "Oh, dear!"
- ❖ The driver cried, "What a loss!"

Activity I.

Re-write and punctuate the following sentences correctly.

1. Pupils, don't be late tomorrow said the teacher.
2. Kato, may I use your pen, please asked Wasswa.
3. Daddy, children, sit down and listen to this story.
4. The president said Ugandans, don't mistreat children
5. He shouted stop writing at once
6. The tourist asked how far is it to the source of the Nile
7. Lucy said what a pity, my dear friend
8. Julie said please, wait for me Babirye
9. The receptionist asked what can I do for you
10. Ah, why me shouted the sick man
11. Mummy asked are you coming with me tonight
12. How funny some stories are the children wondered
13. The teacher asked Dinah, how old are you
14. The teacher said hard work pays

Direct speech with double quotations.

The *speaker's* actual words are often broken into two separate parts. Such sentences are quoted twice as seen below.

Examples.

1. "Girls," said the matron, "It is time for you to wake up."
2. "Where?" asked David, "Have you kept my school bag?"
3. "David," said Jacob, "Can I use your mathematical set?"

4. "Who?" mummy asked, "Broke my baby's flask?"
5. "The food we ate," said the girls, "Was very tasteless."

Activity II.

Re-write and punctuate the following sentences correctly.

1. Sarah, why asked mummy is my baby crying
2. I welcome you all said the happy host to my new home
3. Close your books, pupils said the teacher and listen to me attentively
4. In whatever we do said the chairman we must be mindful of the little time we have
5. Which of these girls asked mummy lost your book
6. Help shouted the angry policeman and catch the thief
7. Girls, go to the dining hall now said the teacher on-duty and have your breakfast
8. The stranger who is standing at the gate said the watchman seems to be an Indian
9. That fatal accident said the policeman was caused due to over speeding
10. You must read this story carefully said the teacher and answer the questions about it in full sentences.

Indirect speech / Reported speech.

Guidelines to the use when changing sentences form **Direct** to indirect speech.

(i) Changes in Pronouns.

This ----- that
 These ----- those
 I ----- he / she
 Me ----- him / her
 Mine ----- his / hers
 My ----- his / her
 You ----- me / us
 Our ----- their
 Ours ----- theirs
 Your ----- my / our
 Yours ----- mine / ours
 Us ----- them
 We ----- they
 I am ----- he was / she was

(ii) Changes in helping verbs.

will ----- would
 shall ----- should
 has / have ----- had
 can ----- could
 was / were ----- had been
 is ----- was
 are ----- were
 must ----- had to
 don't / doesn't ----- didn't

(iii) Changes in adverbs. verbs.

Today ----- that day
 Tonight ----- that night
 Here and now ----- there and then
 been
 Ago ----- before
 Yesterday ----- the previous day / the day before
 Tomorrow ----- the next day / the following day

(iv) Changes in other

come ----- go
 bring ----- take
 hasn't / weren't ----- hadn't

Next week ----- the next week / the following week.
Last week ----- the previous week / the week before

Examples.

1. "We are learning English now," said the pupils.
➤ The pupils said that they were learning English then.
2. "My aunt lives here," said Angelo.
➤ Angelo said that her aunt lived there.
3. "We must work hard at our studies," said the candidates.
➤ The candidates said that they had to work hard at their studies.
4. "I don't know what a hyena looks like?" said Aggrey.
➤ Aggrey said that he didn't know what a hyena looked like.
5. "Tomorrow will be your holiday," the teacher told the pupils.
➤ The teacher told the pupils that the next day would be their holiday.
6. The stranger said, "I want to help you here and now."
➤ The stranger said that he wanted to help me there and then.
7. Mariam said, "My dad was born in this hospital."
➤ Mariam said that her day had been born in that hospital.

Activity III.

Re-write the following sentences as instructed in the brackets.

1. The girl said, "I was absent from school yesterday." (The girl admitted that)
2. The teacher asked, "Aggrey, what is your father's occupation?" (The teacher wanted to know..)
3. The teacher asked, "Who beat this innocent boy on the head?" (The teacher wanted to know...)
4. "We are likely to win today's football match" said the boys. (The boys announced that.....)
5. Mary, "Why are you shouting at my bay?" mummy asked. (Mary wanted to know.....)
6. "Ofwono is the tallest man I have ever seen in my life," said Drago. (Drago declared that)
7. "I will not speak to any of you unless you speak to me politely," said the chief cook. (The chief cook said that.....)
8. Do you know your father's telephone sonar?" asked the policeman. (The policeman wanted to know whether)
9. "Girls, wake up or else you will be late for morning lessons," the matron shouted. (The matron ordered.....)
10. David asked, "Daniel, have you seen my only black pen today?" (David wanted to know)
11. "I saw a mad man near our house yesterday," said Molly. (Molly announced that.....)
12. The old man said, "The thieves broke into my house and stole my money." (The old man declared that.....)
13. "Did you wash the costumes, girls?" asked the choir mistress. (The choir mistress asked.....)
14. "We shall perform well if we work hard," said the pupils. (The pupils said that.....)

15. "Bring all your luggage for checking," the police officer told the traveler. (The police officer told.....)
16. "I must work hard to please my parents," said Catherina. (Catherina declared that.....)
17. The priest said, "Children must obey their parents if they want to succeed. (The priest said that.....)
18. "Do you know why some objects float of water?" asked the science teacher. (.....wanted to know whether.....)
19. "Sit down at once," said the teacher, "and listen to me" (The teacher ordered us.....)
20. " We shall go to the cinema," said the boys, "and watch our favourite film" (The boys declared.....)

Activity IV.

Re-write the following sentences as instructed in the brackets.

1. "Your box is in my room, Jane," said the matron softly. (The matron told Jane softly.....)
2. "I will need all the money my father has just give me," said Edmond. (Edmond said that.....)
3. "Joan my friend, how are you feeling today?" asked Betty. (Betty wanted to know
4. "I have not eaten any food for the last two days," said the beggar. (The beggar said that.....)
5. "I was in Entebbe for the whole yesterday," said the queen. (The queen said that.....)
6. "Old David died many years ago," said the preacher. (The preacher announced that.....)
7. The commander shouted to the soldiers, "Stay where you are!" (.....ordered the soldier.....)
8. "Boys, listen to me attentively or else I will punish you," said the angry teacher. (The angry teacher ordered
9. "Can you tell me where Dr. Shimon lives?" said the stranger. (The stranger asked whether....)
10. "All of you, come here without any delay!" he shouted. (He ordered all of
11. "Rose, pack all your books in this bag." Said mercy. (Mercy told rose.....)
12. "Tom, why don't you enjoy swimming lessons?" the instructor asked. (The instructor asked....)
13. "Never have I ever seen an ugly man," said Bingwa. (Bingwa said that.....)
14. "How often do you wash your dress?" the teacher asked. (....wanted to know.....)
15. The gardeners said, "We shall have completed this work by tomorrow." (The gardeners declared that.....)
16. The police commander said, "We shall not tolerate any wrong doers in this town anymore." (The police commander announced that.....)
17. "My men and I will keep peace in this village," said the chief. (The chief announced that....)
18. "Must we come with our parents tomorrow?" said the boys. (The boys asked whether.....)

19. "Which of these bunches of keys belong to you?" asked Dorothy. (Dorothy wanted to know....)
20. "Nsimbi, why did you copy from this book during the examination?" asked the examiner. (The examiner wanted to know.....)
21. "I lay in my bed then whole of last night," the suspected night robber lied. (The suspected night robber lied that.....)
22. "Pupils, bring all your books to me here and now," said Mr. Nsereko. (Mr. Nsereko ordered.....)

Activity V.

Re-write the following sentences as instructed in the brackets.

1. "What an unpleased sight this is!" she exclaimed. (She wondered.....)
2. "What a good thing it is for you to recall his name!" he shouted. (She wondered what.....)
3. Hat a bad luck for me to miss the party!" she shouted. (She wondered what.....)
4. "Have you ever told that you will copy your work carefully?" the teacher asked the students. (The teacher wondered whether.....)
5. "Shall we have time to complete this exercise before the end of this period?" The students wondered. (The students wondered whether.....)
6. "Girls, come here at once!" shouted the headmistress. (The headmistress ordered.....)
7. "Do you always clean your teeth, patients?" asked the dentist. (The dentist wondered.....)
8. "Juliet, bring your exercise book to me," said Mr. Ndawula. (Mr. Ndawula told Juliet
9. The pupils asked, "Is there enough food for all of us today?" (The pupils wondered whether.....)
10. "We shall have finished our exams by next week," said the pupils. (The pupils said that.....)
11. The patient said, "Doctor, I got this disease last year." (The patient told the doctor that.....)
12. Tom said, "If I get the key, I can drive my father's car." (Tom said that

Changing indirect speech to direct speech.

Examples.

1. The stranger said that he had been invited to the party by the host.
➤ The stranger said, "I have been invited to the party by the host."
2. The angry policeman wanted to know which of us was called Tumbo, the baker. (The angry policeman asked.....)
3. The nurse wanted to know whether the sick girl was feeling the. (The nurse asked, ".....")
4. The teacher said that he had to punish all the lazy boys there and then. (".....," said the teacher)
5. The angry mother wanted to know what the girls were still doing indoor. (".....," asked the angry mother)

6. The maid said that it was time for us to wake up or else we would be late for school. (The maid said, ".....")
7. Tom wanted to know whether Sarah would pay him a visit the next day. (Tom asked, ".....")
8. The head boy instructed boys to leave the playground and go to the class at once. (The head boy said, ".....")
9. Peter wanted to know whether Patrick could drive on a busy street. (Peter asked, ".....")
10. Marble asked tom what he would be doing by that time the next day. (".....?" Marble asked)
11. The inspector of police asked why the suspected criminals had been released without a clear reason. (".....," asked the police inspector)
12. Mary said that she knew the reason she had come late but she would not tell us. (".....," said Mary)
13. Peter said the he could do these difficult sums without anyone's help. ("....." said peter loudly)
14. The teacher wanted to know to whom that pen belongs. (The teacher asked, ".....")
15. The president said the prisoner would only be set free by himself and nobody else. (".....," said the president)
16. Asaba asked whether I thought the examination results would be released the next month. (Asaba asked, ".....")
17. Ndoto said told us that his friend who lived in Gulu would visit him the next month. (Asaba asked, ".....")
18. The policeman ordered the driver to stop and show him his driving license. (".....," shouted the policeman)
19. The lazy boys said that their teacher had been disappointed by their poor performance. (The lazy boys said, ".....")

ADJECTIVES.

What are adjectives?

- ✓ Adjectives are words which *add more meaning to nouns or pronouns*.
- ✓ Adjectives are words which *describe* nouns or pronouns.

Examples.

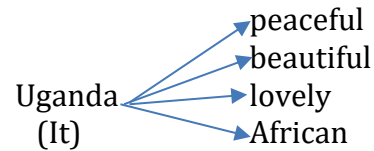
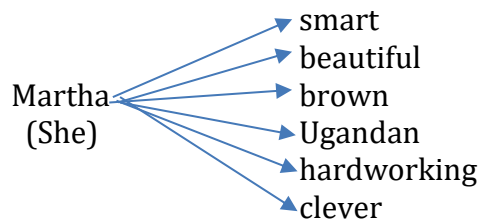
beautiful, ugly, handsome, ignorant, big, red, smart,
 Ugandan, Dutch, easy, smart, expensive, cold, difficult,
 efficient, etc.

Identify the adjectives with the nouns / pronouns they describe.

- ❖ Ndawula is a very beautiful lady.
- ❖ She is the only Indian in our class.
- ❖ My car is still new and efficient.
- ❖ It was a very cold night.
- ❖ The sick man is thin nowadays.
- ❖ What a delicious meal we had!

Description of nouns / pronouns.

Examples.



Position of adjectives in sentences.

(i) Before a noun / pronoun. *eg*

- ❖ She has an expensive car.
- ❖ Mary wrote an interesting story.
- ❖ Uganda is an African country.

(ii) After verbs. *eg.*

- ❖ You look beautiful today.
- ❖ My daughters are hardworking.
- ❖ The government has built wide roads.
- ❖ Politicians drive new cars.

(iii) After nouns. *eg.*

- ❖ My dress is new and expensive.
- ❖ Tour car is nice and lovely.
- ❖ The teacher's story was amazing.
- ❖ The chairman's decision was good.

Classification of adjectives.

(a) Adjectives of number / quantity.

eg. Two, three, many, few, little, much, several, numerous, a lot, a few, plenty.

(b) Adjectives of opinion.

eg. beautiful, small, lazy, hardworking, nice, lovely, cheap, handsome, good, honest, efficient, generous, selfish, proud, humble, useful, useless, dangerous, harmful, etc.

(c) Adjectives of size / shape.

eg. Large, small, thin, long, fat, long-legged, fat-bellied, thin-legged, long-tailed, short, tall.

(d) Adjectives of age.

eg. Young, old, new, middle, aged, ancient, modern, traditional.

(e) Adjectives of colour.

eg. Black, brown, red, yellow, pink, white, blue, etc.

(f) Adjectives of origin.

eg. Rwandese, Ugandan, Germany, Chinese, Indian, British, African, etc.

Note: All adjectives of origin are also called **proper adjectives**.

They are formed from proper nouns. That's why they all begin with capital letters.

(g) Adjectives of material.

eg. Wooden, Metallic, woolen, clay, silky, coated, golden, etc.

(h) Adjective of purpose: eg. Mingling, frying, purifying, drawing, slashing, grinding, etc.

(i) Note: classes of adjectives can be summarized as follows:

N -----Number
O } -----Opinion
P }
S }
H } -----Size/ shape.
A -----Age
C -----Colour
O -----Origin
M -----Material
P -----Purpose.

Comparison of adjectives.

Adjectives are compared into two degrees, the comparative and superlative degrees.

(a) Use “er” and “est” when comparing some adjectives in the comparative and superlative forms.

eg small young weak cheap smooth new long dull strong bright
commonold great clever kind rich poor quick slow deep
soft clean tall loud dear light short proud etc.

(b) Use letters “r” and “st” in the comparative and superlative degrees.

eg. large, brave, safe, wide, wise, late, simple, rude, idle, pure, white, huge, rare, strange.

(c) Drop letter “y” and add “ier” and “iest” in the comparative and superlative degrees.

eg. heavy, steady dirty shabby busy thirsty tiny clumsy spicy lazy
dry wealthy ready nasty lousy sunny easy bumpy hilly
naughty healthy happy crazy pretty dusty lucky icy
noisy tidy shiny salty friendly ugly funny sticky inky etc.

(d) Double the last letters and then add letters “er” and “est” in the comparative and superlative degrees.

eg. big thin red fat hot sad etc.

(e) Some other adjectives do not have a uniform way of forming their comparative and superlative forms. Such adjectives are called *irregular*.

eg. Adjective	Comparative	Superlative
bad	worse	worst
many /much	more	most

sick /ill	worse	worst
good	better	best
well	better	best
far	farther	farthest
late	latter/ later	latest
old	older	oldest
little (amount)	less	least
little (size)	litter	littlest
far	further	furthest

(f) Some adjectives are compared in comparative and superlative forms by adding “more” and “most....” on the adjective in form of prefixes.

eg.

Important	energetic	industrialized	disgusting	studious
exciting	expansive	spacious	effective	interesting
disciplined	honest	commodious	ambitious	amazing
dangerous	popular	famous	courageous	comfortable
harmful	advantageous	religious	beautiful	brilliant
useful	anxious	annoying	efficient	powerful
wonderful	poisonous	luxurious	industrious.	

(g) Comparisons of adjectives.

Examples.

Use the words in the brackets to complete each of the sentences below correctly.

1. Of the two girls, Nakato is the(Pretty)
2. That is thestory I have ever heard. (interesting)
3. The more he listened, the.....he understood. (good)
4. Young kids should not be allowed to play with (poison)
5. The head girl spoke veryat the party yesterday. (good)
6. Nambalirwa is mysister. (old)
7. An ostrich is thebird I have ever seen. (rare)
8. She seems to bethan her sister. (dull)
9. Kampala is thetown in Uganda. (industries)
10. It isto buy a motorcycle than a car. (cheap)
11. Why are you always.....of yourself. (pride)
12. The librarian gave me thebook in the library. (thin)
13. The sick man's health isthan it was yesterday. (bad)
14. Thepupil in our class was rewarded by the teacher. (clever)
15. The more I listened, the I understood. (little)
16. By whom was the.....marks in the test scored? (little)
17. The more you listened, theyou understood the teacher's explanation. (well)
18. Nakafeero seems to be the.....girl in our class. (lazy)
19. It isto ride a bicycle than driving a car. (easy)
20. That was myexperience since my childhood. (bad)

Superlative of adjectives.

1. I have never seen a man as tall as Paul Ofwono. (Paul Ofwono)
2. I have never eaten a meal as delicious as this. (This.....)
3. I have never read a book as interesting as that. (That is)
4. We have never seen a man as ugly as Ssebabi. (Ssebabi was.....)
5. We have never heard a story as amazing as that. (That was.....)
6. We have never visited a scenery as beautiful as the source of the Nile. (The source of the Nile...)
7. Most Ugandans have never seen a boxer as weak as Golola. (Golola is.....)
8. I have never meet a woman as tidy as Nankya. (Nankya is)
9. We had never seen an animal as tricky as Kakima. (Kakima was.....)
10. I have never studies with a girl as obedient as Nantume. (Nantume)
11. My father has never driven a car as expensive as a Benz. (A Benz)
12. The Nile is longer than all the rivers in Africa. (.....the longest.....)
13. Fatuma is fatter than all the girls in our class. (.....fattest.....)
14. Ssebabi is uglier than all the men in Uganda. (.....the ugliest.....)
15. A snake is more dangerous than all the animals in the jungle. (A snake is the.....)

Concurrent comparison of adjectives.

Examples.

1. I paid much attention to the teacher's explanation but I understood little.
➤ The more attention I paid to the teacher's explanation, the less I understood.
2. My twin sisters became pretty as they grew older.
➤ The older my twin sister grew, the prettier they became.
3. A mango tastes sweet as it becomes ripe.
➤ The riper a mango becomes, the sweeter it tastes.

Activity I.

Re-write the following sentences as instructed in the brackets.

1. A vehicle becomes less effective as it grows older and older. (The older....)
2. It becomes colder and colder as you climb higher and higher on a mountain. (The higher.....)
3. A snake becomes poisonous as it grows older. (The older.....)
4. My grandfather grew older and older. He became weaker and weaker. (The older.....)
5. When people keep waiting for long, they become hungry. (The longer.....)
6. Girls grew old and old. They became beautiful and beautiful. (The older.....)
7. When you come close to a mirror, your pictures become big. (The closer.....)
8. When you perform well at your studies, you become friendly to your teachers and parents. (The better.....)
9. Natalo ate a lot of food. She grew fat. (The more)
10. Kalule drank more beer and became poor. (The more.....)
11. Nankabirwa spoke for long and spate saliva into my face. (The longer....)
12. The gardener worked for long. He became thirsty and thirsty. (The longer.....)
13. When a snake becomes angry, it appears dangerous. (The angrier.....)
14. When you care for your garden and well, you get a lot of produce. (The better.....)
15. When you become hardworking, he became hardworking, he became healthy. (The more.....)

16. Nantongo became ugly as she continued applying cosmetics on her body. (The more.....)
17. If you try many times, you get more chances of success. (The more times.....)
18. Kiyingi became weaker and weaker as he drank more and more beer. (The more beer.....)
19. One becomes beautiful as one grows older. (The older.....)
20. She ate little food and became thin. (The less

Practice II.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. He became poor as he spent his money on alcohol. (The more.....)
2. As you pump pressure into a car tyre, it becomes bigger and bigger. (The more pressure.....)
3. Kafeero drunk more and more wine. His health became poorer and poorer. (The more.....)
4. My grandpa grew older and older and became weaker and weaker. (The older.....)
5. He ran very fast and suddenly become slow and slow. (The faster.....)
6. We listened and listened but we understood little and little. (The more.....)
7. Opondo studied harder and harder. He became confident and confident. (The harder.....)
8. Nakimuli grew older and older, she became beautiful and beautiful. (The older.....)
9. The business woman went of business very fast as she continued making losses. (The more losses.....)
10. I think about my dear friend. I remember how important she was to me. (The more..... the more.....)
11. My sister Nandawula grew bigger as she became prettier. (The bigger.....)
12. He became angrier and angrier. He spoke less and less. (The angrier.....)
13. As you become hungry, you understand less. (The hungrier.....)
14. He drove very carelessly and caused several accidents. (The more carelessly.....)
15. Girls become very proud as they become beautiful. (The more beautiful.....)
16. My picture appeared larger and larger as I moved closer and closer towards the mirror. (The closer.....)

Adjectival / Adverbial qualifiers.

Using: However + the adjective / adverb qualifier.....followed by a comma.

Example.

1. You are bright but you won't become our head prefect.

- However bright you are, you can't become our head prefect.
- 2. Golola tried very hard but he did not win the boxing contest.
 - However hard Golola tried, he didn't win the boxing contest.
- 3. Nandawula is very beautiful but she has not found a man to marry.
 - However beautiful Nandawula is, she has not found a man to marry.
- 4. He drove very quickly but he didn't find the interview.
 - However quickly he drove, he didn't find the interview.

Practice.

Re-write the following sentences as instructed in the brackets without changing the meanings.

1. The doctor was very helpful but he couldn't save the dying man. (However.....)
2. Mr. Paul is very rich but he didn't send his children to school. (However.....)
3. You are shabby but you will go to the party with me. (However.....)
4. My grandfather worked very hard but he died a poor man. (However.....)
5. Mr. Kizza Besigye campaigned very hard but he didn't win the presidential elections. (However.....)
6. The headmistress warned pupils very many times but they change their awkward behavior. (However much.....)
7. Kakima is very wise but we shall soon catch up with him. (However.....)
8. The policemen fought fiercely but the rioters overpowered them. (However.....)
9. We rang the police several times but they didn't respond to our calls. (However much.....)
10. Ssebabi was smartly dressed but he looked ugly at the party. (However smartly.....)
11. My step mother hates me much but I will never disrespect her. (However.....)
12. Kampala city is very industrialized but many residents are without jobs. (However.....)
13. The test appeared very simple but many pupils failed it. (However.....)
14. Mr. Hare looks stupid but you cannot catch him. (However.....)
15. Jesus preached very much but many people didn't understand Him. (However.....)
16. A snake appears simple but it is very deadly. (However.....)

❖ **Compound Adjectives.**

Compound adjectives must be hyphenated to avoid confusion

Examples.

- a man -eating crocodile (is describing the kind of crocodile)
- a man eating crocodile (is describing the kind of man who eats crocodiles)
- compound adjectives can also be called phrasal adjectives.
- A compound adjective is formed when two or more adjectives work together to modify / describe a noun or pronoun.
- A *hyphen* should be used to show that the adjective is being used as one.

Examples.

A long-tailed bird	a talented Ugandan singer
a three-legged stool	silver coated spoon
a life-threatening disease	a foolish-wild animal
a fat bellied woman	a long-legged man
a three-week vacation	a twenty -storey building
a three hundred page book	a five -hour trip
an extremely-intelligent girl	a record-breaking run
a smoke free restaurant	an old- fashioned dress
a copper- mining town	a n extremely hot day
a four-foot table	a green-eyed monster
a red-eyed drunkard	a man –eating beast
a brightly- lit room	a well- known actress
a densely- populated city	a wind- powered generator
a sun- dried fruit	a mouth-watering straw berry
a last-minute decision	a cold- blooded creature
a three- seater	an amazingly- good idea
a part- time employee	an open-minded man
a light- metal detector	a well- mannered girl
a good-looking boy	deeply-rooted traditions
a tongue- tired boy	a long-haired lady
a world- famous singer	a bright- red dress
an able –bodied man	a tape- recording machine
a round-faced baby	a three hour-long speech
a rubber-sealed shoe	an extremely-hot day
a water purifying-plastic can	a new-metallic door a donkey-drawn cart
an industrialized-large city	
an all- out war	an up-to-date computer
a zero -tolerance approach	a last-minute decision
a large-scale demonstration	an old-sounding name
a problem-solving approach	an in-service course
a would- be singer	a would- be poet
on –the job training	a life- long relationship

Activity II.

Use the words in the brackets to complete the sentences correctly.

1. My father bought a car. It is two years old. (Rewrite as one sentence endingcar.)

2. The minister read a document. It was ten pages long. (Rewrite as one sentence endingdocument.)
3. Kasoma killed a bird. It had a long tail. (Rewrite as one sentence ending.....bird.)
4. My father bought a stool. It has three legs. (Rewrite as one sentence endingstool.)
5. The president sent a delegation to Sudan. It was made of ten men. (Rewrite as one sentence ending.....delegation to Sudan.)
6. This table is four feet. (Rewrite as one sentence endingtable.)
7. Daniella is our worker. She works on part time. (Rewrite as one sentence endingworker.)
8. A saw a drunkard. She had red eyes. (Rewrite as one sentence endingdrunkard.)
9. She gave a speech. It lasted for two hours. (Rewrite as one sentence endingspeech)
10. My father has a dog. It behaves well. (Rewrite as one sentence endingdog.)
11. Opondo is a man. He has a good heart. (Rewrite as one sentence endingman.)
12. The pupils were going on a vacation. It was going to last for three weeks. (Rewrite as one sentence endingvacation.)
13. The inspector of police was brought on an air craft. It had two seats. (Rewrite as one sentence endingair craft)
14. Kampala is a city with dense population. (Rewrite as one sentence endingcity.)
15. y late grandfather was a man with an open mind. (Rewrite as one sentence endingman.)
16. My brother married a Somali lady with light skin. (Rewrite as one sentence endinglady.)
17. Moses Golola is a man with an able body. (Rewrite as one sentence endingman.)
18. My father bought a machine that pants houses. (Rewrite as one sentence ending ...
....machine.)
19. We had a delicious meal from a restaurant free of smoke. (Rewrite as one sentence endingrestaurant.)
20. Nassali is a girl with extreme intelligence. (Rewrite as one sentence endinggirl.)
21. We went on a trip in South Sudan. It lasted for five days. (Rewrite as one sentence endingtrip to South Sudan.)
22. The president of Uganda of Uganda introduced a master plan. It had ten points. (Rewrite as one sentence endingmaster plan.)
23. The head of state introduced his cabinet to the parliament. It consisted of ten men. (Rewrite as one sentence endingto the parliament.)
24. The government has bought twenty generators to help the people of Karimoja. They are powered by wing. (Rewrite as one sentence endinggenerators to the people of Karimoja.)
25. Nalukwago is a girl with bad manners. (Rewrite as one sentence endinggirl.)

Re-write and replace the underlined group of words with one word.

12. Have you got a knife coated with silver? (.....knife?)
13. A Prado is a vehicle which moves fast. (.....vehicle.)
14. Teaching is a job which consumes a lot of time. (.....job.)

15. Is that a machine for cutting grass? (.....machine?)
16. Can you get me a ruler measuring thirty centimeters? (.....ruler?)
17. The tourists were wearing shoes with rubber soles. (.....shoes.)
18. Most of us wear sweaters knitted by hand. (.....sweaters.)
19. Don't take those fellows with bad manners. (.....fellows.)
20. It is better to wear a shirt with long sleeves. (.....shirt.)
21. We went for a trip at the zoo. It took us three hours. (..... trip to the zoo.)
22. Our librarian is a lady. She has long legs. (.....lady)
23. Some farmers in my village use carts drawn by donkeys. (...carts.)
24. Some people enjoy taking medicine which is coated with sugar. (.....medicine.)
25. I am going to attend a meeting. It will last for three hours. (.....meeting)

Formation of adjectives.

Adjectives are formed from other words such as nouns, **how?**

(i) By using suffix "ish".

eg. Childish	womanish	foolish	girlish	Spanish	selfish
Manish	English	boyish	British	bluish	
yellowish	reddish	babyish.			

(ii) By adding suffix "ful" / "less"

eg. Careful	careless	hopeful	hopeless	powerful	powerless
pitiful	meaningful	meaningless	helpful	helpless	harmful
prayerful	merciful	merciless	useful	useless	forgetful
shameful	shameless	dutiful	skillful	faithful	speechless
sleepless	endless	shapeless	moneyless	childless	homeless
nameless	cheerless	timeless	jobless.		

(iii) Forming adjectives using suffix "ly"

eg. Lovely	lonely	sickly	friendly	disorderly	newly	cowardly
oily	orderly	accidentally	alphabetically	intentionally		historically

(iv) Forming adjectives using suffix "lar"

eg. Circular	triangular	regular	muscular	angular	singular
rectangular	particular	particular			

(v) Forming adjectives using suffix "ic"

eg. Magnetic	sympathetic	metallic	fantastic	scientific	poetic
basic	systematic	angelic	acidic	heroic	satanic
democratic	dramatic	gigantic	athletic	volcanic	
hygienic	patriotic				

(vi) Forming adjectives using suffix "nt"

eg. present	different	brilliant	ignorant	silent	arrogant
absent	elegant	deficient	eloquent	resident	obedient
fluent	competent	important	innocent	patient	persistent.

(vii) Forming adjectives using suffix “en”

eg. wooden stolen swollen stricken woolen hidden
rotten forbidden sunken hidden

(viii) Forming adjectives using suffix “al”

constitutional	historical	biblical	colonial	economical
environmental	identical	judicial	secretarial	magical
numerical	conditional	critical	electrical	postal
departmental	industrial	manual	natural	original
musical	central	historical	clerical	clerical
asexual	abdominal	dispersal	fissional	internal
evangelical	fundamental	physical	ministerial	annual
mathematical	provisional	geographical	casual	analytical
irrational	bilingual	pastoral	reprisal	floral
tyrannical	classical	structural	spiritual	
continental	philosophical	tyrannical	classical	betrayal
spiritual	archeological	essential	bacterial	betrayal
ecological	confidential	impartial	facial	abnormal
financial	agricultural	financial	unilateral.	optional
mental	mechanical	zonal	governmental	occasional
personal	regional	tribal	educational	chemical
national	instrumental	official		

(ix) Forming adjectives using suffix “ive”

eg. educative descriptive creative assertive persuasive
negative constructive competitive relative destructive
attentive active interrogative imitative protective
impressive cooperative

(x) Forming adjectives using suffix “a”

eg. awake alone alive ablaze asleep alike afraid
ashamed alright

(xi) Forming adjectives using suffix “some”

eg. tiresome quarrelsome wholesome troublesome
cumbersome handsome

(xii) Forming adjectives using suffix “ous”

eg dangerous	courageous	industrious	contagious	mischievous
anxious	disastrous	poisonous	ambitious	courteous
mountainous	famous	spacious	mysterious	studious
victorious	suspicious	joyous	rebellious	religious
				luxurious

(xiii) Forming adjectives using suffix “able” and “ible”

eg. valuable	terrible	suitable	miserable	edible	able
knowledgeable	fashionable	questionable	answerable	responsible	
possible	punishable	enjoyable	sizeable	comfortable	
countable	capable	perishable	examinable		

(xiv) Irregular formation of adjectives.

eg. amazing	annoying	shocking	joking	pleasing
shaming	industrialized	cunning	exciting	surprising
interesting	loving	insulting	caring	firing
friendly				

(xv) Formation of proper adjectives.

Proper adjectives are adjectives formed from proper nouns.

eg. Ugandan	Germany	British	Scottish	Kenyan
Dutch	Rwandese	Danish	English	Chinese
Canadian	Finish	Congolese	Indian	African
Japanese	French	Portuguese	American	Spanish
Swedish	Nigerian	Iraqi	Ethiopian	Swiss
				Irish

Activity I. (Formation of adjectives)

Use the words in the brackets to complete the sentences correctly.

1. My mother is the mostwoman in our village. (generosity)
2. Moses Golola is a veryboxer. (muscle)
3. Several school were setby arsonists in Uganda in 2009. (blaze)
4. Their.....car was decorated by ribbons. (bride)
5. Edith was thein the promotional exams. (nine)
6. Ebola is a verydisease. (contract)
7. The girl who had a.....eye was referred to an oculist. (swell)
8. Some little girls were caught eating mangoes which were (rot)
9. You can't get a job unless you are.....during your interview. (succeed)
10. I am too.....to become a policeman. (coward)
11. The food we had last night was very (appetite)
12. Climbing to the top of the mountain is veryexercise. (tire)
13. We shall beto the sick and the elderly. (sympathy)
14. Poor people often hadlives. (misery)
15. English is mysubject at school. (favor)
16. It is easy for children to drawobjects. (circles)
17. A few.....can speak Luganda fluently. (Ireland)
18. Our teacher hates children who are very (talk)
19. Our neighbor is ahunter. (skill)
20. We should be.....to our teachers for teaching us well. (thank)
21. It is the work of the seamstress to menduniforms. (tear)
22. The teacher asked somevolunteers to help him do the work. (energy)
23. Pupils who areoften perform better in their exams. (study)
24. Wellbaskets are sold expensively in the market. (weaving)

25.wedding rings are sold expensively. (gold)
26. When the chief died, his body was buried in hishome. (ancestor)
27. I did not a present because I was thein the whole class. (twenty)
28. The teacher thanked me for managing the class..... (good)
29. Mybrother works with Nile Hotel International. (old)
30. In hisremarks, the president promised to extend power in our village. (introduce)

Activity II. (Formation of adjectives)

Use the words in the brackets to complete the sentences correctly.

1. It is quiteto drive recklessly on a busy street. (danger)
2. This is a verystory. (amaze)
3. Theare well known for growing and exporting flowers. (Holland)
4. The milkman has served us withmilk today. (water)
5. The preacher told us a very interestingstory during this sermon. (bible)
6. The girl whose dress was torn by the fence is quite (misery)
7. Our teacher dislikes pupils withbehaviors. (crime)
8. Why do you always behave in such away? (child)
9. Mummy says we should beto the sick and the poor. (mercy)
10. My mother works for aorganization which helps orphans. (volunteer)
11. Kampala is a verycity in Uganda. (industries)
12. The team which emergedwas given a trophy. (victory)
13. Nalukwago hasbehaviors in our school. (except)
14. Avoid beingbecause you will lose most of your friends. (self)
15. We are likely to sit for ourexaminations in November. (nation)
16. Our science teacher said the sun is asource of light. (nature)
17. Most roads in our village are quiteduring the rainy season. (mud)
18. People inarea usually wear heavy clothes. (mountain)
19. Dogs are usuallyto their masters but dangerous to strangers. (faith)
20. Some fruits are.....but a few others are poisonous. (eat)

Order of adjectives.

The right order of adjectives can be summarized as below;

- N -----Number (eg many , several , two , numerous)
- O } -----Opinion (beautiful , handsome , pretty , interesting)
- P }
- S } -----Size/ shape. (short , large , long , thin , legged)
- H }
- A -----Age (new , old , young)
- C -----Colour (blue , brown , black , yellow)
- O -----Origin (Ugandan, Germany , Kenyan, Chinese)
- M -----Material (wooden , metallic , woolen , plastic)
- P -----Purpose. (walking, purifying)

Note:

★ When ordering adjectives, **no commas** are required to separate them.

- ★ When ordering adjectives, **do not** use conjunction “**and**” or relative pronouns such as “**which, who, etc.**”

Examples.

1. The stranger was carrying a gun. It was old fashioned. It was long. It was made in Russia.
➤ The stranger was carrying a long old-fashioned Russian gun.
2. Our long-legged librarian has gone to the market. She is brown. She is beautiful. She comes from Rwanda.
➤ Our beautiful long-legged brown Rwandese librarian has gone to the market.
3. I bought a shirt from Owino market yesterday. It was made of wool. It is expensive. It is new.
➤ I bought an expensive new woolen shirt from Owino market yesterday.
4. The maid should clean those curtains. They are made of cotton. They are brown in colour. They are long. They are also loose. They are dirty.
➤ The maid should clean the dirty long loose brownish cotton curtains.
5. Our head cook is sick. He is black. He is thin-legged. He comes from Congo. He is funny.
➤ Our funny thin-legged Congolese cook is sick.

Activity I.

Re-write and join the following sentences without using; “**and, who, or which**” correctly.

1. Mummy bought me two dolls. They are multi-coloured. They are big. They are also nice looking.
2. Mr. Ndawula bought a new car. It was made in Japan. It is expensive. It is also brownish.
3. Our teacher has gone to the headmistress’ office. She is tall. She is brown. She comes from Rwanda.
4. Kafeero was a Ugandan singer. He was tall. He was black. He was very talented.
5. Have you seen my goats? They are black. They are funny. They are thin. They were eating cassava leaves.
6. My mother gave birth to a baby boy. He is fat. He is brown. He is also charming.
7. We have many teachers in our school. They are hardworking. They are Ugandans. They are young.
8. The queen was driven in a nice-looking vehicle. It was assembled in Britain. It was greyish. It was brand-new.
9. My mother bought a table made of wool. It was decorated. It was new. It was shining.
10. Where is my electric kettle? It is silver coated. It is small. It is expensive.
11. The captain carried a gun. It was made in Russia. It was long. It was old fashioned.
12. Joseph Konny is a rebel. He is a Ugandan. He is brutal. He is tall and black.
13. Why are you talking to that girl? She is sleepy. She is round faced. She is young.
14. Nandujja is a Ugandan dancer. She is short and brown. She is talented.
15. A chameleon is a slow animal. It is multi coloured. It is tinny. It is also tricky.
16. Why did you kill that bird? It is young. It is innocent. It is black. It is short tailed.
17. The invigilator has forgiven me. He is brown and tall. He comes from Rwanda. He is also kind.
18. Mummy bought several table cloths. They were round and beautiful. They were multi coloured. They were nice looking.

19. Nanteza is my little sister. She is wonderful. She is round-faced. She is also brown.
20. My mother bought blankets. They were made in China. They were new. They were expensive. They were made of wool. They were three in number.

Activity II.

Re-write and join the following sentences without using; “and, who, or which” correctly.

1. Our teacher told us a story last night. It was ancient. It was frightening it was long. It was from Holland.
2. Obua is a Ugandan footballer. He is tall. He is black. He is well known by many people.
3. Kalungi caught a bird from the orchard. It was long-tailed. It was black. It was also thin.
4. My sister got married to a man from China. He is handsome. He is round-faced. He is brown. He is short.
5. The mathematics teacher gave us ten sums. They were difficult. They were long.
6. The police arrested several thieves from Kisenyi last night. They were shabby. They were black. They were short. They came from Congo.
7. Our teacher has two daughter. They are young. They are stubborn. They are short. They are black.
8. Peace is my girlfriend. She comes from England. She is pretty. She is fat. She is also brown.
9. Kampala is a Ugandan city. It is large. It is very industrialized.
10. Two ladies fought at the cinema yesterday. They were from Rwanda. They were ugly. They were also short.
11. My father bought a watch from Uchumi last week. It is made in Switzerland. It was expensive. It was made of gold. It was small in size.
12. My aunt bought me a blanket made of wool. It was bluish in colour. It was expensive. It was new. It was equally large.
13. Who has built this large house? It is painted green. It is nice looking. It is built at the corner.
14. Wandera is a trader in Mukwano arcade. He is fat billed. He is rich. He is brown.
15. Golden was driven in a car. It was large. It was expensive. It was made in America. It was greyish in colour.
16. Aunt gave a baby doll as my birthday present. It is tinny. It has shinning eyes. It is also beautiful.
17. Why did you buy that car? It is huge. It is old fashioned. It is ugly. It is made in Germany.
18. Mukwasi is a drunkard in my village. He is tall and black. He is talkative. He comes from Congo.
19. By whom was this bag bought? It is made of leather. It is small. It is nice. It is brownish. It is used for shopping.
20. Nandujja is a talented dancer. She is short and brown. She is old. She comes from Uganda.

Adverbs

★ Adverbs are words that tell us more (modify) verbs, adjectives and other adverbs.

★ Adverbs answer the questions, “when?” , “How?” and “where?”

Examples.

1. Katumba sings beautifully. (The word “beautifully” is an adverb modifying the verb “sings”)
2. Don’t cross the road very hurriedly.
(The word “hurriedly” is the adverb modifying the verb “cross”)

Classes of adverbs.

Adverbs of manner.

Adverbs of place.

Adverbs of time.

Adverbs of quantity / degree

Adverbs of frequency.

Examples of adverbs in different classes can be seen below:-

Please, study them carefully to note the differences among the various classes.

Adverbs of manner

How?

Eg. quickly
smartly
beautifully
jokingly
willingly
voluntarily
foolishly
dangerously
carefully

Adverbs of place

Where?

eg. here, there
somewhere
in Kampala
at home
at school
at the beach
at the church
at the airport
at the party

Adverbs of time

When?

eg. before, today
after, yesterday
soon, last month
already, next week
now, formerly
since
ago
late
early.

Adverbs of frequency

How often?

eg. twice often annually ninth,
again, rarely, seldom, monthly,
Occasionally, fortnightly, once,
always, thrice

Adverbs of degree/ quantity

To what degree / extent?

eg. almost, so quite very too
enough rather only much

Identification of adverbs.

Activity I.

Underline the adverbs in the following sentences.

♥ I have been to the zoo only twice in my life.

♥ The weather is very chilly today.

♥ The armed thief entered into the supermarket forcefully.

♥ Why are you walking hurriedly?

♥ I bought this dress cheaply from the local market.

Formation of adverbs.

(i) Adverbs formed by “ly”

eg. clearly fairly suddenly softly practically proudly
honestly brightly eagerly quickly anxiously accidentally
beautifully expansively annually smartly calmly carefully
skillfully hurriedly dangerously painfully poorly loudly
cheerfully wisely briefly frequently usually rarely
occasionally

(ii) Adverbs formed by “ily”

eg. happily stealthily shabbily heavily lousily lazily
easily noisily angrily luckily steadily merrily
clumsily angrily hungrily

(iii) drop letter “e” and add letters “ly”

eg. humbly suitably possibly probably simply truly
favorably notably miserably sensibly horribly
responsibly comfortably terribly gently reversibly
idly

(iv) Adverbs are made up of a noun and a qualifying adjective.

eg. Sometimes, meantime, meanwhile, yesterday, midway, otherwise, etc

(v) Some adverbs are in compound form. (Formed from two words)

eg. somewhere ahead asleep abroad away abed
nowhere besides today thereby therein thereafter
thereof herewith hereby hereupon whereon whereof
within without beneath before after beneath
across aloud a new afresh behind below
beyond tomorrow over board along hitherto henceforth etc.

Note: Some compound adverbs are joined by the conjunction “and”.

Examples.

- | | |
|---|--|
| ❖ again and again (<i>repeatedly</i>) | ☆ by and by (<i>before long</i>) |
| ❖ far and near (<i>in all directions</i>) | ☆ now and then (<i>from time to time</i>) |
| ❖ far and wide (<i>everywhere</i>) | ☆ far and away (<i>by a great deal</i>) |
| ❖ first and foremost (<i>first of all</i>) | ☆ now and again (<i>at intervals /</i> |
| <i>sometimes</i>) | |
| ❖ off and on (<i>not regularly</i>) | ☆ once and again (<i>more than once</i>) |
| ❖ out and away (<i>beyond compulsion</i>) | ☆ here and now (<i>right now</i>) |
| ❖ over and above (<i>in addition to</i>) | ☆ over and over (<i>repeatedly</i>) |
| ❖ through and through (<i>completely</i>) | ☆ thus and thus (<i>in such a way</i>) |
| ❖ to and fro (<i>forwards and backwards</i>) | |

Using compound adverbs.

Examples.

1. I have read Things Fall Apart through and through.

2. The matron warned her again and again.
3. The weather is likely to improve by and by.
4. Nelson Mandela's spread far and near.
5. As the president of Uganda, he sees far and wide.
6. He is far and away the best footballer in our team.
7. He keeps ringing me every now and again.
8. I have told you once and again that you must stop cheating.
9. My father watches that movie over and over.
10. The stranger was walking to and fro, talking to himself.
11. He reads the book of revelation over and over.

Activity.

Use the correct form of the words to complete the following sentences correctly.

1. The gardeners ate their foodafter the day's work. (greedy)
2. The teacher shoutedat the stubborn boy. (anger)
3. We waited.....for the chief guest to arrive. (patient)
4. I was so scared that I walkedin the dark. (cautious)
5. I failed to arrange the given words (alphabetical)
6. There isany food left for the gardeners. (scarce)
7. Most pupils in our class wrote their workwell. (exception)
8. The villagers havebuilt a new well. (volunteer)
9. The angry residents beat the suspected thief..... (no mercy)
10. Our head boy speaks English and French (fluency)
11. The audience laughedwhen the comedian appeared on the stage.
(heart)
12. The wild dog barkedat the stranger. (fears)
13. That old man livesall by himself. (poor)
14. She walkedout of the classroom. (steal)
15. HoweverGolola boxed, he lost the fight. (skill)
16. The often speaksto his father-in-law. (respect)
17. The presidentvisits our constituency. (annual)
18. He talkedabout the increasing cases of theft in the village.
(bitterness)
19. She woke up.....and rushed out of the room. (hurry)
20. Shudir isthe richest man in Uganda. (probable)

(vi) Adverbial expressions.

Write one word to mean the same as underlined in the following sentences.

N.B: (The sentences shall be given in the activity II)

<u>Expression</u>	<u>One word.</u>
all of a sudden -----	suddenly
a few days ago-----	recently
by accident -----	accidentally
by surprise -----	surprisingly

every day/ once a day -----	daily
in a clumsy way-----	clumsily
in a dangerous way-----	dangerously
in a hurry -----	hurriedly
in a lazy way -----	lazily
in a luxurious way-----	luxuriously
in a selfish way-----	selfishly
in a shabby way-----	shabbily
in a mysterious way-----	mysteriously
in an abrupt way-----	abruptly
not very often -----	rarely or seldom
a short time from now -----	soon
in an obvious way-----	obviously
in a slow way -----	slowly
in a stealth way -----	stealthily
like heroes -----	heroically
not long ago -----	recently
once a month -----	monthly
once a week -----	weekly
once a year -----	yearly
once in two weeks -----	fortnightly
with a lot of anger -----	angrily
with a lot of power-----	powerfully
with amazement-----	amazingly
with bitterness -----	bitterly
with comfort -----	comfortably
with ease -----	easily
with energy -----	energetically
with faith -----	faithfully
with fear -----	fearfully
with force -----	forcefully
with hope -----	hopefully
with peace -----	peacefully
with joy -----	joyfully
with loud cheers -----	cheerfully
with love -----	lovely
with love-----	lovingly
with lovely colours -----	colorfully.
with mercy -----	mercifully
with misery -----	miserably
with much attention -----	attentively
with much love-----	hurriedly
with much pain-----	painfully
with sympathy -----	sympathetically
with emphasis -----	emphatically
with decency -----	decently

without speaking ----- speechlessly
 with caution -----cautiously
 with evidence -----evidently
 with much respect ----- respectfully
 with much skill ----- skillfully
 with pride ----- proudly
 with scorn ----- scornfully
 with sincerity -----sincerely
 with sorrow-----sorrowfully
 without aim -----aimlessly
 without care----- carefully
 without care ----- carelessly
 without fear ----- fearlessly
 without hope ----- hopelessly
 without mercy----- mercilessly

Activity.

Re-write the following sentences, replacing the underlined words with a single word.

1. We always eat meat once in two weeks at our home.
2. Our neighbour's dogs barked in a loud way the whole night.
3. The clever thieves ran in a stealth way past our home.
4. He hurt his leg by accident during the 100 metre race.
5. The street-child was from motorists with a lot of mercy.
6. Nantume's stepmother treats her children without mercy.
7. We found the old woman seated in her arm chair with comfort.
8. The queen was welcomed into the country with loud cheers.
9. We listened to the teacher's interesting story with much attention.
10. Why was he walking in a hurry across the busy road?
11. If you answer your questions without care, you will score low marks.
12. Most musicians live with luxury in their homes.
13. The mad man entered our house without expectation.
14. Pupils who speak with pride to their teachers are often hated.
15. The policeman spoke to the careless driver with a lot of hunger.
16. She walked through the thick bush without fear.
17. Dorothy carried the heavy luggage with a lot of energy.
18. Upendo, the street boy talked to the motorist with a lot of misery.
19. My dad bought a new car a few days ago.
20. Grandma was seated with comfort in the arm chair.
21. The orphans cried without any help during the funeral of their father.
22. If you walk without proper aim, the police will arrest you.
23. He entered the ring with a lot of energy but he lost the boxing contest.
24. I do not often visit my aunt who lives in Nairobi.
25. The little girl was talking to the masked stranger with fear.
26. I don't know why the dogs were barking with a lot of anger.
27. The candidates spoke to the voters with much respect.
28. The minister of education and sports visited our school a few days ago.

29. The late Nelson Mandela was buried with a lot of honour in his home village.
30. If you do your work in a lazy way, you may not be able to complete it.
31. The strong man carried the heavy luggage with ease.
32. The police entered the house of the suspected criminal with a lot of force.
33. The chief judged the difficult case with a lot of wisdom.
34. The drunken man was found at the roadside seated without speaking.
35. Some people talk with pride about their children.

Position of adverbs in sentences.

Adverbs can be placed at three different positions in a sentence. They are as follows;-

(i) At the beginning of the sentence.

- Eg. ➔ Smartly, the bride and her maids walked into the room.
 ➔ Unfortunately, Moses Golola didn't win the boxing title.
 ➔ Foolishly, he denied that he had stolen the money.
 ➔ Peacefully, I visited my aunt in Durban.

(ii) In the middle of the sentence.

- eg. ➔ The suspected thief cleverly jumped the tall fence.
 ➔ Why does she speak proudly to her mother?
 ➔ He drove his long lorry dangerously through this busy town.
 ➔ My aunt welcomes her twice in a month.

(iii) At the end of the sentence.

- Eg. The dogs barked the whole night angrily.
 She walked down the well hurriedly.
 My father bought his new car expensively.
 Please, listen to our chief guest attentively.

Order of adverbs in a sentence.

The right order of adverbs in a sentence can be summarized as follows:-

(*Adverbs of manner*, followed by *Adverbs of place* and finally *Adverbs of time*) (MPT)

Examples.

<u>Adverb of manner.</u>	<u>Adverb of place</u>	<u>Adverb of time</u>
slowly, quickly,	here, there, somewhere	today, tomorrow
carefully, lazily,	at time, at school	yesterday, last week
accidentally, proudly year	at church,	next month, next
carelessly, easily	in the hospital, etc.	next weekend, etc

Sentences.

1. The chief guest spoke carefully (M). It was yesterday (T). It was at the party (P).
➤ The chief guest spoke carefully yesterday.
2. The village boys have behaved badly. It was last night. It was at the wedding after party.
➤ The village boys behaved badly at the wedding after party last night.
3. Moses Golola boxed in the ring. It was last year. He boxed helplessly.
➤ Moses Golola boxed helplessly in the ring last year.
4. Ugandan welcomed the queen at Entebbe airport. It was 2007. They welcomed her cheerfully.
➤ Ugandans welcomed the queen cheerfully at Entebbe airport in 2007.

Activity III.

Re-write the following sentences correctly.

1. It's likely to rain in our village today. It might rain heavily.
2. The mourners cried at the burial. They cried bitterly. It was yesterday.
3. The boys took the teacher's ball into the field. It was during lunch time. They took it stealthily.
4. Mr. Ndwula spoke to us last night. He spoke carefully. It was in the classroom.
5. The preacher spoke in the church. It was during Sunday prayers .he spoke tirelessly.
6. The Eagles production band played music for us at Collin hotel. It was on Christmas day. It was played beautifully.
7. The dogs barked at our neighbour's home. They barked last night. They barked sparingly.
8. A mad dog bit him last week. It was from the village path. It bit him badly.
9. My mother lived for many years. She lived in her home village. She lived helplessly.
10. The prisoner worked in the garden. They worked the whole day. They worked tirelessly.

Comparison of adverbs.

Adverbs are compared in three degrees, just like adjectives. These are positive, comparative and superlative degrees.

- ❖ Some adverbs take **more** and **most** or **less** and **least** in the comparative and superlative degrees.

Examples.

<u>Positive</u>	<u>Comparative</u>	<u>Superlative</u>
humbly	more / less humbly	most/ least humbly
smartly	more / less smartly	most/ least smartly
politely	more / less politely	most/ least politely
rudely	more / less rudely	most/ least rudely

slowly	more / less slowly	most/ least slowly
fluently	more / less fluently	most/ least fluently
ignorantly	more / less ignorantly	most/ least ignorantly
patiently	more / less patiently	most/ least patiently
willingly	more / less willingly	most/ least willingly
anxiously	more / less anxiously	most/ least anxiously
beautifully	more / less beautifully	most/ least beautifully
gently	more / less gently	most/ least gently
miserably	more / less miserably	most/ least miserably
hungrily	more / less hungrily	most/ least hungrily
hurriedly	more / less hurriedly	most/ least hurriedly (etc.)

PRONOUNS.

Pronouns are words which are used in place of nouns, or are words that replace nouns.
eg. John (he, his, him, himself) are pronouns.

Mary (she, her, hers, herself) are pronouns.

Classes of pronouns.

(i) Personal pronouns.

Personal pronouns are pronouns that substitute nouns and other things. Personal pronouns are grouped as follows:-

a) First personal pronouns b) Second personal pronouns c) Third personal pronouns

😊 **First personal pronouns:** They refer to the person / persons speaking.
(I, me, mine, we, our, ours, us)

😊 **Second personal pronouns:** These refer to the person / persons that is being spoken / talked to. eg. (You, your, yours)

😊 **Third personal pronouns:** These refer to the person / persons / things being talked about. eg. He / she / it / its / his / they / them / their / theirs / them / hers / her / him.
Personal pronouns can be subject, possession or objective.

Study the table below.

	Subject form	Possessive form	Objective form
Singular	I you he she it	my, mine your, yours his her, hers its	me you him her it
Plural	we you they	our, ours you, yours their, theirs	us you them

Activity I. Personal pronouns.

Fill in the blank spaces with the correct pronouns.

1. I want to use that book. Please give it to
2. The librarian wants those books. Please returnto her.
3. I don't know that lady. Do you know.....?
4. I want to see him but..... doesn't want to speak to me.
5. Do you that man? Yes, I have ever worked with.....
6. We want those photographs. Please, give them to
7. She is talking to you. Would you please listen to
8. Where is Amina? I want to talk to
9. They want to see me but I don't want to talk to
10. We are going to the cinema. Would you like to come with

(ii) Possessive pronouns.

These are pronouns which indicate ownership / belonging.

A possessive pronoun can be used to replace a possessive noun.

Examples.

1. Mary's dress is torn and dirty.
➤ Her dress is torn and dirty.
2. The hunter's trap injured the dog's leg.
➤ The hunter's trap injured the it's leg
3. Joan is Mr. Ndawula's only daughter.
➤ Joan is his only daughter

Examples of possessive pronouns are:

My, mine, its, her, hers, your, yours, their, theirs, our, ours, his.

Activity.

Fill in the blank spaces with the correct pronouns to complete these sentences.

1. I like my new job. Do you also likeas well?
2. Have you ever seen Hilda withhusband since she got married?
3. I know Mr. Wright but I have never been tohome.
4. The dog hurtleg when it was jumping over the fence.
5. They have several beautiful daughters but I don't knownames.
6. I play tennis butfavourite game is valley ball.
7. I friend ofgave them an invitation to the U.S.A.
8. It is a very cold day. Please, oncoat before you go out.
9. When we invited her to stay with us athome, she became exited.
10. My flat iron losthandle. So you can hardly use it.
11. Is this your umbrella? No, it isn't
12. We gave them our address and they gave usas well.

13. I gave her my telephone contact and she gave meas well.
14. My room is larger than yours but yours is nicer than
15. We build our new house in Nankulabye but they builtin Ntinda.
16. Mr. Maawa andfamily now live in Nairobi. They soldhouse in Kampala.
17. Do you know that many people are not happy withjobs?
18. Their new car was made in Japan butwas made in Germany.

Note: possessive pronouns should not be written with an apostrophe though it is used to show possession.

Eg. your's ----- yours their's--- theirs her's---- hers etc.

Some possessive pronouns are often confused with some other words.

Eg. your and you're, their and they're its and it's their and there

(iii) Reflexive pronouns.

Reflexive pronouns are pronouns which emphasize the word self / selves.

- eg** 😊 I bought this dress by myself.
 😊 We did it by ourselves.
 😊 My grandma sometimes speaks to herself.

Activity III.

1. She cut.....with a sharp razor last night.
2. I didn't want any help. I will do it
3. Have you ever looked atin a mirror after dressing up?
4. When our mother is sick, we prepared food.....
5. The girls enjoyedat Easter celebrations.
6. One should not praisein public.
7. The spectators started fighting among.....after the end of football match.
8. I wonder why you can't serve.....first.
9. One should not blamefor failing to score one hundred marks.
10. When some people are alone, they often talk to
11. The baby burntwith a hot lamp.
12. Boys, you should always behavewell at school.
13. Have you ever talked to.....when you are alone?
14. He paid all the bills byand I paid all mine by
15. Boys, if you want more drinks, please help




Activity IV.

Re-write the following sentences as instructed in the brackets.

16. Nobody helped Juma to do the difficult sums. (.....himself)
17. You shouldn't overwork yourself before doing an examination. (One.....)
18. Nobody helped the bride to enter into her car. (.....himself)
19. Nobody helped me to go on tour to the zoo. (.....myself)
20. The players quarreled with one another. (.....themselves)
21. Nobody helped her to speak to the receptionist. (.....herself)
22. Nobody helped us to push that long lorry. (.....ourselves)

(iv) Using the indefinite pronoun “one”

This pronoun “one” is commonly used when you intend to avoid mentioning the *gender* or when you refer to a person or persons generally.

- Eg.  One needs to pay attention in class.
 One is required to pay tax to the government.
 One ought to behave well in public.

Note: The pronoun “one” can also change into “possessive” and “reflexive”

One ----- (Personal pronoun)

One’s----- (Possessive pronoun)

Oneself ----- (Reflexive pronoun)

Examples.

1. One should speak to one’s parents politely.
2. One should respect oneself all the time.
3. One must take care of one’s health.
4. If one makes sculptures, one will get a lot of money.
5. How can one protect oneself against HIV?

Activity V.

the following sentences as instructed in the brackets.

1. You must be Re-write proud of your parents. (Begin: One.....)
2. You shouldn’t relax when you want to improve on your grades. (Begin: One.....)
3. You should not over speed your car on a busy road. (Begin: One.....)
4. How can you prepare yourself well in an examination? (Use.....one.....)
5. You must not disobey your parents because it is a curse. (Begin :One.....)
6. It is wrong for you to pretend that you are above everybody. (Use.....one.....)
7. Unless you work hard, you may not succeed in life. (Begin: Unless one.....)
8. You must service your vehicle regularly before you drive it. (Begin: One.....)
9. Is it wrong for you to help those in need? (Use;.....one.....)
10. How can you care for yourself without having a balanced diet? (Begin :How can one.....)
11. You are advised to keep trying so as to get good results for yourself. (Begin :One.....)
12. Every child shouldn’t disrespect their parents. (Begin :One)
13. You ought to be mindful about the way you express yourself to elders. (Begin : One.....)
14. You should respect yourself in the community where you live. (Begin : One.....)
15. You should always take care of your property yourself. (Begin :One.....)
16. You must not involve yourself in any form of examination malpractice. (Begin :One.....)
17. You have to apologise if you want to be forgiven by your teachers. (Begin : One.....)
18. Everybody should take their letter to the teacher for editing before posting them. (Begin; One....)
19. we should pay all our debts before we start spending our earnings. (Begin: One.....)
20. You have to read hard if you want to pass PLE with flying colours. (Begin :One....)

(v) Demonstrative pronouns.

These are words that direct particular attention to a person or a thing.

Eg. that (singular) those (plural) this (singular) these (plural)

Usage: ♥ **This:** is used when referring to a person or a thing near you.

- eg. ★ *This is my best friend, Juma.*
 ★ *This is the place where he lives.*

♥ **That:** is used when referring to a person or thing not near you.

- eg. ★ *That was the main aim of my journey.*
 ★ *That lady lives near our house.*
 ★ *That bag belongs to our class teacher.*
 ★ *That did not stop me from working hard.*

♥ **These and those:** Are plurals of the above pronouns.

- Eg. ★ *This is my pair of shoes. (Singular)*
 ★ *These are our pairs of shoes. (Plural)*
 ★ *That man seems to be a Congolese. (Singular)*
 ★ *Those men seem to Congolese. (Plural)*

Summary of pronouns.

(a) Singular forms

Subjective	Objective	Adjective	Possessive	Relative
I	me	my	mine	myself
You	you	your	yours	yourself
He	him	his	his	himself
She	her	hers	hers	herself
It	it	it's	it's	itself
One	one	one's	one's	oneself

(b) Plural forms.

Subjective	Objective	Adjective	Possessive	Relative
We	us	our	ours	ourselves
You	you	your	yours	yourselves
They	them	their	theirs	themselves

Application of pronouns.

Intensive practice. (Application of pronouns)

Rewrite the following sentences as instructed in the brackets.

1. Cynthia did the tricky sums. Nobody helped her. (End.....herself.)
2. Damian knitted that sweater. Nobody helped him. (End.....himself.)
3. You are advised to sit on your table silently during an exam. (Begin: One.....)
4. A friend of my father died in a road accident. (Begin: My father's.....)
5. Nobody loves that naughty boy. (Begin: Everybody.....)
6. She usually tells lies to her friends. (Use.....seldom.....)
7. I don't go to school during public holidays. (Begin: She.....)
8. Lie on that table. Your mother wants to check on your swollen eye. (Use:.....and let.....)
9. Every child should obey his parents and teacher. (begin: One.....)

10. We have not eaten food for six hours. (Begin: It is six hours.....)
11. Our mother teaches us how to sing hymns every Sunday. (Begin: We.....)
12. Her niece is a very caring lady. (Begin: Their.....)
13. I intend to buy a new bag for my mother. (Begin: My.....)
14. Your dress and mine are quite similar. (Begin: There is a.....)
15. We ought to be careful about the way we express our selves to elders. (Begin: One.....)
16. Annet's classmate arrived when all the food has been eaten. (Begin: A friend.....)
17. Resty dressed her wound without any body's help. (Begin: Nobody.....)
18. Every in this room has a copy of the program. (Begin: Nobody.....)
19. Would you take proper care of yourself? (Begin: Would one.....)
20. Their friend will graduate from Nairobi University soon. (Begin: A friend.....)
21. You have to study hard if you want to pass with flying colours. (Begin: One.....)
22. Her brother has paid her a visit today. (Begin: A brother.....)
23. We were all pleased when our dad was promoted. (Our dad's.....)
24. You should not scream whenever you see a stranger. (Begin: One.....)
25. Muwanga speaks well and so does his sister, Rema. (Begin: Not only does.....)
26. Both of us must report to the headmistress' office now. (Begin: You.....)
27. You should keep yourself clean at all times. (Begin: One.....)
28. Her friend has just been looking for her. (Begin: A friend.....)
29. We had supper with two of our close friends. (End:.....ours.)
30. They went on tour with some of their distant relatives. (End:theirs.)
31. You must not cheat because if you are caught, you will be disqualified. (Begin: One.....)
32. My sister got married to that white man. (Begin: That is the white man.....)
33. She was found in a company of a man who was suspected to be a notorious thief. (Begin: The man.....)
34. We were shocked to hear that Nandawula had died suddenly. (Begin: Nandawula's.....)
35. I want to know whether this is the place. The accident took place here. (Begin: I s this?)
36. You didn't the instructions. I didn't understand the instructions. (Begin: Neither of.....)
37. Girls, did you bake those cakes without anybody's help? (End:.....yourselves?)
38. The man didn't pay us. We carried the bricks for him. (Join using...for whom.....)
39. Do you remember the name of the little girl? We borrowed these pencils from her. (Join using:from whom.....)
40. Both of you didn't attend the lecture. (Begin: Neither of.....)
41. The spectators started arguing with each other. (Join using:among.....)
42. Their mother lives in our house. (Begin: The house.....)
43. The police intercepted their car. (Begin: The car.....)
44. Wadri borrowed ten thousand shillings from me. (Join using:lent.....)
45. You should write you answers yourself in an examination. (Begin: One.....)
46. You should get married after completing your studies. (Begin: One.....)
47. Each of us is entitled to our own rights. (Begin: We.....)
48. You should address your letter correctly before you post it. (Begin: One.....)

49. Is she the owner of this brownish dress? (Use:belong.....)
50. You will not fail this examination. I will not fail this examination. (Begin: Both of)
51. Who swept this classroom yesterday? (Begin: With whom.....)



(vi) Relative pronouns.

These are pronouns that begin a subordinate clause and relates to an idea in the sentence.

Eg. (*where, who, which, whom, how, what, when*)

(**who, whose and whom**) are used to refer to persons.

Relative pronouns are divided into two:

i) **Defining relative clauses.** (Who, Whose, Whom, Which)

Note: (i) *The subject of the main clause is not clear.*

(iii) *Both clauses are usually short.*

(iv) *When joining such clauses, no commas are required.*

Examples.

1. The children are sick. They ate raw mangoes yesterday.
➤ The children who ate raw mangoes yesterday are sick.
2. A lady came here last night. She is the wife of the village chief.
➤ A lady who came here last night is the wife of the village chief.
3. The chair has been broken. A carpenter made it last month.
➤ The chair which the carpenter made last month has been broken.
4. We talked to a stranger yesterday. He seemed to be a Congolese.
➤ The stranger whom we talked to yesterday seemed to be a Congolese.

ii) **Non-defining relative clauses.**

These are relative clauses which don't define the subject but simply give additional information about it.

Note: (i) The subject of the main clause is clear.

(ii) The clauses are usually long.

(iii) When the two clauses are joined, commas are required.

Examples.

1. Adrian was elected the head prefect. Adrian displayed good leadership skills.
➤ Adrian, who displayed good leadership skills, was elected the head prefect.
2. My father's cow has been stolen. My father bought it from Nabweru market last year.
➤ My father's cow, which he bought from Nabweru market last year, has been stolen.
3. Mr. Ndawula's daughter is a doctor. She completed school at Makerere medical school last year.
➤ Mr. Ndawula's daughter, who completed school at Makerere medical school last year.

Which is used to refer to things.

Examples.

1. This is the lady who spoke beautifully at the party.
2. A boy whose shirt is torn often gets into trouble with the matron.
3. Which of these girls stole your pen?
4. I don't know what a monkey looks like.
5. Do you know how to drive a car?
6. What Ugandans need is peace and development.
7. This is the shopkeeper to whom I gave the money.

Activity.

Fill in the blank spaces with the correct relative pronoun

1. Do you knowof these prisoners was trying to escape?
2. Mr. Kirya doesn't knowan elephant looks like.
3. I don't knowto go after completing studies.
4.can we do to live a better life?
5. Do you really know.....dangerous fire is?
6. This is Mandela stadiuminternational matches are always played.
7. Do you rememberyour younger brother was born?
8. What is the name of the schoolbrother goes to?
9. Did he tell the name of the girl withhe came home last night?
10.does a monkey look like when you see for the first time?

1. WHO"

Practice. Relative pronoun "**who**"

Re-write the following sentences as instructed in the brackets.

1. The boy was punished after a long struggle. The boy deceived his father that he had been sent home for school fees. (.....who.....)
2. My nephew was sick. A doctor gave him a quinine injection. (.....who.....)
3. Namwase is a daughter of our headmaster. She sang very well at the party. (.....who.....)
4. A lady wanted to see you. She has just gone away from here. (.....who.....)
5. A man has been arrested. He stole our neighbour's cow. (.....who.....)
6. Is that the baby? He spoke so rudely to his teacher.(.....who.....)
7. I can't recall the name of the girl. She borrowed my only pen.(.....who.....)
8. A girl spoke well at the assembly. She is our head girl.(.....who.....)
9. The driver has been arrested. He caused an accident last night. (.....who.....)
10. My sister is abroad. She may get married to a banker. (.....who.....)
11. My friend will visit me soon. She lives in Moroto. (.....who.....)
12. A lady has just entered that room. She is our librarian.(.....who.....)
13. The man was taken to Masaba hospital. He was seriously injured in the accident.(..who..)
14. The lazy boy should be punished. He dodges the teacher's work. (.....who.....)
15. Our house girl has been taken away. She has poor conducts. (.....who.....)
16. A man visited our school last week. He seemed to be a magician. (.....who.....)
17. Is this the bride groom? She wedded last week. (.....who.....)

18. The man was accused of child neglect. He is here. (.....who.....)
19. The man was a total stranger. He gave me a lift in the morning. (.....who.....)
20. The girl is called Asaba. She wanted to talk to you a few minutes ago. (.....who.....)

2. “WHICH”

Examples.

1. Peter lives in my father's house.
➤ The house in which Peter lives is my father's.
2. This is the shop. I bought a necklace from that shop.
➤ This is the shop from which I bought the necklace.
3. I travelled home in this taxi last night.
➤ This is the taxi in which I traveled last night.
4. The calf died instantly. A speeding lorry knocked it down.
➤ The calf which was knocked down by a speeding lorry died instantly.
5. You told me to handle the case. It was very complicated.
➤ The case which you told me to handle was very complicated.

Re-write the following sentences as instructed in the brackets.

1. The chairs must be repaired. The girls broke them last term. (.....which.....)
2. The car costs my father sixty million shillings. It is parked in the garage. (.....which.....)
3. That house must be broken now. It is in a dangerous state. (.....which.....)
4. The gown was very beautiful. The bride wore it at the wedding yesterday.
(.....which.....)
5. That car has been towed to the police station. It caused an accident last night.
(.....which.....)
6. The monkeys seemed to have been tamed. We saw them at Entebbe zoo last week. (...which...)
7. That Tata lorry is brand new. It was donated to our school by the president.
(.....which.....)
8. The kind woman gave me some slices of bread. She had kept it in the cupboard.
(...which.....)
9. My father's car didn't help him much. It had a spoilt engine. (.....which.....)
10. The wind broke Mr. Okello's house. It was very strong. (.....which.....)
11. The taxi is not here. I left my bag in it. (.....in which.....)
12. I borrowed a thin multi coloured book from the library. It was a novel. (.....which.....)
13. The story was very confusing. I read it in the Bible. (.....which.....)
14. Kapere drives my father's lorry. (.....which.....)
15. Is this the house that you live in? (..... In which.....)
16. The stranger wanted to find out which road he should take. (Begin: Which.....?)
17. The shop is located near our house. I bought this watch from that shop. (.....from which.....)
18. The school van runs very fast. I go to school by it. (.....by which.....)
19. I have misplaced the Bible. I borrowed it from the library yesterday. (.....which.....)
20. We were give a lot of bread. Some of the bread was rotten. (.....which.....)

3. “WHOSE”

Relative pronoun **“whose”** is always used as **a conjunction** and also **a pronoun** to show ownership / possession / belonging.

Examples.

1. Is that the lady? Her daughter got married to the prince.
➤ Is that the lady whose daughter got married to the prince?
2. That is the policeman. A mad man snatched his gun.
➤ That is the policeman whose gun was snatched by a mad man.
3. The driver walked to town. His car broke down on the way.
➤ The driver, whose car broke down on the way, walked to town.
4. Dorothy's uncle is a liar. Dorothy is very talkative.
➤ Dorothy whose uncle is a liar is very talkative.
5. He was arrested from a man's house. The man is a thief.
➤ The man from whose house he was arrested is a thief.

Practice.

Re-write the following sentences as instructed in the brackets.

1. The old man has made a statement at the police station. A clever thief stole his only cow.
(.....whose.....)
2. The little girl is crying behind the bathroom. A greedy boy stole her food.(.....whose.....)
3. Maria is my girlfriend. Her mother is a nurse in Nsambya hospital. (.....whose.....)
4. The man is the minister of Education and Sports. We visited his animal farm last week.
(.....whose.....)
5. The chief visited our school today. We saw his beautiful twin daughter yesterday.
(...whose...)
6. The sick man has finally passed away. His house caught fire last night.(.....whose.....)
7. The careless driver should be handed to the police. His car caused an accident last evening.(.....whose.....)
8. Mr. Zaake is our English teacher. His son is my best friend at school. (.....whose.....)
9. The poor woman is living a lonely life. His only son died in the war.(.....whose.....)
10. That is the woman. I grew up from her house.(.....whose.....)
11. The boy hasn't come for the match today. His leg got a dislocation last match.
(.....whose.....)
12. The tree fell down suddenly. Its branches had dried up.(.....whose.....)
13. The man was suspected to be a wizard. His house was broken down by the angry villagers. (.....whose.....)
14. The candidates didn't win the parliamentary elections. Their qualifications were unsatisfactory. (.....whose.....)
15. The thief has died of his wounds. His leg was shot at by the police.(.....whose.....)
16. The headmaster has been promoted by the minister. His school got the highest number of distinctions in P.L.E.(.....whose.....)
17. The lady is my grandmother. I grew up from her house. (.....whose.....)
18. The ignorant woman did not report the case to the police. Her daughter was defiled.
(.....whose.....)

19. Patra is our librarian. Her father is a lorry driver. (.....whose.....)
20. I don't remember the trader. I forgot my money in her shop. (.....whose.....)

4. **WHOM**

Relative pronoun "whom" can be used in two different ways.

- (i) Independently. (...whom.....)
- (ii) With prepositions (...with / for/ to/ about/ from whom.....)

Examples.

1. The soldier whom we saw at the hospital was badly hurt.
2. The lady whom he married is a daughter of the king.
3. The girl to whom you spoke yesterday is my classmate.
4. The rich man, for whom my mother works as a cashier, is an Indian.
5. These are the boys with whom I play football.
6. I can't remember the name of the girl from whom I borrowed this belt.
7. The lady to whom our mother spoke on phone this morning is our grandma.
8. The man for whom I carried the luggage did not thank me.

Practice.

Re-write the following sentences as instructed in the brackets.

1. That is the minister. My father works for him as a driver. (...whom.....)
2. The girl is a king's daughter. You spoke to her at the party yesterday. (...whom.....)
3. The driver was very talkative. We traveled with him to the zoo. (...whom.....)
4. The lady didn't appreciate. We carried the heavy luggage for her.(...whom.....)
5. I have forgotten the name of the girl. I have borrowed this pen from him.(...whom.....)
6. The man has come. We talked about him last night.(...whom.....)
7. The man is very kind. My aunt works for him as a secretary.(...whom.....)
8. He is the doctor. We talked about him last week. (...whom.....)
9. The lady was indeed beautiful. We offered her a bottle of wine at the party. (...whom.....)
10. My friend has not attended my birthday party. I gave him an invitation card yesterday.
(...whom.....)
11. The shopkeeper is here. I bought these expired goods from him.(...whom.....)
12. The sick man has finally recovered. We have been talking about for several days.
(...whom.....)
13. Isn't that the boy? The teacher left his bag with him.(...whom.....)
14. Can you remember the appearance of the conductor? You left your luggage with
him.(whom...)
15. Here is the boy. I lent my only pen to him.(...whom.....)
16. The boy is my friend. I am carrying his roasted meat for him. (...whom.....)
17. The magician was wearing a mask. We saw him in the market yesterday. (...whom.....)
18. I have taken long without visiting my distant relatives. My father grew up with them.
(...with whom.....)
19. We played with a boy in the football pitch. The ball disappeared with my coin.
(...whom.....)
20. This is Mr. Okello. My mother is related to him. (...whom.....)

Application of relative pronouns.

Mixed practice

Rewrite the following sentences as instructed in the brackets.

1. Is this the hospital? Was your baby brother born from here?(Rewrite as one sentence usingfrom where.....)
2. The bus has arrived. I go to school by that bus. (Rewrite as one sentence using..... by which.....)
3. This is Wakyato village.Masaba is believed to have been born from here. (Rewrite as one sentence usingfrom where.....)
4. Have ever gone to Namugongo shrine? The Uganda Martyrs were killed from there. (rewrite as one sentence using.....from where.....)
5. Who beat my innocent daughter on the head ? (Rewrite using..... whom.....)
6. Who broke our neighbour's house last night? (Rewrite usingwhom.....)
7. Who is driving that long lorry carelessly ? (Rewrite using.....whom.....)
8. Do you still remember the driver of the taxi? We went home by that taxi last night. (Rewrite as one sentence using..... by which.....)
9. I can't find my shopping bag . I placed it somewhere on shelf. (Rewrite as one sentence usingfrom where.....)
10. I wonder whose expensive new car that is. (Rewrite usingwho.....)
11. The room was very dirty . we slept in it however. (Rewrite using.....in which.....)
12. Here is the long-legged driver. My sister married to him. (Rewrite as one sentence usingto whom.....)
13. I didn't like the appearance of the shopkeeper . we bought a loaf of bread from him. (Rewrite as one sentence usingfrom whom.....)
14. Is this Nakyeyune the bar attendant ?We talked about her last night. (Rewrite as one sentence usingabout whom.....)
15. Here is the photograph of the suspected criminal .the police are searching for him . (Rewrite as one sentence using.....for whom.....)
16. The issue was too complicated for me to handle. You referred it to me. (Rewrite as one sentence usingwhich.....)
17. Amanda is our school librarian. Amanda's daughter is my classmate . (Rewrite as one sentence usingwhose.....)
18. The novel was not mine . I read un amazing story from it .(Rewrite one sentence usingfrom which.....)
19. I drank juice from a cup. It was quite dirty. (Rewrite as one sentence using from which.....)
20. I can't find my note book. I wrote my new address in it. (Rewriter as one sentence using.....in which.....)
21. I wonder who owns that beautiful corner house. (Rewrite as one sentence usingto whom.....)
22. do you know who drank the baby's milk? . (Rewrite as one sentence using by whom.....)
23. The lady was not friendly at all. My mother used to work for her as a secretary . (Rewrite as one sentence usingfor whom.....)

24. Mummy does not like the fat –bellied man . my sister wants to marry him. (Rewrite as one sentence using whom.....)
25. That pregnant woman shouts at anybody who crosses her way. (Rewrite usingwhoever.....)
26. Kassimu 's son lives abroad. Kassimu will fly to UK soon. . (Rewrite as one sentence using whose.....)
27. Nankya wants to marry any man who prosses to her. . (Rewrite usingwhichever.....)
28. Is this the girl who used to live with us some years ago? . (Rewrite usingwith whom.....)
29. Sakwa is a famous song writer . I am related to him. (Rewrite using.....to whom.....)
30. I traveled with an elderly lady to Kasese. She was very talkative. (Rewrite as one sentence using with whom.....)
31. the careless soldier was arrested. A drunken man grabbed his gun. (Rewrite as one sentence using whose.....)
32. Patel is a businessman in Kikuubo. I study with his daughter. (Rewrite as one sentence using whose.....)
33. the company is not registered, nevertheless; my father works for it. (Rewrite as one sentence using for which.....)
35. the bag is misplaced ,yet I came with it for shopping. . (Rewrite using..... ...for which.....)
36. old George died in the village. He was born in that very village. (Rewrite as one sentence using in which.....)
37. Ssenga Kawere has brought the money . we badly needed the money to organize Sylvia's wedding. (Rewrite as one sentence using which.....)
38. the man is often trusted if he is honest to his community members. . (Rewrite using..... ...who.....)
39. The books can only help you most if they make you think for yourself. (Rewrite using..... ...which.....)
40. The Laptop is on the table . It cost me two million shillings. (Rewrite as one sentence using which.....)
41. Do you remember a day I paid you a visit? It was at mid-night. (Rewrite as one sentence using when.....)
42. Is Solomon the wisest man ? He ever lived on earth. . (Rewrite using..... ...who.....)
43. This is the question. Its answer has baffled all the teachers. . (Rewrite as one sentence using whose.....)
44. The man was said to be drunk . he was actually as sober as a judge. . (Rewrite as one sentence using who.....)
45. The city can be seen from a distance if it is built on top of the hill. . (Rewrite using..... ...which.....)

PREPOSITIONS.

Prepositions are words which are used to show the relationships between a noun / pronoun with another word in the sentence.

Appreposition defines the relationship between two or more nouns, pronouns, noun phrases or verbs in a sentence.

eg. The nouns **“book and table”** we can show the relationships by using prepositions such as “on, under, off, etc.

Examples in sentences.

1. The book is on the table.
2. The book is under the table.
3. The book has fallen off the table.

Prepositions show the relationship between the subject and object in a sentence, like;-

The book is on the table.

Subject preposition object

Subject preposition

Examples of prepositions are:

About aboard ,above ,absent, according to ,across ,after
against ahead along, among, around, as well as, as far as
, at, along aside, amidst, beneath, besides, beside, below,
between, before ,behind, by, down, during, expect,
excluding, in case ,next to, inside ,into ,in, near ,
beyond, for ,from ,of, off, on, onto ,over, past, with,
without ,notwithstanding, since on account of, on behalf of, on top
of, outside, outside of, owing to ,regarding to, ,for ,than ,through,
throughout , until, up, within, towards, under, underneath upon, up,
because of, due to, except for ,far from, rather than ,regardless of,
subsequent to ,up to etc.

Classification of prepositions.

Prepositions are classified according to the meaning they give. They are classified as follows:-

- (i) **Prepositions of time** (for, since, in, on, ago.)

Examples.

- I last saw my mother three months ago.
- I have not seen my mother for three years.
- It is three years since I last saw my mother.
- We woke up at six o'clock this morning.
- We went to see him on Monday morning.

- (iii) **Prepositions of place.** (at, in)

- (iv) **At-**

- (v) The preposition “at” is used with specific places such as:-

- (vi) at school at home at hospital at the gate
at the beach at the church at the airport at the post
office at the junction

“In”

- (vii) The preposition “in” is used when referring to the nonspecific / general places such as:-

villages, towns, districts, countries, cities, counties, etc.

- | | | | | |
|------------|----------------|-----------|---------------|----|
| in Kampala | in the village | in Iganga | in London | in |
| America | in Nairobi | in Mukono | in our region | in |
| Entebbe | | | | |

Examples.

- We arrived in Kampala at six o'clock.
- We arrived at Entebbe air port before noon.
- Most farmers in Uganda use traditional farming methods.
- At what time is the plane expected to land at the airport?
- I don't like staying at the beach.
- Most women in Abago village are illiterate.

- (iii) **Prepositions of movement.** (on, by, in, over, through, into)

Examples.

- (i) **Prepositions of time.**

- We have lived in Uganda for many ears.
- She has been crying since nine o'clock.
- The chief guest arrived here an hour ago.
- We travelled by Akamba bus from Nairobi to Kampala.
- Travelling on horseback is very interesting.
- The boy dived into the pool and started swimming.
- The clever thief tried to jump over the wall fence.
- The hunters ran hastily through the thick bushes.

- Most guests arrived at the party in their expensive cars.
- Travelling on a bicycle in the city centre is very risky.
- The patient couldn't be carried on a motorcycle.
- Walking across a busy road may be difficult

(iii) **Prepositions of movement.**

eg. by, on, in, through, into, etc.

- ★ We went to Nairobi by Akamba bus.
- ★ The guests came in the headmistress' car.
- ★ Most pupils go to school on foot.
- ★ An aeroplane flew over the school yesterday.
- ★ He jumped into the pool of cold water.

Special prepositions used with some words.

<u>Word</u>	<u>Preposition.</u>	<u>Word</u>	<u>Preposition</u>	<u>Word</u>
	<u>Preposition</u>			
afraid -----	of	got rid-----	of	good-----at
agree -----	with /to	weak-----	in	exchange-----
for				
acquainted -----	with	escape-----	from	go-----on/ by/
through				
ashamed-----	of	fond-----	of	insist-----
on				
accustomed -----	to	guard-----	against	succeed-----in
amazed -----	at	guilty-----	of	imprisoned-----for
astonish -----	at	interested-----	in	jealousy-----
of				
anxious----	for/ about	jump-----	over/into	knock-----down
absent ----	from / with	laugh-----	at	look--
at/into/for/up/after				
abide -----	by	leave-----	for	lean-----
against/ on				
absorb -----	in / into	occupied-----	with	live-----at/with/
in				
ask-----	for	ought-----	to	participate-----in
bow-----	to	prevent-----	from	march-----along/in
benefit-----	from	postpone -----	to	pass-----
by/away/on				
believe -----	in	protest-----	against	pride.....with
borrow-----	from	recover.....	from	point-----
at/to/out				
choose -----	from	rely-----	on	related-----to
call-----	on / for	run-----	after	refrain-----
from				

capable -----of from	shout-----at	restrain-----
blame -----for to/against/about	save-----from	speak----
care-----for for	stare-----at	struggle-----with/
comply-----with with	suitable-----for	suffer-----from/
composed-----of confidence-----in congratulate---on/for/ upon along/across	surprised-----at drive-----into withdraw---from	translate-----into tremble----- with walk-----
concerned -----with concentrate-----on in/to/about	stand-----at/ by wonder-----at	warn-----against write-----
conscious-----of off/on	preside-----over	switch-----
consist-----of deal-----with / on defend-----on	set fire-----to pride-----in desist-----from	turn-----off/on used-----to responsible-----for
deprive-----of different-----from	sentence-----to imprisoned-----for	robbed-----of retreat -----from
divide --into/between/among by/beside	advance-----towards	stand-----
dressed-----in excel-----in / at put-----on/off/ in	break-----into/down lay-----on/at	thirsty-----of sit-----on/in/at

Special words which take preposition "to"

able to---	acceptable to---	addicted to---	adequate to---
adjacent to---	affectionate to--	agreeable to--	applicable to--
appropriate to---	beneficial to--	comparable to---	common to---
condemned to---	conducive to---	contrary to--	detrimental to--
devoted to---	disastrous to--	due to---	entitled to--
essential to---	exposed to---	faithful to---	hostile to---
impartial to---	impertinent to---	inclined to---	indebted to---
indifferent to---	irrelevant to--	favorable to---	liable
limited to---	profitable to---	suited to---	subject to---
sensitive to---	reduced to---	prone to---	peculiar to--
preferable to---	restricted to---	loyal to---	sacred to---
opposite to---	confined to---	ignorant to---	susceptible to-
accountable to--	supposed to---	committed to---	allowed to---
apologize to---	tantamount to	adhere to---	allude to--
attend to---	appoint to---	aspire to—	attain to--
confirm to---	attribute to--	belong to---	consent to---

contribute to--	lead to---	listen to---	object to--	occur to--
prefer to---		pretend to---	refer to---	succumb to--
surrender to---	testify to----	yield to---		

Special words which take preposition “with”

acquainted with---	afflicted with-----	compatible with---	consistent
with--	compliant with----	contented with----	conversant with-----
disgusted with---	disappointed with---	empowered with---	endowed with-----
popular with---	tired with---	gifted with-----	infected with----
infested with---	inspired with---	injected with-----	intimate with----
overcome with---	satisfied with----	intercourse with---	relationship with--
enmity with----	conform with ----	bargain with----	fill with----
deal with----	angry with----		equipped with----
pleased with----	supply with---	associate with---	comply with----
bear with---		coincide with----	condole with---
			cope with----
correspond with----		credit with-----	disagree with---
			meddle with--
--- part with----		quarrel with---	side with---
sympathize with---	alliance with----		comparison with---

Special words which take preposition “of”

accused of----	afraid of---	acquitted of---	assured of---	aware
of---	cautious of--	certain of---	composed of---	characteristic of--
	confident of—	conscious of---	convicted of---	deprived of---
	desirous of---	distrustful of--	envious of--	fearful of----
of----	greedy of----	guilty of----	ignorant of---	innocent of---
	informed of---	irrespective of---	dull of---	negligent of--
	productive of---	proud of---	regardless of---	sensible of---
-	sure of---	suspicious of---	tolerant of---	sick of--
boast of----	complain of----	despair of----	dispose of----	dream
of--	repent of ---	heal of---	taste of---	disapprove of---
	die of---			

Special words which take preposition “from”

abstain from---	cease from ---	derive from---	differ from---	absent
from---	desist from--	detract from---	deviate from---	dissent from---
emerge from	escape from---	exclude from---	preserve from---	prevent from--
--- prohibit from-	protect from--	recoil from---	recover from---	refrain
from---	abstinence from	interference from--	cessation from---	deliverance from---
	exemption from--			

Special words which take preposition “for”

Anxious for--- cerebrated for--- designed for--- destined for---
eligible for---eminent for --- fit for--- good for--- grateful for---
notorious for--prepared for---- qualified for--- ready for--- sorry for---
sufficient for useful for--- jealousy for--- wish for--- yearn for---
stipulate for---care for-- feel for--- hope for--- mourn for---
sue for---clamour for--- converse for---

Special words which take preposition “in”

absorbed in--- accurate in---- backward in---- correct in---
deficient in---diligent in--- experienced in--- enveloped in---- fertile
in----- honest in----implicated in--- interested in--- involved in----
proficient in---- temperate in--delight in--- employ in--- enlist in---
excel in---- increase in---indulge in--- persist in---

Special words which take preposition “on”

Insist on--- decide on--- deliberate on--- depend on--- determine
on---embark on--- enlarge on--- impose on---- intrude on----
trample on--- dwell on--- improve on----

Other kinds of prepositions.

(i) Compound prepositions.

These are prepositions formed by prefixing with other words.

eg. About underneath before around above amidst
amongst inside beside behind outside
beyond besides among between beneath
along across down.

(ii) Phrasal prepositions.

These are group words used in form of prepositions.

Examples.

according to by virtue of along with away from
in accordance with by means of in spite of in addition to
for the sake of because of instead of on behalf of
in compliance of in favor of on order to in
front of in account of in the event of by way of
in case of in comparison to in course of owing
to in place of with reference to in consequence of
with regard to due to

Activity I.

Fill in the blank spaces with the correct words.

1. Most members did not agreewhat the chairman suggested.
2. Many people have died.....HIV-AIDS in the whole world.

3. Why were you absentschool the whole of last week?
4. School pupils should abide.....the school rules and regulations.
5. Most children are most interestedplaying than studying.
6. Has the head teacher promised to lookour complaints?
7. All the teachers congratulated the candidatestheir brilliant performance in PLE.
8. My oldest sister got marrieda banker after her studies.
9. Richard Arinaitwe was accusedseveral cases of murder and defilement.
10. Most politician do not agreereligious leaders.
11. We succeeded.....climbing to the top of Mt. Rwenzori during our tour.
12. The bishop of Lugazi diocese will preside.....the candidates blessing ceremony.
13. Have you ever seen a man who is blind.....one eye?
14. Some pupils were afraidjumpingthe swimming pool.
15. Most Christians believe.....life after death.
16. Most children do not listenradio programs apart from music.
17. The police wanted to know who has set firethe market.
18. My father is accustomeddrinking alcohol after work.
19. He got a loan of ten million shillingsthe Centenary bank to buy a new car.
20. Our teacher was robbed.....his new mobile phone.
21. The criminal was sentenced.....ten years imprisonment for murder.
22. He participated in the walk-to-work riots and was imprisonedtwo years.
23. Young girls are advised to abstainsex to avoid early pregnancies.
24. We should refrainsmoking if we want to live a healthy life.
25. Why are you standingthe roadside this early morning?
26. She stoodher husband during the war.

Activity II.

Fill in the blank spaces with the correct words.

1. Our house maid is responsiblepreparing meals at home.
2. We passed.....the constitutional square on our way to Wandegaya.
3. The prisoners protestedoppression by their guards.
4. A dozen usually consistsonly twelve items.
5. Spectators are fond of quarreling.....themselves during the match.
6. It is difficult to swima wide river.
7. Man cannot livewater.
8. The clever thief jumped.....the high perimeter wall.
9. He has not yet recovered.....his long illness.
10. It is ten o'clockmy watch at that time.
11. The whole market was burnt downfire.
12. That is not really a matter.....great importance.
13. Our board meeting was postponeda later date.
14. We found a mad man standingthe road.
15. It is not advisable to drink watera dirty cup.
16. A speeding lorry knockedtwo innocent school children.
17. The orphans were deprivedtheir late father's property and land.

18. What the prisoners are cryingis their freedom.
19. All pupils in my school participategames and sports after classwork.
20. The naughty girl is hidingthe bathroom at the moment.
21. We ought to walk in accordanceall the school rules and regulations.
22. We always looknew words in our dictionaries.
23. Please turnthat water tap to avoid wasting our water.
24. The naughty boys were punishedescapingschool.
25. Who is that shabby tall man standingthe road.
26. The soldiers retreatedthe battle ground when the war became tense.

Prepositions with forms of transport.

We use “by/ in / on” to refer the certain means of travel. That’s to say:-

- ❖ **By:** boat / taxi / plane / train / bus / air / lorry / ambulance.
- ❖ **On:** bicycle / horse / foot / motorcycle / bike.
- ❖ **In:** Mr. Okello’s car / lorry / bus / taxi / ambulance.

Examples.

1. Most pupils go to school on foot.
2. We travelled by train to Nairobi last week.
3. It is very interesting to travel on boat when the lake is calm.
4. She came to our house last night on a bike.
5. We went to the party in Mr. Ndawula’s new car.

Application of prepositions.

Practice I

Rewrite the following sentences as instructed in the brackets.

1. We reached Nairobi very late at night. (Use....arrive.....)
2. David was blamed because he broke the plates. (Use....accused of.....)
3. Juma is my friend but we don’t see each other regularly. (Use....seldom.....)
4. We shall see Dr. Bbosa on the stage. (Use....looking forward.....)
5. Did the taxi driver kidnap the innocent girl? (Use....accused.....)
6. My dad enjoys listening to sports program of radio. (Use....accustomed.....)
7. I have never been to the village my father grew up from. (Use....from where.....)
8. The people of Somalia have suffered a lot. This is because of the effects of the war. (Use....greatly suffered.....)
9. The suspected criminal was sentenced because of defilement. (Use....charged.....)
10. Did you manage to score eighty percent in the test? (Use....succeed.....)
11. Our teacher does not like teaching pupils who are talkative. (Use....fond.....)
12. The bus conductor did not like the traffic’s complains. (Use....disagreed.....)
13. Nantaba was appointed a minister. This excited her relatives. (Begin: Nataba’s relatives...)
14. Our baby likes porridge more than milk tea. (Use:Prefer.....)
15. If you put a lot of sugar into the dough, the cake will be very sweet. (Begin: The more.....)
16. The doctor advised the patients. This pleased them so much. (Begin: The doctor’s.....)
17. The prices of food have gone up because of the long dry spell. (Begin: Due.....)

18. The teacher of social studies organized the educational tour. (Use....by the)
19. The picnic was colorful, so we reached home late. (Use....arrived.....)
20. The chief guest will speak to you at the party. (Begin: You will be)
21. Hunters walk bare foot even when they go in thick bushes. (Use....accustomed.....)
22. David does not enjoy waking up very early. (Use....used.....)
23. Joan is eager to see her P.L.E results. (Use....looking forward.....)
24. Mummy told me to take of the baby. (Use....charged.....)
25. She mistreated her house maid. (Use....accused.....)
26. The bride smiled broadly because she excited. (Use....due to.....)
27. The goats will destroy your flowers if you don't fence your courtyard.
(Use....likely.....)
28. Ssuubi can speak French fluently. (Use....capable.....)
29. The head cook promised to solve our problem. (Use....look into.....)
30. Chris Evans has managed to become the best singer. (Use....succeeded)
31. Farmers use pangas to cut thorn plants in their gardens. (Use....cutting.....)
32. He is responsible for looking after his family. (Begin: It is his.....)
33. He is the owner of that nice corner house. (Use....belong.....)
34. Who is the owner of that beautiful car? (Use....belong.....)
35. Several farmers have depended on bank loans. (Use....benefit.....)
36. Who lent you those nice brown shoes? (Use....borrow.....)
37. Can you carry this heavy luggage? (Use....capable.....)
38. Anybody who disobeys the school rules will be expelled. (Use....comply.....)
39. My parents thanked me for passing my exams highly. (Use....congratulated me.....)
40. Resty was very good at giving public speeches. (Use....confident.....)
41. He hid behind the kitchen. He did not go to school. (Use....instead of)
42. My little sister is not good at mathematics. (Use....weak.....)
43. They thought Kapere had stolen his neighbour's cow. (Begin: Kapere was.....)
44. You should stop using abusing language in the public. (Use.....insisted.....)
45. The president will attend the independence cerebration at Kololo.
(Use....preside.....)
46. The teacher told us to try to be busy with our work. (Use....concentrate.....)
47. If you don't respect the school rules, you will be punished. (Use....abide.....)
48. Kagimu was sent to prison for ten years. (Use....sentenced.....)
49. Elders must respect children's rights. (Use....ought.....)
50. Why did the mourners quarrel with one another? (Use....themselves.....)
51. The teacher told us to work hard at all times. (Use....insisted.....)
52. Girls often fear dogs so much. (Use....frightened.....)

Practice II

Re write the following sentences as instructed in the brackets without changing their meanings.

1. Are you able to carry that heavy luggage without my help? (Rewrite the sentence using.....capable.....)
2. The headmistress promised to solve your burning problem. (Rewrite the sentence using.....look.....)

3. The cows will destroy your garden if you don't fence it. (Rewrite the sentence using.....likely.....)
4. By the time we reached the hospital gate, the patient had died. (Rewrite the sentence using.....arrive.....)
5. Did you involve yourself in the National Athletics competitions? (Rewrite the sentence using.....participate.....)
6. We should keep our school clean at all times. (Rewrite the sentence using.....ought to.....)
7. Mr. Kasule was blamed for mistreating his daughters. (Rewrite the sentence using.....accused.....)
8. Kasirye was imprisoned for six years for murder. (Rewrite the sentence using.....sentenced.....)
9. Peter does not like to wake up early. (Rewrite the sentence using.....accustomed.....)
10. She is good at praising herself in public. (Rewrite the sentence using.....fond.....)
11. We ought to pay attention to our teachers. (Rewrite the sentence using.....attentive.....)
12. Mukasa, the team captain is my close relative. (Rewrite the sentence using.....related.....)
13. I will thank my teachers after getting my P.L.E results. (Rewrite the sentence using.....looking forward to.....)
14. You must accept all the school rules and regulations. (Rewrite the sentence using.....comply.....)
15. Nakatudde is not good at mathematics. (Rewrite the sentence using.....weak.....)
16. Because of his ill health, he retired from public service early. (Rewrite the sentence using.....owing to.....)
17. She apologized so as to avoid being punished by her mother. (Rewrite the sentence using.....in order.....)
18. We should act as the teacher instructed us. (Rewrite the sentence using.....according.....)
19. Col. Garang died fighting for his country. (Rewrite the sentence using.....on behalf.....)
20. He couldn't attend school because his father was seriously ill. (Rewrite the sentence using.....due.....)
21. Patel is both a trader and a lorry driver. (Rewrite the sentence using.....besides.....)
22. The dogs barked from morning up to night. (Rewrite the sentence using.....till.....)
23. She hid in the nearby bush. She didn't go to school. (Rewrite the sentence using.....instead of.....)
24. Old George died last week. It was cancer that killed him. (Rewrite the sentence using.....died of.....)
25. I haven't met Jane Kasumba for three weeks now. (Rewrite the sentence ending.....ago.)
26. Gen. Aronda is remembered for his good service in the army. (Rewrite the sentence using.....famous.....)
27. My dress and yours are quite similar. (Rewrite the sentence using.....similarity.....)
28. He managed to score one hundred marks in the English test. (Rewrite the sentence using.....succeeded.....)
29. The spectators started arguing one another at the end of the month. (Rewrite the sentence using.....among.....)
30. Our school greatly differs from yours. (Rewrite the sentence using.....difference.....)
31. My parents thanked me for my good performance in the exams. (Rewrite the sentence using.....congratulated.....)

32. Mr. Ddumba was accused of child mistreatment. (Rewrite the sentence using.....charged.....)
33. The traffic officer told the driver to stop over speeding his lorry. (Rewrite the sentence using.....warned.....)
34. The herdsman likes to walk on bare foot all the time. (Rewrite the sentence using.....used.....)
35. We are eager to see Sylvia playing the piano. (Rewrite the sentence using.....look forward.....)
36. The thieves entered Kalemera's shop via the window. (Rewrite the sentence using.....broke.....)
37. Most of the guests at the party were wearing expensive suits. (Rewrite the sentence using.....smartly dressed.....)
38. It is my responsibility to take care of my father's puppy. (Rewrite the sentence using.....responsible.....)
39. The bible contains several prophetic books. (Rewrite the sentence using.....consists.....)
40. Our school has pupils from different districts. (Rewrite the sentence using.....comprises.....)
41. Kalipso does not like to take her medicine. (Rewrite the sentence using.....interested.....)
42. Did you mind to see the guest of honour? (Rewrite the sentence using.....succeed)
43. There are several lazy pupils in my class. (Rewrite the sentence using.....is comprised.....)
44. Musa's poor performance in P.L.E disappointed his father. (Rewrite the sentence using.....disappointed by.....)
45. By the next morning, the queen had reached Entebbe airport. (Rewrite the sentence using.....arrive.....)
46. She might spend her Easter holidays with her aunt in Mombasa. (Rewrite the sentence using.....eager)
47. It is advisable for young girls to avoid sex until marriage. (Rewrite the sentence using.....abstain.....)
48. If he does not stop smoking, his health will worsen. (Rewrite the sentence using.....refrain.....)
49. The bank lent ten million shillings to local farmers to buy exotic breeds of cattle. (Rewrite the sentence using.....borrowed.....)
50. Mr. Masinde lost his expensive phone. It is a thief who took it. (Rewrite the sentence using.....robbed.....)
51. Museveni's wife supported her husband during the time of war. (Rewrite the sentence using.....stood by)
52. The prisoners disliked mistreatment by their guards. (Rewrite the sentence using.....protested.....)
53. You cannot cross a wide river while swimming. It is difficult. (Rewrite the sentence beginning: It is difficult to swim.....)
54. The market is completely down. It is fire that gutted it. (Rewrite the sentence using.....completely gutted.....)
55. They took away all the property from the orphans. (Rewrite the sentence beginning: The orphans were deprived.....)
56. Tom was punished because he broke the glass. (Rewrite the sentence using.....breaking)

57. Did the driver defile the little girl? (Rewrite the sentence using.....accused.....)
58. My mother does not accept whatever I tell her. (Rewrite the sentence using.....believe in.....)
59. I like to swim so much. (Rewrite the sentence using.....accustomed.....)
60. The teachers organized the children farewell party. (Rewrite the sentence ending by the teachers.)
61. The bible has been written in several languages. (Rewrite the sentence using.....translated.....)
62. Why did you go out of school without getting permission? (Rewrite the sentence using.....escape.....)
63. We ought to be aware of bad people in our community. (Rewrite the sentence using.....guard.....)
64. The headmistress did not like the teachers' decision. (Rewrite the sentence using.....in favour.....)
65. She is not able to score a hundred marks in the test. (Rewrite the sentence using.....capable.....)
66. I can't give you a job because you are unable to read and write. (Rewrite the sentence using.....because of.....)
67. The police officers did not allow us to go to the accident scene. (Rewrite the sentence using.....prevented.....)
68. Kiprotich has performed very well in sports for several years. (Rewrite the sentence using.....excelled.....)
69. Mummy promised to give me a new dress for my birthday party. (Rewrite the sentence using.....provide.....)
70. Has she now improved after the long illness? (Rewrite the sentence using.....recovered.....)
71. Did Nalongo produce twins again? (Rewrite the sentence using.....give birth.....)
72. Did you go to bury the son of the village chief? (Rewrite the sentence using.....attend.....)
73. The police took away the suspected thief from the angry villagers. (Rewrite the sentence using.....rescued.....)
74. The villagers thought that Kalule had stolen his neighbour's goat. (Rewrite the sentence using.....suspected.....)
75. We use the dictionary to search for new words. (Rewrite the sentence using.....look.....)

VERBS.

What are verbs?

Verbs are words that express actions, verbs are doing words identifying actions in a sentence.

Examples.

1. My father bought a new car last month.
2. Nalumansi is my best friend in this school.
3. He carries a school bag every morning.
4. Who is that strange man standing at the roadside?

5. Have you ever swam across a fast running river?

Types of verbs.

There are several classes of verbs, namely;-

- ❖ Regular verbs.
- ❖ Irregular verbs.
- ❖ Helping verbs.
- ❖ Transitive verbs.
- ❖ Intransitive verbs.

(i) Regular verbs.

Regular verbs are verbs which take letters “**d, ed, ied**” in their past tenses.

Examples of Regular verbs.

Walk, wait, stop, add, laugh, believe, receive, complete, change, etc.

Add letter “d”

Eg. arrive	compare	abbreviate	accuse	decorate	complete	move
approve	continue	define	escape	smile	allocate	
acquire	delete	change	enlarge	advise	agree	curse
curve	debate		deceive	receive	believe	
accelerate	dance					

Add letter “ed”

Eg. talk	walk	depart	laugh	detect	wait	
construct	defend	allow	add	subtract	protect	climb
stone						

Add letter “ied”

Eg. cry	deny	occupy	study	marry	fry	reply	rely
try							
Specify	supply	copy	burry	satisfy	dry	dirty	
empty	simplify	modify	identify	disqualify	qualify		

Double the last letter before changing into past tenses.

Eg. prefer	mop	rob	commit	snap	travel	expel	drip	beg
stop	kidnap	omit	plan	slap	knit			

(ii) Irregular verbs.

These are verbs which do not take letters “d, ed, ied” in their past tenses. Their past tenses forms are written in many forms.

Examples of irregular verbs in groups.

Verb	Past tense	Past participle	Verb	Past tense	Past
participle					
Lend-----	lent-----	lent	lose-----	lost-----	lost
Spent-----	spent-----	spent	shoot-----	shot-----	shot
Send-----	sent-----	sent	get-----	got-----	got
Build-----	built-----	built	light-----	lit-----	lit
Burn-----	burnt-----	burnt	sit-----	sat-----	sat

Learn -----learnt-----learnt
Note: (learned, smelled, burned) are often used

Feel-----felt-----felt

Meet-----met-----met
dreamt

Mean-----ment-----ment

Tell-----told-----told
laid

Pay-----paid-----paid
found

Say-----said-----said
heard

Hold-----held-----held
read

Make-----made-----made
brought

Buy-----bought-----bought
-fought

Think-----thought-----thought
-caught

Verb	Past tense	Past participle.
------	------------	------------------

Eat-----	ate-----	eaten
----------	----------	-------

Forget-----	forgot -----	forgotten
-------------	--------------	-----------

See-----	saw-----	seen
----------	----------	------

Hang (person)-	hanged-----	hanged
----------------	-------------	--------

hang (article)---	hung-----	hung
-------------------	-----------	------

bring-----	brought-----	brought
broken		

choose-----	chose-----	chosen
spoken		

steal-----	stole-----	stolen
woken		

drive-----	drove-----	driven
frozen		

ride-----	rode-----	ridden
risen		

shine-----	shone-----	shone
beaten		

bite-----	bit-----	bitten
hidden		

blow-----	blew-----	blown
-fled		

fly-----	flied-----	flew
crept		

Smell-----	smelt-----	smelt
------------	------------	-------

teach-----	taught-----	taught
------------	-------------	--------

leave -----	left-----	left
-------------	-----------	------

dream -----	dreamt-----	
-------------	-------------	--

sell-----	sold-----	sold
-----------	-----------	------

lay-----	laid-----	
----------	-----------	--

find-----	found-----	
-----------	------------	--

hear-----	heard-----	
-----------	------------	--

read-----	read-----	
-----------	-----------	--

bring-----	brought-----	
------------	--------------	--

fight-----	fought-----	
------------	-------------	--

catch-----	caught-----	
------------	-------------	--

Verb	Past tense	Past
------	------------	------

fall-----	fell -----	fallen
-----------	------------	--------

give-----	gave-----	given
-----------	-----------	-------

take-----	took-----	taken
-----------	-----------	-------

wear-----	wore-----	worn
-----------	-----------	------

tear-----	tore-----	torn
-----------	-----------	------

break-----	broke-----	
------------	------------	--

speak-----	spoke-----	
------------	------------	--

wake-----	woke-----	
-----------	-----------	--

freeze-----	froze-----	
-------------	------------	--

rise-----	rose-----	
-----------	-----------	--

beat-----	beat-----	
-----------	-----------	--

hide-----	hid-----	
-----------	----------	--

flee-----	fled-----	
-----------	-----------	--

creep-----	crept-----	
------------	------------	--

bear-----bore-----born
 -laid
 swear-----swore-----sworn
 --lied
 grow-----grew-----grown
 -known
 throw-----threw-----thrown
 drawn
 show-----showed-----shown
 -sank
 sing-----sung-----sang
 --swam
 spring-----sprung-----sprung
 slept
 die-----dying-----died
 bet
 dye-----dyeing-----dyed
 bit
 rust-----rust-----rust
 knit-----knit-----knit
 miscast
 mishit-----mishit-----mishit
 -quit
 offset-----offset-----offset
 output
 sweep-----swept-----swept
 kept
 feel-----felt-----felt
 knelt
 weep-----wept-----wept
 dag
 sting-----stung-----stung
 stuck
 cling-----clung-----clung
 wrung

lie (sleep) -----lay-----

lie (deceive) -----lied-----

know-----knew-----

draw-----drew-----

sink-----sunk-----

swim-----swam-----

sleep-----slept-----

bet-----bet-----

bid-----bid-----

cast-----cast-----cast

miscast-----miscast-----

quit-----quit-----

output-----output-----

keep-----kept-----

kneel-----knelt-----

dig-----dug-----

stick-----stuck-----

wring-----wring-----

Irregular verbs that don't change.

cut-----cut-----cut
 put
 hit-----hit-----hit
 broadcast
 telecast-----telecast-----telecast
 split
 knit-----knit-----knit
 let

put-----put-----

broadcast-----broadcast-----

split-----split-----

let-----let-----

cast-----cast-----cast
burst
shut-----shut-----shut
set
bet-----bet-----bet

burst-----burst-----
set-----set-----

(iii) Auxiliary verbs / helping verbs / modal verbs.

These are verbs which do not show actions. They help the main verbs in the sentence.

Examples.

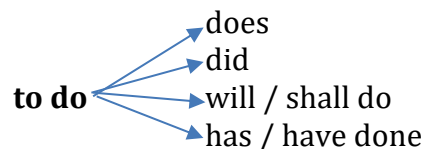
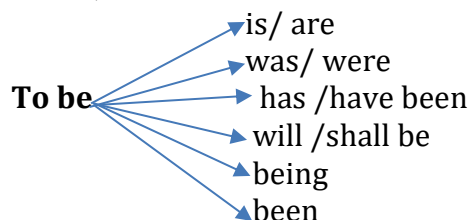
Is, was, were, has been, had, will, shall, can, might, should, ought, used to, need to, must, seems to be, etc.

Identifying helping verbs in sentences.

1. John and Mary are happily married.
2. We ought to work hard at our studies.
3. The criminal will be hanged alive.
4. My mother used to work in Mbale hospital.
5. We have invited several guests to the party.
6. You mustn't shout at my baby.
7. The lions seem to be the kings of the jungle.
8. The criminals were sentenced to life imprisonment.

The verb “to be and to do”

It is the one of the commonest helping verbs. it can be used in different tenses as seen below;-



Note: Such verbs can be both main verbs and helping verbs.

Examples.

1. She has a new dress. (Main verb)
She has bought a new dress. (Helping verb)
2. We have enough food for the party.
We have prepared enough food for the party.
3. The maid needs some help in the kitchen.
4. The baby needs to drink some more milk.

Activities.

(i). Activity I. Regular verbs

Use the words in the brackets to complete the following sentences correctly.

1. At the party, most guests.....beers to other drinks. (prefer)
2. The famous village chief wasin his home village last week. (burry)
3. By whom was my new dress.....? (dirty)

4. My fatherhis letters whenever he receives them. (reply)
5. The naughty boys werefrom school due to their misbehavior. (expel)
6. My motherme to work hard at my studies. (courage)
7. Careless driversthe lives of other road users. (danger)
8.broken bottles on the floor is dangerous. (drop)
9. If shehard, she will get promoted to primary seven. (study)
10. She neither welcomed me nor.....at me. (smile)
11. He has beento the hospital. (admit)
12. The president isa battalion of soldiers wherever he goes. (accompany)
13. Have you ever.....to your mother after wrong doing.
14. She.....her school bag whenever she goes.(carry)
15. My mother does notwith the house maid.(sympathy)

Insert the following verbs in the correct places to complete the sentences meaningfully.

16. The soldierswhen the commander-in-charge arrived.
17. Martin.....his thirst with a bottle of water after taking the 200M race.
18. The crime wasin the late hours of the night.
19. The boysstealing their father's money from his bedroom.
20. The first prize wasto the best performer.
21. The heavily loaded vehicleon the slippery road.
22. The operation wasby a famous surgeon.
23. The head of statethe nation over the radio last night.
24. The old building had to bebecause it was unsafe.
25. My eldest brotherhis birthday party last week.

(ii) Activity II. Irregular verbs.

Use the words in the brackets to complete the given sentences correctly.

1. The evening English news on UBC radio was.....by Bbaale Francis. (broadcast)
2. Have you everyour bicycle on a busy road? (ride)
3. A mad maninto the traveler's face yesterday. (split)
4. Anyone who.....the teacher's verandah will be punished. (dirty)
5. If we hadearly, we wouldn't have missed the first train. (wake)
6. By whom was the baby's ball.....? (bursting)
7. A large snakeinto our house last night. (creep)
8. The policemanthe armed thieves to death. (shoot)
9. Would you please give me a bottle ofsoda? (freeze)
10. A mad dog.....our herdsman last night. (bite)
11. By the time the police arrived, he was stillin her bed. (lie)
12. Heavy clothes arein cold areas of the world. (wear)
13. Sheher clothes on the drying line after washing them. (hang)
14. My only coin.....into a pool of dirty water. (sinking)
15. By the time the police arrived, the thief hadinto the bush. (flee)
16. By the time we arrived, the national anthem(sing)

17. A planeover our school every morning. (flying)
18. The hostess.....down to greet us as soon as we arrived. (kneel)
19. We are going to have our supper in thehall. (dine)
20. The mournersbitterly at the burial of the village chief. (weep)
21. By whom was the colour of your dress.....? (choose)
22. The police announced that the dead pedestrian had beenby a speeding car.
(hitting)
23. The newly-elected prefects werein by the parish priest. (swear)
24. The injured manhis pain in silence. (bear)
25. My motherseveral nice baskets last year. (weave)
26.is a very interesting skill. (knit)
27. Who is that ladyfirewood at the kitchen. (split)
28. My motherher clothes before Easter. (dye)
29. The thieves hadthe stolen money behind the thick bush. (hide)
30. The lady for whom wethe garden didn't appreciate. (dig)

The participle forms of verbs.

Participle refers to the form of a verb used in compound tenses and as an adjective.

There are two forms of participle in English. Namely:

- ❖ The present participle which ends with “...ing”
- ❖ Past participle which ends with “...ed”

Examples.

1. He did his home work. He went out to play.
 - Doing his home work, he went out to play. (Present participle)
 - Having done his home work, he went out to play. (past participle)
2. The pupils saw their head teacher at the door way and stopped playing at once.
 - Seeing their head teacher at the door way ,the pupils stopped playing at once.
(Present participle)
 - Having seen their head teacher at the door way ,the pupils stopped playing at once
(past participle)
3. Doreen ate her breakfast. She rushed to school.
 - Eating her breakfast, Doreen rushed to school. (Present participle)
 - Having eaten her breakfast, Doreen rushed to school (past participle)
4. The mad man crossed the busy road carelessly. A speeding car knocked him down.
 - Crossing the busy road carelessly, the mad man was knocked down by a speeding car.
(Present participle)
 - Having crossed the busy road carelessly, the mad man was knocked down by a speeding car. (past participle)

Activity I.

Rewrite the following sentences as instructed in the brackets correctly.

1. It is interesting to drive a car with an open roof. (Begin: To drive.....)
2. It is stupidity to use abusive language in public. (Begin: Using.....)

3. It is wrong to go on holiday without your report. (Begin: To go.....)
4. It is difficult to revise your notes in a dark room. (End:.....is difficult.)
5. It is wrong to dodge one's house work. (End:..... Wrong.)
6. It is quite difficult to live with people who are greedy. (Begin: Living.....)
7. It is very bad to befriend people who are lazy. (End:.....is quite difficult.)
8. It is bad manners to speak with food in your mouth. (End:.....is bad.)
9. It is wrong execute corporal punishments to pupils. (End:.....is wrong.)
10. It is dangerous to get married before completing school. (Begin: Getting.....)
11. It is not easy to speak to speak confidently in public. (Begin: To speak.....)
12. It is unwise to cry for split milk. (Begin: Crying.....)
13. It is wrong to involve oneself in examination malpractices. (End:.....is wrong.)
14. It is actual stupidity to use abusive language in public. (End:actual stupidity.)

Using: "the infinitive..... "ing"

Examples.

1. A pedestrian crossed the busy road while running. A car knocked him down.
➤ Crossed the busy road while running, a pedestrian was knocked down.
2. I waited for you at the roadside and saw a deadly accident.
➤ Waited for you at the roadside, I saw a deadly accident.
3. It rained heavily throughout the season and the farmers got a good harvest.
➤ Raining heavily throughout the season, the farmers got a good harvest.

Practice.

Re-write the following sentences as instructed in the brackets.

1. As the traveler was feeling thirsty, he stopped and took some water. (Feeling.....)
2. The guests arrived at the party amidst loud cheers. They took their seats.
(Arriving.....)
3. Mulindwa drove carelessly on a busy road and caused an accident. (Driving.....)
4. He went to bed hungry and had a sleepless night. (Going.....)
5. The children ate rotten mangoes and later fell sick. (Eating.....)
6. The chief guest spoke nicely at the ceremony and amused the whole audience.
(Speaking.....)
7. The bride wore a nice gown at the wedding. She appeared elegant. (Wearing.....)
8. She paid all her hotel bills to the cashier. She got a receipt. (Paying.....)
9. The driver realized that there was some danger ahead. He reduced the speed.
(Realizing.....)
10. Mugula trained hard for the National boxing championships. He won the heavy weight title. (Training.....)

Using: "Having....with participle form of verbs.

Examples.

1. The pupils did their homework and then went out to play.
➤ Having done their work, the pupils went out to play.
2. He drove carelessly on a busy road and caused an accident.
➤ Having driven carelessly on a busy road, he caused an accident.

3. The choir sang many nice songs at the party and entertained the guests.
➤ Having sang many nice songs at the party, the choir and entertained the guests.

Activity.

Rewrite the following sentences as instructed in the brackets correctly.

1. He sang very well at the party. The audience cheered him loudly. (Begin: Having....)
2. We gave our sheets to the invigilator. He sealed in an envelope. (Begin: Having....)
3. We broke up for our Christmas holidays. We went camping. (Begin: Having....)
4. I did my house chores. I went out to play with my friends. (Begin: Having....)
5. She washed her uniform and hung them on the dry wire. (Begin: Having....)
6. He was elected the class monitor. He became excited. (Begin: Having....)
7. He wrote a letter a letter and enveloped it in a green envelope. (Begin: Having....)
8. We went to bed after saying our prayers. (Begin: Having....)
9. Our dad thanked us after planting flowers on either side of the compound. (Begin: Having....)
10. The baby drank a cupful of milk and fell asleep at once. (Begin: Having....)
11. The little boy saw a mad man at a distance and hid behind the signpost. (Having)
12. We woke up a bit late and missed the morning lessons. (Having)
13. Shamim wrote the best composition and the teacher gave her a prize. (Having)
14. We went to Jinja on tour and saw the source of the Nile. (Having)
15. Kafeero spent a lot of money on alcohol and he died a poor man. (Having)
16. The hungry gateman ate his food hurriedly and lay down to rest. (Having)
17. I noticed many changes in baby's behaviours and realized that he was sick. (Having)
18. We said an evening prayer and then went to bed at once. (Having)
19. I read the announcement in the newspapers and then prepared for the interview. (Having)
20. The little girl tore her dress and she started crying. (Having)
21. Natalia spoke rudely to her twin sister and then asked for forgiveness. (Having)
22. I paid all my hotel bills to the cashier and the she gave me a receipt. (Having)
23. The candidates worked tirelessly at the studies and then passed their exams with flying colours. (Having)
24. She swore not to do such a nasty thing and then the angry teacher forgave her. (Having)
25. He promised a lot of lies during his first campaign and then the voters taught him a lesson. (Having)
26. He rode a bicycle without brakes and then fell down and sustained serious injuries. (Having)

Formation of verbs from adjectives.

Several examples of verbs can be formed from other classes of words such as adjectives and nouns. Examples of such verbs include the following.

Enlarge enrich nationalize loosen enclose
 widen deepen, etc.

Study the table below carefully and find out how some verbs are formed from nouns and adjectives.

<u>Adjective</u>	<u>Verb formed</u>	<u>Adjective</u>	<u>Verb formed</u>
sharp	sharpen	cheap	cheaper
fat	fatten	rich	enrich
tight	tighten	poor	impoverish
loose	loosen	beautiful	beautify
wide	widen	equal	equalize
broad	broaden	popular	popularize
straight	straighten	able	enable
deep	deepen	pure	purify
short	shorten	simple	simplify
long	lengthen	little	belittle
quick	quicken	hot	heat
weak	weaken	light	lighten
strong	strengthen	sweet	sweeten
smooth	smoothen	calm	becalm
dark	darken	sad	sadden
tough	toughen	awake	awaken
close	enclose	soft	soften
large	enlarge	sure	ensure
new	renew	angry	anger
hungry	hunger		

(ii) Formation of verbs from nouns.

<u>Noun</u>	<u>Verb formed</u>	<u>Noun</u>	<u>Verb formed</u>
advice	advise	behavior	behave
practice	practise	sympathy	sympathize
bath	bathe	glory	glorify
class	classify	drama	dramatize
courage	encourage	thought	think
glory	glorify	receipt	receive
cloth	clothe	comparison	compare
danger	endanger	relief	relieve
custom	customize	dictation	dictate
company	accompany	song	sing
light	lighten	public	publicize
force	enforce	starvation	starve
nation	nationalize	residence	reside
memory	memorize	rebellion	rebel
height	heighten	signature	sign
proof	prove	obedience	obey

head	behead	dirt	dirty
fool	befool	power	empower
siege	besiege	reality	realize
circle	encircle	clarity	clarify
trust	entrust	summary	summarize
slave	enslave	safety	safe
loss	lose	envelop	envelop
death	die	little	belittle
light	enlighten	energy	energize
joy	enjoy		

Activity.

Use the words in the brackets to complete each of the sentences below correctly.

- KCCA hasmost of the roads in Kampala central. (wide)
- Careless drivers.....the lives of their fellow road users. (dangerous)
- The headmistress.....the pupils to work hard at their studies. (advice)
- The residents wereby the loud explosion from the nearby army barracks.
(awake)
- The teacher wanted to know who hadthe dining table. (dirt)
- The town mayor will beby the secretary for education. (company)
- Anyone who..... her school uniform will be punished right away. (dirt)
- The witness failed tothat their evidence was genuine. (proof)
- The police has promised tothe security of our village. (tight)
- I know Mr. Badaza that I couldn't tell where he (residence)
- The pen pal..... some nice photographs of her family in the letter. (close)
- Mummy.....her bay with the maid before she went to the party last
night. (trust)
- Several cities in Iraq have beenby the rebel forces. (siege)
- If youyour pen, you will be in trouble with the teacher. (loss)
- The baby's milk should bea letter before serving him. (hot)
- Is it easy toin this community? (pleasure)
- A good citizen.....approved laws of his community. (obedient)
- The driver failed towhat has caused the accident. (description)
- If shehard, she will become prefect. (practice)
- It is quite difficult tomost of the mathematical formula. (memory)
- The rebels.....several innocent people in the city of Tikrit.
- I waswhen my mother recovered from her long illness. (relief)
- Eric's poor performance in P.L.Ehis mother. (sad)
- The long war in Northern Uganda highly.....the local people. (poor)
- The bride wasin a very beautiful gown at the wedding. (cloth)

TENSES.

A tense is the change of a verb according to time. There are three types of tenses, namely;-

- The present tense.
- The past tense.

(iii) The future tense.

1.The present tense.

The present tense is subdivided into;-

- ♥ Present simple tense.
- ♥ The present continuous tense.
- ♥ The present perfect tense.
- ♥ The present perfect continuous.
- ♥ The present simple tense.

The present simple tense is used when referring to actions that happen every day, often, sometimes, rarely, seldom, weakly, etc.

Examples.

1. Mr. Ochom teaches us French and Art.
2. Alice carries a school bag every day.
3. Priests often preach to the congregation.
4. She usually wakes up early in the morning.
5. Elephants feed on grass like cows do.

Activity.

Complete the following sentences by filling in the blank spaces with the correct form of the given words.

1. My uncle.....French frequently. (speaking)
2. Anyone whomy dress will be punished. (dirty)
3. However hard he....., he doesn't succeed. ((trying)
4. Sheher homework before going to bed. (do)
5. Our class prefectthe teacher's bag to the staffroom daily. (carrying)
6. My motherme to misbehave in public. (not encourage)
7. An armed manour town mayor whenever he goes. (accompany)
8. Why do youthe lives of your passengers? (endangering)
9. My mother usuallyherself before she goes out daily. (beautify)
10. A potter oftena wheelbarrow loaded with luggage. (pushing)

♥The present continuous tense.

This is the tense that talks about actions which are still happening or taking place. The helping verb is (is / are + ing on the main verb)

Examples.

1. Juma is running to school at the moment.
2. The carpenter is cutting timber into small pieces.
3. The soldiers are matching into the barracks.
4. The little girls are dirtying the verandah.
5. Several people are suffering from the deadly virus.

Learn to spell.

Lying	knocking	dining	spying	weaving	dying
tidying	buying	biting	preferring	dyeing	
expelling	hurrying	dropping	singing	riding	splitting
knitting	expecting				

Activity.

Fill in the blank spaces with the correct form of the verbs to complete the given sentences.

1. Mr. Ndawula the mechanic.....my father's car now. (repair)
2. The builders.....a lot of sand on the long lorry. (carry)
3. Why is that boyin a dirty pool of water? (swim)
4. A drunken manthis long lorry carelessly. (drive)
5. A mad man isunder the mango tree at the roadside. (lie)
6. The head of state.....to America now. (fly)
7. Someone isour classroom now. (dirty)
8. Why are youyour friend on the head? (hit)
9. Some peopleall the large trees in Mabira forest. (cut)
10. The naughty boysstones at the police patrol car. (throw)

♥ The present perfect tense.

The present perfect tense is used when referring to actions that have just happened. The helping verbs used are **"has and have"** + the past participles of the verbs.

Examples.

1. The time keeper has just rung the morning bell.
2. We have already done our homework.
3. The passengers have left for Entebbe airport.
4. All our parents have paid our school fees.
5. The school choir has just sung my favourite song.

I }
We } have
They }

he }
she } has
it }

The most common adverbs are;- already, just, never, ever, since, now, today etc.

Activity.

Fill in the blank spaces with the correct form of the words in the brackets.

1. Ms. Namiiro hasseveral nice blankets. (weaving)
2. Have the farmerstheir seeds this season? (sowing)
3. I don't know who hasthis dull colour of our uniform? (choose)
4. Whoever hasto do her homework, is going to be punished. (forget)
5. A mad dog hasthe innocent pedestrian. (bite)
6. I know Mr. Ndawula but I have neverto his home. (to be)
7. Why have youyour long lorry carelessly on a busy road? (drive)
8. UBC has justthe evening English news. (broadcast)
9. Somebody has justmy pen away from my school bag. (taking)
10. A stranger has justat our front gate. (knock)
11. She has a very nice gown at her wedding party. (wear)
12. The new girl hasher classwork carelessly and untidily(write)
13. A swarm of bees has attacked andour herdsman. (sting)
14. The father hashis coins in a strong metallic box. (keeping)
15. I haveRachael for many years but I have never gone to her home. (know)
16. My mother's hen hasseveral eggs since last week. (lay)
17. My father's puppy has justdown in its new kennel. (lie)
18. She hasn't.....up early enough to catch the morning bus. (wake)
19. Many of the gusts have.....their hair to beautify themselves. (dye)

20. Who hasthis multi-coloured sweater? ((knit)
21. Whoever hasher uniform will not be allowed in class. (dirty)
22. We have justour books on the shelves in the staffroom. (put)
23. We havethe garden of bananas for the old woman but she has not thanked us. (digging)
24. Someone has.....the verandah of our classroom. (dirtying)
25. Have the pupils alreadyup for the morning lessons. (wake)

The adverbs: ever, never, since, just, already, now are commonly used in the present tense.

Examples.

1. Thomas has never been to the airport.
2. A have never gone to the place where my mother was born.
3. Have you ever visited Karuma falls on river Nile?
4. The girls have already done their housework.
5. My parents have been happily married since 2000.
6. The surgeon has performed the operation since nine o'clock.
7. My aunt has returned from Dubai today.
8. Have you ever woven such a nice basket?

Activity.

Re-write the following sentences in the present perfect tense correctly.

1. Namubiru is wearing her best dress for the party. (.....has.....)
2. Someone is bursting the baby's ball. (.....has.....)
3. UBC radio is broadcasting the evening news. (.....already.....)
4. The choir is singing my favorite traditional song. (.....just.....)
5. The girls wake up late for the morning lessons. (.....have.....)
6. We are speaking to the headmistress about school sanitation. (.....just.....)
7. They are not swimming in the dirty pool of water.(.....never.....)
8. The time keeper is ringing the morning bell. (.....already.....)
9. The wild bees are stinging the innocent boys. (.....have.....)
10. My mother is flying to America today. (.....has.....)

♥ The present perfect continuous tense

The present perfect continuous tense is used to refer to actions that started happening sometime back and still continuing to happen.

The helping verbs are; **-has been/ have been + ing** on the main verb.

"for" and **"since"** are also commonly used in this tense.

Examples.

1. We have been learning English for seven years.
2. He has been repairing that car since last year.
3. We have been waiting for the guests since nine o'clock.
4. The builders have been renovating our dormitory for two weeks.
5. The school choir has been rehearsing since morning.

Activity IV.

Re-write the following sentences as instructed in the brackets.

1. The soldiers are marching. They started marching in the morning. (.....since.....)
2. My parents are happily married. They became married a long time ago. (.....for.....)
3. The dogs are barking loudly. They started barking at midnight. (.....since.....)
4. My mother is a singer. She became a singer many years ago. (.....for.....)
5. I know Mr. Ndawula. I came to know him when I was a child. (.....since.....)
6. A surgeon is performing the operation. He started at 7 o'clock. (.....since.....)
7. AIDS is killing several innocent people globally. It started killing them in the 1980's. (.....since.....)
8. President Museveni is ruling Uganda. He began ruling it over twenty five years ago. (.....for.....)
9. The preacher is speaking to the congregation. He began over three years ago. (.....for.....)
10. We are living here. We started living here many years ago. (.....for.....)

2. The past tense

The past tense is used to refer to actions that took place sometime in the past. The past tense is subdivided into the following smaller tenses;-

- ★ The past simple tense
- ★ The past continuous tense
- ★ The past perfect tense.
- ★ The past perfect continuous tense.

★ The past simple tense.

with the past simple tense, no helping / auxiliary verbs are used before the main verb. The main verb changes to its past tense.

Examples.

1. The dogs barked loudly the whole night.
2. The bride wore a very beautiful gown.
3. We took some photos at the picnic.
4. The pupils understood today's lesson well.
5. The pit sawyers cut down several trees.

Activity.

Use the words in the brackets to complete the given sentences correctly.

1. The agricultural showa few days ago. (begin)
2. Shethat new car expensively. (buy)
3. Milton Obote.....to Zambia after the overthrow of his government. (flee)
4. A small bird.....into the house yesterday. (fly)
5. The injured manto dead after the accident. (bleed)
6. Sheto her mother after her wrong doing. (apologize)
7. The lightningdown two innocent herdsmen to death. (strike)
8. Sheherself with a sharp knife when she was peeling matooke. (cutting)
9. The mournersbitterly when the coffin was lowered into the grave. (weep)
10. A mad man.....into the stranger's face last week. (spit)

★ The past continuous tense

The past continuous tense is used to show that an action was taking place in the past. This can be expressed in the following ways;-

- ❖ To show that the two events were taking place at the same time.
- ❖ To show that an activity was going-on when another one interrupted started happening.
- ❖ To show that the activity was continuous over a certain period of time.

Examples.

1. While we were slashing the compound, the girls were collecting rubbish.
2. While the teacher was teaching, Owen was dozing.
3. As I was going to school, I met a scoring mad person.
4. Uncle Juma arrived while we were having lunch.
5. We were revising our notes at that moment.
6. The president was addressing the nation last night.

Activity.

Change the verbs in the brackets into the past continuous tense.

1. The gardenerthe garden when a mad dog attacked him. (weed)
2. Alice.....a basket when her mother called her. (weave)
3. As weto school, we saw an accident victim. (run)
4. The head teacher.....when the inspector of schools arrived at school. (teach)
5. When weour favorite program on NTV, the electricity went off. (watch)

Re-write the following sentences as instructed in the brackets.

6. The choir was rehearsing in the main hall. The sports team was practicing in the field. (While...)
7. She was running to school. She fell down and injured her foot. (As.....)
8. The pedestrian was crossing the busy road. A speeding car knocked him down. (.....when.....)
9. The rebels were preparing for war. The army attacked them at their base in the jungle. (.....when.....)
10. I was in primary seven. My eldest brother was in the university. (While.....)
11. She was hurrying to school. She didn't speak to me. (As.....)
12. A clever thief was trying to break into the shop. The police arrived at the scene. (....while....)

★ The past perfect tense

The past perfect tense is used to show that one event took place before another but in past. It is also used to indicate that an activity took place before a certain expected time.

The only helping verb is "**had + the participle of the main verb in the sentence.**"

It is common to use "**already, just, when**" in this tense.

It is also common to use, "**by the time**" in this tense.

Examples.

1. When arrived when she had already fallen asleep.
2. By the time we reached the bus park, the first bus had just left.

3. The choir had sung my favourite song by the time we arrived.
4. The police arrived when the thieves had fled into the bush.
5. The pupils claimed that they had seen a ghost.
6. The girls who had written the best compositions were rewarded.

Activity.

Fill in the blank spaces with the correct form of verbs in the brackets.

1. Whoeverout without teacher's permission was punished. (go)
2. My father wanted to know whothe letter home. (bring)
3. By the time the match ended, Petertwo goals. (score)
4. When we entered the theatre, the concert (begin)
5. The thiefthrough the back door by the time we arrived. (creep)
6. The governmentseveral relief items to the flood victims in Kasese. (supply)
7. By the time we woke up, firedown the whole market. (burning)
8. She had a nasty dream the previous night. (have)
9. The maidmany nice baskets before she left. (weave)
10. The little girlher new ball before she started crying. (burst)

Re-write the following sentences as instructed in the brackets.

11. The drunken man insulted his wife several times before the police arrested him. (By the time....)
12. Our school football team scored three goals before the end of the match. (By the time.....)
13. Nalumu left the university after getting married to her boyfriend. (By the time.....)
14. He caused several road accidents before he was sentenced to imprisonment. (By the time.....)
15. President Museveni came into power before my mother was born. (By the time.....)
16. My grandfather was taken to several hospitals before he died. (By the time.....)
17. My mother was a teacher for several years before she retired from public service. (By the time.....)
18. I bought that new car in November. (By December.....)
19. The preacher spoke for three hours before the end of the sermon. (By the time.....)
20. My son was born before we divorced. (By the time.....)
21. Aisha tore her uniform before she returned home from school. (By the time.....)
22. My father was a soldier for fifty years before he died in the war. (By the time.....)
23. A bee stung the baby before her mother returned from the garden. (By the time.....)
24. The choir sang several songs before we arrived at the reception. (By the time.....)
25. The patient took the medicine after shaking the bottle. (By the time.....)
26. My hen laid ten eggs before the wild cat caught it. (By the time.....)
27. The accident took place after the passengers had complained to driver several times. (By the time.....)
28. Nakatudde went to America. I knew her for several years. (By the time.....)
29. My mother was a lawyer for several years before I was born. (By the time.....)
30. Our teacher arrived. We were in class for almost an hour. (By the time.....)
31. Nancy completed her university studies before getting married. (By the time.....)

★The past perfect continuous tense

In this tense, the only helping verb is “**had been + ing**” on the main verb in the sentence.

Examples.

1. The prisoner had been digging all the day.
2. The pupils had been making a lot of noise.
3. We had been splitting firewood.
4. My father had been saving money to buy a new car.
5. We had been preparing for our termly exams.
6. The choir had been rehearsing for the zonal competitions.
7. We had been doing our best in sports.

Activity.

Change the following sentences into the past perfect continuous tense.

1. We were watching our favourite program on Bukedde TV. (.....had been)
2. They were weaving their baskets when lightning struck. (.....had been)
3. Your dog was barking at the visitor. (.....had been)
4. We were expecting some visitors at our home that day. (.....had been)
5. We talked to the doctor about mummy’s illness. (.....had been)
6. Why were you over speeding your heavy loaded vehicle? (.....had been)
7. The house maid feed my father’s puppies. (.....had been)
8. The president was addressing the nation on UBC radio. (.....had been)
9. Mr. Ndawula taught us about letter writing. (.....had been)
10. Was the time keeper ringing the bell? (.....had been)

3. The future tense

The future tense is subdivided into four smaller tenses, namely;-

- ★ The future simple tense.
- ★ The future continuous tense.
- ★ The future perfect tense.
- ★ The future perfect continuous tense.

★ The future simple tense.

The future simple tense is used when we imagine / predict that an event or action will happen sometime in the future or at a point of time in the future.

The helping verbs used are; “**shall/ will**” / *going to*”

The future tense is commonly used when you wish to make predictions and promises.

He /John	}	will.....	I	}	shall.....
She / Mary			We		
It					
They					
You					

1. My daughter will be a beautiful daughter. (prediction)

2. I will inform him about it soon. (promise)
- ★ 3. It will rain heavily tonight. (prediction)
4. I am going to see my teacher tomorrow. (promise)

Activity.

Use the words in the brackets to fill in the blank spaces correctly.

1. Nantumeus next weekend. (visiting)
2. Wecare of ourselves until mummy comes back. (taking)
3. Imy homework after having supper. (doing)
4. The babywith the maid tomorrow. (staying)
5. The passengers.....for Entebbe airport soon. (leaving)
6. WeJimmy's birthday party tomorrow. (attending)
7. My father.....a new car after getting a loan from the bank. (getting)
8. The criminalsseveral questions at the police station. (answering)
9. Wefor our P.L.E in November this year. (sitting)
10. Our football teamtoday's football match. (winning)

★The future continuous tense

The future continuous tense is used when referring to an event that is taking place at a certain period in the future.

The helping verbs used are;- "**shall be / will be + ing**" to the main verb in the sentence.

Examples.

1. Our teacher **will be marking** the books in the evening.
2. We **shall be sitting** our examinations next month.
3. The guests **will be leaving** for Entebbe airport soon.
4. The farmers **will be sorting** their seeds next month.
5. The best performers **will be getting** some prizes at the end of the year.
6. We **shall be going** for a leisure walk after lunch.
7. We **shall be travelling** to Nairobi next week.

Activity.

Change the following sentences into the future continuous tense.

1. The doctor.....the swollen eye in the evening. (examine)
2. The first busat exactly 7 o'clock in the morning. (leave)
3. Our staff meetingplace in the staffroom tomorrow. (take)
4. The class monitress.....the blackboard after the teacher's lesson. (clean)
5. A friend of theirs.....them sometime next week. (visit)
6. We.....a live concert at the national theatre tomorrow. (enjoy)
7. We.....to the headmistress about school sanitation. (speak)
8. Theycomputer lessons during the holidays. (learn)
9. The patientfrom their illness if she completes her treatment. (recover)
10. We.....our meals in the dining hall and nowhere else. (to have)

The future perfect tense

The future perfect tense is used when referring to an event / action that will have taken place by a certain period in the future.

The helping verbs used are;- **“shall have / will have + participle** form of the main verbs.

It is common to use expressions such as;- by tomorrow, by next week, by next year, by this time, etc.

Examples.

1. By next year, we shall have completed primary seven.
2. By tomorrow, our father will have returned from abroad.
3. By the end of this lesson, we shall have completed this topic.
4. By the time she returns home, the maid will have prepared supper.
5. By the end of the day, the pupils will have received their prizes.



Activity.

Re-write the following sentences as instructed in the brackets.

1. I will learn to drive before I buy a car. (By the time.....)
2. The dentist will visit me today. (By the tomorrow.....)
3. We shall fly back to Uganda today. (By the tomorrow.....)
4. My sister will get married to her boyfriend before the end of this year. (By the end of this year.....)
5. We shall do our Primary Leaving Examinations in November. (By December.....)
6. The teacher will speak to my parents before the end of this week. (By the end of this week.....)
7. The plane will land at Entebbe airport at nine o'clock. (By ten o'clock.....)
8. The train will leave for Kampala at midday tomorrow. (By one o'clock tomorrow.....)
9. I shall build my own house before the end of this year. (By the end of this year.....)
10. The thief will flee into the bush before the police arrives. (By the time the police arrives.....)
11. I will speak to the chairman before the end of today. (By the end of today.....)
12. We shall wake up early before the timekeeper rings the morning bell. (By the time.....)
13. I shall understand the teacher's explanation before the end of the lesson. (By the end of.....)
14. My father will leave for Kampala before we reach home. (By the time we reach home.....)
15. We shall score at least two goals before the end of today's match. (By the end.....)
16. I shall learn to drive after buying my own car. (By the time.....)
17. The primary one pupils will join primary two after learning to write. (By the time.....)
18. President Museveni will go out of power after ruling this country for over twenty years. (By the time.....)
19. The teacher will rest after helping us to pass our P.L.E (By the time.....)
20. I shall visit my mother in the hospital before reporting back to school. (By the time.....)
21. The girls will weave five baskets before the end of next week. (By next week.....)
22. We shall build our own house before the end of next year. (By the end of next year.....)
23. We shall drive for over one hundred miles before we reach Gulu town. (By the time we reach Mbale.....)

24. The chairman will speak for three hours before the end of this meeting. (By the end of this meeting.....)
25. The boy ate six rotten mangoes before his mother stopped him.(By the time.....)

★ **The future perfect continuous tense**

The helping verbs used are;- shall have been + a verb in continuous form “ing”
will have been + a verb in continuous form “ing”

The future continuous tense is used when referring to events that started happening in the past but is likely to continue into the future.

Examples.

1. By next year, we shall have been learning English for seven years.
2. If she comes here again, she will have been visiting for the second time.
3. By the time the minister arrives now, we shall have been waiting for almost two hours.
4. By next year, my father will have been teaching in this school for five years.
5. By this evening, we shall have been watching that play for a full week.
6. By tomorrow, I shall have been staying here for five days.
7. By two o'clock, the prisoners will have been working for eight hours.

Activity.

Change the verbs in the brackets into the future perfect continuous tense to complete the sentences below correctly.

1. By next year, my little sisterschool for two years. (attend)
2. By the time the teacher arrives, wefor two hours. (revise)
3. When the bell goes, wefor the teacher for over an hour. (wait)
4. By the end of this lesson, wefor two hours. (learning)
5. By the time my father retires, hefor over twenty years. (teach)
6. By break time, the boys.....for almost two hours. (play)
7. By next year, we.....English for over seven years. (study)
8. By nine o'clock, the audiencethe play for three hours. (enjoy)
9. By the time my father reties, hefor twenty years. (drive)
10. By next year, Bobi Williamson.....our national team for five years. (train)
11. If you don't get promoted to primary seven, youfor the second time. (repeat)

Oral Drill (Tenses) *summary of tenses.*

1. The present tense.

The present simple tense----- Juma plays football daily.

The present continuous tense----- Juma is playing football at the moment.

The present perfect tense----- Juma has played football.

The present perfect continuous----- Juma has been playing football.

2. **The past tense.**

The past simple tense----- Juma played football daily.

The past continuous tense----- Juma was playing football.

The past perfect tense----- Juma had played football.

The past perfect continuous----- Juma had been playing football.

3. **The future tense.**

The future simple tense----- Juma will play football daily.

The future continuous tense----- Juma will be playing football

The future perfect tense----- Juma will have played football.

The future perfect continuous----- Juma will have been playing football.

PHRASAL VERBS.

Phrasal verbs are usually two word phrases, consisting of a verb and an adverb or a verb plus a preposition. Phrasal verbs are sometimes called compound verbs. Some of them have more than one meaning.

Common examples of phrasal verbs.

❖ **ask someone out:** To invite someone on a date.

eg. Brian asked Judy out to dinner and dance.

❖ **ask around:** To ask many people the same question.

eg. I asked around but nobody seemed to know her whereabouts .

❖ **back something up:** To reverse especially a car.

eg. You will have to back up your car so that the little girl can get out.

❖ **Back up:** To give extra support to somebody.

Eg. During the riots, the police got some back up from the army.

❖ **Blow up:** To explode.

g. The speeding car blew up after it crashed into the wall fence.

❖ **Blow something up:** To add air into.

Eg. Would you please blow up those balloons for the party?

❖ **Beak down:** To stop functioning normally. (Vehicle or machine)

Eg. Our vehicle broke down, so we had to foot to town.

❖ **Break something down:** To divide something into smaller parts.

Eg. The manager broke down the project into separate parts for easy management.

❖ **Break in:** To force entry into a building.

Eg. A clever thief broke into the house and stole our piano.

❖ **Break into:** To enter forcefully.

Eg. The policemen broke into the burning house to rescue the innocent children.

❖ **Break something in:** To wear something a few times so it doesn't look new.

Eg. I need to break those shoes in before I use them during tomorrow's football match.

❖ **Break in:** To interrupt.

Eg. The TV station broke in to report the sad news of the plane crash.

- ❖ **Break up:** To end a relationship.

Eg. Juliana broke up with her husband before she went to America.

- ❖ **Break out:** To escape.

Eg. The prisoners broke out of jail under the cover of darkness.

- ❖ **Bring up:** To mention a topic.

Eg. Today's motion was brought up by the teacher of English.

I become angry whenever mummy brings out my childhood deeds.

- ❖ **Bring up:** To raise a child/ children.

Eg. It is quite expensive to bring up children in towns.

- ❖ **Break out in something:** to develop a skin condition.

Eg. My baby broke out in a rash after that long illness.

- ❖ **Bring someone down:** To make someone unhappy.

Eg. The radio announcement brought me down completely.

- ❖ **Bring something up:** To start talking about something.

Eg. Whenever Dad brings out sports, Mum walks away.

- ❖ **Bring something up:** To vomit.

Eg. After drinking for several hours, the old man brought out all the beer.

- ❖ **Call around:** To make phone calls to different people.

Eg. We called around but we were unable to get the help we wanted.

- ❖ **Call someone back:** To return a phone call.

Eg. I called the company back but the offices were closed for the weekend.

- ❖ **Call something off:** To cancel something.

Eg. Jimmy's wedding was called off because his fiancée had not returned from America.

- ❖ **Call on someone:** To ask for an answer or an opinion.

Eg. Jimmy called on Resty for his proposed marriage.

- ❖ **Call on someone:** To visit someone.

Eg. I called on Peter last night but he wasn't home.

- ❖ **Call someone up:** To ring someone.

Eg. I would have called you up but I didn't have your telephone number.

- ❖ **Calm down:** To relax after being angry or upset.

Eg. You need to come down before you drive the car.

Has your girl friend calmed down after that quarrel?

- ❖ **Catch up:** To get to the same point as someone else.

Eg. You need to run faster if you want to catch up with Tadius.

- ❖ **Check in:** To arrive and register at a hotel or airport.

Eg. You can't get the hotel key unless you have checked in.

- ❖ **Catch on:** To become popular.

Eg. Jose Chameleon's music has caught on the local and international scene.

- ❖ **Check out:** To leave a hotel.

Eg. I checked out of the hotel at exactly nine o'clock in the morning.

- ❖ **Check out:** To investigate or look at someone or something carefully.

Eg. Our company checks out all new workers before they start their duties.

- ❖ **Cheer someone up:** To make someone happier.

Eg. I have brought you these new movies to cheer you up after that long journey.

- ❖ **Chip in:** To help.
Eg. If everyone chips in, we can complete this work by mid day.
- ❖ **Clean up:** To tidy or make something clean.
Eg. Would you clean up your bedroom before you go outside?
- ❖ **Come across:** To find something unexpectedly.
Eg. Has anyone come across my bunch of keys?
- ❖ **Come apart:** To separate.
Eg. I have not seen Edward since we came apart at the University.
- ❖ **Come forward:** To volunteer for a task give evidence.
Eg. The woman came forward to pin her husband in court.
- ❖ **Come from somewhere:** To originate from a place.
Eg. The Hindu come from India.
- ❖ **Count on:** To rely or depend on.
Eg. I'm counting you on you for dinner.
Don't count on me for transport because my car is down.
- ❖ **Come on:** To regain consciousness.
Eg. He was hit hard on the head, but a few minutes later he started to come on again.
- ❖ **Come up with:** To make a contribution.
Eg. The president has come up with a donation of ten million shillings to the school.
- ❖ **Cross out:** To draw a lone through to show that something is cancelled.
Eg. Please cross out your exercise and do it again.
- ❖ **Cut back on something:** To consume less.
Eg. The electrician advised us to cut back on electricity in order to pay less.
- ❖ **Cut something down:** To make something fall on the ground.
Eg. We cut down all the old coffee trees and planted young ones.
- ❖ **Cut in:** To interrupt.
Eg. I wonder why you cut in when I was talking to your sister.
- ❖ **Cut off:** To remove with something sharp.
Eg. The doctor cut off Jacinta's leg because it was severely injured in the accident.
- ❖ **cut something off:** To stop providing.
Eg. If you don't pay your water bills, the supply will be cut off.
- ❖ **Cut someone off:** To take out of a will.
Eg. My grandfather cut my father off because he refused to refrain from drinking alcohol.
- ❖ **Cut something out:** To remove part of something especially with a pair of scissors.
Eg. I cut this photograph out of the newspaper.
- ❖ **Do over:** To beat up or ransack.
Eg. His shop was done over by the angry mob.
- ❖ **Do over:** To repeat a job or task.
Eg. The teacher told me to do the work over.
Did you do over the home work?
- ❖ **Do away with:** To discard.
Eg. It is now time to do away with all those pieces of papers.
- ❖ **Do something up:** To fasten or close.
Eg. Can you do your coat up before you go out?
- ❖ **Dress up:** To wear nice clothes.

Eg. Let's dress up for tonight's party.

- ❖ **Drop back:** To move back in a position or group.
Eg. If you don't work hard, you will drop back to the third position.
- ❖ **Drop in/by/over:** To come without invitation.
Eg. My girl friend dropped in for a movie last night.
- ❖ **Drop off:** To take someone or something somewhere and leave them there.
Eg. I have to drop my little brother off at school before I go to work.
- ❖ **Drop out:** To quit a class or school.
Eg. Sandra surprisingly dropped out of school after P.L. E.
- ❖ **Eat out:** To eat at a restaurant.
Eg. I would rather eat out tonight because I'm very tired.
- ❖ **End up:** To eventually reach/ do/ decide.
Beg. We ended up resting in a hotel instead of going home late.
- ❖ **Fall apart:** To break into pieces.
Eg. My shoe sole fell apart during the foot ball match.
- ❖ **Fall out:** To separate from the interior.
Eg. My only coin fell out of my pocket during break time.
- ❖ **Fall out:** (of hair or teeth) To become loose and unattached.
Eg. Her teeth started falling out when she was only five.
- ❖ **Figure out:** To understand or find the correct answer.
Eg. Can you figure out how to fix this electric fan?
- ❖ **Fill in:** To write information in blank spaces.
Eg. They told me to fill in the application form with my name, address and telephone number.
- ❖ **Fill out:** To write information in blanks.
Eg. This application must be filled out in capital letters.
- ❖ **Fill up:** To fill to the top.
Eg. Would you please fill up that drum with water?
- ❖ **Find out:** To discover.
Eg. I don't know where Joel lives but I will find out from the neighbours.
- ❖ **Get something across/ over:** To communicate or make something understandable.
Eg. I tried to get my parents across but the teacher was too hungry to listen.
- ❖ **Get along /on:** To like each other.
Eg. Jerry's girlfriend couldn't get on with his sister Jemimah.
- ❖ **Get around:** To move around or have mobility.
Eg. The lame man can now get around with his wheel chair.
- ❖ **Get away:** To go on vacation.
Eg. The pupils had to get away for the week to celebrate their Easter.
- ❖ **Get away with:** To do without being noticed or punished.
Eg. The naughty boy couldn't get away with cheating in the exams.
- ❖ **Get back:** To return to a place.
Eg. When did you get back from your vacation?
- ❖ **Get something back:** To receive something you had before.
Eg. Have you got back your English note book?
- ❖ **Get back at someone:** To retaliate or take revenge.

- Eg. Tom got back at me for stealing his pen. He also stole my book.
- ❖ **Get back into something:** To become interested in something.
Eg. I have finally got back into my novel and I'm about to complete it.
 - ❖ **Get by:** To survive
Eg. My father is a poor man; nevertheless, he gets by without borrowing.
 - ❖ **Get on something:** To get onto a vehicle.
Eg. Can you get on the bus and we get moving?
 - ❖ **Get over something:** To recover from an illness, difficulty or loss.
Eg. I just got over flu recently and my sister has it now.
 - ❖ **Get over something:** To overcome a problem.
Eg. Our shop will have to close if we can't get over the new taxes.
 - ❖ **Get round to something:** To finally get time to do something.
Eg. I don't know when I'm going to get round to writing the invitation cards.
 - ❖ **Get together:** To meet usually for social reasons.
Eg. We shall get together for a luncheon today.
 - ❖ **Get through with:** To finish
Eg. Have the pupils got through with their work?
When the clerk get through with the typing?
 - ❖ **Get up:** To get out of bed/ To rise from bed.
Eg. She got up early to revise her notes.
 - ❖ **Give someone away:** To reveal hidden information about someone.
Eg. His accomplices gave him away to the police.
 - ❖ **Give someone away:** To take the bride to the altar.
Eg. Sarah's father gave her away at her wedding.
 - ❖ **Give something away:** To ruin a secret.
Eg. My little sister gave the surprise party away by accident.
 - ❖ **Give something away:** To give something to someone free of charge.
Eg. The library was giving away old books to create space for new ones.
 - ❖ **Give back:** To return a borrowed item.
Eg. I have to give back those shoes to Juma before tomorrow's match.
 - ❖ **Give in:** To stop arguing or fighting reluctantly.
Eg. Mummy didn't like my proposal but she pretended to give in.
 - ❖ **Give something out:** To give something to many people usually free of charge.
Eg. The guide was giving out free drinks to the pupils on tour.
 - ❖ **Give something up:** To stop or quit a habit.
Eg. The doctor advised me to give up smoking for the good of my health.
 - ❖ **Give up:** To stop trying.
Eg. The home work was very difficult, so I had to give up.
 - ❖ **Go after:** To follow someone.
Eg. It is dangerous to go after armed thieves.
 - ❖ **Go against:** To compete or oppose someone.
Eg. Manchester FC will go against Chelsea.
 - ❖ **Go ahead:** To start or proceed.
Eg. Please go ahead and take your tea before it gets cold.
 - ❖ **Go back:** To return to a place.
Eg. I have to go back home before dusk.

- ❖ **Go on:** To continue.
Eg. The pupils went on revising their notes up to midnight.
- ❖ **Go on:** To happen
Eg. The police wanted to find out what was going on when they heard the noise.
- ❖ **Go out:** To leave home and go on a social event.
Eg. Are we going out for Carlo's birthday party tonight?
- ❖ **Go out with:** To date someone.
Eg. Simbwa has been going out with Carol for several months.
- ❖ **Go over:** To review something.
Eg. Have you gone over your answers before submitting your book?
- ❖ **Go over:** To visit someone nearby.
Eg. I have taken long without seeing Sheila. I think I will go over for an hour.
- ❖ **Go without:** To suffer lack or deprivation of something.
Eg. We have gone without electricity for several months.
- ❖ **Grow apart:** To stop being friends over time.
Eg. We grew apart with Thomas when he joined a distant school.
- ❖ **Grow back:** To grow again.
Eg. Have your flowers grown back after cutting the?
- ❖ **Grow up:** To grow into an adult.
Eg. I will become a doctor when I grow up.
- ❖ **Grow out:** To become too big for something.
Eg. Elizabeth has become very fat. She has grown out of her uniform.
- ❖ **Grow into:** To grow big enough to fit.
Eg. Has the baby grown into his new pair of shoes?
- ❖ **To hand down:** To give something used to someone else.
Eg. I handed my old shoes down to my little sister.
- ❖ **Hand in:** To submit.
Eg. Have all the pupils handed in their homework books?
- ❖ **Hand out:** To distribute to a group of people.
Eg. They were handing out the dinning chits at the entrance.
- ❖ **Hand over:** To give something to someone unwillingly.
Eg. The police asked all the gusts to hand over all their mobile telephones and their fire arms before entering the venue.
- ❖ **Hang in:** To stay positive.
Eg. If you hang in there, I'm sure you will get a job.
You need to hand in before you get another job.
- ❖ **Hang on:** To wait for a short time.
Eg. Would you hang on please until my driver arrives?
- ❖ **Hang out:** To spend time relaxing.
Eg. Where did you hang out last night?
Let's go and hang out at Cissy's.
- ❖ **Hang up:** To end a phone call or conversation.
Eg. Did he say good bye before he hung up?
- ❖ **Hold back:** To prevent from doing or going.
Eg. I wanted to leave last night but mummy held me back.
- ❖ **Hold back:** To hold an emotion or feeling.

Eg. I held back my tears at my grandfather's funeral.

- ❖ **Hold on:** To wait for a short time.
eg. Please hold on as I get in touch with the manager.
- ❖ **Hold onto:** To hold firmly using your hands or arms.
eg. Can you hold on your hat because it is windy?
- ❖ **Hold up:** To rob.
Eg. The armed men with black masks held up the bank until the police rushed in.
- ❖ **Hold up:** To delay.
Eg. The chairman held up the meeting for more than an hour.
- ❖ **Keep away:** To remain at a distance.
Eg. The police sealed off the crime scene to ensure that the villagers were kept away from the exhibits.
- ❖ **Keep on:** To continue doing something.
Eg. The doctor told me to keep on taking my medicine.
- ❖ **Keep from:** To keep something as a secret from somebody.
Eg. They kept their relationship from their parents for two years.
- ❖ **Keep out:** To stop from entering a place.
Eg. Dogs should be kept out of the sitting room.
- ❖ **Keep up:** To continue doing something at the same rate.
Eg. If you keep up your performance, you will pass your exams highly.
- ❖ **Keep up with:** To maintain peace with.
Eg. It is difficult to keep up with quarrelsome neighbours.
- ❖ **Let down:** To fail to support or help/ disappoint.
Eg. Please, don't let me down this time.
- ❖ **Let in:** To allow someone to enter.
Eg. Can you let the guests in? They are standing at the door.
- ❖ **Login:** To sign in a website or Database. Etc.
Eg. You can't log in to Facebook if you have no password.
- ❖ **Log out/off:** To sign out of a website or Database.
Eg. If you don't log out, someone will get into your account.
- ❖ **Look after :** To take care of.
Eg. I have to look after my sick little sister.
- ❖ **Look down on:** To think less/ despise /consider somebody.
Eg. It is not good to look down on your teachers.
- ❖ **Look for:** To try to find.
Eg. She is looking for a gown for her wedding party.
- ❖ **Look forward to:** To be excited about something /to anticipate with pleasure.
Eg. The pupils are looking forward to going in holiday.
- ❖ **Look in on:** To visit somebody.
Eg. I'm going to look in on my girl friend after today's mass.
- ❖ **look into:** To investigate.
Eg. The police promised to look into our complaints.
- ❖ **Look out:** To be careful/ vigilant/ take proper notice of something.
Eg. The police are looking out for suspected criminals.
Look out! That car might hit you.
- ❖ **Look out for:** To be especially vigilant for something or someone.

Eg. Don't forget to look out for my money purse.

I look out for snakes whenever I walk in the bush.

- ❖ **Look over:** To check or examine.

Eg. Can you look over my letter for spelling mistakes?

- ❖ **Look up to someone:** To have a lot of respect for.

Eg. I have always looked up to my parents.

- ❖ **Look up:** To search in a list.

Eg. Please, look up Jimmy's telephone number in the phone book.

You have misspelled these words again. Please, look them up.

- ❖ **Make out:** To hear /understand.

Eg. He was very far. So we couldn't ably make out what he was saying.

- ❖ **Make up:** To lie about something.

Eg. I made up a story about my absenteeism from school.

- ❖ **Make up one's mind:** To decide.

My Dad made up his mind to join the army after school.

- ❖ **Make up:** To forgive each other.

Eg. We were very angry but we made up later.

- ❖ **Make someone up:** To apply cosmetics on someone's body.

Eg. I made up my baby brother for the party.

- ❖ **Make sure of:** To verify.

Eg. The gateman has to make sure of everyone's identity before he allows them in.

- ❖ **Mix up:** To confuse two or more things.

e. most of the teachers mix up the twins' names because they look very much alike.

- ❖ **Pass on/away:** To die.

Eg. His uncle passed on yesterday after a short illness.

- ❖ **Pass out:** To faint.

Eg. It was so hot at the assembly, so pupils passed out.

- ❖ **Pass something out:** To give the same thing to many people.

Eg. The visitor passes out several leaflets to the pupils.

- ❖ **Pass something up:** To decline something good.

Eg. I passed up the job offer because I needed self employment.

- ❖ **Pay back:** To return owed money or debt.

Eg. If you lend me some money, I will pay back next week.

- ❖ **Pay for:** To be punished for doing something bad.

Eg. The stubborn boy paid highly for his disobedience.

- ❖ **Pick out:** To select or choose from many.

Eg. Did you pick out any new dresses for me as well?

- ❖ **Point out:** To indicate with your finger.

Eg. Can you point out the boy who stole your pen.

- ❖ **Point out:** To call attention to.

Eg. The guide helped us to point out the major shopping centres in town.

Can you point out the major historical sites in Uganda.

- ❖ **Put down:** To put what you are holding on the floor.

Eg. Can you put down your bag and let me check your swollen finger?

- ❖ **Put down:** To abuse/ insult/ make someone feel stupid.

Some boys put their teachers down during lessons.

- ❖ **Put off:** To postpone.
Eg. We are putting off our trip until next term because of the cholera outbreak.
- ❖ **Put out:** To extinguish.
Eg. The neighbours put the fire out before the firemen arrived at the scene.
- ❖ **Put together:** To assemble.
Eg. The mechanic has already put together the car engine.
- ❖ **Put up with:** To tolerate.
Eg. I don't think I can put up with your badly behaved dog.
- ❖ **Put on:** To put on clothing or accessories on your body.
Eg. Don't forget to put on your new dress for the party.
- ❖ **Run across:** To find by chance.
Eg. I ran across one of my old friend at the party last night.
I ran across Jimmy recently but I forgot to inform him about the party.
- ❖ **Run into :**To meet unexpectedly.
Eg. I ran into an old friend at the shopping mall.
- ❖ **Run over/ through:** To rehearse or review something.
Eg. The actors ran through the scenes before the presentation.
- ❖ **Run away:** To leave unexpectedly or escape.
Eg. The boy ran away from school and he is still missing.
- ❖ **Run out:** To have no left.
Eg. The teacher ran out of fuel when he was driving to school.
- ❖ **Send back:** to return usually by mail.
Eg. The letter was sent back to me because I used I used a wrong address.
- ❖ **Set up:** To arrange or organize.
Eg. The chairman has set up an impromptu meeting.
- ❖ **Set someone up:** To trick or trap someone.
Eg. The police set up the thief by using a hidden camera mounted on the wall fence.
- ❖ **Shop around:** To compare prices from different sellers.
Eg. I want to shop around a little before I can make payment.
- ❖ **Show up:** To arrive.
Eg. At what time did you show up at the party?
Cissy always shows up for lessons late.
- ❖ **Show off:** To act boastfully because people are watching you.
Eg. The best cyclist showed off at the end of the race.
- ❖ **Sleep over:** To stay somewhere for a night.
Eg. You should sleep over tonight if the weather is not good.
- ❖ **Sort out:** To resolve a problem or pay bills.
Eg. We need to sort out all the water and electricity bills before the month ends.
- ❖ **Stick to:** To continue doing something/ limit yourself to one thing.
Eg. The doctor advised me to stick to that diet in order to cut weight.
- ❖ **Switch off:** To stop the energy flow/ turn off an electric appliance.
Eg. Could you switch off those lights, please?
- ❖ **Switch on:** To start the energy flow/ turn on an electric appliance.
Eg. I heard the announcement as soon as I switched on the radio.
- ❖ **Take after someone:** To resemble a family member.
Eg. Sandra took after her mother.

- ❖ **Take part:** To participate in an activity.
Eg. It is good to take part in sports activities at school.
- ❖ **Take back:** To return an item.
Eg. I have to take back this mobile phone to the shop because it is faulty.
- ❖ **Take down:** To make a written note of
Eg. The teacher advised us to take down all the instructions before doing the exercise.
- ❖ **Take off:** To start to fly.
Eg. The first plane took off a few minutes ago.
- ❖ **Take off:** To remove clothing or accessories.
Eg. You have to take off your shoes and clothes before swimming.
- ❖ **Take out:** To remove from a place or thing.
Eg. Can you take the garbage out to the pit?
- ❖ **Take out:** To pay for someone to go somewhere with you.
Eg. Mummy took me out somewhere to the party last night.
- ❖ **Talk back to :** To answer impolitely/ rudely.
Eg. The coach threw him out of the team because he talked back to him.
It is very unpleasant to talk back to you parents when they blame you.
- ❖ **Talk into:** To convince someone.
Eg. I talked to my mother into letting me borrow the car.
I will talk Jimmy into lending me some money.
- ❖ **Talk over:** To discuss
Eg. We have serious problems here. Let's talk them over like adults and friends.
- ❖ **Tear up:** To rip into pieces.
I tore up his stupid letter and threw them into the dust bin.
- ❖ **Think back on:** To remember often/ sometimes/ to recall.
Eg. When my dad thinks back on his childhood, he sometimes cries.
- ❖ **Think over:** To consider something.
Eg. Did you think over your mother's decision?
I have thought over your idea several times.
- ❖ **Throw away:** To dispose of.
Eg. It is not wise to throw away your old clothes.
- ❖ **Turn down:** To decrease the volume of.
Eg. Can you please turn down the volume of that TV set?
- ❖ **Turn down:** To reject .
Eg. Her application for the job was turned down.
I turned down her offer for the job because of no pay.
- ❖ **Turn off:** To stop the energy flow/ switch off.
Eg. Can you please turn off the TV set and come for dinner?
- ❖ **Turn off:** To repulse.
Eg. It was a very disgusting movie. It really turned me off.
His irritating proposal turned me off completely.
- ❖ **Turn on:** To start the energy flow/switch on.
Eg. It is already dark. Would you please turn the lights?
- ❖ **Turn up:** To increase the volume of.
Eg. Can you please turn up the music? I would like to listen to my favourite song.

- ❖ **Turn up:** To appear suddenly.
Eg. The little girl turned up after several days of disappearance.
- ❖ **Try on:** To sample on your clothing.
Eg. Can you please try on those jeans trousers?
- ❖ **Try out:** To test.
Eg. Have you already tried out your new car?
I have never tried out this type of Colgate.
- ❖ **Use up:** To finish the supply of
Eg. I have already used up all my books.
- ❖ **Wake up:** To stop sleeping.
Eg. I woke up before six o'clock today.
- ❖ **Walk out on:** To abandon.
Eg. Her husband walked out on her and their two children.
- ❖ **Warm up:** To increase the temperature of
Eg. Can you warm up that cooker to warm the baby's milk?
- ❖ **Warm up:** To prepare the body for an exercise.
Eg. We need to warm up before we start the match.
- ❖ **Wear off:** To fed away.
Eg. The soles of my shoes have worn off.
her makeup wore off before she reached the party.
- ❖ **Work out:** To exercise
Eg. How often do you work out at the gym?
- ❖ **Work out:** To be successful.
Eg. Our plan did not work out as we expected.
my father's business has really worked out.
- ❖ **Work out:** To make calculations.
Eg. Have you worked out the total cost of the party?
When we worked out, we discovered that the house was very expensive.

Activity.

Rewrite the following sentences, replacing the underlined words with other words with similar meanings.

1. The headmistress' car broke down before she reached school.
2. The thief who broke into our shop was gunned down by the armed guard.
3. Maria's marriage with Job did not work out, so they decided to break up.
4. The board meeting was called off till next week.
5. The police commander asked the demonstrators to calm down.
6. The sick man passed away after a short illness.
7. Sumaya last called on me about a month ago.
8. We have to clean up our dormitory room before we go out.
9. Why did you cross out your work yet it was correct?
10. Did you try to find out where Mr. Damulira lives?
11. My sister gets on well with her new husband.
12. The math teacher advised the girls not to give up.
13. Did you go up with your work after supper?
14. Dad held me back from moving alone at night.

15. My brother usually hangs out with his friends.
16. Mummy told me to look after the baby when she went to work.
17. Afande Felix Kaweesi made up his minds to join the police.
18. Would you please turn off that television set?
19. Several contestants did not take part in the final race.
20. All the pens which mummy gave me have got used up.
21. Mummy advised me to keep away from bad girls in our village.
22. How can we do away with this bad smell in the bedroom?
23. Mulalu does not get on well with his neighbours.
24. The doctor advised my father to give up the habit of smoking.
25. Some pupils have delayed to hand in their holiday work.
26. Did you work out the difficult sum yourself?
27. What the patient needs urgently is time to calm down.
28. I hate pupils who are good at showing off all the time.
29. The chairman has called off today's meeting.
30. It is quite hot. I need to take off my jacket.
31. It is very dangerous to give away people's secrets.
32. Did the complainant turn up for the village meeting?
33. A certain boy was noticed taking off from school.
34. Daddy said that he is fed up with our complaints.
35. We were told to hang on a little for the chairman to arrive.
36. Some pupils do not want to take part in sports activities.
37. Pupils who drop out of school often suffer.
38. By the time we arrived at the airport, the plane had taken off.
39. David's poor performance in P.L.E let down his father.
40. The manager decided to turn down my father's appointment.

Active and passive voice.

Active voice.

Sentences in **active voice** are written beginning with **subject, verb and then object.**

(S + V + O) S V O

Examples. ♥ Juma plays volleyball daily.
 ♥ Erinah is sweeping the verandah
 ♥ Soldiers carry guns wherever they go

However, sentences in **passive voice** are written in the order of **object, verb and finally subject.**

(O + V + S)

Examples. ♥ Volley ball is played by Juma daily.
 ♥ The verandah is being swept by Erinah.
 ♥ Guns are carried by soldiers wherever they go.

Changing sentences from active voice to passive voice

A. The present continuous tense and the passive

The helping verb used is;- ***“is being / are being + the participle form of the main verbs.***
When the subject is not clear, it's not necessary to mention in passive voice.

Examples.

1. Someone is stealing my rubbers.
My rubbers are being stolen by someone.
2. Ssimbwa is carrying the teacher's bag.
The teacher's bag is being carried by Ssimbwa.
3. She is speaking to them about school sanitation.
They are being spoken to about school sanitation by her.
4. A mad man is breaking into the school now.
The school is being broken into by the mad man now.

Practice I.

Re-write the following sentences as instructed in the brackets.

1. The school choir is singing my favourite songs. (My favourite songs.....)
2. The soldiers are carrying many deadly weapons to the battle front. (Many deadly weapons.....)
3. She is teaching them English this holiday. (They are.....)
4. We are listening to the news broadcast. (.....by us.)
5. Bbaale Francis is reading the seven o'clock news. (.....by Bbaale Francis.)
6. Somebody is discouraging me against over smoking. (I am.....)
7. The headmistress is looking into the difficult problem. (.....by the headmistress.)
8. The timekeeper is ringing the morning bell. (.....by the timekeeper.)
9. Somebody is singing my favourite song there now. (My favourite song.....)
10. Is the maid mistreating the innocent children? (.....by the maid.)

B. The present simple tense and the passive

The helping verbs used are;- ***“is / are + the participle form of the main verb.***

Examples.

1. The doctor warns us against over drinking.
➤ We are warned against over drinking by the doctor.
2. Someone often knocks down our little chicken.
➤ Our little chicken are often knocked down.
3. Someone usually beats my innocent girl on the road.
➤ My innocent girl is usually beaten on the road.

Practice II.

Re-write the following sentences as instructed in the brackets.

1. Musa always speaks many lies to her mother. (Many lies.....)
2. My father sometimes drives me to school in his car. (I sometimes.....)
3. The maid sweeps this kitchen every morning. (This kitchen

4. Lazy children disappoint their parents and teachers. (Parents and teachers.....)
5. Careless drivers endanger the lives of their innocent passengers. (The lives of.....)
6. Radio Simba broadcast Luganda news every morning. (The Luganda news.....)
7. Naughty boys often steal school property. (.....by the naughty boys.)
8. School pupils wear school uniform at School daily. (School uniforms.....)
9. Ugandan traders buy second hand vehicles from Japan. (Second hand vehicles.....)
10. My aunt takes me to school every beginning of term. (I am.....)

C. The present perfect tense and the passive

The helping verbs used are; **"has been / have been + participle form of the main verbs in the sentence.**

Examples.

1. Someone has stolen my father's only cow.
➤ My father's only cow has been stolen.
2. The cat has drunk the baby's milk in the kitchen.
➤ The baby's milk in the kitchen has been drunk by the cat.
3. I have taught them several skills in football.
➤ They have been taught several skills in football by me.

Practice III.

Re-write the following sentences as instructed in the brackets.

1. Nobody has driven that long lorry for many years. (That long lorry.....)
2. Mr. Ssonko has not driven his car for a fortnight. (That car.....)
3. The class monitor has told us to collect our exercise books. (.....by the class monitor.)
4. The maid has not fed my father's puppies today. (My father's puppies.....)
5. A speeding car was knocked down two innocent pedestrians today. (Two innocent pedestrian.....)
6. Cindy has written the best composition this year. (The best composition.....)
7. Nobody has helped me in this difficult work. (I have.....)
8. The headmistress has looked into your problems this year. (Your problems.....)
9. Somebody has stolen my favourite story book from the shelf. (My favourite)
10. A mad man has snatched the stranger's hut. (.....by a mad man.)
11. My father has driven me to school in his new car today. (I have been.....)
12. Mubiru, the team captain has scored the winning goal. (The winning goal.....)

D. The past simple tense and the passive

The helping verb used in this tense is:- **"was / were + the participle form of the main verb.**

Examples.

1. The president set the prisoners free last year.
The prisoner were set free by the president last year.
2. Mummy gave me a nice woolen dress last month.
I was given a nice woolen dress by mummy last month.
3. Somebody stole the head teacher's car last week.
The head teacher's car was stolen last night.

Practice IV.

Re-write the following sentences as instructed in the brackets.

1. The boy took a cupful of milk today. (A cupful of milk.....)
2. An armed thief broke into the bank yesterday. (The bank.....)
3. The seamstress served our uniforms last term. (Our uniform.....)
4. The police shot dead several armed thieves in Kamwokya. (Several armed thieves.....)
5. Somebody promised to give me a loan of one million shillings. (I was.....)
6. The beautiful gown wore a nice gown at her wedding yesterday. (A nice gown.....)
7. The strong winds blew all my seedlings last night. (All my seedlings
8. A deadly snake bite Liijo, the herdsman yesterday. (Liijo, the herdsman.....)
9. A speeding lorry knocked several pedestrians in Kalerwe. (Several pedestrians.....)
10. A short man drove that long lorry carelessly. (That long lorry.....)
11. The naughty boys spoke several nasty words at the party last night. (Several nasty words.....)

E. The past continuous and the passive

The helping verb used in the tense is- **was / were being + the participle form** of the main verb.

Practice V.

Re-write the following sentences as instructed in the brackets.

1. The old woman was weaving a nice basket. (.....by the old woman.)
2. The maids were wearing nice gowns at the reception yesterday. (Nice gowns.....)
3. The cats were running after the mice in the kitchen. (The mice.....)
4. She was driving them to school that morning. (They were being.....)
5. The cashier was withdrawing a lot of money from the company account. (A lot of money.....)
6. They were stealing a lot of money from the shop. (A lot of money
7. He was repairing my father's car at that moment. (My father's car.....)
8. A short man was driving that long lorry recklessly. (That long lorry.....)
9. Bbaale Francis was reading the English news. (The English news.....)
10. UBC television was broadcasting the presidential address. (The presidential address.....)
11. The traffic police was arresting several drunken drivers. (Several drunken drivers.....)
12. The several thieves were tricking several young men into criminal activities. (Several young men.....)

F. The past perfect tense and the passive

The helping verb used is "**had been + the participle form**" of the main verb.

Examples.

1. The police has arrested the armed thieves.
The armed thieves had been arrested by the police.
2. Grace Nakimera had entertained the guests.
The guests had been entertained by Grace Nakimera.
3. The scouts had repaired the old woman's house.
The old woman's house had been repaired by the scouts.

Practice VI.

Re-write the following sentences as instructed in the brackets correctly.

1. Nantume had written to me about the matter. (I had been.....)
2. We had just worn the day's football match. (The day's football match.....)
3. The cat had drunk all the baby's milk. (.....by the cat.)
4. My mother had already looked into the difficult problem. (.....by the mother.)
5. My father had fought several battles before his retirement from the army. (Several battles...)
6. The cashier had stolen a lot of money from the company account. (A lot of money.....)
7. She had already informed me about that matter. (.....by her.....)
8. My eldest sister had just bought that new car. (.....by my eldest sister.....)

G. The future simple tense and the passive

Use: shall be / will be + the participle of the main verbs.

Examples.

1. She will answer several questions at the court-of-law.
Several questions will be answered by her at the court-of-law.
2. I will solve that difficult problem tomorrow.
The difficult problem will be solved by me tomorrow.
3. Somebody will take us to the zoo on our tour next week.
We will be taken to the zoo on our tour by someone.

Practice VII.

Re-write the following sentences as instructed in the brackets.

1. Nandawula will sweep that bedroom this morning. (That bedroom.....)
2. The police will guard the entrance at the national theatre. (.....by the police.....)
3. The last person to enter the dormitory will lock the door. (The door.....)
4. Many mourners will attend the burial of Martin Angume. (.....by many mourners....)
5. Only experienced drivers will drive that long lorry. (...by only experienced drivers.....)
6. The gateman will keep the safety of our school. (.....by the gateman.....)
7. We shall freeze the visitor's soda in the refrigerator. (.....by us.)
8. Radio Simba will broadcast the Luganda news at 9:00 am. (The Luganda news.....)

9. We will carry the injured man to the hospital. (.....by us.)
10. I will study the engineering at the university. (Engineering.....)

H. The future tense and the passive

Use: *Shall have been + will have been + the participle* tense of the main verb.

Examples.

1. We shall have spent a lot of money on this house by the next year.
A lot of money shall have been spent on this house by next year.
2. The choir will have sung my favourite song before we arrive.
My favourite song will have been sung by the choir before we arrive.
3. We shall have completed this work by tomorrow.
This work shall have been completed by us tomorrow.
4. She will have done that work successfully by next week.
That work shall have been done by her the next week.

Practice VIII.

Re-write the following sentences as instructed in the brackets.

1. I will have scored at least two goals at the end of the match. (At least two goals.....)
2. My father will have built a new house next year. (A new house.....)
3. The police will arrest those thieves by tomorrow. (Those thieves.....)
4. The doctor will have extracted my bad tooth before the end of the day. (My bad tooth))
5. My twin daughters will have eaten enough food at the party. (Enough food.....)

Application of passive voice.

Rewrite the following sentences as instructed in brackets.

1. Even women can drive long lorries. (Begin: Long lorries.....)
2. The king had ridden this horse. (Begin: This horse.....)
3. The patient needs enough rest. (End:the patient needs.)
4. Nelson Mandela had addressed several conferences all over the world. Begin: Several conferences.....)
5. The best team took the trophy. (Begin: The trophy.....)
6. The seamstress will sew your uniform. (End:by the seamstress.)
7. The gardener was transplanting the seedlings. (Begin: The seedlings.....)
8. Dr. Omondi took care of the Ebola patients. (End:by Dr. Omondi.)
9. Chris read the morning English news bulletin. (End:by Chris.)
10. The headmistress will look into your problem. (Begin: Your problem.....)
11. People speak English all over the world. (Begin: English.....)
12. Somebody helped me to carry that luggage. (Begin: I.....)
13. Who is singing the beautiful song in the dark room? (Begin: By whom.....)
14. Monkeys can never ride bicycles. (Begin: Bicycles.....)
15. I will take care of the guests. (End:by me.)
16. He often drives me to church every Sunday. (End:by him.)
17. A policeman has just been looking for you. (End:by a policeman.)

18. The class monitor has swept the classroom. (Begin: The classroom.....)
19. Did the angry teacher punish the innocent girl? (End:by the angry teacher.)
20. It is difficult to ride a bicycle in the dark. (End:is difficult.)

ARRANGING WORDS ALPHABETICALLY.

☆ The English language alphabetic is comprised of 26 (Twenty six) letters. 21 of them are consonants and five are vowels. However, it is very important to learn the approved and known shapes of these letters and also differentiate consonants from vowels.

Eg. (A,B,C,D,E,F,G,H,I,J,K,L,M,N,O,P,Q,R,S,T,U,V,W,X,Y,Z)

☆ **Vowels.** Vowels are letters of English alphabet that give distinct sounds. These letter sounds are “a,e,I,o,u” – capital letters (block letters) = (A.E.I.O.U)

☆ **Consonants:** The consonant letters of the English language are (b,c,d,f,g,h,j,k,l,m,n,p,q,r,s,t,v,w,x,y,z) Capital letters (Block letters) (B,C,D,F,G,H,J,K,L,M,N,P,Q,R,S,T,V,W,X,Y,Z)

Note: When arranging words in alphabetical (dictionary order), we can easily do this by using two methods:-

(i) using the table method.

This is the easiest method especially for beginners. However, it has a disadvantage of being slow especially if the words are quite long. However, you can try it as well.

Examples.

a) *Kampala, Arusha, Nairobi, Mogadishu, Bujumbura*

K	a	m	p	a	l	a			3 rd
A	r	u	s	h	a				1 st
N	a	i	r	o	b	i			5 th
M	o	g	a	d	i	s	h	u	4 nd
B	u	j	u	m	b	u	l	a	2 nd

Use the letters in the first column to determine the right alphabetical order of the given words.

K	A	N	M	B	
3	1	5	4	2	

Arusha, Bujumbura, Kampala, Mogadishu, Nairobi

b) *Broad, bring, break, brake, brush*

b	r	o	A	d	4 th
b	r	i	N	g	3 rd
b	r	e	A	k	2 nd
b	r	a	K	e	1 st
b	r	u	S	h	5 th

Use the letters in the third column to determine the right alphabetical order of the given word.

o	i	E	a	U
4	3	2	1	5

Brake, break, bring, broad, brush

c) **Motorway, motorbike, motorcar, motorist, motorpark.**

m	o	t	o	R	c	a	r		2th
m	o	t	o	R	b	i	k	e	1 nd
m	o	t	o	R	r	i	s	t	3 rd
m	o	t	o	R	w	a	y		5 th
m	o	t	o	R	p	a	r	k	4th

Use the sixth column to determine the right alphabetical order of the given words.

c	b	i	W	p
2	1	3	5	4

Motorbike, motorcar, motorist, motorpark, motorway.

(ii) **Using cancelling method.**

This is the quickest and easiest method of arranging words in alphabetical order.

Examples.

a) **Using first letters.**

- 1. Margret, Annet, Belindah, Chelsea, Natasha
Annet, Belindah, Chelsea, Margret, Natasha
- Zebra, Cheetah, Antelope, Elephant, Hippo
Antelope, Cheetah, Elephant, Hippo, Zebra.

b) **Using the second letter.**

- 1. Drip, defend, direct, dwell, dull
- Defend, direct, drip, dull, dwell
- 2. Skill, show, smell, snail slap
- Show, skill, slap, smell, snail

c) **Using the third letter.**

- 1. Sponge, spill, spread, space, split
- Space, spill, split, sponge, spread.
- 2. Defect,, deny, detest, demand, deport
- Defend, demand, deny, deport, detest

d) **Using the fourth letter.**

- 1. Brother, broad, brown, broken, broom.
- Broad, broken, broom, brother, brown
- 2. Curse, curtain, curve, curfew, curb.
- Curb, curfew, curse, curtain, curve.

e) **Using the fifth letter.**

1. Computer, compress, compound, complete, compare
Compare, complete, compound,, compress, computer
2. Reserve, reset, resemble, research, resent
Research, resemble, resent, reserve, reset

Note: In some situations where the words are not very closely related in terms of first, second, third or fourth letters, we can still apply this cancelling method as seen below.

Examples.

1. Marriage, marry, married, bridegroom, bride.
Marriage, marry, married, ~~bridegroom~~, bride
➤ Bride, bridegroom, marriage, married, marry.
2. Smartness, smartly, smartest, shabbily, shabby.
Smartness, smartly, smartest, shabbily, shabby.
Shabbily, shabby, smartest, smartly, smartness
3. Motorcar, motorcycle, bicycle, bike motorist,
Motorcar, motorcycle, bicycle, bike motorist
Bicycle, bike, motorcar, motorcycle, motorist.
4. Machinery, kitchen, kitten, machines, mechanic.
Machinery, kitchen, kitten, machines, mechanic
Kitchen kitten, machinery. Machines, mechanic

Application of alphabetical / dictionary order.

Arrange the following words in **abc** order correctly.

1. annoyed, asleep, awake, afraid, armed.
2. snake, snail, snow, sneeze, snatch.
3. compare, contract, continue, compose, consult.
4. drive, chives, driver, driven, driving.
5. bank, hotel, restaurant, market, shop.
6. land, lucky, ladder, lass, language.
7. discover, disobey, distance, distant, district.
8. burial, cremate, embalm, eulogy, mourn
9. succeed, success, successful, successfully, fracture.
10. cook, chef, manager, cashier, receptionist.
11. electricity, electrified, electrical, electric, electronic.
12. assembly, assemble, assembles parade, speech.
13. dictionary, directory, bible, novel, atlas
14. different, similar, resemble, differ, similarity.
15. family, cousin, nephew, niece, maid.
16. residence, reside, resident, residential, resides.
17. landmine, landowner, landagent, landlocked, landline.
18. revision, revises, revise, examiner, examinee.
19. principal, principle, stationery, stationary, neighbor.
20. agreement, aggress, agreed, cooperate, corporate, corporation.
21. apply, applied, applies, application, applicant.

22. widow, orphan, widower, mourner, burial.
23. opposer, proposer, chairperson, debate, secretary.
24. park, pack, garage, mechanic, machines.
25. explain, explanation, explained, complaint, campaign.
26. sickness, sickening, sickly, illness, ill.
27. borne, bone, bear, sworn, sear.
28. eventual, event, eventually, evenly, evening.
29. evangelical, evangelism, evangelist, priest, monk.
30. magnitude, magnify, magnetism, magnesium, magnificent.
31. middle-sized, middle-age, middle-man, middle-way, middle-ear.
32. migration, migrant, migrate, dispute, dissent.
33. ethnicity, ethnic, ethical, ethic, estimate.
34. exhausted, exhaust, exhibition, exhibit, exist.
35. plastic, planet, plantain, planner, plaster.
36. provide, promise, promptly, prominent, promote.
37. remedy, remand, remains, reluctant, relocate.
38. resign, resignation, resilient, project, priority.
39. beautiful, blessed, beauty, blessing, blend.
40. nationality, nation, nationalism, occupation, occupy.

OPPOSITES / ANTONYMS.

Opposites are words which give the exact differences from the others in terms of their meanings. Words which are opposites in meanings to others are called **ANTONYMS** while those with similar meanings are called **SYNONYMS**.

Writing antonyms using prefixes.

A prefix is a word or group of letters that are written at in order to come up with a new word. Many antonyms are formed using prefixes. Examples of such prefixes are;

Dis.....	Mis.....	ir.....	Non.....
Un.....	in.....	il.....	im.....

(i) Using prefix "dis"

Eg. disappear	disagree	disconnect	disorderly
disrespect	discomfort	dissatisfy	disqualify
dishonest	discontinue	disarm	disappoint
disadvantage	displaced	disorder	
disapprove	dislike	discounted	disbelieve
disable	disability	disassemble	disbelieve
discounted	discourage	disembark	disfavor
disorganize	disability	disgraceful	
disharmony	dishonor	disobey	disillusioned
disinfect	disunity	disobedience	disassociate
disunite			

(ii) Using prefix “in...”

Examples include.

indirect	invisible	inoffensive	insufficient
incapable	indiscipline	inaudible	indistinct
inadequate	insincere	incredible	inattentive
independence	insane	incorrect	indecent
inefficient	ingratitude	inexpensive	
inaccurate	inconsistent	intensive	indecisive
informal	inhumane	incredible	inconvenience
insensible	ineffective	insecure	incapable
incorrect	indefinite	inductive	invective
ingestible	inappropriate	inexperienced	inexcusable
inhabitable			

(iii) Using prefix “un....”

Examples can include the following.

unhealthy	undress	unconcerned	unwanted
incommod	unpopular	unsuitable	unwelcome
unbeaten	untrue	unwilling	unskilled
unaccustomed	unable	unrealized	unconscious
uncertain	unwise	unequal	
unfriendly	unqualified	unhappy	ungraceful
unsteady	unwanted	untenable	unkind
undeniable	unanswerable	uncertain	unsure
undead	uncivilized	uncountable	uncomfortable
undefeated	unconvinced	uncoordinated	unconditioned
uncommon	undefined	unconfined	uncontrolled
undecided	undemocratic	uncooked	unhelpful
unsuccessful			

(iv) Using prefix “im.....”

Examples can include the following.

impossible	improper	impatient	important
improbable	imperfect	immature	importable
impolite	immortal	imperishable	impure
impractical	imperishable	improve	

(v) Using prefix “mis....”

Examples.

misbehave	misinterpret	misunderstand	
mistreat	miscalculate	misguide	
misfire			
mismanage	misplace	mishandle	
misallocate	misdirect	misinform	misquote

mislead

misjudge

misfortune

misuse

(vi) Using prefix “il....”

Examples.

literate-----illiterate

legible-----illegible

legitimate-----illegitimate

logical-----illogical

legal-----illegal

legality-----illegality

(vii) Using prefix “ir.....”

Examples.

regular-----irregular

responsible-----irresponsible

reversible-----irreversible

reconcilable-----irreconcilable

repairable -----irreparable

resistible-----irresistible

relevant-----irrelevant

rational-----irrational

religious -----irreligious

replaceable-----irreplaceable

(viii) Using prefix “non....”

Examples.

nonliving

nonverbal

nonscientific

nonrefundable

nonspecific

nonexistent

nonresident

nonsmoker

nonviolent

nonpoisonous

nonreturnable

nonviolent

nonsense

(ix) Irregular formation of opposites. (Antonyms)

Some antonyms do not have a uniform way of formation. They are irregular. We have given some common examples of such antonyms according to their parts of speech to which they belong.

1. Opposites of verbs

Verb	Opposite	Verb	Opposite
start	finish	blame	praise
begin	end	punish	reward
bless	curse	buy/ purchase	sell
gain	lose	arrive	depart
attack	defend	collect	disperse
like	hate/ detest	weep/ cry	laugh
forget	remember	borrow	lend
give	take	live	die
appoint	dismiss	unite	separate
hide	show/ expose	accept	refuse/ reject
retreat	advance	shorten	strengthen

multiply	divide	expand	contract
increase	decrease	convict	acquit
land	takeoff	condemn	exonerate
ascent	descent	attract	repel
win	lose	sink	float
admit	deny	assemble	disperse
build	demolish	capture	release
push	pull	arrest	release / set
free			
include	exclude	fail	succeed
decline	rise	hurry	loiter
promote	demote		

2. Opposites of adjectives

adjective	opposite	adjective	opposite
barren	fertile/ fruitful	handsome	ugly
rural	urban	soft	hard
sparse	populated	difficult	simple/ hard
slim	stout	busy	idle
amateur	professional	sweet	sour/ bitter
compulsory	voluntary/ optional	dull	wise/ clever
polite	rude / impolite	wise	foolish
interior	exterior	long	short
internal	external	pride	humility
powerful	feeble	near	far / distant
maximum	minimum	inside	outside
superior	inferior	outgoing	incoming
ugly	beautiful	rich	poor
wealth	poverty	familiar	strange
friendly	hostile/hostile	profit	loss
wet	dry	right	wrong
coarse	fine	absent	present
weak	strong	common	rare
deep	shallow	expensive/ dear	cheap
straight	bent/ crooked	passive/ inactive	active
giant	dwarf	wide	narrow
Adjective	opposite	adjective	
opposite			
former	latter	wild	tame/
tamed			
light	heavy	guilty	
innocent			
brave	coward	domestic	wild
smart	shabby	guilt	
innocence			

generous	selfish	opaque	
transparent			
empty	full	natural	
artificial			
stationary	moving	young	old
majority	minority	harsh/ unkind/ cruel	kind
silent/ quiet	noisy	rough	
smooth/calm			
ancient	modern	permanent	
temporary			
bravery	cowards	ignorant	
knowledgeable			
backwards	forward	bold	timid
hardworking	lazy	industrious	lazy
dynamic	static	clean	dirty
inner	outer	drank	sober
rigid	flexible	stubborn	
compliant			
high	low	cloudy	clear
fresh	stale	genuine	
counterfeit			
summer	winter	popular	
unpopular			
fat	thin	raw/ unripe	ripe
some	any	reckless	
cautious			
pretty	ugly	ashamed	proud

3. Opposites of nouns

Nouns	Opposite	Nouns	Opposite
Success	failure	nephew	niece
Entrance	exit	gentleman	lady
Friend	enemy/ foe	queen	king
Complainant	defendant	visitor/ guest	host
Joy	sorrow/ grief	entrance	exit
Reward	punish	winner	loser
Peace	war	waiter	waitress
Knowledge	ignorance	dawn	dusk
Freedom	captivity	bachelor	spinster
Poverty	wealthy	bravery	cowardice
Order	chaos	exporter	importer
Abundance	scarcity	arrival	departure
Blessing	curse	beauty	ugliness
Victory	defeat	introduction	conclusion
Optimist	pessimist	weakness	strength
Successor	predecessor	Debtor	creditor

Danger	safety
Profit	loss
Height	depth

4. Writing opposites of words using suffix “ful / less”

Some opposites of words are formed using suffix “full” or “less”

Examples of such words include.

Word	Opposite	Word	Opposite
Powerful	powerless	thankful	thankless
Harmful	harmless	thoughtful	thoughtless
Useful	useless	careful	careless
Shameful	shameless	cheerful	cheerless
Restful	restless	painful	painless
Hopeful	hopeless	doubtful	doubtless

5. Opposites of adverbs

Adverb	Opposite	Adverb	Opposite
Slowly	quickly / hurriedly	ever	never
Shabbily	smartly	before	after
Often	seldom / rarely	proudly	humbly
Permanently	temporarily	luckily	unluckily
Adequately	inadequately	cheaply	expensively
Foolishly	wisely	tightly	loosely
Roughly	smoothly	silently	noisily
Patiently	impatiently	truly	falsely
Willingly	unwillingly	correctly	wrongly
Comfortably	uncomfortably	politely	impolitely
Fortunately	unfortunately	artificially	naturally
Sadly	happily	heavily	lightly
Carefully	carelessly		

Activity I.

Rewrite the following sentences replacing the underlined words with their opposites.

1. Do you know why some objects float on water?
2. My oldest brother got a permanent job with Uganda Revenue Authority.
3. Sarah’s niece will graduate from Mbarara University soon.
4. Our music teacher was very rough this morning.
5. Nalunkuma is the laziest pupil in our class.
6. My grandpa enjoys listening to ancient music.
7. Our neighbour often goes to the beach.
8. The boy who scored the least mark in the test was rewarded.
9. Scouts are trained to do compulsory work in the community.
10. A girl who respects her parents often gets into trouble.
11. Heroes are remembered in their countries for their cowardice.
12. Sumaiah is the prettiest girl in the whole school.
13. Failure in exams depends on one’s hard working.

14. Most parents are ashamed of their children.
15. The shabbiest girl within the school was given a reward.
16. The pupils sat noisily during the examination period.
17. The police admitted that the crowd was controllable.
18. The suspect was acquitted due to his guilt.
19. My youngest brother wants to become a lawyer after his studies.
20. Several policemen were deployed at the entrance of the theatre.
21. This is the most difficult test we have ever done.
22. The guest will occupy the dirtiest room in the house.
23. Mummy sometimes makes foolish decisions at home.
24. I found my grandpa uncomfortably seated in the arm chair.
25. Most Ugandan traders export goods to Dubai.

Activity II.

Rewrite the following sentences replacing the underlined words with their opposites.

1. Do farmers lend money to commercial banks?
2. Disobedient pupils lose their parents' favor.
3. The bad weather delayed the arrival of the guest of honour.
4. Our stepmother doesn't have hatred for children.
5. An ostrich is one of the commonest birds in Uganda.
6. The outgoing prefects will be swearing in next week.
7. I had remembered to carry my camera on tour.
8. She couldn't be promoted because of her literacy.
9. I saw the old woman walking lazily towards to the well.
10. There was a lot of sorrow at Martha's graduation ceremony.
11. The butchers have lowered the price of meat.
12. The film was boring right from the beginning.
13. Sentences must wrongly punctuated in the test.
14. Life in urban areas is very cheap and interesting.
15. The congregation waited patiently for the arrival of the bride.
16. Only the dullest pupil scored the required mark in the test.
17. The rebels couldn't win the battle because of their superior weapons.
18. The old man we met is suspected to be a wizard.
19. The best man was smartly dressed for the party.
20. Polygamy is highly encouraged in Christian church.
21. The careless cyclist crushed his motorbike into a moving lorry.
22. My mother sometimes asks direct questions.
23. The tourists couldn't cross the forest because it was penetrable.
24. Traders make a lot of losses during Christmas days.

Activity I.

Rewrite the following sentences replacing the underlined words with their opposites.

1. The Ethiopian airlines landed at Entebbe at noon.
2. By dusk, then travelers had already started the journey.
3. The soldiers advanced to the battle when it became tense.

4. The little boys were capable of carrying the heavy load.
5. The complainant wasn't happy with the court decision.
6. There was a strange man knocking at the door of the house.
7. Most roads in Katiti village are passable.
8. The guest welcomed us with a wide smile at his face.
9. They couldn't move faster because it was lightly loaded.
10. Some people fear Moses Golola because of his weakness.
11. The government has armed cattle rustlers in Karimoja.
12. Babies are fond of drawing regular objects on the floor.
13. The responsible girl did not take her mother's instructions.
14. Most pupils calculated the difficult sums accurately.
15. The mobile was called into contrive the riots in their city centre.
16. The headmistress told us the interview is refundable.
17. The managers had several agreements in their business.
18. Mr. Kawanga told us that the green snakes are quite poisonous.
19. When we saw the man, we started walking forwards.
20. Kabuto is the fattest man in Kidaago village.
21. We couldn't use the vehicle because it was public.
22. You can drive on a busy street unless you are drunk.
23. The teacher's explanation was satisfactory.
24. Prisoner are adequately fed by their wardens.
25. It is quite useful to cry over split milk.

SYNONYMS.

Words with similar meanings are called **synonyms**. If words are synonymous, then we say they are; alike, the same, or similar.

Common examples of the synonyms include the following.

<u>Word</u>	<u>words with similar meaning.</u>
abandon	leave, desert, forsake
abattoir	slaughter house
abbreviate	shorten, curtail, compress
abdicate	give up, give away
abide	stand, bear
abolish	ban, stop
abominable	appalling, disgusting, unpleasant
abrupt	sudden, instant
abstain	suspend
absurd	ridiculous, illogical, unreasonable
abundant	plentiful, ample
abusive	insulting, annoying

accept	allows
accomplish	achieve, gain
accurate	correct, right, exact
acquire	get, achieve, attain
action	gesture, act, deed, move
active	involved, lively
addicted	interested, used
adequate	enough, sufficient
adjust	improve, change
admit	confess, acknowledge, allow, grant
adore	worship, praise
aerial	antenna
aggressive	quarrelsome
agony	grief, sorrow
aim	purpose, goal
alien	hostile, unfriendly, strange, foreign
alleviate	ease, simplify
alternate	dictator, despot
amazed	surprised
amend	change, improve
amiable	friendly
amount	quantity
analyze	gather, simplify
ancient	old, traditional
annoy	irritate, displease
annual	year
annually	yearly
anonymous	nameless, unknown
anti	opposed, against
anxious	nervous
appreciate	thank
appropriate	suitable
arrest	apprehend, capture, seize
artificial	manmade, fake, false
ashamed	embarrassed
ask	inquire, demand, query
assassinate	kill, murder
assembly	gathering
assist	help, aid, support
attempt	try
attire	clothings, clothes
attorney	lawyer, advocate,
bad	evil, wicked, devilish
bare	empty, vacant
basic	essential, primary
beat	pound, batter, lash, hummer

beautiful	attractive, pretty, nice looking
beg	beseech, implore
belief	custom, tradition
beneath	under
beside	next to, near
big	huge, large, bulky, enormous
bigheaded	proud, stubborn
bizarre	strange, unusual, weird
border	boundary, line, frontier.
bored	disinterested, impertinent
boring	dull, tedious, uninteresting.
brave	courageous, fearless, daring
brief	short
bright	brilliant, luminous, vivid, vibrant.
brilliant	clever, impressive
broad	wide
brutal	violent, destructive, cruel
build	construct, assemble, erect, put up.
burglar	thief, bandit, robber
calm	quiet, relaxed, peaceful
campaign	war, battle, struggle, fight, drive
capricious	unpredictable, tricky
captive	prisoner
catastrophe	disaster
cautious	careful
cease	stop
centre	muddle
certain	bond, sure, definite, assured
cheap	affordable, inexpensive
cheat	deceive, fool, betray, trick, con
check	examine, inspect
cheerful	jolly, merry, happy
choice	preference, selection, favourite
choose	select, pick
circular	found
claim	allege, assert
clear	obvious, evident, plain, clear
close	shut
clothes	garment, wear, clothing
coast	seaside, beach, coastline, shoreline
cold	cool, freezing, lukewarm, tepid
collect	gather, accumulate, amass
commence	begin, start
comment	note, remark, observe
compel	force
complain	protest, object, grumble

comprehend	understand
conceal	hide
condition	state
consist of	comprise, make up, constitute, compose
conversation	talk
cost	expense, spending, expenditure
country	landscape, terrain, scenery, land
courteous	polite
cruelty	oppression.
crush	collide, slam, smash, wreck
cry	sob, wail, weep, whimper
cut	slash, rationalize, downsize
damage	hurt, harm, destroy, impair, prejudice
declare	state, announce, indicate
demand	require, expect, insist, ask
denounce	condemn
detest	hate, dislike
difficult	hard, challenging, taxing, testing
dirty	dusty, filthy, soiled
discussion	talk, conversation, dialogue, consultation, chat
disease	illness, disorder, infection, ailment
disgusting	resorting, repulsive, offensive
drowsy	sleepy
eager	keen, enthusiastic
earn	achieve, gain, acquire
economic	financial, commercial, monetary, budgetary
edible	eatable
effect	consequence, result, outcome, repercussion
election	vote, poll, ballot, referendum
elevate	raise, promote, higher
elude	escape
eminent	famous
encircle	surround
endeavor	attempt, try
energetic	powerful, robust
enormous	huge, large
enough	adequate, sufficient
entertainment	fun, recreation, pleasure, amusement
entice	persuade, lure, allure
entire	whole, total
environment	surrounding, situation, setting
equipment	material, gear, apparatus
essential	crucial, critical, decisive, indispensable, vital
esteem	love, honour, admire, value
exaggerate	magnify, enlarge, amplify
examine	study, survey, review

excavate	dig
excellent	outstanding, perfect, exceptional, superb, marvelous
excess	surplus
exciting	thrilling, dramatic
exhibit	show
expensive	costly, dear, overpriced
explode	blowup, burst, erupt, rapture
extravagant	wasteful
factory	plant, workshop, mill
famous	renewed, eminent, distinguished
fashion	style, custom, form, design
fast	quick, rapid
fasten	bind, fixed, join
fat	heavy, overweight, large
fatal	deadly, mortal, dangerous
fate	destine, end
fatigue	weariness, tiredness
fault	error, mistake, default
fear	alarm, fright, apprehension
fight	clash, brawl, scuffle, struggle, tussle
frighten	scare, intimidate, alarm, startle
fun	pleasure, enjoyment, great time
funny	amusing, entertaining, humorous, comic, hilarious
game	sport, fun, recreation
glad	happy, pleased, delighted, thrilled, overjoyed
gleaming	shining
good	delicious, pleasant, impressive, skillful, fine, talented
grate	fantastic, fabulous, terrific, brilliant, awesome
grave	serious
gruesome	horrible, terrible
habit	custom
happy	satisfied, contented, joyful, blissful
hardly	scarcely, barely, no sooner
hide	conceive, cover, disguise, camouflage
hinder	limit, stop, obstruct, impede
hit	knock, bang, bump, strike, bash
hold	cling, clutch, clasp, hang on
home	habitant, dwelling, residence, habitation
honest	open, straight, outspoken, direct
hurt	ache, sting
identify	distinguish, discern, recognize
illness	sickness, ill-health
imagine	visualize, picture, envisage
income	wage, salary, pay earning.
industrious	hardworking
injure	hurt, bruise, harm, damage, ill-treat, wound

intelligent	brilliant, clever, bright
interesting	fascinating, stimulating, gripping
interview	interrogation, consultation, audience
invade	attack, raid
invoke	call, summon
irritate	provoke, tease, annoy
job	post, work, position, appointment
kind	softhearted, bighearted
known	famous, renown, eminent
label	tag, sticker
language	wording, terminology, vocabulary, terms
last	take
lid	cap, plug, stopper, top
like	love, adore
limit	control, restrict, constrain
look	view, see, observe, glance, stare, glimpse, glare
luck	fortune, destiny, fate, chance
mad	crazy, mentally ill, unstable
main	major, central, chief, principal, prime
make	create, develop, produce, generate, form
mark	stain, steak, speck, blot, spot, smear
material	fabric, textile, cloth
mention	refer, quote, allude
mix	stir, blend, mingle
notice	note, detect, witness, observe, perceive
old	mature, aged, elderly
optional	choice, option, alternative, possibility
patron	champion, advocate, supporter
payment	deposit, subscription, installment, premium
persuade	convince, allure
photograph	picture, shot, portrait, photo
picture	drawing, illustration, sketch, image, painting
piece	portion, pinch, fragment, lump, chunk, slice
place	site, position, scene, location, spot, avenue
plain	simple, bold, bare
pleasure	delight, joy
poor	needy, deprived, impoverished, penniless, disadvantage
praise	compliment, commend, applaud
predict	foretell, herald
pressure	stress, tension, strain
price	cost, value, worth, expense
prisoner	hostage, captive, detainee
product	commodity, merchandise, produce, wares
pull	drag, draw, haul, tow, lug
purpose	aim, intention, plan, point, idea
rate	charge, fee, toll, rent, tariffs, dues, rental

real	genuine, authentic, original
recommend	advise, advocate, urge
regard	consider, view, perceive
return	comeback, go back, get back
rich	wealthy, prosperous, affluent, well-off, comfortable
rude	insolent impolite, discourteous
rule	govern, manage, supervise
safe	secure, protected, guided, locked
satisfying	rewarding, fulfilling, gratifying, pleasing
save	rescue, redeem, bail out
say	tell, narrate
scorn	despise, condemn
see	spot, glimpse, glance
serious	grave, earnest, solemn
shade	shadow
shine	gleam, glow, glitter, twinkle, shimmer, sparkle.
shocked	appalled, horrified, disgusted, sickened, grieved
shout	cheer, yell, scream, cry
sight	view, vision
sign	indicate, symptom, symbol, indicator, signal.
situation	circumstance, condition, state.
sleep	snap, snooze, slumber, drowse, doze
slim	skinny, bonny, thin, lean, emaciated
slowly	lazily
smell	odour, scent, fragrance, perfume
speech	lecture, address, sermon, talk
spoken	oral, vocal
spread	scatter, disperse, broadcast, disseminate, distribute
start	begin, kickoff, commence, start off, open, get under way
statement	declaration, announcement, remark, comment, observation
structure	make up, composition, framework
student	learner, pupil
stuff	things, possession, valuables, goods, junk.
successful	profitable, lucrative, economic
surprise	astound, astonish, amaze, stun, startle
surrender	abandon, give up, submit, capitulate
sympathetic	compassionate, merciful, consoling
take	usher, direct, lead, escort, show, guide.
talk	speak, discuss, communicate
target	objective, aim, goal
task	duty, mission, chore, assignment
tax	levy, duty, tariff, customs
teach	educate, instruct, coach, train
teacher	instructor, trainer, educator, coach
terrible	horrible, dreadful, awful
think	believe, feel, reckon

throw	toss, hurl, fling, chuck
true	right, correct, exact, precise, accurate, spot on
trust	depend on, rely on, count on, believe in
understand	comprehend, grasp
valuable	precious, prized, priceless, irreplaceable
victory	success, triumph
well	alright, okay, fine, healthy, strong, fit
wet	moist, damp, soaked, drenched, dripping, saturated
wide	broad
witness	audience, viewer, observes, spectator, on-looker, passer-by, by-stander, eye-witness
wonderful	lovely, delightful
word	term, phrase, expression
work	employment, career, occupation, trade, job
worried	concerned, nervous, anxious, uneasy
wreckage	havoc, remains, shambles, decimation, ruin
wrong	false, mistaken, incorrect, inaccurate, misguided, untrue

Activity I

1. Hon. Kasole is indeed a wealthy man.
2. I was charged with the responsibility of beautifying the tent.
3. We ought to be sympathetic to the elderly and sick
4. Wavamuno is the one of the most industrious men in Uganda.
5. Andrew Kawesi was elevated to a higher rank in the Uganda police.
6. The armed thief admitted that he had stolen the car.
7. Mummy sometimes gives me inadequate food for supper.
8. The victorious team was given a medal.
9. Moses Golola is the most powerful kick-boxer in Uganda.
10. I dislike waking up very early in the morning.
11. What was her intention of calling you at night?
12. I become very anxious whenever my mother falls sick.
13. Most pupils fear Mr. Kadoki due to his cruelty.
14. The armed thieves were captured by the police.
15. The word was incorrectly pronounced by the teacher.
16. The boys complained that they are sometimes under fed.
17. Moses was sent by God to rescue the Israelites from captivity.
18. She tried to convince me to forgive her.
19. Driving when you are intoxicated is illegal.
20. It is wrong to use insulting language in public.
21. Mummy was delighted at my excellent performance in PLE.
22. The burglar broke into our neighbour's house last night.
23. There was a bad scent coming through the window.
24. Daniel was applauded for scoring four aggregates in PLE.
25. The widow spoke to the mourners with grief.
26. It was obligatory to attend all lessons at school.
27. I couldn't comprehend what the stranger was trying to explain.

28. It is very difficult to conceal pregnancy from the public.
29. The entire staff was invited to dinner.
30. She suddenly crushed into a stationary lorry.
31. The police was quickly called in to quell the demonstration in town.
32. President Museveni has governed Uganda for over twenty five years.
33. It is essential to work hard if you want excellent performance.
34. His wife couldn't produce any kid because she was infertile.
35. By whom was this choice of this dress made?
36. The motor rally resulted into a catastrophe.
37. The government has promised to build houses for the needy.
38. I made several blunders in the math test.
39. A lion is a very brave animal.
40. Nankya's handwriting is quite legible.
41. The candidates were asked to assemble in front of the library.
42. He was given a vacancy in Namiryango college.
43. A blue whale is the hugest animal that has ever lived.
44. Little girls are frightened of dogs.
45. We had a brief discussion with the headmistress.
46. It is very hazardous to over speed your car on a busy road.
47. Nelson Mandela was a very renowned African leader.
48. Some people become rich by luck, not hard work.
49. Children should be given sufficient food in order to grow well
50. Man must not destroy animal habitats.

HOMONYMS

A word that is spelt like another word (or pronounced like it) but which has a different meaning is called **a homonym**. Therefore, homonyms are words that are similar in terms of sound or pronunciations but have different meaning. Homonyms are grouped into two;-

- (i) Those with similar pronunciations or sounds but with different meanings are called **homophones**.
- (ii) Those with the same spellings and pronunciations or sounds but with different meanings are called **homographs**.

HOMOPHONES.

The term **"phonetics"** mean sound made in speech or language. Therefore, homophones are words with similar sounds or pronunciations but with different spellings and meanings.

Examples of homophones.

bird , bad , bud	leave , live	full , fool
there , their	bear , bare	chick, cheek
new , knew	exist , exit	far , fir , fur
had , heard , herd , hard	scene , seen , sin	rich , reach
floor , flower	rice , lice	except , expect
dear , deer	where , were	hall , whole , hole

see , sea
desert , dessert
burn , ban ,bun
hut , heart , hut , hat
heat , hit
right , write
come , calm
saw , sow , sew
neat , knit
council , cancel, counsel
sent, saint ,cent, scent
him, hymn
knead, need , knead

mist , missed
advice , advise
tear ,tire ,tier
waste, waist, waste
sun, son
flue , flew , flu
get , gate
sit , seat
current , currant
hill , heal , heel
not , note ,knot
male , mail
practice , practice
tail , tale
soar , sore
lose , loose
complement , compliment
ceiling , sealing
foul , fowl
lain , lane
pause , pose ,paws
rid , reed
tied , tired
wet
seam , seem
morning , mourning
differ , defer

pull , pool
weak , week
principal , principle
stationary , stationery
die , dye
pack , park
diary , daily
cost , coast
border , boarder
aloud , allowed
tell, tale
our , hour
lessen , lesson

none, nun
rain, rein ,rein
artist, artiste
sell, sale, sail
court , coat
quiet, quite
got , goat
bin, bean, been
fair , fare
here , hear
lightening, lightning
meet, meat
pray , prey ,play
vein , vane
thrown , throne
fill , feel
heir , hair , air
check , cheque
guilt, gilt
lead , led
peace , piece
profit , prophet
would , wood

cause , course
bark , back
sauce , source

rush , rash
roll , role
lack , luck
rare , rear
pest , paste
still , steal , steel
cite , sight ,site
leak , lick
leather, lather
buy , bye, by
higher ,hire
idle , idol
mare ,mayor

pore , pour
rod , road, rode
ring, wring
warm, worm
player , prayer
pail , pale
born , bone
blue, blew
groan , grown
will , wheel
maid , made
one , worn
raise , rays
threw , through
cruise , crews
root , rout
slip , sleep
flee , flea
nose, knows
pane , pain
pill, peal, peel
wrap , rap
weight , wait,

break , brake
fan, fun

activity.

Construct correct sentences using the following pairs of words to show that you know the differences in their meanings. (Don't define the words)

1. sell:.....
.....

sale:.....
.....

2. right:.....
...

write:.....
.

3. seat:
.....

sit:
.....

4. sewn:
.....

sown:
.....

5. root:
.....

route:.....
.....

6. piece.....
.....

peace:.....
.....

7. wait:.....
weight:.....

8. higher:
hire:

9. cancel:
council:
.....

10. bear:
.....

bare:
.....

11. calm:
come:
.....

12. stationery:
stationary:
.....

13. lose:
loose:
.....

14. once:
ones:
.....

15. whole:
hall:
.....

16. diary:
daily:
.....

17. site:
sight:
.....

18. meat:
meet:
.....

19. lack :
luck:
.....

20. advise:
advice:
.....

Note: feel free to change the given words into other forms before you construct correct sentences of your own choice.

Examples.

1. **Lose:** My little sister loses her playing materials daily.
How have you lost your baby doll?

If you are not careful, you will lose your money.

LOOSE: You should tie your belt a bit loosely.

Why is your belt so loose?

You should loosen your belt after a heavy meal.

2. **Weak:** Namulindwa is the weakest pupil in our class.

She is too weak to carry a jerry can of water.

Do you think I am weaker than you?

Week: She comes here once a week.

She comes here weekly.

She has spent several weeks in Kampala.

Activity II.

Use one of the words in the brackets to complete each of the following sentences correctly.

1. Ugandans knew that Mutebi was the true.....to the throne of the Buganda Kingdom. (heir, air)
2. Theperiod of the late doctor Kizito lasted a full week. (morning, mourning)
3. Mother.....that I had bought adress for my birthday party. (new, knew)
4. The man who got an accident last nightto death helplessly. (bled, bred)
5. Most of the cutlery in our house are made of (steal, steel)
6. Walking to schoolfooted is not acceptable. (bare, bear)
7. Then thisthe money purse.....the window and took off. (through, threw)
8. If you apply the carsuddenly, you may cause an accident. (breaks, brakes)
9. The pupils who arefor the examination won't beinto the room. (late, let)
10. If you driver carelessly along Jinja road, you may crush intolorries. (stationery, stationary)
11. Farmers.....their crops at the beginning of the rain season. (saw, sew)
12. That old man lost hisduring the liberation war. (site, sight)
13. Whenever it rains heavily, the roof our classroom (leaks, licks)
14. You are like to contract waterdiseases if you drink contaminated water. (borne, born)
15. It is quite to find aof elephants unless you visit a game park. (hard, herd, heard)
16. I wanted tobut I couldn't find any vacantin the room. (sit, seat)
17. Thieves crept into thethrough a tinnyat the back and stole all the furniture. (hole, whole, hall)
18. My dad has a brown Where he records all important activities on a basis. (daily, dairy, diary)
19. Severalwere hired to entertain the guests at the party. (artistes, artists)

20. Thewarned the students that unless they took the collegeseriously, they wouldn't succeed. (principal, principle)
21. Readingin the examination room is not (allowed, aloud)
22. The lorry which waswith bags of sugar was foundat the roadside. (packed, parked)
23. The districtwarned that it wouldour contract if the work was not well done. (counsel, cancel, council)
24. We haveseveral policemen surrounding the of crime. (sin, scene, seen)
25. If you develop a skin, you ought toand see a doctor. (rush, rash)
26. If there area gun shot, then neighbour could have certainlyit. (hard, herd, heard, had)
27. She bought several boxes ofand asked me to load the on a Pickup truck at the entrance. (stationery, stationary)
28. The pupils who did not perform well are responsible forown failure because they spent most oftime playing. (dare, their, there)
29. Thewere invited to the party butof them attended. (nun, none)
30. The pupils were alland.....busy at their desks. (quite, quiet)

HOMOGRAPHS.

Homographs are words with the same spellings and pronunciations but with different meanings. In other words, homographs are words with more than one meaning or words with several meanings.

Common examples of homographs.

Late: Somebody who passes way
Failed to keep time.

Bear: To give birth,
To accept something unpleasant
To take / accept a responsibility

Abuse: To misuse something
To say unpleasant things to somebody
To treat somebody in unpleasant way

Account: Somebody's written arrangement with the bank.
A written or detailed record of something.
A written or spoken description of something.

Address: details of where somebody lives
To make a formal speech to a group of people
A formal speech presented to people.

Attack: To try to use violence to hurt or kill somebody
To criticize somebody strongly.

Sudden period of illness.

Arm: To give weapons to somebody or a country.
Part of the body from the shoulder to the fingers.

Axe: A tool with a wooden handle with a metallic blade for chopping wood
To remove somebody from his or her job (to expel)

Baby: A very young child of a person or an animal.
The youngest member of your family
A person one loves (wife or husband)
A person who behaves like a child.

Back: to give support to somebody
Part of a person behind the chest.

Balance: Total amount in one's account
Money that remains after spending some
Ability to keep in a steady position
Amount of money you are still demanded.

Beat: To win somebody in a game
Too difficult to be done
To avoid being arrested.

Big: Older than, large in size, very important thing
eg a big decision, deal, etc

Black: Dark in colour
Without light completely
Dangerous eg black spot.

Block: Large piece of clay material for building
To stop somebody from doing something
Tall building with several floors
An area of land

Body: Structure of a human being
A dead person (body)
A group of people walking together (company)

Book: A set of sheets of paper fastened together
To make an arrangement with a hotel
To arrange for somebody to have a seat on a plane.

Break: To stop working normally

To be damaged separated into pieces
To stop doing for a while
To destroy something
To interrupt an activity and end it suddenly.

Bright: Full of light
Clever, brilliant or intelligent
Cheerful and lively.

Call: To say or mention somebody by a name
To ring or telephone somebody
To make a short visit to somebody.

Capital: A very important town in a country
Amount of money needed to start a business
Wealth or property owned by a company.

Cell: A room for prisoners in prison or police station
A device for producing electric current.

Charge: Amount of money you are supposed to pay for something
A crime that somebody is accused of
Amount of electricity put into a battery.

Contract: To become smaller
A formal written agreement
To get an illness.

Cook: To prepare food by heating it.
A person who prepares food
To be secretive.

Current: Electricity flowing through wires.
Happening now.

Dear: Lovely or important to somebody
Expensive or costing a lot of money.

Degree: Qualification acquired at the completion at a university course.
Unit for measuring angles.

Dirty: Something which is not clean
To make something dirty or filthy.

Draw: To make a written sketch of something
To get water into a container from a water source

To open or close the curtains
To get your weapon ready before you attack.

Dress: To put clothes on your body
Women's garments
To provide clothes to somebody
To clean and dress a wound.

Drive: To make somebody behave in a certain
To take somebody in a car
To operate a vehicle and make it move
To force something pass through another.

Lie: To say untrue things (deceive)
To put yourself in a flat or horizontal position on a surface.

Desert: To leave a place unattended to
A dry place covered with mainly sand.

Effect: To put something into practice
Outcome or result of something.

Eye: Organ used for seeing
Part of the needle with a hole
Dark sport on a pineapple.

Face: The front part of one's head.
The front part of a clock
To accept a difficult situation
To get ready to argue or fight.

Faint: Not clearly seen
To make air blow onto somebody.

Fast: Moving very quickly or at a great speed.
Without delay
To eat little or no food for some time.

Fuel: Material for providing heat and light
Adding petrol or diesel into your car
To make something stronger or worse.

Gear: Machinery in a vehicle for turning the engine
Equipment or clothing needed for a particular activity. Eg. Fishing gear, camping gear, sports gear.

Grave: A place in the ground where a dead person is buried
Something very serious or unforgivable
A situation which is very worrying.

Green: The colour of the grass or leaves
Being young and inexperienced
A place that is conserved with vegetation.

Group: A number of people or things
To put people or things in small sections that are similar.

Guard: A person employed to provide protection
To protect a person or a place from attack
To prevent prisoners from escaping.

Gun: A weapon used for firing bullets.
To shot down somebody.

Handle: To deal with a situation appropriately
To hold something with one's hand
To buy or sell something
Part of a thing you hold in order to open.

Hard: Difficult to be done
Somebody unsympathetic
Something which is not soft.

Head: Part of the body above your neck
A leader of a group or company
The top part of a coin.

Heavy: Weighing a lot and difficult to lift
Worse than the usual amount. Eg, heavy police deployment, heavy traffic
Large and powerful. Eg heavy machinery.

Hide: To cover something such that it is not seen
To go somewhere with a hope that you won't be seen
To keep something a secrete
An animal skin for making leather.

Iron: A hard strong metal used to make steel
A tool heated and used to make clothes smooth.

Jack: A device for raising vehicles in order to replace wheels
To mistreat somebody.

Jam: A mixture of fruit and sugar.

A situation on the road where vehicles are closely spaced such that movement becomes difficult

A situation where a machine fails to work.

To put things in a very small space or room.

Judge: A person in court who decides how to punish criminals

A person who decides who has won a competition

To guess the size or amount of something needed

To give one's opinion about something.

Key: A small piece of metal for locking or unlocking doors

Something that guides you to interpret symbols

Button that you press to operate a computer or a mobile phone.

A set of related tunes in music.

Kind: A particular variety or type of things

Gentle, friendly and caring to others

Very similar.

Knife: A sharp blade with a handle

To kill somebody with a knife.

Knock: To hit a door in order to alert somebody about your presence.

To hit somebody by accident especially in a car

To criticize somebody unfairly

To surprise or shock somebody

To force a hole through a metal or wood.

Land: The surface on the earth

To come down from the air onto the ground

To make a plane come down from the air onto the ground

To arrive somewhere on a plane or boat.

To come down on the surface after jumping

To succeed in getting a job.

Lift: To take something from the ground

To take something in a car.

To remove restrictions especially by the government

To steal something

A machine used for carrying heavy things up and down.

Light: A form of energy that enables us to see

Something which is of low weight or not heavy.

Live: To stay in a place

To remain alive
To remain in people's memory after death.

Little: Not big or small. Eg. A little boy
Not enough. Eg. I have some little money
Shows love or hatred. Eg. Look at that nasty man!
A small amount of something. Eg. Little sugar, milk, etc.

Man: A male adult person
To take charge of a ship or a plane.

Match: A small stick for lighting fire
A sports event where two teams compete
Things of the same type, colour or style
To be as good as another
To provide something that is suitable.

Minor: Something not very serious
A person who is still under age.

Miss: To fail to hit or target
To fail to hear
To fail to attend.

Mum: To be quiet or silent
Somebody's mother.

Sentence: A group of words with a complete meaning
To make judgment of a criminal and give him a punishment.

Save: To rescue somebody from dying
To keep money instead of spending it.

Press: To make clothes smooth.
A single push on something such as a button.
A machine for printing letters and pictures.
To try to make somebody to do something a little forcefully.
To squeeze juice out of fruits or vegetables.

Print: To produce work, numbers and pictures on paper.
To write by hand using individual letters.
To create a mark on the surface eg footprint.
An image, photograph or picture formed by pressing.

Produce: To have a baby or young ones
To make something.
To grow crops, vegetables and fruits that farmers harvest.

Project: To send images on a surface for public viewing.
To calculate the future amount gained from something.
To plan something.
To give ideas about something.

Pull: To attract somebody sexually.
To remove something like a wall down.
To take a weapon or knife out.
To move a window cover.
To get audience or votes.
To injure a muscle.

Pure: Not spoilt or mix with other things.
Behaving morally.
Clear and beautiful.

Push: To move something or somebody away.
To press a button on a machine.
To force somebody to do something.
To make somebody impatient or annoyed.

Put: To start wearing something.
To spread a substance on something.
To organize an event.
To become fatter.

Raise: To put something on a higher position.
To take care of children or animals.
To mention something in public
To collect money for something such as a project.
To build something.

Reach: To arrive somewhere.
To make your hand to something.
To talk on a phone or radio.

Receive: To get something given to you.
To have or get treatment.
To welcome or accept somebody.
To get electronic signals on radio, Telephone or television.

Refuse: To say that you do not want something that has been given to you.
To say that you won't do something.
Rubbish collected around the house or school.

Register: To put information or name on a list

To put a company on official list.

To realize or notice something.

To show your feelings about something or somebody.

To make your opinion known publically.

A book containing a list of names.

Relief: The height of the place above sea level.

Aid or help given to people in need.

Relaxed and happy feeling.

Rest from something difficult.

Reduction of pain especially after treatment.

Report: To tell a piece of news to a radio, TV or newspaper.

To say that something has happened.

To produce a document about something.

To tell somebody about a crime committed.

To show that you are now present.

Reserve: Soldiers who are not yet in battle.

Players who are not yet playing in a match.

A piece of land set aside for animals to graze.

To show shy behavior doubtful.

Result: Marks scored in the examination or test.

Something caused by another (effect)

Information obtained from something.

Return: To go back to a place of origin.

To take or send something back.

To do or say something similar.

To produce profit.

Rigid: Not easy to change.

Done in a strict way.

Difficult to bend.

Not willing to change.

Unable to move.

Ring: To make a telephone call.

To make a bell produce sound.

To continue to hear some sound.

Piece of jewellery in form of a circle that you wear on a finger.

Rise: To move upwards.

To stand up.

To achieve power or success.
To fight against or protest against.

Save: To help somebody get free from danger.
To keep something for the future.
To avoid using something.

Scene: Part of a play or book.
A place where something happened.
A public argument.

School: A place where children learn from.
A large group of fish.
To train somebody in a particular subject.

Set: To make something happen.
To make equipment ready.
To put something somewhere.
A group of elements or things.

Settle: To end a disagreement
To pay money owed to somebody (debt)
To decide something.
To go and live somewhere.
To sink down.
To become calm.

Shock: Something that surprises somebody.
To cause fear or surprise
Electric flow in one's body.

Show: To prove that something is true.
To let somebody see something.
To lead somebody somewhere.
A public exhibition.
A public performance in theatre.

Small: Not large in size or amount.
Not important or difficult.
Not worth much money.
Child who is very young.

Soft: Not rough or stiff or firm.
Not harsh
Not strong
Kind or sympathetic or gentle

Water which is easy to use with soap.

Star: Somebody famous and popular.
A small bright light in the sky.
The best person in a group.
Somebody who does something helpful.

Stable: With sound mental or emotional state.
A house of a horse and other farm animals.
Firm or not likely to fall.

To avoid wasting something
To prevent a score in a game
To keep computer work in its memory or a disk
Name: What somebody or something is called
Give something a name or title
To chase somebody for a job.

Nurse: A person whose job is to take care of the sick
To take care of the sick
To have a strong idea or feeling.

Offer: To say that you are willing to say something
To give somebody something
Amount of money someone is willing to pay for something
A reduction in the normal price of something usually for a short time.

Park: A gazette place where people go to relax, play or walk
To leave a vehicle at a particular place
A place where vehicles go to load and off load passengers.

Pass: To move from one side to another
To succeed in an examination
To give something from a person to another
To throw a ball to another player in a game
To come to an end. Eg (The storm has passed)

Pen: A small writing tool usually made of plastic and ink
An area fenced for keeping animals
To write down something. Eg (She penned to me a short letter recently)

Permit: To allow somebody to do something
A document that authorizes somebody to do something.
To make something possible. Eg (We shall go if the weather permits us)

Plot: A small piece of land used for an intended purpose

A secret plan especially by many people
To mark something on a map.

Present: Happening now.

Existing at a certain place at a certain time
Something one gets as a gift
To give something to somebody.

ACRONYMS

Acronyms are words formed from the first letters of words that make up the name of something. Eg "*NEMA*" is an acronym for *National Environment Management Authority*.

Acronyms in common use.

A.I	Artificial Insemination
A.M	Amplitude Modulation
a.m	before noon (between midnight and midday)
a/c	Account, air conditioning
AA	Automobile Association
AAA	Amateur Athletics Association
AAALAC	Association for Assessment and Accreditation of Laboratory animal Care
ABC	American Broadcasting Operation
ABH	Actual bodily harm
ABS	Anti-lock Braking System
AC, ac	Alternating current
AD	In the year of our Lord
ADC	Analog digital converter
ADSL	Asymmetric Digital Subscriber Line
AEA	Atomic Energy Authority
ag	Acting
AGP	accelerating graphic port
AIDS	Acquired Immune Deficiency Syndrome
aka	Also known as
ALP	Australian Labour Party
	American Automobile Association
ANC	African National Congress
anon.	Anonymous
ANSI	American National Standards Institute
ANZAC	Australian and New Zealand Army Corps
AOB	Any other business
AONB	Area of Outstanding Natural Beauty
AP	Associated Press
APB	All Points Bulleting
approx.	Approximate /Approximately
APR	Annual Percentage Rate
Apr.	April
ar	arrives / arrival

ASA	Advertising Standard Authority
asap	as soon as possible
Asbo.	Anti-social behavior Order
ASEAN	Association of South Asia Nations
assoc.	Association
Asst./Asst	Assistant
ath	for the attention of
ATM	Automated teller machine
Ave. /Av	Avenue
B.A	Bachelor of Arts
B.ed	Bachelor of Education
B.R	British Rail
B.S.T	British Summer Time
B.Sc	Bachelor of Science
BBC	British Broadcasting Cooperation
BC	Before Christ
BCE	Before The Common Era
BIOS	Basic Input/ Output System
Bros	Brothers
BT	British Telecommunication
BTW	by the way
©	Copyright
C/o	care of
CA.D	Citizens Advice Bureau
CAA	Civil Aviation Authority
CAD	Computer Aided design
CAF	Confederation of African Football
CAL	Computer assisted learning
CALL	Computer assisted language learning
cap	Capital letter / Chapter
CAP	Common Agricultural Policy
Capt.	Captain
CBC	Canadian Broadcasting Cooperation
CBE	Commander of the British Empire
CBI	Computer Based Instruction
CBI	Confederation of British Industry
CC	Carbon copy / Cubic centimeters
CCTV	Closed Circuit Television
CD	Compact Disk
CDE	Computer Disk Erasable
CD-I	Compact Disk Interactive
CD-R	Compact Disk Recordable
CD-ROM	Compact Disk Read-only Memory
CD-RW	Compact Disk Rewritable
CDT	Craft Design and Technology
CE/C.E.	Common Era

CELTA	Certificate in English Language Teaching to Adults.
CEO	Chief Executive Officer
Cf.	Compare
CGI	Computer Generated Imagery
CIA	Central Intelligence Agency
CIA	Criminal Intelligence Agency
CID	Criminal Investigation Department
CIDA	Canadian International Development Agency
Cl	Centilitre
CND	Campaign for Nuclear Disarmament
CNN	Cable News Network
CNS	Central Nervous System
CO	Commanding officer
Co.	Company
COD	Cash On Delivery
COI	Central Office of Information
Col.	Colonel
Cont./ contd	Continued
Corp.	cooperation
COSATU	Congress Of South African Trade Union
CP	General Practitioner
CPA	Certified Public Accountants
CPD	Continued Professional Development
CPE	Certificate of proficiency in English
CPI	Consumer Price Index
CPs	Computer Character per second
CPU	Central Processing Unit
Cr.	Credit
Cresc	Crescent
CRT	Cathode Ray Tube
CSR	Corporate Social Responsibility
CU.	Cubic
CV	Curriculum Vitae
d	Died
D.I	Detective Inspector
DAB	Digital Audio Broadcasting
Dc	Direct Current / Detective Constable
DCA	Department of Constitutional affairs
DCMS	Department of Culture Media and Sport
	Democratic Party
Dep.	Departure
Dept	Department
DIY	do it yourself
DJ	Disk Jockey
DM	Deutschmark
DM	Doctor of Medicine

DNA	Deoxyribonucleic Acid
do.	The same
DOA	Dead On Arrival
DOB	Date of Birth
DOH	Department Of Health
DOS	Disk Operating System
doz	dozen
DP	Data Processing
DPO	General Post Office
DPP	Department / Directorate of Public Prosecutions
Dr.	Doctor / Debtor
DSL	Digital Satellite Line
DTD	Desktop Publishing
DTV	Desktop Video
DVD	Digital versatile Disk
DVI	Digital Visual Interface
E.g	For example / example given
E.Q	Emotional Quotient
Ed/ ed	Editor / edited by
EEC	European Economic Community
EFL	English as a Foreign Language
EGM	Extra-ordinary meeting
ELT	English Language Teaching
E-mail	Electronic Mail
EMS	Enhanced Message Service
EMU	Economic and Monetary Union
enc. / end.	Enclosed
ENT	Ear, nose and throat
EOF	End of file
ER	Emergence Room
ERM	Exchange rate Mechanism
ESL	English as a Second Language
ESOL	English for Speakers of Other Languages
ESP	English for Specific / Special purposes
esp.	Especially
Est.	Established
ETA	Estimated Time of arrival
etal	and other people or things
etc.	And others / and so on
EU	European Union
ext.	Extension
f	Fahrenheit
FA	Football Association
FAA	Federal Aviation Administration
FAO	Food and Agriculture Organization
FBI	Federal bureau of Investigation

FDA	Food and Drug Administration
Feb.	February
FEMA	Federal Emergency Management Agency
FIFA	Federation of International Football Association
FM	Frequency Modulation
forex	Foreign Exchange
ft	foot / feet / fort
fx.	Foreign Exchange
FYI	for your information
g	Gram / gramme
GB	Great Britain /Gigabyte
GBH	Grievous Bodily Harm
GCE	General Certificate of Education
GDP	Gross Domestic Product
GDR	Germany Domestic republic
Gen.	General
GHQ	General Headquarters
GM	genetically Modified
GMT	Green Which Mean Time
Gov't	Government
GPS	Global Positioning System
GSM	Global System for Mobile communication
GUI	Graphical User Interface
h.p	Hire Purchase
HE	His / Her Excellence
HIV	Human Immuno Deficiency Virus
Hon.	Honorable
Hons.	Honors
	Horse Power
HRH	His / her Royal Highness
I.Q	Intelligence Quotient
ICBM	Intercontinental Ballistic Missile
ICRC	International Committee of the Red Cross
ICT	Information and Telecommunication Technology
ID card	Identity card
ID	Identification / Identity
ie.	That is to say
IED	Improvised explosive device
IM	Instant Messaging
IMF	International monetary Fund
IMO	In My Opinion
Inc. / Inc	Incorporated
Inst.	This month
Interpol	International Police
IOU	I Owe You
IRA	Irish Republic Army

IRC	Internet Relay Chat
IRS	Internal Revenue Service
ISDN	Intergraded Services Digital Network
ISO	In Search Of
ISP	Internet Service Provider
IT	Information Technology
ITN	Independent television News
ITV	Independent Television
IV	Intravenous / Intravenously
IVD	Intra-uterine Device
IVF	In Vitro Fertilization
Jan	January
Jun.	Junior
Kph	Kilometer per Hour
Ltd	Limited
M	metres / Millions
M.A	Master of Arts
MBA	Master of Business Administration
MC	master / Mistress of Ceremonies
MEP	Master of the European Parliament
MHz	Megahertz
Min.	Minutes / Minimum
MMS	Multi-media Messaging Service
MP3	Media Player 3
Mph	Miles per hour
Ms	Manuscript / Microsoft
MSP	Member of the Scottish Parliament
MW	Medium Save
n/a	Not Applicable / Not Available
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organization
NB	Not well / Not carefully
NCO	Non Commissioned Officer
NHS	National Health Service
No. /no.	Number
OBE	Officer of the order of the British Empire
OCD	Obsessive Compulsive Disorder
OCR	Optical Character Recognition
OHP	Over Head Projector
OPEC	Organization of Petroleum Export Countries
OTV	Own Transport Vehicle
P	Page
p.a	Per year / Per annum
P.O BOX	Post Office Box / Postal Order Box
P.O	Post Office
P.P	On behalf of / Person present

P.W	Per week
PAYE	Pay as You Earn
PC	Personal Computer
PG	Parental guidance
PHE	Physical Health Education
PIN	Personal Identification Number
Pl.	Place
Pm	After noon / after midday
PM	Prime Minister
PMO	Private motor Omnibus
Pop.	Population
PP	Pages
PPV	Pay Per View
PRO	Public Relations Officer
PSV	Passenger Service Vehicle
PTA	Parents Teachers Association
PTO	Please Turn Over
RAF	Royal Air force
RAM	Random Access memory
RC	Roman Catholic
Rd.	Road
Ref.	Reference / Referee
Reg.	Registration
Rev /Revd	Reverend
RIP	Rest In Peace
RN	Registered Nurse / Royal Navy
RPI	Retail Price Index
RSPB	Royal Society for the prevention of cruelty to birds
RSPCA	Royal Society for the prevention of cruelty to animals
RSVP	Please Reply / Reply Please
SARS	Severe Acute respiratory Syndrome
SAS	Special Air Service
Sec /Secy.	Secretary
SI	International System
SIM	Subscriber / Identification module
SLR	Single lense Reflex
SMS	Short Message Service
Soc	Society
Sq	Square
St. /St	Sheet / street / saint
TB	Tuberculosis
UEFA	Union of European Football Association
UHF	Ultra-high Frequency
UHT	Ultra- heat treated
UNESCO	United Nations Educational Scientific and Cultural Organization
UNICEF	United Nations Children's Funds

UNO	United Nations Organizations
UNS	United States Navy
USAF	United States Air force
USD	United States Dollar
Utd	United
V.	Volts
VAT	Value Added Tax
VCR	Video cassette Recorder
VDT	Video Display Terminal
VHF	Very High Frequency
VHS	Video Home System
VIP	Very Important person /Ventilated improved Pit latrine
VP	Vice President
Vs.	Versus
WAN	Wide area Network
Wef	With effect from
WHO	World Health Organization
WMD	Weapons of Mass Destruction
WPC	Woman Police Constable
WRAC	Women's Army Royal Corps
WRAF	Women's Royal Air Force
WTO	World Trade Organization
WWW	World Wide Web
XL	Extra Large

Acronyms related to Broadcasting organizations.

ABC	American Broadcasting Corporation
BBC	British Broadcasting Corporation
CBS	Central Broadcasting Service
CCTV	Closed Circuit Television
CNN	Cable News Network
DSTV	Digital Satellite Television
ITV	Independence Television
KBC	Kenya Broadcasting Corporation
NBC	National Broadcasting Corporation
NBS	Nile Broadcasting services
NTV	Nation Television
TBC	Tanzania Broadcasting Corporation
UBC	Uganda Broadcasting Corporation
UCC	Uganda Communications Commission
VOA	Voice Of America
WBS	Wavamuno Broadcasting Service

Acronyms related to Ugandan Authorities.

CIAU	Civil Aviation Authority of Uganda
CMA	Capital Markets Authority

DDA	Dairy Development Authority
ERA	Electricity Regulatory Authority
IRAU	Insurance Regulatory Authority of Uganda
KCCA	Kampala City Council Authority
NDA	National Drug Authority
NEMA	National Environment Management Authority
NFA	National Forestry Authority
NITAU	National Information Technology Authority
NPA	National Planning Authority
PPDPAA	The Public Procurement Disposal of Public Assets Authority
UCDA	Uganda Coffee Development Authority
UIA	Uganda Investment Authority
UNRA	Uganda National Roads Authority
URA	Uganda Revenue Authority
UWA	Uganda Wildlife Authority

Acronyms related to Uganda governmental and non-governmental organizations

CBO	Community Based Organization
CDO	Cotton Development Organization
CIID	Criminal Intelligence and Investigation Directory
IGG	Inspector General of Government
IGP	Inspector General of Police
MAAIF	Ministry of Agriculture, Animal Industry and Fisheries
MOES	Ministry Of Education and Sports
MOH	Ministry Of Health
MUK	Makerere University Kampala
NaCRRI	National Crop Resources Research Institute –Namulonge
NaFIRRI	National FisheriesResources Research Institute- Jinja
NaFORRI	National Forestry Resources Research Institute- Kifu
NaLIRRI	National Livestock Resources Research Institute- Tororo
NaRI	National Agricultural Research Laboratories- Kawanda
NARO	National Agricultural Research organization
NaSARRI	National Semi-aridResources Research Institute -Serere
NCHE	National Council of Higher Education
NCHE	National Council of Higher Education
NGOs	Non-Government Organizations
SACCO	Saving And Credit Coperative Organizations
TASO	The Aids Support Organization
UBOS	Uganda Bureau of Statistics
UDECL	Uganda Electricity Distribution Company Limited
UEGCL	Uganda Electricity Generation Company Limited
UETCL	Uganda Electricity Transmission Company Limited
UHCO	Uganda Health Consumers Organization
UHRC	Uganda Human Rights Commission
UJA	Uganda journalist Association
UJCC	Uganda Joint Christian Council
UMA	Uganda Manufactures Association

UMCA	Uganda Moslem Supreme Council
UMI	Uganda Management Institute
UNEB	Uganda National Examination Board.
UTC	Uganda Telecommunication Commission
UTODA	Uganda Taxi Operators Association
UWESO	Uganda Women's efforts to Save Orphans
YMCA	Young Men's Christian Association
YWC	Young Women's Christian Association

Acronyms related to Military Police.

AD.C	Aid de Camp
AIGP	Assistant Inspector General of Police
AIP	Assistant Inspector of Police
AIP	Assistant inspector of police
APC	Armored Personal Carrier
ASP	Assistant Superintendent of Police
AWOL	Absent without leave
Brig.	Brigadier
Capt.	Captain
CDF	Chief of Defense Forces
CMI	
Col	Colonel
Cpl.	Corporal
I.P	Inspector of Police
IGP	Inspector General of Police
KIA	Killed In Action
Lt.	Lieutenant
Lt.Col.	Lieutenant Colonel
Lt.Gen	Lieutenant General
M.P	Military Police
Maj.	Major
Maj.Gen.	Major General
MIA	Missing in action
MPPU	Mobile Police
NCO	Non-Commissioned Officer
pte.	Private
RPG	Rocked propelled gun
Serge.	Sergeant
SFG	Special Forces Group
SID	Special Investigations Department
SIU	Special Investigation Unit
SMG	Sub-Machine Gun
SP	Superintendent of Police
SPC	Special Police Constable
UPDF	Uganda People's Defense force
VCCU	Violent Crime Crackdown Unit

Acronyms related to animal needs and freedom

ABS	Animal Behaviour Society
ADI	Animal Defenders International
AI	Artificial Insemination
ARF	Animal Rights Front
ASAB	Association for the study of animal behaviours
ATA	Animal Transportation Society
AVAR	Association of veterinarians for animal rights.
AWA	Animal Welfare Society
AWIC	Animal Welfare Information Centre
CAPS	Captive animals Protection Society
FWS	Fish and wildlife service
NEMA	National Environment Management Authority
UFA	Uganda Forestry Authority
USPA	Uganda Society for the Protection of Animals
UWA	Uganda Wildlife Authority
UWEC	Uganda Wildlife Education Centre
WCU	Wildlife Club of Uganda
WSPA	World Society for the Protection of Animals

Acronyms of States, territories and possessions of the United States.

The following two letter acronyms were introduced by the United States Postal service to ease postage to the different States of the United States.

AK	Alaska	NV	Nevada
AL	Alabama	NE	Nebraska
AR	Arkansas	NJ	New Jersey
AZ	Arizona	NH	New Hampshire
CA	California	NM	New Mexico
CO	Colorado	NY	New York
CT	Connecticut	NC	North Carolina
DE	Delaware	ND	North Dakota
FL	Florida	OH	Ohio
GA	Georgia	OK	Oklahoma
HI	Hawaii	OR	Oregon
IA	Iowa	SD	South Dakota
ID	Idaho	PA	Pennsylvania
IL	Illinois	RI	Rhode Island
IN	Indiana	SC	South Carolina
Ks	Kansas	TN	Tennessee
KY	Kentucky	TX	Texas
LA	Louisiana	VT	Vermont
MA	Massachusetts	WV	West Virginia
MD	Maryland	WA	Washington
ME	Maine	VA	Virginia
MI	Michigan	WI	Wisconsin

MN	Minnesota	WY	Wyoming
MO	Missouri		
MS	Mississippi		
MT	Montana		

The following are territories and possessions of the United States of America.

AS	America Samoa	GV	Guam
D.C	District of Colombia	CZ	Canal Zone
MP	Northern Manama Islands	VI	Virgin Island
P.R	Puerto Rico		

Note: *Washington DC* is the federal District of the United States (DC -District of Colombia)

PROVERBS

Proverb are sayings of wise men. Proverbs can also be called wise sayings. Proverbs have hidden meanings and sometimes difficult to interpret. There are thousands of proverbs in common use, however, some are more or less common in some communities than others.

Examples of common proverbs.

- ❖ A bad beginning makes a good ending.
- ❖ A beggar can never be bankrupt.
- ❖ A bird in hand is worth two in the bush.
- ❖ A burnt child dreads fire.
- ❖ A cat may look at a king.
- ❖ A cheerful wife is the joy of life.
- ❖ A drowning man will clutch /cling at a straw.
- ❖ A drunkard's purse is a bottle.
- ❖ A fool and his money are soon punted.
- ❖ A forbidden fruit tastes sweetest.
- ❖ A friend in need is a friend indeed.
- ❖ A friend is easier lost than found.
- ❖ A good dog deserves a good bone.
- ❖ A good husband makes a good wife.
- ❖ A good name is better riches.
- ❖ A hungry man is an angry man.
- ❖ A man is as old as he feels.
- ❖ A penny save is a penny gained.
- ❖ A relying stone gathers no moss.
- ❖ A small leak will sink a great ship.
- ❖ A stich in time saves nine.
- ❖ A thing began is half done.
- ❖ A trouble shared is a trouble halved.
- ❖ A wise man changes his mind.
- ❖ A word to a wise is enough.

- ❖ Absence makes the heart grow fonder.
- ❖ Actions speak louder than words.
- ❖ All is well that ends.
- ❖ All work and no play makes Jack a dull boy.
- ❖ All work and no play makes Jack a mere toy.
- ❖ Among the blind, the one eyed man is the king.
- ❖ An apple a day keeps a doctor away.
- ❖ An eye for an eye and a tooth for a tooth.
- ❖ An idle mind is a devil's workshop.
- ❖ As a man lives so shall he die.
- ❖ As you make your bed, so you must lie in it.
- ❖ As you sow, so you shall reap.
- ❖ Barking dogs seldom bite.
- ❖ Beauty is in the eye of the beholder.
- ❖ Beggars have no choice.
- ❖ Better late than never.
- ❖ Better the devil you than the devil you don't.
- ❖ Birds of the same feather flock together.
- ❖ Blood is thicker than water.
- ❖ Call a spade a spade, not a big spoon.
- ❖ Charity begins at home.
- ❖ Cheapest is dearest.
- ❖ Children are what you make them.
- ❖ Courtesy costs nothing.
- ❖ Cut you coat according to your cloth.
- ❖ Dead men tell no tales.
- ❖ Do as I say, not as you do.
- ❖ Do not kill the goose that lays the golden eggs.
- ❖ Don't count your chickens before they are hatched.
- ❖ Don't judge a book by its cover.
- ❖ Don't put all your eggs in one basket.
- ❖ Early to bed, early to rise makes a man healthy, wealthy and wise.
- ❖ Easier said than done.
- ❖ Easy come, easy go.
- ❖ Empty vessels make the loudest noise.
- ❖ Enough is enough.
- ❖ Every cloud has a silver lining.
- ❖ Every dog has its day.
- ❖ Every man for himself.
- ❖ Every man must carry his own cross.
- ❖ Exchange is no robbery.
- ❖ Experience is the best teacher.
- ❖ Failure teaches success.
- ❖ Familiarity breeds contempt.
- ❖ Fine feathers, make fine birds.
- ❖ First come, first served.

- ❖ Fools build houses and wise men buy them.
- ❖ Fore warned fore armed.
- ❖ Fortune favours the brave.
- ❖ God helps those who help themselves.
- ❖ Good beginnings make good endings.
- ❖ Great haste makes great waste.
- ❖ Great talkers are good liars.
- ❖ Great talkers are little doers.
- ❖ Half a loaf is better than no bread at all.
- ❖ Hasty climbers have sudden falls.
- ❖ He who ceases to pray ceases to prosper.
- ❖ He who knows most who speaks least.
- ❖ He who knows nothing doubts nothing.
- ❖ He who laughs last laughs best.
- ❖ Honesty is the best policy.
- ❖ If fools went not to market, bad wares wouldn't be sold.
- ❖ If you can't beat them, join them.
- ❖ If you cannot make a man think as you do make him do as you think.
- ❖ It is easier said than done.
- ❖ It is easier to destroy than to build.
- ❖ It is easier to make money than to keep it.
- ❖ It is never too late to mend.
- ❖ It is no use crying over spilt milk.
- ❖ Kind words are worth much and cost little.
- ❖ Knowledge is power.
- ❖ Lazy people take the most pains.
- ❖ Let bygones be bygones.
- ❖ Let sleeping dogs lie.
- ❖ Like father like son,
- ❖ Look before you leap / act.
- ❖ Lost time is never found.
- ❖ Love is blind.
- ❖ Make hay while the sun still shines.
- ❖ Many hands make work lighter.
- ❖ Men make houses, women make homes.
- ❖ Nearest is dearest.
- ❖ Necessity is the mother of invention.
- ❖ Necessity obeys no law.
- ❖ Never cross the bridge until you get there.
- ❖ Never trouble before trouble troubles you.
- ❖ New brooms sweep clean but the old ones know all the corners.
- ❖ No gains without pains.
- ❖ No man is without enemies.
- ❖ No one knows where the shoe pinches but he who wear it.
- ❖ Not all that glistens / glisters is gold.
- ❖ Once bitten, twice shy.

- ❖ One good deserves another.
- ❖ One man's meat is another man's poison.
- ❖ Ought of sight, out of mind.
- ❖ Out of the frying pan into fire.
- ❖ Penny wise, pound foolish.
- ❖ Practice makes perfect.
- ❖ Prevention is better than cure.
- ❖ Pride goes before a fall.
- ❖ Procrastination is the major thief of time.
- ❖ Rome was not built in a day.
- ❖ Second thoughts are best.
- ❖ Seeing is believing.
- ❖ Set a thief to catch a thief.
- ❖ Silence gives comfort.
- ❖ Slow and steady wins the race.
- ❖ Small beginnings make great endings.
- ❖ Soft words win hard heart.
- ❖ Some people are born with a silver spoon in their mouth.
- ❖ Some people are more equal than others.
- ❖ Spare the rod and spoil the child.
- ❖ Speak little but speak the truth.
- ❖ Speech is silver, silent is golden.
- ❖ Still water runs deep.
- ❖ Strike the iron when it is still hot.
- ❖ The early bird catches the worm.
- ❖ The last straw breaks the camel's back.
- ❖ The many cocks spoil the broth.
- ❖ The pen is mightier than the sword.
- ❖ There is no place like home /East to West, home is the best.
- ❖ There is no smoke without fire.
- ❖ There is no true love without jealousy.
- ❖ There is no venom like that of the tongue.
- ❖ Those who live in glass houses should not throw stones.
- ❖ Time and tide wait for no man. tit for tat is a fair play.
- ❖ Time is money.
- ❖ To error is human, to forgive is divine.
- ❖ To kill two birds with one stone.
- ❖ To scare a bird is not the best way of catching it.
- ❖ Too much of anything is always bad.
- ❖ Torture knows once at man's door.
- ❖ True love never grows old.
- ❖ Two heads are better than one.
- ❖ Two wrongs do not make a right.
- ❖ Unity is strength.
- ❖ Walls have ears.
- ❖ Wash your dirty linen at home.

- ❖ What belongs to everybody belongs to nobody.
- ❖ What costs nothing is worth nothing.
- ❖ What goes around turns around.
- ❖ What is one man's meat is another man's poison.
- ❖ What is worth doing is worth doing well.
- ❖ When in Rome, do what the Romans do.
- ❖ When poverty comes in at the door, love flies out through the window.
- ❖ When the cat is away, the mouse will play.
- ❖ When the going gets tough, the tough get going.
- ❖ Where there is a will, there is a way.
- ❖ Where there is life, there is hope.
- ❖ Where there is nothing to lose, there is nothing to fear.
- ❖ Where there is smoke, there is fire.
- ❖ Who knows most speaks least.
- ❖ Why keep are dog and bark yourself?
- ❖ You can never know until you have tried.
- ❖ You can't eat your cake and have it.
- ❖ You cannot blood out of the stone.
- ❖ You cannot teach old dogs new tricks.
- ❖ Youth and age will never agree.
- ❖ Zeal without knowledge is a runaway horse.

IDIOMS

An idiom is a phrase or expression whose meaning is different from the meaning of the separate words from which it is formed.

Idioms in common use today.

<u>Idiom</u>	<u>meaning.</u>
a bad egg	a bad person among many
a bolt from the blue	a sudden and unexpected occurrence
a bone of contention	a cause of dispute or struggle
a book worm	a person who spends much time reading books.
a burnt child dreads fire	a previous bad experience teaches extra care or concern.
a close shave	a narrow escape.
a dare devil	a fearless man.
a diehard	a person who is difficult to give up anything.
a feather in one's cup	with honour or distinction.
a good for nothing person	useless or worthless person.
a good samaritan	a friend in need.
a heavy purse	with a lot of wealth.
a jezebel	a wicked woman.
a man's better half	a man's wife.
a rolling stone	a person who is unstable.
a wet blanket	a discouraging person

a white lie	an inexcusable lie.
a wild goose chase	a vain attempt.
all that glisters is not gold.	things are not as beautiful as you think they are.
an empty purse	much poverty.
an eye for an eye	to return evil for evil, tit for tat.
at the eleventh hour	at the last moment.
behind one's back	without one's knowledge
behind the scenes	done secretly without one's knowledge.
birds of the same feather	people of similar likes.
blood is thicker than water	one usually takes side of one's relations against friend.
breech of promise	failure to keep one's promise.
by all means	certainly
by any means	in any way possible
by hook or crook	by fair means /foul play
by the skin of the teeth	survived narrowly.
capital punishment	death sentence /penalty
cut and dry	ready made
empty vessels	people who seem to know little.
every cloud has a silver lining	hard conditions often come to pass.
every dog has its day	sooner or later, everyone has his share of good fortune.
foul play	cheating in a game.
hard nut to crack	a person too difficult to convince.
hard of hearing	almost deaf.
he has a green eye	he is jealous
he has seen better days	he was once rich or prosperous.
his heart is in the boots	he is a coward.
in a nut shell	to express something in few words.
in cold blood	deliberately / intentionally / not in person.
in the same boat	in the same situation or circumstance
let me see in black and white	write it down
man about town	a well-dressed idler who frequents public places.
never cross the bridge until you get there---	do not anticipate difficulties.
next of kin	nearest blood relation.
once in a blue moon	very rare occurrence or done in a while.
one swallow does not make a summer-	don't draw conclusions from a single experience.
one's bread and butter	one's means of livelihood or survival.
out of date	very old fashioned / ancient.
out of question	not worth discussing anymore.
pass away	to die
sleeping dogs	matters that do not concern you.
straight from the horse's mouth---	from a reliable source.
the bread winner	one who provides for himself and his family.
the game is not worth the candle---	the undertaking is not worth the trouble.
the game is up	everything is lost.
ti hit below the belt	to act unfairly in a contest.
to backbite a person	to speak ill of someone.

to be a daggers drawn	to be deadly enemies.
to be a good samaritan	to be kind and compassionate.
to be at logged heads	to be constantly arguing or quarrelling.
to be born with a silver spoon in the mouth---	to be born with a lot of wealth / wealthy parents.
to be caught red handed	to be caught committing a crime.
to be dead beat	to be extremely tired.
to be in hot waters	to be in trouble.
to be on the horns of dilemma ---	being in a situation difficult to decide what to do.
to be tenterhooks	to be in a situation of suspense or anxiety.
to be tied to his mother's apron strings	to be under control and influence of his mother.
to beat around the bush	to approach an issue in an indirect way
to bell the cat	to do something which is extremely dangerous.
to bite the dust	to be defeated in a battle or to die in a result.
to blow hot and cold	to one thing now and the opposite soon after
to boycott	to avoid shun or have no dealings with.
to break in	to bring a situation under control
to break the back	to perform the most difficult part of something
to break the ice	to take the first step or to lead.
to break the news	to reveal sad news gently.
to break the record	to surpass all previous records.
to breath freely again	to breath no longer in fear.
to breath one's last	to die.
to bring down the house	to cause a loud applause.
to bring to light	to reveal something.
to build castles in air	to think of something impossible or extremely difficult
to burry the hatchet	to forget the quarrels and be friend again.
to call a spade a spade	to be frank or out spoken.
to carry one off his feet	to cause maximum admiration.
to catch one's eye	to attract ones attention
to cause bad blood	to cause enmity /hatred between people.
to come off with flying colours	-- to succeed in doing something brilliantly.
to come to light	to become normal.
to commit to memory	to learn by heart.
to count one's chicks before they are hatched-----	to calculate profits before they are realized.
to cut one's throat	to murder somebody.
to cut your coat according to your cloth---	to live within tour own means.
to darken one's door	to pay a visit to someone.
to drive him crazy	to make him very excited.
to eat ones words	to apologize.
to fall out	to quarrel with somebody.
to fall through	to fail to do something.
to fight like cats and dogsto	quarrel / fight frequently.
to flog a dead horse	to try to revive interesting something when it is too late.

to follow upon	to attack someone.
to foot the bill	to pay one's bill.
to gain ground	to make progress in anything.
to give a person plenty of rope	-- to allow a person to behave as he pleases.
to give the cold shoulder	to ignore the past and treat with contempt.
to give the devil his due	to give a person a credit for his deeds.
to give up the ghost	to stop trying.
to go law	to take legal proceedings against
to hang up one's hat	to make yourself in one's home.
to have one's head in the clouds	----- to think fanciful ideas all the time.
to have too many irons in fire	to try to do many things at the same time.
to heap coals of fire	to return good for evil.
to hit a dead end	to end without any success.
to hit the nail on the head	to mention the true facts.
to jump from the frying pan into fire	—to come out of trouble and get into worse trouble.
to keep an eye on	to watch someone.
to keep one's head on	to remain calm
to keep the ball rolling	to keep things going especially if they are amusing
to kick the bucket	to die.
to kick the wolf from the door	to avoid starvation.
to kill the goose that lays the golden egg	--- to destroy or lose your property through greed.
to kiss the book	to take an oath in the courts of law.
to lead by the nose	to lead others blindly.
to let the cat out of the bag	to reveal the secret
to live from hand to mouth	to spend all your earnings without saving.
to live in clouds	to live in great luxury.
to look before you leap	to think twice before you act / act wisely.
to look down upon	to despise somebody.
to look for a needle in a haystack	– to look for something slim chances of success.
to lose one's head	to be carried away by excitement.
to make hay while the sun still shines	--- to take advantage of all opportunities.
to make one's mark	to succeed brilliantly.
to make your own bed and lie in it	---- to bear the consequences of your own actions.
to move heaven and earth	to leave no stone un turn.
to pass on	to die / to proceed
to pave the way	to make it possible.
to pay kind	to pay for something not using money.
to pick holes in	to find faults or mistakes .
to play the gallery	to try to gain cheap popularity.
to play the game	to act fairly or with honest
to plough in the sands	to labour so much without getting benefits.
to pull down a person	to humiliate or shame a person in public.
to pull strings	to try to gain favor of somebody in power for personal gains.
to pull through	to pass an examination / succeed after great struggle.

to pull to pieces	to criticize a person in public.
to pull together	to cooperate or work together.
to put one's foot down	to make a person stop doing something.
to put one's foot in it	to get yourself into trouble.
to put one's nose into something	to meddle into other people's affairs.
to rain cats and dogs	to rain without ceasing for a long time.
to raise Cain	to rebuke / insult severely.
to read between the lines	to get hidden meanings of.
to ring the changes	to keep trying new changes regularly.
to rob Peter to pay Paul	to satisfy one person at the expense of another.
to sail under false colours	to try to deceive someone.
to save one's face	to avoid shame or disgrace.
to save one's skin	to escape danger or injury.
to see day light	to begin to understand.
to see eye to eye	to disagree with one another regularly.
to see red	to become too angry / annoyed.
to see the light	to be converted.
to send to Coventry	to refuse to deal with.
to set by the ears	to set people to fight or quarrel.
to shed crocodile tears	to shed tears of pretence.
to show one's colours	to show intentions without pretence.
to smell a rat	to suspect danger.
to split the hairs	to argue over an important idea.
to square the circle	to attempt doing impossible things.
to stand a loof	to keep to oneself and avoid mixing with others.
to stand on one's own legs	to be independent.
to step into a dead man's shoes	to inherit someone who died.
to take a French	to leave one's companions without notice or stealthily.
to take a leaf	to imitate or follow the example of.
to take a person in hand	to discipline a person
to take one's heels	to run at a great speed.
to take the bull by the horns	to tackle any difficulty without fear.
to take the cake	to take the first prize in a contest.
to take the chair	to preside over a meeting as a chairman.
to take the law into one's hands	to revenge / to carry out mob justice.
to take the lion's share	to take the largest share.
to take the reins of	to take command of / inherit.
to take with a grain of salt	to accept something with some doubt.
to throw cold water	to discourage a person from doing something.
to throw dust in one's eye	to try to deceive someone.
to throw in the sponge	to accept a defeat.
to throw some light	to explain something.
to turn a table	to change the conditions.
to turn over a new leaf	to change one's behavior for the better.
to turn tail	to run away from a place on detecting danger.
to win or gain the day	to become victorious in a contest.

under one's nose
up to date
ups and downs
with a high hand

under close observation of somebody.
recent or modern.
varying fortunes.
very harsh

Activity.

Give the brief meanings of the following idioms.

1. To smell a rat
2. To take a French leave
3. To cause bad blood
4. To be caught red-handed
5. To hit the nail on the head
6. To take the lion's share
7. To take to one's heels
8. To break the news
9. To buy the hatchet
10. To shed crocodile tears
11. To step in the dead man's shoes
12. To hit a dead end
13. To be born with a silver spoon in the mouth
14. To jump from the frying pan to fire
15. To beat around the bush
16. To throw some light
17. To let the cat out of the bag
18. To cut your coat according to your cloth
19. To rain cats and dogs
20. To see day light
21. A rolling stone
22. A hard nut to crack
23. A man's better half
24. A burnt child dreads fire
25. A jezebel
26. With a high hand
27. Strange from the horse's nose
28. To throw dust in one's eye
29. Empty vessels make a lot the loudest noise
30. Stop pulling ropes

SIMILES

Similes are expressions which are used to compare things which have a close relationship.

Similes in common use today.

- ❖ As cold as ice.
- ❖ As afraid as a grasshopper.
- ❖ As agile as a monkey / a cat.
- ❖ As ambitious as a devil.
- ❖ As ancient as the sun/ stars/ the hills.
- ❖ As angry as a wasp.
- ❖ As far apart as the poles.
- ❖ As arid as the sands of the Sahara.
- ❖ As bare as a stone.
- ❖ As beautiful as the rainbow / sunset / paint.
- ❖ As bitter as gall.
- ❖ As blank as an empty bottle.
- ❖ As blind as a bat.
- ❖ As blunt as a hummer.
- ❖ As bold as a lion.
- ❖ As brave as a lion / Achilles.
- ❖ As brief as a dream / time.
- ❖ As calm as death.
- ❖ As candid as a mirror.
- ❖ As cheap as a lie.
- ❖ As cheerful as the birds.
- ❖ As cold as ice / a dog's nose.
- ❖ As confident as a judge.
- ❖ As constant as the sun.
- ❖ As costly as an election.
- ❖ As countless as the stars / sand at the sea shore.
- ❖ As cowardly as a wild duck.
- ❖ As crafty as a fox.
- ❖ As cruel as death.
- ❖ As cunning as a fox.
- ❖ As dangerous as a machine gun.
- ❖ As deceitful as the devil.
- ❖ As deep as the sea / hell.
- ❖ As delicious as the forbidden fruit.
- ❖ As devoted a faithful dog.
- ❖ As docile as a lamb.
- ❖ As dry as a bone.
- ❖ As dumb as a mouse as eager as a bridegroom.
- ❖ As expensive as glory.
- ❖ As fast as light / the storm.
- ❖ As fierce as wolf.
- ❖ As flat as a pan cake.
- ❖ As fresh as dew /a sea breeze.
- ❖ As friendless as alarm clock.
- ❖ As friendly as a puppy.

- ❖ As generous as a dream.
- ❖ As gentle as a dove.
- ❖ As gloomy as night.
- ❖ As good as gold.
- ❖ As grave as a judge.
- ❖ As greedy as a pig.
- ❖ As grim as death / hell.
- ❖ As hairless as an egg.
- ❖ As handsome as paint.
- ❖ As happy as a king / a child.
- ❖ As harsh as truth.
- ❖ As hateful as death /hell.
- ❖ As helpless as a baby.
- ❖ As high as the stars / heaven.
- ❖ As hollow as a drum.
- ❖ As honest as a mirror.
- ❖ As hot as pepper / fire.
- ❖ As hungry as a wolf / church mouse / hunter.
- ❖ As immortal as the stars.
- ❖ As impatient as a lover.
- ❖ As busy as a bee / ants.
- ❖ As industrious as bees/ ants.
- ❖ As innocent as a lamb/ a baby.
- ❖ As invisible as air.
- ❖ As joyful a fly.
- ❖ As lasting as the pyramids.
- ❖ As lifeless as the grave.
- ❖ As loud as thunder.
- ❖ As royal as a dove.
- ❖ As trick as a monkey / a kitten.
- ❖ As meek as a dove/ a lamb.
- ❖ As merciless as a grave.
- ❖ As malicious as Satan.
- ❖ As noiseless as a shadow.
- ❖ As obedient as a puppet.
- ❖ As old as creation.
- ❖ As opaque as the sky.
- ❖ As open as the smile.
- ❖ As peaceful as sleep.
- ❖ As playful as a kitten / a rabbit.
- ❖ As poor as a church mouse.
- ❖ As powerful as death / a lion.
- ❖ As pretty as a picture / paint.
- ❖ As proud as a peacock.
- ❖ As powerless as an infant.
- ❖ As quick as light / flash.

- ❖ As quiet as a lamb.
- ❖ As remote as a dream.
- ❖ As ruthless as the sea.
- ❖ As sad as night.
- ❖ As secure as a grave.
- ❖ As selfish as a fox.
- ❖ As shameful as sin.
- ❖ As shapeless as an old shoe.
- ❖ As sharp as a razor.
- ❖ As short as a dream.
- ❖ As silent as a grave.
- ❖ As sleepless as an owl.
- ❖ As slippery as a serpent.
- ❖ As sober as a judge.
- ❖ As soft as wool / silk.
- ❖ As sour as lime.
- ❖ Speechless as a stone.
- ❖ As sport less as snow.
- ❖ As white as snow.
- ❖ As still as log / statue.
- ❖ As sudden as lightning.
- ❖ As slow as a snail.
- ❖ As sure as a death.
- ❖ As timid as a mouse.
- ❖ As transparent as glass.
- ❖ As tricky as an ape / a fox.
- ❖ As troublesome as a monkey.
- ❖ As ugly as sin or scare crow.
- ❖ As uncertain as weather
- ❖ As unchangeable as the past.
- ❖ As uncompromising as justice.
- ❖ As uncontrollable as a wave.
- ❖ As unreal as a dream.
- ❖ As unstable as the wind.
- ❖ As useful as a cow.
- ❖ As voiceless as the tomb / grave.
- ❖ As warlike as a wolf.
- ❖ As wasteful as a hen.
- ❖ As weak as water or a reed.
- ❖ As wise as King Salmon.
- ❖ As careless as the wind.
- ❖ As black as charcoal / coal.
- ❖ As easy as ABC.

Activity.

Complete the sentences below by filling in the blank spaces with the most suitable words.

1. The teacher's homework wasas ABC.
2. The nurse in the children's ward was as patient as.....
3. My late grandmother was as.....as king Salmon.
4. I dislike befriending pupils who are as.....as peacocks.
5. The gateman was asas a wasp today.
6. I failed to take my juice because it was as.....as ice.
7. The thief who broke into our house was as.....as a fox.
8. When I entered the classroom, the pupils were as busy as.....
9. Stephen Kiprotich ran asas wind to win the race.
10. Pupils who are as playful as.....may not perform well in their studies.
11. Several pupils in Kobero village are as.....as church mice.
12. The food they served at the party was asas the forbidden fruit.
13. Her visit wasas a dream.
14. Our village chief is as happy as a
15. The prisoner was as angry as a
16. My best friend is as gentle as a
17. The bridal gown was asas snow.
18. If you are as.....as a snail, you will be late for school.
19. Our new house maid is asas a mirror.
20. Why are you asas a lever?

GENDER, ANIMAL HOMES, ANIMAL YOUNG ONES, ANIMAL SOUNDS AND ANIMAL FRESH.

1. GENDER.

There are three forms of gender, namely **masculine** (male), **feminine** (female) and neuter (neither female nor male)

Masculine and feminine gender.

Common nouns can either be feminine or masculine but not both.

These are examples of masculine and feminine gender.

(i) Nouns that form feminine gender by using a "suffix"

Masculine	feminine	Masculine	feminine
Head master	headmistress	choir master	choir mistress
Grandfather	grandmother	stepson	step daughter
Landlord	landlady	grandson	grand daughter
Postmaster	postmistress		

(ii) Nouns that form feminine gender by using suffix “ess”

Masculine	feminine	Masculine	feminine
Lion	lioness	prophet	prophetess
Steward	stewardess	Prince	Princess
Shepherd	shepherdess	manager	manageress
Host	hostess	mayor	mayores
Patron	patroness	poet	poetess
Duck	duchess	god	goddess

(iii) Nouns that form feminine gender by using suffix “ress”

Masculine	feminine	Masculine	feminine
Tiger	tigress	instructor	instructress
Emperor	empress	waiter	waitress
Masculine	feminine	Masculine	feminine
Actor	actress	hunter	huntress
Murder	murderess	mister	mistress
Conductor	conductress	sorcerer	sorceress
Traitor	traitress		

(iv) Nouns that form feminine gender by changing completely.

Masculine	feminine	Masculine	feminine
Dog	bitch	bull	cow
Boar	sow	nephew	niece
Drake	duck	grandpa	grandma
Gander	goose	grandmother	grand father
Fox	vixen	widow	widower
Bullock	heifer	wizard	witch
Ram	ewe	bachelor	spinster
Buck	doe	papa	mama
Horse	mare	dad	mum
Stallion	mare	daddy	mummy

Boy	girl	bridegroom	bride
Daughter	son	house boy	house girl
Brother	sister	seamster	seamstress
Tailor	tailoress	king	queen
Giant	giantess	chauffeur	chauffeuse.
heir	heiress		

Activity.

Re-write the following sentences replacing the underlined words with their **opposites**.

1. We went to the zoo but we didn't see any lion.
2. The host welcomed the guests cheerfully.
3. The eldest brother has a friend who behaves like a prince.
4. Our landlord is very unkind to his tenants.
5. The choirmaster told the actors to put on their costumes.
6. The waiters welcomed us to the front seats in the restaurant.
7. Did you see the dog lying in the kennel?
8. The maid was smartly dressed during the wedding ceremony.
9. My niece will graduate in Makerere University soon.
10. Mr. Kakande has several gander son his poultry farm.
11. He bought two bullocks from the cattle market last week.
12. A giant is always fat and tall.
13. A bachelor can now become a village chief.
14. The ram was attacked and killed by a mad dog.
15. Never have I ever seen a wizard in my life.

Give **one word** which means the same as the following group of words.

16. A son of the king.....
17. A person who is receiving treatment
18. A person who writes books.....
19. A lady who is going to marry
20. Unmarried man
21. A man whose wife died
22. A child whose parents died
23. A woman with magical powers
24. A man who will inherit the deceased
25. A lady who entertains guests.

2. ANIMAL HOMES.

Noun	Home.	Noun	Home.
Dog	kennel	parrot	cage
Rabbit	hutch	pigeon	cage
Pig	sty	lion	den
Bird	nest	horse	stable
Bee	hive		

Animal sounds.

Noun	Sound.	Noun	Sound.
Hens	clucks	ducks	quacks
Turkey s	gobbles	bulls	bellows
Monkeys	chatters	cows	mows
Frogs	croaks	apes	gibbers
Alligators	hiss/grant/roar/quak	antelopes	snort
Anteaters	hrow	badgers	growl
Dogs	barks / growls	hyenas	laugh /
scream/whoop			
Wolves	howls	bees	buzz/hum
Sheep	bleats	rabbits	squeals
Elephants	trumpets	horses	neighs
Lions	roars	asses	brays
Snakes	hisses	cloves	coos
Owl	hoots	pigs	grunts
Bats	screech	black birds	whistle
birds	chirrup/chirp/twitter/ sing/ whistle/sing	calves	bleat
bonobos	chirp/squeal/screech/ squeak / hoot	camels	grant
bears	growl/groan/moan/ roar	capuchins	chirp/
chatter/ trill			
cats	mew/ purr/ meow/ meow/ hiss/yowl		

chickens	cluck /cackle/ chirp / crow	chinchillas	squeak
cicadas	chirp	crickets	chirp/ crick
cayotes	bark/ yelp/ cry/ snarl /howl	crows	caw/cah
cattle	moo/low/ bawl/ bellow	cuckoos	cuckoo/ coo
deer	bell	dingles	bark /cry
dogs	bark/howl / woof/ yap/ growl	dolphins	click
donkeys	bray/ hee-ha	doves	coo-coo
eagles	scream	emus	drum
elephants	trumpet/ roar/moan/rumble	falcons	chant
ferrets	cluck	flies	buzz/ hum
foxes	bark/ yelp/ simper	gibbons	
	whoop/chirp/wail		
geese	cackle/ gobble/hiss/ quack		
frogs	crock/ ribbit/ gribbit	giraffes	bleat
goats	bleat/ baa	gorillas	hoot/ bark/
grunt			
grass hoppers	chirp	guinea pigs	squeak
hamsters	squeak	hares	squeak
hens	cackle/ cluck	hermits	chirp
hippopotamuses	bellow/ rumble/ roar/ growl	hogs	grunt/ snort
horses	neigh/ snort/ sputter		
humans	whisper/ hum/ whistle/ cry/ laugh/ scream/ sing/ talk/ moan/ mimic. scream/bellow/wail	humming birds	hum/ tweeter
		jackals	gecker/ howl
		Koalas	
Kangaroos	chortle	dragons	growl/ snarl/
hiss			
Lambs	bleat/ baa	larks	sing/ warble
Linnets	chuckle	lions	roar/ growl

Magpies	chatter	mice	squeak/
squeal			
Monkeys	chatter/ gibber/ whoop	nightingales	sing/ warble
mosquitoes	whine	okapis	cough/
bellow			
ostriches	chirp/ bark/hiss/low/hum	oxen	bellow/ low
parrots	screech/squawk/mimic	owls	hoot/scream
peacocks	scream	pea fowls	scream
pigs	snort/ grunt/ squeal	pigeons	coo
puffins	chirp	raccoons	frill
rabbits	squeak/ drum/growl	rats	squeak/ eek/
brux			
ravens	croak	rhinoceros	bellow
rooks	caw	seagulls	scream/ mew
seals	bark	sheep	bleat/ baa
snakes	hiss	sparrows	chirp/ twitter
squirrels	squeak/ chatter/ click	swallows	twitter/
squeal			
swans	cry	tigers	growl /roar/
snarl			
thrushes	whistle/ sing	geckos	croak
turkeys	gobble	velvets	
chirp/chatter/grunt			
vultures	scream	walruses	groan
whales	sing	wolves	bark/
how/cry/ yell			
wrens	frill/ warble	yaks	low /moan
zebras	whinny /whoop		

sounds made by objects

Object	sound made	Object	sound made.
Planes	zoo	hoofs	thunder
Bells	ring/ peal	horns	foot/ troot
Brakes	screech	kettles	sing
Bugles	call	leaves	rustle
Bullets	ping	paper	crinkle/ rustle
Canes	swish	rain drops	patter
Chains	clank /rattle	saws	buzz
Clocks	tick/ chime	sirens	wail
Coins	clink/ jingle	steam	murmur
Dishes	rattle/ clatter	telephones	buzz
Doors	slang/ bong	thunder	clap peal/ rumble
Drums	beat	trains	rumble
Feet	tramp/ shuttle	trumpets	blare
Fire	crackle	glass	tinkle
Water	bubble/drip	guns	boom
Whips	crack/ lash	wind	howl/ sigh
Heart	beat/ throb	hingles	creak
Wings	whir.		

3. ANIMAL YOUNG ONES.

Noun	young one.	Noun	young one.
cat	kitten	bird	nesting
cock	cockerel	goose/gander	gosling
hen	pullet / chick	fish	fry
deer	fawn	bear	cub
cow	calf	owl	owlet
elephant	calf	eagle	eaglet

sheep	lamb	duck/ drake	duckling
dog	puppy	lion	cub
goat	kid	fox	cub
pig	piglet	buck	rack
rabbit	litter	buffalo	calf
man	baby	bull	bullock
camel	calf	cat	kitten
giraffe	calf	hippopotamus	calf
horse	foal	kangaroo	joey
leopard	cub	rhinoceros	cub
partridge	poult	pigeon	squab
swan	cygnet	turkey	polt
ant	grub	beetle	grub
butterfly	caterpillar	cockroach	nymph
dragon fly	nymph	grass hopper	nymph
housefly	maggot	moth	caterpillar
eel	elver	oyster	spat
salmon	parr	shark	cub
trout	fry	whale	calf
frog	tadpole	turtle	hatchling
seal	pup	stallion	foal
tiger	cub	wolf	cub
zebra	foal	ostrich	chick

4. ANIMAL FRESH.

Noun	fresh.	Noun	fresh.
Sheep	mutton	cow	beef
Pig	pork / bacon	calf	veal
Hen	chicken		

Activity.

Fill in the blank spaces with the correct word.

1. A monkey is toas an elephant is to trumpet.
2. Ais to barks as a sheep is to bleats.
3. A pig is to grunts as a hyena is to
4. A pig is to pork as a sheep is to
5. A bee is to a hive as a lion is to a.....

Re write the following sentences replacing the underlined group of words with **single words.**

6. My two young geese were knocked down by a speeding cyclist.
7. I have taken long without eating the fresh of a sheep.
8. Our neighbour's dogs made loud noise the whole night.
9. We saw two elephants moving with the young ones at the game park.
10. My father's cat gave birth to three young ones.

VOCABULARY RELATED TO PROFESSIONS, SPECIAL PLACES AND PEOPLE WITH SPECIAL CHARACTERISTICS

1. Words determining special places.

- A place where bees are kept-----apiary.
- A place where fishes are kept-----aquarium.
- A place where pigs are kept-----sty.
- A house / shelter for Eskimos-----igloo.
- A house / shelter for a dog-----kennel.
- A house / shelter for a horse -----stable.
- A house / shelter for a cow -----byre / pen
- A place where priests / monks live -----monastery.
- A place where nuns live -----convent.
- A place where leather is tanned -----tannery.
- A place where soldiers live ----- barracks
- A place where fruit trees are grown -----orchard.

A place where orphans are kept -----orphanage.
A place where dead people are kept -----mortuary / morgue
A place where meat is sold -----butcher.
A place where animals are slaughtered -----abattoir.
A place where milk is processed / preserved -----diary.
A place where goods are stored -----depot.
A place where ancient items are kept -----museum.
A place where crude petroleum is refined -----refinery.
A place where bread is made -----bakery.
A place where beer is brewed -----brewery.
A residential place for students -----hostel.
A place where travelers obtain lodging / meals-----inn / hotel.
A place where people obtain food and refreshment-----restaurant.
A place where cars are repaired / kept -----garage.
A place where planes are repaired / kept -----hanger.
A place where writing materials are sold ----- stationery.

2. Words denoting special profession.

A person who treats teeth diseases -----dentist.
A person who tests eye sight and sells spectacles -----optician.
A person who sells drugs-----chemist.
A person who studies medicine-----physician.
A person who carries operations on the sick-----surgeon.
A person who attends to bad teeth -----dentist.
A person who drives a motor-car -----chauffeur
A person in charge of a ship -----captain.
A person who officiates a football match ----- referee
A person who trains a football match----- coach.

A person who leads a football team-----captain.

A person who writes articles /for newspapers -----journalist / reporter

A person who sells medicinal herbs -----herbalist.

A person who sells fruits -----fruiterer

A person who draws designs for buildings -----architect.

A person who connects and mends water pipes -----plumber.

A person who sells clothes / fabrics-----draper.

A person who carves items -----sculptor.

A person who studies ancient remains -----archeologist.

A person who flies planes -----pilot / aviator.

A person who prepares meals in a hotel -----chef.

A person who performs difficult gymnastics -----acrobat.

A person who makes pots, cups -----potter.

A person who carries out census -----enumerator.

A person who writes books -----author.

A person who writes novels -----novelist.

A person who writes poems -----poet

A person in charge of a library ----- librarian.

A person who sells goods door-to-door -----vendor / hawker.

A person who writes plays -----playwright

A person who sells writing materials ----- stationer.

A person who studies accountancy -----accountant.

3. **Words denoting to people with special characteristics.**

A person who runs away from law -----fugitive.

A person who runs away from his country -----exile.

A person who dies for his faith -----martyr.

A person who does work willingly free of charge -----volunteer.

A person who shows less interest in things -----introvert.
A person who feeds on vegetables -----vegetarian.
A person who asks for help from one person to the other -----beggar.
A person fond of telling lies ----- liar.
A person who talks / praises himself always ----- braggart.
A person who speaks several languages ----- linguistic.
A person who entertains a guest / a visitor -----host / hostess.
A person employed to kill high profile people ----- assassin.
A partner in criminal acts ----- accomplice.
A person who eats more than enough food ----- glutton.
A man whose wife died ----- widower
A woman whose husband died ----- widow.
Unmarried man ----- bachelor.
Unmarried lady -----spinster.
A lady who is about to marry ----- bride.
A man who is about to marry ----- bride / bridegroom.
A lady who gives company to the bride -----bridesmaid / maid.
A man who accompanies the bridegroom -----best man.
A man who has more than one wife ----- polygamist.
A person who pretends to be another person ----- imposter / hypocrite.
A person who eats human flesh ----- cannibal
A person who travels on foot ----- pedestrian
A man who travels in a motorcar ----- motorist
A person who travels on a motorcycle -----motorcyclist
A person who travels on a bicycle ----- cyclist
A person who betrays his country ----- traitor.

A person who uses his powers to oppress others ----- tyrant

A person who makes knives, forks ----- cutler

A person who sells tea and milk products ----- grocer

A person who sells fruits and green vegetables ----- green grocer

A person who sells precious items ----- jeweler

A person shaves people's hair ----- barber.

A person who repairs shoes ----- cobbler

A person who makes items out of iron ----- black smith

A person who makes furniture ----- carpenter

A person makes / sells sweets ----- confectioner

A professional singer / dancer ----- artiste.

PUNCTUATION/ MECHANICS OF WRITING

When we are writing a sentence of a text, it is important to show the reader when to stop, pause, to interpret with emphasis or surprise. These signals are provided by the writer to make the reader understand clearly what the writer is saying. Such signals are called **punctuation marks**.

The commonest examples of punctuation marks are;-

- | | |
|----------------------------|------------------------|
| ● The full stops (periods) | ● The colon |
| ● The apostrophe | ● The semi-colon |
| ● The question mark | ● The dash |
| ● The hyphen | ● The exclamation mark |
| ● The commas | ● The brackets |
| ● The inverted commas | ● The italic |

1. Capitalization (Capital letters)

Capital letters are sometimes called letters. They are used as follows;-

- ❖ To begin all sentences.

The first word in each sentence should be written in capital letters.

Eg. She arrived here very late last night.

Does he live near your house?

- ❖ To begin all verses or lines in a poem.

Every line or verse or line should begin with capital letters.

Eg. Happy are they children of my uncle

On which days my uncle drives them to school
On weekends they spend their time playing
But me, a poor herds boy will never go to school
My uncle says education is not for orphans.

❖ To begin all proper nouns.

Proper nouns are special or specific or real names given to people and other things such as;-

- Names of people- John, Mary Mukasa, Ochen.
- Names of lakes, rivers, mountains and other physical features eg-The Nile, Victoria, ect
- Names of places. Eg –Kampala, Uganda, Hoima, Jinja.
- Names of schools. Eg. Stella Maris P/S, Green Hill Academy.
- Names of buildings. Eg. Workers house, Crested Towers, Mukwano Arcade.
- Names of newspapers .Eg. Bukedde, The New Vision, The Daily Monitor
- Names of streets. Eg. Kampala Road, Kimathi Avenue, Bombo Road
- Names of associations or companies. Eg. Nile Breweries, Parents Teachers' Association, Bank of Uganda etc

❖ Capital letters are used to begin sentences in direct speech. Eg. The teacher shouted, "Wake up, girls!"
"Has anybody seen my book?" asked the head girl.

❖ A capital letter is used for all sacred names- The Bible, The Quran. Eg. Allah, God, Jesus, The Lord, Messiah, Our Father, The Almighty.

Note: Even pronouns referring to **God** are written beginning with capital letters. eg **He**, **His**, **Him**.

❖ Capital letters are used to write names of days of the week, months and special holidays on the calendar. Eg. Monday, Wednesday, February, August, September, Hero's day, Sports day Idd Fitir, Labour Day, Women's day.

❖ Capital letters are used to begin words such as; Uncle, Aunt- when used before names. Eg. Aunt Solome, Uncle Timothy. In that case. They are being used as proper nouns.

❖ Capital letters are used to begin words like;- Father, Mother, Grandmother, Grandpa- when used as proper nouns. eg.

Where is Grandpa's walking stick?

Sarah will wear Mummy's new dress.

I know Father won't accept that excuse.

❖ The pronoun 'I' wherever it appears, it must be in capital letter. Eg. The more **I** thought of her, the more **I** cried.

- ❖ Capital letters are used to write all the titles of books, poems, stories, songs, people, articles in the newspapers. etc

Eg. MK Primary English
Primary Mathematics For Uganda
Prof. Wandera Kazibwe

Dr. Machumi Andrew
Dr. L. R. Stevenson.

- ❖ Capital letters are used to write most abbreviations. (Some abbreviations however are not written in capital letters)

eg. A.D, B.C, UNEB, P.L.E WHO, M.P H.E.P D.r P.T.O P.M.O YMCA, Mr.
His Excellence (H.E) Her Majesty H.M

- ❖ Capital letters are used to write parts of the word but not definitions of the word.

The Seychelles Islands The Middle East
The East Coast Islands The West Indies

- ❖ Capital letters are used to begin all proper adjectives. (Adjectives formed from names of countries)

eg. Ugandan, Swiss, Scottish, English, Dutch, Irish, Spanish, Polish, etc

- ❖ Capital letters are used when writing salutations in official letters.

eg. Dear Dr. Ian Clark: Dear Madam: Dear Masseurs:
Dear Ladies: Dear Reft. Hon. speaker: Dear Hon.

Note: When writing a complementary clause of a letter, capitalize only the first letter.

eg. Sincerely yours, Truly yours, Yours affectionately,
Yours ever, Your lovely nice, Your loving son,

Activity I

Rewrite and punctuate the sentences below by using capital letters where necessary.

1. did allan invite Micheal to his birthday party last Tuesday?
2. France was liberated by the British and American forces during the war.
3. Mountain Everest is the highest mountain in the world.
4. Aunt Rose has a big super market along Ben Kiwanuka street in Kampala city.
5. Mai and I spent our Easter holiday in Nairobi Kenya.
6. Christmas commemorate the birth of Jesus Christ our saviour.
7. Suddenly, Beryl, asked "Has anybody seen my binoculars which I bought on Friday?"
8. At the class concert, David recited a song by Philly Bongole Lutaaya.
9. "Do you remember where Jonah lived?" asked Adrian, the conductor.
10. Sir Edward Muteesa died in Britain after being deposed by the governor.
11. Dr. Okwonko was a great writer of African literature but he lived in Washington in America.
12. "Does this car belong to Mrs. Wright?" asked Mr. Bikulu.

Activity II

Read the information below and use it to fill in the form given below correctly.

Kisakye Rebecca was born on 17th March, 2002 to Mr. Kabaale Moses and Mrs. Rosette Kabaale in Namungoona Orthodox hospital in Rubaga division in Kampala district.

Use the above information to complete the form below correctly. Use capital letters only.

Full Name: Sex: Age:

Date of birth: Month: Year:

Place of birth: Division: District:

Parents: Mother's name:

Father's name:

Signature:

2. The commas

The comma is used in many different ways:-

- ❖ When writing dates to separate the month from the year and sometime to separate day from the date.

Eg. Tuesday, 13th, January 2015

Friday, 20th November 2015

However, using a comma to separate items on the date is optional (not compulsory)

- ❖ To separate items on a list of items named in a sentence.

Eg. I bought an envelope, a pen, a book and an ink bottle.

My father travelled to Burma, Japan and Germany during the war.

He chased, beat, kicked and handcuffed me.

- ❖ A comma is used to separate clauses.

Eg. The lady, with who we sat in the taxi was a Rwandese.

Whenever my father drinks alcohol, he loses appetite for food.

If I see him here again, I will speak to him about it.

However much he tried, he didn't succeed in life.

Crossing a busy road while running, the pedestrian was knocked down.

Nanyumba, my eldest son wants to become an engineer.

- ❖ A comma is used in positive and negative answer tags.

Eg. Yes, she arrived safely.

No, I didn't see your phone.

Yes, she does.

No, she doesn't.

- ❖ A comma is used after an interjection at the beginning of a sentence.

Eg. Hello, may I speak to the manager?

Wow, what a pity?

- ❖ A comma is used to separate the words of the speaker from those of the reporter in "Direct" speech.

Eg. She asked, "Do you know where Mr. Wright is?"

The teacher shouted, "Listen to me!"

The doctor said, "Sick man, lie down on this table."

- ❖ A comma is used to separate the noun from the rest of the sentence while giving instructions and additional information.

Eg. Joel, wake up and go to school.
 Simon, it is time for you to wake up.
 My grandpa, who spent a lot of time working, died a wealthy man.
 Mubiru, whose leg was injured in the match, is absent today.

- ❖ A comma is used when writing addresses.

Eg. Stella Maris Boarding Primary School, P. O Box 30, Nkokonjeru. _	Mulago Hospital, Department of Gynecology, P.O Box 6333, Kampala
--	---

- ❖ A comma is used when we intend to pause in a sentence. Eg.

- ✓ The taxi driver, after realizing that he had knocked an innocent pedestrian, decided to take off.
- ✓ Motor vehicles, as most of us are aware, are the major cause of air pollution in the city.
- ✓ Jennifer Musisi, tough as she is, won't allow musicians to litter the city.
- ✓ Moses Golola, talkative as we all know him, is very good at threatening his opponents.
- ✓ Your favorite food, rice and chicken, wasn't prepared today.

- ❖ A comma is used to set off a parenthetical expression used to explain or clarify a statement.

Eg. The people we arrested, by the way acted wrongly in public.
 We realized, of course, that the money we had was not adequate for the journey.
 Your performance therefore will depend on your hard work.

Parenthetical expression include the following

Of course	however	on the other hand
therefore		
Indeed	by the way	never the less
over		more
Consequently	etc	

- ❖ A comma is used to set off direct speech. Eg.

- ✓ "Jinja is no longer industrialized," said the guide.
- ✓ "Yes, I agree with you!" said the tourist.
- ✓ The stranger asked, "Is this the source of the Nile?"
- ✓ She asked, "Is this your pen, Maggie?"

- ❖ A comma is used after salutation in personal or friendly letter.

Eg. Dear Mary, My dearest Mum, Hello Davis, My dearest Aunt Monica.

- | | | |
|----------------------|-------------------|-----------------------------|
| Eg. Yours faithfully | Sincerely yours, | Your affectionate daughter, |
| Yours ever, | Truly yours, etc. | |

The full stop is used in the following ways.

- Eg. I think it was wrong to beat children.
 Unless uncle Ronaldo works in Centenary bank.

- | | | |
|-------------------|--------------------|--------------------|
| Eg. Y.K. Museveni | Dr. A.M. Obote | Sr. F.N. Nalumu |
| Rev. J.J. Okoth | Prof. W.K. Kazibwe | Mr. D.H. Byamukama |

- | | | | | | | | | |
|------|------|------|------|------|------|------|-------|------|
| Jan. | Mar. | Feb. | Tue. | Wed. | Dec. | Nov. | Sept. | Aug. |
| Fri. | | | | | | | | |

- [illegible]

Eg.	YMCA	FUFA	UNEB	UNFA	CAA	WHO	UNO	UNICEF	USAID
	cm	km	dg						

The use of an exclamation mark.

- ✓ How beautiful the bride looked at her wedding!
- ✓ What a blessing it is to complete primary seven!
- ✓ How amazing your story is!

- ✓ “Wake up now!” The maid shouted.
- ✓ The headmistress said, “Listen to me attentively!”
- ✓ The driver said, “What a loss!”

- ✓ Alas! We have only one week left to go for holidays.
- ✓ My God! The boxer has fallen down.
- ✓ "Nonsense!" you can't speak to me in such a way.

- ✓ Haa! My kettle is spoilt.

5. **The question mark.**

The use of a question mark.

- ❖ At the end of any question or interrogative sentence. Eg.
 - ✓ How often do you come here?
 - ✓ Do you arrive home safely?
 - ✓ Can I help you, please?
- ❖ In questions in direct speech. Eg.
 - ✓ Mummy asked, "Girls, what are you still doing indoors?"
 - ✓ "David, have you seen my book?" Timothy asked.
 - ✓ The guard asked, "Gentlemen are you satisfied with my work?"

6. **The apostrophe.**

The use of apostrophe.

- ❖ To show ownership /possession / belonging.

Eg. David's Laptop	Mr. Brown's car	Cow's hoof
James's new coat	Charles' shoes	Teacher's
guide		
Teachers' staffroom	Ely's cup	Tom's pot

They are called possessive nouns.

- ❖ When indefinite pronoun is used with the word *else*. Eg.

- ✓ It may be someone else's book.
- ✓ This is no one else's handwriting.
- ✓ It is nobody else's business.

- ❖ To show that some letter have been omitted or left out. Eg.

- ✓ She'll be here tomorrow evening.
- ✓ They've invited a few of us for dinner.
- ✓ We're the last to enter the main hall.
- ✓ She'd finished her work earlier.

Such words written in shorten forms are called contractions.

7. **Quotation marks / inverted commas**

Quotation marks are used to:-

- ❖ Enclose words of a speaker in direct speech. Eg.
 - ✓ "Is there any dinner left?" asked Tanah.
 - ✓ The driver said, "I will pick you up at midday."
 - ✓ She asked, "Does river Nile flow into the sea?"
- ❖ To enclose words of the speaker even when they are interrupted by those of the reporter. Eg.
 - ✓ "Ladies and gentlemen", said the chief guest, "I welcome you to this party."
 - ✓ "Close that door", said mummy, "And lock it behind you."

✓ “Who?” asked mummy, “Has broken this new cup?”

❖ To quote words with special meaning or which have been borrowed from another language. Eg.

- ✓ The box I carried was marked “fragile”
- ✓ Are you the one who has shouted “bravely?”
- ✓ Daddy doesn’t want us to watch “Agataliiko Nfuufu”
- ✓ How often do you eat “atapa” at your home?
- ✓ He often reads “The New Vision” after work.
- ✓ My favorite program on NTV is “Point blank”

❖ To enclose titles of books, songs, newspapers when used in sentences. Eg.

- ✓ During the holiday, I read an interesting book entitled, “The hidden Treasure”
- ✓ Our class read a poem entitled, “The great Orchard” today.
- ✓ My favorite song “Kamwako” was not played at the party.
- ✓ What my daughter calls a “dictionary” is sometimes not.

8. The hyphen (-)

A hyphen is used to;-

❖ Write out compound nouns.

Compound nouns are nouns which are made up of more than one word.

Eg. head-of –state teacher-on-duty officer-in-charge
Father-in-law kilogram-of-sugar bag-of –cement

❖ Write out compound adjectives.

Compound adjectives are adjectives which are made of more than one word working together to describe a noun/ pronoun.

Eg. a silver-coated spoon a long-legged woman a water-logged area
water purifying- plastic can a life-threatening disease bad-mannered fellows
a fast-moving vehicle donkey-drawn carts sugar-coated medicine

❖ To divide a word at the end of a line.

Eg. li-brar-ian pas-sen-ger

❖ To separate the numerator from the denominator.

Eg, He won the elections by a two-thirds majority.
He had already used three-quarters of the stolen money.

❖ We use a hyphen after prefixes or suffixes.

Prefixes are groups of letters written before some words in order to change their meanings and vice versa.

Eg ex-soldier ex-girlfriend ex-president
_ Ex-boyfriend ex- husband mis- conduct

Self-awareness	self-confident	self-expression
Self-explanatory	self-driven	self-motivated
Semi-independent	pre-arranged	self-defend
Self-employed	self-reliant	semi-permanent
Bishop-erect	single-handedly	re-organize
Semi-skilled	self-educated	self-government
Self-esteem		

9. **The semi colon. (;)**

A semi colon is used in different ways.

- ❖ Between the main clauses of a compound sentence when they are not joined by conjunctions.

Eg.

- ✓ The police captured several items from the thieves; money, clothes, radios, and many others.
- ✓ We shall drive through many towns; Mbale, Iganga, Jinja and Mukono before reaching Kampala.
- ✓ Our teachers have a lot of work; they teach, mark, examine and prepare report cards.
- ✓ There are several countries in East Africa; Uganda, Kenya Tanzania, Rwanda and Burundi.
- ✓ The street was very quiet; there wasn't any car in our sight.
- ✓ The demonstrator couldn't listen; they shouted and threw stones at the armed policemen.

- ❖ Between the main clause of a compound sentences that are joined by a conjunction if the clause before the conjunction contains commas.

Eg.

- ✓ After the audience were seated, the music began; they were delighted.
- ✓ The cat was brown, grey and black; but its ears were white.
- ✓ The girls shouted, clapped and sung; not knowing that their father was in-doors.
- ✓ Nelson Mandela was a brave, strong, and good-hearted man; the whole world still respects him.

10. **The colon (:) (Sometimes written with a dash(-))**

A colon is used to;-

- ❖ To introduce an explanatory phrase, a statement or a list of items that complete a sentence.

Eg.

- ✓ My daughter performed very well in all subjects: English, Maths, Science and Social studies.
- ✓ I went to Nakasero market and bought several items: clothes, a school bag, cutlery and spices.
- ✓ She did several forms of misconduct: stealing, fighting, lying and destroying school property.
- ✓ Mubiru has several talents: a singer, a footballer, a rally driver and a trader.
- ✓ Bring the following items: a blanket, a mattress, a jerry can and a bucket.

- ❖ Between sentences grammatically independent but closely related.

Eg.

- ✓ You should go to school to acquire knowledge: not to amuse yourself.
- ✓ The man spoke quite a lot: little did I know that he is a liar.
- ✓ I would rather remain poor: but not turn into a thief.
- ✓ Try to drive faster: we may miss the interview.
- ✓ He has poor night vision: he can't drive now.

❖ Between the hour and the minutes when writing time. Eg.

- ✓ The earliest bus leaves at 4:00.
- ✓ We were told at 9:00 o'clock.
- ✓ The commander inspected his name at 12:00 exactly.

❖ After the salutation of a formal or business letter.

Eg. Dear Dr. Chris:

Dear Hon. Theodore:

Dear sir / Madam:

Dear Maseurs:

❖ To introduce a long quotation. Eg.

- ✓ The teacher opened the lesson with the following words: "I would like to welcome all those of you who are new to this school, and welcome those of you who are returning from your Christmas holiday. On the chalk board is our first topic for this term."
- ✓ The host in his welcome speech said: "Ladies and gentlemen, my wife and I welcome you to our new home. We have invited you to come and share with us in our joy. Please, feel free....."

❖ Between the clauses of a compound sentence when a second clause explains the first.

Eg.

- ✓ We soon discovered the reason why our dad was excited: he had been promoted to a higher post.
- ✓ Little Lisa must have been dreaming about something funny: she was smiling.
- ✓ We took to discover why Cissy decided to run away from home: she had become pregnant without her parents' knowledge.

11. The italics.

Italics are special styles used in printing. It is not very common with hand written text. But as learners of English, we ought to know their uses.

Italics are used to:-

- ❖ To indicate words that have been borrowed from a different language.
- ❖ To indicate titles of books, newspapers, poems, plays.

Eg.

- ✓ My mother is a journalist. She writes for *The New Vision*.
- ✓ We travelled by *Mr. Kalangala* on our return journey.
- ✓ *Mariner IV* took photographs of Mars in 1965.
- ✓ Have you ever read *The Treasure Island*?

Application of punctuation marks.

Activity I.

Re write the following sentences and punctuate the correctly.

1. during the big war England france and italy formed an alliance
2. go to the dentist said mummy and let him extract your tooth
3. however had he tried nakato didn't succeed in her studies
4. during my stay in India I visited beijing industrial area
5. Mr. Okia is the secretary of defense in namatala village
6. Sir. edward mutesa 1 who was a king of buganda has exiled to britain.
7. Chinua achebe was a great african writer but he lived in Washington in america
8. aunt racheal has a big shop on bombo road in Kampala
9. the doctor said sick man lie on this table and allow me check on your swollen eye
10. whenever he returns home he punishes his innocent children
11. what a pity said the stranger to the sick girl
12. Why asked the maid have you eaten the baby's food.
13. Who asked mummy has hit my baby on the head
14. Where did you leave your school bag dorah asked the teacher
15. Stop it at once the angry man shouted at his son.
16. Things fall apart is a very interesting book of african literature
17. the Uganda national theatre is found along duster street
18. how often does your dad read the new Vision paper
19. What a tall building the mapeera house is
20. sarah asked david do you know the right answer of this question

Activity II.

Below is a short passage of two paragraphs. Read it carefully, re write and punctuate it carefully.

once upon a time there lived a chief in my grandma's village he was a very wealthy man he had a lot of cattle goats horses and sheep unfortunately his wife was buried he there ore had no son to inherit his wealth after his death whenever he thought about this he became sad and depressed a few years later he decided to look for a second wife to marry she was called faulata she was indeed beautiful and the whole village admired her beauty a few month later she became pregnant shortly after she gave birth to a baby girl unfortunately the newly-born baby had a hole in her heart just after a few weeks the baby's sickness worsened until she died What a sad moment the chief and his family finally had

Activity III.

Below is a short passage of two paragraphs. Read it carefully, re write and punctuate it carefully.

during my brother's graduation party held at jokers hotel last Friday many guests were invited we ate drank and danced to the music played by afrigo band the chief guest at the occasion was rt. hon. rebecca kagaga the speaker of the parliament in her speech she emphasized the value of good education she encouraged then parents to always struggle and send their children to good school if they are to have a bright future.

Activity IV.

The passage is not properly punctuated. Read it carefully, re write and punctuate it making a correct composition about, the “**abolition of corporal punishments**”
the abolition of corporal punishment by The Ministry of Education and sports disappointed our teachers at stella maris boarding primary school it was the only way they used to punish pupils every teacher used to carry a cane all the time pupils were very miserable and quite a number of them left school because of canning the most hated teacher was mr tori the Deputy Headmaster he was secretly nicknamed mr kiboko because he was fond of canning wherever he found in any fought sometimes he would squeeze and pull the pupil's ear until they bled the situation went from bad to worse each day several pupils therefore decided to drop out of school. Sometimes later the Education and sports ministry came to our rescue they announced them all forms of corporal punishments had been banned from all schools.

Activity V

Below is a short passage of two paragraphs. Read it carefully, re write and punctuate it carefully.

it was the beginning of the week as soon as the morning bell rung all the pupils ran very fast to the assemble ground this was unusual and I wondered why later I learnt that mr kibebe was the teacher on duty he was the most hated teacher because of his strictness he wanted only three things in his life; punctuality smartness and hygiene failure to observe them led to severe punishment.

Activity VI.

Below is a short passage of two paragraphs. Read it carefully and re write with proper punctuations.

mr. amoti is a teacher at nakasero primary school one day he came to school dressed in a suit with a neck-tie this was not his usual conduct one of the teachers asked him mr. amoto why are you so smart today he got annoyed and never responded instead he moved away and entered his classroom when he entered the classroom, all the pupils were very excited and shouted wow, how smart you are today mr amoti

Activity VII.

Below is a short passage of two paragraphs. Read it carefully and re write with proper punctuations.

one day tom and his brother james were going back home from school to avoid the main road which passed the busy shopping centre, they decided to take a short cut it was a half a kilometer shorter than going through the town soon they were joined by other children. Passing-by an old tree near the path james looked up and saw a bird with a red head isn't it a lovely bird he asked. It was a wood pecker. And sure enough the bird started drumming on the trunk of the tree looking for food.

Activity VIII.

Below is a short passage of two paragraphs. Read it carefully and re write with proper punctuations.

deborah, who was one of the bridal maids at her sister's wedding had always longed for this day she imagined how she would look when smartly dressed in her new bridal dress. When the day came she dressed as planned in her white italian made dress and the high heeled shoes. ritah with whom they matched told her to be very careful for she would easily fall down as she was not used to that type of shoes. at the church, it all started well as the wedding bells were being rung. However, she slid off the slippery tiles and had a fall of her life. What an embarrassing moment it was.

QUESTION TAGS.

- ❖ In conversations, we sometimes ask questions not because we need answers or information but simply confirmation of what we already know. We want the person addressed to agree with us or to what we say. In order to do this, we add a question tag to a statement, usually expecting the answer **yes** or **no**.
- ❖ A negative statement takes an affirmative question tag while an affirmative statement takes a negative question tag. Question tags have the following rules:
 1. ***A question tag must be followed by a question mark.***
 2. ***A question tag should begin with a small letter because it is a continuation of a statement.***
 3. ***A comma separates the question tag from the main statement.***

Examples.

1. You like Mathematics, don't you?
2. She didn't work hard, did she?
3. You were appointed a prefect, weren't you?
4. He will assist us, won't he?
5. We should come in now, shouldn't we?
6. He might have forgotten, mightn't he?
7. We need to hurry, don't we?
8. He dare to bribe the policeman, didn't he?
9. I am your closest neighbour, aren't I?
10. I'm not invited to dinner, am I? etc.

However, commands, requests and suggestions take affirmative question tags apart from a few exceptions.

Examples.

1. Pass me the salt please, will you?
2. Wake up now and go to school, will you?
3. Stand up and come here at once, will you?
4. Shut that door, will you?
5. Let us leave now, shall we?
6. Let us meet tomorrow morning, shall we?
7. Let me check your swollen eye, will you?
8. Don't speak to me rudely, will you?
9. Avoid making unnecessary noise, will you?
10. Let me use your laptop here and now, shall I? etc.

Using indefinite pronouns with question tags.

Note: Sentences with indefinite pronouns take negative question tags.

Examples.

1. Somebody wanted to speak to you, didn't they?
2. Everybody should work hard, shouldn't they?
3. Somebody told them the truth, didn't they?
4. Somebody must have entered this house, mustn't they?
5. Everybody needs help, don't they?
6. Everybody was invited to dinner, weren't they?
7. Someone will help you, won't they?
8. Someone is knocking at the door, aren't they?
9. Somebody has called on you today, haven't they?
10. Everybody listened attentively, didn't they? Etc.

Using negative words with question tags.

Note: sentences with negative words take affirmative question tags.

Examples.

1. Nobody helped me to do the work, did they?
2. None of you will be invited to the party, will you?
3. There is nothing wrong with me, is there?
4. There was nobody at the gate, were there?
5. There was hardly any food left for supper, was there?
6. None of them spoke to me, did they?
7. There is little hope for success, is there?
8. You seldom speak the truth, do you?
9. No one came to help us, did they?
10. He never tells lies, does he? etc.

Note: In some situations, when asking people to do things politely, we use question tags with helping verbs such as "would/ can/ could" to sound a little politer.

Examples.

1. Please, wait a minute, can you?
2. Try to drive carefully, can you?
3. Lend me your shopping bag, would you?
4. Revise your notes seriously, would you?
5. Avoid speaking rudely to your teachers, would you? etc.

Activity I.

Complete the following sentences with the most suitable question tags.

1. They go to church every Sunday,?
2. He should try to be careful,?
3. She is studying accounting,?
4. He will pay you a visit,?
5. He doesn't live with us,?
6. I am a better football player than you,?
7. He sells flower at the roadside,?

8. I'm not a student at your school,.....?
9. My dad wrote that letter,?
10. They often visited us,?
11. She must try to be polite,?
12. Let us play our popular game,.....?
13. They use to speak Acholi,.....?
14. We can return home anytime,?
15. His mother works in Nsambya Hospital,.....?
16. She doesn't need any help from you,.....?
17. I don't intend to return home soon,.....?
18. She could do better if she wanted to,.....?
19. You wouldn't like to watch the movie,.....?
20. Pick up the teacher's chalk,.....?
21. She mustn't come here again,.....?
22. Never use abusive language again,?
23. I must prepare for my exams,?
24. Let's go to the library now,?
25. He used to tell us funny stories,?
26. He hadn't seen me before,?
27. Let's revise our notes,?
28. I should have left early,?
29. My father used to be a pilot.?
30. They ought to know the truth,?
31. Nobody will be allowed in the room,.....?
32. Nobody listened to me,.....?
33. Nobody understands your explanation,?
34. Switch off the light,?
35. My father studied in America,?
36. Let me speak to you,?
37. They ought to have said the truth,?
38. Ndagire used to live with us,.....?
39. You had your books marked,.....?
40. Everybody enjoyed the film,?
41. Somebody knocked at your door,?
42. There was nothing wrong with my radio,?
43. I sometimes visit my aunt in Nairobi,.....?
44. I rarely visit my aunt in Nairobi,?
45. Candidates ought to use the dictionary,?
46. We managed to climb the high mountain,.....?
47. The couple was happily married,?
48. We sometimes wake up late,.....?
49. We rarely wake up late,?
50. You ought to listen attentively,.....

Activity II.

Re write the following sentences as instructed in the brackets.

1. You should go there now, shouldn't you? (End:,should you?)
2. We must leave tomorrow morning, mustn't we? ? (End:,must we?)
3. He could have succeeded, couldn't he? ? (End:,could he?)
4. He used to stay with us, didn't he? ? (End:,did he?)
5. Your mother works here, doesn't she? ? (End:,does she?)
6. He has arrived at the airport, hasn't he? ? (End:,has he?)
7. She could have got promoted, couldn't she? (End:,could she?)
8. She would have spoken to me, couldn't she? (End:,could she?)
9. They were listening attentively, weren't they? (End:,were they?)
10. You replied to my letter, didn't you? (End:,did you?)
11. They came here last night, didn't they? (End:,did they?)
12. It was raining heavily, wasn't it? (End:,was it?)
13. He used to smoke a pipe, didn't he? (End:,did he?)
14. I am likely to see you tomorrow, aren't I? (End:,am I?)
15. The party is over, isn't it? (End:,is it?)
16. You are going to help us today, aren't you? (End:,are you?)
17. They ought to have come late, oughtn't they? (End:,ought they?)
18. I always say my prayers, don't I? (End:,do I?)
19. They often visit us, don't they? (End:,do they?)
20. The teacher told us to go away, didn't he? (End:,did he?)
21. The dog lay in its kennel last night, didn't it? (End:,did it?)
22. The couple was happily married, weren't they? (End:,were they?)
23. Not all monkeys have long tails, do they? (End:,don't they?)
24. There are some cabbages for dinner, aren't there? (End:,are there?)
25. She found a stranger at the roadside, didn't she? (End:,did she?)
26. There are some girls in the classroom, aren't there? (End:,are there?)
27. The chief guest has already left, hasn't she? (End:,has she?)
28. You were late for the meeting, weren't you? (End:,were you?)
29. My father knows how to cook, doesn't he? (End:,does he?)
30. I understood your explanation, didn't I? (End:,did I?)

Question tags with short responses.

It sounds usual to answer such questions briefly with a "yes" or "no" response by using the subject with the auxiliary verb. The short response echoes the question tag and the auxiliary verb is repeated in the same tense.

Examples.

1. The chief guest has arrived, hasn't he? Yes, he has.
2. You won't attend the party, will you? No, you won't.
3. He couldn't pay tax, could he? No he couldn't.
4. I'm your guest tonight, aren't I? Yes, I am.
5. They repeated the same mistake, didn't they? Yes, they did.

Activity III.

Complete the following sentences with the most suitable responses.

1. You didn't check your work, did you?.....
2. They weren't listening, were they?

3. She shouldn't have left school, should she?
4. Mary went to the disco dance last night, didn't she?
5. You like apples, don't you?
6. You haven't done anything today, have you?
7. Nobody was allowed at the scene, were they?
8. Everybody was shouting loudly, weren't they?
9. We must leave now, mustn't we?
10. He used to live next to our house, didn't he?

CLASSIFICATION OF SENTENCES.

There are different classifications of sentences. Sentences can be classified according to; purpose, structure or syntax, form and competences.

Classification of sentences according to Purpose.

When sentences are classified according to purpose, they are further classified into the following:-

- (i) Declarative sentences.
- (ii) Interrogative sentences.
- (iii) Imperative sentences.
- (iv) Exclamatory sentences.

(i) Declarative sentences.

Declarative sentences are subdivided into affirmative and negative sentences. Affirmative sentences are sometimes called **positive sentences**.

Affirmative sentences are sentences which suggest that something is true.

Examples.

- ✓ There is somebody standing at the door way.
- ✓ She enjoys weaving during her holidays.
- ✓ Mr. Kigongo is our most immediate neighbor.

Negative sentences: These are sentences which express criticism , disagreement or position. In such sentences, the helping verb is accompanied with the word "**not**" to express the disagreement.

Examples.

- ✓ There isn't anybody standing at the door way.
- ✓ She does not enjoy weaving during the holidays.
- ✓ Mr. Kigongo is not our most immediate neighbor.
- ✓ The soldiers couldn't attack the enemy forces because they were outnumbered.

(ii) Interrogative sentences

The verb to “**interrogate**” means “ to ask questions” Interrogative sentences therefore are sentences which ask questions and demand for a quick response.

Examples.

- ✓ Was Mariam promoted to primary seven?
- ✓ Did the chief pay you a visit last night?
- ✓ Have our teachers gone to attend a meeting?
- ✓ Were the best pupils rewarded by the teacher?
- ✓ Do you enjoy listening to the ancient music?
- ✓ How often do you go swimming?

(viii) Imperative sentences.

Imperative sentences are those that express one's command or an order. These are sentences that show the speaker's authority by giving commands.

Examples.

- ✓ Wake up now and go to school.
- ✓ You must be attentive to your teachers.
- ✓ We must keep our environment clean.
- ✓ Policemen should keep law and order.
- ✓ Get out of this room at once.

Note: Some imperative sentences can be accompanied with an exclamation mark. However, they shouldn't be mistaken with exclamatory sentences, because for them, they give order or command.

Examples.

- ✓ Rise up your arms at once!
- ✓ Listen to me attentively!
- ✓ Be careful with your money!
- ✓ Stop at once or else I will shoot you!
- ✓ Wake up at once and go to school!

Changing helping verbs into negative form or interrogative form.

was - wasn't, was not

were - weren't, were not

is- isn't, is not

do – don't, do not

does – doesn't, does not

did – didn't, did not

can – can't, can not

has – hasn't, has not

have – haven't, have not

had – hadn't had not

shall – shan't, shall not

will – won't will not

could – couldn't, could not

I am – aren't, are not

might – mightn't, might not

should – shouldn't should not

ought – oughtn't ought not

must – mustn't, must not

Changing sentences from affirmative to negative form.

When changing sentences from affirmative to negative form, the helping verb changes to negative form by adding "not" to express disagreement.

Examples.

1. The maid was keeping watch over the baby.

- The maid wasn't keeping watch over the baby.
- 2. She begs for money from the classmates regularly.
- She doesn't beg for money from her classmates regularly.
- 3. It has rained heavily this month.
- It hasn't rained heavily this month.
- 4. A snake can climb over a smooth surface.
- A snake can't climb over a smooth surface
- 5. He drives his long lorry carefully.
- He didn't drive his long lorry carefully.

Activity I

Rewrite the following sentences into negative forms correctly.

1. You are an honest learner.
2. I might see you tomorrow morning.
3. She has been an obedient learner.
4. You will find us at home tonight.
5. Policemen must take bribe from the public.
6. The watchman was on duty last night.
7. You ought to go out of the school gate without permission.
8. She must invite unwanted guests to dinner.
9. He could have disobey his parents.
10. Uncle Luzinda speaks fluent English.
11. School pupils carry mobile phones at school.
12. The thief broke into their house last night.
13. Women love petty dogs.
14. It was raining heavily last month.
15. She spoke to the headmistress about the school sanitation.
16. He slept at the roadside last night.
17. She wrote to me several times last year.
18. The policemen shot at the crowd of demonstrators.
19. The class monitor took the books for marking.

Using words of quantity, time and distance with negative or interrogative sentences.

Words of quantity such as some, already, a long time, a long way, and others are used only with affirmative sentences. When sentences are changes into negative or interrogative, they also change accordingly.

Study them from the table below:-

Affirmative form	Negative / Interrogative form
some	any
somebody	anybody / nobody
someone	anyone / no one
somewhere	anywhere/ no where
already	yet
a long time	long
a long way	far
several / a lot of / plenty of	many / much etc

Using: “some” and “any”

The word “some” is used in the following ways:-

- ❖ As a determiner followed by uncountable nouns or plural nouns.

Examples.

- ✓ I will get you some cold drink from my kitchen.
- ✓ She bought me some dresses for the party.

- ❖ **As a pronoun.**

Examples.

- ✓ The spectators fought among themselves and some of the got serious injured.
- ✓ Most guests were smart but some few were indecent.

- ❖ **As an adverb.**

Example.

- ✓ we had so far moved ten miles before the car broke down.
- ✓ Some of the strangers were armed with pistols.

Note: The word some is used in affirmative sentences and humble requests.

Examples.

- ✓ There is some sugar in my milk tea.
- ✓ Someone is knocking at the gate.
- ✓ She hid somewhere in the bushes.
- ✓ Would you like some more tea, please?
- ✓ Would you give me some help, please?
- ✓ Can I give you some apples, please?

Using: “.....any.....”

The word “any” as a determiner, a pronoun and as an adverb.

Examples.

- ✓ This is the question that any pupil can't fail.
- ✓ I looked for some hotels but there weren't any in that part of the town.
- ✓ There weren't any photographer at the party.
- ✓ Do you think this bag can be of any help to you?

Note: The word “any” is commonly used in negative sentences.

Examples.

1. There is some sugar in my tea.
 - There isn't any sugar in my tea. (negative)
 - Is there any sugar in my tea? (interrogative)
2. There was some stranger standing at the gate.
 - There wasn't any stranger standing at the gate. (negative)
 - Was there any stranger standing at the gate? (interrogative)
3. The police found him somewhere in the bushes.
 - The police didn't find him anywhere in the bushes. (negative)
 - Did he police find him anywhere in the bushes? (interrogative)

Activity II.

Rewrite the following sentences into negative and interrogative form correctly.

1. There was somebody checking the guests at the gate.
2. We saw some soldiers keeping guard at the party.
3. She employed someone to take care of the baby.
4. There was some smoke coming through the chimney.
5. The thieves hid somewhere in the swamp.
6. I had something strange about your friend, look.
7. Somebody will come and see you tonight.

8. He said something to me before he left.
9. The guests want something to eat now.
10. We have somewhere to go right now.
11. We had got somebody to turn to for help.
12. There was someone working in the flower garden.

Using: “a lot of”, “several”, “plenty of” or “a great deal of”

The words “a lot of”, “several”, “plenty of” and “a great deal of” are words of quantity. They are used in affirmative sentences only. They are closely related in terms of meanings. When changing sentences into interrogative forms, they change into “much” or “many”

Note: The word “many” and “much” can also be used in affirmative sentences if they are used as pronouns, determiners or adjectives.

Examples.

- ✓ He built this house many years ago.
- ✓ Many pupils have paid for the tour.
- ✓ He said goodbye to many of his friends.
- ✓ He spent much of his money on alcohol. Etc.

However, in ordinary English, the words “many” and “much” are used to replace several, plenty, a lot of, or a great deal of in negative or interrogative sentences.

Examples. (affirmative/ negative)

1. We sold several tickets for the match.
 - We didn't sell many tickets for the match. (negative)
 - Did we sell many tickets for the match? (interrogative)
2. My dad has a lot of money to spend on luxuries.
 - My dad doesn't have much money to spend on luxuries. (negative)
 - Does my dad have much money to spend on luxuries? (interrogative)
3. Several guests attended the party yesterday.
 - Not many guests attended the party yesterday. (negative)
 - Did many guests attend the party yesterday? (interrogative)
4. The builders need plenty of sand to complete the house.
 - The builders do not need much sand to complete the house. (negative)
 - Do builders need much of sand to complete the house? (interrogative)
5. The farmers are likely to get a great deal of produce this season.
 - The farmers aren't likely to get much produce this season. (negative)

- Are the farmers likely to get much produce this season? (interrogative)

Activity III.

Rewrite the following sentences into negative and interrogative form correctly.

1. You were trying to do a lot of activities in a short time.
2. The government takes care of several disabled people.
3. Uganda needs several politicians to develop.
4. There is a lot of food left for gardeners.
5. Several mourners attended the chief's burial.
6. We need plenty of time to complete the work.
7. They had a lot of chances to win that match.
8. There is plenty of room for the visitor's luggage.
9. That truck carries a great deal of cargo at once.
10. My cows produce a lot of milk.
11. There was a great deal of fish in the market.
12. She carried a lot of books to school this term.

Using: "a long way" and "far".

The word "a long way" is used when referring to distance. It is used only in affirmative sentences. The word "a long way" changes to "**far**" in negative and interrogative forms.

Examples.

1. It is a long way from Kampala to Mbarara.
 - It isn't far from Kampala to Mbarara. (negative)
 - How far is it from Kampala to Mbarara? (interrogative)
 - Is it far from Kampala to Mbarara? (interrogative)
2. The market is a long way from our home.
 - The market isn't far from our home. (negative)
 - Is the market far from our home? (interrogative)
3. Mbale is a long way from the Uganda- Kenya border.
 - Mbale is not far from the Uganda- Kenya border. (negative)
 - Is Mbale far from the Uganda- Kenya border? (interrogative)
4. We had gone a long way into the game park.
 - We hadn't gone far into the game park. (negative)

- Had we gone far into the game park? (interrogative)

Activity IV.

Rewrite the following sentences into negative and interrogative form correctly.

1. We went a long way into the village.
2. The scouts moved a long way on foot.
3. Kampala is a long way from Kasese.
4. You are a long way from the police station.
5. We drove a long way from Kampala.
6. She took us along way into the village.
7. The accident took place a long way from the main street.
8. The thieves hid a long way from the police station.
9. The villagers walked along way from their homes.
10. Mt. Elgon is a long way from Mbale town.
11. I am a long way from my destination.
12. The airport is a long way from Kampala city.

Using : “along time” and “long”

The word “a long time” and “long” are used referring to distance.

“A long time” is used in affirmative sentences only, while “long” is used in negative and interrogative sentences.

Examples.

1. It takes a long time to drive from Kampala to Kapchorwa.

- It doesn't takes along to drive from Kampala to Kapchorwa. (negative)
➤ Does it takes along to drive from Kampala to Kapchorwa? (interrogative)

2. The party took long to end.

- The party didn't take long to end. (negative)
➤ Did the party take long to end? (interrogative)

3. They stayed with us for a long time.

- They didn't stay with us for long. (negative)
➤ Did they stay with us for long? (interrogative)
➤ How long did they stay with us? (interrogative)

4. The accident victims took along time before they got help.

- The accident victims didn't take along before they got help. (negative)
- Did he accident victims take along before they got help? (interrogative)

5. He took a long time drinking alcohol at the party.

- He didn't take along drinking alcohol at the party. (negative)
- How long did he take drinking alcohol at the party? (interrogative)
- Did he take along drinking alcohol at the part? (interrogative)

Activity V.

Rewrite the following sentences into negative and interrogative form correctly.

1. We shall take a long time travel from Kampala to Nairobi.
2. The chairman's interesting speech took a long time to come to an end.
3. The UPDF took a long time fighting the war in Northern Uganda.
4. Their marriage lasted for a long time before they divorced.
5. Mulindwa has lived here for a long time.
6. I listened to the preacher for a long time.
7. The sick man laid in bed for a long time before he died.
8. She waited for a long time before the train arrived.
9. The nurse checked my swollen eye for a long time.
10. He took a long time in the medical school.
11. They took a long time in the bar.
12. We took a long time preparing for examination.

Using: "already" and "yet"

The word "already" is used to say that something has happened before now or before another point in time. It is used in affirmative sentences in most situations. However, in some situations, it can also be used in negative and interrogative sentences.

Examples.

- ✓ Kiprotich is only twenty four years but he is already famous.
- ✓ The couch has already left the football pitch.
- ✓ Have you completed the work already?
- ✓ Don't waste time telling us lies because we already know the truth.

The word "yet" is used both as an adverb and as a conjunction to link phrases or clauses. It can also be used both in affirmative, negative, and interrogative sentences.

Examples.

- ✓ Have you heard from your mother yet?
- ✓ I haven't heard from my mother yet.
- ✓ Her advice seems strange, yet I believe she is right.

However, the word “already” is commonly used in affirmative sentences and when such sentences are used in negative sentences or interrogative form, it changes to “yet”.

Examples.

1. I have already completed my house work.
➤ I have not yet completed my house work.
2. Martha is already married with children.
➤ Martha is not yet married with children.
3. The girls have already watched that film on NTV.
➤ The girls have not yet watched that film on NTV.
4. She has told him already that she is leaving today.
➤ She hasn't told him yet that she is leaving today.
5. The builders have already left the new house.
➤ The builders have not yet left the new house.

Other words of quantity.

Using: “hardly” / “scarcely” / “barely”

The words; “hardly / scarcely / barely” are negative words and often used with words like “any”. They are used in the following ways:-

- ❖ Used to show that something is nearly impossible or untrue.
- ❖ Used to say that something had just happened when something else happened.
- ❖ Used to show that the amount of something available is not enough.

Examples.

1. She hardly ever does anything interesting.
2. Hardly had she begun speaking than we interrupted her.
3. My village has hardly changed since I went to town.
4. There is hardly any sugar in my tea.

Rewriting sentences using “hardly” with “any”

When using “scarcely / barely/ hardly” as an adjective to mean that something is impossible or difficult or not enough, we also use” **any**”.

Examples.

1. There was little meat in my soup.
 - There was hardly any meat in my soup.
 - Hardly was there any meat in my soup.
2. We have little hope for success in this plan.
 - We scarcely have any hope for success in this plan.
 - Scarcely do we have any hope for success in this plan.
3. She almost got no mark in the examinations.
 - She hardly got any mark in the examinations.
 - Hardly did she get any mark in the examinations.
4. My uncle cannot speak fluent English.
 - Barely can my uncle speak fluent English.
 - My uncle can barely speak fluent English.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. There is little water in the boiling kettle. (Begin: Hardly.....)
2. There is somebody in that dark room. (Usebarely.....)
3. She speaks the truth rarely. (Begin: Hardly.....)
4. She almost didn't understand your explanation. (Begin: Barely.....)
5. I couldn't get any hotel in that small town. (Use:.....hardly.....)
6. You won't be paid for that incomplete work. (Use:.....scarcely.....)
7. We carried almost no luggage on our tour. (Begin: Scarcely.....)
8. We seldom eat meat on weekends. (Begin: Hardly.....)
9. You can't find any dirt in mummy's bedroom. (Begin: Hardly.....)
10. I almost failed to see the chief guest at the party. (Use:.....scarcely.....)
11. Our neighbor's children do not almost move out from their home at night. (Begin: Scarcely.....)
12. I had not heard any rumors about tomorrow's visit. (Begin: Hardly.....)
13. There is almost no food left in the store. (Use:.....hardly.....)
14. I visit the dentist but not very often. (Use:seldom....)

Using: “enough” and “little” as words of quantity.

The word “enough” is used in the following ways:-

- ❖ As a determiner. Eg.

- ✓ I have bought enough bread for the guests.
- ✓ I don't have enough time to watch that movie.

❖ As a pronoun. Eg.

- ✓ I have read enough of that newspaper today.
- ✓ We have heard enough of unnecessary noise.

❖ As an adverb. Eg.

- ✓ The choir has practiced enough today.
- ✓ The players have been trained enough.

The word “**little**” means the same as “ **not enough**”. It also means the same as “a small quantity of”

Examples.

1. I have some money. It can last for one week.
➤ I have enough money to last for one week.
2. We have some food. It can take us for a fortnight.
➤ We have enough food to take us for a fortnight.
3. Our neighbour has little land. He can't grow food for his large family.
➤ Our neighbour doesn't have enough land to grow food for his large family.
4. My father has little money. He can't buy such an expensive car.
➤ My father doesn't have enough money to buy such an expensive car.
5. The prisoner almost has no hope of being set free now.
➤ The prisoner had little hope of being set free now.

Rewrite the following sentences as instructed in the brackets.

1. I have little money. I can't pay school fees this term. (Rewrite as one sentence using.....enough.....)
2. Do you have some rooms in your house? Can you accommodate all the guests? (Rewrite as one sentence using.....enough.....)
3. We have little time. We can't wait for the guest of honour to depart. (Rewrite as one sentence using.....enough.....)
4. My mother has some money. She can't purchase a better new house. (Rewrite as one sentence using.....enough.....)
5. The candidates can't go swimming because they have little time. (Rewrite as one sentence using.....enough.....)
6. You are shabby. You can't become our head prefect. (Rewrite as one sentence using.....enough.....)

7. Namuli is very young. She can't get married. (Rewrite as one sentence using.....enough.....)
8. The lorry was very weak. It couldn't carry such a heavy cargo. (Rewrite as one sentence using.....enough.....)
9. Nanyombi was quit slow. She couldn't win the 100M race. (Rewrite as one sentence using.....enough.....)
10. Little David is dull. He can't score one hundred mark in the test. (Rewrite as one sentence using.....enough.....)

(IV) Exclamatory sentences.

To exclaim is to say something suddenly and loudly especially because you are shocked, surprised, impressed, angry, etc. Therefore exclamatory sentences are sentences that show the speaker's inner feelings. These feelings can be expressed by use of interjections. Interjections are words or phrases that are used for expressing strong emotional feelings. Such feelings can be of:-

Fear	pain	sadness	happiness	anger
anxiety	agreement	pleasure	disappointment	
ridicule	approval	disagreement	etc	

Interjections are punctuated with exclamation marks to emphasize the inner feelings of the writer or speaker.

Examples of such expressions include the following:-

Oh!	Dear!	Hurrah!	Really!	What a
pity!	Sorry!	How amazing!	Shaa!	Brave!
gracious!	My God!	Nonsense!	Alas!	God
Good!	Rubbish!	Etc		Wow!

Using the exclamation marks to express in feelings in sentences.

Examples.

- ✓ What an attractive lady this is!
- ✓ How hot is it today!
- ✓ "Fire! Fire!" the maid shouted.
- ✓ "What a big loss!" shouted the driver.
- ✓ Alas! Kato is dead.
- ✓ Hurrah! We have won the match.

Using: "What.....!" and "How.....!" in exclamatory sentences.

Examples.

1. The story is very amazing.
 - What an amazing story this is!
 - How amazing this story is!
2. He ran too fast to catch the thief.
 - How fast he ran to catch the thief!
3. It is very interesting to watch soccer on a large screen.
 - How interesting it is to watch soccer on a large screen!
4. Namubiru is indeed an attractive young lady.
 - What a young attractive lady Namubiru is!
 - How attractive and young Namubiru is!
5. Kampala has finally become a very industrialized town.
 - What an industrialized town Kampala has finally become!
 - How industrialized Kampala town has finally become!

Activity.

Exclamatory sentences.

Rewrite the following sentences as instructed in the brackets.

1. An elephant is indeed a large animal. (What.....!)
2. We had a very delicious meal at the party yesterday. (How.....!)
3. It is a blessing for us to complete school and a get jobs. (What.....!)
4. It is a curse for one to dissect one's parents. (What.....!)
5. Wamandu is a very honest boy to his parents and teachers. (What.....!)
6. Many educated Ugandans are jobless and un productive. (How.....!)
7. Rose flowers are very sweet-smelling. (How.....!)
8. A fox is indeed a cunning animal. (How.....!)
9. You are indeed disrespectful to your elders. (How.....!)
10. The thief was indeed determined to break this story lock. (How.....!)
11. The thief was so cunning to rob from the police station. (What.....!)
- (How.....!)
12. Accidents are very deadly to many innocent road users. (How.....!)
13. He was very brave to attack the armed thief single-handedly. (How.....!)
14. It was indeed a mess for him to over speed a heavily-loaded vehicle. (What.....!)
15. Mr. Gordon Wavamuno has been very industrious and rich for a long time.
- (What.....!)
16. It was a pity for you to miss your eldest sister's wedding party. (What.....!)

17. The driver must have been very reckless to knock that innocent pedestrian at a zebra-crossing. (How.....!)
18. He was very a merciless policeman to shot at the crowd. (What.....!)
19. Wonder world is a very amazing place indeed. (What.....!)
20. Mr. Bakibinga has bought a very expensive car. (How.....!)
21. The bride wore a very wonderful gown at her wedding. (What.....!)
22. These soldiers are very smartly dressed in their uniforms. (How.....!)
23. It is not easy to live with indiscipline neighbours. (How.....!)
24. Kapere, the comedian is a very ugly and talkative man. (What.....!)
25. It is very interesting to drive a new car on the highway. (How.....!)

Activity.

Application of classification of sentences.

Re-arrange the following words to make meaningful sentences.

1. from import uncle your Does cars Japan?
2. Performers presents blessed the will be given.
3. Man can lazy are lead life good?
4. Orphans moment What are going trying the are through?
5. Studies intend married I get to after my.
6. Kamala nice buildings to our way on several We saw.
7. to their Kampala are deadly motorists the way accident What had on!
8. Environmental everybody's is responsibility protection.
9. attractive What an girl is Nakimuli!
10. success wished exams me mummy in My.
11. Is Moses a Golola What talkative boxer!
12. a nice cake taught me bake how mummy to.
13. The dinners table laid waitress the and the served.
14. Uncle Rugumayo fluently speaks he didn't go to school but English.
15. The money did a receipt cashier the give you after giving money to her?
16. On the floor lying found I sick girl the.
17. Is illegal giving to pupils punishment corporal.
18. Seen such before never had ever I a lazy girl.
19. Heartily the play laughed the audience that so interesting was.
20. His bicycle careless cyclist the fell off.
21. Holidays up country Christmas the during we went.
22. Candidates themselves in malpractices involves must not examination.
23. To prison was accused Kawanga child negligence of an sent.
24. Christmas ladies clothes are during sold expensively holidays.
25. Your performance won't well unless teachers respect your.

Conditional sentences / Clauses.

If clauses and main clause.

Conditional sentences / clauses are those clauses that have to happen when a certain condition is fulfilled. Conditional clauses have the words “if” or “unless”

If clauses are subdivided into three, namely;- “If 1, If II and If III”

If 1.

Guidelines.

When writing sentences in “If 1”, the main clause is written in the ***future simple tense*** while the “If clause” in the ***present simple tense***.

Example.

1. If she arrives here in time, she will find the chief guest.
2. If I meet my teacher today, I shall speak to him about school sanitation.
3. If the doctor arrives on time, the sick man will recover.

A comma, is used to separate two clauses if the “If clause” is mentioned first.

In If clause 1, the helping verbs used are “***shall***” and “***will***”

When the main clause is mentioned first, **a comma is not required.**

The condition to be fulfilled is contained in the “If clause” while the action that is likely to happen is contained in ***the main clause***.

Oral practice.

<u>“Main clause”</u>	<u>“If clause”</u>
Metals will expand	if you heat them.
Mother will punish us	if we don’t complete our work.
I have a sleepless night	if I have a bad dream.
Your seedlings will dry up	if you don’t water them.

Practice I.

If clause 1 (Using: Shall / will)

Rewrite the following sentences as instructed in the brackets.

1. Amanda will complete her university education. Amanda will get married. (If.....)
2. Sharita will work harder at her studies. Sharita will pass her exams with flying colours. (If.....)
3. The doctor won’t arrive in time. The sick man will die helplessly. (If.....)
4. We shall not invite them. They won’t attend the party. (If.....)
5. You won’t lock the gate securely. A clever thief will break into the house. (If.....)
6. He won’t drive his long lorry carefully. He will cause an accident. (If.....)
7. Erinah will get married. Erinah will learn to behave responsibly. (If.....)
8. My mother will return from U.S next week. She will pay school dues. (If.....)
9. We shall not wake up early. We shall miss the early lesson. (If.....)
10. You will pay the king ten cows. You will marry his daughter. (If.....)
11. She won’t learn to behave responsibly. She will become our head girl. (If.....)
12. The chairman arrive in time. We shall not start the meeting early. (If.....)

Using: “If” and “unless” in conditional sentences.

Examples.

1. If she apologizes to her mother, she will be forgiven.
➤ Unless she apologizes to her mother, she won't be forgiven.
2. If she doesn't listen attentively, she won't understand the teacher's explanation.
➤ Unless she listens attentively, she won't understand the teacher's explanation.
3. If my father doesn't buy a better car, he will continue experiencing transport problems.
➤ Unless my father buys a better car, he will continue experiencing transport problems.

Practice II.

Rewrite the following sentences as instructed in the brackets.

1. If my mother gets a passport, she will travel to Dubai next month. (Unless.....)
2. If it rains heavily, our crops will grow well to maturity. (Unless.....)
3. If Cissy gets married, she will learn to behave responsibly. (Unless.....)
4. The army will win the battle if they re-organize themselves. (Unless.....)
5. The teacher will reward me if I pass my exams with flying colours. (Unless.....)
6. The sick man will recover if the doctor helps him in time. (Unless.....)
7. If the rains don't fall now, the farmers won't have a good harvest. (Unless.....)
8. If Biiso doesn't wash her dress, she won't serve the guests. (Unless.....)
9. If Nalule doesn't speak to her mother politely, she won't be forgiven. (Unless.....)
10. If the prisoners do not eat enough food, they won't be able to work all the day.
(Unless.....)

If clause II

(Using: ... "should" or "would")

We use the past simple tense in the "If clause" plus "would" or "should" with a verb in the present tense in "the main clause".

Examples.

1. If she writes to me, I will inform her about it in my reply.
➤ If she wrote to me, I would inform her about it in my reply.
2. If the bank is open, I will withdraw my money from my account.
➤ If the bank was open, I would withdraw my money from my account.
3. David will ring to me if he gets my telephone contact.
➤ David would ring to me if he got my telephone contact.

Practice III.

Rewrite the following sentences as instructed in the brackets.

1. If the girls come home early, they will fetch some water. (..... would.....)
2. If the naughty girl shouts at mama's baby, she will be punished. (..... would.....)
3. If Martha gets married, she will learn to be responsible. (..... would.....)
4. If she writes to me, I shall be very happy. (..... would.....)
5. If mummy doesn't return home, we will not have supper. (..... wouldn't.....)
6. They won't go to school if they don't get money for school fees. (..... wouldn't.....)
7. I will not pay my bills if you don't show me my receipt. (..... wouldn't)
8. I will pay you a visit if my parents allow me to. (..... would.....)
9. She will improve on her performance if she learns to listen to her teacher attentively.
(..... would.....)
10. I will learn to drive if my father buys me a car. (..... would.....)

Using: "If clause II" For impossibilities /imaginations.

We often use "**were**" instead of "**was**" in order to put emphasis on the nature of imagination / impossibility. Eg.

- ✓ If I were a river, I would be too slow to reach the sea.
- ✓ If I were my mother, I wouldn't marry to my father.
- ✓ If you are me, you wouldn't accept that apology.
- ✓ If she were my grandfather, she would him so much.

Practice IV.

Complete the following sentences as correctly or sensibly.

1. If I were my father,
2. If I was the rain clouds,
3. If you are our house maid,
4. If I were God,
5. If I was a pope,
6. If I were the president of Uganda,
7. If you were a teacher,
8. If I were a car,
.....

If clause III (...would have/ should have.....)

(.....wouldn't have / shouldn't have.....)

Examples.

1. If he gets enough money, he will buy a new car.
 - If he had got enough money, he could have bought a new car.
 - Had he got enough money, he would have bought a new car.
2. If you come early, you won't miss the morning lesson.
 - If you had come early, you wouldn't have missed the morning lesson.
 - Had you come early, you wouldn't have missed the morning lesson.
3. If I get enough time, I will pay you a visit.
 - If I had got enough time, I would have pay you a visit
 - Had I got enough time, I would have pay you a visit.
4. If I were my mother, I wouldn't get married early.
 - If I had been my mother, I wouldn't have got married early.
 - Had I been my mother, I wouldn't have got married early.

Practice V.

Rewrite the following sentences as instructed in the brackets.

1. If I see my mother, I shall tell about it. (Had.....)
2. If the teacher advices me, I will not make any silly mistakes. (If the teacher.....)
3. If my father doesn't pay me a visit, I will send him a telegram. (Hadn't.....)
4. If the guest wants to talk to the manager, he will come in at once. (Had.....)
5. If you want some help, you will speak to the watch man. (Had.....)
6. If he doesn't want to know, he needn't ask any questions. (If he didn't)
7. If he drives his lorry carefully, he won't cause any accident. (Had.....)

8. If he eats enough food, he won't feel hungry. (Had.....)
9. If the chief guest arrives, the choir will sing the national anthem. (Had.....)
10. If we die, we shall rise up and go to heaven. (Had.....)

Practice VI

Rewrite the following sentences as instructed in the brackets.

Examples.

1. I didn't sit for P.L.E. I didn't join secondary school.
 ➤ If I had sat for P.L.E. I would have joined secondary school.
 ➤ Had I sat for P.L.E. I would have joined secondary school.
2. It rained heavily. Our crops grew well.
 ➤ If it had not rained heavily, our crops wouldn't have grown well.
 ➤ Hadn't it rained heavily, our crops wouldn't have grown well.
3. I was not informed in time. I didn't attend the meeting.
 ➤ If I had been informed in time, I would have attended the meeting.
 ➤ Had I been informed in time, I would have attended the meeting.

Activity VII.

Rewrite the following sentences as instructed in the brackets.

1. I didn't pass my exams with flying colours. Daddy didn't give me a prize. (Had.....)
2. The policeman didn't shot at the thief. He didn't die on the sport. (Had.....)
3. We didn't see him. We didn't speak to him about it. (Had.....)
4. My father got a loan from Centenary bank. He built our new house. (If my father.....)
5. I was not present. I didn't enjoy my sister's wedding party. (Had.....)
6. I didn't hear the announcement in time. I didn't attend the chief's burial. (Had.....)
7. He drove carefully on the busy street. He didn't cause any accident. (If.....)
8. Juma was sick that day. He didn't go to school. (If.....)
9. Martha wasn't attentive to her teachers. She failed her exams. (If.....)
10. My father wasn't present at home. A thief broke into our house. (If.....)

Mixed practice.

Activity VIII.

Rewrite the following sentences as instructed in the brackets.

1. She will pay her fees balance in time. She will go on tour. (If.....)
2. My father will pay me a visit. I shall be very happy. (If.....)
3. If we attend Jimmy's birthday party tomorrow, we will enjoy ourselves. (.....would.....)
4. If the police finds him, hey will arrest him. (.....would.....)
5. If then driver drives carefully, he won't cause any accident. (....wouldn't)
6. She did not speak loudly. We didn't hear her explanation. (Had.....)
7. You apologized to me and so I forgave you. (.....wouldn't have.....)
8. You are not hard working. You are poor. (If.....)
9. You made a poor decision. You regretted. (Hadn't.....)
10. You wasted your early years. You dropped out of school.
11. School pupils have to work hard in order to pass P.L.E with flying colours. (Begin: Unless.....)

12. You ought to come to school early or else you will be punished. (Begin: If.....)
13. I didn't go to Nairobi because I didn't have enough transport fare. (Begin: If.....)
14. If Edmond apologizes, he will be forgiven. (Use.....would.....)
15. Cynthia will catch the earliest bus if she wakes up early. (Begin: Had.....)
16. You do not change your behavior. You did not improve on your performance. (Begin: If you.....)
17. Had we come late, we would have missed the delicious luncheon. (Write as two separate sentences)
18. I will pay you a visit if I get permission from my mother. (Use....would.....)
19. Oketcho will not travel abroad. He has to get a passport first. (Begin: Unless.....)
20. The head boy did not find you. He did not report you to the teacher on duty. (Begin: If)
21. I can't attend your party if you don't invite me. (Use.....would.....)
22. Listen attentively or else you won't understand my instructions. (Begin: If.....)
23. Molly is likely to miss the party if she does not hurry. (Use....would....)
24. If our car breaks down, we will walk to town. (Use.....would....)
25. You should perform well in your exams or else your parents won't be pleased. (Begin: Had you.....)
26. The farmers did not apply fertilizers on their garden so they got poor harvest. (Use.....wouldn't.....)
27. The DVD player will work effectively if you keep it clean. (Begin: Unless.....)
28. The criminal was not found gently. He was not sent to jail. (Use.....would have.....)
29. We will stop taking beer if it becomes very expensive. (Use.....would.....)
30. Jamilah didn't buy postage stamp because the post office was closed. (Use.....would have.....)
31. If I saw my mother, I would tell her the funny story. (Begin: Had.....)
32. Dorothy was not present, so she missed the party. (Begin: Had.....)
33. If you involve yourself in examination malpractices, the supervisor will disqualify you. (Begin: Had.....)
34. If you get into marriage early, you will get more problems. (Begin: If you got.....)
35. Provided you work hard, you will join the secondary school of your first choice. (Re write using.....worked.....)
36. We were not invited to your party, so we didn't attend it. (Begin: If.....)
37. Apologize now or else I will report you to the matron. (Begin: If.....)

LETTER WRITING

Vocabulary (Common words)

Address (Location)	occasion	relatives	friends	
complain				
Mail	ordinary mail	envelop	inform	post
Aerogram	registered mail	pen pal	ask	
postscript				
Signature	carbon copy	first name	date	
advertise				

Conclusion	postal union	sir name	edit	
classmates				
Referee	proofread	maiden name	editor	
purpose				
Reference	E-mail	vacancy	draft	body
Postman	E-mail address	salutation	illegible	
Postcard	postal order	formal letter	internet	
Reply	post Office Box	informal letter	introduction	
Postage stamp	Post office messenger	sincerely	application	
Party	postal master	faithfully	apologize	

Meaning of words.

1. Address (N)and (V)

The name of a place where one lives or works. One's postal address is commonly followed by a postal order box. BOX number.

To write somebody's name and address on an envelop or parcel before posting it

2. Aerogram

An aerogram is a letter sent by air. Eg my pen pal who lives in USA sent me an aerogram last week. Sending an aerogram is very expensive than sending an ordinary mail.

3. Mail/post

Letters and parcels that are sent through the post office. (N)

To post a letter or parcel to someone (V) eg.

- ✓ Have you opened your mail yet?
- ✓ The post man has not delivered any mail today.
- ✓ I will mail to you the information as soon as it is ready.

4. Post man.

Someone whose job is to collect and deliver mail or post. Eg.

- ✓ Has the post man delivered any mail today?
- ✓ Post men are employed by the post-office to collect and deliver letters and parcels.

5. Ordinary mail and registered mail.

Ordinary mail: Mail which is not registered by the post office. Eg.

- ✓ I would rather send an ordinary mail because it is cheaper.
- ✓ It is not safe to send that parcel as ordinary mail.

Registered mail: Mail which is registered before delivery. It is safer to send letters and parcels as registered mail because its contents will be taken proper care by the post office. Eg.

- ✓ If you want to send a registered mail, you pay a little more money.
- ✓ A registered mail is often delivered door-to-door by the post man.

6. Envelope / envelop.

A paper carrier for letters and parcels. (envelope)

To enclose your letter or parcel. (envelop)Eg.

- ✓ I want to buy some envelopes but the shops were closed.

- ✓ You should envelop your letters before posting them.
- 7. Sur name: An inherited name used by all family members. eg
 - ✓ Ritah's sur name is Nanyondo.
 - ✓ Some people do not like their sur names.
- 8. Maiden name: A woman's sur name before marriage. When a women marry, they get new names to show that their marriage has been legalized. Eg
 - ✓ Ritah Nanyondo got married to Mr. Ssimbwa Ronald that's why she is called Mrs. Ritah Ssimbwa. "Nanyondo" is Ritah's maiden name while "Mrs. Ritah Ssimbwa" is her marital name.
- 9. First name: A name that comes before one's family/sur name. Eg.
 - ✓ Do you know Mr. Ndawula's first name? Yes, I do. He is called Joseph.
- 10. Introduction: The first part of the body of a letter. The introduction is usually written in the first part of a letter. Eg.
 - ✓ The introduction of his letter amused me.
 - ✓ His introductory remarks were very amusing.
- 11. Post master/ post mistress: A person in charge of the post office. Eg.
 - ✓ The post master gave us details of his work.
 - ✓ The post master didn't talk to us because he is very busy.
- 12. Signature: One's signed name. Eg
 - ✓ Our teacher's signature is very complicated.
 - ✓ The doctor wrote his signature on the medical report.
- 13. Application: A formal request for a job / vacancy. Eg
 - ✓ Several people have applied for the job.
 - ✓ We have received several applications for the job.
 - ✓ The teacher taught us how to write application letters.
- 14. Carbon copy: A duplicate copy of letter or any other document made by using a carbon paper. Eg.
 - ✓ It is advisable to keep carbon copies of all letters you write.
 - ✓ She sent me the carbon copy of her letter.
- 15. Reply: To write back or respond to a letter you have received.
A written response to a letter you have received. Eg.
 - ✓ I apologized for taking long without replying your letter.
 - ✓ If you don't reply to people's letters, they will stop writing to you.
 - ✓ She has just replied to the letter I wrote to her last month.
 - ✓ Did you receive any reply from her?
- 16. Advertise: To make public or announce a job on a radio, newspaper or television.
Eg.
 - ✓ They have advertised several vacancies in the New Vision today.

✓ I read the advertisement in the Daily Monitor.

17. Referee: A person who gives more or additional, information about one applying for a job. Eg.

- ✓ It is advisable to indicate at least two referees whenever you are applying for a job.
- ✓ You should contact your referee before using his name in an application.

18. Internet: A very large international computer network.

A computer system that connects or links computer users all over the world.

A computer system that allows people all over the world to exchange information.

Eg.

- ✓ Learners are encouraged to use the internet to get information.
- ✓ You cannot access the internet unless you have a computer system.

19. Post office: A building where can buy stamps or post letters. Eg.

- ✓ The post office wasn't open, so I couldn't buy any postage stamps.

20. Postage: money that you pay in order to send letters or parcels through the post office.

An amount of stamps needed before posting a letter. Eg.

- ✓ Your parcel will not be delivered without the proper postage.
- ✓ You gave me the letter but you forgot to give me the postage.

21. Post card: A small card that you write on one side of the parcel and send it to someone in the post. It usually has a picture on it and is sent from you are visiting.

Eg

- ✓ My pen pal sent me a post card when she visited Kampala.
- ✓ Did you receive my post card last week?

22. Post code: A group of numbers or letters used especially in large cities that you write at the end of a person's address to help the post man to find the exact area where the receiver resides.

23. Postage stamp: A stamp or piece of paper usually with a picture you stick on an envelope to show that you have paid for the service. Postage stamps are only sold at the post office. Eg

- ✓ I didn't post my letters because I hadn't bought postage stamps.
- ✓ You need more postage stamps for your aerogram.

24. Post box: A large public box into which letters are posted before collection by the post man. Eg.

- ✓ The post box is at the corner house.
- ✓ You can post your letters at the post box if the post office is far.

25. Draft: A rough piece of writing.

To make a rough copy of a letter or document. eg.

- ✓ The teacher told me to draft the letter.
- ✓ I will take my draft to the teacher for editing.

26. Edit: To make a letter or document ready for writing or correcting mistakes or making changes. Eg.
- ✓ Has the teacher edited your letter?
 - ✓ My father worked as a newspaper editor for several years.
27. Proofread: To read a letter or document in order to identify mistakes for correction. Eg
- ✓ Was this letter proofread?
 - ✓ It is advisable to take your letters for proofreading before posting them.
 - ✓ The proof reader did not help me.
28. E-mail: A system of sending information from one computer to another. To send messages by mail. Eg.
- ✓ You can send him an E-mail to save time.
 - ✓ Do they have E-mail in their office?
 - ✓ Send me an E-mail with the details of the new plan.
 - ✓ Do you know mummy's new E-mail address?
29. Reference: The part of a formal letter that specifies the purpose of writing. Eg
- ✓ He wrote the letter but forgot to indicate the reference.
 - ✓ What was the reference of her letter?
 - ✓ The reference was quite unclear.
30. Salutation: A formal word or statement that is used at the beginning of a letter before the introduction. Eg
- ✓ Dear Sir, Dear Aunt, My dearest Mum, Dear Mr. Smith, etc.
31. Occasion: A time at which something happens. Eg.
- ✓ I have invited Jimmy to my parties on two occasions.
 - ✓ My birthday party was an occasion of great joy.
 - ✓ I have seen him smoking on several occasions.
32. Relatives: A member of one's family especially one who lives out of one's home, such as grandmother, aunt, uncle, etc. Eg
- ✓ She invited several relatives to her birthday party.
 - ✓ I spent my holidays visiting distant relatives.
 - ✓ A relative of ours paid a visit last week.
33. Party: A special event at which people meet to celebrate something or have fun together by eating, drinking, dancing or playing games. Eg
- ✓ The candidates will have a party to celebrate the completion of primary school course.
 - ✓ My dad spends his weekends attending parties.
 - ✓ Mary's birthday party was very colourful.
34. Classmates: Someone in your class at school. Eg.

- ✓ Most of my classmates are hardworking pupils.
 - ✓ Did you invite your classmates at your birthday party?
 - ✓ None of my classmates missed my birthday party.
35. Purpose: The aim that someone wants to achieve or something is intended to be achieved. Eg.
- ✓ What was the purpose of her visit last night?
 - ✓ My sofa set serves several purposes.
 - ✓ The purpose of the president's visit was to launch the construction of a new hospital in the district.
36. Friend: Someone you know well and like but not a member of your family. Eg.
- ✓ I enjoyed working with Cynthia because she was so friendly.
 - ✓ We have been friends since our childhood.
 - ✓ Our friendship has lasted since our childhood.
37. Inform: To officially tell someone something. Eg.
- ✓ We will inform you in writing if you have been offered a job.
 - ✓ The information I got in the internet was not related to the questions.
 - ✓ I can't go out without informing my parents.
38. Date: The name and number of a particular day or year. Eg.
- ✓ What is today's date?
 - ✓ The agreed date was 20th march, 2015.
 - ✓ Did they postpone the date for the party?
39. Ask: To invite somebody to a place.
 To try to get information from somebody.
 To tell somebody that you want something.
 To say something you want to be done. Eg.
- ✓ I asked the stranger his name but he couldn't answer.
 - ✓ I wanted to know her name but I was afraid to ask.
 - ✓ Did you ask your dad about the money?
 - ✓ I asked to see the manager but they couldn't let me in.
 - ✓ How many people have you asked to the party?
40. Brother: A boy or man with the same parents as you.
 Polite way of addressing a man.
 A member of one's religious group.
 A friend. Eg.
- ✓ Do you have any brothers and sisters?
 - ✓ We pray for our brothers and sisters in South Sudan.
 - ✓ Brother David didn't attend my birthday party.
41. Sign in: To write your name on an official list when you arrive at a place. Eg.
- ✓ All visitors must sign in at the front desk before taking their seats.
 - ✓ He signed in at 9:00am but he didn't complete the party.
 - ✓ You must sign in if you return a book you borrowed from a library.

42. Sign out: To write your name on an official list when you leave a place. Eg.
- ✓ Did you sign out that book from the library?
 - ✓ Your parents must sign you out before going away from school.
 - ✓ You can't borrow my laptop without signing out.

Informal letters: Letters written to friends and relatives. Informal letters do not have strict rules to be followed and even the selection of language used is relaxed.

Formal letters: These are letters written for official **purpose**. Examples of such letters are; applications, apologies, complaints, requisitions, etc. formal letters have strict known and approved style of writing.

Legible: -Very easy to read and understand.

Illegible: - Very difficult or impossible to read. Eg.

- ✓ Her handwriting is completely illegible.
- ✓ If your hand writing is illegible, you will score low marks.
- ✓ She scored low marks because she wrote illegibly.

Post script: A message that you write at the end of a letter or E-mail, usually below your signature. Eg.

- ✓ Did you read the post script in the letter?
- ✓ The post script was intended to give details of the complaint addressed in the letter.

Conclusion: An end or finish of a letter. Letters are concluded with statements such as; your ever, yours sincerely, yours faithfully, yours affectionately, yours loving.

Activity I.

Read the following sentences carefully, they will guide you to learn the meanings of the above given words.

1. I wanted to write a letter to my pen pal but I had forgotten her address.
2. My friend who lives in South Africa sent me an aerogram last week.
3. It is advisable to indicate your referees whenever you are applying for a job.
4. My father sent me to the post office to check whether there was an y mail for him.
5. An aerogram is usually a registered mail.
6. My friend who lives in South Africa sent me an aerogram last week but I haven't replied it.
7. Our English teacher advised us to keep carbon copies of letters before posting them.
8. Our tear's signature is quite complicated.
9. I don't like sending letters by hand. So I take them to the post office.
10. If you don't write the receiver's address correctly on the envelope, your letter might not be delivered.
11. Whenever you write personal letters, you end with your name.
12. You must put your letter in the envelope or else anybody will read it.
13. Before posting your letter, you must put a postage stamp on it.
14. If you want people continue writing to you, you must always reply their letters.
15. My mother sometimes concludes her letters with, "yours affectionately".
16. Most people who have computers communicate through E-mail.
17. Did you proofread your letter before posting it.
18. Sending an ordinary mail is cheaper than sending a registered mail.

19. Mariam has lost the key to her father's postal order box.
20. Has the post office manager delivered any mail today?

Activity II

Alphabetical order.

Arrange the following words alphabetically.

1. Post man, post card, post code, post box, post office.
2. Reference, refer, referee, reply, replied.
3. Application, applied, applicant, apply, applies.
4. Signature, conclusion, salutation, reference, introduction.
5. Vacancies, vacant, vacancy, vacate, vacation.
6. Signature, sign, signed, signs, signal.
7. Mail, stamp, postage, editor, edit.
8. Address, addressed, addresser, addressee, addresses.
9. Envelope, envelop, seal, copy, draft.
10. First name, sur name, maiden name, marital name.
11. Advertise, advisement, advertised, advert, advertises.
12. Conclusion, conclusive, concluded, conclude. Concludes.
13. Friendship, friends, friendly, friendlier, friend.
14. Relatives, relative, relate, relationship, related.
15. Thank, apology, complain, inform, information.
16. Sign in, sign out, signoff, sign for, sign on.
17. Faithfully, sincerely, affectionately, truly, ever.
18. Thankful, thanked, thankfully, thank, thanking.

Titles commonly used in letters.

Sir----- polite way of speaking to or addressing a man.

Madam ----- polite way of speaking to or addressing a woman.

Rev.-----title use for some Christian priests or church ministers.

Ms ----- a title used in front of a woman's name whether she is married or not.

Miss ----- title used in front of a woman or a girl's name who is unmarried

Mrs ----- a polite or formal title used in front of a woman's name who is married.

Sister----- polite way of speaking to or addressing a woman.

Brother-----polite way of speaking to or addressing a man.

Prof.-----a title given to a senior teacher in a college or university. Someone begins with a lecturer, then becomes a senior lecturer and finally a professor.

Related abbreviations.

Mr. ----- mister

Mrs. -----mistress

Dr. -----doctor

Prof. -----professor

c/o -----care of

Enc. ----- enclosed

Assit. ---assistant

Pp/ p.p---on behalf of/ person present.

H.E--- His/ Her Excellence

W.e.f.--- with effect from

am ----- before noon

pm ----- after noon

Ps -----post script

Sr. -----sister

Rev. Fr.—reverend father

Fr. ----- Father

c.c/ cc---carbon copy
 Hon. --- honorable
 Bro. --- brother
 P.O Box—Post Office Box / Postal order box
 Sch. ----- school.
 Sign.-----signature
 Ave ----avenue
 Attn. – for the attention of
 ©----- Copyright
 I.O.U---I owe you
 Cop----coporation
 do. ---- do the same

Pr. ----- Pastor
 Bp. -----Bishop
 St. -----Street
 O'clock--- of the clock
 Re/ Ref. ---Reference
 O.B----- Old Boy
 O.G ----Old girl
 E-mail---Electronic mail
 Internet—international network
 Col.----- Colonel
 Dept. ---Department

word formation.

Formation of abstract nouns.

<u>Word</u> <u>noun</u>	<u>Abstract noun</u>	<u>Word</u>	<u>Abstract</u>
Advertise	advertisement	maintain	maintenance
Announce	announcement	apologize	apology
Post	postage	form	formal
Apply	application	busy	business
Abbreviate	abbreviation	edit	editor
Enclose	enclosure	affectionate	affectionate
Sign	signature	friend	friendship
Attentive	attention	ignorant	ignorance
Literate	literacy	vacant	vacancy
Introduce	introduction	refer	reference/
referee			
Conclude	conclusion	faithful	faith
Thankful	thank	summarize	summary
Salute	salutation	relate	relationship

Activity.

Use the correct form of word in the brackets to complete each of the sentences below.

- Children should beto their parents for paying their school fees. (thank)
- She worked as anwith the New Vision for ten years. (to edit)
- She could hardly write because of her..... (literate)
- There is a closebetween my father and the chief. (relative)
- Writing.....letters is quite easy because they strict rules. (form)
- Did you pay enoughfor all your letters? (posting)
- Mr. Ddamba taught us how to writeletters last week. (apologize)
- Allletters must bear the writer's signature. (office)
- I misplaced my pen-pal'saddress. So I can't write to her now.
(post)
- Anywho didn't indicate hid referees won't be short listed for interviews.
(apply)
- I read severalfrom The New Vision last weekend. (advertise)

12. You will be asked to write an.....letter asking for a vacancy in senior one next year. (apply)
13. If you write the receiver's address.....,your letter won't be delivered. (not legible)
14. Shevisits her aunt in Mombasa. (occasion)
15. There were only twoadvertised for filling. (vacant)
16. Theof a letter must be properly punctuated. (salute)
17. She raised severalin her latter. (complain)
18. The.....of his letter was very clear and self explanatory. (introduce)
19. You won't be forgiven unless you.....to your teacher. (apology)
20. You mustyour letter before posting it. (envelope)
21. Why haven't youto your friend's letter? (reply)
22. You should end official letters with "yours..... (faith)

Related Antonyms (Opposites)

<u>Word</u>	<u>Opposite</u>	<u>Word</u>	<u>Opposite</u>
Seal	unsealed	addresser	addressee
Send	receive	sender	receiver
Faithful	unfaithful	sincere	insincere
Formal	informal	sign in	sign out
Introduction	conclusion	ask	answer
Ordinary mail	registered mail	like	dislike
First name	sur name	accurate	inaccurate
Close	distant	reward	blame/ punish
Write	read	sorry	glad
Literate	illiterate	legible	illegible
Apologetic	unrepentant	truly	untruly/ falsely
Friend	enemy/ foe	friendly	unfriendly
Friendship	enmity	sir	madam
Mis	mistress	idle	busy
Safe	unsafe	often	rarely

Activity.

Rewrite the following sentences replacing the underlined words with the opposites.

26. Sending sealed is quite unwise.
27. A few already sent mummy's parcel.
28. Sending ordinary mail is quite expensive.
29. The receiver's address was accurately written.
30. We shouldn't be apologetic to our teachers.
31. The police detected some friendship between two men.
32. In her conclusion, she expressed a lot of unhappiness.
33. She often writes to her aunt in Nairobi.
34. She was glad to receive the sad news.
35. Did she sign in before leaving the party?
36. She asked several questions before being let into theatre.
37. How often do you visit your close relatives?

38. The host entered the room with a smile on his face.

39. All the pupils were quite busy at their desks.

Word transformation.

<u>Related adverbs.</u>			
<u>Word</u>	<u>Adverbs</u>	<u>Word</u>	<u>Adverbs</u>
Happy	happily	conclude	conclusively
Sincere	sincerely	thank	thankfully
True	truly	accurate	accurately
Comfortable	comfortably	formal	formally
Informal	informally	day	daily
Purpose	purposely	glad	gladly
Apology	apologetically	scarce	scarcely
Thorough	thoroughly	narrow	narrowly
Affectionate	affectionately	rare	rarely
Adequate	adequately	clear	clearly
Poor	poorly	free	freely
Sympathy	sympathetically	attention	attentively
Neat	neatly	care	carefully/
carelessly			

Activity.

Use the words in the brackets correctly to complete the following sentences sensibly.

1. It is advisable to write personal letters with “your.....” (affection)
2. The receiver’s address wasn’twritten on the envelope. (clear)
3. Did you end your letter with “yours..... ?” (faith)
4. All the words in your letter must bewritten. (accuracy)
5. “Any letter which iswritten won’t be posted,” the teacher announced. (poor)
6. Nantale’s hand writing is legible and beautiful. (exceptional)
7. The pupilslistened to the teacher’s explanation. (attention)
8. The teachers spoke.....during today’s lesson. (emphasis)
9. The teacher read our letters before editing them. (thoroughly)
10. If you speak.....your mother will forgive you. (apologize)

Related language structures.

1. Using:.....likely to

Examples.

1. Mr. Kimeze may teach us about letter writing next month.
➤ Mr. Kimeze is likely to teach us about letter writing next month.
2. We might succeed in scoring first division in P.L.E
➤ We are likely to scoring first division in P.L.E.
3. I intended to visit my distant relatives during the holidays.
➤ I am likely to visit my distant relatives during the holidays.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. Might you forget my new address? (.....likely.....)
2. She intends to write to you next month. (.....likely.....)
3. Will you buy me some postage stamps to day? (.....likely.....)
4. The post men will deliver some mail tomorrow morning. (.....likely.....)
5. I intend to send an aerogram to my pen-pal next week. (.....likely.....)
6. The post master will take you around the post office building. (.....likely.....)
7. Any handwriting which is illegible may lead to loss of marks. (.....likely.....)
8. We may sign out before the end of the show. (.....likely.....)
9. How many guests will you invite to your birthday party? (.....likely.....)
10. Will you surf the information from the internet? (.....likely.....)

2. Using: barely / hardly / scarcely/ sparsely.

Examples.

1. As soon as I received her letter, I replied to it.
➤ Hardly had I received her letter than I replied to it.
2. I received few letters from my pen-pal last month.
➤ I hardly received few letters from my pen-pal last month.
➤ Hardly did I receive few letters from my pen-pal last month.
3. She bought very few postage stamps last week.
➤ She scarcely bought any postage stamps last week.
➤ Scarcely did she buy any postage stamps last week.
4. His pen-friend writes to him but not very often.
➤ His pen-friend hardly writes to him.
➤ Hardly does his pen-friend writes to him.

Activity.

Rewrite the following sentences as instructed in the brackets.

1. Uncle Luzinda cannot write correct English. (Hardly.....)
2. As soon as I enveloped my letter, I posted it. (Barely had.....)
3. The postman delivered very few parcels today. (.....scarcely.....)
4. I almost failed to understand the teacher's explanation today. (.....hardly.....)
5. The stranger couldn't speak fluent English. (Hardly.....)
6. It was very difficult for us to read Nakito's handwriting. (Barely.....)
7. He has taught us very few letter writing lessons this year. (Barely has.....)
8. There is little hope for getting the job from this company. (.....scarcely.....)
9. There were very few pupils in the classroom today. (.....hardly.....)
10. I don't need anybody's help during the letter writing lesson. (Hardly.....)

TYPES OF LETTERS.

There are basically two types of letters, namely;

1. Informal letters.
2. Formal letters.

1. Informal letters.

Informal letters are sometimes called ***friendly or personal letters***. These are letters written to relations and friends. They are usually written in simple conversational style.

They talk about different subjects in any order of the writer's choice. It is however important to note that the use of insulting or abusive language is most unlikely. In such letters, the writer should express his thoughts and ideas in an ode rely manner, bearing in mind that the component are sequential.

Components of personal letters.

Personal letters have got the following components:

1. Writer's address: This is usually written at the top right hand corner of the paper if the writer chooses to use the indented style of letter writing. However, if he uses the block style of letter writing, his address will appear at the top left hand corner of the paper.
2. The date: The date indicates when the letter was written. There are several approved styles of writing dates. Eg.
20th March, 2025, March, 20,2015, 2015/ 03/20, 20/03/2015, etc

The salutation (Greeting): The salutation used as a sign of respect to the receiver of the letter. Examples of salutation are;

Dear Mummy, Dear Aunt Rachael, My dearest Mum, My beloved dad, etc

- 3. The body:** The body of the letter contains the introductory and the message.
It is written in paragraphs and each paragraph talks about a specific idea. In personal letters however, the flow of ideas depends on the writer's choice.
- 4. The conclusion (Closure):** Personal letters are usually concluded by the following remarks:
Your affectionately, Yours ever, Your loving, Your beloved....., Your dearest, Your affectionate....., .etc.

- 6. The writer's name:** If you are writing to your parent or a close relative, it is advisable to write only your first name. it is however better to write your full name when you are writing to a friend especially for the first time.


Note: *It is not necessary to indicate the writer's signature in personal letters.*

Identifying components of personal letters.

address

Busia Boarder P/S
P.O Box 600, *writer's*

Busia, Uganda.
11th March 2022 \rightarrow *Date*

Dear Cynthia,  *Salutation*

I am very happy to write to you once again. I hope you are busy preparing for your end of term one exams. But I found it necessary to write to you.

My mother and I will be coming to Nairobi next month and I wish to see you

once again. I hope you will arrange to meet us at the bus park. I write to you *Body*
once again to inform you of the exact date when we shall be coming.

I wish you all the best until we meet. Send my kind regards to entire family.

Your affectionate friend, *conclusion*

Gloria, *Name*

Styles of letter writing.

(i) The indented style.

This is the old style of letter writing. However, with the introduction of computers, some people are running away from this style of writing in preference to the block style.

Example.

Stella Maris primary School,
P.O Box 3,
Nkokonjeru.
Tuesday, 18th April, 2021.

Dear Mary,

I am writing this letter to invite you to my birthday party which will take place at our home in Mukono town. I will be making thirteen years on 26th of April and my parents have organized for me a party.

Mummy has told me to invite some of my close relatives and friends. So I expect you to arrive before 12:00 O'clock in order to help me to make some of the necessary preparations.

Please come and we enjoy ourselves together once again because if you don't, you will miss a big feast.

Yours ever,
Mercy.

2. The block style:

With the introduction of modern computers, the block style of writing is becoming more popular because most writers find it quicker.

Stella Maris primary School,
P.O Box 3,
Nkokonjeru.

Tuesday, 18th April, 2022.

Dear Mary,

I am writing this letter to invite you to my birthday party which will take place at our home in Mukono town .I will be making thirteen years on 26th of April and my parents have organized for me a party.

Mummy has told me to invite some of my close relatives and friends. So I expect you to arrive before 12:00 O'clock in order to help me to make some of the necessary preparations.

Please come and we enjoy ourselves together once again because if you don't, you will miss a big feast.

Yours ever,
Mercy.

Jumbled letters.

Activity I.

The following sentences are in a wrong order. Re arrange them to make a meaningful composition about a letter. (Do not write a real letter)

1. Your affectionate cousin
2. Kampala, Uganda
3. I wish you nice holidays.
4. P.O Box 6321,
5. So, you might not be able to see me for at least a fortnight.
6. Nakawunde Rachael.
7. 24th November, 2014.
8. Dear Rosemary.
9. Bright Star Junior School.
10. I am writing this letter to inform that I am going to spend my Christmas holidays with my aunt in Mombasa.

Activity II.

The sentences below are in the wrong order. Re arrange them to make a meaningful composition about "Birabwa's letter".

1. Secondly, she wrote the date.
2. Then she fixed the postage stamp on the envelope.
3. One day, Birabwa wrote a letter to her pen-pal.
4. Having sealed the envelope, she addressed it to her pen-pal.
5. Finally she pasted the letter and returned home.
6. After the conclusion, she put her letter in the envelope and sealed it.
7. She concluded her letter with her name.
8. After writing the date, she wrote the salutation as "Dear Patel,"
9. First of all, she wrote her address.
10. In addition, she wrote the message that she wanted to convey to her pen-pal.

Activity III.

Guided conversation.

Last week, Mary went to her teacher of English, Mr. Zaake. She wanted to consult him about, “how to write personal letters”. What Mr. Zaake said is given below. Complete their conversation by filling in what you think were Mary’s correct responses.

Mary:

Mr. Zaake: Good morning, Mary. How can I help you?

Mary:

Mr. Zaake: You would to learn how to write a letter! What kind of letter?

Mary:

Mr. Zaake: A personal letter? That’s very simple. Do you have a pen and a piece of paper?

Mary:

Mr. Zaake: That’s very good. So, write your address at the top right hand side of the paper.

Mary:

Mr. Zaake: The date is written just below your address.

Mary:

Mr. Zaake: Yes, you should now write the salutation.

Mary:

Mr. Zaake: Yes, the body comes immediately after the salutation.

Mary:

Mr. Zaake: That’s a very brilliant question. The body is written in paragraphs.

Mary:

Mr. Zaake: The number of paragraphs you are supposed to write depends on your own ideas. However, they should not be very many.

Mary:

.....
Mr. Zaake: After writing your letter, you are suppose to fold it, put it in an envelope and seal it before posting it to the receiver.

Mary:

.....
Mr. Zaake: It is my pleasure. I hope you will now be able to write as many personal letters as you wish.

Activity IV

Guided composition.

Read the short composition below carefully and complete it by filling in the blank spaces with the most suitable words chosen from the list provided below.

Allen had taken longseeing her friend, Molly. So she.....to her a short.....letter. She began her letter with her school..... In her letter, she said that she was.....that she had taken all that time without writing to her friend. She also said that she wasvery hard to get four aggregates in P.L.E like her friend had done. She went

ahead to say that, she.....to join her friend's new secondary school. She would be able to do this by revising her notes andher teachers and classmates. Finally, she promised that she would..... her friend during theEaster holidays.

(Personal /wished /without /working /forthcoming /address/consulting/sorry/wrote / visit)

Completing personal letters.

Activity I.

Last week, Mary returned from Mombasa where she had gone to visit her aunt, Sarah. Mary decided to write her a letter thanking her for the wonderful time she had spent with aunt. Read her latter carefully and complete it by filling in the blank spaces with the most suitable words chosen from the list provided at the bottom.

C/o Dr. Jackson Male,
Plot 16 B, Nabowa road,
P.O Box 222,
Mbale

20th February, 2023.

Dear Aunt Sarah,

I am writing this letter to thank you for the wonderful time I spent with you in Mombasa. Imyself so much that I am.....to say what I liked most. It was nice seeing you and all myafter almost three years.

The trip to Malindi was very I had neverthat you are such a good driver. I liked Fort Jesus so much. It was equally exciting.....the ocean for the first for the first time. Everybody I found in Mombasa was very What I found annoying however was thateverybody in Mombasa speaks Kiswahili . Littlethat I would find people who speakEnglish nor Lumasaba like it is in mytown, Mbale. However, I hope toto Mombasa some ay soon. My mother and I also hope that you will visit us someday soon. I'm sure that we would be happy to see you again. I wish you would comethe holidays. I would be able to meet you at the bus park.....

Please, send my kind regards to the entire family most especially to my lovely cousins. I wish all of you the very best.

Your affectionate,
Mary.

(niece / myself/ during/ return/ home/ neither/ did I know / almost / friendly / to see/ amazing / imagined / cousins / unable / enjoyed)

Activity II.

Yesterday, Mr. Zaake the primary seven teacher of English told the pupils to writers in order to get pen-pals from Canada. Below is Judith's letter. Read it carefully and complete it by filling in the blank spaces with the most appropriate words chosen from the given list.

St. Patrick Girls primary School
P.O Box 399,
Iganga.

Wednesday 13th March 2022.

Dear Sherry,

I am proud to write to you a letter for my first time. I hope that you won't mind even if I use your first name since I know that webecome close friends. My teacher gave me your name andbecause Ifor a pen-pal from your country, Canada. He said that he had read from a magazine where he found that you were also looking for one from

My name is Judith Atim but mysimply call me Judy. I'm a twelve year old girl studying in theschool in primary seven. Myare swimming, singing, reading and travelling. When I grow up, I want to become an artiste so that I can to different parts of the world. Iartistes in my home country because they live a verylife and travel wherever they want.

I hope you will write to mebecause there is quite a lot I wish to learn about you and your home..... From the little I have read from books, I believe Canada is a very good country to live in. My home country is also good to live in. Mostvisitors think it is still theof Africa because of her beauty.

I'm looking forward tofrom you soon.

Yours affectionately,

Judith Atim.

(admire / will soon / hearing / address/ travel / was looking / foreign / classmates/ regularly / country / Uganda / above named / pearl / luxurious / hobbies)

Activity III.

Yesterday, Berna wrote a letter to her mother. In her letter, she was telling her Mum that she didn't perform well in her Mid-term exams. She also gave reasons for her unsatisfactory performance and what she is do in order to improve. Study the letter carefully and complete it by filling in the blank spaces with what you think are the appropriate missing words.

Entebbe Christian School.
P.O Box 509,
Entebbe.

31st March, 2023.

My dearest.....,

It was my pleasure to receive your letter last week. In your letter, you wanted to know how I hadin the Midterm exams. I'm sorry, didn't have time to reply it immediately. We have been quitewith our class work and also preparing for our Sports Day which willplace next month.

I'm sorry toyou know that I didn't perform well in those exams. This was because Isick during the examination week. Therefore, I didn't my notes.

I'm therefore working very hard at my studies. Imy teachers and fellow pupils. We have a discussion group with four of my classmates. This is helping us quite a lot toon our studies. I hope I will be able to perform better in the forthcoming End of term one exams. I alsoyou to pray for me because I don't want to disappoint you again.

On the other hand, I wish toyou to come and attend our Sports Day which will take place on the 15th of next month. Please, endeavor to come with my little.....Davis.

I wish you all the very best. Send my kind regards to our beloved family members.

Yours ever,
Berna.

Activity IV.

Recently, Ronah wrote a letter to her dearest friend Linda. She was inviting her to her twelfth birthday party. Read her letter below carefully and complete it by filling in the blank spaces with what you think are the most suitable words.

C/O Dr. Mark Mwebesa
P.O Box 177,
Mbarara.

13th March 2015.

Dear.....,

Thank you for your letter which you sent me a fortnight ago. I was veryto learn that you are now studying at City Parents Primary School. I hope you are still.....well at your studies. Ever since you left Mbarara, a lot hasat our school. Our headmaster wasto another school and we got a new teacher of English, Mr. Twine. Dad and Mum.....you their sincere greetings.

The mainof writing to you this letter is toyou to my twelfth birthday party which willplace at our home in Mbarara town. The party will take place on 20th March and it is likely toexactly 12:00 o'clock.

I have also invited several other friends and relatives. Dad bought me a new suit for the party. Aunt Resty sent me a baby doll as my birthday present. I named her *Wendy*. She has eyes that can shut and.....Wendy is my favourite present. Mummy has made two lovely dresses for her.

At the party, there will be a lot of eats and We shall also dance to thethat will be played by my father's home theatre system. I hope we shall.....ourselves so much that day.

Send my greetings to yourfamily and most especially your baby sister, Stecia.

Yours ever,
Ronah.

Activity.

Last week, Patricia received a letter from her Pen-pal in UK. She sat down to write a reply. Read it carefully and complete it by filling in the blank spaces with the most suitable words chosen from the list.

School,

Rise & Shine Girl

P.O Box 300,
Bundibugyo.
4th March 2023.

Dear Evans,

Thank you for your letter which was full of news. The picture of your family members which youwere very beautiful. It is quite interesting that there are no Universal Education in UK. In your letter, youseveral questions about it.

UPE, as it iscalled in my country has benefited us in many ways. The number of primary school going children has increased..... The government has built several new schools and.....old ones. Interestingly, the majority of Ugandans now are.....

Secondly, you wanted to know theof most Ugandans towards girl-child education. Before the introduction of UPE, most Ugandans thought that girls wereto remain at home and do all sorts of house scores. Funny enough, even girls and women had the same attitude about Girls could beoff at a very early age. Imagine a girl of thirteen years being sent for marriage!

Well Evans, things have greatly changed now. Girls are reading hard and quite a few of them drop out of school nowadays. Many of them have reached to higher levels of education and quite many have been appointed into positions of.....in the country. Many of them are in government ministries, Parliament and big companies.

It my hope that I have answered your questions and I have given you the proper picture of our education system. In your reply, let me know about village life in your country.

Yours affectionately
Patricia.

(literate / suddenly / responsibility / married / enclosed / attitude / popularly / themselves / asked me / reading hard / supposed / renovated)

Replying personal letters.

Whenever you receive a letter, it is a good habit that you respond to the writer in the same way by writing replies. If you don't reply your letters, people will soon get tire or disinterested in writing to you. Here are a few examples of letters with their replies.

Sample letter I

A letter from a boy to his mother telling her that he dislikes the life in a boarding school.

School

St. Dominic Junior

P.O Box 600,
Kisoro
20th February, 2022.

Dearest mother,

I was very glad to receive your letter dated 15th February. Thank you very much for that good information. Our teacher of English gave me the letter during the morning lesson. I read it during our break time and it made me feel homesick. It seems as though years have passed since I left home. How I wish I would be at home playing hide and seek with my little brother, Eliot. It was much nicer when I was at a day school and came home every afternoon.

Mummy, I truly hate life here in boarding school. I sleep in a big dormitory with about forty other boys. Some of them are alright friendly and hard working. Some bigger boys however are often playing nasty games on us, the smaller ones. They threaten that if we dare report them to the dormitory master or the teacher on duty, they would teach us bitter lessons. And this makes me scared.

The teacher hare are my other problem. Unlike those in my former school who would give us little work and play friendly games with us, the teachers here are the exact opposite. They make us work all day and keep blaming us for every small fault. I hate their threats especially when we fail to score the pass mark in a test. Is this the kind of life we are bound to live for years? Think about that.

Please, ask Dad to put me back into a day school. I would be happier there and even perform better in my studies.

Your loving son,
Andy.

Mother's reply.

Pharmacy,

St. Andrew's

P.O Box 17,

Kisoro.

25th February, 2022

Dear Andy,

Thank you for your letter. But I'm to learn that you are so unhappy at St. Dominic Junior School. I'm not surprised that you feel homesick since it is the first time you have been away from school for a long time. I, too often want you at home again, my son. But you know we can't always have what we want in life.

If it were not for your education, I wouldn't keep you away from home, for I don't like any of my children to suffer or be away. But then how would you get decent education and probably be able to get a decent job in future? Your Dad and I think that staying in boarding school for a few years is necessary for all children, to make them better citizens, who can help themselves in future.

So my dear son, you have to be brave and stick to your studies. I'm sure you will soon get used to it like other boys. Don't mind the jokes the bigger boys play on you, and if you do pretend that you are not bothered, sooner or later, they will give up. We shall even try to talk to your teachers about it. So, stick to your books and cheer up! It is for your own good and for the good of our family.

love,

mother,

With much

Your dear

Mrs. Kigozi.

A letter to a friend who recently lost his mother.

P.O Box 66

Kapchorwa,

26th May, 2022.

Dear Sumaya,

It was with real sorrow that I heard the bout the death of your beloved mother this morning. I knew your mother was ill through one of my classmates, Keith several weeks ago. The news of her death came to me as a shock however. I express to you my sincere and heartfelt sympathy for that tragic loss.

I know how deeply grieved you are feeling now, for I know how truly you loved your mother. I feel it as a personal loss to myself as well. I always admired your Mum because she always showed me love as if I were her own daughter. I still have fond memories of her when I would pay you a visit. Her death must be a terrible grief for your entire family. Please, send my sympathies to all of them especially your Dad.

I would advise you to trust in the Lord at trying moment. He is the only one who can give actual comfort. I will pay you a visit soon I return for holidays. I pray for you.

friend,

Your sincere

Daphine.

Sumaya's reply.

P.O Box 130,
Kapchorwa.
29th May, 2022.

Dear Daphine,

Thank you very much for your letter and for your kind and sympathetic message. It is your words and those of other friends which are most comforting to us at this trying moment.

My mother's death was a great shock to me. I have failed to bring myself to believe and realize if it really happen to me and why at this tender age, when I needed her most. It is very difficult to believe that I will have to live the rest of my life without her.

Her end came at a moment when we least expected it. She had just started showing signs of recovery after almost three months of serious treatment in Rwatojo Hospital. She had no pain that sad night, but just simply and quietly passed away in her sleep. She was fond of me and all my close friends whom she treated as her own children she spoke of you several times towards the end and I had told her that you would soon come to pay a visit.

Some of those fond memories keep me saddened and heartbroken. So keep praying for me, my dear friend and probably pay me a visit as soon as you can.

Yours ever,
Sumaya.

Answering questions about letters.

Activity I.

Read the letter below carefully, and in full sentences, answer the questions that follow correctly.

Old Kampala Hill
Plot 16- Martin Rd,
P.O Box123,
Kampala.

13th September, 2013.

Dear Mrs. Omach,

I'm writing this letter to say sorry for what my dog did at your home last night. I have learnt that he broke into your poultry chicken farm and killed ten chickens.

The problem was caused by my gardener, Mr. Okello who forgot to lock the door of his kennel after giving him food last night. Mabros has been a very sensible dog who rarely breaks out of his kennel. It is very annoying and deeply sorry for that loss!

I therefore enclose the sum of one hundred thousand shillings to the lost chickens. I humbly request that you accept it kindly. In future, we promise to be a little careful with our dog to avoid such embarrassing occurrences.

Please, extend our sincere appreciations to Mr. Ocho your watchman who realized the problem and knocked at our door before more harm had been done.

Your loving neighbour,
Mrs. Kisitu.

Questions.

1. By whom was the letter written?
2. To whom was the letter addresses?
3. How did Mabros break out of his kennel?
4. What is the relationship between Mrs. Omach and Mrs. Kisitu?
5. Why did Mrs. Kisitu write that letter?
6. Who do you think is the husband of Mrs. Omach?
7. Why did Mrs. Kisitu blame her gardener?
8. Why did Mrs. Kisitu enclose a sum of one hundred shillings in a letter?
9. Who is Mr. Ocho according to the letter?
10. Why do you think Mr. Ocho is a responsible worker?
11. Write in full- (a) Mrs.
(b) P.O Box

Activity II.

Read the letter below carefully, and in full sentences, answer the questions that follow.

Nkoma Primary School
P.O Box 361,
Mbale.

20th September, 2022.

My dearest friend Sherry,

I have taken long without receiving any letters from you. But I hope you are getting on well with your studies at Rock Junior School, Tororo. How is your school? Do you also have friendly and lovely teachers like ours?

Last week, we went on tour to Entebbe where we visited the International Airport and The Wildlife Education centre. It was my first time to see such amazing places. At the Wildlife Education centre, the guide told us that previously, that place was called Entebbe Zoo. It was my first time to see most of the animals. Most of them were terrifying to look at but a few others were interesting. What interested me most were the monkeys. They look tricky and funny. Some of the girls gave them fruits which they quickly grabbed. However, I was much terrified by the lions. They looked deadly though they were in their cages.

Sherry, I also wish to inform you that my eldest sister, Gloria who graduated from Mbarara university is getting married on 4th next month. Their wedding will take place at Christ the King church in Mbale at 12:00 o'clock. Reverend Kaggwa will preside all the function. I therefore wish to invite you to come and we enjoy ourselves.

After the church service, all the guests will be hosted to a colorful reception at Mbale community hall at 3:00pm. We shall dance to the music played by Afrigo Band.

Please, endeavor to come and we have a fun together once again.

friend,

Your affectionate

Margie.

Questions.

1. What is the relationship between Margie and Sherry?
2. What do you think is Margie's school?
3. Where does Margie live?
4. What places did the pupils in Margie's school visit last week?
5. What did Margie find very interesting at the Zoo?
6. Why was Margie afraid of the lions?
7. Where will Margie's sister's wedding take place?
8. Who will be in charge of the church service at the wedding?
9. Why was the Afrigo Band hired?
10. What will happen soon after the church service?
11. Give another word or group of words which mean the same as;
 - a) Preside:
 - b) Terrified:

More practice on Personal letters (Sample personal letters)

The following sample letters will help you to learn more on how to write letters on different topics. So, you are advised to read them carefully and acquire the necessary skills on letter writing.

Sample letter 1.

A letter from a mother to a son, complaining about the son's unlikely behavior at school.

P.O Box 8338,
Kampala.
10th June, 2022.

Dear Shadrak,

I have taken long without receiving any letter from you. I have also been very busy at my work place. But with a hope you are doing well at your studies.

Unfortunately a few days ago, I got a report from your class teacher Mr. Zaake about your awkward behavior at school. He says you are a very lazy and disobedient boy. You dodge lessons and that you are never attentive in class. This is very disappointing to me as

your single parent. Mark, your elder brother nearly broke into tears when I told him about it. What a shame!

My dear son, I wish to remind you once again that you went to school to learn but not merely to amuse yourself or grow up. Remember if you waste your early years, you will regret when it is too late.

I therefore advise you to make up your mind wisely before it is too late. Work hard at your studies, pay attention to your teachers, take part in all group and class discussions and above all, avoid disobeying your teachers. I wish you to know that no disobedient child can succeed in life.

Please, remember that in addition to get knowledge at school, you are also meant to make friends. But, choose the right friends who will help you to improve on your studies and behavior. Without doing so, you might not be able to yield fruits. Also remember to take part in outdoor games as this will help you to refresh your mind after the day's work.

I hope you will take my words seriously because if you don't, we shall not take the blame. I will be very happy if I get a better report from your teacher soon.

Your affectionate mother,
Mrs. Luyiga.

Sample letter 2.

A letter to a brother complaining about his behaviour.

P.O Box 8338,
Kampala.
20th June, 2022.

Dear Shadrak,

I wonder how you are getting-on at school. You use to write to me very regularly about your studies but I haven't had any letters from you for a very long time. And I don't know why. If only I could bring myself to believe that your silence was really due to your being too busy with your studies, I wouldn't mind so much. Unfortunately, from the report I gather from our beloved Mum, this is not the case.

Mummy called me a few days ago expressing her disappointment at the way you are now performing at your studies. It is very embarrassing! My dear brother, I don't intend to scold you; but I have always taken special interest in you as my only brother and indeed friend. It would be very cheating if I went without letting you know that we are deeply angered by your ever deteriorating performance.

It would be a bitter disappointment if you turn out to be a failure. It wouldn't be right for me if I didn't warn you before it is too late.

From the report we are getting from your class teacher, you have got into idle behaviour. I therefore honestly ask you to change your mindset and start working hard at your studies. Make the right choices of friends and ensure that you become closer to your teachers. In addition, take part in group and class discussions and revise your notes seriously.

I hope you will take these words of warning seriously by heart so that you may have the joy of receiving an excellent report about you at the end of this term.

I remain your affectionate brother,
Davis.

Sample letter 3.

A letter to a friend requesting him to look after your younger brother whom you are sending to study in his school.

Stella Mari Boarding P/S,
P.O Box 3,
Nkokonjeru.
10th January, 2023.

My dearest friend Thomas,

I have taken quite long without hearing from you otherwise how are doing at Namilyango Junior Boys School? I know you are now in primary seven and you preparing for your Beginning of Term Exams.

I'm sending my little brother, Nathan to your school. He is joining primary four this year. I would be very grateful if you could look after him. He is my youngest brother and he has never been to a boarding school before. My parents and I would be very happy if you could help him to get used to the school, in his lessons and ensure that he doesn't get into mischief.

Nathan is a little bright boy and he should do well at school. Unluckily, he is rather easily led into doing things not of his choice. He is very sociable and he may be led into lazy habits if he get into bad company. So please try to keep with him as much as possible and ensure that he makes the right kinds of friends.

He is so good at athletics and other outdoor games. He is not old enough to get into the senior team but with enough training, he can especially if he becomes of the right age.

Mum of course doesn't want him to participate in games and sports, for she thinks that he may be led to perform poorly in academics. But this is not true as you are aware. Meanwhile, we all think that he should stick more to his books and do all his class work and group work at all times.

I'm afraid we are giving you a lot of trouble just when you will be busy preparing for your exams in such a busy school. But I hope you won't mind because of our sincere friendship.

Yours ever,
Leticia.

A letter to a friend who studies in another school informing him how you are getting-on at your new school.

Little Angels Boarding P/S,
P.O Box 163,
Bushenyi.
2nd February, 2022.

Dear Aggrey,

Thank you for your letter dated 30th January. I have taken long without seeing you. I know you are very busy preparing for your Mid Term Exams. I'm equally busy preparing for the same, but I found it necessary to reply your letter right away. In your letter, you wanted to know how I'm getting-on on my new school.

Little Angels is a mixed boarding primary school unlike yours which is for boys only. The pupils and friends here are very friendly and hardworking. I have already made several friends especially in primary seven. Luckily, I found my cousin Linda also studying in the same school. We have made a discussion group with one of our friend Johan.

Mr. Zaake is my favorite teacher. He teaches us English and Art. Last week, he taught us about letter writing and it was very interesting. We have already written some to our pen pals in USA.

We also take part in outdoor games and sports. We are going to have inter house games and sports competition next month. My house, **Francis** is likely to win the trophy and a bull to roast. Would you wish to come and attend the competitions? It is going to be a colourful day.

How I wish you would ask your parents to let you come and study in my school next term! If you did, you would our discussion group right away.

I hope to hear from you soon once again.

Yours ever,
Simon.

A letter to a sister who is preparing to sit for Primary Leaving Examinations.

C/O Mr. Okoth Jones

P.O Box 113,
Tororo,
10th October, 2022.

My dearest sister Resty,

Your final examinations are drawing nearer and expect you are busy preparing for them. I know certainly that you are feeling anxious. I sincerely know that you will do well just like you have been doing before. I however wish to give some few hints which will help you to prepare adequately for those exams.

It is a good thing to revise up to the examination period. If you do, you will probably feel mentally tired and confused. So, shut your books after your briefing or a few days before and have time to relax and amuse yourself.

When you take your seat in the examination hall, take time to listen to the instructions of the examiners, read the instructions on the question paper carefully before anything else.

When you begin, read the questions thoroughly well at least twice before writing down answers in the spaces provided. Neatness of handwriting should be taken seriously. Select questions that you think you can do better and answer them very carefully.

If you find some questions a little difficult, don't waste your time on them. Answer the ones you find easy first and then turn to the few difficult ones later.

Do not panic because if you do, you are bound to make several mistakes. Keep cool and take your time to think carefully before you write down any answer on paper.

It is important to be honest and disciplined during the examination period. Do not attempt to use any unfair means of passing exams. It is very wrong to engage yourself in examination malpractices such as cheating. It is not only wrong but also risky to yourself, your teachers and the entire school.

Finally, it is important to keep in mind that speed and accuracy are very vital. Don't spend a lot of time on one question because if you do, you won't be able to complete your examination. Remember it is unusual for an examiner to give you extra time.

Please, take my words of advice very seriously. I wish you the very best of luck.

brother,

Your beloved

Mike.

More practice on writing personal letter.

Activity 1.

Imagine that you are a P.7 candidate at Kyamatte Primary School, P.O Box 157, Mbarara. You are about to be registered for PLE but unfortunately, you don't have six pass port photographs, a birth certificate and a registration fee of ten thousand shillings.

Write a letter to either of your parents requesting him or her to bring the above requirements to school. Also inform him or her that the deadline for registration is 30th March. Use your school address.

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Activity 2.

Assuming that you are a pupil of St. Noah Junior School, P.O Box 40, Rwatojjo. You attended your friend's birthday party last week and you really enjoyed yourself. You found the entertainment, edibles and speeches very amazing. Write a letter thanking him or her for organizing such a wonderful party. Promise that you will also invite him or her to your birthday party next month.

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Activity 3.

You are a pupil of Mother Care Junior School, P.O Box 122, Mukono. Yesterday, you received a letter from your pen friend, Mary Akol of Soroti Parents School. Write a reply to her, thanking her for the letter you received. Request her to visit you during the Easter holidays. Also inform her that when she comes, you will visit interesting places like The Wildlife Education Centre, The Museum and Entebbe Airport.

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Activity 4.

Write a letter to a friend who studies in another school, inviting him or her to come and attend your School M.D.D Day. Tell him /her that you are a very active member of the MDD Club and you are rehearsing a play entitled “*The Explorer*” which you will present on that day. Also tell him/ her that you have invited several other fiends and that you will be very happy for them to see you on the stage on that day. Also, tell him/her that the MDD Day will take place on 10th April, 2023 in your school main hall.

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Activity 5.

Using your school address, write a letter to your friend inviting him /her to come and attend your sister's wedding ceremony. Tell him/her that the ceremony will take place on 12th May, 2014 at Christ The King Church- Mbuya beginning at 12pm. Also inform him/her after the church service, all the guests will be hosted to a reception at Serena Hotel gardens at 5:00pm.

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2. **FORMAL LETTERS.**

Formal letters are sometime called “***official or business letters***”. They are called so because they are naturally more formal in style than personal letter. Examples of formal letters include the following:

- ❖ Letters of invitation.
- ❖ Letters of application.
- ❖ Letters of apology.
- ❖ Letters of complaints.
- ❖ Letters of requisition.
- ❖ Letters of resignation.
- ❖ Letters to news papers. Etc

Components of formal letters.

Formal letters have got the following components.

- ❖ Writer's address.
- ❖ Date.
- ❖ Receiver's address.
- ❖ Salutation.
- ❖ Reference.
- ❖ Body.
- ❖ Conclusion. (Closing remarks)
- ❖ Writer's signature and name.
- ❖ Writer's title. (Resignation)

Samples of formal letters.

1. LETTERS OF APPLICATION:

(The Head teacher of Ntale High School has advertised vacancies in Senior one in his school. Assuming that you completed your P.L.E last year and you scored five aggregates. Write a letter applying for a vacancy in senior one. Use Box number 233, Mbarara. Also indicate at least two referees)

Global Junior School
P.O Box 300,
Mukono.
2nd February, 2023.

The Head teacher,
Ntale High School,
P.O Box 233,
Mbarara.

Dear Sir,

REF: APPLICATION FOR A VACANCY IN SENIOR ONE.

I read an advertisement which appeared about the available vacancies in Senior one in your school. I'm therefore writing to apply for one.

I'm a thirteen year old girl who sat my P.L.E from the above named school last year. My performance was as follows:

English:-----D 1	Total aggregates ----- 5
Mathematics: -----D2	Division: ----- 1
Science: ----- D1	
SST: ----- D1	

In addition to my excellent performance in P.L.E, I'm also good at Music, Dance and Drama. Likewise, I have leadership abilities since I have been a prefect in my school.

For more information about me, I wish to refer you to the following people.

(i) Mr. Samuel Katongole
The Head teacher
Tel: 0786543216.

(ii) Mrs. Edith Kalyango
The Director of studies
Tel: 0700997655.

I shall be very grateful if my application is given favorable consideration.

Yours faithfully,

Grace Nekkesa

GRACE NEKKESA.

Sample application letter 2. (Applying for a job as a gatekeeper)

Kasiro Church of Uganda P/S
P.O Box 16,
Bushenyi.
4th March, 2023.

The manager,
Platinum printers Ltd,
Plot- 20 B Nasser Rd,
P.O Box 24,
Kampala.

Dear Sir,

REF: APPLICATION FOR A JOB AS A GATEKEEPER.

I hereby humbly write to apply for a job as a gatekeeper in your company as indicated above.

I'm a Ugandan male aged 20 years. I completed my Primary Education in the above named school seven years ago. Unfortunately, I couldn't continue with my secondary education because I had nobody to pay my school fees after my father's tragic death.

I can ably speak English, Kiswahili and Lunyankole. I don't have any experience as per the job but with little training, I can ably do it. I'm physically fit and I do sports on a regular basis. I was also once a security prefect in my former school. Likewise, I do not have any criminal record.

For further information about me, I wish to refer you to Mr. Jacobs Bushobozi, the Chairperson L.C.1 in my village. You can easily contact him on telephone number: 0712777333.

Hoping that my application will meet your favorable consideration.

Yours very sincerely,
Busingye David.
Busingye David.

Sample application letter 3. Applying for a job as a sales promoter.

(Airtel Uganda wishes to recruit Primary seven leavers for the posts of ***sales promoters***. Applicants should have completed their P.L.E and are still in their vacation. Those interested should write their applications to "The sales Executive, Airtel Uganda, P.O Box 3021, Kampala. Use your school address.)

School

Manafwa Primary

P.O Box 116,
Manafwa.
20th January, 2015.

The Sales Executive,
Airtel Uganda Ltd,
P.O Box 3021,
Kampala.

Thru: The head teacher,
Manafwa Primary School,
P.O Box 116,
Manafwa.

Dear Sir / Madam,

Re: APPLICATION FOR A JOB AS A SALES PROMOTER IN YOUR COMPANY.

I read your advertisement about the available vacancies of Sales promoters in your company. I therefore write to humbly apply for one as stated above.

I'm a Ugandan male aged 14 years. I did my P.L.E last year from the above named school and I'm still waiting for my results. I'm ready to work for the company in that position until I join secondary school next month.

I'm fluent at speaking English, Luganda and Lumasaba my mother tongue. I know how to deal with customers since I've been helping my mother in her shop for nearly two years. For further information about me, you can contact my former head teacher, Mr. Kayija Emmanuel on telephone number- 0772366266.

I'm looking forward to receiving your favorable consideration.

Yours sincerely,

Madibo Robert

Madibo Robert.

2. LETTERS OF COMPLAINT.

These are letters written to express dissatisfaction about a certain service or unbecoming situation with a hope that the receiver will take the action and avert the bad situation from worsening.

Most letters of complaint use formal language flow and are organized in a standard way:

- ❖ The first paragraph explains the purpose of the letter.
- ❖ The second paragraph explains what the problem actually is or was and the course of action that the writer has taken.
- ❖ The third paragraph clearly spells out what inconvenience the problem has caused.
- ❖ The fourth paragraph states what the writer (Complainant) wishes to be done about the problem.

Other useful phrases used in letters of complaint.

If you intend to write letters complaint, you will find the following expressions useful:

- ❖ I was surprised / amazed / shocked to learn that.....
- ❖ I'm writing to express my dissatisfaction with / at the.....
- ❖ What made the matters worse / what worsened the situation was.....
- ❖ I returned / explained/ requested the
- ❖ Furthermore / in addition to, I

- ❖ As if that was not enough
- ❖ On top of all this
- ❖ As a consequence of inconvenience I suffered,
- ❖ This made me / caused me to
- ❖ I'm sure, you will appreciate that this level of service is unacceptable.....
- ❖ I expect to be compensated for the inconvenience I have been caused.
- ❖ I expect better service from a company of your reputation
- ❖ Please, replace the goods as soon as possible.....
- ❖ I would demand for a full refund of.....
- ❖ I would like to know what action you will take to electrify this situation.
- ❖ In future, I shall do my purchases elsewhere incase
- ❖ I look forward to a prompt reply / full explanation.
- ❖ I eagerly await your quick response.....
- ❖ I'm looking forward to receiving a satisfactory explanation.....(etc.)

Sample letters of complaint 1.

P.O Box 66,
Mukono
20th December,2014.

The manager,
Sombe Supermarket,
P.O Box 16,
Mukono.

Dear Sir,
Re: Poor Customer service.

I'm writing this letter to express my dissatisfaction at the way one of your shop attendants reacts to us, the customers.

I have on quit a number of occasions done some shopping in your supermarket and almost on all occasions, I have been dismayed by the reaction of one of the attendants. When customers have any inquiries to make to her, her reaction is not only disgusting but also abusive. This is very absurd and quit unthinkable.

With such unbecoming behavior, I think your business will lose customers especially in this era of competition I therefore ask you to deal with that lady and try to make her a little more sensible before the already bad situation becomes worse.

Your quick intervention into this matter will be to our pleasure and also for your own good.

Yours very sincerely,

Salim Kalifa.

Dr. Salim Kalifa.
Concerned customer.
(Tel: 0774104747)

Sample letters of complaint 2.

(Onek Emmanuel is a Primary Seven pupil at Kisugu Junior School. Last week, he wrote a letter to the Local Council 1 Chairperson complaining about the loud noise that comes from the nearby church to their home in Makindye Division. Read his letter carefully.)

C/O Mr. Jackson Onek,
P.O Box 166,
Makindye, K'la.
20th September,

2014.

Mr. Benjamin Musoke,
The Chairperson L.C.1
Mbawo ward,
Makindye division.

Dear Sir,

Re: Noise From Light The World Church Ministries In Our Ward.

I'm writing this letter to express my displeasure at the loud noise made at night from Light The World Church Ministries in our area. Although there is freedom of worship which I highly respect, the level of noise has become a menace and quit unbearable. This has been going on for quit sometime but the level it has reached is very unreasonable, bearing in mind that it is located in a residential area.

I therefore wish o request you to intervene and save the situation or else we shall continue having sleepless nights and even fail to revise our notes. If it persists, we are bound to fail our Primary Leaving Examinations which are due next month.

Several neighbours have tried to talk to Pastor Mugerwa but he seems not to care. He even assumes that the neighbours are against the work of God in the area. So, no change has been made to that effect.

I will be very grateful if a more serious action is taken to reduce this noise in our area.

Yours very sincerely,

Onek Emmanuel.

Onek Emmanuel.

3. Apology letters.

Sample apology letter 1.

Qn. The school term began last week. Unfortunately, you have been unable to return to school because of your mother's sickness. Using your school address and home address,

write a letter to your head master apologizing for delaying to return to school. Explain to him why you delayed and promise him never to do it again.

Kisembo,

C/O Mr. John

P.O Box 314,
Jinja.
26th May, 2015.

The head master,
Maggwa Primary School,
P.O Box 390,
Jinja.

Dear Sir,

Re: Apology For Delaying To Return To School.

I'm writing this letter to apologize for delaying to return to school. My mother fell sick and she was admitted to Jinja main hospital.

Unfortunately, there wasn't anybody to take care of her from the hospital since Dad had gone for Japan for a business trip. So, she asked me to take charge of caring for her and the baby. Luckily however, Mummy was discharged from the hospital over the weekend.

I know that during my absence, my classmates must have covered quit a lot of work. I therefore write to express my apology for the delay and also request you to allow me back in class. It wasn't my own making and I will ensure that I copy all the notes I missed and the exercises my classmates did during my absence. I promise never to be away from school without getting permission.

I shall be very grateful if my humble apology is treated with favorable consideration.

Yours faithfully,
Nakitende Lillian
Nakitende Lillian.

Sample apology letter 2.

Your head teacher suspended you from because you broke a school wall clock. You have now missed school for over a week. Write a letter to her requesting to be allowed to be back at school. Explain what exactly happened and promise that never do such a thing again. Use your home and school address.

Ndeese,

C/O Mr. Jotham

P.O Box 16,
Masaka
15th July, 2015.

The Head teacher,

Green Hill Academy ,
P.O Box 399,
Kampala.

Dear Sir,

Re: Apology For Breaking A School Wall Clock.

Last week, you suspended me from school for breaking a school wall clock. Ever since then I have missed my studies.

My parents are very unhappy with me and they say I'm a good for nothing girl. I'm so scared for my Dad who has continuously insulted me whenever he returns from his work. Even my young brother has started calling me names. I have suffered enough and I regret highly for the act I did.

I'm therefore writing this letter to apologize to you for my wrong act. I didn't do it deliberately but it was because we were playing in the classroom. So I beg you to forgive me and allow me to return to school.

I promise that I will never involve myself in any form of careless play again. Likewise, I will try never to destroy any school property any more.

I shall be very grateful if my humble apology is positively considered.

Yours faithfully,

Kirabo Catherine

Kirabo Catherine.

4. Letters of invitation.

Sample invitation letter 1.

Assuming that you are the sports captain of your school, write a letter through your head teacher to the head teacher of Merikit Primary School P.O Box 17- Soroti, inviting his school team to come and have a friendly match with yours. Tell him that the match will be played at your school sports ground on 9th October, 2015 beginning at 4:00pm.

Academy

The Head teacher,
Merikit Primary School,
P.O Box,
Soroti.

Thru: The head teacher

Soroti Central

P.O Box 700,
Soroti.
2nd October, 2015.

Soroti Central Academy,
P.O Box 700,
Soroti.

Dear Sir,

Ref: Invitation To A Friendly Football Match.

I'm writing this letter to request you to grant your football team permission to come and have a friendly match with ours.

If permission is granted, the match will take place on 9th October, 2015 at our school sports ground. It will begin at 4:00pm promptly. Your games master will be the referee for the match and two of our teachers will be the assistant referees. However, we request that your team does enough practice in order to make the match colourful.

The team and officials are expected to arrive at our school at least two hours before the match starts. During that time, the two teams will have a friendly interaction, a familiarization tour of the school premises and have lunch together.

We are looking forward to receiving a favorable response from you.

Yours sincerely,
Timothy Opolot
Timothy Opolot.
Sports captain.

Sample invitation letter 2.

Assuming that you are the head boy/ head girl, of your school. Write a letter to the Principal of Eliana Junior School, P.O Box 600, Katabi, requesting her to allow her Primary seven class to come and have a friendly quiz with your P.7 class. Tell her that the quiz will help both classes to make enough revision in preparation for the Primary leaving Mock Exams.

School,

The Principal,
Eliana Junior School,
P. O Box 600,
Katabi.

Kitezi C/U Primary

P.O Box 14,
Entebbe.
20th June, 2015.

Dear Madam:

Ref: Inviting Your Primary Seven Class To A Friendly Quiz.

With permission from our head teacher, I'm writing this letter, I'm writing this letter to request you to allow your Primary seven pupils to come and have a friendly quiz with ours.

If permission is granted, the quiz will take place on Saturday, 1st July 2015 in our school main hall. It will begin at 11:00am and likely to end at 1:00pm. The quiz will help both classes to make enough revision for the forthcoming Primary Leaving Mock Exams.

we hope that your pupils will make some research in all the examinable subjects in order to make the quiz colourful. We also expect them to arrive at least two hour before the quiz starts. This will enable both classes to interact with one another and for the teachers to generate the questions together.

We shall be very grateful if we receive a positive response from you.

faithfully,

Yours

Ssamanya Meddie
Ssamanya Meddie.
The Head boy.

5. Letters to newspapers.

Letters to newspapers should be addressed to the “editor” and they should end with “Yours faithfully”. The form of salutation is usually, “Dear Sir” or “Dear Editor”

If the writer gives his address for publication, it is often placed before the letter and to the left of the signature. In case the writer does not wish name to be published, he should indicate it in a separate covering letter because letters whose writers are anonymous are not published.

Sample letter 1 to newspapers.

The letter below was written to the editor of The New Vision printing and publishing company limited. P.O Box 9815, Kampala. It appeared in The New Vision newspaper on 15th June, 2014. Read it carefully.

SAVE THE LIVES OF PASSENGERS ON KAMPALA –GULU HIGHWAY.

Dear Editor,

I’m writing this letter and I wish to get quick responses from the general public and other concerned Ugandans especially Gen. Kale Kayihura, The Inspector General of Police.

I’m deeply concerned and I wish to openly complain about the conduct of the traffic police officers on the Kampala- Gulu highway. These traffic officers have become money makers instead of carrying out their duties professionally.

It is well known that the duty of the traffic police is to enforce traffic rules and regulations. Unfortunately, these officers consider money to be more important than the lives of the road users. They neither caution nor panelize drivers along this road. Instead they demand for money from the drivers in broad day light. They are becoming greedier and greedier every passing day. This greed is the major cause of accident these days.

Passengers are packed in Omni-busses as if they are fish. To make matters worse, nearly all these Omni-busses are not fit to travel on public roads. They are DMCs and they have turned our highway into a death trap. None seems to bother! I wonder how professional officers would be more interested in taking bribes than doing their work. Who then will come to our rescue?

I'm therefore appealing to IGP to take up this matter urgently. These officers should be arrested, charged and sent to prison or even expelled from the police force. We have lost many lives of our friends and relatives. This must stop now!

Finally my appeal also goes to my fellow passengers who travel along this highway. We must up for our lives. With one voice, we must say **NO** to over loading, over speeding, greedy traffic officers and to vehicles that are in dangerous mechanical conditions. Together, we can play a very important role in preventing accidents on our highway.

By Jonathan Ochom-Gulu.

Sample letter 2. to newspapers.

The letter below appeared in the Daily Monitor of 26th November, 2014. Read it carefully

AGGRESSIVELY SENSITIZED THE PUBLIC ABOUT CHILD ABUSE.

Dear Editor,

Recently several newspapers in Uganda published the story of a maid by names "Jolly Tumuhirwe" who tortured an 18 month old baby. I'm concerned that child abuse is becoming a serious problem in Uganda as evidenced by the statistics. However, child abuse within the home is hidden from the public eye because of the vulnerability and helplessness of the children.

It is commendable that the father of the little girl had the skills ability to install a CCTV camera but this is not the case for thousands of working parents who rely on the maid's service and cannot all become detectives. The action of the maid should be condemned and it's a relief the baby is alive and well, thanks to the wisdom of the parent who hired a hidden detective called a CCTV. However, child abuse happens when the care taker usually a woman is stressed and her suffering in some way.

Most of the women or young girls whom we employ as maids in our homes are often stressed by some circumstances that made them to drop out of school or try out marriage at a tender age. Most of us, parents do not have the ability to dig out the background of these people and our little kids are often the direct victims.

There are two things urgently needed in Uganda. The first is raising the issue of child abuse in the public profile so that people become sensitized to the issue, understand its negative impacts and begin provide a collective neighborhood watch for children at risk of abuse, which in most communities already happens. The second is looking into the situations of house maids and this is in no way referring to the current case. We have to know that most of these house maids or domestic workers have been victims of abuse themselves, coupled with the fact that they are badly treated, poorly paid, over worked and often without enough time to rest. All these result into the numerous cases of child abuse you see or hear of today.

It is my humble opinion that our communities should work out the effort of standardizing terms and conditions of these maids. (Without necessarily excusing the actions of Tumuhirwe.) I request some groups of people who know the law help us to explain to some people in our community who seem to be ignorant about what tantamount to child abuse and child torture such that these maids can be educated from on the same. By so doing, we are hopeful that they will start protecting children under their care. They should know that violence against children is violence against humanity. We thank the Non-governmental organizations who are promoting activism against violence, against children and other disadvantaged groups of people.

By Ann Tucker
Executive Director-

IFAD.

6. **Letters of resignation.**

It is important to resign from one's job gracefully and professionally. Give adequate notice to your employer by writing a formal resignation letter following the terms and conditions of your contract. A resignation should be simple, brief, concise, focused and straight to the point. There is no need to elaborate on your reasons for leaving. Simply let your employer know when you are leaving and appreciate your time with the company.

A resignation letter can help you to maintain a positive relationship with your old employer while paving the way for you to move on. You never know when you might need him to give you a reference. So it makes sense to take time to write a polished and professional resignation letter. The letter also provides official notice that you are terminating your employment with the company. That's why the period of notice should be within the period agreed upon in your contract.

Sample resignation letters. ***(Resignation for new opportunities)***

From: Name:
Address:
Tel. contact:
Date:

To: Name:.....
Title:

.....
Firm:

.....
Address:

.....

Dear Mr. Jones,

I'm writing this letter to formally notify you of my resignation from my position as **Accounts Assistant** at **Premier stationers limited**. I was recently offered a new opportunity with another company very close to my home in Mbarara, and I have decided to take their offer.

Currently, I spent several hours a day commuting and this new opportunity would allow me more time with my family outside of my work. My last day of employment with your company will be 31st of July.

My time at **Premier Stationers** has been some of the best years of my life. I will greatly miss my job and the incredible people I have had pleasure working with throughout the years. I can't thank you enough for all the opportunities and experiences you have provided me during the years I have worked with the company.

I appreciate your support and good understanding and wish you all the very best. Please feel free to let me know if I can be of any help during the last few weeks of my time with the company.

Yours very sincerely,

..... (Sign)

..... (Name)

Sample resignation letter 2.

(Resignation for health reasons)

From: Name:

Address:

Tel. contact:

Date:

To: Name:.....
Title:

.....

Firm:

Address:

Dear Mr.,

It greatly saddens me to send you this letter of resignation. Effective the end of this month, I no longer be working here as a teacher of **Physical Health Education** and **Biology**.

Recently, I have been noticing some changes in many aspects of my life personally and professional. I have always felt exhausted, constantly in pain, and therefore feel that my productivity has been greatly lowered.

Subsequently, I went to see a doctor who diagnosed me with Fibromyalgia, a condition that involves chronic pain and soreness. Because of the high activity level, consistence with my work, I'm no longer able to teach my learners effectively and I do not want them to be affected by this. My doctor agreed with me that this is the beat decision for me to make.

I have enjoyed my time here at **St Michael International School**. I found my work very enjoyable, and I will never forget the last ten years of my service and incredible friends that I have gained. I hope we will still remain in touch despite my unexpected exit.

Please, let me know if there is any way I can help in finding my replacement. Although I can no longer do the work I once could, I hope to still remain a resource to the school. Thank you very much for the opportunities and experiences. I wish everyone the very best.

Very sincerely yours,

..... (Sign)

..... (Name)

Practice activities.

Activity 1.

Namukasa is the secretary of the Debating club at Lohana Junior School P.O Box 344, Kampala. Below is a short letter she wrote to the head master of Bulu Parents School inviting her pupils to a friendly debate Read the letter carefully and complete it by filling in the blank spaces with what you think are the most appropriate words.

.....,

P.O Box 344,
Kampala.

30th August,

2014.

The,
Bulo Parents School,
P.O Box 160,
Kampala.

Dear,

Re: Invitation To A Debate.

With permission from our, I'm writing this letter to
..... your school to come and have a friendly debate with ours.

If permission is granted, the Will take place on 4th September,
2014 in our school main hall beginning at 2:00pm. The motion for discussion will be "**Boys
and girls should be given equal education opportunities**". Namusisi our head girl will be
for the for the debate. You will be required to a secretary
from your school.

We request that your teachers of English prepare the well in
order to make the debate colourful. However, the participants are required to arrive at our
school at least an hour the debate begins. This will enable them to
interact with their fellow participants at our school.

We hope that you will write back toto our letter as soon as
possible to enable us make the necessary preparations.

We shall be veryif we receive a positive response from you.

Yours.....,
Rebecca Namukasa
NAMUKASA REBECCA.
(....., Debating club)

Activity 2.

Last Friday, Gerald failed to come to school because he had gone to attend his grandfather's
burial in their home village. When he returned to school, the primary seven class teacher
asked him to write an apology letter for being absent from school without permission.
What Gerald wrote is given below. Read it carefully and complete it by filling in the blank
spaces with what you think are the most suitable words.

C/O Dr. Dick Okello,
P.O Box 116,
Soroti.
26th March, 2015.

The,
Primary Seven,
Rock Junior School,
P.O Box 33,
Soroti.

Dear Sir,

Re:For Being Absent From School Without Permission.

Last Friday, I wasto come to school. We had gone to our home village to attend my grandfather's..... He died in St. Jotham's Hospital where he had beenafter short illness.

Theof writing to you therefore is tofor being absent from school without permission. We were unable to return immediately after the burial because of the poor roads in my area especially during the rainy season like it is now.

I you to forgive me kindly. I promise that I will never be absent from school without.....again.

I shall be veryif my humble apology is given favorable consideration.

Yours.....,

Okoth Gerald
Okoth Gerald

Activity 3.

Read the letter below carefully and complete it by filling in the blank spaces with the most suitable words chosen from the list provided at the college.

C/O Mr. Ndawula Robert,
P.O Box 60,
Hoima.
15th July, 2015.

The,
Smith and Sons Agencies ltd,
P.O Box 280,
Hoima.

Dear Sir / Madam,

Re:For The Post Of Sales Assistant.

Iwrite tofor the post of Sales Assistant in your shop asby your office in The New Vision of yesterday.

I'm a Ugandan girl aged 14 years. Imy P.L.E last year and passed in first division. Unfortunately, mycould notto pay for my secondary education. Therefore, I'm at home helping my mother with daily domestic work.

If youme for the job, I expect to save some money and continue with my secondary education. I have never been in a similar position before, but I know that with your, I will be able to perform to your

For more information about me, I wish to refer you to the following people:

(i) Mr. Ben Lukyamuzi,
The Head teacher,
Kinoni Parents School
Tel: 03925689767

(ii) Mr. Kaziba Ismail
Chairperson L.C.1
Kinoni Zone, Hoima
Tel: 0756984532.

I will be very grateful if my humble application isconsidered.

Yours very sincerely,

Dorah Byamukama.

DORAH BYAMUKAMA.

(satisfaction /completed /favorably / Manager / select / humbly / apply / guidance / application / afford / parents / advertised)

Activity 3.

Read the letter below carefully and answer the questions in full sentences correctly.

Plot 37, Nusr Rd,
P.O Box 27,
Ntinda, Kampala.
20th June, 2015.

The officer in charge,
Ntinda Police Station,
Kampala.

Dear Sir,

Re: Report Of Missing Son.

My son Kenneth, a twelve year old boy is missing and I'm becoming deeply anxious about him. All my efforts to trace him have failed. I must appeal to you for help. He went to school this morning at 7:00am as usual, but although it is now 8:00pm, he has not returned. He usually returns home latest by 5:00 o'clock. His school, Ntinda View College is barely two kilometers from home.

I have tried to make inquiries at the school but the Head master cannot throw any light on the matter. He says Kenneth left school at 4:30pm as usual with the rest of the boys and he was quit well. The only clue I can find is from one of his classmates (a boy named Patel) who says he saw him standing with a man at the school gate. He says that the man was a total stranger and he had not talked to Kenneth but simply passed by and rushed home. He can't describe the man since he didn't take interest in the matter. He simply says the man was wearing a blue jacket with black jeans trousers.

Kenneth was wearing white khaki shorts, blue canvas shoes and a brown sweater. He is rather tall for his tall and walks with quick steps. He is a little shy and speaks only English and Luganda.

I don't think my son has got into some sort of mischief as he has always been a good boy and most regular at his habits. Owing to the fact that there have been several cases of child kidnap reported in the local media in then recent passed, I'm actually very anxious, lest he may have suffered the same. Please, I request you to do whatever you can to trace him and let me know as soon as you have anything to report. I'm also trying my level best to continue with the search. I'm to keep my telephone on for any contact.

Yours sincerely,
Kigozi Nathan
Kigozi Nathan.

Questions.

1. To whom was the letter address?
2. By whom was the letter written?
3. What was wrong with Kenneth?
4. How was Kenneth dressed?
5. Why did Mr. Kigozi the matter to the police?
6. What do you think had happened to Kenneth?
7. How far is Kenneth's school from home?
8. Why does Kenneth's father think that his son has not into mischief?
9. What made Kenneth's father more anxious?
10. Suggest another word or group of words to mean the following:
 - (a) Mischief:
 - (b) Anxious:
 - (c) Inquiries:

Activity 4.

Read the letter below carefully, and in full sentences, answer the questions that follow.

St. Patrick P/S,
P.O Box 240,
Busia, Uganda.
10th July, 2015.

The Manager,
Patel & Rick Motor Garage,
P.O Box 14,
Busia.

Dear Sir,
Re: Delivery Of Unrepaired Motor Vehicle (UAK 170 G)

My school bus with the above registration number, which was brought to your garage for repair on my instruction, has been delivered and handled over to one of my drivers, Mr. Bakar Kalule.

Unfortunately, on checking the vehicle, we discovered that its hydraulic brake system has been tampered with and it is worse than before. I suspect one of your inexperienced mechanics tampered with it and I'm really disappointed.

It is on that note therefore, I write to ask you to send one of your more experienced mechanics to check and put it right as soon as possible. I will not make any payments you asked for on your invoice if the vehicle is not put right.

Please, treat this as a matter of urgency as this vehicle is required to transport the pupils, staff and other school supplies at the beginning of the term which is due next week.

Your quick response upon this matter will be highly appreciated.

Yours sincerely,
Meddie Kaggwa.
Meddie Kaggwa
Head teacher.

Questions.

1. Who is Mr. Meddie Kaggwa?
2. To whom was the letter addressed?
3. Why was the motor vehicle sent to the garage?
4. Why was Mr. Kaggwa disappointed?
5. What does Mr. Kaggwa think happened to the vehicle in the garage?
6. Why couldn't Mr. Kaggwa make payments to the garage?
7. Why do you think the vehicle is urgently needed at school?
8. Who received the vehicle on behalf of the school?
9. Write another word or group of words which mean the same as;
(a) Disappointed:
(b) Supplies:
(c) Inexperienced:

Activity 5.

Read the letter below carefully and answer the questions in full sentences correctly.
Kataala Local council 1,

P.O Box 10,
Kiteezi.
16th January, 2014.

The Head teacher,
Lugala C/U Primary School,
P.O Box 166,
Kasiro.

Dear Sir,
Re: Application For A Job As A Matron.

Following your advertisement which appeared in "***The Sunday Mirror***" on 12th January, 2014, I hereby submit my application for the job as a matron in your.

I'm a Ugandan female aged 35 years. I completed my primary seven in Kataala Mission School twenty years ago. I couldn't continue with my secondary education because I lacked school fees. I'm a single mother of two and I'm not married.

I have worked as a matron in Matale Primary School for eight years. I can ably speak English, Luganda and Kiswahili. I love children and I'm good at mentoring them into God fearing citizens.

If considered for the job, I promise that I won't disappoint you. For more information about me, I wish to refer you to the Headmistress of Matale Boarding Primary School, P.O Box 20, Mukono. You can contact her on Tel: 0392666222.

I'm looking forward to receiving a favorable response from you.

Yours faithfully,
Namuddu Barbra
Namuddu Barbra

Questions.

1. What post is being applied for?
2. To whom was the letter addressed?
3. In which newspaper was the post advertised?
4. Who is the applicant?
5. Suggest one reason why the applicant may be given the job.
6. Why couldn't the applicant continue with her education?
7. Who can give more information about the applicant?
8. When did the applicant drop out of school?
9. Where is Lugala C/U Primary School found?
10. Where do you think does the applicant currently live?

Activity 6.

Qn. You were a primary seven candidate last year. You did your Primary Leaving Examinations in Rock View Primary School. P.O Box 700, Tororo, Uganda and scored four aggregates. Write a letter to the Headmistress of Maria's Care Secondary School. P.O Box 400, Tororo, applying for a vacancy in Senior One. In your letter, indicate at least two reasons why you wish to join her school and at least two referees.

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Activity 7.

Qn. Imagine you had come with groundnuts in class. Whenever the class teacher could turn to write on the chalk board, you were giving some to your friends and throwing others into your mouth. The class teacher realized it and punished however tested the groundnuts. He now promises to report you to the Head teacher for suspension. Using your school address, write to your class teacher apologizing for the mistake and promise never to do such a thing again.

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Activity 8.

Qn. Imagine you have joined Nabweya Secondary School. P.O Box 600, Mityana. Write a letter to the Head teacher of your former primary school requesting him/ her to send you the identity card that you used during the time of PLE. Also find out from him or her whether your PLE result slips are already out and if you can pick yours.

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Activity 9.

Qn. Your brother's graduation party will take place on Friday next week. On that day, you won't be able to attend classes. Write a letter to your Head teacher requesting for permission to be away from school. Tell him or her that you will return to school the next day and that you will write down all the work you will have missed. Use your school address.

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Activity 10.

Qn. Assuming you are going to school this morning and you witnessed an accident. Your neighbour's nine year old son was knocked down by a speeding lorry, Reg. no. UAP 160 S. You helped to rush the victim to Case Clinic for treatment and also to report to his parents. Using your school address, write a letter to the Officer in charge Old Kampala Police Station, P.O Box 999 Kampala informing her about the case.

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COMPOSITION WRITING.

What is a composition?

The word composition is an abstract noun. It is derived from the verb “**to compose**” which means the same as the word “**to make up**” or “**form**.” A composition can be defined as follows:-

- ❖ A composition is a creative piece of writing about a certain topic or subject.
- ❖ A composition is a group of paragraphs talking about a specific topic or subject.
- ❖ A composition is one’s way of expressing ideas and facts about issues related to one’s society.

Types of compositions.

There are various types of composition writing. Among which, we have the following;

- | | |
|------------------------|------------------------------------|
| Letter writing. | Writing curriculum vitas. |
| Speech writing. | Writing notices and announcements. |
| Minute writing. | Writing poems. |
| Report writing. | Writing memoranda. |
| Writing notes. | Writing dialogues / conversation. |
| Writing advertisement. | Writing song. |
| Writing obituaries. | Essay writing. |

Styles of composition writing.

Compositions written can be in the following styles:-

- Imaginative composition.
- Narrative composition.
- Descriptive composition.
- Argumentative composition.

Qualities of a good composition.

- A good composition must have a clear purpose clearly connected to the topic or heading.
- A good composition must be clearly paragraphed and punctuated. Remember a paragraph is a group of sentences talking about one’s specific idea.
- A good composition must have a good flow of language. The sentences must be written in a progressive form. This will make it easy for the reader to understand it clearly.

Components of a good composition.

A good composition must have the following parts.

- (i) **A title or heading.** (Written in capital letters)
- (ii) **An introduction.** (Usually in the first paragraph)
- (iii) **The body:** The body of the composition is the most important component. It may be written in paragraphs. The sentences must not be too long because that will create ambiguity.
- (iv) **The conclusion:** Usually the last paragraph forms the conclusion. In the conclusion, the writer tries to present the final agreement about the topic or heading or subject.

Tips on writing a good composition

A good composition writer should have a good command of the language and must have clearly understood the topic. The ideas written about must be written in an orderly or progressive manner. This makes your composition easy to follow. If the composition is intended to answer a question in a list or an examination, the writer must follow the instructions given strictly.

Styles of composition writing.

(1) **Narrative composition:** A narrative composition tells one's personal or fictional experience about a certain topic. It tells a story basing on the real or imagined events. The writer must arrange events in an orderly /progressive form. Study the composition below carefully. It is in narrative form.

Qn: write short composition of not more than 100 words about your late grandfather

My late grandfather, John Babi was born in 1930 in Wakisi village in Bulambuli. Unfortunately his father passed away two years after his birth. Therefore left him helpless.

After the death of his father, his mother moved away from Wakisi and settled in Wakyato where she stayed with her parents. Little Babi didn't go to school. When he made nine years, he was asked to start looking after their neighbour's cattle in order to earn a living. That's the work he did until he was 23 when he decided to return to his ancestral home in Wakisi in 1953. After he had settled in the village, he decided to look for a wife to marry. Fortunately, when he found one, he was able to use his three cows to pay dowry. About a year later, they gave birth to their first son named Musasizi.

Qn. Write a composition of not more than 200 words about ***an accident you'll never forget in your life.***

AN ACCIDENT I WILL NEVER FORGET IN MY LIFE.

One Friday evening, as I was returning home from school. I saw an accident that I will never forget in my life. It has kept coming to my memory up to date.

I was walking along the village path when I found a man lying on the floor. He was bleeding all over. He looked more dead than alive. Beside him was an old motorcycle. At first, I thought it was a total stranger. But later, I realized that he was Mayende, the son of the famous witch doctors in our village.

I was still wondering what had happened to him when other people also arriving at the scene. They were quickly engulfed in fear and shock. They thought he was dead. Later, a crowd of people started gathering nearby.

One of the sympathizers said that the man seemed to have been knocked down by a speeding lorry. Shortly after, the police arrived and tried to write down the details of the accident. But the people were too busy shouting to give them a clear account of what had really happened. They therefore decided to call an ambulance to rush the injured man to the hospital. Unfortunately, the man died before the ambulance reached the last junction to the hospital.

From that day till now, the death of Mayende has remained in my memory because I was the first person to arrive at the scene of the accident.

Qn: *write a composition of not more than 150 words entitled “***How I narrowly survived death.***”*

How I Narrowly Survived Death.

I had just gone to bed at 9:00 O'clock at night. Suddenly, there was a loud knock at the front door. I jumped out of my bed. My heart was beating harder than before. I tried to think who could have done so. Before I could answer any of the questions in my mind. I heard another knock, this time louder than the first. Since it wasn't a normal knock, I realized that something was wrong. Indeed it became true. These were robbers. “How had they known that I was there alone at home that night?” I wondered!

I stood up and went slowly to the window of the sitting room. I peeped through a small opening and saw three men outside. They were trying to force the door open. I couldn't see them clearly as there was no security lights out.

Quickly, I returned to my bedroom and got keys to the back door and the toilet. I quietly opened the back door and moved stealthily to the toilet. I opened the door and hid and listened to my heart pumping harder.

As I listened, I heard a loud banging of the doors in the house and I knew they were breaking into my father's bedroom which had the most precious items in our house. They carried nearly everything from the bedroom and the sitting room. Little did I know that the thieves had come with the vehicle on which they were loading their loot.

I didn't know that our neighbors' watchman had heard the strange noise and alerted the police. Before the thieves could drive away, the police arrived and surrounded the place. One of them fired a warning shot and scared them. They decided to take their heels for their dear lives.

The following morning, I moved out of the toilet, terribly shocked and speechless only to see two armed policemen still guarding the house and the abandoned lorry.

Qn. Write a composition entitled “***The day I will never forget in my life***”

The Day I Will Never Forget In My Life.

When you play hide and seek, don't you often look for a place where one can find you? Sometimes such places are very dangerous as I discovered it one day.

It was three o'clock in the afternoon. My sister and I were playing hide and seek at home, we were excited and the game was very interesting. I smiled to myself. This time, I had found a better place to hide in. Faridah couldn't find me easily. And what was my hiding place? It was an old refrigerator which hadn't been used for several years in daddy's store.

I opened the door of the refrigerator and I saw nothing inside. Quietly, I slipped in shutting the door behind me. Little did I know that I would soon be in trouble.

Of course, I was not found and my life was in actual trouble. Faridah got tired of looking for me after a while, she slept on the verandah. Mummy returned from the market and found her asleep. When she was asked where I was, she told her I had gone to hide somewhere she didn't know. Mummy was shocked to learn that I had been missing since three o'clock.

The neighbours joined mummy in the search but all was in vein. Later, my anxious mother rang daddy who had not returned home by 8:00pm that night. Quickly, dad reported the matter to the police. The next morning, as my anxious parents were up and continued with the search, everybody reported that.

I had been kidnapped and would be dead by then. I had cried the whole night and I could cry no more. I had tried to knock the refrigerator but no one could hear me. I lay there helplessly. A few hours later, my sister heard a knock inside the store. When she entered, the knock seemed to come from an old unused refrigerator. She opened the door and found a shock of her eyes. I was inside; tired, hungry and speechless.

Qn. Write a composition of not more than 150 words about an accident you have ever seen. Describe what caused the accident and how the victims were helped.

An Accident I Have Ever Seen.

One evening, I was going back from school with my best friend Keith. When we saw an accident near the a speeding taxi which was heading for Jinja knocked a motorcyclist who was joining the main road at roundabout.

The driver of the speeding taxi had not bothered to reduce the speed of his vehicle on the busy road. The cyclist had one of his legs broken and was bleeding severely. The motorcycle was damaged beyond repair and the wind screen of the taxi was completely smashed. My mother packed a car at the roadside and within a short time, there was a large crowd. The driver of the taxi had taken off and left the conductor alone to face the unruly crowd.

A strange man dressed in a black suit tried to come down the crowd who wanted to lynch the innocent conductor but all was in vein. The police was quickly called within a couple of minutes, a police patrol car arrived at the scene to help the victim and take down the details of the accident.

An ambulance from Mulago hospital was quickly called and the casualties were taken to Mulago hospital for treatment. Fortunately, most of the passengers in the taxi escaped with minor injuries apart from the motorcyclist who died before reaching the hospital.

Later on, the police called the breakdown to tow the wreckage from the middle of the road to Jinja road police station.

I really feared because I had never witnessed such an accident. People should try to be very careful when using the road because this accident could have been avoided if the motorcyclist had been more careful.

An Accident I Have Ever Seen.

One Saturday evening, my father and I were going to the local market to sell our goat when we found an accident. A man who was lying at the roadside and he looked more dead than alive.

The crowd of people was gathering nearby and everybody was busy shouting. At first, we thought that the injured man was Masaba the son of the famous village chief. He was riding along the village path when he was knocked down by a speeding lorry. The unkind lorry driver didn't stop but he had just driven even faster than before.

A few metres from the injured man lay his damaged old fashioned motorcycle. When we moved closer, we observed that Masaba sustained injuries on his head, back and one of leg legs was broken. He was bleeding all over and his clothes were dirty and soaked of blood.

One of the residents who witnessed the accident said she was weeding a nearby garden when she saw the accident. She said that the driver of the lorry which was heavily loaded with charcoal was driving at a terrible speed when he knocked him down from behind.

Later, two policemen arrived on a motorcycle and tried to write down the details of the accident in their notebooks. Unfortunately, everybody was too busy shouting to give a clear account of what had actually happened.

Fortunately, an ambulance was called and the victim was rushed to Busabo for treatment. Luckily the reckless driver was arrested by the police and rushed to face the long arm of law.

When we returned home that evening, I told my mother about the accident and I kept thinking about it till late in the night. I started imagining that drivers would learn to be more careful and respect other road users. It would be great.

(2) Descriptive compositions.

Descriptive composition requires the writer to describe the physical thing or person given the detailed qualities of a person, what is being described. The writer may not need chronological or sequential order but events must be outlined to avoid repetition while writing.

We usually use adjectives to describe qualities or events. Such writings can be supported by similes, proverbs, idioms or sayings to make the compositions interesting to the reader. The following questions for example will require you to write descriptive compositions;

- ✓ Describe how your favorite meal is prepared.
- ✓ Describe a neighbor who for many years has been helpful to your family.
- ✓ Describe the person you would like to marry.
- ✓ Describe your favorite teacher at school.

Sample compositions.

1. The Man I Would Wish To Marry.

Marriage is a lifelong commitment. Therefore it is not wise to hurry into marriage without taking proper consideration of the type of person you would like to marry.

First and foremost, the man I would like to marry must be of the same religion and tribe as mine. This is so because it will be easy to understand each other in terms of culture and beliefs.

Secondly, a man should be handsome, educated and with a good job. Without a job, a man will not be able to take care of me and the children we would produce.

On the other hand, the man who wishes to marry me should be from a good family which is God fearing and with learned people. Therefore, he must be able to introduce me to his family members before we make a decision of marriage.

The size of my husband also matters to me. I would wish to marry a man who is tall or middle sized and not too fat. Likewise, he should be brown or light skinned.

In addition, the occupation of my husband to be is also important to me. I don't wish to marry a man whose job requires him to move from one place to another. For instance, I wouldn't wish to marry a soldier or policeman because of the nature of their work.

Finally, my husband should be intelligent, respectful, sympathetic and caring. With such qualities, I know that I will be able to live with my husband and be sure of living a happy life.

Note: *The above composition is a descriptive. That's why the writer used adjectives such as; intelligent, respectful, sympathetic, handsome, God fearing, Religious, learned, from a good family, etc.*

Qn 2. Write a short composition of not more than 200 words describing the teacher you hate most.

The Teacher I Hate Most.

Teacher and pupils are supposed to be friendly to one another. Schools with friendly teacher are favorable for children's learning. Unfortunately, not all teachers are friendly to their learners, like you will find out soon.

In our school, most teachers are very kind, helpful and friendly to us unlike Mr. Bazanya, the Director of studies. He is tall and fat. When he walks on the school compound, few pupils can dare move closer to him because of his harshness. Indeed he is too horrible and rarely listens to excuses.

Mr. Bazanya is not only fond of carrying a cane wherever he goes but also good at caning pupils for one reason or another. When he is at school, nobody seems to be sure of being safe from his wrath. Sometimes he squeezes pupils' ears until they bleed.

The pupils have secretly named him "Mr. Kiboko." One day, a new girl who had just recently joined our school was sent to his office to collect some pieces of chalk. Unluckily she greeted him, "Good morning Mr. Kiboko." This angered him so much that he dragged the girl by the hand, forced her on the ground and gave her five strokes of the cane.

However, the headmistress warned him if he continues giving corporal punishments to the pupils should report him to the inspector of school or to the police station to face the law.

(3) Argumentative Compositions.

This is a type of composition where the writer agrees or disagrees to an opinion using a set of reasons or views to their opinions. In this kind of composition, the writer tries to convince the reader to accept his opinions.

Questions that require pupils to write an argumentative composition are often double sided.

Read the following questions that reflect this kind of composition carefully.

1. Boys should be given better education opportunities than girls. Do you agree or disagree? Write a short composition to support your argument.
2. Primary Leaving Examinations should be abolished. Do you agree or disagree? Write a brief composition to support your argument.
3. Parents and guardians have the major cause in the child abuse. Do you agree or disagree? Write a short composition to support your argument.

Sample compositions.

1. Day schools are better than boarding schools. Do you agree or disagree? Write a short composition to support your argument.

Day Schools Are Better Than Boarding Schools.

In Uganda, several parents / guardians have found it difficult or impossible to take their children in boarding schools. Even others have found it unnecessary and disadvantageous to themselves and their children. It is for such reasons that over 80% of Ugandan schools are day schools.

Day schools are preferred option because they are less expensive than boarding schools. Tuition fees in day schools are much cheaper. In addition, day schools allow parents to pay tuition in installment unlike boarding schools which are regarded for the

rich. Day schools are preferred options to parents who wish to have close supervision of their children. They even allow constant teacher-parent contact. This makes it easy for the parents to monitor their children's academic progress. Likewise, the parents can provide moral guidance to their children because of this day-to-day contact.

Most day schools provide co-education unlike most boarding schools which provide single sex education. Interacting with opposite sex during early years will enable children to be comfortable in the presence of then opposite sex. When they reach the stage where they might be required to work together, children who might not have had this opportunity early in life might be shy and uncomfortable with people of the opposite sex.

Day schools also help children to relax in a more convenient manner. In boarding schools, children are supposed to take part in numerous activities, one after the other. Some children might fail to cope with the busy schedule of boarding school life and they may be branded lazy or stubborn.

In addition, when children are in these schools in case of any sickness or injury, parents can easily identify the problem and attend to it before it becomes worse. In boarding schools however because of the large number, the school may fail or take long to detect the case of injury or sickness.

In conclusion however, whatever choice of school the parent takes his child, he has to be mindful of the location, distance from home and the school's ability to transform his child into a useful citizen.

2. Mothers are better parents than fathers. Do you agree or disagree? Write a short composition to support your argument.

Mothers Are Better Parents Than Fathers.

It is my humble opinion that mothers are indeed better parents than fathers. In most circumstances, I support my arguments with the following ideas.

- Mothers genetically or by God's choice are the ones who carry the womb right from conception to birth. This therefore means that mothers start taking care of their children before birth. This therefore makes mothers to develop a clear understanding of child bearing before the child is born.

By the time the child is born, the mother has already had some experience in child nurturing. It is for this reason that one can sensibly say that it is the mother's prime responsibility to take care of the child. This is because the mother has a better emotion understanding of what a baby is going through as it makes its way through the process of growth and development.

The mother forms a very close and inseparable bond between herself and the baby. This can be clearly seen in the way the mothers respond to child's feelings, needs, comforts and discomforts. If then baby smiles, the mother will automatically smile and the reverse is true.

Mothers generally take part in the actual process of child rearing, doing most of the cooking and shopping for the child as well as supervising the child's activities outside school. Most fathers do not take interest and sometimes even don't visit their children at school.

Just as the saying goes, "Fathers build houses but mothers make homes." It is evident that a good mother will always make a good home. That's why it is important for mothers to spare sometime off their work to participate directly in their children rearing.

In most families, mothers are regarded as a family nurse and a family doctor, a family driver, a family watchman; responsibilities which she does willingly and unreservedly. When a baby falls sick at home, the family will more often call the mother than the father. It is usual for the father to take his child to the hospital without the knowledge of the mother.

In addition, mothers are the first teachers of their children. By the time the child is old enough to join school, there is already a lot which has been taught by the mother. That's why when a child is taken to school, the teacher wants to know the "Child's mother language" because it is the mother who teaches the first language to the child. Even when it comes to monitoring the child's progress, the mother plays a very influential role.

In most families, fathers think that their responsibility doesn't go beyond providing material things such as food, shelter and housing. However in others, mothers have gone to the extent of providing material things in addition to the love, care and education

Short sample compositions.

- Qn.1** Last week primary seven pupils had a debate and the motion was "***primary leaving examinations should be abolished.***" Write a short composition of not more than 200 words to support your argument whether you agree or disagree with the statement.

Primary Leaving Examinations Should Be Abolished.

The Primary Leaving Examinations are national examinations set by the Uganda National Examinations Board to test pupils at the end of their Primary school course. The primary school course ends after seven years. In my opinion however, I wish to suggest that these examinations be abolished because of the following reasons:-

These examinations do not cover the whole syllabus. Only a few questions are set. In addition to that, only four subjects are set and yet many of them are taught. This is very unfair.

Secondly, these examinations have made several pupils to drop out of school after failing to score good grades. This is bad because nobody bothers to find out why such children didn't perform well.

In addition, some schools and pupils use unfair means of scoring good grades in these examinations. Such unfair means may include cheating and impersonation. So, to avoid that situation, these examinations should be abolished.

On the other hand, these exams cause unwanted suffering to children. Teachers sometimes force learners to cram facts instead of teaching them to understand concepts. Those who fail to cram are often punished and abused. This may sometimes cause pupils to drop out of school.

It is also noted that Primary Leaving Examinations only test the brain. Practical work such as athletics, music, dance and drama, games and sport are ignored. This is not good at all because some of the pupils perform better in such activities.

As if that is not bad enough, some pupils who miss these exams due to sickness are not allowed to join Secondary schools yet they have spent seven years in school. So to avoid that, these exams should be abolished.

It has also been noted that some schools have better facilities than others. But they are subjected to similar exams yet some schools have better teachers, classrooms and other facilities than others. Is it fair to do similar exams?

Some teachers and head teachers lose their jobs when pupils fail to score good grades in these exams. This is very unfair and in order to protect them, we should abolish such exams.

Qn. 2 Primary Leaving Examinations Shouldn't Be Abolished.

According to Uganda's education system, a pupil completes the primary school course after completing primary seven. Pupils in this class are subjected to National Exams called Primary Leaving Examinations. These exams are set, conducted and marked by the Uganda National Examinations Board. However, some people think that these exams should be abolished. In my opinion however, these exams shouldn't be abolished.

These exams help the pupils and the teachers to grade their own performance in different subjects. Pupils who perform better than others are known to be better than the rest in their studies. And such children score good grades.

In addition, the pupils who score better grades than others have better chances of getting admission to better secondary schools. That means that such people have better chances of success in their education career.

In some situations, the pupils who perform better than others in these exams sometimes get better and open chances of getting rewards and scholarships in their future education career.

On the other hand due to the pupils' desire to perform well in these exams, they become very competitive among themselves. This competition amongst the

learners helps them to improve in their studies and eventually end up performing better.

- Qn. 3** Last week primary seven class had a debate and then motion was ***“girls should be given better education opportunities than boys.”*** Write a short composition of not more than 150 words to explain why you either agree or disagree with the statement.

Girls Should Be Given Better Education Opportunities Than Boys.

In most African communities in the past, education for girls was not taken as important. Most families either didn't take their girls to school or sent them to poor schools. Even those who did never bothered so much because girls were supposed to be at school as they grew up to the right age to marry. In my opinion, this was a sign of ignorance. It is good that such trend has greatly changed. It is even more advisable to give girls better education than boys because;-

Girls are the future mothers of the nation, so without educating them, you will have denied education for the nation just as it was in the past.

It also has been realized that women are better leaders than men. They are diligent and less corrupt than men. That's why we should give them education.

Education begins at home. That means that when you deny a woman education, you will have denied education as well.

Mothers are family doctors and nurses. That's why their education is more important than fathers.

Mothers are the ones who build families although fathers build homes. That therefore means that when you educate them, that knowledge you help build good families.

Mothers have more time for their children. They laugh when you laugh and cry when you cry. Nobody is too old to be called mother's baby and mother dedicates most of her time for her family unlike fathers who claim to be very busy at all times.

A mother is a disciplinarian and cheer leader in the family. That's why she should be given better education than fathers. In conclusion therefore, I request that you give a girl child all the education she requires in order to have a good nation.

- Qn.4.** Write a short composition entitled ***“how to prepare for an examination.”*** In your composition, describe what one ought to do when preparing for an examination. Use not more than 200 words.

How To Prepare For An Examination.

Many learners find it difficult to perform well in an examination due to a number of reasons. Some of them fail due to lack of the required knowledge while others simply fail due to poor preparations. It is very common to find pupils failing

even they have been adequately prepared by their teachers. You are therefore going to find my composition useful if you are soon doing your exams.

Preparing for an examination is a skill that needs to be taught earlier enough before the actual examination period. That skill requires one to the following;-

When you are preparing for an examination, you should take time to revise your notes. Revision of notes can best be done with a proper time table followed. During revision, you should try to note down all the important points that you have learnt in summary form.

In addition, the learner should active take part in all class and group discussions. This will help you to remember the important points you have discussed during the examinations.

If you have difficulty in some subject or topic, take time to consult your teachers and fellow pupils. On this note, group discussions are very important because they help you to consult from one another.

Time for revision however should allow other activities that enable you to relax. Don't spend all the time reading, take time to relax. You can do these playing outdoor games. Such activities enable you to refresh your minds and able to have some fun and amusement.

I believe that proper planning of the above named activities; a learner will be able to perform well in his examinations.

Qn.5. Write a short composition of not more than 150 words entitled "***How to behave during the examination period.***"

How To Behave During The Examination Period.

When the examination period draw nearer, you are expected to keep busy revising for it. By so doing, you should keep busy revising notes. You should also consult your teachers and fellow learners in weak areas.

However it isn't a good habit to revise up to the last hour to the examination, this will make you mentally tired and confused. Take time to play, have fun and amuse yourself.

When you get into the examination room, don't be in a hurry to answer the questions. Take time to listen to the examiners' instructions carefully. When you are told to begin, read the instructions very carefully as well. After words, read each question at twice or thrice before answering it.

Avoid wasting time on questions you find very difficult. Answer the questions that you find easier first and very carefully and the turn to few harder ones later. It is also important to proof read your answers.

Don't Punic because if you do, you will make several mistakes and you may not be able to write neatly and yet neat handwriting is very important in an examination.

It is also important to be disciplined and honest during the examination. Do not try to use any unfair means of passing examinations. It is very wrong to cheat in an examination. It is not only wrong but also risk to yourself, your teachers and your whole school.

Finally, whenever you are doing an examination, speed and accuracy is very important. It is not usual for an examiner to give any extra time during the examination. So you must use the time allocated for each examination paper maximally.

Qn.6. Write a short composition about *“Early marriages and its dangers to the community”*.

Dangers To Early Marriages.

According to the Ugandan law, a person is allowed to marry or get married to the age of eighteen. However, it would be better for a person to marry after completing school because according to our education system, by the age of eighteen, a person is supposed to be in school usually in secondary or tertiary school.

However, early marriage is the one of the major problems facing our communities today. Its effect on the welfare of the community and the individuals are seemed to be wholly evil.

Every human being has a right to his or her childhood which is some way is the happiest and most blessed part of his life. But too many Ugandan especially girls are robbed of this heritage. They must take up the burden of parentage before they are men and women.

Early child bearing is a real disaster and injurious especially to the young mother because it may result into serious and permanent damage of her health. Many Ugandan women look far older than their right ages because of this evil of early marriage.

In many cases, the boy husband suffers in another way. When the burdens of parentage and family care are thrust upon him, he is often pressed in object poverty. In most circumstances such families live in constant quarrels over family issues that the husband and wife may have little or no knowledge about. Even the children who are born in such families may not grow up morally upright.

Worse still, the education of children who get into marriage only is often hampered. At that age, children have not learnt independence and are without any stable source of income; a situation which is very dangerous, not only to the individual but not only to individuals but also to the community.

Early marriage is greatly responsible for the terrible extent of infant mortality in Uganda. What can children below eighteen years know of child

nurturing? The ignorance and inexperience often result unnecessary sickness and death.

One may reason that early marriages tend to help the county's population develop rapidly. But this may not be a blessing at all in my way. If a country is a heady populated like ours, a rapid population simply increased poverty, ignorance and disease.

Like I have said before, children must learn and be helped to know that the right age to marry is after school; when one has a job and therefore a steady income to take care of one's family.

Qn.7. Write a short composition about ***"the importance of religious education in schools."***

The Importance Of Religious Education In Schools.

Everybody, except those who are opposed to all religions, will agree that every child has a right to religious education, and every parent can justify demand that his child shall be taught the doctrine of his particular faith. It seems therefore, on the face of it, to be natural that religion should have its place among the subjects taught in schools. Surely religion is, to say the least of it, as important as mathematics, science or sports.

At school, children should not only learn certain subject of knowledge, but also right behavior, discipline and good conduct. That means that education should not only be intellectual but moral. For good characters therefore, religion must form the basis of moral education.

Further, where secular education is completely separated from religious education, children grow up in ignorance of their religion and often learn to despise it. Purely secular tend to undermine religion.

At the same time, the giving of religious instruction in most Ugandan schools is done with great difficulties and draw backs. Where the people are all of one religion, the matter is simple; but where there are many religious affiliations in one school, it becomes quite complicated, obviously, on one kind of religious instructions will suit such schools. Providing enough teachers to give enough religious instructions would prove difficult or impossible. And even where this would be done, difficulties would still arise from the rivalries and jealousies of different religions. In such satiations, pupils instead of being united in one body, I may be split into warring religious factions.

After all, religion is best taught in home. It is therefore primarily the duty of the parents, not of school masters and mistresses. In schools, the inculcation of moral principles which are common to all religions is the best of religious religion.

Qn.8. Write a short composition about ***"The advantages and disadvantages of being a member of a large family."***

The Advantages And Disadvantages Of Being A Member Of A Large Family.

In a large family of brothers and sisters, there is a plenty of fun and amusement and social life. An only child who has no companion of his own age in the family is a lonely child and will develop queer ways of dealing with adults. But in a large family, the children are happier because they play together and keep each other young.

When there are many children in a family, they help to train each other. The older who received discipline and education, show the younger ones by precept and examples how to behave. By so doing, they will relieve the parents with a lot of trouble. And a number of children growing up together learn to solve and settle their own differences and even learn the value of cooperation and sharing. A man or woman who was brought in a large family is less likely to be selfish and awkward in society.

A young man who is a member of a large family has a big number of friends who take interest in his welfare, and are ready to help him in his career. He will have elder siblings who are already settled in life, who can help him acquire decent education, find a congenial job and advise him with their own experience. He will never lack someone to turn in case of need.

On the other hand, there are certain disadvantages of being a member of a large family. When there are so many children to take care of, the parent very often cannot give so much individual attention to each of them. When there are only two or three children, it becomes easy for the parent to study each child and help him or her effectively; but when there are many, each child will get lost in the crowd and will be difficult to connect them.

In large families, there is more quarrelling and in-fighting among the members. This is worsened if the family is polygamous. Each mother and her children will have different dispositions, and they will not always agree. A large family is not always a united family and it may split into factions.

Worse still, a member of a large family has less chances of inheriting wealth and property from his parents. Even where there is some wealth to inherit, there are often quarrels among the children and other benefactors. In some families, this has resulted into unnecessary conflicts and death.

Qn.9. Write a short composition about ***"How you can spend your time wisely."***

How Can I Spend My Time Wisely?

Most rich men believe that time is money and every time one wastes, "*one loses money.*" It is therefore important to know that we have very limited time at our disposal. When we are young, we are tempted to think that we have plenty of time. So, we tend to waste it. However, as we grow older, we realize that the time we have is always not enough. That is why it is important to learn how to spend our time profitably. We can achieve this by doing the following:-

We must set goals for ourselves. This means that we must know what we want to achieve after a certain period of time. Without knowing your goals, your sense of direction will remain unclear.

Secondly after setting your goals, you must know your priorities. Priorities in this sense are the goals that you want to achieve before others. You can do this by isolating activities that are more important than the others. After doing this, you can now commit your attention, energy and time on them. Your effectiveness on dealing with less important or unplanned activities will improve as you clarify your priorities.

In addition, everybody must take a good plan or time table which will enable him to what to do, from where and when. Then timetable or plan can be reviewed from time to time. It is also important to keep proper records of your accomplishments.

It is also important that during the course of your day, you must expect some interruptions. So, you must keep that in mind as you plan your day-to-day activities. However in some situations, learn to say to requests and interactions. You can try to be a little humbler by using expressions such as *“let’s do that later or that can’t work for me now.”* By so saying, you will always avoid interactions that you find avoidable and concentrate on your work.

On the other hand, it is also important to avoid time wasters as much as possible. Examples of such time waters may include; unnecessarily long telephone conversations, unnecessary arguments and idle gossip among others. If you find something important when you hadn’t planned for it, learn to ask other people to do it for you.

In conclusion therefore, everybody should spend most of his time doing honest and useful work. Most people have to work so many hours to earn a living. A man who does nothing earns nothing. If you find yourself having a lot of time, you are tempted to use it in unnecessary pleasures. On the other hand however, one ought to have some time to have some fun and recreation because it refreshes both the body and the mind.

Qn.10. Write a short composition about ***“The importance of learning good manners in the society.***

The Importance Of Learning Good Manners In The Society.

Good manner may sometimes be superficial and insincere but they are necessary to the continuity of the society. There are people who naturally have kind hearts. To such people, politeness is neither insincere nor artificial. The essence of good manners is a consideration of the feelings of others and sure, this is a virtue which everyone must protect if is endowed with such virtues.

Some people think that for one to have good manners, one has to be religious because religion teaches sympathy and unending love. It is very difficult to disprove of all the people you meet; but you can and must learn to be kind to all; even enemies, and the least you can do is to treat them courteously. This is enough sorrow in the world without trying to increase it by unnecessary rudeness, unkindness or insults. And every

one ought to know that it costs so little or nothing to be polite, kind and loving. A good mannered person will always respect without servility to his superiors, courtesy to his equals and consideration for those below him.

The true lady or gentleman is one who instinctively thinks of the feelings, the comfort and happiness of others, before his own. He will therefore always try to be courteous to all. So regardless of one's social status, being good mannered is a voice that one just chooses and grows with, pretending not know the discomfort it causes to others.

On the other hand however, bad manners are always objectionable. We can sometimes ignorance and badly brought up people; who may know little or nothing. But unfortunately there are some people who actually know better but pride themselves on being rude and unwelcoming. Some of these self concealed people think that rudeness is a kind of strength and manliness. And others think politeness is a sign of weakness and insincerity.

A right minded sees nothing wrong with saying or doing certain things for the benefit if harmony even when they are superficial. For instance, one may say that he is glad to see a person he really dislikes or that he is sorry when a visitor has to leave when he has been praying to get rid of him, or to say that it is a pity for one's sickness yet he doesn't care whether somebody is dead or alive. On the general outlook, one may call this sheer hypocrisy, yet the person is doing it for the sake of harmony and good relationship. Saying a few little lies may be less morally wrong than the unnecessary wounding of people's feelings. Even if you don't like another person, it may not be necessary to tell him the brutal truth. If you do, you may cause long or permanent impact to yourself and the community.

(4) Imaginative compositions.

To imagine is to form a general picture in one's mind of what something might be like. Imaginative compositions are those written after the writer draws pictures/assumptions of some situations. The following question will help you learn about imaginative composition

- ✓ Suppose you were the head teacher of your school what would you do in order to improve on your children's performance?
- ✓ If you were the inspector general of police, how would you reduce road accidents on Uganda roads?
- ✓ Imagine you were the president of Uganda, would you help local people to acquire employment opportunities?

Note: What is imagination?

This one's ability to conceive (think about) a concept /an idea solely within the mind not by observation /interaction with anything physical.

WRITING CURRICULUM VITAE. (CV)

A curriculum vitae is a document giving details of one's qualifications and the jobs one has had in the past that one sends when applying for another job.

At higher levels, it includes a summary of your Bio data, a summary of your education and academic background as well as research experience, publication, presentations, awards, honours, affiliations and other details. Your CV should be clear, concise, complete and up to date with current employment and education information.

A curriculum vitae template.

❖ **Contact information.**

Full

name:.....

Nationality:

.....

Address:

.....

Country of residence:

.....

Telephone contact:

.....

E-mail:

.....

Fax:

.....

.

❖ **Bio-data (personal information)**

Date of birth:

.....

Place of birth:

.....

Citizenship:

.....

Visa status:

.....

Gender:

.....

Marital status:

.....

Spouse's name:

.....

Number of children:

.....

Religion:

.....

❖ **Employment history:**

In a chronological order, include all positions you have held with details and dates of employment.

❖ **Educational and professional background:**

Include dates and details of degrees, diplomas, certificates, research and any other form of training (Secondary schools, Colleges, Universities and Post graduate institutions attended) etc.

❖ **Awards:**

.....

❖ **Publications:**

.....

❖ **Books:**

.....

❖ **Professional memberships:**

.....

❖ **Languages: (List languages and fluency abilities)**

eg. English- Very good

French- Good

Luganda- Language 1(L 1)

❖ **Interests and abilities:**

WRITING MEMORANDUMS. (MEMOS)

A memorandum is a short written statement passed between official of one organization. Memorandums can also be written and passed between governments of different countries.

In a school situation, a memorandum can be written and passed between the Head teacher and the Deputies, between the Deputy Head teacher and the Director of studies, between the Director of studies and the Heads of Departments and vice versa. etc .

A memo is intended to inform a certain group of people in an organization about a specific issue such as an event, policy or innovation and encourages them to take action. The word memorandum also means something that should be remembered or kept in mind.

Hints on writing memos.

❖ *Write the heading segments:*

This specifies who the memo is intended for and who wrote it. It also includes the date when it was written and the subject matter.

❖ *Consider who the reader or the readers should be:*

This enables you to address it rightly, not using least or unknown titles or names in the company. You should include segments that are appropriate and quickly capture the reader's attention.

❖ *Introduce the problem to your readers in the opening segment:*

Briefly, give then the context you wish then to take. This will specify to them why it matters. eg.

"It has come to my attention that the level of punctuality and work completion have dropped in compulsion to our work performance by this time this year. I'm therefore deeply concerned and wish to inform you as follows____"

❖ *Suggest the ways to addressing the issue in the summary segment:*

eg. ***"Therefore, I'm holding an urgent meeting where we will discuss but immediate plans to ensure that we get back on track with the following:-"***

- (i) We shall stick to the time tables and deadlines.
- (ii) We shall hold review meetings regularly as shall be agreed.
- (iii) We shall set new targets for the rest of time this year. etc.

❖ *Support your course of action in the discussion segment:*

Be persuasive, state how the readers will benefit from taking the actions you have recommended or how they will be disadvantaged in case they fail to take action.

eg. ***"I have found out that when these measures are implemented, performance will increase by 40% and this will greatly enable us to meet our set targets and goals."***

❖ *Close the memo with a close friendly ending that encourages the readers to take actions.*

Eg. ***"Thank you for your commitment and corporation to the school."***

❖ *Review and edit your memo to ensure that it is clear, concise, persuasive and free of errors. Avoid using unnecessary jargon in your language.*

Sample memos.

Wakiso Classic Primary School

***P.O Box 8538,
Kampala.***

To: All Heads of Department.
From: The Director of studies.
Date: 12th July 2015

Subject: Restocking of the school library

Due to the dire need to update our library with appropriate text books and reference books that address the demands of the current Primary school curriculum, I wish to earnestly request you to support this venture by doing the following:-

- (i) That you help and address the pupils and let them know that the library will be out of bounds from Friday 20th July, for at least a period of one week. This is to enable the librarian to carry out a comprehensive stock taking exercise without interference. To this effect, all library lessons have been suspended until the library is deemed ready for use.
- (ii) That you identify all the books which you find necessary in each of your departments and avail this office with a clear and detailed catalogue with estimated prices. This, you should do in not more than five days from the date indicated hereon.
- (iii) That you ask all the pupils in your departments to return all the books that they have borrowed from the library to enable the librarian do an updated stock taking before we venture into new purchases.

Thank you for your anticipated corporation and commitment and to this noble cause.

Jackson Mayanja.

Disciplinary memo:

A disciplinary memo serves more than one purpose. First, it documents a warning regarding poor performance or unacceptable behavior at the work place. Secondly, it documents the employer's attempts to rectify the problem and all the steps taken as a result. Thirdly, it documents consequences to be taken as a result of persistence of such behavior. Such consequences can be suspension, termination or loss of the job.

It is important to document each step within the disciplinary process. Details can be distorted or forgotten when reprimands are only made verbally. Get everything down in writing and keep the document on file for future reference.

In addition, it is based for a disciplinary memo to be delivered by hand directly to the recipient. This will prevent him from denying receipt. In some cases, it is wise to make him an acknowledgement that they have received the memo. This acknowledgement should also be filed for future reference.

Sample disciplinary memo.

To: Mr. Gordon Kasijja
From: The chief Executive officer
Date: 16th September, 2021
Ref: Suspension From Duty.

Following the number of times the company's Disciplinary Committee has met and advised you on matters pertaining work place ethics, and owing to the fact that at all times, there hasn't been any improvement on your part, the Company has decided to suspend you from duty for a period of one month. This suspension is without pay and will take immediate effect; from the date herein.

It is our sincere hope that this suspension is met with understanding on your part and that in future, you will desist from all forms of unethical behavior that have been outlined to you in great detail in your previous warning letters. This is the third warning and according to the company policy, if it continues the next course of act will be termination.

However you have the right and liberty to appeal this decision. If you have questions regarding this disciplinary process and action, please contact the human resource department.

I await your quick response upon this matter.

Lubwama Kato
LUBWAMA KATO