

Gani's English Academy

(HSC Academic and University Admission Care)

Notes on Right Form of Verb

Subject-Verb Agreement

1. **Subject-Singular—Verb –Singular, Subject--Plural, Verb__ Plural**
 - I am a student. They are playing cricket.
2. **Singular subject+ and+ Singular sub.--- verb-Plural**
 - He and I are friends.
3. **Verb follows the headword of a subject.**
 - His choice of words is good.
4. **Single article__ Singular, Double article__ Plural**
 - The principal and chairman is coming. The magistrate and the judge are coming.
5. **Each, every, any, no more than one, none/no one__ singular.** either, neither
 - Each boy and each girl has got a prize. No bus and no train was seen.
- Each (of the)__ noun-plural, but, verb- singular.**
 - Each of the boys is present in the meeting.
6. **As well as, with, along with, together with, accompanied by, followed by, and+ no/not__ first subject__ Verb.**
 - The chairperson, along with the members is present.
 - Nila as well as her brothers is good.
7. **Not only...but also, or, nor__ second subject---verb.** either--or, neither---nor
 - You or he was present that day. Neither she nor her sisters have done the work.
8. **Single unit of time, distance, weight, age, money__ singular.**
 - Fifty miles is a long distance. Twelve years was his age. to+vb, V+ing
9. **Infinitive, Gerund, Verbal Noun, Clause__ Subject---3rd Person Singular.**
 - To tell lies is a great sin. The reading of novels is interesting.
10. **Collective noun--- Singular, divided, plural.** team, committee, family, army, navy, class
 - The jury is giving its verdict. The jury were divided into two groups.
11. **The + Adjective__ Plural.**
 - The virtuous are always happy. The honest are respected by all.
12. **Information, news, scenery, machinery, advice, furniture, wages, poetry, issue, brick, hair, alphabet, luggage, politics, physics, economics, mathematics, ethics, civics, statistics, The United States of America__ Always singular.** The Arabian Nights
13. **Relative Pronoun: W-H words(Who, which, what, whom, why, where, when, how, whose) in the middle of a sentence.**
Verb after relative pronoun follows the antecedent of it.
Example: It is I who (be) responsible. (am) It was you who (be) to blame. (were)
14. **All + Plural.** Example: They all are students.
But, in Proverb--- All+ singular.
Example: All that glitters is not gold. All is well that ends well.
15. **Many/ Many a/Many + Plural. But, Many a + Singular.**
Example: Many a rich man lives here. Many poor men live here.
16. **Uncountable Noun/Abstract Noun**
Uncountable Noun and Abstract Noun__ Always Singular.
Example: Cricket is my favourite game. Knowledge is Power. Truthfulness is a great virtue. Swimming is a good exercise.

Tense

Present Indefinite:

Structure: Subject + V1 + Ex. Sub- 3rd, Singular – V+ s/es (He, she, it, name)

Key Words:

Always, daily, regularly, occasionally, sometimes, often, every + time, (everyday, every week, every month etc.), generally, normally, never, now and then etc.

Example: We learn English. She reads book daily.

Sometime, some time, sometimes

Present Continuous

Structure: Subject + am/is/are + (Verb+ing) + Ex

Key Words: Now, at present, at this moment, day by day etc.

Example: At present, I am writing a letter to my friend.

Present Perfect

Structure: Subject + have/has + V3. (he, she, it, name) __ has

Key Word: just, just now, already, yet, lately, recently, ever.

Example: Already we have completed our task.

Recently the number of road accident has increased .

Present Perfect Continuous

Structure: Subject + have/has + been+ V_{ing} + Ex.

We have been learning English for one hour.

Since/For:

Since- indicates starting point of time. (since 9.00 am/morning etc.)

For- indicates total amount of time. (for 1 hour/7 days/ a week etc.)

Past Indefinite

Structure: Subject + V₂ + Ex.

We did the work yesterday.

Key Words: Yesterday, ago, long ago, long since, in the past, last+time (last year, last month etc.), before, back, in those days, in 1971 etc.

Example: In 1971, we achieved our independence. Last year, we visited Cox's Bazar.

Past Continuous

Structure: Subject + was/were + (V+ing) + Ex.

Key Words: Then, at that time, at that moment etc.

Example: Then, I was writing a letter. At that time, I was sleeping in my room.

Past Perfect

Structure : Subject + had + V₃ + Ex.

After/Before:

Past Perfect + Before + Past Indefinite: I had completed my work before he came.

Past indefinite + After + Past Perfect : He came here after I had finished my work.

Past perfect Continuous

Structure: Subject + Had been + (V+ ing) + Ex. We had been doing the work.

Future Indefinite

Structure: Subject + Shall/will + V_{base} + Ex.

Key Words: Tomorrow, next + time (next week, next month etc.), in future etc.

Example: We shall visit the zoo next week. Our final exam will start tomorrow.

Future Continuous

Structure : Subject + Shall be/ Will be + (Verb + ing) + Ex.

Example: I shall be doing the work. She will be singing a song.

Future Perfect

Structure: Subject + Shall have/ Will have + V₃ + Ex.

Key Word: By this time, by + time (by morning, by Sunday etc.)

Example: He will have returned by Monday next. They will have reached by this time.

Future perfect Continuous

Structure: Subject + Shall/will + have been + (Verb + ing) + Ex.

We shall have been reading the novel

Other Rules

Active/Passive

Active Structure : Sub. + Vt + Object Passive Structure : Sub. + Passive Auxiliary + V₃ + Ex.

Example: The English speak English. (Active) (Subject- doer)

English is spoken all over the world. (passive) (Subject is not the doer)

No Passive

Die, occur, belong, issue, continue, appear, disappear, wonder, despair, consist, ensue etc. ___ no passive voice.

Example: His father died last year. The book belongs to me.

N.B: Only Transitive Verb (vt) ___ Passive voice.

Modal Auxiliaries + V_{base} form

Modal Auxiliaries (can, could, may, might, shall, should, will, would, must, ought to), have to, had to, cannot but, could not but, let, make, used to, do/does/did + nothing but, would rather, had better, be + going to, do/does/did, infinitive to ___ V_{base} form.

Example: You had better leave the place. He did nothing but sing.

See, find, watch, notice, hear

See, find, watch, notice, hear etc. Transitive verb + (V_{base}) or (V+ing).

Example: I saw him go/going. But, in case of passive voice: to + V_{base}

Example: She was heard to sing a song.

(Verb + ing)

Avoid, finish, prefer, enjoy, mind, object, practise, remember, feel like, busy, worth, with a view to, look forward to, resort to, devoted to, addicted to, be/get used to, accustomed to, inured to, habituated to, it is no use/good, can/could not help, can/could not bear etc. ___ (Verb + ing)

Example : I feel like crying. She could not help laughing at this.

Preposition + (Verb + ing)

Example: Without studying hard, you cannot pass. I never think of going there.

In Simple sentence, Verb + (Verb + ing)

Example: I go to bed learning my lessons. Closing the door, I went to college.

Subject+get/have/want+obj+(V₃) : They had the house **painted**

Having/being/to be ___ V₃

Being **displeased**, he left the place. The boy went to play cricket having learnt/learned his lessons.

Have, has, had, shall have, will have, should have, would have, might have, must have ___ V₃.

Have you (have) your meal? (had). We should have (study) well. (Studied)

Universal Truth/Habitual fact- Present Indefinite.

Example: The sun **sets** in the west. Light **removes** darkness. Ill news **runs** fast.

Practice Session

1. Right Form of Verb [DB:22, SB: 19]

When I was a child, I (a) ____ (be) afraid of the dark, and I always (b) ____ (go) to sleep with a light on. Even then, I feared that monsters (c) ____ (climb) in through my bedroom window and kill me. And every sound I (d) ____ (hear) struck fear into me. Often, I ran away from the room and (e) ____ (sleep) on the floor at the foot of my parent's bed. Now that I (f) ____ (be) almost twenty years old, I obviously do better than what I (g) ____ (do) as a child. However, I (h) ____ (be) still scared of bedtime. I dislike (i) ____ (sleep) alone, and I still keep a tiny light on. And before I go to bed, I double-check every door and every window to make sure that they (j) ____ (be) locked. Indeed, imaginary beings do not invade from outside, they exist in our superstitious beliefs.

2. Right Form of Verb [CUM B: 2022]

(a) ____ (acquire) knowledge is not limited to any age or time. It can (b) ____ (gain) by any person all through the life. It (c) ____ (be) like unlimited wealth which can never (d) ____ (finish). However, the level of a person's knowledge (e) ____ (develop) with his dedication, patience, and continuity. A person (f) ____ (have) some new knowledge through regular observation and experimentation. The progress of human being largely (g) ____ (depend) on the growth of knowledge in various fields in positive and constructive ways. For example, Newton (h) ____ (discover) a theory of gravitation and there are many famous scientists who (i) ____ (invent) amazing things (j) ____ (make) life easy on the earth.

3. Right Form of Verb [RAJ B: 2022]

There are many reasons for which many a student in our country (a) ____ (fail) in English. That English is a foreign language is the main reason. English is as if it (b) ____ (to be) a language (c) ____ (mean) for a particular class of people. It (d) ____ (regard) as a sheer wastage of time. They (e) ____ (begin) to cram English as though they (f) ____ (consider) cramming is the only way to learn English. But (g) ____ (have) they been earnest in learning English, they could have (h) ____ (learn) it easily. Moreover, they are not (i) ____ (motivate) properly. In addition, the textbooks (j) ____ (not write) according to the need of the learners.

learnt, learned

4. Right Form of Verb [JB: 2022]

Would you mind (a) ____ (receive) my letter. I am extremely sorry for (b) ____ (be) late. Had I (c) ____ (have) any message about your illness, I (d) ____ (visit) you. Believe me, since my return from Australia, I have got myself (e) ____ (engage) in raising awareness among people (f) ____ (send) their daughters to school. In this country, girls (g) ____ (deprive) of proper education and guidance. Due to lack of education, they (h) ____ (not know) what they (i) ____ (need). For years, they (j) ____ (neglect) in society.

5. Right Form of Verb [SB: 2022]

Covid 19 (a) ____ (transmit) when people (b) ____ (breathe) in air contaminated by droplets and small airborne particles (c) ____ (contain) the virus. The risk of breathing these in (d) ____ (be) highest when people (e) ____ (be) in proximity, but they (f) ____ (inhale) over longer distance, particularly indoors. Transmission also (g) ____ (occur) if splashed or (h) ____ (spray) with contaminated fluids in the eyes, nose or mouth, and rarely via contaminated surfaces. People remain contagious for up to 20 days, and (i) ____ (spread) the virus even if they (j) ____ (not develop) symptoms.

6. Right Form of Verb [BB: 2022, DB 17]

Road mishap (a) ____ (happen) in our country almost everyday. Recently it (b) ____ (rise) to an alarming rate (c) ____ (take) a heavy toll of human lives. The members of a family remain anxious if someone (d) ____ (travel) in a bus. In most cases, reckless driving (e) ____ (cause) road accidents. The drivers are in the habit of (f) ____ (violate) traffic rules. Road accidents can be (g) ____ (lessen) if the drivers drive their vehicles carefully. People should be conscious in this respect. While (h) ____ (cross) the road, they should be careful. Some people travel (i) ____ (climb) on the roof of the buses and trains. Traffic rules must be maintained strictly with a view to (j) ____ (control) road accidents.

7. Right Form of Verb [Ctg.B: 2022]

Parents (a) ____ (be) the blessings of God to us. When a child (b) ____ (bear), their joy (c) ____ (know) no bounds. They begin to (d) ____ (start) (e) ____ (think) of (f) ____ (nurse) and (g) ____ (bring) up their child. Children (h) ____ (remain) safe under the custody of their parents since their birth. Parents never mind (i) ____ (take) pains for the upbringing of their offspring's. We (j) ____ (offend) our parents.

8. Right Form of Verb [DIN.B: 2022]

I have tried a lot of different exercises, but I have never (a) ____ (stick) with any of them. I swam for a while, but when the weather got cold, I (b) ____ (quit). I tried jogging, but that really (c) ____ (wear) me out. I (d) ____ (play) badminton for a few weeks, but I could not find anyone (e) ____ (play) with regularly. Then one day, I read in a magazine about a form of exercise that I did not even (f) ____ (consider) exercise. That was plain walking! I tried it for a month, and it (g) ____ (be) so easy and enjoyable that I kept (h) ____ (do) it. While walking, I could enjoy the scenery, talk to people I (i) ____ (meet), and come back home (j) ____ (feel) great.

9. Right Form of Verb [MB:22, DIN: 19]

People who (a) ____ (appear) most often and most gloriously in the pages of history (b) ____ (be) great conquerors and generals. Whereas, the people who really (c) ____ (help) civilization forward are often never (d) ____ (mention) at all. We do not know who first (e) ____ (set) a broken leg or (f) ____ (launch) a sea worthy boat or (g) ____ (calculate) the length of a year. The great men are those who (h) ____ (work) ceaselessly to quicken the pace of civilization. On the contrary, the condemned men are those who (i) ____ (cause) bloodshed and violence in the world. All of us praise the great men of the world. We are highly indebted to those great men who contributed a lot to (j) ____ (flourish) the civilization.

10. Right Form of Verb [CB: 19]

(a) ____ (Teach) is a noble profession. A teacher (b) ____ (teach) his students from the core of his heart. He teaches his students with a view to (c) ____ (give) the light of education. By (d) ____ (get) the light of education, students can (e) ____ (enlighten) their inside. The students (f) ____ (learn) their lessons now as their teachers (g) ____ (instruct) them. But the students now-a-days act as though they (h) ____ (know) everything. They are not (i) ____ (pay) heed to their teachers' advice. But the students must be careful in their studies lest they (j) ____ (fail) to secure good marks.

11. Right Form of Verb [Ctg B:19]

Man is a social and rational being. He (a) ____ (have) freedom of choice, thought and expression. But everybody should (b) ____ (consider) that he is not the only person in a society. There (c) ____ (be) many persons in the society and they (d) ____ (have) the same right that one (e) ____ (expect) from one's society. So, to (f) ____ (form) a peaceful society, one should be watchful to see that other's rights are not violated. Every citizen must (g) ____ (cultivate) the habit of obeying the rules and regulations of the society. Selfishness (h) ____ (not help) the society. Rather it (i) ____ (destroy) the peace and happiness of others. So, we all (j) ____ (think) of the greater interest of the society.

12. Right Form of Verb [BB:19]

Once there (a) ____ (live) an idle king. He (b) ____ (not undergo) physical labour. As a result, he (c) ____ (get) bulky and could not move from one place to another. He (d) ____ (call) in a doctor. The doctor (e) ____ (be) clever and wise. He did not (f) ____ (prescribe) any medicine for the king. He asked the king to buy a club and (g) ____ (move) it in the air till his hands (h) ____ (get) moistened. The king started (i) ____ (follow) the prescription. Thus, the king (j) ____ (relieve) of his problem.

13. Right Form of Verb [JB:19]

Kuakata, locally (a) ____ (know) as Sagar Kannya (b) ____ (be) an uncommon scenic spot of Bangladesh. Kuakata (c) ____ (take) its origin from the story of a 'Kua' or well dug on the sea-shore. It (d) ____ (allow) a visitor to watch both the sunrise and the sunset from the beach. The beach (e) ____ (have) a typical natural setting. This sandy beach (f) ____ (slop) gently into the Bay and (g) ____ (bathe) there is as pleasant as is swimming or diving. Fishing boats (h) ____ (ply) in the Bay of Bengal and (i) ____ (surf) waves add to the vibrant colours of Kuakata. Steps (j) ____ (take) to preserve the beauty of the famous beach.

14. Right Form of Verb [RB:19]

A poor man was once (a) ____ (put) in a jail, although he (b) ____ (do) no wrong. After a long time, the king of the state (c) ____ (visit) the jail and the man told him that he was innocent but a case (d) ____ (file) against him by some of his enemies. The king (e) ____ (inquire) privately and (f) ____ (find) that it was true. He (g) ____ (give) the man some money and set him free. He went straight to the market. In a shop there, wild birds (h) ____ (keep) in cages for sale. He said to the shopkeeper, I wish to buy all the birds of your shop. These birds unjustly (i) ____ (imprison) and I like to (j) ____ (set) them free.

15. Right Form of Verb [Ka Set: 18]

If all the children of Bangladesh (a) ____ (go) to school, the country (b) ____ (get) rid of the curse of illiteracy. To boost up education, the government (c) ____ (spend) more money. Subsidies must (d) ____ (give) in the education sector. Teachers (e) ____ (need) to (f) ____ (train) for good teaching. The poor students can (g) ____ (bring) under "Food for education" programme. We (h) ____ (take) care that no institution (i) ____ (close) down due to political clashes. All concerned (j) ____ (be) conscious about it.

16. Right Form of Verb [Kha Set: 18]

Trees contribute a lot to maintain ecological balance. A month-long tree fair (a) ____ (begin) in Kurigram stadium recently. It (b) ____ (organize) by the local administration and the department of Social Forestation. The fair (c) ____ (inaugurate) yesterday by the DC of Kurigram. It was also addressed by other speakers who (d) ____ (emphasize) the need for planting more trees. The chief guest in his speech (e) ____ (put) importance on planting trees so that we (f) ____ (save) our environment from other effects of climate change and natural disasters. A huge procession (g) ____ (parade) the streets of the town after the inaugural. Various government and non-government organizations (h) ____ (set) up stalls displaying saplings of different varieties. Cultural functions (i) ____ (arrange) every night (j) ____ (inspire) people to plant trees.

17. Right form of Verb

Idle brain is devil's workshop. If we (a) ____ (waste) out time in idleness, all sorts of evil thought will crowd our brain. Idle persons who (b) ____ (kill) their time are burdens on society. They (c) ____ (sit) idle and cherish no high idle and lofty ambition in life. They (d) ____ (not support) themselves. They (e) ____ (lead) an unhappy life and (f) ____ (suffer) in the long run. There should be time for reading, for office or other work, time for physical exercise, time for recreation and time for prayer. This (g) ____ (indicate) that we should do everything at the right moment. We (h) ____ (lead) a healthy and prosperous life only when we (i) ____ (follow) the routine which we (j) ____ (make) for our guidance.

Answer Script:

	A	B	C	D	E	F	G	H	I	J
1	was	Went	Would climb	Heard	Slept	Am	Did	Am	Sleeping	are
2	Acquiring	Be gained	Is	Be finished	Can develop	Can have	Depends	Discovered	Have invented	To make
3	Fails	Were	Meant	Is regarded	Begin	Considered	Had	Learnt	Motivated	Are not written
4	Receiving	Being	Had	Would have visited	Engaged	To send	Are deprived	Do not know	Need	Are neglected
5	Transmits/ Is transmitted	Breathe	Containing	Is	Are	Inhale	Occurs	Sprayed	Can spread	Do not develop
6	Happens	Has risen	Taking	Travels	Causes	Violating	Lessened	Crossing	Climbing	Controlling
7	Are	Is born	Knows	Start	Thinking	Nursing	Bringing	Remain	Taking	Should not offend
8	Stuck	Quit/ Quitted	Wore	Played	To play	Consider	Was	Doing	Met	feeling
9	Appear	Are	Help	Mentioned	Set	Launched	Calculated	Work	Cause	flourish
10	Teaching	Teaches	Giving	Getting	Enlighten	Are Learning	Instruct	Knew	Paying	Should fail
11	Has	Consider	Are	Have	Expects	Form	Cultivate	Does Not help	Destroys	Should Think
12	Lived	Did not Undergo	Got	Called	Was	Prescribe	Move	Got	To follow Following	Was relieved
13	Known	Is	Takes	Allows	Has	Slopes	Bathing	Plying	Surfing	Should Be taken
14	Put	Did	Visited	Was Filed	Inquired	Found	Gave	Were Kept	Are Imprisoned	set
15	Go	Will Get	Should Spend	Be Given	Need	Be Trained	Be Brought	Should/must Take	Is Closed	Should be
16	Has Begun	Is organised	Was Inaugurated	Emphasized	Put	Could Save	Paraded	Set	Are Arranged	Inspiring To inspire
17	Waste	Kill	Sit	Can not Support	Lead	Suffer	Indicates	Can Lead	Follow	make

Special Rules

Lest+ sub+ Should/might+ Vb	I wish/ Would that + S+V2/(could +Vb)
It is high time + Sub + (V2)	Past Ind. + After + P. Perfect
It is time + sub + (to+Vb)	P. Perfect + Before + P. Ind.
No sooner had +S+V3---- than+ S+V2	Preposition+(V+ing)
Hardly had +S+V3__ when+S+V2	Modal+Vb
Scarcely had +S+V3__ when+S+V2	Passive: Passive Aux.+V3
While+(V+ing)/While+S+be+(V+ing)	
Used to+ Vb	
Be+ used to +(V+ing)	
Lest+ should/might+Vb	
So that+S+can/could+Vb	
So +adj+ that+ can/could+Vb	
If+Present _S+shall/will+Vb	
If+Past Ind.__S+would/could/might+Vb	
If+P. Per.__S+would/could/might+have+V3	
Would you mind+(V+ing)	
Would you like+ (to+Vb)	
Present+As if/as though+Past Ind. (be=were)	
Past+As if/as though+Past perfect	
With a view to + (V+ing)	
Look forward to + (V+ing)	
In order to + (to+Vb)	
Have to /has to/had to + Vb	
Would rather + Vb----than	
Had better + Vb	
By + Noun/Gerund Phrase	
Without + Noun/Gerund Phrase	
Present+ Since+ past Ind.	
Past Ind. +Since+ Past Perfect	
Too + Adj + (for+obj) To+ Vb	
Verb+ (V+ing)	

