

# Pocket Rocket



# ENGLISH

# FORMULA BOOK

For all exams...

- ❖ 160+ Golden Rules
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- ❖ Hinglish Language

**Prashant Solanki**  
(SI in Delhi Police)



# **Pocket Rocket**

## **ENGLISH**

## **FORMULA BOOK**

SSC CGL, CHSL, CPO, MTS, GD, Steno. CDS,  
NDA, Banking & Other Competitive Exams

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# RG Publication

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To  
My Daughter  
Prishti

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# PREFACE

Iss Formula Book mein English Grammar ke sabhi important rules ko bahut hi comprehensively cover kiya gaya hai jisse aap apne exams se kuch din pehle iss book ki sahayata se English Grammar ke poore syllabus ko bahut hi aasani se kuchh hi ghanto mein revise kar sakte hain or exam mein safalta paa sakte hain.

जय हिन्द,  
जय भारत

Regards  
**Prashant Solanki**

## **ABBREVIATIONS**

1. Sub. → Subject
2. Obj. → Object
3. N. → Noun
4. V. → Verb
5. Adj. → Adjective
6. Adv. → Adverb
7. Prep. → Preposition
8. Conj. → Conjunction
9. Pl. → Plural
10. Sing. → Singular
11. Sb. → Somebody
12. Sth. → Something
13. S.V.A. → Subject - verb - Agreement
14. H.V. → Helping verb
15. M.V. → Main verb
16. P.D. → Positive degree
17. C.D. → Comparative degree
18. S.D. → Superlative degree
19. TV → Transitive verb
20. ITV → Intransitive verb

**Rule 01**

**Singular subject** ke sath **singular verb** aur **plural subject** ke sath **plural verb** ka prayog kiya jata hai.

- **Singular subjects** → he, she, it, everyone, no one, something, someone, singular and uncountable nouns, etc.
- **Singular verbs** → is, was, has, does, V<sub>1</sub> + s/es, etc.
- **Plural subjects** → you, we, they, plural nouns, etc.
- **Plural verbs** → are, were, have, do, V<sub>1</sub>, etc.

**Note:-** 'T ke sath am, was, have, do, V<sub>1</sub> ka prayog hota hai.

- e.g. (i) Radhika *live* in Delhi. (use 'lives')  
 (ii) You *was* responsible for the loss. (use 'were')
1. The monsoon have (a)/in the past five days  
 (b)/retreated from most parts of the country.  
 (c)/no error (d)

[SSC CPO Pre 12/12/2019 Shift-I]

2. Saurav Ganguly have emerged (a)/as the new President (b)/of the BCCI (c)/after a night long discussion. (d)

[SSC CPO Pre 11/12/2019 Shift-I]

3. I goes (a)/to the school (b)/every day (c)/irrespective of the weather. (d)

[SSC CHSL 27/05/2022 Shift-I]

4. Rescue officials (a)/was unable to find any survivors (b)/in the California boat tragedy. (c)/no error (d)

[SSC CGL Mains 13/09/2019]

Answer key

1. (a)      2. (a)      3. (a)      4. (b)

### **Rule 02**

Jab '**either-or**', '**neither-nor**', '**not only .....**  
**but also**' ya '**or**' se **2 subjects** ko **connect** kiya jata hai, tab **verb** hamesha **paas wale subject ke anusar** aati hai.

- e.g. (i) Either Radhika or her brothers *is* responsible for the misconduct. (use 'are')  
 (ii) There *was* not only the students but also the teacher. (use 'were')
1. Either Ramesh (a)/or Reema have (b)/the keys (c)/to the cupboard.(d)

[CPO 25/11/2020 (Evening)]

2. Neither Mohit nor Rohit (a)/were there at the shop (b)/when I went there. (c) no error (d)

[CPO- 12/3/2019 (Evening)]

3. Neither I nor my (a)/sisters was interested  
 (b)/in learning music. (c)/no error (d)

[CPO- 13/3/2019(Morning)]

4. Neither Amit nor (a)/Raju are staying with  
 (b)/his parents in Mumbai.(c)/no error (d)

[CPO Tier II 27/9/2019]

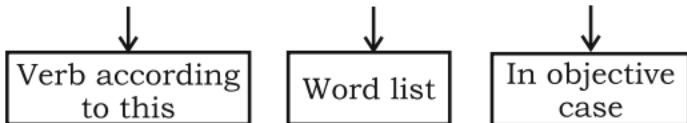
Answer key

- 
1. (b)      2. (b)      3. (b)      4. (b)

### **Rule 03**

Jab **2 noun/pronoun** ko kisi **preposition** se joda jaye tab neeche diye gaye structure ko yaad rakhen.

Noun/pronoun + preposition + noun/pronoun



**Word list:-** as well as, like, unlike, but, besides, excluding, including, except, and not, along with, together with, in company of, accompanied by etc.

- e.g. (i) Abhishek and not his parents **are** a good businessman. (use 'is')  
 (ii) He together with his friends **are** going to temple. (use 'is')

- 
1. The PM, alongwith (a)/the other ministers (b)/ have left for America. (c)/no error (d)

[CGL, 03/3/2020(Afternoon)]

2. The child along with (a)/his parents were waiting (b)/for the programme to begin. (c)/ no error (d)

[CGL- 11/6/2019 (Evening)]

3. The mother as well as (a)/her children were brought to (b)/the police station for interrogation. (c)/no error (d)

[MTS 14/8/2019 (afternoon)]

4. The doctor with (a)/his interns are (b)/due to arrive here by noon. (c)/no error (d)

[MTS 05/8/2019 (Afternoon)]

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Answer key

1. (c)      2. (b)      3. (b)      4. (b)

**Rule 04**

**Subject** aur **verb** ko **alag karne** ke liye aksar unke beech me **preposition phrase, infinitive, relative clause, participles, etc.** laga diye jate hain, aise mein dhyan rakhe ki *verb subject* ke *according* hi aati hai.

e.g. (i) The monkies sitting on the wall *is* very wild. (use 'are')

- 
- (ii) The crowd across the bridge *are* very furious. (use 'is')
1. Lack of required (a)/vitamins and minerals (b)/lead to several complications (c)/in the human body. (d)

**[CGL 13/08/2021 (Evening)]**

2. The inflow of foreign portfolio funds (a)/into Indian equities have pushed (b)/up price-earning multiples and valuation. (c)/no error (d)

**(SSC CHSL 15/03/2023 SHIFT-4)**

3. The strain caused by (a)/the difficulties and anxieties (b)/were more than (c)/she could bear. (d)

**CGL Mains 28/01/2022**

4. The simplest way (a)/to get proper recognition (b)/are through doing things (c)/with dedication and sincerity. (d)

**[CHSL 18/03/20(Evening)]**

5. Everything that (a)/I like to eat (b)/are fattening. (c)/no error (d)

**CGL, 03/3/2020 S3**

**Answer key**

- 
- |        |        |        |        |        |
|--------|--------|--------|--------|--------|
| 1. (c) | 2. (b) | 3. (c) | 4. (c) | 5. (c) |
|--------|--------|--------|--------|--------|

**Rule 05**

Jab 'and' se **2 nouns** ko joda jaye:-

**Case 1. Divided sense (Alag cheezon)**

$N_1$  'and'  $N_2 \rightarrow$  (divided sense)  $\rightarrow$  plural verb

**Such as:** water and fire, poverty and development, time and tide, etc.

e.g. Poverty and development **goes** hand in hand.  
(use 'go')

**Case 2. Unified sense (Ek sath milke)**

$N_1$  'and'  $N_2 \rightarrow$  (unified sense)  $\rightarrow$  singular verb

**Such as:** the dance and music, soda and whiskey, sum and substance, rice and curry, horse and carriage, age and experience, drinking and driving, slow and steady, honour and glory, bread and butter, etc.

e.g. Slow and steady **win** the race. (use 'wins')

**Hint :** Agar **article** ya **possessive case 1 baar** ho tab **verb singular** aata hai, agar **2 baar** ho tab **verb plural** aata hai.

**Case 3.**

Each/every +  $N_1$  'and'  $N_2 \rightarrow$  singular verb

e.g. (i) Every man and woman **have** to participate.  
(use 'has')

(ii) I want to thank each and every person who **have** contributed to this project. (use 'has')

- 
1. Time and tide (a)/waits (b)/for none (c)/no error (d)

**[HCM (DP) 10/10/2022 Shift-II]**

2. Bread and butter (a)/are our (b)/usual breakfast. (c)/no error (d)

**[Kolkata Police 2012]**

3. Every man, woman and child in the hall (a)/ have been given a pair of glasses (b)/with coloured lens to watch the 3D movie. (c)/no error (d)

**[Indian coast gaurd 2017]**

4. The poet (a)/and the author (b)/is awarded (c)/by the president. (d)

**[SSC GD 24/11/2021]**

5. The famous author (a)/and actor are being (b)/honoured at a function today. (c)/no error (d)

**[SSC CGL 07/03/2020]**

**Answer key**

1. (b)      2. (b)      3. (b)      4. (c)      5. (b)

**Rule 06**

- *Everyone/ someone/ anyone/ no one*
- *Everybody/ somebody/ anybody/ nobody*
- *Everything/ something/ anything/ nothing*
- *Each/ either/ neither/ none/ any*

Diye gaye **pronouns** ke saath **singular verb** aur **singular pronoun/determiner** ka hi prayog kiya jata hai.

- e.g. (i) Somebody has forgotten *their* key on the table. (use 'his')
- (ii) Somebody *need* to be here to greet the late arrivals. (use 'needs')
- (iii) Each of the students of my class *are* very intelligent. (use 'is')
1. Everyone have (a)/to join health orientation  
(b)/classes before (c)/going for trekking. (d)

**[SSC CHSL 09/07/2024 Shift-II]**

2. Either of the two supervisors (a)/were supposed to be (b)/present at the site. (c)/no error (d)

**[CPO 11/12/2019 Shift-III]**

3. Each of (a)/the pictures (b)/have been (c)/signed by the football star. (d)

**[CHSL 05/07/2019 Shift-III]**

4. He asked (a)/whether either of the brothers (b)/were at home. (c)/no error (d)

Answer key

1. (a)      2. (b)      3. (c)      4. (c)

### **Rule 07**

**One of** ke baad **plural noun** aur **singular verb** ka prayog kiya jata hai, iske baad *article 'the'* ka prayog kiya jata hai aur agar *adjective* aaye tab **superlative degree** ka prayog kiya jata hai.

- e.g. (i) One of the boys *were* found guilty. (use 'was')
- (ii) It is one of *more* serious problems. (use 'the most')
1. One of these (a)/boxes have (b)/the portrait (c)/of the heiress. (d)

[SSC CGL Pre 2023]

2. One of (a)/the biggest enterprise (b)/in India (c)/is declaring a lockout. (d)

[SSC CGL 2021]

3. Land revenue was one of the (a)/major source of income (b)/for Britishers in India. (c)/no error (d)

[SSC MTS 2021]

Answer key

- 
1. (b)
  2. (b)
  3. (b)

### **Rule 08**

**'All/some/any'** agar sentence ki starting mein ho tab verb ka prayog unke baad prayog huye noun ke anusar kiya jata hai.

- *Some/all/any + uncountable noun → singular verb*
- *Some/all/any + plural noun → plural verb*

- e.g. (i) Some fruit juices *is* very acidic. (use 'are')
- (ii) All wood *tend* to shrink. (use 'tends')

1. Some of the issues discussed (a)/in the media nowadays has no relevance (b)/to the nation building process. (c)/no error (d)

[CHSL 19/03/2020 Shift-II]

2. All our teachers (a)/teaches us very well (b)/but the mathematics teacher (c)/is the best.(d)

[CHSL 15/07/2021]

Answer key

1. (b)      2. (b)

### **Rule 09**

Jab bhi kisi sentence mein **time, money, speed, weight, height, distance** ke expressions ko **as a whole** (ek unit) ki tarah prayog kiya jaye, tab **singular verb** ka prayog hota hai. Agar inn expressions ko **in various ways** (alag-alag tareeko se) prayog kiya jaye, tab **plural verb** ka prayog hota hai.

e.g. (i) Five years **are** a long time to wait. (use 'is')

(ii) Five years **has** passed since I last saw Radhika. (use 'have')

1. He reached quickly because (a)/five miles were not (b)/a long distance for (c)/a young man like him. (d)

[SSC Steno 18/11/2022 Shift-I]

2. Only five minutes are allowed (a)/for each speaker (b)/during the function. (c)/no error (d)

**[CHSL 11/08/2021 Shift-II]**

3. Ten kilometers are (a)/ a long distance (b)/ to cover on foot (c)/for a child. (d)

**[SSC CGL Pre 11/06/2019]**

Answer key

1. (b)      2. (a)      3. (a)

### **Rule 10**

Diye gaye *structures* ko yaad rakhein:

- (a) The number of  
 Many a      Many a  
 More than one      {  
     Sing. noun  
     Sing. noun } + Singular verbs  
 A certain      Sing. noun

- e.g. (i) The number of participants **are** increasing.  
 (use 'is')  
 (ii) Many a **student** has been awarded a scholarship. (use 'student')  
 (iii) More than one book **have** been lost from the library. (use 'has')

- (b) A number of  
 Many      {  
 A large no. of      Plural  
 A great/good no. of      noun } + Plural verb  
 Certain

- e.g. (i) A number of teachers **is** attending the conference. (use 'are')
- (ii) Many students **has** completed their assignments. (use 'have')
- (iii) A large number of **tourist** visit this city every year. (use 'tourists')
- (iv) A great many people **has** supported the campaign. (use 'have')
- (c) *More + noun (pl) + than one + verb (pl)*

- e.g. (i) More **book** than one can read have been recommended for the exam. (use 'books')
1. The number of (a)/visitors at the fair (b)/were much larger (c)/than expected. (d)

**[SSC CHSL 04/07/2019 shift-III]**

2. The number of students (a)/attending their classes (b)/are constantly decreasing (c)/in our university. (d)

**[SSC CGL 12/12/2022 shift-II]**

3. Many a student (a)/have passed (b)/the IIT examination (c)/no error (d)

**[SSC CGL Mains 2010]**

4. A large number of (a)/worker have started (b)/walking home. (c)/no error (d)

**[SSC CGL Mains 15/11/2022]**

Answer key

- 
1. (c)      2. (c)      3. (b)      4. (b)

### **Rule 11**

- *There/adverb of place + singular verb + singular subject*
- *There/adverb of place + plural verb + plural subject*

e.g. (i) There **were** an abandoned supermarket trolley in the middle of the road. (use 'was')  
 (ii) Outside the temple **lives** two priests. (use 'live')

1. There is too many (a)/pieces of glass (b)/on the ground. (c)/no error (d)

**[SSC Steno 18/11/2022 Shift-III]**

2. There is many ways (a)/to make (b)/a stranger feel (c)/welcome in the community.

**[SSC CHSL 26/05/2022 Shift-II]**

3. When there were (a)/a strong wind, (b)/the pine trees made (c)/sad, eerie sounds. (d)

**[CGL Mains 15/11/2020]**

Answer key

- 
1. (a)
  2. (a)
  3. (a)

### **Rule 12**

Jab kisi **proper noun** ko **sentence ka subject** bana kar prayog kiya jaye, tab uske baad **verb ki 'singular form'** ka prayog kiya jata hai.

Exam mein pooche jane wale kuchh confusing proper noun jo yaad rakhne chahiye:

- (i) **Name of a book/novel** (e.g., Malgudi Days, Arabian Nights, pride and prejudice)
  - (ii) **Name of a country** (e.g., United States of America, The West Indies)
  - (iii) **Name of an organization** (e.g., United Nations)
  - (iv) **Name of a game** (e.g., Billiards, Darts)
  - (v) **Name of a movie** (e.g., Three Idiots, The Avengers)
- e.g. (i) Malgudi days **are** a classic book by R.K. Narayan. (use 'is')
- (ii) The west Indies **are** known for its cricket teams. (use 'is')
- (iii) The United Nations **aim** to promote peace. (use 'aims')
- (iv) Billiards **are** a popular indoor game. (use 'is')
- (v) Three Idiots **are** a hit film in Bollywood. (use 'is')
1. Gulliver's travels (a)/were written (b)/in 1726. (c)/no error (d)

**[SSC CHSL 2021]**

2. Many people must have read (a)/the Arabian Nights, (b)/which are very interesting (c)/no error (d)

**[SSC MTS 23/02/2014]**

3. The Arabian Nights (a)/have (b)/many interesting stories for readers. (c)/no error (d)

[SSC Steno 2023]

Answer key

1. (b)      2. (c)      3. (b)

### **Rule 13**

Diye gaye **words** ke sath **singular verb** ka prayog kiya jata hai lekin inke pahle **the/my/his/her/our/your/their, etc.** ka prayog hone par inke sath **plural verb** ka prayog kiya jata hai:- News, Mathematics, Politics, Measles, Mumps, Billiards, Athletics, Linguistics, Ethics, etc.

- e.g. (i) Politics *play* a crucial role in shaping society. (use 'plays')
- (ii) Their politics *has* changed over the years. (use 'have')
- (iii) Mathematics *are* essential for understanding physics. (use 'is')
1. Mathematics help (a)/in developing (b)/the logical mindset (c)/of students. (d)

**SSC CHSL 10/07/2024 Shift-IV]**

Answer key

1. (a)

**Rule 14**

Diye gaye **words** hamesha **plural** form mein aate hain aur yeh hamesha **plural verbs** lte hain:- Belongings, savings, congratulations, scissors, proceeds, earrings, tidings, thanks, goggles, premises, surroundings, outskirts, shorts, pliers, tongs, jeans, regards, pantaloons, pyjamas, clothes, etc.

e.g. (i) Her **belonging** are packed and ready.  
(use 'belongings')

- (ii) The scissors **is** on the table. (use 'are')  
1. My friend Jatin (a)/usually (b)/wears spectacle. (c)/no error (d)

**[MTS 19/07/2022 Shift-II]**

2. The beautiful (a)/surroundings of the place (b)/enchanted me. (c)/no error (d)

**[SSC Section off. Audit 2008]**

Answer key

1. (c)      2. (d)

**Rule 15**

Diye gaye **words plural forms** mein **exist nahi** karte kyunki yeh sab **uncountable nouns** hain:- **Equipment, furniture, jewellery, luggage, poetry, machinery, scenery, information, advice, knowledge, baggage, hair, news, chalk, money, crockery, hardware, education, etc.**

- e.g. (i) The room is filled with beautiful *furnitures*.  
           (use 'furniture')
- (ii) She loves to wear expensive *jewelleries*.  
       (use 'jewellery')
1. They had to wait for the luggages to be (a)/ put into the cab before (b)/they themselves got into it. (c)/no error (d)

**[CHSL 17/03/2020 Shift-I]**

2. This furnitures has been (a)/taken on hire for the function (b)/in the college. (c)/no error (d)

**[CHSL 17/03/2020 shift-II]**

3. Plenty of information (a)/were given to me at (b)/the tourist office. (c)/no error (d)

**[SSC CPO 07/03/2020]**

4. The sceneries (a)/of Kashmir (b)/is very charming. (c)/no error (d)

**[SSC T.A. 29/03/2009]**

**Answer key**

- 
1. (a)      2. (a)      3. (b)      4. (a)

### **Rule 16**

Kuch nouns ke **singular** aur **plural form** saman hote hain, isliye inka prayog savdhani se karna chahiye:- **Sheep, Deer, Swine, Series, Salmon, Fish, Vocation, Innings, Means, Headquarters, Aircraft, Hovercraft, Gallows, etc.**

- e.g. (i) Sheep were grazing in the fields. [✓]  
 (ii) These leaves are toxic to *sheeps*. (use 'sheep')  
 1. When I was passing through the forest (a)/I happened to see (b)/a number of deers. (c)/no error (d)

[SSC MTS 16/02/2014]

2. The first inning (a)/of the match (b)/way very sensational. (c)/no error (d)

[SSC CGL Mains 21/09/2014]

3. I saw (a)/two deers (b)/in the woods. (c)/no error (d)

[SSC CPO 28/09/2014]

Answer key

- 
1. (c)      2. (a)      3. (b)

### **Rule 17**

Kuch **nouns** dekhne mein **singular** lagte hain, lekin yeh **plural** ki tarah hi prayog hote hain atah inke saath **s/es** nahi lagaya jata:- **People, Police, Children, Poultry, Gentry, Peasantry, Clergy, Vermin, Cattle, etc.**

- e.g. (i) These *cattles* are being fattened up for slaughter. (use 'cattle')  
 (ii) The room was crawling with *vermins*. (use 'vermin')

1. The chart papers (a)/were distributed among (b)/all the childrens. (c)/no error (d)

**[CPO Mains 27/09/2019]**

2. These stray cattles (a)/are roaming (b)/around the town. (c)/no error (d)

**[SSC CPO 14/03/2019 Shift-III]**

3. People has been (a)/warning in advance (b)/about the coming economic crisis. (c)/no error (d)

**[CHSL 15/04/2021 Shift-I]**

Answer key

1. (c)      2. (a)      3. (a)

### **Rule 18**

#### **Plural of Compound Noun:-**

##### **I. SINGULAR**

	<b>PLURAL</b>
Book Shelf	Book Shelves
Code of conduct	Codes of conduct
Step daughter	Step daughters
Brother-in-law	Brothers-in-law
General Manager	General Managers
Commander in chief	Commanders in chief
Officer in charge	Officers in charge
Maid servant	Maid servants

<b>II. SINGULAR</b>	<b>PLURAL</b>
Man doctor	Men doctors
Mouthful	Mouthfuls
Looker on	Lookers on
Woman doctor	Women doctors
Passer by	passers by
Bagful	Bagfuls
Attorney General	Attorneys general

- e.g. (i) She scooped up *handful* of loose earther.  
(use 'handfuls')
- (ii) Police asked passers-by if they had seen  
the accident. [✓]
1. She speaks (a)/very highly (b)/of both her (c)/  
daughter-in-laws. (d)

**[CPO Mains 26/07/2021]**

2. His son-in-laws (a)/have enhanced (b)/his  
business (c)/within a short period. (d)

**[CGL Mains 28/01/2022]**

3. This misogynist hates (a)/all mother-in-laws  
(b)/and house maids (c)/no error (d)

**[SSC 12/09/2010]**

Answer key

- 
1. (d)      2. (a)      3. (b)

**Rule 19**

'**Main noun**' se pahle prayog kiye gaye **noun** ko **noun modifier** kaha jata hai. Ye hamesha **singular** form mein rahte hain.

e.g. (i) It was a ten *hours* long journey. (use 'hour')

(ii) I met a forty *years* old lady. (use 'year')

**Note:-** Agar last mein *noun* na likha ho, kewal *adjective* ho, tab ye noun jarurat ke hisab se *singular* ya *plural* ho sakte hain.

e.g. The boy was ten *year* old. (use 'years')

The journey was three *hour* long. (use 'hours')

1. My neighbour's grandson (a)/is only (b)/five month old. (c)/no error (d)

[CGL Pre- 13/04/2022 Shift-II]

2. An eight years old (a)/girl has made (b)/this beautiful painting. (c)/no error (d)

[CGL Tier II 18/11/2020]

3. The 91 years old lady (a)/has been a fan (b)/of cricket for decades. (c)/no error (d)

[MTS 06/8/2019 Shift-II]

4. Hari lost (a)/a hundred rupees note (b)/yesterday. (c)/no error (d)

[SSC CHSL 2012]

Answer key

- 
- |        |        |        |        |
|--------|--------|--------|--------|
| 1. (c) | 2. (a) | 3. (a) | 4. (b) |
|--------|--------|--------|--------|

**Rule 20****Special plural forms:-**

<b>Singular</b>	<b>Plural</b>
Crisis	Crises
Basis	Bases
Criterion	Criteria
Phenomenon	Phenomena
Thesis	Theses
Medium	Media
Syllabus	Syllabi
Axis	Axes
Datum	Data
Mouse	Mice
Oasis	Oases
Radius	Radii
Locus	Loci
Focus	Foci

1. The manager put forward (a)/ a number of critereons (b)/for the post (c)/no error (d)

[SSC CHSL 27/11/2010]

2. The man played (a)/the flute and led (b)/all the mouse (c)/out of the town. (d)

[SSC CGL Mains 16/11/2020]

Answer key

- 
1. (b)      2. (c)

**Rule 21****Important Collectives Nouns:-**

- Group of Directors                      Board (verb-plural)
- Group of stars                         Cluster/Constellation
- Group of singers                        Choir
- Group of keys/ grapes                Bunch
- Group of people                        Crowd/ mob
- Group of Bees/ flies                  Swarm
- Group of trees                         Groove/Clump
- Group of cats                         Clowder
- Group of cards/Wolves  
/hounds                                 Pack
- Group of flower                        Garland/Bouquet
- Group of puppies                       Litter
- Group of sheep                        Herd
- Groups of merchants  
/travellers                               Caravan
- Group of Girls/Women                Bevy
- Group of Steps/Stairs  
/Birds                                    Flight
- Group of mountains  
/hills                                    Range
- Group of students                       Class

- 
- Group of servants                      Retinue
  - Group of laws                          Code
  - Group of sailors                        Crew
  - Group of carriages                     Train
  - /followers
  - Group of bullets/shots                Volley
  - Group of discussing people           Forum
  - Religious Group                        Congregation
  - Group of events                        Series
  - Group of Stones/ruins                Heap
  - Group of fish/ Whales                School
  - Group of Geese/Sheep                Flock
  - /Birds
  - Group of horses/ Scouts/soldiers Troop
  - Group of robbers                       Gang
  - /criminals
  - Group of shoes                        Pair
  - /scissors
  - Group of Corn/arrows                Sheaf
  - Group of lions/tigers                Pride

## **Rule 22**

### **Structure:-**

**Noun + preposition + noun**

Same

Iss **structure** mein **noun** ko hamesha **singular form** mein likha jata hai.

e.g. (i) *Days after days* has passed without any change. (use 'day after day')

(ii) *Towns after towns* was destroyed. (use 'town after town')

1. My sister (a)/has read (b)/pages after pages of the bible. (c)/no error (d)

**[SSC T.A 05/12/2004]**

2. Speakers after speakers (a)/came on the stage (b)/to perform (c)/no error (d)

**[SSC CHSL 04/11/2012]**

3. Towns after towns (a)/was (b)/ devastated (c)/ no error (d)

**[Air force Y group 04/11/2020]**

**Answer key**

- 
1. (c)
  2. (a)
  3. (a)

**Rule 23**

**Word list:-** pair, score, gross, hundred, dozen, thousand, million, billion, etc.

- Agar diye gaye **nouns ke aage definite number** diya gaya ho tab yeh **nouns singular form** mein prayog hote hain:
- Agar **number na diya ho** tab inko **plural form** mein prayog karte hain aur inke baad '**of preposition**' aata hai.

e.g. (i) She bought three *dozens* eggs. (use 'dozen')

(ii) She bought three dozens of eggs. [✓]

1. We bought (a)/two dozens (b)/mangoes from (c)/the market. (d)

[CGL Pre- 20/04/2022 Shift-III]

2. The factory complex houses a shop floor (a)/ and 10 cubicles for the staff in an area (b)/ of about thousand squares metres. (c)/no error (d)

[SSC CHSL 09/01/2016]

Answer key

1. (b)
2. (c)

**Rule 24****Use of Apostrophe ('s):-**

- **Apostrophe ('s)** ka prayog *living beings* ke sath **possession** ko dikhane ke liye kiya jata hai.
- Agar **noun** pahle se 's' par end ho to **only apostrophe ('')** lagate hain 's' nahi.
- **Non-living** things ke saath *apostrophe ('s)* ka prayog nahi hota hai, '**noun of noun**' ka hota hai.
- Kuch situations mein *non-living things* ke sath *apostrophe ('s)* aa sakta hai.
- **Personified objects** ke sath.
- **Place names** ke sath.
- **Measurement** ko dikhane wale **words** ke sath.
- **Time** ko dikhane wale **words** ke sath.
- **Heavenly bodies** ke sath.
- Kuchh **idioms** mein.

e.g. (i) The book's cover is blue. [x]

The cover of the book is blue. [✓]

1. The chair's leg (a)/is (b)/broken. (c)/no error (d)

[OPSC ASO 2015]

2. The table's legs (a)/have been (b)/elaborately carved (c)/no error (d)

[SSC T.A. Income tax 29/03/2009]

Answer key

1. (a)      2. (a)

### **Rule 25**

#### **Use of Possessive Sign:-**

(a) **Common possession** - Jab **2 nouns** closely connected ho aur *common possession* dikhayi de rahi ho, tab **second noun** ke saath **apostrophe ('s)** ka prayog hota hai.

(b) **Split possession** - Jab **2 connected nouns, separate possession** dikhate ho, tab dono ke saath **apostrophe ('s)** ka prayog hota hai.

e.g. (i) *Tom's and Jerry's friendship* is famous.  
(use "Tom and Jerry's")

(ii) *Radhika and Kavita's cars* are parked outside. (use "Radhika's and Kavita's")

1. There is no money in (a)/Rajesh's and (b)/Reena's joint account. (c)/no error (d)

[SSC CPO Pre 03/07/2017]

Answer key

1. (b)

**Rule 26****Use of little, a little, the little:-**

Diye gaye **quantifiers** ka prayog **uncountable nouns** ke saath hota hai:

- **Little** - Hardly any (bilkul thoda) (*-ve sense*)
- **A little** - some but not much (thoda) (*+ve sense*)
- **The little** - all that is available (jitna hai, sab kuch)
- **Only a little** - very little

e.g. (i) There is ~~the little~~ hope of his recovery.  
(use 'a little')

- (ii) She has spent ~~a little~~ money that she saved for her birthday. (use 'the little')
1. There is a very little time (a)/for them to prepare (b)/for the show. (c)/no error (d)

[CGL Pre 13/04/2022 Shift-II]

2. All of us were (a)/a little nervous when (b)/we came into this room today. (c)/no error (d)

[SSC CPO 23/11/2020 Shift-II]

3. Will you please (a)/give me little milk (b)/for my cat. (c)/no error (d)

[SSC Steno 2016]

Answer key

- 
1. (a)
  2. (d)
  3. (b)

**Rule 27****Use of few, a few, the few:-**

In *quantifiers* ka prayog **plural nouns** ke saath hota hai:

- **Few** - Hardly any (bilkul kam) (*-ve sense*)
- **A few** - some but not many (*+ve sense*)
- **The few** - all that are available (jitne hain, sab kuch)
- **Only a few** - very few

- e.g. (i) Few people attended the meeting. [✓]
- (ii) She has a few good *idea* for the project.  
(use 'ideas')

1. My brother brought (a)/a few rice while (b)/coming from the market. (c)/no error (d)

[MTS 06/08/2019 Shift-II]

2. Deepak said he would (a)/pack few things he (b)/had and vacate the hostel room the next day. (c)/no error (d)

[CHSL 10/07/2019 Shift-II]

Answer key

1. (b)      2. (b)

**Rule 28****Use of some and any:-**

- (a) 'Any' ka prayog **negative** aur **interrogative sentences** mein hota hai, jabki 'some' ka use **positive sentences** mein hota hai.
- (b) Agar **interrogative sentence** ka *expected answer positive* ho, tab **interrogative sentence** mein 'some' ka prayog kiya ja sakta hai.

e.g. (i) Radhika bought **any** apples from the market. (use 'some')

(ii) I don't have **some** money left. (use 'any')

- I want to buy this (a)/book please give (b)/ me any money. (c)/no error (d)

[CHSL 05/08/2021 Shift-III]

- I do not see (a)/some reasons why my (b)/ application should be rejected. (c)/no error (d)

[CGL Pre 07/03/2020 Shift-III]

Answer key

- (c)
- (b)

**Rule 29**

- (a) Niche diye gaye *determiners* ke sath **only uncountable noun** ka prayog kiya jata hai.

**Word list:-** Little, much, A great deal of, amount of, etc.

- (b) Niche diye gaye *determiners* ke sath **only countable nouns** (*singular/plural*) hi prayog kiyे ja sakte hai.

**Word list:-** Few, Many, Number of, etc.

- Very little metals (a)/are as precious (b)/as gold. (c)/no error (d)

**[CHSL 10/7/2019 Shift-III]**

- We can see (a)/much changes in (b)/Government schools (c)/these days. (d)

**[CHSL 16/10/20 Shift-III]**

- Much of us (a)/lack the (b)/important virtue (c)/of patience. (d)

**[CPO Tier-II 26/07/2021]**

- How many money did (a)/Sudhir win in (b)/the lottery? (c)/no error (d)

**[CPO 12/12/2019 Shift-III]**

Answer key

- 
- (a)
  - (b)
  - (a)
  - (a)

### **Rule 30**

**All/both/half:-**

- All** → for more than two
- Both** → for two
- Half** → aadha

In 3 ke sath mein *article, possessive case, these, those* ka prayog ho tab pahle *all/both/half* ka prayog hota hai.

- e.g. (i) I lost ~~my all~~ money. (use 'all my')  
 (ii) He reached there in ~~a half~~ hour. (use 'half an')

**Note:- whole** ke sath **the/possessive case** ka prayog **whole se pahle** hota hai.

e.g. I lost my whole money. [✓]

1. The both (a)/children go to (b)/the same school. (c)/no error (d)

[CGL, 06/3/2020 Shift-II]

2. These all (a)/mangoes (b)/are ripe (c)/no error (d)

[SSC CGL 29/09/2013]

Answer key

1. (a)      2. (a)

### **Rule 31**

#### **Each and Every:**

**Each** aur **every** **distributive determiner** hote hain. Inke baad hamesha **singular noun**, **singular verb** aur **singular possessive case** aate hain.

**Note:- Practically, nearly, almost, etc.** jaise adverbs agar diye ho tab (every) ka prayog hota hai, **na ki each ka**, aur agar koi **fixed number** diya ho tab **each** ka prayog hota hai.

- e.g. (i) Every ~~children were~~ given a book. (use 'child was')

**Note:- Of ke pahle 'every' nahi 'each' aata hai kyonki every sirf noun ke sath aata hai.**

1. Each member (a)/of the team (b)/receive a memorabilia (c)/after the match is over. (d)

**[SSC CHSL 24/05/2022 Shift-I]**

2. Every (a)/curious child (b)/want to (c)/rip open a toy. (d)

**[CGL Pre -11/04/2022 Shift-I]**

3. Every soldier and every (a)/officer was (b)/in their place. (c)/no error (d)

**[CGL Mains 28/01/2022]**

4. Each players must play (a)/according to his full potential (b)/and not think only about winning. (c)/no error (d)

**[CHSL 11/8/2021 Shift-II]**

Answer key

- 
1. (c)      2. (c)      3. (c)      4. (a)

### **Rule 32**

#### **Ordinal and Cardinal:-**

- **Ordinal** → first, second, third, ....
- **Cardinal** → one, two, three, ....

**Ordinal order/sequence** ko batate hain, inke sath *generally article 'the'* aata hai aur inko **noun ke pahle** prayog karte hain.

**Cardinal** jab **noun ke pahle** aate hain tab **noun ka number** batate hain aur jab **noun ke** baad aate hain tab **order/sequence** batate hain aur aise *case* mein koi **article** nahi aata.

**Note:-** Agar *sentence* mein *ordinal* aur *cardinal* dono ho tab *pahle ordinal* aur *bad mein cardinal* aata hai.

- e.g. (i) This rule is given on *the* page 40. (drop 'the')  
 (ii) This rule is given on *forteith* page. (use 'the forteith')

1. Arunima Sinha (a)/is first amputee (b)/to scale (c)/Mount Everest. (d)

**[SSC Steno 17/11/2022 Shift-III]**

2. The earthy (a)/fragrance of soil (b)/after a first rain (c)/is always refreshing. (d)

**[SSC MTS 15/07/2022 Shift-I]**

3. I found (a)/the two first chapters of the book (b)/particularly interesting. (c)/no error (d)

**[SSC Section offi. 2006]**

4. Open (a)/your books (b)/at page tenth (c)/no error (d)

**[SSC CGL 08/08/2022]**

Answer key

- 
1. (b)      2. (c)      3. (b)      4. (c)

**Rule 33****Use of A/An:-**

- (a) **Consonant sound** se shuru hone wale words se pahle *indefinite article 'a'* ka prayog hota hai.
- (b) **Vowel sound** se shuru hone wale *words* ke pahle **article 'an'** ka prayog hota hai.

**Note:-** Word kis *letter* se start hota hai ye dekh kar nahi, balki *word* ko bolte samay *vowel sound* aata hai ya *consonant*, ye dekh kar **article** ka prayog karein.

- **Use 'an' with:-** an amount, an eye, an NIA officer, an FIR, an M.A., an LL.B., an event, an elephant, an onion, an unwanted person, an umbrella, an hour, an honour, etc.
- **Use 'a' with:-** A house, a year, a UFO, a European person, a ewe, a useful concept, a unit test, a hotel, etc.

- e.g. (i) He is *a* honest man. (use 'an')
- (ii) *A* honorary degree was conferred on him. (use 'An')
1. This is (a)/a doll (b)/and there is (c)/a umbrella. (d)

[SSC CHSL 05/07/2024 Shift-I]

2. A owl is a bird which has (a)/wide eyes, asymmetrical ears and (b)/is found mostly in forests. (c)/no error (d)

[SSC CHSL 05/07/2024 Shift-III]

3. According to the encyclopaedia, (a)/a oasis is an area which is made (b)/fertile by a source of fresh water. (c)/no error (d)

[SSC CHSL 08/07/2024 Shift-I]

4. He is (a)/struggling to make (b)/a honest living. (c)/no error (d)

[SSC MTS 08/07/2022 Shift-I]

Answer key

- 
1. (d)      2. (a)      3. (b)      4. (c)

### **Rule 34**

**Singular countable nouns** ko **bina article** ya **determiner** ke **nahi** likhte hain, aise mein inke sath '**a/an' ka prayog** karte hain.

e.g. (i) He is reading **book** written by Prashant Sir. (use 'a book')

(ii) There is **marker** on the table. (use 'a marker')

1. My professor (a)/is great lady (b)/and motivates (c)/all her students. (d)

[HCM (DP) 19/10/2022 Shift-III]

2. Antique diamond necklace (a)/was stolen (b)/from the museum.(c)/no error (d)

[CGL Pre 12/04/2022 Shift-II]

Answer key

1. (b)      2. (a)

### Rule 35

**Definite nouns** ke pahle **article 'the'** ka prayog hota hai. Kisi **noun ko definite** banane ke liye uske baad koi **prepositional phrase** (mostly 'of ya 'in' ke sath), **relative clause, participle, etc.** ka prayog karke *generally* usko *modify* karte hain.

- Jab sentence mein kisi noun ka prayog dobara kiya jaye tab uske pahle article 'the' ka prayog karte hain.

e.g. (i) A man in the room is waiting for you.  
(use 'the')

(ii) I met a girl who talks to you daily.  
(use 'the')

(iii) Efforts of the doctors were not enough to save him. (use 'the efforts')

1. Give me (a)/a book (b)/that is (c)/on the table. (d)

[SSC STENO.18/11/2022 Shift-I]

2. Place the book (a)/on a dining table (b)/ that you can (c)/see in that room. (d)

[HCM (DP) 20/10/2022 Shift-I]

3. We took dinner (a)/in a Chinese restaurant (b)/and were amazed to see (c)/the interior of a restaurant. (d)

[SSC CGL 19/09/2024 (Shift-I)]

Answer key

1. (b)      2. (b)      3. (d)

### **Rule 36**

**Article 'the' is used with the names of the following:-**

- (a) Mountains, bays/gulfs, group of islands, canals, aeroplanes, ships, planes, religious books, government branches, armed forces, deserts, political parties, musical instruments, rivers, oceans, seas, unique things.

**Note: Peaks of mountain** (Mount Everest, Mount Abu, etc.) ke naam ke pahle **article 'the'** ka prayog nahi hota hai.

- (b) 'The' ka prayog *geographical locations* jaise **the equator**, *directions* jaise **the south**, heavenly bodies jaise **the Jupiter**, etc. ke sath kiya jata hai.

- (c) 'The' ka prayog *newspaper* ke naam se pahle hota hai. (**the Hindu, the Dainik Jagran, etc.**)
- (d) 'The' ka prayog kuch *countries* ke naam se pahle hota hai (keval vahi jo *abbreviated form* mein likhi jati hai - **the USA, the UK, etc.**).
- (e) 'The' ka prayog **superlative degree** se pahle aur **ordinals** ke sath hota hai. (**the first, the third, etc.**)
- (f) Comparative degree :
  - **Comparative degree + of the two + plural countable noun** - ke expression mein comparative degree ke pahle 'the' ka prayog hota hai.
  - *Relative increase/decrease show* karne ke liye diye gaye structure ka prayog hota hai:  
**The + C.D. + .... + the + C.D. + ....**
- (g) *Universe* mein jo vastu apni tarah ki *unique* hai, uske pahle 'the' ka prayog **mandatory** hai.
- (h) 'The' ka prayog *government organizations* ke *name* se pahle hota hai. (**the UN, the WHO, etc.**)
- e.g. (i) The Himalayan rivers are perennial. [✓]  
(ii) Virat Kohli is ~~a best~~ batsman that Indian cricket team has ever seen. (use 'the best')

1. The sun rises (a)/in an east (b)/and sets (c)/in the west. (d)

[SSC CHSL 08/07/2024 Shift-IV]

2. The manager noticed (a)/that Pragya (b)/was first to reach (c)/the office on Saturday. (d)

[SSC CHSL 10/07/2024 Shift-IV]

3. Wind is one (a)/of biggest factors (b)/in the spread of fire. (c)/no error (d)

[SSC MTS 11/07/2022 Shift-III]

4. He is (a)/able (b)/to (c)/play flute. (d)

[SSC Steno 18/11/2022 Shift-II]

5. Tropic of Cancer (a)/passes through (b)/the state (c)/of Jharkhand. (d)

[HCM (DP) 14/10/2022 Shift-II]

Answer key

1. (b)      2. (c)      3. (b)      4. (d)      5. (a)

### **Rule 37**

Niche diye gaye nouns ke pahle aksar article 'the' ka prayog kiya jata hai.

**Word list:-** sea, sky, world, truth, evening, morning, afternoon, universe, environment, ocean, etc.

e.g. (i) The most beautiful fact about ~~a world~~ is that everyone has to leave it one day. (use 'the world')

- 
- After knowing truth, (a)/the jury took the right decision (b)/in the case. (c)/no error (d)

**[SSC CGL Pre 2022 Shift-II]**

- There was an interesting article (a)/in the newspaper (b)/about the dangers (c)/to an environment. (d)

**[CHSL 2021 Shift-I]**

- Scientists have made dramatic progress (a)/in understanding an universe (b)/and the mechanisms of biology (c)/no error (d)

**[MTS 14/07/2022]**

---

**Answer key**

- 
- (a)
  - (d)
  - (b)

**Rule 38**

Diye gaye **words** ka prayog agar kisi **noun ke pahle** likh kar usko **emphasise** karne ke liye kiya jaye, tab **uske pahle article 'the'** ka prayog karna chahiye.

**Word list:-** only, same, following, previous, wrong, correct, next, very, etc.

- e.g. (i) This is ~~a only~~ solution to this problem.  
(use 'the only')
- (ii) This is *previous* chapter we have discussed. (use 'the previous')

- 
1. This is (a)/only mistake (b)/he has made (c)/in the dictation. (d)

**[SSC CPO Mains 26/07/2021]**

2. For man to change radically, fundamentally (a)/there must be a mutation in a very (b)/brain cells of his mind (c)/no error (d)

**[SSC CGL Mains 2017]**

Answer key

- 
1. (b)
  2. (b)

### **Rule 39**

#### **Omission of article 'the':-**

Diye gaye nouns ke aage kisi bhi *article* ka prayog nahi hota hai:

- A. Names of Cities: Alaska, Sydney, Los Angeles, etc.
- B. Names of Countries (*abbreviated form waale countries* ke naam ko chhadkar): Spain, France, Australia, etc.
- C. Names of Continents: Asia, Europe, Australia, Africa, South America, North America, Antarctica
- D. Streets ke naam: New Town Street, Malibu Street, etc.
- E. *Singular lakes and bays* ke naam: Lake Carey, Sharti Bay, etc.

- 
- F. Names of Singular islands: Easter Island, Fatima Island, etc.
  - G. Names of Sports: Cricket, Volleyball, etc.
  - H. **God** se pahle *article* 'the' ka prayog nahi hota hai.

**Note:-** The English - Angrej log

The French - French log

**Note:-**

- *The* Hindi but the Hindi language. [✓]
- *The* red but the red colour. [✓]
- *The* winter but the winter season. [✓]

e.g. (i) *The* English is the most speaking language in the world. (drop 'the')

- 1. The (a)/God (b)/is (c)/omniscient. (d)

[SSC Steno 17/11/2022 Shift-II]

- 2. Ronaldo is (a)/a famous player of (b)/the football. (c)/no error (d)

[SSC CHSL 27/05/2022 Shift-III]

- 3. The English is a very (a)/popular language (b)/amongst south Indians. (c)/no error (d)

[SSC CPO Pre 02/07/2018]

Answer key

---

- 1. (a)      2. (c)      3. (a)

### **Rule 40**

**Plural** aur **uncountable nouns** jab **general sense** mein aate hain tab unke saath koi **article nahi** aata hai.

- e.g. (i) *The water* is valuable. (drop 'the')  
 (ii) *The people* are not trust worthy nowadays. (drop 'the')
1. I ate (a)/the egg (b)/yesterday for (c)/my dinner. (d)

**[SSC STENO. 18/11/2022 Shift-III]**

2. The gold (a)/is a precious metal (b)/that is popular (c)/across the world. (d)
3. We were busy (a)/at the work (b)/and went for lunch (c)/only at 2.30 pm. (d)

**[HCM (DP) 12/10/2022 Shift-I]**

**[CHSL 17/03/2020 Shift-III]**

**Answer key**

1. (b)
2. (a)
3. (b)

### **Rule 41**

Jab **school, college, university, court, temple, church, jail, prison, bed, hospital, etc.** ka prayog **general sense** mein ho tab koi **article nahi** aata hai.

Jab inko **definite** kiya jaye ya inka prayog **other purpose** ke liye kiya jaye tab **article** aata hai.

e.g. (i) Radhika is going to *the* temple. (drop 'the')

*[Temple ka general purpose hota hai pooja karna yani Radhika pooja karne temple ja rahi hai]*

e.g. (i) Radhika is going to *temple* to meet Prashant. (use 'the temple')

*[Yahan 'the temple' ek specific jagah hai jahan Prashant se milne ke liye ja rahi hai]*

- I go to the temple (a)/as often as (b)/I find time. (c)/no error (d)

[SSC SAS 26/06/2010]

Answer key

- (a)

### Rule 42

**'Man'** aur **'woman'** ka prayog agar **general sense** mein kiya jaye, tab inke pahle **article** **'the'** ka prayog **nahi** karna chahiye.

e.g. (i) *The* man is the best creation of God.  
(drop 'the')

(ii) *The* man is mortal. (drop 'The')

- 
- The man (a)/is the only living creature (b)/that can think (c)/and invent (d)/

[DSSSB JSA 01/04/2022]

- A man is the only creature (a)/that is endowed with (b)/the faculty of reasoning (c)/no error (d)

[MP Police SI 04/09/2016]

Answer key

---

- (a)
- (a)

### **Rule 43**

Jab kisi **common noun** ka prayog **abstract noun** ke sense mein kiya jaye, tab uske pahle article '**the**' ka prayog kiya jata hai.

- e.g. (i) *A* teacher in him couldn't tolerate her grammatical mistakes. (use 'the')
- (ii) *An* officer in him prevailed over the friend and Bob got Jimmy arrested. (use 'the')
- An artist in him (a)/was deeply moved (b)/by painting (c)/no error (d)

[SSC CGL 2017]

- The patriot in him (a)/could not tolerate (b)/any insult to his country. (c)/no error (d)

[SSC CGL 2017]

3. Judge in him (a)/prevailed upon the father  
(b)/and he sentenced his son to death (c)/no  
error (d)

[SSC CGL Pre 16/05/2010]

Answer key

- 
1. (a)      2. (d)      3. (a)

### Rule 44

Jab hum kisi **proper noun** ko **common noun** ki tarah use karte hain, toh uske aage *article (a/an/the)* lagate hain. Ye tab hota hai jab hum *proper noun* ko ek *general category* ya *characteristic* ko *describe* karne ke liye use karte hai.

#### Structure-

- *Pronoun/proper noun + is/am/are/was/were + a/an + proper noun*
- *Proper noun + is/am/are/was/were + the proper noun + of + object*

- e.g. (i) Kim-Jong-un is *Hitler*. (use 'a Hitler')  
(ii) Kim-Jong-un is *Hitler* of North Korea.  
(use 'the Hitler')  
(iii) He is ~~a~~ *Einstein* of our generation. (use 'the Einstein')  
(iv) Prashant is ~~Virat~~ *Kohli*. (use 'a Virat Kohli')

**Rule 45**

Diye gaye *phrases* ko yaad rakhein, inn mein hamesha *article* aata hai.

**Word list:-** in a fix, in a hurry, in a nutshell, make a noise, make a foot, keep a secret, as a rule, with in a stone's throw, a short while ago, at a loss, take a fancy to, take an interest in, take a liking, a pity, tell a lie, in a fit of rage.

**Note:-** Exams mein *article 'a'* ko remove karke *error* diye jate hai.

- e.g. (i) He found himself ~~in fix~~ when his car broke down. (use 'in a fix')  
 (ii) In a nutshell, the project was a success. [✓]  
 1. She is in an hurry (a)/to meet (b)/her brother.  
 (c)/no error (d)

[CGL Pre 2023]

2. Today, in fit of frenzied rage and (a)/jealousy, you would have (b)/killed me, your brother.  
 (c)/no error (d)

[SSC CHSL 09/03/2023 Shift-II]

3. I was (a)/at loss and (b)/did not know what to do. (c)/no error (d)

[SSC CGL 2016]

Answer key

- 
1. (a)      2. (a)      3. (b)

### **Rule 46**

Diye gaye *phrases* ko yaad rakhein, inn mein *article* nahi aata hai.

**Word list:-** to lose heart, to set foot, to give ear, at home, last but not least, to catch fire, in hand, set on fire, by car/bus/air, at last, by mistake, in danger, to take heart, at/to work, go to sea, etc.

**Note:-** Exams mein *article 'a'* ko laga kar *error* diye jate hai.

- e.g. (i) He was the first person ~~to set a foot~~ on the island. (use 'to set foot')
- (ii) He refused to give ear to any excuses. [✓]
1. We were busy at (a)/the work and went (b)/for lunch only (c)/at 2.30 pm. (d)

**[CHSL 17/03/2020 Shift-III]**

2. The day before yesterday (a)/he left for Europe (b)/by the air (c)/no error (d)

**[CPO 13/12/2019 Shift-I]**

3. Nelson left his home (a)/and went (b)/to the sea (c)/at an early age. (d)

**[Phase-IX 08/02/2022 Shift-III]**

Answer key

- 
1. (b)      2. (c)      3. (c)

## **Rule 47**

### **Present indefinite tense:-**

#### **Structure:-**

- Affirmative - subject +  $V_1/(V+s/es)$  + ....
- Negative - subject + do/does + not +  $V_1$  + ....
- Yes/no questions - do/does + subject + not +  $V_1$  + ....?
- Wh-questions - Wh-words + do/does + subject + (not) +  $V_1$  + ....?

#### **Usage:-**

- (i) **Key words** - daily, always, never, seldom, whenever, often, sometimes, occasionally, rarely, every day/week/month, etc.
- (ii) **Fact, universal truth, regular action, habit, etc.**
- (iii) **Newspaper headlines, commentaries, etc.**
- (iv) **Future time ke fixed ya definite ya planned actions.**

#### **Common mistakes:-**

- (i) **I, we, you, they** aur **plural subject** ke saath  $V_1$  ya '**do**' ka prayog hota hai.

- 
- (ii) **He, she, it** aur **singular subjects** ke saath **V<sub>1</sub> + s/es** ya **does** ka prayog hota hai.
- (iii) Agar sentence mein '**do/does**' ho tab *main verb* mein **s/es** nahi lagta.

e.g. (i) Radhika *live* in Delhi. (use 'lives')

(ii) Does she *lives* in Delhi? (use 'live')

1. While driving, Satheesh always (a)/switches off his mobile phone (b)/and kept it in the dashboard. (c)/no error (d)

**[SSC Steno 18/11/2022 Shift-I]**

2. A child learnt the basics of (a)/his mother tongue mainly from (b)/his interactions with the mother. (c)/no error (d)

**[SSC Steno 17/11/2022 Shift-II]**

3. The Cannes Film festival (a)/attract some of (b)/the world's (c)/most famous people. (d)

**[SSC CHSL 02/07/2019]**

4. In order to connect (a)/these themes to a wider (b)/historical context, Rahul go (c)/beyond aesthetic analysis.

**[SSC CHSL 2024]**

Answer key

- 
1. (c)      2. (a)      3. (b)      4. (c)

**Rule 48****Present continuous tense:-****Structure:-**

- Affirmative - subject + is/am/are + V<sub>1</sub>+ing + ....
- Negative - subject + is/am/are + not + V<sub>1</sub>+ing + ....
- Yes/no questions - is/am/are + subject + (not) + V<sub>1</sub>+ing ....?
- Wh-questions - wh-words + is/am/are + subject + (not) + V<sub>1</sub>+ing ....?

**Usage:-**

- **Key words** - now, at the moment, now-a-days, these days, this week, look!, listen!, sh!, hurry up!, currently, etc.
- Gradual changes ko dikhane ke liye.

**Common mistakes:-**

- (i) **You, we, they** aur **plural subjects** ke saath '**are**' lagta hai aur **I** ke saath '**am**' aur **he, she, it** aur **singular subjects** ke saath '**is**' lagta hai.

e.g. (i) Children are playing in the park. [✓]  
(ii) Where are you working at present? [✓]

- 
1. I am dealing with (a)/some family issues (b)/right now. (c)/no error (d)

**[MTS 07/07/2022 shift-III]**

2. I am currently worked (a)/with a newly (b)/set up marketing company. (c)/no error (d)

**[MTS 08/07/2022 shift-III]**

3. Sh! someone (a)/listens to (b)/our conversation. (c)/no error (d)

**[CPO 23/11/2020 Shift-I]**

4. More than 40 percent of (a)/the world's population lives in regions (b)/where water has becoming increasingly scarce. (c)/no error (d)

**[SSC CHSL 17/03/2023 shift-II]**

---

**Answer key**

- 
1. (d)      2. (a)      3. (b)      4. (c)

**Rule 49**

**Diye gaye stative verbs ko yaad rakhein:-**

- Know, realise, understand, recognise, believe, feel, suppose, remember, love, like, mind, prefer, hate, dislike, possess, have, own, belong, comprise, contain, consist, include, exclude, seem, look, appear, sound, resemble, etc.

**Note:-** Stative verbs ka prayog continuous tense mein nahi hota.

**Note:-** Inme se kuchh verbs aise hote hain jo action verbs ke roop mein bhi kaam karte hain, jaise:

**Smell:** sunghna sugandh/Mahak

**Taste:** swaad lena swadist hona

- e.g. (i) They are smelling the flowers. [✓]  
(ii) The documents ~~containing~~ sensitive information. (use 'contain')

1. I was not able to solve (a)/the questions as (b)/I was not knowing the answer. (c)/no error (d)

**[CPO 14/03/2019 (Evening)]**

2. My brother (a)/is resembling (b)/my mother. (c)/no error (d)

**[SSC Steno 2023]**

3. It is sad (a)/that you (b)/are believing (c)/in superstitious rituals. (d)

**[SSC CHSL 2024]**

4. I am hearing (a)/a strange (b)/noise now. (c)/no error (d)

**[CPO 23/11/2020 Shift-I]**

5. Are you having (a)/your own transport (b)/to go home from work? (c)/no error (d)

Answer key

1. (c)      2. (b)      3. (c)      4. (a)      5. (a)

**Rule 50****Present perfect tense:-****Structure:-**

- Affirmative - subject + has/have +  $V_3$  + ....
- Negative - subject + has/have + not +  $V_3$  + ....
- Yes/no questions - has/have + subject + (not) +  $V_3$  + .....?
- Wh-questions - Wh-words + has/have + subject + (not) +  $V_3$  + .....?

**Usage:-**

- **Key words** - recently, till now, yet, so far, of late, lately, presently, ever, just, already, etc.
- Agar koi *action past* mein hua ho lekin uska asar (effect) *present* mein ho, tab bhi *present perfect tense* ka prayog kiya jata hai.
- 'Yet' ko *generally present perfect tense* ke *negative* ya *interrogative sentence* mein prayog kiya jata hai.

e.g. (i) I have reached Delhi. [✓]

(ii) He has not studied the book yet. [✓]

1. How many sums (a)/had you solve (b)/so far?  
(c)/no error (d)

[SSC CGL Mains 03/02/2022]

- 
2. We did not see (a)/this movie (b)/yet. (c)/no error (d)

[SSC Stenographer's exam]

3. Have you (a)/ever being (b)/to New York? (c)/no error (d)

[MTS 14/08/2019 Shift-II]

4. The professor recently describes 1500 tests (a)/in which blind people passed with greater (b)/ease than those who could see! (c)/no error (d)

[SSC CGL Mains]

Answer key

- 
1. (b)      2. (a)      3. (b)      4. (a)

### **Rule 51**

#### **Present perfect continuous tense:-**

Jab koi *action, past* mein shuru hokar or *present* mein bhi *continue* ho tab usi *action* ke liye *present perfect continuous tense* ka prayog karte hai.

#### **Structure:-**

- *Affirmative - subject + has/have + been + V<sub>1</sub>+ing + .... + since/for*
- *Negative - subject + has/have + not + been + V<sub>1</sub>+ing + .... + since/for*

- Yes/no questions - Has/Have + subject + (not) + been + V<sub>1</sub>+ing + ..... + since/for
- Wh-questions - Wh-words + has/have + subject + (not) + been + V<sub>1</sub> + ing + ..... + since/for

e.g. (i) Radhika **is** studying for three hours. (use 'has been')  
(ii) They have not been working on the project **for** morning. (use 'since')

1. The share market (a)/is been suffering losses  
(b)/due to the pandemic. (c)/no error (d)

**[HCM (DP) 18/10/2022]**

2. Elina is (a)/travelling (b)/since (c)/yesterday. (d)

**[SSC CHSL 27/05/2022 Shift-III]**

3. We are waiting (a)/for the minister for (b)/the last two hours. (c)/no error (d)

**[SSC CHSL 2021]**

Answer key

- 
1. (b)      2. (a)      3. (a)

**Rule 52**

**Since v/s for:-**

- **Since** → with words denoting point of time:-  
**Word list:-** since Tuesday, since 3 pm, since January, since 2019, since morning, since that day, since then, since Holi, since childhood, since last week, etc.

- **For** → with words denoting period of time:-  
**Word list:-** 10 days, 15 minutes, 2 weeks, one year, 5 hours, 6 months, long time, years, many days, etc.

**Note:-** 'Since' and 'for' ke sath **continuous tense** nahi **perfect continuous tense** aata hai. 'for' ke sath **indefinite tense** aa sakta hai but 'since' ke sath nahi.

**Note:-** 'Last + time words' ke pahle **since** ka prayog hota hai lekin '**the + last + time words**' ke pahle **for** ka prayog hota hai.

**Note:-** Since ke baad hum **past** ke kisi *action* ko '**point of time**' ke roop mein likh sakte hain. Note karne wali baat yeh hai ki agar **since** ke baad kisi *action* ko **point of time** ke roop mein likhna pade tab vah *action* **past indefinite tense** mein likha jata hai.

- e.g. (i) She hasn't seen him **for** that day. (use 'since')  
(ii) She has been working hard **since** the last week. (use 'for')  
1. Mr. Kansai has been living (a)/in Delhi (b)/since years.(c)/no error (d)

[MTS 06/08/219 (Morning)]

2. She has been working (a)/tirelessly (b)/since hours. (c)/no error (d)

[CPO 24/11/2020 (Morning)]

3. We have been staying (a)/at the hotel (b)/since the last ten days. (c)/no error (d)

[MTS 16/08/2019 (Evening)]

**Answer key**

1. (c)      2. (c)      3. (c)

### **Rule 53**

#### **Past indefinite:-**

Iska prayog **past mein complete huye one time action ya repeated action** ko dikhane ke liye kiya jata hai.

#### **Structure:-**

- Affirmative: subject +  $V_2$  + ....
- Negative: subject + did + not +  $V_1$  + ....?
- Yes/no questions: did + subject + (not) +  $V_1$  + ....?
- Wh-questions: wh-words + did + subject + (not) +  $V_1$  + ....?

#### **Usage:-**

- Agar sentence mein yesterday, last night, last year/month, ago, etc. jaise *key words* hain tab *past indefinite tense* ka prayog hota hai.

#### **Common mistakes:-**

- Did ke baad  $V_2$  ka nahi balki  $V_1$  ka prayog hota hai.

- e.g. (i) She ~~has gone~~ to market yesterday. (use 'went')  
 (ii) Kavita didn't ~~came~~ to Delhi last year. (use 'come')

1. In 1920's, new technology (a)/has allowed filmmakers (b)/to attach to each film a soundtrack of speech. (c)/no error (d)

**[SSC CHSL 2021]**

2. Once I run in (a)/the Sonoran Desert in Arizona (b)/after a huge rain event. (c)/no error (d)

**[SSC CHSL 18/03/2023 Shift-II]**

3. He has broken (a)/his leg (b)/yesterday. (c)/no error (d)

**[SSC CHSL 02/07/2024 Shift-II]**

4. She (a)/did not watched (b)/Frankenstein (c)/last night. (d)

**[SSC CHSL 2024]**

Answer key

- 
1. (b)
  2. (a)
  3. (a)
  4. (b)

### **Rule 54**

#### **Past continuous tense:-**

Iska prayog **past ke ongoing action** ko dikhane ke liye kiya jata hai.

**Structure:-**

- Affirmative - subject + was/were + V<sub>1</sub>+ing + ....
- Negative - subject + was/were + not + V<sup>1</sup>+ing + ....
- Yes/no questions - was/were + subject + (not) + V<sub>1</sub>+ing + ....?
- Wh-questions - Wh-words + was/were + subject + (not) + V<sub>1</sub>+ing + ....?

e.g. (i) The children were sleeping when the guests arrived. [✓]  
(ii) I slept while I was studying. [✓]

**Rule 55****Past perfect tense:-**

Past ke kisi point par complete ya past ke kisi point se pahle complete huye actions ko dikhane ke liye iss tense ka prayog hota hai.

**Structure:-**

- Affirmative - subject + had + V<sub>3</sub> + ....
- Negative - subject + had + not + V<sub>3</sub> + ....
- Yes/no questions - had + subject + (not) + V<sub>3</sub> + ....
- Wh-questions - Wh-words + had + subject + (not) + V<sub>3</sub> + ....?

- e.g. (i) She had *finish* her homework before the movie started. (use 'finished')
- (ii) I had not *wash* my clothes before going to the market. (use 'washed')
1. The train was already left (a)/before we (b)/reached the platform. (c)/no error (d)

**[SSC CHSL 2021]**

2. The concert has started (a)/when he (b)/reached the venue. (c)/no error (d)

**[CGL Mains 18/11/2020]**

3. Emperor Ashoka have conquered (a)/Kalinga before he (b)/embraced Buddhism. (c)/no error (d)

**MTS 19/08/2019 (Afternoon)]**

**Answer key**

1. (a)      2. (a)      3. (a)

### **Rule 56**

#### **Past perfect continuous tense:-**

#### **Structure:-**

- Affirmative - subject + had + been  $V_1 + ing$  + ... since/for ....
- Negative - subject + had + not + been +  $V_1 + ing$  + .... since/for ....

- Yes/no questions - Had + subject + (not) + been + V<sub>1</sub>+ing + .... since/for ....?
- Wh-questions - Wh-words + had + subject + (not) + been + V<sub>1</sub>+ing + .... since/for ....?

e.g. (i) They ~~had worked~~ on the project since morning. (use 'had been working')

(ii) He had not been living in that city ~~since~~ five years before he moved. (use 'for')

1. He was sleeping (a)/for two hours (b)/when someone knocked at the door. (c)/no error (d)

**[CRPF HCM 22/02/2023 Shift-II]**

2. She has been cooking (a)/the meal for over an hour (b)/when we arrived (c)/at her house. (d)

**[CRPF HCM 26/02/2023 shift-I]**

3. She needed a break then (a)/because she had solved (b)/mathematical problems (c)/all morning. (d)

**[HCM (DP) 20/10/2022 Shift-II]**

Answer key

- 
1. (a)
  2. (a)
  3. (b)

**Rule 57**

**Future indefinite tense:-**

**Structure:-**

- Affirmative - subject + will/shall + V<sub>1</sub> + ....

- Negative - subject + will/shall + not + V<sub>1</sub> + ....
- Yes/no questions - will/shall + subject + (not) + V<sub>1</sub> + ....?
- Wh-questions - Wh-words + will/shall + subject + (not) + V<sub>1</sub> + ....?

e.g. (i) He will help you with your homework.  
(ii) They will not visit the museum next week.

1. I hope your (a)/health is getting (b)/better by next week. (c)/no error (d)

(use correct future tense)

**[SSC CHSL 04/07/2024 Shift-II]**

2. Shall have (a)/you bring (b)/your note-book (c)/tomorrow? (d)

**[SSC CHSL 10/07/2024 Shift-III]**

---

#### Answer key

1. (b) (will get)      2. (a)

### Rule 58

#### **Future continuous tense:-**

#### **Structure:-**

- Affirmative - subject + will/shall + be + V<sub>1</sub>+ing + ....
- Negative - subject + will/shall + not + be + V<sub>1</sub>+ing + ....?

- Yes/no question - *will/shall + subject + (not) + be + V<sub>1</sub>+ing + ....?*
- Wh-questions - *Wh-words + will/shall + sub + (not) + be + V<sub>1</sub>+ing + ....?*

e.g. (i) He will be waiting for you at the station. [✓]

(ii) She will not ~~study~~ for her exams tomorrow. (use 'be studying')

1. The meeting (a)/will taking (b)/place next (c)/Wednesday. (d)

**[SSC CHSL 03/07/2024 Shift-II]**

2. She will being (a)/studying for (b)/her exams tomorrow. (c)/no error (d)

**[SSC CHSL 04/07/2024 Shift-I]**

3. She shall being (a)/travelling (b)/by this time (c)/tomorrow. (d)

**[SSC CHSL 05/07/2024 Shift-I]**

Answer key

- 
1. (b)
  2. (a)
  3. (a)

### **Rule 59**

#### **Future perfect tense:-**

#### **Structure:-**

- Affirmative - *subject + will/shall + have + V<sub>3</sub> + ....*

- Negative - subject + will/shall + not + have + V<sub>3</sub> + ....
- Yes/no questions - will/shall + sub. + (not) + have + V<sub>3</sub> + ....?
- Wh-questions - Wh-words + will/shall + sub + (not) + have + V<sub>3</sub> + ....?

**Hint:-** Generally 'by' ke sath future ki deadline di gayi hoti hai ya 'already' ka prayog hota hai.

- e.g. (i) Radhika will ~~complete~~ her homework by tomorrow. (use 'have completed')
- (ii) They will not ~~finished~~ the project by next week. (use 'have finished')
1. She will already return home (a)/when her parents get back (b)/from their offices.(c)/no error (d)

**[SSC Steno 17/11/2022 Shift-I]**

2. By next year, (a)/they will have (b)/build their new tower. (c)/no error (d)

**[SSC Steno 17/11/2022 Shift-I]**

3. Will Ramya (a)/had completed (b)/that work (c)/by 2025? (d)

**[SSC CPO 2023]**

- 
4. I have reached the hotel (a)/by the time (b)/  
you call me. (c)/no error (d)

[SSC CPO 2023]

Answer key

- 
1. (a)      2. (c)      3. (b)      4. (a)

### **Rule 60**

#### **Future perfect continuous tense:-**

##### **Structure:-**

- Affirmative - subject + will/shall + have + been +  $V_1$ +ing + ....
- Negative - subject + will/shall + not + have + been +  $V_1$ +ing + ....
- Yes/no questions - will/shall + sub + (not) + have + been +  $V_1$ +ing + ....?
- Wh-questions - Wh-words + will/shall + sub + (not) + have + been +  $V_1$ +ing + ....?

**Hint:-** Future time ke sath-sath **for + period of time** diya gaya hota hai.

- e.g. (i) Kavita will **be** studying for three hours by the time you arrive. (use 'have been')
- (ii) We shall not have **waited** for you for an hour by the time you get here. (use 'been waiting')

1. On her fortieth birthday next month, (a)/ Garima will be working (b)/as a teacher (c)/ for sixteen years. (d)

**[CRPF HCM 26/02/2023 Shift-I]**

2. By this time tomorrow, (a)/you will be playing (b)/the violin (c)/for 48 hours. (d)

**[SSC Steno 18/11/2022 Shift-I]**

3. By next year, (a)/we will been living (b)/in Bengaluru for eight years. (c)/ no error (d)

**[SSC Steno 18/11/2022 Shift-I]**

4. Ajay will have been (a)/writing his home work all day (b)/by the time his mom returns (c)/ no error (d)

**[CRPF (HCM) 26/02/2023]**

Answer key

1. (b)      2. (b)      3. (b)      4. (d)

### **Rule 61**

#### **Indefinite v/s continuous tense:-**

(a) **Indefinite tense**

- Permanent actions, Universal truth, proverbs, quick actions, states, main events, etc.

(b) **Continuous tense**

- Temporarily ongoing actions, background actions, gradual changes, etc.

***Hint:-***

- **As soon as, whenever, adverbs of frequency, etc.** ke sath **indefinite tense** aata hai.
- **While, these days, now, day by day, etc.** ke sath **continuous tense** aata hai.

- e.g. (i) The earth *is revolving* around the Sun.  
(use 'revolves')
- (ii) The weather of Delhi *changed* day by day. (use 'is changing')
- (iii) A dog bit her when she *walked* in the park. (use 'was walking')
1. The children in the assembly (a)/were dispersing (b)/as soon as they (c)/heard the announcement. (d)

**[CGL Pre 06/12/2022 Shift-III]**

2. The balloon flew up (a)/as soon as (b)/the man cutting the string. (c)/no error (d)

**[SSC CGL Mains 23/08/2021 Shift-III]**

3. As soon as the bus driver (a)/was seeing the child crossing (b)/the road, he applied the brakes. (c)/no error (d)

**[SSC CHSL 04/08/2021 Shift-II]**

**Answer key**

- 
1. (b)
  2. (c)
  3. (b)

**Rule 62****Tense se related kuchh basic points:-**

- (a) Agar sentence ki **main clause past tense** mein ho tab **sub-ordinate clause** ko bhi **past tense** mein likhte hain.
- (b) Agar **sentence** ki **main clause past tense** mein ho lekin **sub-ordinate clause** mein koi **universal facts, proverbs, etc.** likhi ho tab **sub-ordinate clause** ko **present tense** mein hi likhte hain.

**Hint:- Past** ka reference hone par **past tense** aur **present** ka reference hone par **present tense** aata hai.

(**Past reference** - past time, past persons, past events, past form of verb, etc.)

(**Present reference** - general facts, scientific facts, existing situations, etc.)

- e.g. (i) He told me that they ~~visit~~ Delhi. (use 'visited')
- (ii) My teacher told me that honesty ~~was~~ the best policy. (use 'is')
1. He told his friends (a)/that he is gone (b)/to visit his parents (c)/in the evening. (d)

[SSC Steno 17/11/2022 Shift-II]

2. The students looked confused, (a)/so the teacher (b)/explain the topic again. (c)/no error (d)

[MTS 11/07/2022 Shift-II]

Answer key

1. (b)      2. (c)

### **Rule 63**

**Ago v/s before:-**

**Structure:-**

- ‘**Ago**’ ka prayog **past indefinite tense** mein hota hai.
- ‘**Before**’ ka prayog **perfect tense** mein hota hai.

- e.g. (i) The event took place a month ago. [✓]  
(ii) They *moved* to this city before the project started. (use 'had moved')

1. In the primitive (a)/oceans, (b)/life begins (c)/nearly 3.5 billion years ago. (d)

[MTS 18/07/2022 Shift-II]

2. She has returned (a)/from Delhi (b)/a month ago. (c)/no error (d)

[SSC CHSL 2021]

Answer key

1. (c)      2. (a)

## **Rule 64**

Jab past ke 2 actions diye gaye ho tab.

- Baad mein hone wale action ko *past indefinite tense* mein aur pahle hone wale action ko *past perfect tense* mein likha jata hai.

### **Structure:-**

- *Past indefinite + after + past perfect*
- *Past perfect + before + past indefinite*

e.g. (i) They *had* started the movie after they had prepared the popcorn. (drop 'had')  
 (ii) We had arrived at the station before the train *had* departed. (drop 'had')

1. The train was already left (a)/before we (b)/reached the platform. (c)/no error (d)

**[SSC CHSL 2021]**

2. The doctor came (a)/after the patient had (b)/pass away (c)/no error (d)

**[SSC CGL 2023]**

Answer key

1. (a)      2. (c)

## **Rule 65**

**'By the time'** ka prayog **past perfect**, **future perfect** aur **conditional sentences** mein hota hai.

**Structure:-**

- subject + had +  $V_3$  + .... + by the time +  
subject +  $V_2$  + ....
- subject + will/have +  $V_3$  .... + by the time +  
subject +  $V_1$  + ....
- subject + would have +  $V_3$  .... + by the time +  
subject +  $V_2$  + .... (unreal condition)

- e.g. (i) He ~~completed~~ his work by the time I called him. (use 'had completed')
- (ii) He will have completed his work by the time I ~~called~~ him. (use 'call')
1. By the time (a)/we will reach the station, (b)/the train will have already left. (c)/no error (d)

[SSC steno 18/11/2022 Shift-III]

2. By the time they reach (a)/the railway station the train (b)/will have left. (c)/no error (d)
- [ssc]
3. By the time I reaching (a)/the metro station (b)/the train had departed. (c)/no error (d)

[SSC CPO Pre 2024]

**Answer key**

- 
1. (b)      2. (d)      3. (a)

**Rule 66**

*Time ke saath banne wale important structures:*

**Structure:-**

- *It is (high/about/apt) time + sub + V<sub>2</sub>*
- *It is time + (for someone) + to + V<sub>1</sub>*

- e.g. (i) It is high time Radhika ~~call~~ me. (use 'called')  
(ii) It is about time you ~~go~~ home. (use 'went')
1. It is high time (a)/we renovate (b)/our old house (c)/no error (d)

[SSC]

2. It is high time you (a)/decide on (b)/your next course of action (c)/no error (d)

[SSC]

**Answer key**

1. (b)      2. (b)

**Rule 67****Rules of Conditional sentences:-**

- (a) Types of conditional sentences:

Condition	Result
If + sub + V <sub>1</sub>	Sub + V <sub>1</sub>
If + sub + V <sub>1</sub>	Sub + will + V <sub>1</sub>
If + sub + V <sub>2</sub> /were	Sub + would + V <sub>1</sub>
If + sub + had + V <sub>3</sub>	Sub + would have + V <sub>3</sub>

**Note:-**

- **Will** ki jagah **can/may/shall** aa sakta hai.
- **Would** ki jagah **could/might/should** aa sakta hai.
- **If** ke sath **will/shall** ka prayog na karein.
- Kabhi bhi **was** ka prayog na karein.

- e.g. (i) If it ~~will rain~~ tomorrow, we will stay at home. (use 'rains')
- (ii) If I ~~was~~ rich, I would travel the world.  
(use 'were')
- (iii) If he had studied harder, he would have passed the exam. [✓]
1. If you had apprised me about (a)/your problem earlier, (b)/I would have allow you to go. (c)/no error (d)

**[SSC CHSL 01/07/2024 Shift-III]**

2. When Serena (a)/will arrive, (b)/she will (c)/call you. (d)

**[SSC CHSL 11/07/2024 Shift-I]**

3. The teacher will (a)/certainly help you (b)/if you will (c)/ask her. (d)

**[SSC CHSL 11/07/2024 Shift-III]**

**Answer key**

1. (c)      2. (b)      3. (c)

**Rule 68**

*Modal verbs ke baad V<sub>i</sub> ka prayog karte hai.*

*Modals with basic meaning.*

- **Shall/Will** – future
  - **Could/can** – ability
  - **May/might** – obligation/assumption
  - **Have to/had to** – obligation
  - **Should** – duty/suggestion/(Chahiye ke sense mein)
  - **Ought to** – Moral duty/suggestion
  - **Used to** – Past habit
  - **Need** – Necessity
  - **Dare** – Courage
1. Looking at (a)/clouds in the (b)/sky, I think (c)/it will raining. (d)

**[SSC Steno.17/11/2022 Shift-III]**

2. By next year, (a)/we will been living (b)/in Bengaluru for eight years. (c)/no error (d)

**[SSC Steno.18/11/2022 Shift-I]**

3. By next March, (a)/ we will had been (b)/ living here for ten years. (c)/no error (d)

**[SSC Steno.18/11/2022 Shift-II]**

4. He is such (a)/an untruthful man, (b)/that no one (c)/will believing him. (d)

**[SSC CHSL 30/05/2022 Shift-III]**

5. "I'm afraid I must left now," (a)/said the guest after (b)/the inaugural function was over. (c)/no error (d)

**[CHSL 10/07/2019 Shift-II]**

Answer key

1. (d)      2. (b)      3. (b)      4. (d)      5. (a)

### **Rule 69**

**Shall/will, can, may** ka prayog **past** mein **nahi** karte hai inki jagah **would/should, could, might** ka prayog karte hai.

e.g. (i) I told him that he **can** do the worth. (use 'could')

(ii) They asked him if he **may** help them. (use 'might')

1. Mr. Rao asked the newcomer (a)/to his office (b)/if he will minded (c)/working late that day. (d)

**CGL 23/8/2021 S2**

Answer key

1. (c)

**Rule 70**

**Time** aur **condition** ke clause mein **shall/will** ka prayog **nahi** kiya jata hai, isliye neeche likhe conjunctions ke bad **shall/will** ka prayog na karein.

**Word list:-** If, unless, until, when, as soon as, as long as, after, before, by the time, in case etc.

e.g. (i) If you **will** help me, I will give you a gift.  
(drop 'will')

(ii) By the time they **will** reach here, I will have eaten all the food. (drop 'will')

1. By the time (a)/we will reach the station, (b)/the train will have already left. (c)/no error  
(d)

[SSC STENO.18/11/2022 Shift-III]

2. We will rest for (a)/sometime when (b)/we will reach the top. (c)/no error (d)

[CGL 06/6/2019 Shift-III]

Answer key

1. (b)
2. (c)

**Rule 71**

'**Need**' aur '**dare**' jab **helping verb (modal)** hote hain tab inke baad **V<sub>1</sub>** aur jab ye **main verb** hote hain tab inke baad **to + V<sub>1</sub>** aata hai.

**Note:-** Ye keval **negative** aur **interrogative** sentence mein **modal** ban sakte hain.

**Note:-** 'Not' ke bad **M.V.** aur pehle **H.V.** ati hai.

e.g. (i) You need not *to* help me (drop 'to')

(ii) They need *help* you. (Use 'to help')

### **Rule 72**

**Used to** ke sath banane vale *important structures*.

#### **Structure:-**

- Sub + Used to + V<sub>1</sub> (*Past habit (affirmative)*)
- Sub + did not + use to + V<sub>1</sub> (*negative*)
- Sub + be/get/become + used to + V<sub>1</sub> + ing (*habit*)
- Sub + be + used to + V<sub>1</sub> (*passive voice*)

e.g. (i) I am used to *work* late night (use 'working')

(ii) He used to *visiting* her house daily (use 'visit')

### **Rule 73**

**Had better/would rather** ke baad hamesha **verb** ki **first form** ka prayog kiya jata hai aur 'not' ka prayog inke baad mein hota hai.

e.g. (i) I had better *prepared* for the exam. (use 'prepare')

- (ii) He would better solve the problems given by his teacher. [✓]
1. You'd better (a)/gone now, (b)/or you'll be late. (c)/no error (d)

**[SSC CGL Mains 2010]**

2. I would (a)/rather to (b)/die than beg. (c)/no error (d)

**[SSC CPO Pre 06/07/2018]****Answer key**

1. (b)      2. (b)

**Rule 74** **$V_1 = V_2 = V_3$ :**

<b><math>V_1</math></b>	<b><math>V_2</math></b>	<b><math>V_3</math></b>
Shut	Shut	Shut
Split	Split	Split
Hurt	Hurt	Hurt
Burst	Burst	Burst
Let	Let	Let
Broadcast	Broadcast	Broadcast
Cast	Cast	Cast
Read	Read	Read
Spread	Spread	Spread

e.g. (i) She *putted* on a southern accent when she answered the phone. (use 'put')

- 
1. We usually sleep in (a)/bedrooms with the door (b)/firmly shuted (c)/behind us. (d)

[MTS 13/07/2022 Shift-II]

2. Increasing racism and hate crimes (a)/casted a shadow (b)/over elections. (c)/No error. (d)

[SSC 19/05/2013]

3. Raman putted the vegetables (a)/in the frying pan (b)/and after adding some water, (c)/closed the lid. (d)

[CGL 16/8/2021 Shift-III]

Answer key

- 
1. (c)      2. (b)      3. (a)

### **Rule 75**

#### **Important Verb Forms:-**

<b>V<sub>1</sub></b>	<b>V<sub>2</sub></b>	<b>V<sub>3</sub></b>
Sing	Sang	Sung
Begin	Began	Beginn
Swim	Swam	Swum
Bring	Brought	Brought
Buy	Bought	Bought
Get	Got	Got
Forget	Forgot	Forgotten
Become	Became	Become
Welcome	Welcomed	Welcomed
Swing	Swang	Swung

Take	Took	Taken
See	Saw	Seen
Bite	Bit	Bitten
Beat	Beat	Beaten

- e.g. (i) He has *beated* me very badly. (use 'beaten')  
(ii) She loves to *sung* her favourite songs every morning. (use 'sing')

1. The monkeys swinged (a)/on the branches and (b)/jumped over the compound wall. (c)/no error (d)

**[CHSL 5/8/2021 Shift-II]**

2. He tried to run away (a)/but was soon (b)/overtook by (c)/some policemen. (d)
3. On the way (a)/he was bited (b)/on his toe (c)/by a poisonous snake. (d)

**[CGL Mains 2020 ]**

**[CGL 10/6/2019 Shift-III]**

Answer key

1. (a)
2. (c)
3. (b)

### Rule 76

V <sub>1</sub>	V <sub>2</sub>	V <sub>3</sub>	Adj.
Sink	Sank	Sunk	Sunken
Drink	Drank	Drunk	Drunken
Shrink	Shrank	Shrunk	Shrunken
Strike	Struck	Struck	Stricken

Melt	Melted	Melted	Molten
Get	Got	Got	Gotten
Rot	Rotted	Rotted	Rotten
Prove	Proved	Proved	Proven
Load	Loaded	Loaded	Laden

- e.g. (i) The mango is ~~rotted~~. (use 'rotten')  
(ii) She was wearing newly gotten dress. [✓]  
1. The apple tree (a)/was loaded with (b)/fruit.  
(c)/no error (d)

**[SSC CGL Mains 08/08/2022]**

Answer key

1. (b)

### **Rule 77**

#### **Confusing pair of verbs:-**

- (a) Bear → Bore → Born (to give birth – janm dena)  
Bear → Bore → Borne (to tolerate – sahan karna)
- (b) Fall → Fell → Fallen (to descend freely - girna) (ITV)  
Fall → Felled → Felled (to bring down - girana) (TV)
- (c) Wind → Wound → Wound (to turn - mudna)  
Wound → Wounded → Wounded (to hurt - chot pahuchana)

- (d) Find → Found → Found (to discover - khajna/pana)  
Found → Founded → Founded (to establish - sthapit karna)
- (e) Hang → Hanged → Hanged (faansi dena)  
Hang → Hung → Hung (latakana)
- (f) Grind → Ground → Ground (to reduce sth in small pieces - peesna)  
Ground → Grounded → Grounded (to land - jameen par lana)
- (g) Rise → Rose → Risen (badhna) (ITV)  
Raise → Raised → Raised (badhna) (TV)
- (h) Arise → Arose → Arisen (uthna) (ITV)  
Arouse → Aroused → Aroused (uthana) (TV)
- (i) Lie → Lay → Lain → Lying (rakha hona) (ITV)  
Lay → Laid → Laid → Laying (rakhna) (TV)  
Lie → Lied → Lied → Lying (Jhooth bolna)
- e.g. (i) I *founded* my missing wallet in the car.  
(use 'found')  
(ii) She *found* the company in 1990. (use 'founded')

- 
1. The Andes mountains (a)/lay between (b)/ Chile and Argentina. (c)/no error (d)

**[MTS 22/07/2022 Shift-III]**

2. The snow storm (a)/will effect (b)/thousands of travellers. (c)/no error (d)

**[SSC CHSL 10/03/2023 Shift-I]**

3. The recent discoveries (a)/have risen hopes (b)/about possible applications. (c)/no error (d)

**[SSC CHSL 09/03/2023 Shift-I]**

4. Lay your books aside and (a)/lay down to rest (b)/for a while. (c)/no error (d)

**[SSC CGL Mains 2010]**

5. He was so curious (a)/that he rose many (b)/questions in the meeting. (c)/no error (d)

**[SSC CGL Pre 2023]**

Answer key

- 
1. (b)      2. (b)      3. (b)      4. (b)      5. (b)

### **Rule 78**

#### **Confusing Pair of Words:-**

1. Vocation = Profession (vyavsay)  
Vacation = Holiday (avkash)

2. Ensure = Make certain (sunisshit karna)  
Insure = Provide insurance (Bima karna)  
Assure = Give Confidence (Aashvashan dena)
3. Whither = To where (kahan)  
Wither = To dry up or fade (murjhana)  
Weather = Atmospheric conditions (Mausam)  
Whether = Expresses choice or doubt (Kya)
4. Vain = Conceited or having excessive pride (Ahankari)  
Vein = Blood vessel (Raktvahini)
5. Adopt = Accept or To Take on (Grahan karna)  
Adept = Skilled or proficient (Kushal)  
Adapt = To adjust or modify (Anukulit Karna)
6. Contagious = Spreads illness (Sankramak)  
Contiguous = Adjacent (Satey huey)
7. Canvas = Fabric (Tent ka kapda)  
Canvass = Survey (Sarvekshan)
8. Advice (N) = Recommendation (Salah)  
Advise (V) = Recommend (Salah dena)
9. Effect (N) = Result (Parinaam)  
Affect (V) = To influence (Prabhavit karna)
10. Accept = To receive or agree (Savikrat karna)  
Except = To exclude (Apvaad)  
Expect = To hope (aasha karna)

- 
- 11. Desert - Arid land (Registan)  
Dessert = Sweet course (Mithai)
  - 12. Credulous = Gullible (Ati-vishwasheel)  
Credible = Believable (Vishwasniya)
  - 13. Decent = Proper or respectable (Accha)  
Descent = Origin or downward movement (Utpatti ya Utaar)
  - 14. Assent = Agreement (Sehmati)  
Ascent = Climb or rise (Chadhai)
  - 15. Complain (V) = To express dissatisfaction (Shikayat karna)  
Complaint (N) = a statement of dissatisfaction (Noun)
  - 16. Stationary = Not moving (Sthir)  
Stationery = Writing materials (Kagaz aur Kalam)
  - 17. Quite = To a considerable extent (Kaafi)  
Quiet = Silent (Shaant)  
Quit = To stop or leave (Chhadna)
  - 18. Principal = Head of a school or main (Pradhan, Mukhya)  
Principle = Fundamental rule or belief
  - 19. Illicit = Forbiden by law or rules (Avaidh)  
Elicit = to draw out/bring forth (Utejit Karna)

20. Loose = Not tight or free (Dheela)  
Lose = To misplace or not win (Khona)  
Loss = The state of losing (Haani)
21. Practice (N) = The act of doing something regularly (Abhyash)  
Practise (V) = To perform or do repeatedly (Abhyas karna)
22. Success (N) = Safal  
Succeed (V) = Safal hona
23. Interior (Adj.) = Connected with the inside part of something  
Internal (Adj.) = Connected with the inside of sth  
Ulterior (Adj.) = That you keep hidden or secret
1. The teacher asked (a)/the students to be quite (b)/during the exam. (c)/no error (d)

**[SSC CPO 2023]**

2. The frog adopts itself (a)/to live both in (b)/water and on land. (c)/no error (d)

**[SSC CGL Pre 2023]**

3. You must avoid riding in crowded bus (a)/or travelling in a metro (b)/ during rush hour (c)/as both are quiet unpleasant experiences. (d)

**[SSC CGL Pre 2023]**

4. The young men from Japan (a)/found the assent of the mountain (b)/hard going (c)/no error (d)

[SSC Tax assistant 11/12/2005]

5. Contented people (a)/seldom complaint (b)/against (c)/their fate. (d)

[CGL Mains 08/08/2022]

6. Solutions to (a)/the country's interior (b)/problems are still (c)/a long way away.(d)

[SSC CGL 11/09/2024 (Shift-III)]

7. Mr. Surya (a)/have no interior (b)/motive in offering (c)/you support. (d)

[SSC CGL 13/09/2024 (Shift-I)]

#### Answer key

- |        |        |        |        |        |
|--------|--------|--------|--------|--------|
| 1. (b) | 2. (a) | 3. (d) | 4. (b) | 5. (b) |
| 6. (b) | 7. (b) |        |        |        |

### Rule 79

Inn verbs ke sath 'as' ka prayog nahi hota hai:- Name, appoint, make, elect, select, choose, consider, think, nominate, declare, etc.

#### Structure:-

- Verb + object + as [x] + noun/pronoun

e.g. (i) The esteemed company of this city appointed me as the manager. (drop 'as')  
(ii) My friend called me hero. [✓]

- 
1. They made her (a)/as the Chairperson (b)/of their bank. (c)/no error (d)

[CGL Mains 12/09/2019]

Answer key

---

1. (b)

### **Rule 80**

In *verbs* ke sath '**as**' ka prayog kiya jata hai:-  
Portray, depict, mention, regard, describe, know, define, treat, view, etc.

#### **Structure:-**

- *Verbs + object + as [✓] + noun/pronoun*  
e.g. (i) He mentioned her a potential candidate for the position. (use 'as' after 'her')  
(ii) They treated her one of their own family members. (use 'as' after 'her')

### **Rule 81**

#### **Causative verbs:-**

Diye gaye *causative verbs* ke *structure* ko yaad rakhein:

#### **Structure:-**

- *Make + obj. (doer) + V<sub>1</sub> (bare infinitive) (active)*
- *Be + made + to + V<sub>1</sub> (passive)*
- *Get (M.V.) + obj. (doer) + to + V<sub>1</sub>*

- *Get (M.V.) + obj. (non-doer) + V<sub>3</sub>*
  - *Have + obj. (doer) + V<sub>1</sub>*
  - *Have + obj. (non-doer) + V<sub>3</sub> (passive)*
- e.g. (i) She made him ~~to cry~~. (use 'cry')
- (ii) I must get my car washed before leaving. [✓]
1. His miserable (a)/condition made (b)/us wept.  
(c)/no error (d)

**[SSC CGL Mains 21/09/2014]**

2. The landlady made me (a)/changing (b)/the design (c)/of the kitchen three times. (d)

**[SSC CPO Pre 12/03/2019]**

3. I initially thought of including (a)/both the mother and the child, but the woman (b)/was reluctant to have their pictures take. (c)/no error (d)

**[MTS 25/07/2022 Shift-III]**

Answer key

- 
1. (c)      2. (b)      3. (c)

### **Rule 82**

*'To + V<sub>1</sub>' ko infinitive bolte hain isko 'noun' ki tarah ya phir purpose ko dikhane ke liye prayog karte hain.*

**Exam mein to + V<sub>2</sub> ya to + V<sub>3</sub> lagakar error ke question aate hain.**

- e.g. (i) I want to *get* a job. (use 'get')  
(ii) They needed to *spent* more time together.  
(use 'spend')
1. Tomorrow, please help (a)/me to disposed off unwanted (b)/papers that are piled (c)/up on my table. (d)

**[CRPF HCM 24/02/2023 Shift-II]**

2. Though you may not (a)/be able to conquer, I exhort you (b)/to fought bravely to the last. (c)/no error (d)

**[SSC CHSL 03/06/2022 Shift-III]**

3. The allies (a)/of the government (b)/decided to (c)/withdrew all support. (d)

**[CGL Mains 29/01/2022]**

4. The supervisor (a)/wanted to known (b)/the pros and cons (c)/of the issue. (d)

**[CGL 16/08/2021 Shift-II]**

5. Laws and rules (a)/are made to safeguarding (b)/our rights and protect us (c)/no error (d)

**[CGL Mains - 16/11/2020]**

## Answer key

1. (b)      2. (c)      3. (d)      4. (b)      5. (b)

**Rule 83**

**Verb** ki '**ing**' form jab **noun** ka kaam karti hai to usko '**gerund**' kahte hain.

Exams mein *infinitive* aur *gerund* ke difference par questions aate hain. Aise **actions jo main verb se pehle** ho chuke hain ya **main verb ke sath-sath** hote hain unhe **gerund** se dikhate hain aur jo **main verb ke baad** hote hain unhe **infinitive** se dikhate hain.

- Inn **verbs** ke baad **infinitive** ka prayog karte hain.

**Word list:-** Invite, request, expect, refuse, afford, encourage, force, compel, persuade, order, tell, remind, etc.

- Inn **verbs** ke baad **gerund** ka prayog karte hain.

**Word list:-** Appreciate, enjoy, suggest, consider, admit, resist, contemplate, detest, dislike, deny, avoid, delay, forgive, mind, to be busy, can't help, anticipate, etc.

e.g. (i) I don't mind ~~to sit~~ with you. (use 'sitting').

(ii) I hope ~~sitting~~ with you soon. (use 'to sit')

1. Avika hopes (a)/getting a distinction (b)/in English. (c)/no error (d)

**[CGL Mains 29/01/2022]**

2. Do you (a)/recall to meet (b)/her at the party (c)/last night? (d)

**[CGL Pre 11/04/2021 Shift-II]**

3. Bhanu finished (a)/to read such a (b)/thick book in just two days.(c)/no error (d)

**[CGL Tier II - 15/11/2020]**

4. They will be ready leaving (a)/for the airport (b)/in an hour. (c)/no error (d)

**[CGL Tier II - 18/11/2020]**

5. Anita enjoyed (a)/to swim (b)/in the sea. (c)/no error (d)

**[CPO 11/12/2019 Shift-I]**

Answer key

- 
1. (b)      2. (b)      3. (b)      4. (a)      5. (d)

### **Rule 84**

**Gerund** ke pahle **possessive case** ka prayog hota hai.

- e.g. (i) The teacher didn't allowed *him* talking in the class. (use 'his')  
(ii) He is afraid of *you* leaving him. (use 'your')

1. He was surprised (a)/at me refusing (b)/his offer. (c)/no error (d)

[CPO- 12/3/2019 Shift-III]

2. Due to me being a new comer (a)/I was unable (b)/to get a good house. (c)/no error (d)

[FCI Assistant 25/02/2012 Shift-I]

3. The fact of me (a)/being a stranger (b)/does not excuse his conduct. (c)/no error (d)

[SSC Tax assistant 14/12/2008]

Answer key

1. (b)      2. (a)      3. (a)

### **Rule 85**

Bina ‘**to**’ ke **infinitive (V<sub>1</sub>)** ke prayog karna **bare infinitive** kahlata hai.

**Note:-** Diye gaye situations mein bare infinitive ka prayog karte hain.

#### **Structure:-**

*Let/bid/make/have + somebody + V<sub>1</sub>*

e.g. (i) Let him **to** go. (Drop ‘to’)

(ii) She made him **to** cry. (Drop ‘to’)

1. He wouldn't let (a)/anyone to drive (b)/his new car. (c)/no error (d)

[CPO 12/12/2019 Shift-I]

2. They made us (a)/to wait whole they (b)/were checking our documents. (c)/no error (d)

[CPO- 12/3/2019 Shift-III]

Answer key

1. (b)      2. (b)

### Rule 86

#### **Present participle v/s Past Participle:**

Verb se banne wale adj. ko participle kahte hain. Ye 2 types ke hote hain.

- (a) **Present Participle** – V<sub>1</sub> + ing (Active meaning)  
(b) **Past participle** – V<sub>3</sub> (Passive meaning)  
• **Verb of movement and activity** ke baad **present participle ‘adverb of manner’** ki tarah kaam karta hain.

e.g. (i) We were *boring* (Use ‘bored’)

(ii) The movie was *bored*. (Use ‘boring’)

1. We've decided to spend (a)/our time play online games (b)/as we will not go out (c)/on a vacation this year. (d)

[CHSL 09/08/2021 Shift-III]

2. Cyclone Amphan roared (a)/into West Bengal on Wednesday leave (b)/behind a trail of devastation across (c)/a large area of the state. (d)

[CHSL 12/08/2021 Shift-II]

3. Airlines have increased (a)/fares because according to the new rules (b)/only limiting passengers are allowed. (c)/no error (d)

**[CHSL 12/04/2021 Shift-II]**

4. She picked up (a)/the books lie on the table (b)/and put them on the shelf. (c)/no error (d)

**[CPO 25/11/2020 Shift-I]**

Answer key

- 
1. (b)      2. (b)      3. (c)      4. (b)

### **Rule 87**

**Let** ke baad hamesha **pronoun** ke **objective case** tatha **verb** ki **first form** ka prayog kiya jata hai

1. He wouldn't let (a)/anyone to drive (b)/ his new car. (c)/no error (d)

**[SSC CPO 12/12/2019 Morning]**

2. We have finished our work for the day (a)/ so let we go (b)/home early today. (c)/no error (d)

**[SSC CHSL 11/08/2021 Shift-II]**

Answer key

- 
1. (b)      2. (b)

### **Rule 88**

#### **Cases of Pronouns:-**

I<sup>st</sup> person

I

Me

Mine

We

Us

Ours

II <sup>nd</sup> person	You	You	Yours
III <sup>rd</sup> person	He	Him	His
	She	Her	Hers
	It	It	-
	They	Them	Theirs

- *Subjective case ka comparison subjective case ke saath, objective case ka comparison objective case ke saath, aur possessive case ka comparison possessive case ke sath hi kiya jata hai.*

**Note:- Subject** ke liye **pronoun** ke **subjective case** ka prayog karte hai jabki **object** ke liye **objective case** ka prayog kiya jata hai. Yaad rakhein '**be**' verb ki forms ke baad mein hamesha **subjective case** ka prayog hota hai.

e.g. (i) He speaks English more fluently than **me**. (use 'I')

(ii) Your idea is better than **me**. (use 'mine')

1. David and me are (a)/brothers but (b)/from different mothers. (c)/no error (d)

[MTS 14/08/2019]

2. My house (a)/is more (b)/spacious than (c)/my sister. (d)

[CGL Pre 12/04/2022 Shift-I]

3. It was him (a)/who was responsible (b)/for this mishap (c)/that took place yesterday.(d)

[SSC Steno. 06/02/2019]

Answer key

1. (a)      2. (d)      3. (a)

### **Rule 89**

- **My, our, your, his, her, its, their, etc.** possessive determiners/adjectives hote hain, inka prayog hamesha **noun** ke pahle kiya jata hai. Inka prayog bina **noun** ke nahi kar sakte.
- **Mine, ours, yours, his, hers, its, theirs, etc.** possessive pronouns hote hain. Inka prayog **noun** ke pahle nahi kar sakte. Inke sath **apostrophe ('s)** lagane ki galti na karein.

- e.g. (i) This book is **my**. (use 'mine')  
 (ii) This is **mine** book. (use 'my')

1. The small cafe (a)/at the end (b)/of the road (c)/is her. (d)

[CGL Mains 16/11/2020]

2. The seat (a)/which you (b)/are sitting on (c)/is my. (d)

[CGL Mains 18/11/2020]

3. I have made (a)/it a point to call my teachers (b)/on September 5 as a token (c)/of mine gratitude. (d)

[CHSL 15/04/2021 Shift-II]

---

Answer key

1. (d)      2. (d)      3. (d)

### **Rule 90**

*One ke possessive case hamesha one's aur reflexive pronoun 'oneself' hota hain.*

**Note:-** *Everyone, someone, no one inka possessive case his aur reflexive pronoun 'himself' hota hain.*

1. One should be careful (a)/to re-read (b)/what they has written. (c)/no error (d)

**[CPO Tier II 27/9/2019]**

2. One must (a)/do his/her (b)/duty properly. (c)/no error (d)

**[SSC CPO Mains 2023]**

---

Answer key

1. (c)      2. (b)

### **Rule 91**

#### **Use of 'it':-**

**"It"** ka prayog *time, weather, climate, temperature, distance ya kisi natural event ko denote karne ke liye introductory subject ke roop mein kiya jata hai.*

#### **Its v/s It's:-**

**Its** ka prayog **possession** dikhane ke liye karte hai jabki **it's** ka meaning '**it is**' hota hai.

- e.g. (i) It is very humid in the summer. [✓]  
 (ii) It is 30 degrees Celsius today. [✓]  
 1. Its impossible to conduct (a)/truly causal research on (b)/media consumption and suicide. (c)/no error (d)

[SSC CHSL 21/03/2023 Shift-4]

2. Its always a (a)/beautiful day (b)/in my neighbourhood. (c)/no error (d)

MTS 20/07/2022 S3

Answer key

1. (a)      2. (a)

### **Rule 92**

#### **There v/s Their:-**

**There** se generally sentence ki **shuruaat** ki jati hai aur **their** ka prayog **noun** se pahle **possession** dikhane ke liye kiya jata hai.

- e.g. (i) They have forgotten *there* keys on the table. (use 'their')

1. Their will be (a)/twenty-three tableaux (b)/in the Republic Day parade. (c)/no error (d)

[CRPF HCM 01/03/2023 Shift-II]

2. Their are numerous (a)/buildings outside our (b)/school premises. (c)/no error (d)

[MTS 19/07/2022 Shift-II]

3. Their is direct evidence that when learning (a)/occurs, neuro-chemical communication between (b)/neurons is facilitated and less input is required. (c)/no error (d)

[SSC CGL Mains]

Answer key

1. (a)      2. (a)      3. (a)

### **Rule 93**

Jab *verb* ka *subject* aur *object* same person ya *thing* ho tab *object* ki jagah *reflexive pronouns* ka prayog kiya jata hai.

#### **Use of reflexive pronoun as object:-**

- (a) **Word list:-** *enjoy, avail, absent, pride, adjust, reconcile, acquit, amuse, resign, avenge, exert, apply, adapt, etc.*

Agar inn *words* ke saath *object* na diya jaye, tab inke saath **reflexive pronoun** ka **object** ke roop mein prayog hota hai.

- (b) **Word list:-** *keep, stop, turn, qualify, bathe, move, rest, hide, etc.*

Inn *words* ke sath *object* ke roop mein **reflexive pronoun** ka prayog nahi hota hai.

- e.g. (i) Radhika *availed* of the opportunity. (use 'availed herself')

- (ii) He adapted himself to the new environment. [✓]
- Try to avail of (a)/every opportunity (b)/that comes your way. (c)/no error (d)
- [CGL Mains 18/11/2020]**
- She availed of (a)/the big discounts (b)/at the sale. (c)/no error (d)

**[SSC CPO 11/12/2019 Shift-III]**

Answer key

1. (a)      2. (a)

### **Rule 94**

#### **Who v/s whom:-**

- **Who** ka prayog **subjective pronoun** ke roop mein hota hai aur **whom** ka prayog **objective pronoun** ke roop mein hota hai.

e.g. (i) **Whom** made this delicious cake? (use 'Who')

(ii) **Who** should I contact for more information? (use 'whom')

- Whom you think, (a)/will be selected as (b)/the head boy of the school? (c)/no error (d)

**[MTS 19/08/2019 Shift-II]**

- May I know (a)/to who (b)/I am speaking? (c)/no error (d)

**[SSC CHSL 2011]**

3. Who (a)/do you think (b)/I met? (c)/no error (d)

[SSC CGL 16/08/2015]

Answer key

1. (a)      2. (b)      3. (a)

### **Rule 95**

#### **Whom/who v/s which:-**

- **Who/whom** ka prayog *human beings* ke liye kiya jata hai.
  - **Which** ka prayog *things* ke liye kiya jata hai  
*e.g.* (i) The man *which* you met is a criminal.  
(use 'whom')  
(ii) The book *who* you bought is worth reading. (use 'which')
1. The government has announced (a)/a gradual reboot of air travel (b)/who was halted two months ago (c)/due to lockdown. (d)

[CHSL 16/4/2021 Shift-I]

2. I don't like (a)/movies who has (b)/an unhappy ending. (c)/no error (d)

[CGL Tier II 11/9/2019]

3. My elder brother, (a)/which you'll (b)/meet later, (c)/is a dentist. (d)

[CGL Pre 12/04/2022 Shift-I]

4. The boy which stole (a)/the money was caught (b)/by the police. (c)/no error (d)

[CGL, 04/3/2020 Shift-I]

Answer key

1. (c)      2. (b)      3. (b)      4. (a)

### **Rule 96**

*Relative pronoun who/which/that ke liye verb hamesha inke pehle likhe gaye antecedent ke according likhte hain.*

1. The blue lotus (a)/is one of the most beautiful (b)/flowers which grows (c)/in her garden. (d)

[CHSL 04/7/2019 Morning]

2. My brother (a)/who live in Pune (b)/is arriving tomorrow. (c)/no error (d)

[CGL 20/2021]

3. This is one of the boldest (a)/economic reform that have ever (b)/been introduced. (c)/no error (d)

[CPO 12/12/2019]

Answer key

1. (c)      2. (b)      3. (b)

### **Rule 97**

#### **Each other v/s One another:**

Ye reciprocal pronouns hote hain aur inka prayog **mutual action** ko dikhane ke liye kiya jata hai.

- **Each other** ka prayog **2 persons/things** ke liye hota hai, aur **one another** ka prayog **2 se zyada persons/things** ke liye hota hai.
- Inka prayog kabhi bhi *verb* ke *subject* ke roop mein nahi hota hai, vaha '**the other**' ka prayog karna chahiye.

- e.g. (i) Radhika and Kavita help **one another** with their homework. (use 'each other')
- (ii) The students in the class were helping **each other** with the project. (use 'one another')
1. They each listened (a)/carefully to what (b)/each other said. (c)/no error (d)
  - [CGL Pre 18/04/2022 shift-III]
  2. The three of them (a)/shouted out to each another (b)/when the train started moving. (c)/no error (d)

[CGL Mains 16/11/2020]

Answer key

- 
1. (c)
  2. (b)

### **Rule 98**

#### **The other v/s Another:-**

- **Another** → 'additional' ya 'ek aur'
- **The other** → '2 persons ya items mein se doosra'

- **The others** → remaining all

- **Others** → dusre log (general sense)

e.g. (i) She has two pens; one is blue, and **other** is black. (use 'the other')  
(ii) He will need **other** three days to complete the project. (use 'another')

### **Rule 99**

#### **Question Tag:-**

- Question tag banate samay kewal **pronoun** aur **helping verb** ka prayog kiya jata hai.
- **Helping verb** usi **tense** mein likhi jati hai jis **tense** mein **sentence** likha gaya hai.  
*Question tag* banate samay 3 cheezon ko yaad rakhe:-
  - (a) *Statement positive* ho tab *question tag negative* banega or agar *statement negative* ho tab *question tag positive* banega.
  - (b) *Sentence ke subject* ke anusaar **pronoun** likhna.
  - (c) *Sentence ke tense* ke anusaar **helping verb** likhna.

e.g. (i) Radhika is a beautiful girl, **is** she? (use "isn't")

- 
- (ii) They are not going to play cricket, are ~~us~~? (use 'they')
- Diye gaye words negative hai isliye inka question tag positive banega.

**Word list:-** Not, no, never, no sooner, no longer, nothing, nobody, neither, none, few, little, hardly, scarcely, barely, rarely, seldom, etc.

- e.g. (i) He seldom visits us, ~~doesn't~~ he? (use 'does')
- (ii) She has never been to Paris, ~~hasn't~~ she? (use 'has')

- 'This/that' ya phir 'this/that + noun' ke liye question tag ka subject sentence mein prayog hue noun ke according lagate hai.

- e.g. (i) This book is yours, isn't ~~this~~? (use 'it')
- (ii) That girl was so cute, wasn't ~~it~~? (use 'she')
- Diye gaye words ka prayog sentence ki starting mein hone par question tag ka subject 'of' ke baad aane wale noun/pronoun ke according aata hai.

**Word list:-** Either of, neither of, each of, some of, all of, both of, every one of, none of, any of, a few of, 50 percent of, two thirds of, etc.

- 
- e.g. (i) Each of the students has a book, don't ~~he~~? (use 'they')  
(ii) Any of the students can solve this question, can't ~~we~~? (use 'they')  
(iii) Two thirds of the money was spent, wasn't ~~they~~? (use 'it')

➤ Agar statement ka subject **everything, nothing, something, anything** diya gaya ho tab question tag ka subject '**it**' ko banaya jata hai.

- e.g. (i) Anything could happen, couldn't it? [✓]  
(ii) Something needs to be done, doesn't it? [✓]

➤ Agar collective noun ek **unit (singular noun)** ki tarah ho tab question tag ka subject '**it**' hogा.

- e.g. (i) The team is playing well, isn't ~~they~~? (use 'it')  
(ii) The committee has decided the dates, hasn't ~~they~~? (use 'it')

➤ Agar **collective noun** mein **division** show kiya gaya ho tab question tag ka subject '**they**' hogा.

- e.g. (i) The committee have different opinions, don't ~~it~~? (use 'they')  
(ii) The group are presenting their ideas, aren't ~~it~~? (use 'they')

➤ Agar sentence mein 2 clause diye gaye ho tab:

(i) Main clause + conj. + subordinate clause, .... ?



Question Tag main clause ke according

(ii) Agar main clause mein subject 'I' ho aur **think, suppose, guess, feel, etc.** (verb jo opinion dikhate hai)

Main clause + conj. + so clause .... ?



Question Tag According to this

(iii) Main clause + conj. + coordinate clause, .... ?



Question Tag coordinate clause ke according

e.g. (i) They know that she is coming, don't they?

(ii) I suppose she will arrive soon, won't she?

### **Imperative sentences ka question tag:-**

#### **Sentence**

V<sub>1</sub> + ....

Don't + V<sub>1</sub>

Let us + V<sub>1</sub>

Let's (not) + V<sub>1</sub>

#### **Question tag**

Won't you

Will you

Won't you

Shall we?

---

Jab offer/request ka sense ho:	Will you?
Jab daatne ka sense ho:	Can't you/can you?
Jab moral duty ka sense ho:	Shouldn't you/we?

- e.g. (i) Help the poor, *should* you? (use "shouldn't")  
(ii) Let's not go to school, *shalln't* we? (use 'shall')

1. Your eldest sister (a)/lives in (b)/a big city,  
(c)/does she? (d)

**[CGL Pre - 13/04/2021 S1]**

2. He won't come (a)/to school (b)/tomorrow,  
(c)/won't he? (d)

**[CGL Mains 2020]**

3. He does not (a)/tell lies, (b)/doesn't he? (c)/  
no error (d)

**[MTS 14/08/ 2019 (S2)]**

4. Swetha seldom (a)/waters (b)/the plants, (c)/  
isn't is? (d)

**[SSC steno 2023]**

5. Let's spend a few minutes (a)/in the park, (b)/  
can we? (c)/no error (d)

**[SSC CGL Mains 2010]**

6. Let's go (a)/for a walk, (b)/shouldn't we? (c)/no error (d)

**[OPSC ASO 2018]**

Answer key

1. (d)      2. (d)      3. (c)      4. (d)      5. (c)  
6. (c)

### **Rule 100**

**Adverbs** ka prayog **verb, adjective, adverb, conjunction, preposition** ya phir poore sentence ko *modify* karne ke liye kiya jata hai.

**Adjectives** ka prayog **noun/pronoun** ko *modify* karne ke liye kiya jata hai.

e.g. (i) **Very surprisingly**, the weather remained **unusually warm** just after the storm. [✓]

(ii) The **clever** boy solved the puzzle, and he was **proud** of his achievement. [✓]

1. It's important (a)/for media to be (b)/more responsibly (c)/and careful. (d)

**[MTS 09/08/2019 Shift-III]**

2. It feels greatly (a)/to be with you (b)/at this ceremony. (c)/no error (d)

**[MTS 15/07/2022 Shift-I]**

3. After a carefully investigation (a)/we discoved  
 (b)/that the house was infested with termites.  
 (c)/no error (d)

**[SSC CGL Pre 09/06/2011]**

Answer key

1. (c)      2. (a)      3. (a)

### **Rule 101**

*Linking verbs* jaise **be, become, seem, look, appear, turn, get, grow, taste, smell, keep, feel, make, prove, etc.** ke baad *adjective* ka prayog hota hai, na ki *adverb* ka.

- e.g. (i) He became *angrily* when he heard the news. (use 'angry')  
 (ii) The passengers grew angry about the delay. [✓]

1. The wedding gown (a)/looked decently (b)/despite being (c)/studded with jewels.(d)

**[SSC CGL Pre 09/12/2022]**

2. It feels greatly (a)/to be with you (b)/at this ceremony(c)/no error (d)

**[SSC MTS 15/07/2022]**

Answer key

1. (b)      2. (a)

**Rule 102**

Kuchh *words* aise hote hain jo *adverb* aur *adjective* dono ke roop mein ek hi *form* mein prayog kiye jate hain:

**Word list:** Daily, hourly, weekly, monthly, fast, straight, outright, etc.

- e.g. (i) The newspaper has a daily circulation of 20,000. [✓]
- (ii) This news agency releases magazine monthly. [✓]
1. Although Rahul ran very (a)/fastly, he could not (b)/catch the moving bus. (c)/no error (d)
  2. He doesn't (a)/know how to (b)/ draw quickly (c)/and straightly.(d)

[SSC CPO Pre 07/07/2018]

[SSC CGL Pre 07/12/2022]

Answer key

- 
1. (b)
  2. (d)

**Rule 103**

Kuchh *adjectives* aise hote hain jinme pahle se hi 'ly' laga hota hai, isliye unke aage 'ly' laga kar *adverb* banane ki galti na karein.

**Example:-**

<b>Noun</b>	<b>Adjective</b>	<b>Adverb</b>
• Coward	Cowardly	In a cowardly manner
• Miser	Miserly	In a miserly manner
• Woman	Womanly	In a womanly manner
• Friend	Friendly	In a friendly manner
• Order	Orderly	In an orderly manner
• Love	Lovely/ Loving	In a lovely manner
• Man	Manly	In a manly manner

e.g. (i) He is a *coward* man. (use 'cowardly')

(ii) He is a *miser* person. (use 'miserly')

1. Although he was sincere and hard working  
(a)/he could not confront (b)/his boss manly  
(c)/no error (d)
2. The research fellow defended (a)/ his thesis  
scholarly (b)/and obtained the degree (c)/no  
error (d).

[SSC Steno 17/11/22 Shift-III]

**Answer key**

- 
1. (c)

**Rule 104****Attributive-only' adjectives:-**

Niche diye gaye *adjectives* ko keval *attributive position* (*noun* ke pahle) mein prayog kiya jata hai.

**Word list:-** Elder, little, mere, sheer, floating, blazing, waking, nearby, exterior, interior, posterior, utter, lesser, urban, rural, former, latter, main/prime/principal/chief/major, etc.

- e.g. (i) An honest aspirant will surely get a good job. [✓]
- (ii) The posterior part of the building is not accessible. [✓]
- Parul is (a)/ ten years (b)/elder than(c)/her sibling (d).

[CPO Mains 26/07/2021]

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Answer key

1. (c)

**Rule 105****'Predicative only' adjectives:-**

Niche diye gaye *adjectives* ko keval *predicative position* (*linking verb* ke baad) mein prayog kiya jata hai.

**Word list:-** Afraid, afloat, ablaze/alight, alike, alone, asleep, awake, aware, ashamed, alive, addicted, glad, ill, well, etc.

- e.g. (i) The plant is still alive despite the drought.  
(ii) She felt ashamed of her behavior.

### **Rule 106**

#### **Sequence of adjectives:-**

Opinion - Size - Age - Shape - Colour - Origin - Material - Purpose + Noun. (**OSASCOMP**)

1. What is the (a)/price of this fancy (b)/dress pink? (c)/no error (d)

[SSC CHSL 21/03/2023 Shift-IV]

2. My friend has (a)/started a restaurant in (b)/a wooden big building in Manali.(c)/no error (d)

[CGL Mains 12/09/2019]

3. Each child (a)/was given a (b)/red beautiful balloon. (c)/no error (d)

[SSCC CGL 28/08/2016]

Answer key

1. (c)      2. (c)      3. (c)

### **Rule 107**

**'Than'** ke pahle hamesha *adjective* ki **comparative degree** ka prayog kiya jata hai.

- e.g. (i) Kashmir is *good* than Shimla. (use 'better')

- (ii) Shivani is smarter than her sister. [✓]
- A study finds that the average staff cost at (a)/a public sector bank is high than (b)/that at its private (c)/sector counterpart. (d)

**[SSC CHSL 09/03/2023 SHIFT-3]**

- They brightest stars (a)/can be 30,000 times (b)/most luminous (c)/than the Sun. (d)

**[MTS 08/07/2022 Shift-I]**

- She is brave than (a)/any other girl (b)/in the office. (c)/no error (d)

**[MTS 02/07/2022 Shift-III]**

Answer key

- (b)
- (c)
- (a)

### **Rule 108**

**Structure:-**

- Relatively + P.D. adj. [✓]
- Comparatively + P.D. adj. [✓]
- Relatively [✗] + C.D. adj. + than
- Comparatively [✗] + C.D. adj. + than

e.g. (i) The weather today is relatively *warmer* for this time of year. (use 'warm')

(ii) English Ramban is *comparatively* better than any other book. (drop 'comparatively')

1. My father (a)/is comparatively (b)/better today.(c)/no error (d)

**[SSC CHSL 2024]****Answer key**

1. (c)

### **Rule 109**

Jab ek hi *person/thing* ki **2 qualities** ka **comparison** hota hai tab niche diye gaye structure ka prayog kiya jata hai

#### **Structure:-**

- *More + P.D. adj. + than + P.D. adj.*
- e.g. (i) Gold is more costly than useful. [✓]  
(ii) He is more wise than smart. [✓]

### **Rule 110**

Niche diye gaye words ke baad '**to**' ka prayog hota hai '**than**' ka nahi aur inke sath '*more*' bhi nahi aata.

**Word list:-** Senior, junior, superior, inferior, prior, preferable

- e.g. (i) He is senior *than* me. (use 'to')  
(ii) Tea is preferable *than* coffee. (use 'to')
1. I like to read books, (a)/but my brother (b)/prefers to watching movies. (c)/no error (d)

**[SSC CPO 2023]**

- 
2. This phone is (a)/inferior than (b)/that one.  
(c)/no error (d)

**[SSC CHSL 2023]**

3. Honesty is (a)/more superior than (b)/riches  
(c)/no error (d)

**[SSC CGL Mains 25/10/2015]**

Answer key

---

1. (c)      2. (b)      3. (b)

### **Rule 111**

#### **Structure:-**

- *Different + from + and/but + C.D. adj + than*
- *-ior adj. + to + and/but + C.D. adj. + than*
- *C.D. adj + and/but + C.D. adj. + than*

e.g. (i) Abhishek is smarter **than** and wiser than Raghav. (drop 'than')

(ii) Radhika is **senior** and wiser than Ankita. (use 'senior to')

1. His cell phone is (a)/different and costlier (b)/than mine. (c)/no error (d)

**[SSC CPO 10/11/2022 Shift-1]**

Answer key

---

1. (b)

**Rule 112****Some important points related to adjectives:-**

(a) More + C.D. adj. [x]

The most + S.D. adj. [x]

e.g. (i) He is **more** smarter than I. (drop 'more')

(b) Adj. + and/but/or/nor + adj.

(Dono *adj.* ko *same degree* mein likhte hai.)

e.g. He is wiser and smarter than his brother. [✓]

(c) *Change of state* dikhane ke liye

P.D. adj. → C.D. adj.

(Mein *change* kiya jata hai)

e.g. (i) His condition is getting from bad to worse.

(d) (**half/twice/thrice**) as .... as P.D. as [✓]

(**Half/twice/thrice, etc.**) + C.D. adj. + than [x]

e.g. Ankit is twice **older than** his brother. (use 'as old as')

(e) (**Two times/three times, etc.**) as .... as P.D. as [✓]

(**two times/three times, etc.**) + C.D. adj. + than [✓]

e.g. This car is two times costlier than this bike. [✓]

1. If conventional arrangements and (a)/ patterns are made more scarce, other (b)/ arrangements and patterns will spring up. (c)/no error (d)

**[SSC CHSL 13/03/2023 SHIFT-1]**

2. The new media (a)/is more faster (b)/and more popular. (c)/no error (d)

**[MTS 11/07/2022 Shift-III]**

3. The mountain lion is (a)/one of the slyest and more (b)/elusive animals in the woods. (c)/no error (d)

**[MTS 13/07/2022 Shift-I]**

**Answer key**

- 
1. (b)      2. (b)      3. (b)

### **Rule 113**

**Structure:-**

- (a) 'As + positive degree (adj./adv.) + as'

Iska prayog **positive** aur **negative** dono prakar ke sentences mein kiya jata hai.

- (b) 'So + positive degree (adj./adv) + as'

Iska prayog **keval negative** sentences mein kiya jata hai.

e.g. (i) Radhika is ~~so~~ beautiful as a rose. (use 'as')

(ii) I don't drive as carefully as my brother. [✓]

1. A witness had seen a youth, (a)/perhaps aged young as (b)/ten or eleven, acting suspiciously. (c)/no error (d)

[SSC CHSL 17/03/2023 SHIFT-3]

2. Sakshi is (a)/as smarter as any other (b)/child in the class. (c)/no error (d)

[MTS 13/08/2019 Shift-I]

Answer key

1. (b)      2. (b)

### **Rule 114**

**'As .... as/so .... as'** aur '**than**' ke saath comparison karte samay yaad rakhein ki **comparison** hamesha **ek tarah ki cheezon** ke beech honi chahiye. Jiske liye hum aksar '**that/ those**' ya **noun** ke saath **apostrophe ('')** ka prayog karte hain.

- e.g. (i) The weather of Mumbai is better than *Delhi*. (use 'that of Delhi')  
 (ii) The stories in the Ramayana are more interesting than *the Mahabharata*. (use 'those in the Mahabharata')  
 1. The climate (a)/of Mumbai (b)/is better than Hyderabad. (c)/no error (d)

[SSC CGL Mains 01/12/2016]

2. A tiger's skull (a)/is similar (b)/to (c)/a lion. (d)

**[MTS 20/07/2022 Shift-I]**

3. The climate of (a)/Dehradun is better (b)/than Meerut. (c)/no error (d)

**[MTS 14/08/2019 Shift-I]**

Answer key

- 
1. (c)      2. (d)      3. (c)

### **Rule 115**

Subject ka comparison jis group se kiya ja raha ho yadi wo usi group ka member ho tab '**any**' ya '**no**' ke baad '**other**' aur *indefinite pronoun* ke baad '**else**' lagakar compare kiya jata hai.

**Note:** **Superlative degree** ke sath **other** ya **else** nahi aata hai.

e.g. (i) Mohit is more brilliant than ~~any boy~~ of his class. (user 'any other boy')

(ii) Aakash works harder than anybody else. [✓]

1. The Hindu is (a)/more popular than (b)/any newspaper in India (c)/no error (d)

**[SSC CHSL 2012]**

2. The circulation of the statesman (a)/is greater than (b)/that of any newspaper (c)/no error (d)

**[FCI Assistant Grade III 25/02/2012]**

Answer key

- 
1. (c)      2. (c)

### **Rule 116**

**2 mein se ek ko choose karne ke liye superlative degree ka prayog hota hai.**

*Superlative degree ke saath 'the' ka prayog kiya jata hai*

#### **Structure:-**

- *The + superlative degree*
- *The + very + superlative degree*
- *(Much/by far/quite/easily/nearly) + the + superlative degree*

e.g. (i) He is ~~the nearly~~ best boy of our colony.  
(use 'nearly the')

(ii) He is by far the best student of the class. [✓]

1. A tallest man (a)/that I have ever seen (b)/works in our coal mine. (c)/no error (d)

**[CGL Mains 15/11/2020]**

2. We are witnessing (a)/the worse level (b)/of income inequality in decades. (c)/no error (d)

**[CPO 15/03/2019 Shift-I]**

3. It was really a bad movie (a)/a worse movie I've ever seen (b)/in my life. (c)/no error (d)

**[CGL Mains 13/09/2019]**

#### **Answer key**

- 
1. (a)
  2. (b)
  3. (b)

**Rule 117**

*Adjective ki alag-alag degree mein unke saath alag-alag adverbs ka prayog kiya jata hai.*

- (i) **Positive degree** ke *adjectives* ke pahle aane wale *adverbs*:

**Word list:-** Very, so, as, too, how, enough, really, completely, absolutely, etc.

e.g. English Ramban is a very good book. [✓]

- (ii) **Comparative degree** ke *adjectives* ke pahle aane wale *adverb*:

**Word list:-** Much, very much, even, far, a lot, a little, rather, slightly, etc.

e.g. He is *very* smarter than any other boy of his class. (use 'much')

- (iii) *Superlative degree* ke *adjectives* ke pahle aane wale *adverb*:

**Word list:-** Much, by far, clearly, nearly, almost, very, quite, easily, etc.

e.g. Virat Kohli is *far* the best batsman in the world. (use 'by far')

- Bobo was (a)/very richer than Jim (b)/as he had illicitly accumulated (c)/all his wealth.

[CGL PRE (07/12/2022 SHIFT- III)]

Answer key

1. (b)

**Rule 118**

Inn *words* se pehle koi bhi *comparative degree* ya *superlative degree* ka prayog nahi kiya jata hai aur na hi '*very*' ka prayog hota hai.

**Word list:- Unique, excellent, perfect, ideal, entire, complete, chief, round, total, whole, singular, rectangular, square, spherical, extreme, annual, golden, deaf, blind, right, empty, circular, wrong, impossible, etc.**

- This is a unique idea. [✓]
- This is more unique idea. [✗]
- This is most unique idea. [✗]

e.g. (i) The solution was *most* perfect for our needs. (drop 'most')

(ii) This is ~~the most~~ ideal book for quick revision. (use 'an')

1. This is (a)/the most unique (b)/idea to solve the problem (c)/no error (d)

[SSC CGL Mains 2015]

2. Mango, the most unique fruit (a)/is available in India (b)/in plenty. (c)/no error (d)

[SSC MTS 16/02/2014]

Answer key

- 
1. (b)      2. (a)

## **Rule 119**

### **'Worth' aur 'Enough' ke usages:-**

(a) Worth

#### **Structure:-**

- *Noun + worth + price*
- *Noun + worth + V<sub>i</sub>+ing*
- *Subject + linking verb + worth + V<sub>i</sub>+ing*

**Note:-** *worth + V<sub>i</sub>+ing/price + noun [x]*

(b) Enough

#### **Structure:-**

- *Enough + noun*
- *Adverb/adjective + enough*

e.g. (i) The movie is worth ~~to watch~~. (use 'watching')

(ii) I couldn't run ~~enough fast~~ to catch up with her. (use 'fast enough')

1. Each of the four (a)/great tragedies (b)/of shakespeare is worth reading. (c)/no error (d)

**[SSC CGL Mains 13/09/2019]**

2. This is not (a)/a worth reading book (b)/so don't read it. (c)/no error (d)

**[SSC CAPF 28/09/2014]**

3. He was enough tall (a)/to be admitted (b)/into the armed forces. (c)/no error (d)

[SSC CPO 10/11/2022 Shift-III]

4. True positive thinking starts by embracing reality in its myriad (a)/shapes and forms; it involves the ability to feel negative emotions when you have to, (b)/and still maintain hope enough to keep on going. (c)/no error (d)

[SSC CGL Mains 2017]

Answer key

1. (d)      2. (b)      3. (a)      4. (c)

### **Rule 120**

Kuchh **adjectives ke pahle 'the'** ka prayog karne par wo us **poori community** ko represent karne lagte hain aur **plural common noun** ki tarah prayog kiye jate hai.

- Inke sath **plural verb** aati hai
- Inke sath **apostrophe ('s)** ka prayog **nahi** hota hai.

**Word list:-** The blind, the deaf, the poor, the rich, etc.

- e.g. (i) *Rich* have access to many luxuries. (use 'The rich')
- (ii) The young *is* full of energy and enthusiasm.  
(use 'are')

- 
1. The rich (a)/should (b)/help (c)/poor (d)

[SSC CHSL 04/08/2023 Shift - IV]

2. The rich (a)/is not (b)/always happy. (c)/no error (d)

[MTS 05/10/2017]

Answer key

---

1. (d)      2. (b)

### **Rule 121**

#### **Adverb of Manner:-**

*Adverb of manner* batate hain ki koi kaam kaise hua hai. Yeh '**how**' ka jawab hote hai.

#### **Position of adverbs of manner:-**

- *Verb ke baad agar object na likha ho tab adverbs of manner usi verb ke baad likha jata hai.*
- *Agar verb ka object likha ho tab adverbs of manner 2 jagah likhe ja sakte hai:*
  - (i) *Agar object chhota ho tab object ke baad.*
  - (ii) *Agar object bada ho ya usme koi aur verb ka prayog ho rakha ho tab adverb of manner ka prayog verb ke pahle kiya jata hai.*

e.g. (i) He fought *brave*. (use 'bravely')

- (ii) I did the work **smart**. (use 'smartly')  
 (iii) She sweetly sang a song of Kishor Kumar.
1. The thief (a)/entered the house, (b)/in the middle of the night, (c)/quiet. (d)

**[SSC CHSL 30/05/2022 Shift-II]**

2. I remember vivid the last road trip (a)/we had (b)/before the pandemic hit. (c)/no error (d)

**[SSC CHSL 01/06/2022 Shift-II]**

3. At one time birds (a)/and animals lived (b)/peaceful together. (c)/no error (d)

**[CGL Mains 08/08/2022]**

4. His energetic attitude (a)/showed that he had (b)/soundly slept (c)/the previous night (d)

**[SSC CPO 2024]**

5. Mr. Sukesh (a)/and his family (b)/ate the (c)/food greedy. (d)

**[SSC CPO 2024]**

Answer key

- 
- |        |        |        |        |        |
|--------|--------|--------|--------|--------|
| 1. (d) | 2. (a) | 3. (c) | 4. (c) | 5. (d) |
|--------|--------|--------|--------|--------|

**Rule 122**

**Adverb of place:-**

Yeh batate hain ki koi *action* kahan hua hai.  
 Yeh '*where*' ka jawab hote hain.

***Position of adverbs of place:-***

- Aksar yeh sentence ke end mein aate hain. 'abroad' aur 'home' adverb of place hote hain, aur inke pahle preposition ka prayog nahi hota. Lekin agar 'home' ke pahle koi determiner (my, your, his, her) ka prayog hua ho tab iske pahle 'to' ka prayog hota hai.

e.g. (i) Her clothes were scattered everywhere. [✓]

(ii) Raghav went ~~to~~ home. (drop 'to')

- I am going (a)/to home (b)/soon after the (c)/programme gets over. (d)

[CHSL 10/08/2021 Shift-II]

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**Answer key**


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- (b)

**Rule 123**
**Adverb of time:-**

Yeh batate hain ki koi kaam kab hua hai.  
Yeh 'when' ka jawab hote hai.

***Position of adverbs of time:-***

- Aksar inka prayog sentence ke last mein kiya jata hai, lekin inka prayog sentence ke starting mein bhi ho sakta hai.

e.g. (i) She completed her homework yesterday. [✓]

(ii) Later, I went to the park. [✓]

**Rule 124**

- Agar kisi ek sentence mein ek se zyada tarah ke *adverbs* likhe gaye ho tab unhe niche diye gaye *sequence* mein likha jata hai:

**Manner → Place → Time**

- Agar sentence mein *verb of movement* (walk, go, travel) ka prayog ho tab unhe niche diye gaye *sequence* mein likha jata hai:

**Place → Manner → Time**

e.g. (i) The players performed *there* confidently yesterday. (use 'confidently there')

(ii) He entered the building silently yesterday.  
[✓]

- Suman performed (a)/ at the festival well (b)/ yesterday.(c)/ No error(d)

[SSC CPO Pre 25.11.2020]

Answer key

- (b)

**Rule 125****Adverb of frequency:-**

Yeh *adverbs* sentence mein 'how often' ka jawab hote hai.

### **Yeh two types ke hote hain:-**

- (i) Indefinite frequency: *Number fixed* nahi hota - always, often, seldom, rarely, never, sometimes, etc.
- (ii) Definite frequency: *Fixed frequency* batata hai - daily, once, twice, every day/month, two times, etc.

### **Position of adverb of indefinite frequency:-**

- Aksar yeh *helping verb* aur *main verb* ke beech mein aate hain.
- Agar *helping verb* na ho tab inka prayog *main verb* ke pahle hota hai.
- Yeh aksar 'be' *verb* ke baad likhe jate hain.
- 'Have to' aur 'used to' ke pahle likhe jate hain.

### **Position of adverb of definite frequency:-**

- Aksar yeh *sentence* ke *end* mein likhe jate hain.

- e.g. (i) She can sometimes get very angry. [✓]
- (ii) He helps the poor *always*. (use 'always' before 'helps')
- (iii) Despite being a teacher, he seldom if ever makes a mistake. [✓]

- 
- (iv) Akash and Mohit ~~never should~~ blame other people for their own faults. (use 'should never')
- (v) Tourists ~~disturb often~~ delicate balance of nature on the Island. (use 'often disturb')
1. I learnt to adapt quickly (a)/to new schools because we (b)/moved to new places quite frequent. (c)/no error (d)

**[CGL 16/10/2020 shift-II]**

2. He comes here \_\_\_\_\_ (lately (a)/quickly (b)/ daily (c))

**[SSC CHSL 08/07/2024]**

3. They \_\_\_\_\_ meet each other. (quite (a)/always (b)/quit (c))

**[SSC CHSL 11/07/2024]**

Answer key

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1. (c)      2. (c)      3. (b)

### **Rule 126**

#### **Adverbs of degree:-**

- Aise adverbs jo adjective, adverb ya verb ki degree ya intensity ko batate hain.

**Word list:-** As, very, too, so enough, fairly, rather, somewhat, almost, quite, nearly, hardly, barely, little, little or nothing, little if anything, etc.

- Jis *word* par stress dena ho unke saath prayog kiye jate hai.

- e.g. (i) I ~~forgot almost~~ your birthday. (use 'almost forgot')  
(ii) This question is ~~simple quite~~ for me to answer. (use 'quite simple')

1. It is a cheap reasonably (a)/restaurant in this part of the town (b)/where you can eat (c)/delicious food. (d)

[SSC CPO 2024]

2. You must avoid riding in a crowded bus (a)/or travelling in metro (b)/during rush hour (c)/as both are quiet unpleasant experiences. (d)

[CGL 13/08/2021 Shift-I]

Answer key

- 
1. (a)
  2. (d)

### Rule 127

#### Adverb of focus:-

Aise adverbs jo sentence mein kisi specific word/phrase par focus krne ke liye prayog kiye jate hain.

**Word list:-** Only, just, even, too, as well, alone, etc.

- e.g. (i) **Only** Rahul plays guitar at parties. [✓]  
 (ii) Rahul **only** plays guitar at parties. [✓]  
 (iii) Rahul plays **only** guitar at parties. [✓]  
 (iv) Rahul plays guitar **only** at parties. [✓]  
 (v) Rahul plays guitar at parties **only**. [✓]

➤ ‘**Even**’ ka prayog *if/when/though* ke saath usi clause ko stress dene ke liye kiya jata hai. ‘Even’ khud ek **conjunction nahi** hota, yeh ek **adverb** hota hai.

**Note:-** ‘**even**’ ki tarah hi ‘**then**’ bhi ek *adverb* hota hai. Agar iska prayog kisi clause ke pahle kiya jaye tab hame *conjunction* ka prayog zaroor karna chahiye.

- e.g. (i) Even if it rains, we will go for a walk.  
 (ii) Even when he is tired, he continues to work hard.
1. Alex picked up (a)/the boxes (b)/quite easily (c)/even they were heavy (d).

[CGL Pre 20/04/2022 Shift-I]

2. Even Sharat tried his best, (a)/he could not clear (b)/all the examination papers (c)/in one attempt (d).

[CHSL 10/07/2019 Shift-II]

Answer key

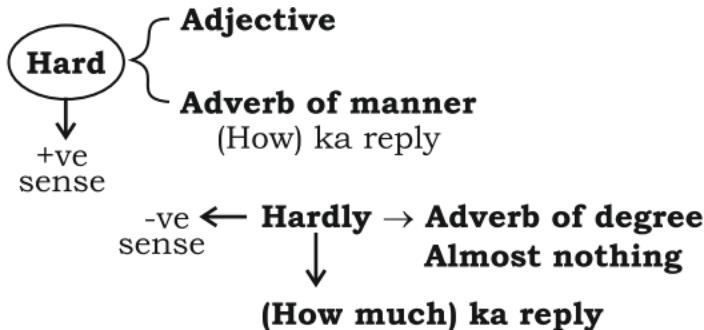
- 
1. (d)      2. (a)

### **Rule 128**

### **Confusing Adverbs:-**

(a) *Hard v/s Hardly*

*'Hard'* adjective aur *adverb* hota hai jabki  
*'Hardly'* kewal *adverb* hota hai isliye dono ke usages ko samjhna jaruri hai.



**Note:-** Hardly ke sath not, never, without, seldom, etc. jaise nahi aate hain.

- e.g. (i) They worked *hardly* to achieve freedom.  
(use 'hard')

(ii) I trust her but she *hard* believes me. (use  
'hardly')

**(b) Loud (adjective)** → making a lot of noise  
(oonche swar ka)

**Loudly (adverb)** → at a high volume (yah negative sense mein prayog kiya jata hai)

**Aloud (adverb)** → at an audible volume (yah positive sense mein prayog kiya jata hai)

e.g. (i) I heard a *loudly* noise. (use 'loud')

(ii) She screamed *loud*. (use 'loudly')

(iii) He read the letter aloud. [✓]

**(c) All ready (adjective)** → completely ready, all prepared. (poori tarah se taiyar)

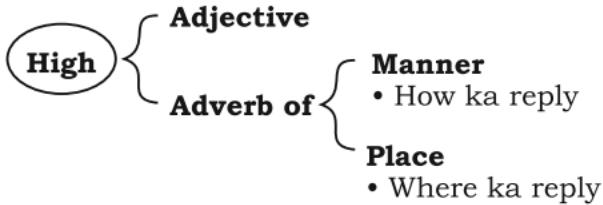
**Already (adverb)** → by now, by then. (pahle se hi)

e.g. (i) I was *already* to leave when the phone rang. (use 'all ready')

(ii) I was *all ready* late when you called me. (use 'already')

**(d) High v/s Highly**

'High' adjective aur adverb hota hai jabki 'highly' kewal adverb hota hai isliye dono ko usages ko samjhna jaruri hai.



**Highly → Adverb of degree**



**(How much) ka reply**

- e.g. (i) The house has a high wall. [✓]  
(ii) Do not jump *highly*. (use 'high')  
(iii) He is *high* motivated. (use 'highly')
- (e) Altogether (adverb)** → completely, considering every thing. (poori tarah se)  
**All together (adjective/adverb)** → all at a place, as a unit. (sabhi ek sath)
- e.g. (i) He puts all the books *altogether*. (use 'all together')
- (f) Alright v/s all right**  
**Alright** – ok, fine (*exams* mein galat mana jata hai)  
**All right** – ok, fine (*exams* mein yahi correct mana jata hai)  
**Note:** *All right* aur *almost* ke sath 'quite' nahi aata hai.
- e.g. (i) It is *alright* don't cry. (use 'all right')
- (g) Sometime** → At some indefinite point in time. (when ka reply hota hai)  
adv. of time

→ Yah 'main verb' ke baad ya 'main verb' ke 'object' ke baad prayog kiya jata hai.

**Sometimes** → Now and then, Occasionally.  
 adv. of  
 frequency (how often ka reply hota hai)

→ Yah 'main verb' se pahle prayog kiya jata hai.

**Some + time** → Subject ya object ke roop  
 det. noun mein prayog kiya jata hai

- e.g. (i) I met him **sometimes** last summer. (use 'sometime')  
 (ii) She **sometime** appreciates Pawan. (use 'sometimes')  
 (iii) I need **sometime** for this work. (use 'some time')

#### (h) **Everyday v/s Every day**

**Everyday (adjective)** → common/ordinary  
 (sadharan)

**Every day (adverb)** → daily (pratidin)

- e.g. (i) This book explains every concept in **every-day** language. (use 'everyday')  
 (ii) Things change **everyday**. (use 'every day')

**(i) Some v/s somewhat**

Some (determiner)  
 Somewhat (adverb of degree)

e.g. (i) Students have got **somewhat** confusion.  
 (use 'some')

(ii) Students have got somewhat confused. [✓]

**(j) Very v/s much**

'Very' ka prayog *generally positive degree* ke *adjective* ke sath kiya jata hai jabki 'much' ka prayog *comparative degree* ke *adjective* ke sath kiya jata hai.

**Such as:** Very good, very small, very big, very beautiful, etc.

Much better, much smaller, much bigger, much more beautiful, etc.

- 'Verbs' ko modify karne ke liye 'very' ka nahi, 'much' ya 'very much' ka prayog karte hai.
- Generally 'very' ko present participle ( $V_1 + ing$ ) aur 'much' ko past participle ( $V_3$ ) ke liye prayog karte hai.

**Such as:** very confusing, very interesting, very surprising, very satisfying, etc.

Much confused, much interested, much surprised, much satisfied, etc.

e.g. (i) He doesn't like it much. [✓]

(iii) He doesn't like it very much. [✓]

**(k) Late (adjective)** → 'deri se' ya 'jiski death ho gai ho'

**Lately/Of late (adverb)** → recently

e.g. (i) He arrived *lately* to the meeting. (use 'late')

(ii) He has got a car *late*. (use 'lately')

**(l) Good v/s well**

**Good (adj.)** → suitable

**Well (adj.)** → a state of good health

**Well (adv.)** → in an effective or satisfactory manner.

e.g. (i) She is a *good* trained singer. (use 'well')

(ii) She is a very *well* singer. (use 'good')

**(m) Nearly (adv.)** → approximately/almost

**Near (adv./adj./prep.)** → close (bahut paas)

e.g. (i) The bottle was *near* full. (use 'nearly')

(ii) He was *near* dead. (use 'nearly')

**(n) Special (adj.)** → not ordinary (special)

**Specially (adv.)** → in a special manner (yah generally V<sub>3</sub> ke pahle prayog hota hai)

**Especially (adv.)** → particularly (ise emphasize karne ke liye prayog karte hai)

- e.g. (i) I went there especially to meet Radhika. [✓]  
(ii) This course is ~~especially~~ designed to meet your needs. (use 'specially')

**(o) Fairly v/s Rather**

- Rather ka prayog 'unpleasant' adjectives ke sath jabki *fairly* ka prayog 'pleasant' adjectives ke sath karte hain.
- Fairly ke baad 'too' ka prayog nhi karte hai jabki rather ke baad 'too' ka prayog kiya ja sakta hai.

e.g. He is fairly tall. [✓]

**(p) Much too v/s Too much**

**Much too** adverb phrase hai. iske baad **adjective** aata hai.

**Too much** adjective phrase hai. iske baad **noun** aata hai.

- e.g. (i) I have ~~much too~~ work to finsh before the deadline. (use 'too much')  
(ii) The sweater ~~too much~~ big for me. (use 'much too')

**(q) Indoor v/s Indoors & outdoor v/s outdoors**

Indoor (adjective)  
Indoors (adverb)

} 'Inside'  
(andar)

Outdoor (adjective) }  
 Outdoors (adverb)    } 'Outside'  
                             (bahar)

- e.g. (i) He prefers to stay *indoor*. (use 'indoors')  
 (ii) Rahul likes playing *outdoors* games. (use 'outdoor')

(r) **Still (adverb)** → ab/tab bhi

**Yet (adverb)** → ab tak

'**Still**' ka prayog *generally continuous tense* mein ya kisi bhi **point of time** par same state ko dikhane ke liye karte hai. Jabki '**yet**' ko *generally present perfect tense* ke **negative** ya **interrogative sentence** mein prayog karte hai.

**Note:-** is/am/are/has/have + yet + to + V<sub>1</sub> [✓]

e.g. When I called him, he was *yet* working. (use 'still')

- They can't hardly believe (a)/that Article 370 is no longer (b)/valid in Jammu and Kashmir.  
(c)/no error (d)

[CGL Mains 12/09/2019]

- He lost all (a)/his hardly (b)/earned money.  
(c)/no error (d)

[MTS 07/08/2019 Shift-III]

3. The students (a)/and the teachers (b)/worked hardly (c)/to make the event a success. (d)

[SSC CHSL 09/06/2022 shift-II]

4. Can you not (a)/knock so louder (b)/in the morning? (c)/no error (d)

[SSC Steno 17/11/2022 Shift-I]

5. He always (a)/aimed highly (b)/in life. (c)/no error (d)

[CGL Pre 06/12/2022 Shift-II]

6. Young scientists (a)/have fresh ideas; they (b)/are ambitious and high productive. (c)/no error (d)

[MTS 06/07/2022 Shift-III]

7. Although the toys are (a)/altogether in the cupboard (b)/they are not properly arranged. (c)/no error (d)

[CPO 13/03/2019 Shift-III]

8. Sita is quite alright (a)/but I can't tell (b)/you much about Radha (c)/no error (d)

[SSC]

9. The hockey match (a)/between India and Pakistan (b)/was much exciting (c)/no error (d)

[SSC MTS 16/02/2014]

10. The captain of the team (a)/was very criticised (b)/for the quality (c)/of his leadership. (d)

[Steno 06/02/2019]

- 
11. Riya arrived at (a)/the train station (b)/lately.  
(c)/no error (d)

[SSC Steno 17/11/2022 Shift-I]

12. It's a little lately (a)/to go back to (b)/where  
we started from. (c)/no error (d)

[SSC Steno 18/11/2022 Shift-I]

13. The shopkeeper is (a)/rather honest to (b)/  
his employees, (c)/no error (d)

[SSC]

14. When she went for a walk (a)/Maya couldn't  
take off her scarf (b)/because it was (c)/too  
much windy. (d)

[CGL 17/08/2021 Shift-III]

15. Her failure in (a)/life is too much (b)/painful  
for me. (c)/no error (d)

[SSC CHSL 2023]

16. We are yet (a)/living in the (b)/same house.  
(c)/no error (d)

[CHSL 10/08/2021 Shift-I]

17. Please go out (a)/and check (b)/if it is (c)/yet  
raining. (d)

[SSC CGL Mains 13/09/2019]

**Answer key**

1. (a)	2. (b)	3. (c)	4. (b)	5. (b)
6. (c)	7. (b)	8. (a)	9. (c)	10. (b)
11. (c)	12. (a)	13. (b)	14. (d)	15. (b)
16. (a)	17. (d)			

**Rule 129**

Niche diye gaye kuch *degree adverbs* jab kisi *noun phrase* ko *modify* karte hain tab *noun* ke aage aane wale *article* ki *position* ko yaad rakhein:

**Structure:-**

- So/as/too/this/that/how + adjective + a + noun
- Such/quite/many + a + adjective + noun
- Article + very/really/completely + adjective + noun

**Note:** Generally **akela adjective** hone par '**so**' aur **adjective ke sath noun** hone par '**such**' ka prayog karte hain.

e.g. (i) Radhika is **very** kind a person to say no.  
(use 'too')

(ii) It was **too** a wonderful experience to meet him. (use 'such')

1. This is (a)/too grave sin (b)/to be (c)/pardoned (d)

[SSC CGL Pre 12/04/2022]

2. Rahul thinks that (a)/this is quite (b)/the cheap restaurant. (c)/no error (d)

[SSC CPO Pre 09/12/2019]

3. It was (a)/so an (b)/interesting movie. (c)/no error (d)

[SSC CGL Mains 03/02/2022]

Answer key

1. (b)      2. (c)      3. (b)

### **Rule 130**

#### **Use of Too:-**

Too ka arth hota hai 'more than required' iska use *unpleasant/negative adjective* ke sath karte hain.

#### **Structure:-**

- Too + *adjective* + to +  $V_1$   
= So + *adjective* + that + sub. + can/could  
+ not +  $V_1$  + ....

e.g. (i) Too happy [x] Too sad [✓]

Too healthy [x] Too bad [✓]

Too good [x]

(ii) I am too glad to meet you. [x]

I am very glad to meet you. [✓]

1. The food was (a)/too salty (b)/eat this morning. (c)/no error (d)

[SSC MTS 2023]

2. He is (a)/too immature (b)/for handle the situation. (c)/no error (d)

**[CPO Mains 26/07/2021]**

3. She was too startled (a)/at first saying something, (b)/but finally she blurted out the truth. (c)/no error (d)

**[SSC CGL Mains 15/11/2020]**

Answer key

1. (c)      2. (c)      3. (a)

***Rule 131******Correct Pair***

Between .... and  
From .... to  
Both .... and  
Either .... or  
Neither .... nor  
Not only .... but also  
Whether .... or  
Never .... or  
No sooner .... than  
Hardly .... when  
Scarcely .... when  
Barely .... when  
Lest .... should

***Incorrect Pair***

Between .... from  
From .... and  
Both .... from  
Either .... and  
Neither .... or  
Not only .... and also  
Whether .... and  
Never .... and  
No sooner .... when  
Hardly .... than  
Scarcely .... than  
Barely .... than  
Lest .... will/may/not

---

Rather .... than	Rather .... but
Other .... than	Other .... and
Else .... But	Else .... than
As .... as	As .... than
So .... as	So .... than
Though .... yet	Though .... but
Although .... yet	Although .... but
Too .... to	Too .... than
So .... that	So .... to

- e.g. (i) Neither she studies hard **or** she does her homework. (use 'nor')
- (ii) Whether you take the job **and** reject the offer. (use 'or')
1. No sooner did the rabbit (a)/come out of the bush (b)/when the hunter killed it. (c)/no error (d)

**[MTS 14/08/2019 Shift-III]**

2. It is nothing else than (a)/Sheer foolishness that (b)/you have decided (c)/to resign. (d)

**[SSC CPO 09/11/2022 ]**

3. Although she (a)/was tired but (b)/she went (c)/to work. (d)

**[SSC Steno. 17/11/2022]**

4. He had barely spoken (a)/the words when (b)/he realised his mistake. (c)/no error (d)

**[CPO 11/12/2019]**

5. The supermarket (a)/is open from (b)/ 10 a.m.  
still 10 p.m. (c)/no error (d)

[SSC CGL 10/09/2024 (Shift-III)]

Answer key

1. (c)      2. (a)      3. (b)      4. (d)      5. (c)

### **Rule 132**

**'Lest'**, **'otherwise'**, aur **'else'**, etc. ka prayog  
**caution/warning** dene ke liye kiya jata hai.

**Note:-**

- '**Lest**' + **sub** + **should** + **V<sub>1</sub>** [✓]
- '**Lest**' + **sub** + **V<sub>1</sub>** [✓]
- '**Lest**' + **sub** + **will/may/might** + **V<sub>1</sub>** [✗]

- e.g. (i) She left early lest she ~~will~~ miss the bus.  
(use 'should')
- (ii) Hurry up, otherwise we ~~missed~~ the train.  
(use 'will miss')

**Note:** **Lest** ke sath **will/shall/may/not** ka prayog **nahi** hota hai par **otherwise** aur **else** ke sath ho jata hai.

1. Hold my hand lest (a)/you should not get lost  
(b)/in the huge crowd at the fair. (c)/no error (d)

[SSC CPO Mains 2023]

2. "Speak slow lest (a)/you will wake up (b)/mommy", said Emily to Tess. (c)/no error (d)

[SSC Steno 2023]

3. It would be wise to accept (a)/the campany's offer (b)/lest you should regret later. (c)/no error (d)

[SSC CPO 12/12/2019 (morning)]

4. We shall rehearse (a)/thrice before the final (b)/performance least we (c)/make errors in the dialogues. (d)

[SSC CHSL 2024]

Answer key

1. (b)      2. (b)      3. (d)      4. (c)

### **Rule 133**

**Such .... that v/s such .... as:-**

- Jab noun ke saath 'such' likhkar uske *quality* ko **emphasise** karna ho tab hum **conjunction 'that'** ka prayog karte hain. Yeh noun ke baare mein kahi gayi baat ko emphasise karta hai.
- Jab noun ke saath 'such' likhkar uske **type/ category** ko batana ho tab hum '**as**' ka prayog karte hain.

e.g. (i) I prefer activites such *that* swimming and cycling (use 'as')

- (ii) The storm was such *as* it caused widespread damage. (use 'that')
- (iii) He enjoys outdoor activities such *like* hiking and camping. (use 'as')
1. He gave such a (a)/long speech but (b)/everybody left bored. (c)/no error (d)

[CGL Main 15/11/2020]

2. He is not (a)/such a (b)/clever boy (c)/that you are. (d)

[SSC CPO Pre 14/08/2019]

Answer key

1. (b)      2. (d)

### **Rule 134**

‘**No sooner**’ ke saath conjunction ‘**than**’ ka prayog kiya jata hai. Agar sentence ki **starting** ‘no sooner’ se ho tab niche diye gaye structure ka prayog kiya jata hai.

- *No sooner + H.V. + subject + MV + than + sub + MV*

- e.g. (i) No sooner had they finished their dinner *when* it started to rain. (use 'than')
- (ii) No sooner did the teacher start the lesson *when* the bell rang. (use 'than')

1. No sooner did (a)/the child start crying (b)/then the mother (c)/hugged him. (d)

[CGL Pre 11/04/2022 S3]

2. No sooner did Priya (a)/get her report card (b)/when she started jumping (c)/with joy. (d)

[CGL 18/8/2021 (Afternoon)]

Answer key

1. (c)      2. (c)

### **Rule 135**

**'Hardly/Scarcely/Barely'** ke saath conjunction **'when'** ka prayog kiya jata hai. Agar **sentence ki starting** in *words* se ho tab **inversion structure** ka prayog kiya jata hai.

- *Hardly/scarcely/barely + H.V. + subject + MV..... + when + subject + MV*

- e.g. (i) Hardly had she finished her meal *than* the phone rang. (use 'when')
- (ii) Scarcely did he finish his homework *then* he fell asleep. (use 'when')

1. They had hardly completed (a)/half of the work (b)/than the boss called them. (c)/no error (d)

[CGL Pre 20/04/2022 S3]

2. Scarcely had the train stopped at the platform(a)/ than the passengers (b)/started pushing each other (c)/to enter the train. (d)

**[CGL Mains 28/01/2022]**

3. Hardly had he disappeared (a)/that his mother clomped (b)/down the steps, (c)/looking for him. (d)

**MTS 14/07/2022 S1**

Answer key

1. (c)      2. (b)      3. (b)

### **Rule 136**

Niche diye gaye *conjunctions* ke saath *unnecessary conjunctions* ka prayog na karein.

**Jitni statement** ya *clause* ko *connect* karna hota hai, **unse ek kam (-1) conjunction** ki hi zaroorat hoti hai.

- And if/but if [x]
- As .... that [x]
- Since/Because/As .... so [x]
- If/When .... then [x]

e.g. (i) As she was feeling unwell ~~so~~ she went home. (drop 'so')

(ii) As you know, ~~that~~ I don't smoke. (drop 'that')

1. As you know, that (a)/I always like (b)/to have ice cream (c)/after my dinner. (d)

[SSC CHSL 09/07/2019]

2. Our nation can (a)/make significant growth (b)/but if we all (c)/work collectively. (d)

[SSC CHSL 11/07/2019]

Answer key

1. (a)      2. (c)

### **Rule 137**

#### **Co-relative conjunctions:-**

- not only .... but also
- either .... or
- neither .... nor

e.g. (i) Not only Radhika **and** also Prashant is coming to the party. (use 'but')

(ii) He likes neither apples **or** oranges. (use 'nor')

1. None only did the (a)/men aid in the work (b)/but also the women did their part. (c)/no error (d)

[MTS 11/07/22]

2. Miss Marpie is neither (a)/a good singer or (b)/the good stage artist. (c)/no error (d)

[SSC CPO 24/11/2020 Shift-III]

Answer key

1. (a)      2. (b)

**Rule 138****Error of Parallelism:-**

Same function vale words/phrases ka prayog karna parallelism kahlata hai.

- **Co-ordinating conjunctions** [FANBOYS] ke dono side parallelism aata hai.
- Comparison ke case mein '**than**' & '**as**' ke sath parallelism aata hai.

e.g. (i) He likes playing cricket and ~~to watch~~ movies. (use 'watching')

(ii) He is rich but ~~miser~~. (use 'miserly')

1. To die with honour (a)/is better than (b)/live with dishonour. (c)/no error (d)

[SSC TA 05/12/2004]

2. I like reading (a)/more than (b)/to play. (c)/no error (d)

[SSC CGL Pre 19/10/2014]

3. The postman travelled by the cycle, often wading through (a)/swamps or passed through jungles (b)/in order to reach the villages (c)/no error (d)

[SSC CGL Mains 2017]

4. Our digestive system produces an assimilable  
(a)/nutrient-rich liquid that builds and (b)/  
nourish our first body tissue, plasma. (c)/no  
error (d)

**[SSC CGL Mains 2017]****Answer key**

- 
1. (d)      2. (c)      3. (b)      4. (c)

**Rule 139**

- '**And**' ka prayog **jodne ke liye** karte hain.
- '**Or**' ka prayog **choice** dene ke liye karte hain.
- **Negative sentence** mein '**and**' ka prayog **combination** ko aur '**or**' ka prayog **alag-alag items** ko dikhata hai.

- e.g. (i) Police don't allow drinking and driving.  
(drinking and driving ek sath allow nahi karti)
- (ii) Doctors don't allow smoking or drinking.  
(smoking and drinking dono ko mana karte hain)

**Rule 140**

- **So/therefore/hence/that's why** ka prayog tab karna chahiye jab *result* ko batana ho.
- '**Because**' conjunction ka prayog tab karna chahiye jab kisi kaam ke hone ka **reason** batana ho.

- 'Reason' word likha ho tab **because** ki jagah '**that**' aata hai.
1. The bus broke down (a)/because we had (b)/to walk some distance (c)/no error (d)
- [CGL Mains 03/02/2022]**
2. Notwithstanding we were (a)/all busy that weekend (b)/we had to (c)/cancel the outing. (d)
- [SSC CHSL 06/08/2021]**
3. The reason for (a)/his failure is because (b)/he didn't study at all (c)/no error (d)
- [SSC CGL Pre 11/08/2017 Shift-I]**

Answer key

- 
1. (b)      2. (a)      3. (b)

### **Rule 141**

**Use of 'until' and 'unless':-**

**(a) Concept:**

**Until** - time oriented

**Unless** - action oriented

- (b) 'Till' aur 'until' ke *meaning* mein koi *difference* nahi hai kyunki dono ka *meaning* hai 'us samay tak'. Lekin, *sentence* ke *beginning* mein 'till' ka prayog nahi kar sakte jabki 'until' ka prayog *beginning* mein kiya ja sakta hai.

**Note:-** Inke baad *not* nahi aata hai.

- e.g. (i) She stayed up **unless** midnight to finish her work. (use 'until')
- (ii) I won't go to the party **until** you come with me. (use 'unless')
1. One can never imagine (a)/how hot it gets in Delhi (b)/unless one doesn't go (c)/there in person. (d)

**[CGL Pre 02/12/2022]**

2. Pratham will not (a)/go to the party (b)/if he is personally invited. (c)/no error (d)

**[MTS 20/08/2019 Shift-III]**

3. A law cannot be enforced (a)/until the President (b)/gives his assent to it. (c)/no error (d)

**[SSC Steno 18/11/2022 Shift-III]**

**Answer key**

- 
1. (c)      2. (c)      3. (b)

### **Rule 142**

#### **Conjunction**

because  
in case  
though  
unless

#### **Preposition**

because of  
in case of  
despite  
without

- **Preposition** ka prayog tab hota hai jab sentence mein kisi **noun/pronoun** ko **sentence se relate** karna ho.
- **Conjunction** ka prayog tab hota hai jab kisi **clause/phrase** ko kisi **doosre clause** ya **phrase** se **connect** karna ho.

e.g. (i) Because *of* it was raining, we stayed inside. (drop 'of')  
(ii) *Because* the rain, we stayed inside. (use 'Because of')

1. We had to decline several (a)/orders in case that (b)/the production was (c)/hold up due to labour strike (d)

[CGL 04/06/2019]

2. Because that there were (a)/heavy rains (b)/the lake was flooded. (c)/no error (d)

[SSC CGL Mains 21/09/2014]

Answer key

1. (b)
2. (a)

### Rule 143

Jab **Wh- words** ka prayog **conjunctions** ke roop mein kiya jata hai tab **helping verb ka prayog subject ke baad hota hai.**

**Note:-** Jab ye sentence ke beech mein aate hain tab ye hamesha conjunctions hote hain.

e.g. I want to know why ~~are you~~ laughing. (Use, 'you are')

- We must plan (a)/how can we cope (b)/with the present situation. (c)/no error (d)

**[CGL Tier II - 16/11/2020]**

- He wondered (a)/what was the reason (b)/for her refusal (c)/to accompany him. (d)

**[CPO 23/11/2020 Shift-III]**

- I couldn't hear what (a)/was she saying due to the noise (b)/of the planes taking off. (c)/no error (d)

**[MTS 13/8/2019 Shift-III]**

**Answer key**

1. (b)      2. (b)      3. (a)

### **Rule 144**

#### **Half ya partial inversion:-**

**Helping verb** ka **subject se pahle** likha jana **partial inversion** ko show karta hai. Diye gaye words ya phrases se sentence start hone par *partial inversion* aata hai.

- (a) Negative adverbs/expressions

#### **Structure:-**

- Hardly/scarcely/barely + H.V. + sub. + M.V.

- *No sooner .... + H.V. + sub. + M.V.*
- *Seldom/rarely/never + H.V. + sub. + M.V.*
- *Never + preposition + noun + H.V. + sub. + M.V.*
- *Never + before + H.V. + sub. + M.V.*
- *Never + before + preposition + noun + H.V. + sub. + M.V.*

e.g. (i) Never *I have* seen such a magnificent view. (use 'have I')

(ii) In no time did he complete the assignment.

- (b) *Not + preposition + noun + H.V. + sub. + M.V.*  
*Not + conjunction + subject + verb + H.V. + sub. + M.V.*

*Not + a/an + noun + H.V. + sub. + M.V.*

e.g. (i) Not for a moment did he doubt her loyalty.

(ii) Not until he apologizes will I forgive him.

- (c) *Only + adverb + H.V. + sub. + M.V.*  
*Only then, once/twice, etc. + H.V. + sub. + M.V.*  
*Only + preposition + noun + H.V. + sub. + M.V.*  
*Not only + H.V. + sub. + M.V.*

e.g. (i) Only once *I saw* her. (use 'did I see')

(ii) Only recently *he* meet me. (use 'did he')

1. No sooner she had realized (a)/her blunder than she began (b)/to take corrective measures. (c)/no error (d)

[SSC CGL Mains 2010]

2. Scarcely she had (a)/heard the news (b)/ when (c)/she fainted. (d)

**[SSC CPO Pre 14/03/2019]**

3. Hardly he had (a)/stepped out of (b)/the house when a (b)/tree fell on the roof. (c)/no error (d)

**[SSC CPO Pre 14/03/2019]**

4. Not a word (a)/did she spoke to the fortunate (b)/mother about it (c)/no error (d)

**[SSC CPO Pre 04/07/2017]**

5. Seldom we have (a)/been treated in such (b)/ a rude manner. (c)/no error (d)

**[SSC CHSL 19/01/2016]**

Answer key

1. (a)      2. (a)      3. (a)      4. (b)      5. (a)

### **Rule 145**

**Full inversion:-** Full verb (H.V. + M.V.) ka subject se pahle prayog hona **full inversion** ko show karta hai.

Jab sentence ki starting mein adverb of place (**here, there, etc.**) ho aur subject koi noun ho, tab niche diye gaye verbs ke saath *full inversion* ka prayog kiya jata hai.

**Word list:-** walk, stand, sit, lie, swim, hang, march, live, be/is/am/are/was/were, etc.

- e.g. (i) There was ~~a sitting~~ king. (use 'sitting a')
- (ii) Above the door hung a beautiful painting.
1. Along the northern border of India (a)/is seen the  
(b)/Himalayas, unique, splendour. (c)/no error (d)

[SSC CGL 2017]

Answer key

1. (b) (use 'are' subject - Himalayas)

### **Rule 146**

**Structure:-**

*Preposition + pronoun (objective case)*

- e.g. (i) The argument was between ~~he and I~~.  
(use 'him and me')
- (ii) They are coming with us to the concert.  
[✓]
1. A misunderstanding (a)/has crept (b)/  
between he (c)/and his sister. (d)

[SSC CGL Mains 08/08/2022]

2. There is no agreement (a)/between you and I  
(b)/so we are free (c)/ to go our way. (d)

[SSC MTS 23/02/2014]

3. Such rules (a)/do not apply to (b)/you and I  
(c)/no error (d)

**[SSC CGL Pre 19/10/2014]**

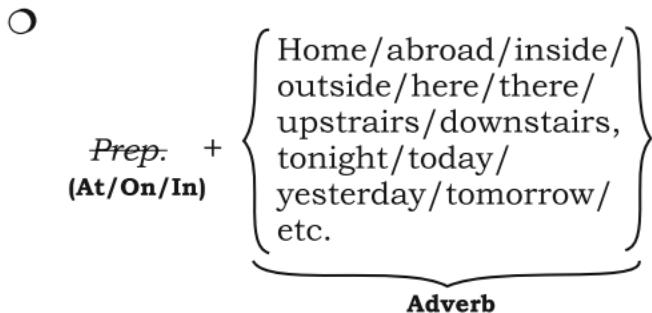
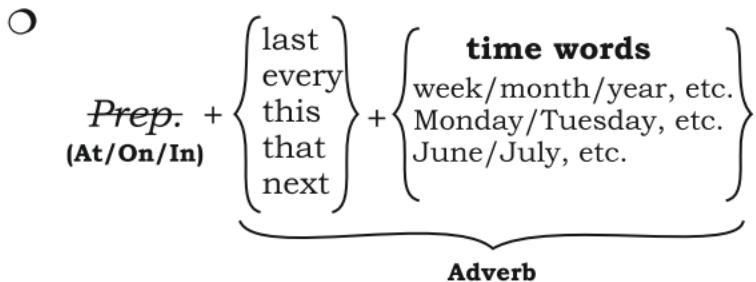
Answer key

1. (c)      2. (b)      3. (c)

### **Rule 147**

*Adverbs ke pahle preposition ka prayog karna galat hota hai.*

**Structure:-**



- **Home/abroad** ke pahle **preposition** ka prayog **nahi** kiya jata hai.
- e.g. (i) He will arrive ~~in~~ next week. (drop 'in')  
(ii) She moved ~~to~~ abroad for her studies.  
(drop 'to')  
(iii) I placed the vase ~~on~~ here on the table.  
(drop 'on')
1. Going to the weekly market (a)/in every Tuesday (b)/is a ritual that has been followed (c)/by generations in my family. (d)

**[SSC CHSL 02/06/2022 Shift-II]**

Answer key

1. (b)

### **Rule 148**

**Preposition ke baad** agar **verb** likhi ho tab hamesha **V<sub>1</sub>+ing** (gerund) ka prayog kiya jata hai.

**Structure:-**

Preposition + V<sub>1</sub>+ing (gerund)

- e.g. (i) She is interested in *learn* new languages.  
(use 'learning')  
(ii) They are excited about *travel* to Paris.  
(use 'travelling')

1. Every Saturday (a)/I go out (b)/for shop. (c)/no error (d)

[SSC CGL Pre 19/06/2011]

2. The goons fled (a)/after kill a (b)/boy in the street. (c)/no error (d)

[MTS 18/07/2022 Shift-I]

3. His shoes were (a)/soaked from walk (b)/through the dew. (c)/no error (d)

[SSC CHSL Pre 2022]

Answer key

1. (c)      2. (b)      3. (b)

### **Rule 149**

**Expressions:-** **be/get used to**, **habituated to**, **accustomed to**, **with a view to**, **look forward to**, **in addition to**, **devoted to**, **object to**, **given to**, **taken to**, **addicted to**, **prone to**, **averse to**, etc. ke baad **V<sub>1</sub>** nahi, **V<sub>1</sub> + ing** ka prayog kiya jata hai.

e.g. (i) We are looking forward to **see** you again.  
(use 'seeing')

(ii) They are **habituated** drinking coffee every morning. (use 'habituated to')

1. That was a good (a)/conversation, I look forward (b)/to meet you. (c)/no error (d)

[SSC CHSL 21/03/2023 Shift-III]

2. I am really (a)/looking forward to meet (b)/you. (c)/no error (d)

[CGL Main 16/11/2020]

3. He is (a)/addicted to (b)/smoke. (c)/no error (d)

[SSC TA 05/12/2004]

4. She is improving her (a)/pronunciation of English (b)/with a view to become a newsreader. (c)/no error (d)

[SSC CPO 30/08/2015]

5. We were (a)/not used to get (b)/up early. (c)/no error (d)

[SSC CPO 22/06/2014]

Answer key

- 
1. (c)      2. (b)      3. (c)      4. (c)      5. (b)

**Rule 150**

Inn **verbs** ke baad **preposition** ka prayog **nahi** kiya jata hai.

**Word list:- Reach**, enter, board, tell, discuss, describe, emphasise, **stress**, invade, **attack**, demand, affect, control, order, fear, overcome, resist, **resemble**, approach, investigate, **sign**, inform, pass, join, **comprise**, **await**, etc.

**Note:-** diye gaye *words* mein se kuch *words noun* ke roop mein bhi prayog hote hain.

Agar inme se koi *word noun* ke roop mein prayog ho tab uske baad *appropriate preposition* ka prayog karna zaroori hota hai.

- e.g. (i) They finally reach ~~at~~ the station. (drop 'at')
- (ii) We discussed ~~about~~ the plan. (drop 'about')
- (iii) The committee comprises ~~of~~ five members. (drop 'of')

1. It is difficult to make (a)/that they are twins (b)/because they do not (c)/resemble to each other. (d)

[SSC CHSL 18/03/2020]

2. They will (a)/leave the office at six and (b)/reach at home by seven (c)/no error (d)

[SSC CGL Mains 12/01/2017]

3. We spent an hour (a)/discussing about (b)/his character (c)/no error (d)

[SSC SO Audit 30/09/2007]

Answer key

1. (d)
2. (c)
3. (b)

### **Rule 151**

#### **Confusing prepositions:-**

##### **(a) In**

- Kisi *boundary wali location* ke andar hona.
- Such as:-** In India, in the circle, in the playground, etc.

- Kisi *closed place* ke andar hona.  
**Such as:-** In the house, in the box, in the car, etc.
- Time periods ke liye – Year/Months/Seasons/ Weeks, in the morning, in the afternoon, in the evening, in a moment.

e.g. (i) They moved to the city ~~on~~ April. (use 'in')  
(ii) She was born ~~at~~ 1990. (use 'in')

**(b) On**

- Kisi *line ya surface* ke upar hona.  
**Such as:-** On the surface, on the floor, on the border, on the balcony, etc.
- **On** - Days aur Dates ke liye.

e.g. (i) The exam is scheduled ~~in~~ 10<sup>th</sup> December.  
(use 'on')  
(ii) We will visit them ~~in~~ the weekend. (use 'on')  
(iii) The book is ~~in~~ the table. (use 'on')  
(iv) She is ~~on~~ the room. (use 'in')

**(c) At**

*Specific locations ya bina boundary wale places* ke pehle.

- Such as:-** At home, at the bus stop, at the door, at school, etc.
- At - with clock time  
**Such as:-** At 10:00 a.m., at 5 O' clock, at 1600 hours, etc.

**Note:-** Inn *phrases* ko yaad rakhein.

- At noon (12 pm), at dawn, at the moment, at night, at dusk, at sunset, etc.

e.g. (i) The meeting will start ~~on~~ 9 am. (use 'at')

(ii) The store closes ~~in~~ midnight. (use 'at')

**(d) Over v/s under**

- Over → Seedha upar ya *cover* karte huye.
- Under → Seedha neeche.

e.g. (i) The bridge is ~~under~~ the river. (use 'over')

(ii) The cat is ~~over~~ the table (use 'under')

**(e) Above v/s Below**

- Above → higher in position
- Below → Lower in position

e.g. (i) The clock is ~~below~~ the door. (use 'above').

(ii) The shoes are ~~above~~ the bed. (use 'below')

**(f) Across v/s Through v/s Along**

- Across → Ek taraf se doosri taraf tak.
- Through → Kisi cheez ke andar se guzarana.
- Along → Kisi cheez ke saath-saath chalna.

e.g. (i) She walked ~~through~~ the street. (use 'across')

(ii) He drove ~~from~~ the tunnel. (use 'through')

(iii) They walked ~~through~~ the beach. (use 'along')

**(g) Instead of v/s Inspite of / Despite**

- Instead of → Kisi cheez ke bajaye.
  - In spite of → Kisi mushkil ke bawjood.
- e.g. (i) She ate fruit ~~inspite of~~ cookies. (use 'instead of')
- (ii) ~~Instead of~~ being tired, he went to the party. (use 'in spite of')

**Note:- In spite of** aur **despite** ka matlab hota hai: **Kisi cheez ke bawjood**.

- *Despite* ke baad of nahi lagta hai.

e.g. ~~Despite of~~ the noise, she slept well (use 'inspite of/despite')

Despite ~~of~~ being late, he caught the train.  
(drop 'of')

**(h) On v/s off**

- On → Relation/connection.
- Off → Away from/not connected, detachment.

e.g. (i) She turned the light ~~of~~ when she left the room. (use 'off')

(ii) The heater was ~~on~~ because it was too warm in the room. (use 'off')

**(i) To v/s Towards v/s From**

- **To** → Destination ya endpoint ko dikhane ke liye.

- **Towards** → Movement ki direction dikhane ke liye.
  - **From** → source/origin ko dikhane ke liye
- e.g. (i) She is going to the store. (vo store ja rahi hai → **destination**)  
(ii) She is going towards the store. (vo store ki taraf ja rahi hai → **direction**)

**(j) In v/s Into**

- **In** → Jab koi cheez already andar ho.
- **Into** → Jab koi cheez andar ja rahi ho / change of state dikhane ke liye.

e.g. (i) The cat is in the box. (use 'in')  
(ii) The cat jumped in the box. (use 'into')  
(iii) Translate it in English. (use 'into')

**(k) By v/s Until/Till**

- **By** → Koi kaam ek specific time ya date ke pahle pura hona chahiye (**deadline of time**).
- **Till/Until** → Koi action ya event ek specified time tak chalega ya continue rahega (**negative deadline of time**).

e.g. (i) Please finish the project until next monday or it will be too late. (use 'by')  
(ii) She will stay at the office by 8 PM tonight. (use 'till/until')

**(l) By v/s with**

- **By** → Koi action karne wala (**cause/agent**)
- **With** → Tool

**Note:- With** ka prayog **ke sath mein** aur **having** ke sense mein bhi kiya jata hai.

- e.g. (i) She fixed the issue *by* a new software (use 'with')
- (ii) The report was completed *with* the team. (use 'by')

**(m) Beside v/s Besides**

- **Beside** → ke bagal mein
- **Besides** → ke alawa

- e.g. (i) Mohid purchased a book *beside* a pen. (use 'besides')
- (ii) Mohit put all his book *besides* his bag. (use 'beside')

1. She was (a)/ fond of walking (b)/ along the path (c)/ besides the lake. (d)

[SSC CHSL 2024]

2. There can be precious (a)/ diamonds and metals (b)/ in the surface (c)/ just below you. (d)

[SSC CGL Pre 13/12/2022 ]

3. No talking (a)/ on the dinner table (b)/ is an absolute rule (c)/ no error (d)

[SSC CGL Pre 12/12/2022 ]

4. He was happy because (a)/ his friends voted (a)/ in favour to him. (c)/no error (d)

[SSC STENO.18/11/2022 (Shift-II)]

5. At the end (a)/ it is your happiness (b)/ that matters (c)/to me the most. (d)

[HCM (DP) 20/10/2022 ]

6. Sam slowly poured (a)/ the juice (b)/inside the glass. (c)/ no error (d)

[HCM (DP) 10/10/2022 ]

7. Despite of (a)/ a short deadline, (b)/ he finished the assignment (c)/ on time. (d)

[HCM (DP) 13/10/2022 ]

8. He confidently dived (a)/ in the deeper end (b)/ of the pool (c)/ no error (d).

[HCM (DP) 14/10/2022 ]

9. The wedding (a)/ reception will be hosted (b)/ in Mumbai at a late date(c)/ no error.(d)

[SSC CHSL 20/10/2022 ]

10. The people living (a)/in coastal areas (b)/were evacuated by time (c)/ no error. (d)

[SSC CGL Mains 08/08/2022]

11. My brother received (a)/his MBA degree into  
(b)/the university last year. (c)/no error (d)

[SSC CGL 12/09/2024 (Shift-III)]

Answer key

- |         |        |        |        |         |
|---------|--------|--------|--------|---------|
| 1. (d)  | 2. (c) | 3. (b) | 4. (c) | 5. (a)  |
| 6. (c)  | 7. (a) | 8. (b) | 9. (c) | 10. (c) |
| 11. (b) |        |        |        |         |

### Rule 152

#### Between v/s Among:-

- **Between** → 2 separate logon/cheezon ke liye prayog hota hai.
- **Among** → 2 se zyada logon/cheezon ke liye prayog hota hai.

**Note:-** Jab **2 se zyada cheezein** ho aur unhe **alag-alag (separately)** mention kiya jaye ya unmein koi **mutual relation** dikhaya jaye, tab '**between**' ka prayog kiya jata hai.

- e.g. (i) The contract was signed between the company and the client. [✓]
- (ii) The money was distributed *between* all the poor people. (use 'among')
1. The stationery was (a)/evenly distributed among (b)/all the poor children. (c)/no error (d)

[SSC Steno 17/11/2022 Shift-III]

2. Ria is (a)/the most (b)/intelligent between (c)/all of us. (d)

**[HCM (DP) 12/10/2022 Shift-II]**

3. In geography class, (a)/the teacher told the students, (b)/\*Switzerland lies (c)/inside Germany, France, Austria and Italy". (d)

**[SSC CHSL 2024]**

4. There is constant friction (a)/between the executive members (b)/of the Association. (c)/no error (d)

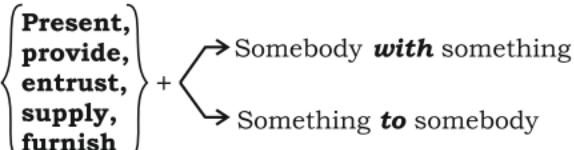
**[CHSL 11/8/2021 Shift-I]**

Answer key

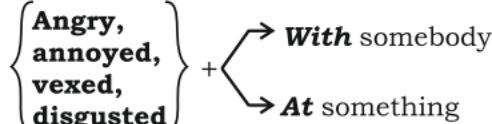
- 
1. (d)      2. (c)      3. (d)      4. (b)

### **Rule 153**

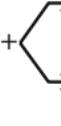
#### **Words With Different Prepositions:-**

-  Present, provide, entrust, supply, furnish + Somebody **with** something  
Something **to** somebody

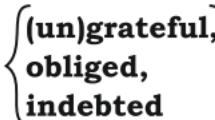
e.g. The girl was **presented** a gift on her birthday.  
(use 'presented with')

-  Angry, annoyed, vexed, disgusted + **With** somebody  
**At** something

e.g. Mohit was angry ~~at~~ Aakash. (use 'with')

-  + 
  - **At** sth  
(to carry *adjectival meaning*)
  - **By** sb/sth  
(to carry *passive meaning*)

e.g. They were surprised at the decision. [✓]

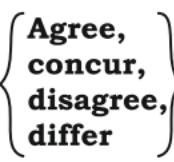
-  + 
  - **To** somebody
  - **For** something

**Note:-** '**grateful**' ka prayog '**thanks/ gratitude**' (aabhar) express karne ke liye karte hai jabki '**thankful**' ka prayog **sense of relief** (rahat) dikhane ke liye karte hai.

(Un)gratefully = (un)appreciatively

Thankfully = fortunately

e.g. I am obliged **for** you for your help. (use 'to')

-  + 
  - **With** sb
  - **To** sth (a proposal/offer)
  - **On** sth (to express views)

e.g. (i) The Manager acceded *with* demands for his resignation. (use 'to')

(ii) I agree with your brother. [✓]

O **Assent/accede** → **To** something (*to agree to a request, proposal, etc.*)

O **Differ +**

→ **With** somebody  
(*to disagree with sb*)

→ **From** something/somebody  
(*to be different from sth/sb*)

e.g. He differs *from* his wife on almost everything.  
(use 'with')

O **Die +**

→ **Of** a disease  
→ **From** electrocution/wounds, etc.  
→ **In** an accident/fight/war  
→ **For** one's beliefs/country

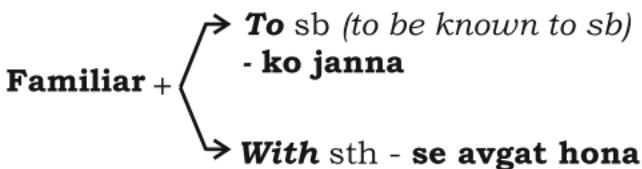
e.g. He died *from* cancer in 2020. (use 'of')

O **Decline +**

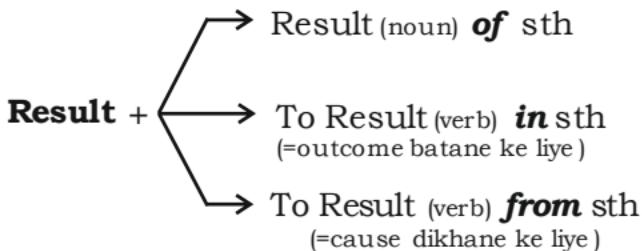
Noun → Decline **in** (kami)  
→ Decline **of** (patan)

Verb → Decline **in** sth  
(*popularity, value, etc.*)  
→ Decline sth  
(*to refuse or turn down sth*)

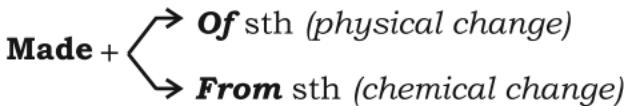
e.g. The city has declined in importance. [✓]



e.g. I am familiar to the people of this organisation. [✓]



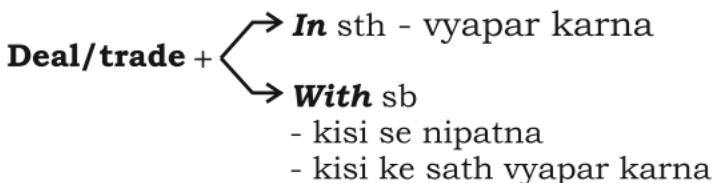
e.g. Unhappiness is the result *from* jealousy. (use 'of')



e.g. The table is made *from* wood. (use 'of')



e.g. The puppies were parted *with* their mother at birth. (use 'from')



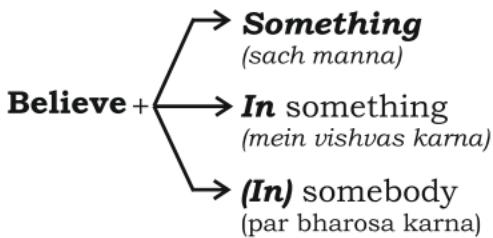
**Note:-** deal with sth/sb = solve a problem, perform a task

e.g. My brother deals *with* knitted garments. (use 'in')

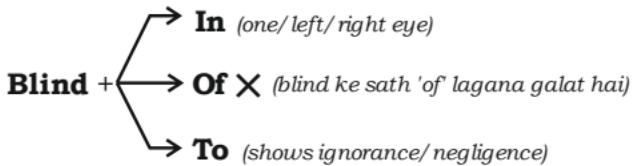


**Note:-** to be sick of sth = to be bored of sth

e.g. They suffered *of* cold and fever. (use 'from')

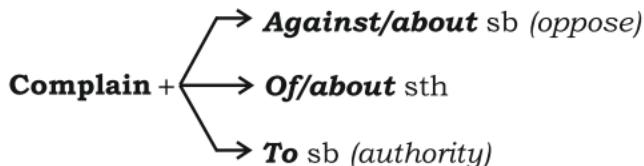


e.g. We all should **believe** God. (use 'believe in')



**Related idioms:-** turn a blind eye/deaf ear to sth = ignore sth

e.g. The accident left her blind **to** one eye. (use 'in')



e.g. He complains of the poor facilities. [✓]

1. The government (a)/representative furnished the (b)/reporters all details. (c)/no error (d)

[SSC CGL Pre 26/10/2014]

2. Everybody was (a)/alarmed with the (b)/news of his murder. (c)/no error (d)

[SSC CGL Mains 21/09/2014]

3. I was angry on (a)/ myself for making (b)/ such a silly mistake. (c)/no error (d)

[SSC CGL Pre 19/04/2021 Shift-II]

4. 'You expressed your opinion (a)/very clearly (b)/ but I am sorry (c)/I cannot agree to you'. (d)

**[SSC CHSL 2024]**

Answer key

1. (c)      2. (b)      3. (a)      4. (d)

### **Rule 154**

#### **Prepositions se related kuchh Important Concepts:-**

##### **(a) Angry:-**

Angry with someone

Angry at something.

##### **(b) Apologise **to** someone **for** something**

**(c)** “Cope with” kisi samasya/musibat ka safaltapoorvak saamna karna

Cope up with [x]

##### **(d) Fixed preposition :**

###### **From:-**

Abstain from

Refrain from

Escape from

Prevent from

Discharge from

Deter from

Debar from

Aloof from

Eradicate from

Deliverance from

Abstinence from

**(e) On:-**

Rely on	Depend on/upon
Reckon on	Count on/upon
Feed on	Back on/upon
Base on	Dependent on
Subsistence on	Subsist on

**(f) At:-**

Shocked at	Puzzled at
Surprised at	Wonder at
Astonished at	Amaze at
Alarmed at	Startle at

**(g) For:-**

Regret for	Compensate for
Penance for	Sorry for
Atone for	Reparation for
Remorse for	

**(h) Of:-**

Accused of	Convicted of
Innocent of	Guilty of
Acquitted of	Imputation of

**(i) To:-**

Equal to	Parallel to
Similar to	Liking to
Tantamount to	Resemblance to
Prone to	Analogous to

**(j) For:-**

Desire for	Passion for
Yearn for	Quest for
Crave for	

**(k) To:-**

Loyal to	True to
Faithful to	Dedicated to
Allegiance to	Committed to
Devoted to	

**(l) To:-**

Impediment to	Obstacle to
Hindrance to	Obstruction to

**(m) To:-**

Yield to	Slave to
Surrender to	Sentenced to
Succumb to	Subject to
Submissive to	Object to
Submit to	

**(n) To:-**

Assent to  
Accede to

Consent to  
Concede to

**(o) To:-**

Beneficial to  
Conducive to  
Preventive to  
Painful to  
Disastrous to  
Determental to

Harmful to  
Fatal to  
Profitable to  
Pernicious to  
Injurious to  
Baneful to

**(p) Of:-**

Bereft of  
Devoid of  
Divest of  
Deprive of

Abatement of  
Dearth of  
Paucity of

**(q) With:-**

Infested with  
Beset with  
Fraught with  
Drenched with

Deluged with  
Teeming with  
Replete with

**(r) To:-**

Averse to  
Allergic to  
Aversion to

Repugnant to  
Repugnance to

- 
- (s) Diye gaye words apne baad preposition ka prayog nahi karte:
- Comprise + of [x]  
Tell + to [x]  
Discuss + about [x]  
Order + for [x]  
Resemble + to [x]  
Resemble + with [x]  
Comprise + of [x]  
Affect + on [x]  
Sign + on/upon [x]  
Investigate + into [x]  
Accompany + with [x]  
Request + to [x]  
Describe + about [x]  
Illustrate + about [x]  
Emphasize + on [x]  
Attack + on [x]  
Pervade + in [x]  
Resist + against [x]  
Exceed + More than [x]  
Enter + into + building/hall [x]  
Enter + into + argument/debate [✓]

**(u) Of:-**

Doubtful of	Certain of
Suspicious of	Sure of
Suspicion of	Assurance of
Assure of	Apprehensive of
Sanguine of	

**(v) At:-**

Good at	Bad at
Expert at	Proficient at

**(w) In:-**

- |            |           |
|------------|-----------|
| Specialise | Favour of |
|------------|-----------|
- Despite of being a (a)/close friend he did not (b)/help me in any way. (c)/no error (d)  
**[CHSL 05/08/2021]**
  - Despite of her (a)/tiredness Meera went (b)/into the kitchen to make some dinner for the children. (c)/no error (d)  
**[CHSL 14/10/2020]**
  - You must (a)/apologize with (b)/him for this. (c)/no error (d)  
**[MTS 07/08/2019]**
  - He apologised in her (a)/silently before he pushed (b)/deeper into her thoughts. (c)/no error (d)  
**[SSC MTS 2023]**

5. The launch of the small (a)/electric car will depend to the willingness (b)/of buyers to pay more for it. (c)/no error (d)

**[CHSL 03/07/2019]**

6. Employees were given (a)/incentives based at (b)/their performance. (c)/no error (d)

**[CHSL 13/04/2021]**

7. Innocent clerk was (a)/accused with misappropriating (b)/funds of the company. (c)/no error (d)

**[SSC CPO Mains 2023]**

8. The police was (a)/accused to tamper with (b)/the evidence. (c)/no error (d)

**[CPO Pre 24/11/2020]**

9. Sakshi discussed (a)/about the problem (b)/with her manager (c)/very briefly. (d)

**[MTS 22/8/2019 Shift-I]**

10. This test (a)/comprises of (b)/grammar, vocabulary (c)/and reading comprehension (d)

**[CPO- 13/3/2019 Shift-I]**

11. We are (a)/coping the problems with (b)/the best of our ability. (c)/no error (d)

**[SSC CGL Tier II 16/11/2020]**

12. The Company specialises at (a)/designing, Crafting and manufacturing (b)/exquisite, high-quality furniture (c)/of exceptional craftsmanship (d)

[SSC CGL 25/09/2024 (Shift-I)]

Answer key

- |         |         |        |        |         |
|---------|---------|--------|--------|---------|
| 1. (a)  | 2. (a)  | 3. (b) | 4. (a) | 5. (b)  |
| 6. (b)  | 7. (b)  | 8. (b) | 9. (b) | 10. (b) |
| 11. (b) | 12. (a) |        |        |         |

### **Rule 155**

Agar 2 aise *words ya phrases* ko *conjunction (and, or, but, etc.)* se joda jaye, jinke saath alag-alag *prepositions* aati hain, tab dono *words* ke saath alag-alag *prepositions* likhna zaroori hota hai.

- e.g. (i) Kavita is *interested* music and fond of painting. (use 'interested in')
- (ii) This plan is *different* the previous one and similar to the one we discussed last year. (use 'different from')
1. He is good at (a)/and fond to (b)/playing football. (c)/no error (d)

[SSC CHSL Pre 2018]

2. The book is useful for (a)/and relevant to the students (b)/preparing for exams. (c)/no error (d)

[SSC CPO 2019]

## Answer key

1. (b)      2. (d)

**Rule 156****Some superfluous errors:-**

- (a) ‘**Records**’ mein ‘**previous**’ word pehle se hi *include* hota hai. *Records* hamesha *previous* hote hain. ‘*Previous records*’ mein *superfluousness* ki error hoti hai.
- (b) ‘**Water**’ ke saath ‘**wet**’ ka prayog galat hota hai, kyunki *water* hamesha *wet* hota hai.
- (c) ‘**Suppose**’ aur ‘**if**’ - dono *same meaning* *convey* karte hain. Dono ka ek saath prayog karna galat hota hai.
- (d) Inn *words* ke sath ‘**back**’ ka prayog *superfluous* hota hai: **return**, **reimburse**, **retreat**, **recede**, **withdraw**, **recall**, **recapitulate**, **recap**, **recast**, etc.
- (e) Inn *words* ke saath ‘**again**’ ka prayog *superfluous* hota hai: **rebirth**, **reborn**, **rebuild**, **regain**, **reiterate**, **recast**, **recall**, **rewrite**, etc.
- (f) ‘**Equally**’ ke saath ‘**as + positive degree + as**’ ka prayog *superfluous* hota hai.

- (g) Inn *words* ke baad '**not**' ka prayog galat hota hai: **until, unless, forbid, prohibit, prevent, dissuade, deny, refuse, lest, etc.**
- (h) '**Coward**' ke *meaning* mein '**man**' pehle se hi *include* hota hai: **a person who lacks courage** (kayar). '**Coward**' ke saath *man* ya *person* ka prayog *illogical* hota hai.
- (i) '**Bag and baggage**' ek *idiom* hai jiska matlab hai - 'saare *belongings* ke saath'. Iske saath *preposition* '**with**' ka prayog *illogical* hota hai.
- (j) '**Passing marks**', '**linking language**', '**linking network**', '**dressing sense**' - yeh *incorrect phrases* hain. Inka *correct form* yeh hogा: **pass marks, link language, link network, dress sense.**
- (k) '**Suddenly**' aur '**came across**' ka saath mein prayog *superfluous* hota hai.
- (l) '**Estimate**' aur '**approximation**' hamesha rough hote hain. Inke saath '**rough**' ka prayog nahi hota hai.
- (m) '**Conclusion**' ke saath '**final**' ka prayog *unnecessary* hota hai.
- (n) '**Funeral**' apne aap mein ek *ceremony* ya *service* hota hai. Iske saath '**ceremony**' ya '**service**' ka prayog galat hota hai.

- (o) ‘**Enter into**’ - yeh superfluous error ka example hai. Lekin ‘enter into’ ek phrasal verb bhi hai jiska matlab hota hai - **to participate** aise case mein ‘enter’ ke saath ‘into’ ka prayog kiya ja sakta hai.
- (p) Cousin ke sath sister/brother nahi aata hai.  
e.g. (i) My cousin **brother** lives in Delhi. (drop 'brother')  
(ii) I am going to meet my parents and I will return **back** on Monday. (drop 'back')
1. Supposing if (a)/it rains (b)/what shall we do?  
(c)/no error (d)

**[SSC CHSL 2011]**

2. After the teacher had told the boys (a)/how to pronounce the word (b)/all of them in one voice repeated the word again. (c)/no error (d)

**[SSC CGL Mains 2010]**

3. Pavan returned back home (a)/when he completed (b)/his assignment abroad. (c)/no error (d)

**[SSC CHSL 16/04/2021]**

4. He went to work (a)/but returned back (b)/immediately. (c)/no error (d)

**[SSC CGL 07/03/2020]**

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Answer key

---

1. (a)      2. (c)      3. (a)      4. (b)

**Rule 157****Voice:-**

**Active voice se passive voice mein change karte samay mainly 3 points ko yaad rakhein:-**

- (i) Active voice se passive voice mein change karte time **active voice ke object ko passive voice ka subject** bana diya jata hai.
- (ii) Active voice mein verb ke form ko tense ke according likha jata hai but **passive voice** mein hum '**be + V<sub>3</sub>**' structure ka use karte hai jaha '**be**' ki form **tense ke according** likhte hai.
- (iii) **Active voice ke subject ko passive voice** mein generally preposition '**by**' ka **object** banakar likhte hain.

**Indefinite Verb:-**

Tense	Active voice	Passive voice
Present	: V <sub>1</sub> / V <sub>1</sub> +s/es : Do/does + V <sub>1</sub>	is/am/are + V <sub>3</sub>
Past	: V <sub>2</sub> : Did + V <sub>1</sub>	was/were + V <sub>3</sub>
Future	: Will/ Shall + V <sub>1</sub>	will/shall + be + V <sub>3</sub>
Modal	: Modal + V <sub>1</sub>	modal + be + V <sub>3</sub>

**Continuous Verb:-**

Cont.	Active voice	Passive voice
Present	is/am/are + V <sub>1</sub> +ing	is/am/are + being + V <sub>3</sub>
Past	was/were + V <sub>1</sub> +ing	was/were + being + V <sub>3</sub>
Future	will/shall + be + V <sub>1</sub> +ing	No passive
Modal	modal + be + V <sub>1</sub> +ing	No passive

**Perfect Verb:-**

Perfect	Active voice	Passive voice
Present	has/have + V <sub>3</sub>	has/have + been + V <sub>3</sub>
Past	had + V <sub>3</sub>	had + been + V <sub>3</sub>
Future	will/shall + have + V <sub>3</sub>	will/shall + have + been + V <sub>3</sub>
Modal	modal + have + V <sub>3</sub>	modal + have + been + V <sub>3</sub>

**Di-transitive verb ka passive 2 tarah se banaya ja sakta hai:-**

**Structure:-**

- Active:- *sub + verb + indirect object + direct + object*
  - Passive 1:- *sub (direct object) + H.V. + V<sub>3</sub> + to/ too + by + object*
  - Passive 2:- *sub (indirect object) + H.V. + V<sub>3</sub> + direct + object + by + object*
- (a) *Infinitives ka passive voice mein change:-*
- *has/have/had + to + V<sub>1</sub>* wale structure ko niche diye gaye prakar se *passive voice* mein *change* karte hai.

**Structure:-**

- Active:- *sub + has/have/had + to + V<sub>1</sub> + obj.*
- Passive:- *sub + has/have/had + to + be + V<sub>3</sub> + by + obj.*

(b) *Imperative sentence ka passive structure niche diye gaye prakar se banta hai:-*

**(i) Without object**

**Structure:-**

- *You are ordered/requested/advised/warned, etc. + to + V<sub>1</sub> + obj.*

**(ii) With object**

**Structure:-**

- Active:- *verb + object*
- Passive 1:- *let + object + be + V<sub>3</sub>*
- Passive 2:- *you are ordered/requested/forbidden, etc. + to + verb + obj.*

(c) *Moral suggestion:-*

**Structure:-**

- *sub + should + be + V<sub>3</sub>*

(d) *Let se banne wale structure sentences ko passive voice mein niche diye gaye prakar se change karte hai.*

**Structure:-**

- Active:- *let + indirect object + V<sub>1</sub> + direct obj.*
- Passive:- *let + direct object + V<sub>3</sub> + by + indirect obj.*

- Active:- *let + indirect object + V<sub>1</sub> + ....*
  - Passive:- *sub + should/might + be + allowed + to + V<sub>1</sub>*
  - Active:- *let's + V<sub>1</sub> + (object)*
  - Passive:- *It is suggested that + we + should + V<sub>1</sub> + (object)*
- (e) Who?:-
- '**Who**' ka prayog sentence mein subject ke roop mein hota hai aur '**whom**' ka prayog object ke roop mein hota hai. Inki voice change karte time niche diye gaye structures ko yaad rakhe.

**Structure:-**

- Active:- *Who + (H.V.) + M.V. + obj?*
- Passive-1:- *By whom + be + sub + V<sub>3</sub>*
- Passive-2:- *Who + be + object + V<sub>3</sub> + by?*
- Active:- *Whom + H.V. + sub + M.V. + ....?*
- Passive:- *Who + be + V<sub>3</sub> + by + obj?*

(f) *Causative verbs ka passive voice:-*

Diye gaye verbs ka passive voice mein structure dekhe.

**Make/Bid:-**

**Structure:-**

- Active voice:- *subject + make/bid + object + V<sub>1</sub> + ....*

- Passive voice:- *subject + be + made/bidden + to + V<sub>1</sub> + (by + object)*

**Get:-**

**Structure:-**

- Active voice:- *Get + obj<sub>1</sub> + to + V<sub>1</sub> + obj<sub>2</sub>*
- Passive voice:- *Get + obj<sub>1</sub> + V<sub>3</sub> + by + obj<sub>1</sub>*

**Have:-**

**Structure:-**

- Active voice:- *Have + obj<sub>1</sub> + V<sub>1</sub> + obj<sub>2</sub>*
- Passive voice:- *Have + obj<sub>2</sub> + V<sub>3</sub> + by + obj<sub>1</sub>*

e.g. (i) **Active:** The teacher made the students complete the assignment.

**Passive:** The students were made to complete the assignment (by the teacher).

(ii) **Active:** The king bade the servant leave the room.

**Passive:** The servant was bidden to leave the room (by the king).

(g) **Feel ,taste, smell, etc. verbs ka passive voice:-**

**Structure:-**

- Passive voice:- *sub + verb + adjective + when + pronoun + helping verb + V<sub>3</sub>*

e.g. **Active:** The soup tastes delicious.

**Passive:** The soup tastes delicious when it is tasted.

**Rule 158****Active v/s Passive:-**

Agar **subject** *action* ka **doer** ho tab **active voice** ka; lekin agar **subject** *action* ka **doer na ho** tab **passive voice** ka prayog karta hain.

**Note:- Intransitive verbs** ka kabhi bhi *passive voice* nahi banaya ja sakta.

1. Bags and purses (a)/were thoroughly checking (b)/at the entrance (c)/to the theatre. (d)

[SSC CHSL 19/04/2021]

2. The letter (a)/was posting yesterday (b)/by my brother (c)/no error (d)

[CPO 11/12/2019 Shift-I]

3. Carrots and sweet potatoes were airdrop (a)/for animals starving (b)/during the tragic bushfires in Australia. (c)/no error (d)

[SSC CHSL 17/03/2020]

---

Answer key

- 
1. (b)      2. (b)      3. (a)

**Rule 159**

*Narration* mein **direct speech** ko **indirect speech** mein *convert* karte samay kuchh **important points** yaad rakhne:-

- Agar sentence mein '**inverted commas**' ke bahar '**past tense**' diya ho tab '**inverted commas**' ke **andar** niche diye **changes** karte hain.

<b>DIRECT SPEECH</b>	<b>INDIRECT SPEECH</b>
➤ <b>Present Indefinite</b>	→ <b>Past Indefinite</b>
• V <sub>1</sub> + s/es	V <sub>2</sub>
• Do/does	Did
➤ <b>Present Continuous</b>	→ <b>Past Continuous</b>
• Is/am/are	Was/were
➤ <b>Present Perfect</b>	→ <b>Past Perfect</b>
• Has/have	Had
➤ <b>Present Perfect Continuous</b>	→ <b>Past Perfect Continuous</b>
• Has/have been	Had been
➤ <b>Past Indefinite</b>	→ <b>Past Perfect</b>
• V <sub>2</sub>	Had + V <sub>3</sub>
➤ <b>Past Continuous</b>	→ <b>Past Perfect Continuous</b>
• Was/were	Had been
➤ <b>Past Perfect</b>	No change
• Had + V <sub>3</sub>	No change
➤ <b>Past Perfect continuous</b>	No change
• Had been + V <sub>1</sub> ,ing	No change
➤ <b>Modals</b>	
• Will	Would
• Shall	Would (Assertive sentence mein)
• Shall	Should (Interrogative sentence mein)
• Can	Could
• May	Might
• Would/could/might/should	No change
• Used to	No change

Verb change

• Today	That day
• Tonight	That night
• Yesterday	The previous day/ the day before
• Tomorrow	The following day/ the next day
• Here	There
• Now	Then
• This	that
• These	Those

- **Wh-words** type question hone par koi **conjunction nahi** lagta; **conjunction** ki jagah unhi **wh-words** ka prayog karte hain jo *question* mein diye hote hai.
- **Interrogative sentence** ko **direct** se **indirect** mein *change* karte samay niche diye gaye *points* ko yaad rakhein.
  - **Interrogative sentences** ko *direct* se *indirect* mein *change* karte samay **affirmative sentence** mein *change* kar diya jata hai.
  - **Conjunction** ke roop mein '**that**' ka prayog na karke '**if/whether**' ka prayog karte hain.
  - Agar *reported speech* '**Wh-word**' se start ho tab **conjunction** ke roop mein usi '**Wh-word**' ka prayog karte hain.
  - Agar *direct speech* mein '**yes/no**' type *question* ho aur sath mein uska *answer* bhi diya ho tab *answer* '**yes**' rahne par '**answered in the affirmative**' ya '**answered positively**' likhte hain aur *answer* '**no**' rahne par '**answered in the negative**' ya '**answered negatively**' likhte hain.

- Direct speech mein **imperative sentence** hone par.
  - $V_1 \dots \rightarrow \text{to} + V_1 \dots$
  - Don't +  $V_1 \dots \rightarrow \text{not to} + V_1 \dots$
  - *Imperative sentence* mein koi **conjunction** nahi lagate hain.
- 'How/what' se banne wale **exclamatory sentence** ko **indirect speech** mein likhte samay 'how/what' ko *drop* karke **assertive sentence** banate hain aur jarurat ke hisab se *emphasising words* jaise '**very/great**' ka prayog karte hain.
- **Where** se banne wale **exclamatory sentences** ko *indirect speech* mein likhte samay **not + anywhere** ya **nowhere** ka prayog karte hain.
- **Sir/madam/your honour, etc.** *words* ka prayog **kewal direct speech mein** karte hain **indirect speech** mein inhe **drop** karke '**respectfully**' ka prayog karte hain.

#### **Golden tips:**

- Sabse pahle yah dekhein ki *reporting verb* '**past tense**' mein hai ya nahi; jisse yah pata chale ki '**tense/adverb**' mein *change* karna hai ya nahi.

- Agar *changes* hone hain tab sabse pahle **verb ke changes** ko *check* karein.
- Agar abhi bhi *answer* na mila ho tab fir **adverbs ke changes** ko *check* karein.
- *Last* mein **pronoun ke changes** ko *check* karein.
- *Most of the questions* *verb* aur *adverb* ke *changes* ko *check* karke hi ho jate hain.

### **Rule 160**

#### **Important phrases:-**

##### **(a) Go ke sath banne wale phrases:-**

- Go deaf/blind/bald
- Go dead/off/mouldy (food)
- Go dead (telephone)
- Go missing etc.
- Go for a walk/run, etc.

##### **(b) Trouble ke sath banne wale phrases:-**

- Take the trouble + to +  $V_1$  [✓]
- Take the trouble +  $V_1$  +ing [✓]
- Have trouble + to +  $V_1$  [✗]
- Worth the trouble + to +  $V_1$  [✓]

##### **(c) 'Help' verb ke sath infinitive aur gerund aa sakta hai:-**

- Help + object + to +  $V_1$

- *Help + object + V<sub>1</sub>*
- *Help + object + in + gerund*
- *Help + object + with + noun*

**(d) Can not/could not ke sath niche diye gaye structures possible hain:-**

- *Can't stand + V<sub>1</sub>+ing*
- *Can't bear + V<sub>1</sub>+ing*
- *Can not + help + V+ing*
- *Can not + help + but + V<sub>1</sub>*

**Note:-** Point (d) wale structure khud ko rok na pane ke sense mein aate hain.

1. It is not worth (a)/having the trouble (b)/to write to him (c)/as he never replies. (d)/no error (d)

**[CGL Pre-11/04/2022 Shift-III]**

2. Shall (a)/we go (b)/for walking (c)/in the park? (d)

**[CGL Pre-21/04/2022 Shift-II]**

3. He couldn't but help (a)/shed tears at the plight of the villagers (b)/rendered homeless by a devastating cyclone. (c)/no error (d)

**[SSC CGL Mains 12/04/2015]**

4. She could (a)/not help (b)/but laugh. (c)/no error (d)

**[SSC CGL Pre 16/08/2015]**

---

**Answer key**

- 
1. (b)      2. (c)      3. (a)      4. (d)

**Rule 161**

‘Marry’ ka prayog, **active voice** mein kiye jaane par iske saath kisi bhi **preposition** ka prayog **nahi** kiya jata hai lekin **passive voice** mein iska prayog kiye jaane par iske saath ‘**to**’ **preposition** ka prayog kiya jata hai.

e.g. Prashant married *with* Radhika. (drop ‘with’)

- 
1. He married (a)/with a rich heiress (b)/last year. (c)/no error (d)

**[CGL 07/03/2020]**

- 
2. She is married with (a)/a rich businessman and has (b)/enough money to splurge on luxuries. (c)/no error (d)

**[SSC CPO MAINS 2023]**

---

**Answer key**

- 
1. (b)      2. (a)

**Rule 162****Exclamatory Expression**

- To express pain → Ouch!, Ah!, Owl!, etc.
- To express displeasure → Boo!, Ew!, Yuck!, Whoops! etc.
- To express cold → Brr!
- To express fear → Eek!, Yikes!, etc.

- To express congratulations → Cheers!, Congratulation!, etc.
  - To express surprise → Gosh!, Goodness!, etc.
1. He replied (a)/in a dry tone, (b)/\*Ouch! I will not work (c)/for you anymore." (d)
  2. Brr, the city (a)/view from the (b)/Eiffel Tower is amazing! (c)/no error (d)

**[SSC CGL 12/09/2024 (Shift-III)]**

**[SSC CGL 17/09/2024 (Shift-III)]**

Answer key

1. (c)
2. (a)

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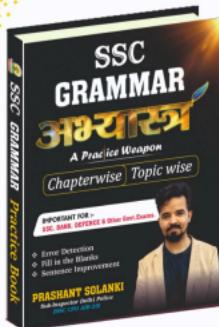
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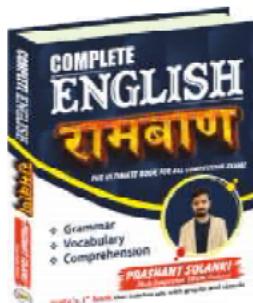
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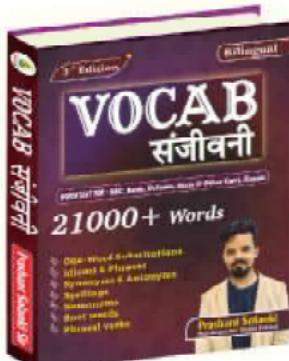
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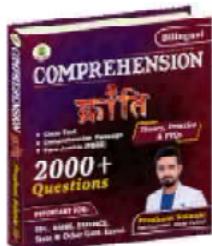
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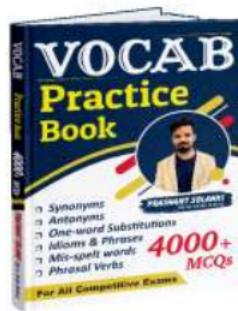


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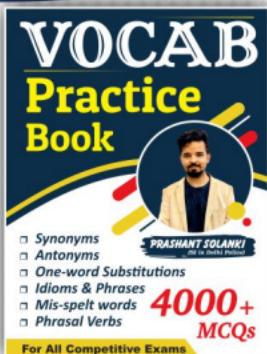
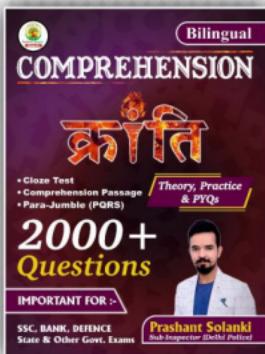
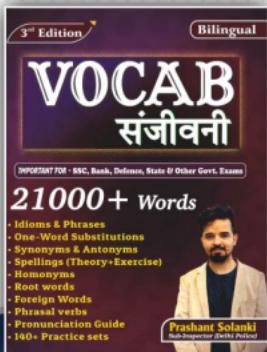
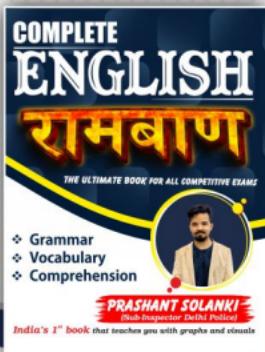
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