

Important tips for Learning English Grammar

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1. Parts of Speech- Nouns, Pronouns, Adjectives, Verbs, Adverbs, Prepositions, Conjunctions, Interjections:

a. **Noun:** It is a word used as a name of a person, place or thing.

E.g. *Sheila, Delhi, toy*

Types:

- **Proper:** Denotes a particular person, thing or place like *Delhi, Mohan*.
- **Common:** Denotes a class of objects like *desk, girl, chair*.
- **Collective:** Denotes several things regarded as a group like *army, class, jury*.
- **Abstract:** Denotes something that cannot be seen, touched, etc. and denotes a quality like *honesty, laughter, truth*.
- **Material:** Denotes a substance of which things are made like *cotton, wheat, paper*.
- They can also be Masculine (*Rohan, horse*), Feminine (*Tanya, cow*) or Neuter (*House, chair*)
- They can be Countable (*Books, chairs*) or Uncountable (*Milk, noise*)

b. **Pronoun:** It is a word used in place of a noun.

E.g. *She, he, me, I*

Types:

- **Personal:** *I, he, they, etc.*
- **Reflexive and emphatic:** *Myself, himself, themselves, etc.*
- **Demonstrative:** *This, that, those, etc.*

- **Indefinite:** *One, any, somebody, none, etc.*
- **Distributive:** *Each, every, neither, etc.*
- **Reciprocal:** *Each other, one another, etc.*
- **Relative:** *Who, which, what, etc.*
- **Interrogative:** *Who, whose, whom, which, what, etc.*

c. **Adjective:** It is a word used to describe a noun or a pronoun, i.e., it adds to the meaning of a noun or pronoun.

E.g. *Beautiful, ugly, large, empty.*

Types:

- **Adjectives of Quality:** They describe the kind, quality or characteristic like *beautiful, clever.*
- **Adjectives of Quantity:** They indicate how much of a thing is meant in indefinite terms like *some, half, little.*
- **Adjectives of Number:** they indicate how many people or things are meant. They can be definite (an exact number like *two, three*), indefinite (*few, some, all, many*) or distributive (referring to each noun like *every, neither, each*)
- **Demonstrative:** They indicate which person or thing is meant like *these, that, those, etc.*
- **Interrogative:** They are used to ask questions like *which, what, who.*
- **Exclamatory:** They express a feeling like 'What a story!' *Here, where, what* are used as adjectives.
- **Possessive:** They indicate possession like *ours, my.*

Degrees:

- **Positive:** It is the basic form like *small.*
- **Comparative:** It compares to things which are different like *smaller.*
- **Superlative:** It denotes the extreme like *smallest.*

Examples: *Bad, worse, worst/ Beautiful, more beautiful, most beautiful/ Far, further, furthest.*

d. **Verb**: It is a word which is used to describe an action or to say something about the noun or pronoun.

E.g. *Is, lives, prays, dances.*

Types:

- **Transitive: They pass on the action from the subject to the object.**

E.g. *Laila saw a man.*

- **Intransitive: They do not pass on the action from the subject to the object.**

E.g. *Laila runs.*

e. **Adverb**: It is a word used to modify a verb, an adjective or another adverb.

E.g. *Quickly, very, sweetly.*

Types:

- **Simple: These maybe further subdivided into:**
 1. **Adverb of Time: *Soon, early, late, before, tomorrow.***(Answers 'when')
 2. **Adverb of Place: *Here, there, anywhere.*** (Answers 'where')
 3. **Adverb of Manner: *Bravely, smartly, beautifully.*** (Answers 'how' or 'in what manner')
 4. **Adverb of Degree or Quantity: *Very, quite, almost.*** (Answers 'how far')
 5. **Adverb of Frequency (or Number): *Twice, always, firstly.*** (Answers 'How often')
 6. **Adverb of Reason: *Therefore, thus, hence.*** (Answers 'Why')
 7. **Adverb of Comparison: *More quickly, as fast as, such as.***
 8. **Adverb of Affirmation or Negation: *Certainly, not.***
- **Interrogative:**

1. **Adverb of Time:** *How long, when.*
 2. **Adverb of Place:** *Where.*
 3. **Adverb of Manner:** *How.*
 4. **Adverb of Degree or Quantity:** *How high, how much, how far.*
 5. **Adverb of Number:** *How many.*
 6. **Adverb of Reason:** *Why.*
- **Relative:** It joins two clauses by relating itself to a noun and indicates time, place, reason or manner like "I know the house *where* he lives" or "I don't know the time *when* the function begins"

f. **Preposition:** It is a word placed before a noun or a pronoun to indicate some relation between the noun or pronoun and some other word.

E.g. *On, in, around, across.*

Types:

- **Simple:** *In, of, an, of, to.*
- **Compound:** *Without, within, outside, inside.*
- **Double:** *From behind, out of, from beneath.*
- **Participle:** *Notwithstanding, concerning, pending, considering.*
- **Phrase:** *By means of, because of, on account of.*
- They indicate relations of place (*in, out, up, above*), time (*at, on, in, from*), instrument (*by, with, by means of*), manner (*with courage, with hope, with bravery*), cause/reason/purpose (*for, through, with shame*), possession (*Book of Ram, Boy with a dog*), measure/rate (*by metre*) and contrast/concession (*with, for*)

g. **Conjunction:** It is used to join words or phrases.

E.g. *And, but, so, although.*

Correlative conjunctions are most widely used in pairs. These include:

- *..and*
- *..or*

- ***..nor***
- ***..yet***
- ***..or***
- ***Not only...but also***
- ***No sooner...than***
- ***Scarcely/Hardly...When/Before***
- ***...than***
- ***..as***
- ***..that***
- ***The same...as***
- ***The same...that***
- ***As/So...as***
- ***..so***
- ***..that***

h. Interjection: It is a word used to express some sudden feeling.

E.g. *Hurrah!*, *Wow!*, *Bravo!*

They express a variety of emotions:

- **Joy: *Hurrah! Ha-ha!***
- **Sorrow: *Alas! Ah! Oh!***
- **Surprise: *Oh! What! Ha!***
- **Appreciation: *Bravo! Hear-hear!***
- **Contempt: *Fie! Pooh!***
- **Calling: *Hello! Ho!***
- **Drawing attention: *Look! Listen! Behold!***
- **Making or becoming silent: *Hush!***

2. Types of Sentences:

There are four different kinds of sentences:

- **Assertive: Those which simply affirm or deny something. They end with a full stop. (.)**

E.g. *Shreya swims very fast.*

- **Imperative: Those which contain some command, request, advice or prohibition. They too end with a full stop. (.)**

E.g. *Please close the door.*: Those which ask questions and end with a question mark (?)

E.g. *Where do you live?*

- **Exclamatory: Those which express some strong or sudden feelings. They end with an exclamation mark. (!)**

E.g. *What a wonderful place!*

3. Agreement of Subject and Verb:

There are various rules for the agreement of subject with the verb since most people make grave grammatical errors in this aspect. The rules are:

- **Two or more singular subjects (connected by 'and') take a plural verb.**

E.g. Karishma and her sister *were* dancing.

- **If two subjects joined by and represent one idea, they take the singular verb.**

E.g. Slow and steady *wins* the race.

- **If two singular subjects joined by and are preceded by 'each' or 'every', the verb is Singular.**

E.g. Every boy and every girl *was* satisfied.

- **If two singular nouns refer to the same person or thing, the verb must be singular. Also, the second article is dropped.**

E.g. The poet and teacher *has* come.

- **Two or more singular subjects connected by 'either...or', 'neither...nor', 'or', 'nor' take a Singular verb.**

E.g. Either Tina or Shaina is going to come.

Note: When the subjects thus connected are of different numbers, the verb should be plural and the plural subject should be placed near the verb. E.g. Neither Rohan nor his brothers *were* present.

Note: Also, when the subjects thus connected are of different persons, the verb agrees in person with the one nearest to it. E.g. Either you or she *is* wrong.

- **A collective noun takes a Singular Verb if the idea of oneness is expressed by it but if it connotes the individuals of the collection, the verb must be plural.**

E.g. There *is* a large number of pupils in the class.

A number of students *were* rewarded.

- **If two nouns are joined by 'with' or 'as well as', the verb agrees with the first noun.**

E.g. The king, with all his sons, *was* arrested.

- **'Either', 'neither', 'each', 'everyone', 'many a', must be followed by a singular verb.**

E.g. Many a boy *is* tempted to do mischief.

- **When none of is used with a plural noun or pronoun, or a singular noun that refers to a group of people or things, both singular and**

plural verbs can be used. But it is best to remain on the side of caution and use it as singular where possible.

E.g. None of them is/are coming tonight.

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