

CSS WITH 47

Comprehensive Notes on;

PARTS OF SPEECH

BY

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ENGLISH NOTES

THE SENTENCE:

DEF: A group of words that has a complete sense.

OR

Words that give a comprehensive sense.

Example:

- The boys are making a noise.
- Ali is a doctor.

KINDS:

1. Declarative or Assertive sentence: Those which make statements and assertions.

Example:

- Payal is playing tennis. (positive)
- Payal is not playing tennis. (Negative)

2. Interrogative Sentence: Ask questions:

• HOW QUESTIONS ARE ASKED

I. (5 Ws+H= *What, Which, Where, Who, When, How*)

II. *by putting helping verbs before the subject*

- Who is there?
- What is your name?
- Are you crazy?

3. IMPERATIVE SENTENCES: Make commands, requests, advice, and prohibitions.

- Go and get the pen changed. Command
- Have pity on us. Request
- One should keep one's promise. Advice
- Don't play with fire. Prohibition

4. EXCLAMATORY SENTENCES: Show wonder and sudden feelings;

- How awesome her voice is!
- What a shame!
- Alas! Sejal is no more.
- Hurrah! I passed CSS.

5. OPTATIVE SENTENCES: Show wishes and desires;

- Would that I were a doctor.
- May you live long!
- May you go to hell!

SUBJECT AND PREDICATE

SUBJECT: Agent in a sentence. Or Doer of an action

ENGLISH NOTES

PREDICATE: Part of a sentence that tells about the subject, doing its work.

Alee is speaking English.

Students of Prime Educational Academy won the competition.

The groaning of donkey we hear.

NOTE: The underlined word or a group of words is the subject while the rest is the predicate. Predicate possesses an auxiliary verb, main verb and object.

PHRASE AND CLAUSE

PHRASE: A group of words that does not complete sense.

On the roof of the school.

Under the bridge.

With a sharp knife.

CLAUSE: Part of sentence that has subject and predicate and mostly no complete sense.

Students who work hard get success.

I can not stop helping them until they trust me.

THE NOUN

DEFINITIONS;

- 1 .A Noun is a naming word.
2. A name given to anything.
- 3 .A word used as the name of a person, place or thing.

KINDS;

1. Proper Nouns: Particular name of anything.

Alee , Ayesha, Kashaf (persons)

Concepts school, Asad Clinic, National Library (Place)

Samsung mobile, Dollar Pen, Dell Computers. (Things)

ENGLISH NOTES

2. Common Nouns: Name given in common to anything;

Boy, Girl, Woman (persons)

School, Clinic, Library (Place)

Mobile, Pen, Computers.

3. Collective Nouns: Name of a collection that is spoken as a whole;

Jury,, Committee, Crowd, Cattle, Faculty, Staff

4. Material Nouns; Name of a matter or substance of which any other thing is made;

Wood, Plastic, Rubber, Water, Milk, Yogurt, Gold, Zinc etc

5. Abstract Nouns; Name of quality , action or state;

Bravery, Goodness, Charity, Boldness (Quality)

Laughter, Movement, Laughter, Theft, Attack (Action)

Sickness, Slavery, Poverty, Kingship (State)

*FURTHER CLASSIFICATION OF NOUN;

1. All common, proper and collective nouns are COUNTABLE NOUNS

2. All material and abstract nouns are UNCOUNTABLE NOUNS as both material and abstract nouns have no plural.

THE NOUN CASES

NOMINATIVE CASE; Subject in a sentence is said to be in Nominative Case;

Pranjal is a good student.

Boys were punished.

ACCUSATIVE/OBJECTIVE CASE; Object in a sentence is said to be in Accusative Case;

Jinsar is teaching Pranjal.

I scolded boys.

POSSESSIVE CASE; Show relationship with a thing.

ENGLISH NOTES

*USE OF APOSTROPHE;

Saleem's pen, Boys' school, Sundus' bag, Faraz's cellphone

*No apostrophe with non-living;

Chair's leg (incorrect) = Leg of chair

VOCATIVE CASE; Addresses/calls someone;

Hira! Come here.

Boys! Stop talking.

THE NOUN GENDER

1. MASCULINE GENDRS; Nouns denoting males; as Boy, Father, Dog, Donkey etc

2. FEMININE GENDERS; Nouns denoting females; as Girl, Mother, Bitch, Ass etc

3. COMMON GENDERS; Nouns either male or female; as Cousin, Enemy, Doctor, Friend etc

4. Neuter Gender; Nouns neither male nor female; as Chair, Cellphone, Laptop, Torch etc

ENGLISH NOTES

THE PRONOUN

DEF: Pronoun Is A Word Used Instead Of Noun:

Example:

- Ayesha is in Norway because she is doing PhD.
- People eat meal because they want to live alive.

KINDS:

1 PERSONAL PRONOUN: I, We, You, They, He, She, It Are Called Personal Pronoun.

I. **First Person Pronouns:** Person Or Person Speaking:

I	My, Mine	Me
We	Our, Ours	Us

II. **Second Person Pronouns:** Person Or Person Spoke To:

You	Your, Yours	You
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III. **Third Person Pronouns:** Person Or Person Spoke Off:

He	His	Him
She	Her, Hers	Her
It	Its	It
They	Their, Theirs	Their

2. RELATIVE PRONOUN: Pronouns That Refer Back To Noun To Show a Relationship:

i. **Who & Whom:** For Persons only.

- The boy who is crying is my brother.
- The boy whom I slapped is crying.

ii. **Which:** For Non-Living And Animal.

- Pen which Is On The Table Is Mine.
- Dog which Is black in color Seems Dangerous.

iii. **That & Whose:** For both Person And Animal.

ENGLISH NOTES

- Pen that is broken was expensive.
- Dog whose color is white is mine.

3.COMPOUND RELATIVE PRONOUNS; Pronouns formed by adding ever, so, or soever to who, which, and what are called relative compound pronouns;

Whoever, Whosoever, Whichever, Whatever, Whatsoever

4. POSSESSIVE PRONOUN: Show Relations or Possession.

Mine-Our-Yours-Theirs-His-Hers-Its

- This Pen Is Mine.
- That Laptop Is Ours.

5. INTERROGATIVE PRONOUN: Pronouns That Ask Questions

Who-What-Which-Where-When

- What Is Your Name?
- Who Are You?

6. DEMONSTRATIVE PRONOUNS: Point Out Or Refer To Object:

This-That-These-Those-Such

- This Is Myself People. (Near)
- That Is My Laptop. (Distant)
- These Are My Books. (Near)
- Those Are My Students. (Distant)
- Such Are Clever Students. (Abstract)

7. INDEFINITE PRONOUNS: These Pronouns Talk In General.

One-Someone-Anyone-No One-Either-Anybody-Nobody

- One Should Respect Elders.
- Someone Took My Mobile.
- Is There Anyone In The Room?

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Reflexive & Emphatic Pronouns:

8. REFLEXIVE PRONOUNS: These Reflect An Action:

- He Cut Himself.
- She Scolded Herself.

9. EMPHATIC PRONOUNS: These Stress/Emphasize An Action.

- I Speak English Myself.
- She Cooks Meal Herself.

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ENGLISH NOTES

THE ADJECTIVE

- An adjective is a word that adds something to the meaning of a noun
- A word used to describe or point out the person, animal, place or thing which the noun names.
- An adjective tells number or quantity.
- An adjective is describing word.

- Shina is a girl.
- Shina is a rude girl.

NOTE: Adjective is used in two ways;

1. **ATTRIBUTIVELY;** Along with noun and before the verb; as

The clever students are respected everywhere.

Funny teachers are always welcome in the class.

2. **PREDICATIVELY;** Along with the verb;

My students are clever.

Sir Jinsar is funny.

KINDS OF ADJECTIVE

1. **DESCRIPTIVE ADJECTIVES/ADJECTIVES OF QUALITY;** Show kind or quality;

**Of what kind?* answers descriptive adjectives

- Islamabad is a beautiful city.
- Saleem is an honest person.

2. **PROPER ADJECTIVES;** Adjectives formed from proper nouns;

Australian actors, Turkish coups, Indian movies, Japanese pillars

3. **ADJECTIVES OF QUANTITY;** Show how much of a thing is meant;

- *How much* replies adjectives of quantity

- She ate some rice.
- He lost all his hopes.

ENGLISH NOTES

- Do you have any wisdom.

4. ADJECTIVES OF NUMBER/NUMERAL ADJECTIVES; Show how many of persons or things are meant,

- *How many ?* answers Numeral Adjectives.
- a) **Defininte Numeral Adjectives;** Denote exact number;
 - One, Two , Three etc are called Cardinals
 - First, Second, Third etc are called Ordinals.
 - b) **Indefinite Numeral Adjectives;** Donot show an exact number;as

All, Several, Many, Any, Certain, Few , Some etc

- c) **Distributive Numeral Adjectives;** Show each one of a number;
Each, Evey, Either, Neither

5. INTERROGATIVE ADJECTIVES; Ask questions;as

- What book do you like the most?
- Which drama is your favourite?
- Whose novel are these?

NOTE; *What* is used in general sense while *Which* in selective sense.

6. DEMONSTRATIVE ADJECTIVES; Point out objects;

- This pen is mine.
- That boy is my brother.
- These sweets I have bought from shop.
- Those novels are expensive.

7. EMPHASIZING ADJECTIVES; Own and Very are sometimes used as Emphasizing Adjectives;as

- This is the very person who is in criminal hit list.
- Sejal is a very student whom everyone praises for presence of mind.
- This is very novel that I was looking for.
- I saw him smoking with my own eyes.
- She gave her money with her own hands.

8. EXCLAMATORY ADJECTIVES; What is sometimes used as an exclamatory adjectives;

- What a shame!
- What an idea !
- What a stroke!

FORMATION OF ADJECTIVES

ENGLISH NOTES

1. From Nouns; as

Boy-Boyish, Fool-Foolish, Shame-Shameless, Reason-Reasonable

2. From Verbs; as

Tire-Tireless, Talk-Talkative, Move-Moveable, Cease-Ceaseless

3. From Adjectives; as

Tragic-Tragical, Whole-Wholesome, Black-Blackish, Sick-Sickly

COMPARISON OF ADJECTIVES

POSITIVE DEGREE; Shows a mere quality

COMPARATIVE DEGREE; Shows comparison between two

SUPERLATIVE DEGREE; Shows comparison with more than two

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ENGLISH NOTES

THE VERB

- A verb is a word that tells or asserts something about a person or thing.
- *A Verb is a telling word.

WHAT DOES A VERB TELL?

1. **A verb tells what a person or thing does;as**
 - Pranjal is laughing.
 - The mobile rings.
2. **What is done to a person or thing;as**
 - Alee is punished.
 - My cellphone is broken.
3. **What a person or thing is; as**
 - Fa rhan is clever.
 - That cat is beautiful.

ACTION VERBS

TRANSITIVE AND INTRANSITIVE VERBS

4. **TRANSITIVE VERBS;** These verbs pass over an action.
 - Sir slapped Ali.
 - The horse kicked its master.
5. **INTRANSITIVE VERBS;** These verbs do not pass over an action.
 - I walked a long distance.
 - Sejalcries loudly.
 - Marwa is singing.

NOTE; Some verbs like; come , go, die , sleep, lie denote an action which does not pass over an action since they can never be used transitively.

NON ACTION VERBS;

TO BE VERBS

- I am a doctor.
- She was beautiful.
- Pranjal will be a CEO.

LINKING VERBS

*These link grammatical subject to an adjective, to noun or phrase; as

- Biryani tastes good.

ENGLISH NOTES

- She is an honest lady.
- Jinsar looks out of sorts.

TENSES

1. SIMPLE PRESENT TENSE: Express a habitual action, general truths and future events; as

- I get up early in the morning. (HABIT)
- Honesty is the best policy. (UNIVERSAL TRUTH)
- The class begins at 9:30 sharp. (FIXED FUTURE EVENTS)

SYMBOLS OF IDENTIFICATION:

- In order to make negative sentences *Do not* (*I, we, you, they,*) and *Does not* (*He, She, It*) are used.
- *I do not get up early.*
 - *She does not get up early.*

2. PRESENT CONTINUOUS TENSE: Shows an action going on, fixed actions;

- She is singing a song.
- We are going to Karachi tonight.

HELPING VERBS AND SYMBOLS OF IDENTIFICATION

AM= I

ARE= We , You, They

IS= He, She, It

3. PRESENT PERFECT TENSE: Indicate completed activities in immediate past, an action completed while speaking,

- I have eaten meal.
- Alee has just completed the novel.

HELPING VERBS AND SYMBOLS OF IDENTIFICATION:

4. PRESENT PERFECT CONTINUOUS : Shows an action started in past and is still continuing;

ENGLISH NOTES

- o I have been waiting for the train since morning.
- o Kashish has been playing cards for two hours.

PAST SIMPLE TENSE: Indicate an action completed in past.

NOTE; The action always occurs with adverbs, or adverb phrases of past.

I went to Lahore yesterday.

I did not go to Lahore yesterday.

Note; Always use first form of the verb when did is used in a sentence.

PAST CONTINUOUS TENSE: Shows an ongoing action in past;

- It was getting cold.
- They were crying over spilt milk.

PAST PERFECT TENSE: Describes an action completed before a certain moments;

- The train had left before we reached the railway station.
- KP had changed his uniform before taking breakfast.
- KP had not changed his uniform before taking breakfast.

PAST PERFECT CONTINUOUS TENSE: Used for an action that began before certain point in past and continued up to that time.

- Alee had been playing cricket since morning.
- I have been making his fun for two hours.

FUTURE SIMPLE TENSE: Used to talk about things that we can not control.

*Expresses future as fact;

- I shall get promotion next month.
- Boys will know results in May.

*Used about what we think or believe will happen;

- I think I shall pass CSS.
- She thinks it will rain tonight.

FUTURE CONTINUOUS TENSE: Shows an action in progress in coming time;

- I shall be speaking English.
- He will be living with us till next year.

FUTURE PERFECT TENSE: Shows an action that will be completed by a certain future time.

ENGLISH NOTES

- I shall have done my homework by then.
- By the end of this month he will have worked here for five years.

FUTURE PERFECT CONTINUOUS TENSE: Actions which be in progress over a period of time that will end in future;

- I shall have been passing that exam twice by next month.
- Boys will have been doing home work since morning.

• THE INFINITIVE

The infinitive is base form of verb, often preceded/followed by To; as

- To err is human.
- Ali wants to do CSS.

USE OF INFINTIVE:

1. As a subject of verb;

- To find fault is easy.
- To tell a lie is a bad habit.

2. As the object of transitive verb;

- I don't want to hurt.
- Aslam likes to make an inspirational speech.

3. As Complement of Verb;

- His main hobby is to collect old coins.
- Our duty is to serve others.

4. As the Object of preposition;

- He has no choice but to surrender.
- The student is about to start.

THE GERUND

* gerund is a form of verb ending with -ing and has the tendency of of verb and noun;

USES OF GERUND;

1. As a subject of verb;

- Seeing is believing.
- Telling a lie is a bad habit.

2. As of a Transitive Verb;

ENGLISH NOTES

- Stop talking.
- I like reading novels.

3. Object of Preposition:

- I have been sick of sacrificing.
- She is fond of drinking tea.

▪ THE PARTICIPLE

*A form of verb that has tendency of verb and adjective;

1. PRESENT PARTICIPLE; (ING FORM)

- Barking dogs seldom bite. (Dogs that bark)
- A rolling stone gathers no mass. (Stone will keep on rolling)

2. PAST PARTICIPLE; (-ed -en)

- Borrowed garments never fit well (Garments will be borrowed)
- Broken hearts are never repaired. (Heart that is hurt)
- Spoken words can never return. (Words that have been said)

ENGLISH NOTES

THE ADVERB

Def. An adverb is a word that qualifies an adjective, a verb and another adverb.

TYPES:

1. Adverb of Manner and Quality: How the action is being performed;

She damaged her car badly.

She speaks French very fluently.

This article is written beautifully.

2. Adverb of Place: Describes the occurrence place of action;

The aircraft landed near the banyan tree.

I couldn't find the book anywhere.

3. Adverb of Time: Explains when a particular action has happened or going to happen;

I will go to the cinema tomorrow.

My teacher will contact you shortly.

I completed the assignment yesterday.

4. Adverb of Quantity and Range: Explain how much or up to what extent an action is completed then we use the Adverb of Quantity and Range. For example,

This vessel is filled partially.

He was completely exhausted.

5. Adverb of Number and Frequency: Explain the no. of times a particular action has occurred;

I go to the cinema twice a week.

My mother visits the nearby temple every day.

6. Adverb of Affirmation or Negation: Acceptance or denial. Adverb of Affirmation or Negation is used for this purpose;

Surely He will complete the race.

The weather will certainly get better.

ENGLISH NOTES

THE PREPOSITION

*A preposition is a word that is used before noun to show relationship.

- There is a cow *in* the field.
- Shina studies *in* IBA.

NOTE: A preposition is usually placed before its object, but sometimes it follows;

- *This is the novel that you were looking for.*
- *Whom are you thinking of?*
- *What is she waiting for?*

Note: Relative and Interrogative pronouns always take the preposition at the end.

KINDS OF PREPOSITION:

1. PREPOSITIONS OF TIME : (IN, ON, AT)

- *In October, In the evening, In summer, In childhood*
- *On Sunday, On 13th April, On Pakistan's day,*
- *At 5 pm, At noon, At bed*

2. PREPOSITIONS OF PLACE (ON, AT, IN)

- *In the car, In the shelf, In garden, In a cupboard*
- *On the table, On the map, On a wall*
- *At bus stop, At the front of dice, At the edge of glass,*

3. PREPOSITION OF DIRECTION: (Into, To, Through, Towards)

- *We are going to school.*
- *The baby was approaching to us.*
- *He threw a ball into river.*

4. PREPOSITION OF AGENT: (BY , WITH)

- *Mera Pakistan was written by Imran Khan.*
- *She cut an apple with a knife.*

ENGLISH NOTES

*"Do good to everyone without any expectations as an old proverb says
fragrance always remains in hands of those who distribute roses"*

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ENGLISH NOTES

THE CONJUNCTION

*A conjunction is a word which joins together sentences, and sometimes words.

- I am a doctor and she is a teacher.
- She is coming but I have to go.
- You should work or will fail.
- Two and two make four.

KINDS OF CONJUNCTION

1. COORDINATING CONJUNCTION; Joins together clauses of equal rank.

*Co-ordinating means of equal rank.

- FANBOYS= For, And, Nor, But, Or, Yet, So,
- He is dull, but he is working.
- I hate to waste water for it is very precious on earth globe.

2. SUBORDINATING CONJUNCTION; These conjunctions join dependent clauses to independent clauses.

*NOTE: Subordinating conjunctions are essential part of complex sentences which include at least two clauses, with one of main clause (at least)

- ❖ Subordinating Conjunctions perform two function within a sentence;
- i. It illustrates the importance of independent clause.
- ii. It provides a transition that always indicate a place , time, or cause and effect of relationship.
 - As I wanted to switch on bulb, the light switched off.
 - We cried when we heard the voice of Faizan's arrival.

SUBORDINATING CONJUNCTIONS:

After, Although, As , Before, By the time, As soon as, Even if, If, In case, Once, Whenever

3. CORRELATIVE CONJUNCTION: These conjunctions are used in pairs.

Either.....or, Neither.....nor, Although.....yet, If.....then

- Alee is neither miser nor so generous.
- Although we are poor yet our hearts are generous.
- If that is the situation , then I am not going to ISB this year.

"Only I Can Change My Life. No One Can Do It For Me"*****CAROLNURNETT

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ENGLISH NOTES

THE INTERJECTION

DEF: A word that expresses emotions.

ROLES OF INTERJECTION:

1. EXPRESS SUDDEN MOODS: as

- Wow! That is very emotional scene.
- What? He is coming back!
- Aaw! You are kidding.

2. EXPRESSES YES OR NO:

- Yes! I am going to accept that challenge.
- Nah! I won't allow them to come here.

3. GET SOMEONE'S ATTENTION:

- Hey! Come here for a second.
- Hoooo! Is this my fault?

***** THE END *****

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