

1. Verb Forms

FORM	FUNCTION	EXAMPLES
Base Form	Used in the infinitive (to walk), imperatives, and general use.	Walk, eat, play.
Third-Person Singular	Adds -s or -es to the verb in the simple present for "he/she/it."	He walks, she runs.
Past Form	Indicates completed actions in the past.	Walked, ate, played.
Present Participle	Ends in -ing ; used in continuous tenses.	She is walking, they are eating.
Past Participle	Used in perfect tenses and passive voice.	She has walked, it was eaten.

COMMON MISTAKES	INCORRECT	CORRECT
Forgetting third-person -s	She walk	She walks
Using past tense for irregulars	He goed home	He went home
Mixing tenses with participles	I have ate lunch	I have eaten lunch

2. Tenses

Present Tenses

TENSE	USAGE	EXAMPLES
Simple Present	Habits, facts, schedules.	She plays soccer. Water boils at 100°C.
Present Continuous	Ongoing or temporary actions, future plans.	I am reading now. They are meeting tomorrow.
Present Perfect	Actions with present relevance, experiences.	I have seen that movie.
Present Perfect Continuous	Actions continuing to the present.	I have been studying all day.

COMMON MISTAKES	INCORRECT	CORRECT
Using present simple for "now"	I read now	I am reading now
Present perfect with specific time	I have seen him yesterday	I saw him yesterday

Past Tenses

TENSE	USAGE	EXAMPLES
Simple Past	Completed actions in the past.	She visited Paris last year.
Past Continuous	Ongoing past actions, interrupted actions.	I was reading when he called.
Past Perfect	Actions completed before another past action.	He had left before I arrived.
Past Perfect Continuous	Continuous past actions before another action.	They had been waiting for hours.

COMMON MISTAKES	INCORRECT	CORRECT
Overusing past perfect	I had left and then saw her	I left and then saw her
Forgetting auxiliary verbs	He working all day	He was working all day

Future Tenses

TENSE	USAGE	EXAMPLES
Simple Future	Predictions, spontaneous decisions.	I will call you later.
Future Continuous	Ongoing actions at a specific time in future.	They will be working at 8 PM.
Future Perfect	Actions completed before a specific time.	She will have finished by 5 PM.
Future Perfect Continuous	Continuous actions up to a future point.	By 2025, I will have been living here.

COMMON MISTAKES	INCORRECT	CORRECT
Using "will" for planned events	I will meet him at 5 PM	I am meeting him at 5 PM

3. Prepositions

TYPE	EXAMPLES	USAGE
Time	At 5 PM, on Monday, in June.	Indicate time or duration.
Place	Under the table, on the desk, in the room.	Indicate location.
Direction	To the park, into the building.	Indicate movement.

COMMON MISTAKES	INCORRECT	CORRECT
Misusing "in" vs. "on"	She is on the room	She is in the room
Adding unnecessary "to"	I entered to the room	I entered the room

4. Conjunctions

TYPE	EXAMPLES	USAGE
Coordinating	and, but, or, nor, for, so, yet	Connect independent clauses.
Subordinating	because, although, while, when, if	Link dependent and independent clauses.
Correlative	either...or, neither...nor, not only...but also	Pair conjunctions for balanced clauses.

COMMON MISTAKES	INCORRECT	CORRECT
Misplacing conjunctions	I am tired and I will sleep.	I am tired, and I will sleep.

5. Relative Clauses

TYPE	EXAMPLES	USAGE
Defining	The book that I read was amazing.	Provides essential information.
Non-Defining	My brother, who lives in Paris , is a chef.	Adds extra information (set off by commas).

COMMON MISTAKES	INCORRECT	CORRECT
Omitting relative pronouns	The man I met is kind	The man whom I met is kind

6. Conditionals

TYPE	STRUCTURE	EXAMPLES
Zero	If + present simple, present simple.	If water boils, it turns to steam.
First	If + present simple, will + base verb.	If I study, I will pass.
Second	If + past simple, would + base verb.	If I studied, I would pass.
Third	If + past perfect, would have + past participle.	If I had studied, I would have passed.

COMMON MISTAKES	INCORRECT	CORRECT
Mixing tenses	If I will study, I pass.	If I study, I will pass.

7. Modals

MODAL	FUNCTION	EXAMPLES
Can	Ability, permission	She can swim.
Could	Past ability, polite requests	He could play piano.
Should	Advice, mild obligation	You should study.
Must	Necessity, strong obligation	You must wear a helmet.
Might	Possibility	It might rain later.

8. Passive Voice

TENSE	ACTIVE VOICE	PASSIVE VOICE
Present Simple	She writes a book.	A book is written by her.
Past Simple	He painted the wall.	The wall was painted by him.
Future Simple	They will start the project.	The project will be started .
Present Perfect	She has completed the task.	The task has been completed .

COMMON MISTAKES	INCORRECT	CORRECT
Misplacing "be" in passive	The wall painted.	The wall was painted .

Complete Summary

TOPIC	KEY RULE	EXAMPLE	COMMON ERROR
Verb Forms	Base, past, participle forms	Walk, walked, have walked.	Forgetting past participle: I have went.
Tenses	Time and aspect of verbs	She is reading a book.	Wrong time marker: I have seen him yesterday.
Prepositions	Words showing relationships	The book is on the table.	Misuse: She is good on math.
Conjunctions	Join words, phrases, clauses	I stayed because it was raining.	Omitting punctuation: I am tired and I slept.
Modals	Express possibility, ability, advice	You should call him.	Adding "to": She can to swim.
Passive Voice	Focus on action or receiver	The task was completed by him.	Missing "be": The task completed.