# Grammar

PUNEET NARANG
ASSISTANT PROFESSOR
DEPT. OF APPLIED SCIENCES

#### Sentence

- A sentence is a group of words that expresses a complete thought. The sentence must have two parts subject and the verb.
- The Subject

The subject of a sentence names the person, place, or thing that is performing the main action in the sentence. Exp.

- Juan threw his bag.
- You seem happy today.
- An oral presentation needs to be well organised.
- He insisted on going to market.

#### Sentence continues...

#### The Verb

Just as every sentence must have a subject, so every sentence must have a verb. The verb is a word that tells what the subject does, what the subject is or what happens to the subject.

- Jim takes walk daily.(the subject does)
- Mr. Sudhir is our department chairman. (what the subject is )
- Mr. Sharma is ecstatic with the news.
- The manager was given a 3 percent raise in the salary. (what happens to the subject)

# Follow the Leader! (Subject-verb agreement)

A verb must agree with its subject in person and in number

Exp.

- Each student (need, needs) to revise the final paper.
- The nurses (want, wants) your help today.
- All batch numbers (is, are)printed on the label.
- Here (is, are )the list of names that you requested.

- Each of the reports(require, requires)scrutiny.
- (Do, Does) any one of them have the latest statistics?
- Most of the criticism (was, were) fair.
   ('Most' is always singular)
- (Has, Have )each of the procedures been reviewed?
- The question about cost and safety (is, are) crucial.
- Nothing (was, were ) left of the house after the tornado struck.

#### Collective Nouns

They take singular verbs when the group acts as *one*; plurals when the members act as *individuals*. Exp.

The committee plans to meet again at 1 p.m.

The committee were divided in their opinions.

#### **Compound Subjects**

The subjects having two or more nouns or pronouns. If the parts of the compound subject are joined by *or(*or *nor)*, the verb must agree in number (singular or plural) with the subject *that follows* the word *or(*or *nor)*. Exp.

- Neither the owner of the mill nor his employee was/ were aware of the change.
- Neither the owner of the mill nor his employees was/ were aware of the change.

# Compound subjects continues....

- Alexander and Yana are travelling to Europe.
- Every weed and blade of grass was cut by mower.
- Each delicate glass and cup was packed carefully.
- Neither the book nor the journals (was, were) useful for me.
- Each of the students (has, have) an assignment to complete.
- Every internship and part time job( need, needs) to be listed.

# Noun – Pronoun Agreement

- A pronoun is a word that takes the place of a noun.
   It helps us to avoid repeating nouns.
- The list of personal pronouns

1	lt	Him	Му	Our	His
You	We	Her	Mine	Ours	Her
He	They	Us	Your	Their	Hers
She	Me	Them	Yours	Theirs	Its

A pronoun often follows the noun to which it refers.

So we can consider pronouns as followers and nouns as leaders. The noun, or leader, to which the pronoun refers is the *antecedent*.

Ехр.

Manisha will have her laptop at the meeting
 Manisha is the leader or antecedent. Her is the follower.
 The noun can have more than one pronoun refer back to it.
 Note:

There can be more than one noun in a sentence that serves as a leader. Make sure that you match the pronoun to the correct antecedent.

### Illustrations

Underline pronouns and their leaders(nouns).

- Sumit shared his ideas with his group.
- The <u>driver</u> used <u>his</u> seatbelt and advised <u>his</u> passengers to do the same.
- All <u>customers</u> will receive <u>their</u> discount coupons.
- The manager wanted his employees to wear uniforms.

# Agreement-Singular or plural?

 Pronouns, like nouns, have number. They can be either singular or plural. A singular antecedent requires a singular pronoun .A plural antecedent requires a plural pronoun.

#### Exp.

- All <u>artists</u> are invited to display <u>their</u> work at the fair.
- <u>Each artist</u> is invited to display <u>his or her</u> work at the fair.
- Each of the companies had its books audited.
- You need to see your union representative.



# Agreement-Male, Female or Neuter

Pronouns also have gender. A pronoun should have the same gender as its antecedent.

- The hostess was very considerate of her guests.
- The hunter took to the fields with his bow and arrows.

Some nouns can either masculine or feminine or both. These nouns are called *common gender nouns*.

If you know the gender of a common gender noun by the way it is used in a sentence ,then use the suitable pronoun.

#### Exp.

Every <u>member</u> of the Girl Scouts turned in <u>her</u> order.

Here 'member' is common gender and is feminine. Therefore requires personal pronoun 'her'.

If a common gender number can be both masculine and feminine in a particular sentence, use pronouns that reflect both genders.

 Every person using the lab must sign his or her name in the register.

If a noun is neither masculine nor feminine, it is *neuter* and requires a neuter pronoun.

It and Its are neuter pronouns.

Exp.

The office chair is on rollers, so it can be moved easily.

### Illustrations

- Soon after the helicopter landed, it was refueled.
- The students have an opportunity to develop their own learning style.
- The invalid *license* was returned to *its* owner.
- Billy was editor of his high school newsletter.
- The humorist captured the attention of his or her audience.
- Neither Sunil nor Anil expressed his views.

# **THANKS**