Transformation of Sentences
I. Introduction to Sentence Transformation
Definition: Sentence Transformation refers to the process of altering the grammatical structure or form of a sentence without changing its original meaning.

Core Principle: The fundamental rule of sentence transformation is that while the structure of the sentence undergoes modification, its underlying meaning must remain absolutely unchanged.

Types of Transformations (Overview):
1. Affirmative/Positive to Negative (and vice-versa)
2. Degrees of Comparison (Positive, Comparative, Superlative)
3. Simple, Compound, and Complex Sentence Structures
4. Assertive to Interrogative (and vice-versa)
5. Assertive to Exclamatory (and vice-versa)

II. Transformation: Affirmative/Positive to Negative (and vice-versa)
Definition:
Affirmative/Positive Sentence: A sentence that asserts or states something positively, without using negative words. Its negativity is structural, not semantic.
o   **Example:** She is sad. (Positive structure, though 'sad' conveys a negative feeling.)

Negative Sentence: A sentence that denies or negates something, typically containing negative words.
Some Negative Words – not, never, seldom, rarely, hardly, scarcely, barely, no, none, nowhere, neither, nor, nothing, nobody,

Affirmative to Negative
1. **Using Antonyms with 'Not':** Convert the main word (adjective/adverb) to its antonym and introduce 'not' (or a negative auxiliary) before it.
   Rule: Affirmative (Positive Adjective/Adverb) → Negative (Not + Antonym of Adjective/Adverb)
a. She is wise. → She is **not foolish**.
b. He is innocent. → He is **not guilty**.
c. I am doubtful. → I am **not sure**.

2. **'Always' to 'Never' + Antonym:** When 'always' is present, convert it to 'never' and change the main word to its antonym.
   Rule: Always (Positive word) → Never (Antonym of Positive word)
a. She is always happy. → She is **never sad**.
b. He always speaks the truth. → He **never tells a lie**.
c. I shall always remember you. → I shall **never forget you**.

3. **'Every/Everybody/Everyone/All' to 'No/Nobody/No One' + Antonym/Negative Phrase:**

   Rule 1 (Simple Antonym): Every(body/one/etc.) + (Positive verb/phrase) → No(body/one/etc.) + (Antonym of verb/phrase)
   ▪ Everybody will admit it. → **Nobody will deny** it. (Deny = not admit)

   Rule 2 (Double Negative/Without): Every + Noun → There is no + Noun + without + (Related Noun/Phrase)
   ▪ Every rose has a thorn. → **There is no rose without a thorn**.

   Rule 3 (Double Negative/Who does not): Every(body/one/etc.) + (Verb) → There is no one who does not + (Verb)
   ▪ All the boys are playing. → **There is no boy who is not playing**.

4. **'Only/Alone' to 'None but':** When 'only' or 'alone' refers to a person, it is replaced by 'None but' (meaning 'except').
   Rule: Only/Alone (Person) → None but (Person)
a. Only Ram can do it. → **None but Ram** can do it.
b. The boy alone deserved the prize. → **None but the boy** deserved the prize.

5. **'As Soon As' to 'No Sooner...than':** For temporal clauses, 'As Soon As' is replaced by 'No Sooner...than'. This involves inversion (auxiliary verb before subject) after 'No Sooner'.
a. As soon as he came, the rain started. → **No sooner did he come than** the rain started.
b. As soon as I arrived, she left. → **No sooner had I arrived than** she left.

6. **'Too...to' to 'So...that...cannot':** This transformation changes an emphatic positive into a negative statement emphasizing inability.

   Rule: Too + Adjective/Adverb + to + V1 → So + Adjective/Adverb + that + Subject + cannot/could not + V1 (or appropriate modal)

a. He is too weak to do the work. → He is **so weak that he cannot** do the work.
b. The news is too good to be true. → The news is **so good that it cannot** be true.

7. **Using 'Did not fail to' / 'Will not fail to':** Introduce 'did not fail to' (for past) or 'will not fail to' (for future) to express certainty of an action.
   Rule: Affirmative Verb → Did/Will not fail to + Verb

a. I saw the Red Fort. → I **did not fail to see** the Red Fort.
b. She will help the poor. → She **will not fail to help** the poor.
c. He succeeded in his mission. → He **did not fail to succeed** in his mission.

Errors & Exceptions & Nuance:

Structural vs. Semantic Negativity: Distinguish between a word's negative sense (e.g., 'sad', 'foolish') and a sentence's negative structure (presence of 'not', 'never', etc.). Transformation focuses on structure without altering meaning.

Double Negatives: In transformations like 'There is no boy who is not playing', the use of two negatives is intentional to convey an affirmative meaning, which is acceptable here.

Expert Note: Always prioritize meaning preservation. If a rule's application alters the original meaning, it's the wrong rule for that context.

III. Transformation: Degrees of Comparison (Positive, Comparative, Superlative)

Definition: Degrees of Comparison are forms of adjectives and adverbs used to express different levels of quality, quantity, or relation.

1. **Superlative to Comparative (Absolute)**
   Rule: Superlative → Comparative + 'than any other' (for singular noun) / 'than all other' (for plural noun).

Sentence – Milton is the greatest English poet.
a) Milton is **greater than any other** English poet. (Singular noun after 'any other')
b) Milton is **greater than all other** English poets. (Plural noun after 'all other')

2. **Superlative to Positive:**
   Rule: Superlative → 'No other' + Noun (singular) + Verb + 'as/so' + Positive Degree Adjective + 'as' + Subject.
a) **No other** English poet is **as great as** Milton.
b) **(with 'Most'):** The lion is the most ferocious animal. → **No other** animal is **as ferocious as** the lion.

Sentence: Ashoka was one of the greatet rulers of India.
3. **Superlative to Comparative:**
   Rule: Superlative → Comparative + 'than most other' (followed by plural noun).
a) Ashoka was **greater than most other** rulers of India.

4. **Superlative to Positive (General)**
   Rule: Superlative → 'Very few' + Noun (plural) + Verb (plural) + 'as/so' + Positive Degree Adjective + 'as' + Subject.
a) **Very few** rulers of India were **as great as** Ashoka.

Type 3: Superlative with 'Not the Most' (Negative Context)
Sentence: Rakesh is not the most intelligent boy in the class.
1. **Superlative to Comparative:**
   Rule: Superlative (Not the most) → Subject + is/was + 'not more' + Adjective + 'than some other' / 'than other' (for plural noun).
   Rule (Alternative using 'less'): Subject + is/was + 'not less' + Adjective + 'than' + other subject.
o Rakesh is **not more intelligent than some other** boys in the class.
o **Some other** boys in the class are **not less intelligent than** Rakesh.

2. **Superlative to Positive:**
o **Rule:** Superlative (Not the most) → 'Some' + Noun (plural) + Verb (plural) + 'are at least as' + Positive Degree Adjective + 'as' + Subject.
o **Some** boys in the class are **at least as intelligent as** Rakesh.

Errors & Exceptions & Nuance:
'Any other' vs. 'Most other': Crucial distinction in comparative degree based on the presence of 'one of the' in the superlative. 'Any other' implies exclusivity (no other is as great), while 'most other' implies some others are equally great or nearly so.

Original: The cheetah is the fastest land animal.
a. The cheetah is faster than any other land animal.(compartive)
b. The cheetah is faster than all other land animals.(comparative)
c. No other land animal is as fast as cheetah.(positive)

- **Original**: The Sydney Opera House is one of the most famous buildings in the world.

a. The Sydney Opera House is more famous than most other buildings in the world.(comparative)
(Why? "One of the most famous" = top few → "most other" excludes the elite few.)
b. Very few buildings in the world are as famous as the Sydney Opera House.
(Why? Top tier, not alone → "Very few" + plural.)
(positive)

Original: This book is not the most interesting one in the library.
a. This book is not more interesting than some other books in the library.(comprative)
(Why? Not #1 → some others are equal or more interesting.)
b. Some other books in the library are not less interesting than this book.(comparative)
(Why? "Not less" = at least as interesting → avoids a double negative while comparing.)
c. Some books in the library are at least as interesting as this one.(positive)
(Why? "Not the most" = others match or exceed → "at least as" + plural.)

IV. Transformation: Simple, Compound, and Complex Sentences
Sentence Types:
1. **Simple Sentence:**
o **Definition:** Contains only one independent clause (and thus, only one finite verb). It expresses a single complete thought.
Examples:
a) He is my student.
b) She completed the work on time.

2. **Compound Sentence:**
Definition: Contains two or more independent clauses, usually joined by a coordinating conjunction (FANBOYS) or a semicolon. Each clause is equally important. Don't use comma with for, because that is wrong.
Identifying with FANBOYS:
a) He couldn't come, **for** he was ill.
b) He came to me, **and** I took him to the doctor.
c) He did not work, **nor** did he study.
d) He worked hard, **but** he failed.
e) I will stay at home, **or** I will visit my friend.
f) He worked hard, **yet** he couldn't succeed.
g) He needed money, **so** he accepted the job.
h) He accepted the job, **for** he needed money.(X)

o **Nuance with 'For':** Differentiate the coordinating conjunction 'for' (meaning 'because') from the preposition 'for' (indicating duration, purpose, etc.).
A coordinating conjunction 'for' will introduce a clause (Subject-Verb), while a preposition 'for' will be followed by a noun/pronoun/gerund (object).

3. **Complex Sentence:**
o **Definition:** Contains one independent clause and one or more dependent (subordinate) clauses. The dependent clause relies on the independent clause for its complete meaning. They are joined by subordinating conjunctions.
o **Identifying with Subordinating Conjunctions:**
Common subordinating conjunctions include: **after, although, as, as if, because, before, if, since, though, unless, until, when, whenever, where, wherever, while, whether, that, who, whom, whose, which, what, how.**
Examples:
a) **Unless you work hard,** you will not succeed.
b) **As soon as he comes,** I will take him to the doctor.
c) **After she finished her studies,** she travelled
d) I know **that he is honest**.

4. **Compound-Complex (Mixed) Sentence:**
o **Definition:** Contains two or more independent clauses and one or more dependent clauses. It combines the features of both compound and complex sentences.
o **When my mother came,** I was sleeping, **and** my brother was working.
o **Although he studied hard,** he failed the exam, **but** his friend passed easily

Transformation Rules (General Principles):
Simple to Compound: Expand a phrase into a clause, and join with a coordinating conjunction.
o On seeing the police, the thief ran away. (Simple) → The police were seen, **and** the thief ran away. (Compound)

- **Simple to Complex:** Introduce a subordinating conjunction to create a dependent clause from a part of the simple sentence.
o Despite his illness, he worked hard. (Simple) → **Although he was ill**, he worked hard. (Complex)

Compound to Complex: Convert one of the independent clauses into a dependent clause by introducing a subordinating conjunction.
o **Example:** He is rich, but he is not happy. (Compound) → **Although he is rich**, he is not happy. (Complex)

Complex to Compound: Convert the dependent clause into an independent clause, and join with a coordinating conjunction.
o When he came, I was studying. (Complex) → He came, **and** I was studying. (Compound)

Compound to Simple: Reduce one or more clauses to a phrase (e.g., participial, infinitive, prepositional).
o He is poor, but he is honest. (Compound) → Despite being poor, he is honest. (Simple)

Errors & Exceptions & Nuance:
Conjunction Misuse: Using coordinating conjunctions for complex sentences or subordinating conjunctions for compound sentences is a common error.

Finite Verb Count: A simple sentence has one finite verb. A compound or complex sentence has more than one finite verb.

Meaning Preservation: Always ensure the meaning remains unchanged throughout the transformation.

Type	Conjunctions
Coordinating	for, and, nor, but, or, yet, so
Subordinating	because, although, if, when, since, while, unless, before, after, until

V. Transformation: Assertive to Interrogative (and vice-versa)

Definition:

1. **Assertive Positive to Interrogative Negative:**
   Rule: If the assertive sentence is positive, its interrogative transformation introduces 'not' (or a negative auxiliary contraction like 'isn't', 'don't').
   a. You are a thief. → **Aren't you** a thief? / **Are you not** a thief? (Implies: You are indeed a thief)
   b. He completed the work. → **Didn't he** complete the work? / **Did he not** complete the work? (Implies: He did complete the work)

2. **Assertive Negative to Interrogative Positive:**
   Rule: If the assertive sentence is negative, its interrogative transformation removes 'not'.
   a. She is not beautiful. → **Is she** beautiful?
   b. The blind cannot see. → **Can the blind** see?
   c. He write his homework – **Does** he not write his homework.
   d. They played well – Did they not play well.

3. **Using 'Who' for 'Everyone/Nobody/No one':**
   Rule (Everyone/Everybody - Positive):
   Everyone wants to be rich. → **Who does not** want to be rich? (Implies: Everyone wants)

   Rule (Nobody/No one - Negative):
   a. Nobody has seen the wind. → **Who has** seen the wind? (Implies: Nobody has seen)
   b. None can challenge God. → **Who can** challenge God? (Implies: None can)

4. **Using 'Ever' for 'Never':**
   a. I shall never forget you. → **Shall I ever** forget you?
   b. He will never obey his parents. → **Will he ever** obey his parents?

5. **Using 'How/When' for Emphasis:** In some cases, a WH-word can be used to express a strong negative assertion implicitly.
   a. I can never repay his kindness. → **How can I ever** repay his kindness? (Implies: I can never repay)
   b. He will never obey his parents. → **When will he** obey his parents? (Implies: He will never obey)

Errors & Exceptions & Nuance:

Inversion is Mandatory: Always invert the subject and (auxiliary) verb in interrogative sentences.

Tense Preservation: Never change the tense of the sentence during assertive-interrogative transformation.

Meaning Preservation: The core meaning of the original assertive statement must be clearly implied by the interrogative question.

Expert Note: For competitive exams, if both a positive-interrogative (from a negative assertive) and a negative-interrogative (from a positive assertive) option are provided, the one that accurately captures the implied strong assertion is the correct choice.

VI. Transformation: Assertive to Exclamatory (and vice-versa)
Definition:
Exclamatory Sentence: A sentence that expresses sudden and strong emotions (joy, sorrow, surprise, anger, contempt, admiration). It ends with an exclamation mark (!).
What a beautiful place it is!, Alas! He is dead!

Grammar Rules for Conversion:
1. **Using 'What' or 'How' for Intensity (from Assertive with 'Very', 'Great', 'Extremely'):**
a) It is a very beautiful place. → **What a beautiful place it is!**
b) He was a great fool. → **What a fool he was!**

   Rule 2 (with 'How' for Adjectives/Adverbs):
   Assertive (Subject + Verb + very/extremely + Adjective/Adverb) → How + Adjective/Adverb + Subject + Verb!
c) She sings very sweetly. → **How sweetly she sings!**
d) He runs extremely fast. → **How fast he runs!**

   Nuance: Remove words like 'very', 'great', 'extremely', 'absolutely' in the exclamatory form, as 'What' or 'How' inherently convey that intensity.

2. **Using 'If only', 'Would that', 'Oh that' for Wishes (from 'I wish'):**
o I wish I were a bird. → **If only I were a bird! / Would that I were a bird! / Oh that I were a bird!**
o I wish I could find my lost book. → **If only I could find my lost book!**

3. **Using Interjections (Bravo, Alas, Hurrah, Fie) for Specific Emotions:**
o **Rule:** Assertive (It is a matter of joy/praise/sorrow/contempt + that Clause) → Interjection! + Clause.
o It is a matter of praise that we have done well. → **Bravo! We have done well!**
o It is a matter of contempt that you are a thief. → **Fie! You are a thief!**
o It is extremely sad that he lost his only son. → **Alas! He lost his only son!**
o It is a matter of joy that we won. → **Hurrah! We have won!**

Errors & Exceptions & Nuance:

No Inversion in Exclamatory: Like indirect questions, exclamatory sentences (especially those starting with 'What' or 'How') retain an assertive (subject-verb) word order.
o What a beautiful place is it! (X)
What a beautiful place it is!

Tense Consistency: The tense must remain consistent during transformation. If no verb is explicitly stated in a brief exclamation (e.g., How wonderful!), assume the present tense for assertive conversion unless context suggests otherwise.

Adjective vs. Adverb: Ensure correct part of speech is used: 'What a beautiful song!' (adjective for noun) vs. 'How beautifully she sings!' (adverb for verb).

Expert Note: The essence of exclamatory transformation lies in capturing the intense emotion of the original statement. Choose the interjection or 'what/how' construction that best reflects this emotion.

No.	Transformation Type	Example 1	Example 2
1.	**Assertive** to **Exclamatory**	**Assertive:** It is a beautiful flower.	**Exclamatory:** What a beautiful flower it is!
2.	**Affirmative** to **Negative**	**Affirmative:** He is honest.	**Negative:** He is not dishonest. (Meaning stays the same)
3.	**Assertive** to **Interrogative**	**Assertive:** Everyone respects a patriot.	**Interrogative:** Who does not respect a patriot?
4.	**Degrees of Comparison**	**Positive:** No other metal is as heavy as gold.	**Superlative:** Gold is the heaviest of all metals.
5.	**Active** to **Passive**	**Active:** The boy is reading a book.	**Passive:** A book is being read by the boy.

Rule	Simple Sentence Feature	Transformation Method	Simple Example	Complex Example
R1	**Present Participle** (Action)	Add **"When/Since/As"** for time or reason.	**Closing** the door, I went back to school.	**When** I closed the door, I went back to school.
R2	**"Being/Verb + ing"** (Reason)	Add **"As/When/Since"** in the first half.	**After winning** a contest she cried.	**As** she won the contest, she cried.
R3	**"Too...to"** (Excessiveness)	Change to **"so...that (negative)"**.	He is **too** weak **to** carry the box.	He is **so** weak **that he cannot** carry the box.
R4	**"To"** (Infinitive of purpose)	Change to **"so that"** (purpose clause).	We eat **to live**.	We eat **so that** we can live.
R5	**"In spite of/despite"** (Contrast)	Change to **"though/although"**.	**In spite of being** rich, she is hardworking.	**Though** she is rich, she is hardworking.
R6	**"Because of"** (Reason)	Change to **"since/as"** at the beginning.	**Because of** his illness, he could not attend.	**Since** he was ill, he could not attend.
R7	Participle Phrase (Relative)	Expand into a **Relative Clause** (" who/which ").	I saw a bird **flying**.	I saw a bird **which was flying**.
R8	Starts with **"Without"** (Condition)	Change to **"If/In case"** (negative meaning).	**Without** asking, you will fail.	**If** you do not ask, you will fail.
R9	**"At the time"** (Time)	Change to **"When"**.	She woke up **at the time of** load shedding.	She woke up **when** it was load shedding.
R10	Adjective (Quality)	Expand the adjective into a **Relative Clause**.	It was a **blue** shirt.	It was a shirt **which was blue**.
+	**Noun/Noun Phrase** (Object)	Expand the object into a **Noun Clause**.	He confessed **his crime**.	He confessed **that he was guilty**.

No.	Complex Sentence	Transformation Method	Complex Example	Simple Example
R3	**So...that** (Negative)	Reduce to **"too...to"**.	The well is **so** deep **that** one cannot see the bottom.	The well is **too** deep **to** see the bottom.
R5	**Although/Though** (Contrast)	Reduce to **"In spite of"**.	**Although** she is old, she works hard.	**In spite of being** old, she works hard.
R6	**Since/As** (Reason)	Reduce to **"Because of"** or **Participle Phrase**.	**Since** I had missed my lunch, I felt dizzy.	**Having missed** my lunch, I felt dizzy.
R10	**Relative Clause**	Reduce to a single **Adjective**.	The pen **which is on the table** is mine.	The pen **on the table** is mine.
+	**Noun Clause** (That)	Reduce to a **Noun/Noun Phrase**.	We know **that he is honest**.	We know **his honesty**.

Rule	Simple Sentence	Transformation Method	Simple Example	Compound Example
R1	**Sequence of Actions** (V+ing)	State both actions, join with **"and"**.	**Coming home** she had lunch.	She came home **and** had lunch.
R2	**"Besides being"** (Addition)	Use **"not only...but also"**.	**Besides being** beautiful the girl is intelligent.	The girl is **not only** beautiful **but also** intelligent.
R3	**"In spite of"** (Contrast)	State contrast clauses, join with **"but"**.	**In spite of** his illness, he sat for the exam.	He was ill, **but** he sat for the exam.
R4	**"Must do... to"** (Goal)	Use **"or/otherwise"** (consequence of failure).	You must study hard to get good marks.	You must study hard, **or/otherwise** you will not get good marks.
R5	**"Must do... to avoid"** (Avoidance)	Use **"or/otherwise"** (consequence of not avoiding).	He must run fast to avoid losing the race.	He must run fast, **or/otherwise** he will lose the race.
R6	**"Being + adjective"** (Cause -Result)	State the cause first, then join the result with **"and"**.	**Being guilty** he ran away.	He was guilty, **and** he ran away.
R7	**"For"** (Result -Cause)	State the cause first, then join the result with **"so/therefore"**.	The boss praised him **for his hard work**.	He worked hard, **so** the boss praised him.
R8	**"To"** (Result then Reason)	Change the reason to an action, join with **"and"**.	She came here **to meet me**.	She came here **and** met me.
R9	**"In the event of being"** (Condition)	Use **"must not be + or/otherwise"** (warning).	**In the event of being late** you will not be allowed on the team.	You must not be late, **or/otherwise** you will not be allowed on the team.

Rule	Compound Sentence	Transformation Method	Compound Example	Simple Example
R1	**"Not only...but also"**	Reduce to **"Besides being"**.	He is **not only** a good writer **but also** an outstanding lecturer.	**Besides being** a good writer, he is an outstanding lecturer.
R2	**"But"** (Contrast)	Reduce to **"In spite of"**.	The book was long, **but** it was interesting.	**In spite of being** long, the book was interesting.
R3	**"Or/otherwise"** (Goal)	Reduce to **"To + Infinitive"**.	He must run fast **or/otherwise**, he will not win.	He must run fast **to win the race**.
R4	**Cause and "and" Result**	Reduce the first clause to **"Being + adjective"**.	He was very happy, **and** he started to dance.	**Being so happy**, he started to dance.
R5	**Cause and "so" Result**	Reduce to **"for"** (Result $\leftarrow$ Cause).	The singer's voice is sweet, **so** she is very popular.	The singer is very popular **for her sweet voice**.
R6	**Result and "and" Cause**	Reduce the cause to **"To + Infinitive"**.	She studied hard **and** got good marks.	She studied hard **to get good marks**.

Rule	Complex Sentence	Transformation Method	Complex Example	Compound Example
R1	**Although/Though** (Contrast)	State both clauses and join with **"but/yet"**.	**Although** I missed the train, I managed to come on time.	I missed the train, **but** I managed to come on time.
R2	**Since/As** (Reason)	State the cause first and join the result with **"so"**.	**As** the weather was bad, the match did not take place.	The weather was bad, **so** the match did not take place.
R3	**Relative Clause "who"** (Description)	Separate into two complete clauses, join with **"and"**.	He is a magician from Turkey **who has performed all over the world**.	He is a magician from Turkey, **and** he has performed all over the world.
R4	**If negative** (Warning)	Use the **Affirmative Verb + "or"** structure.	**If you do not study hard,** you will fail.	Study hard, **or** you will fail.
R5	**Unless** (Condition)	Use the **Affirmative Verb + "or"** structure (reversing the clauses).	**Unless** you practice hard, you cannot become a good singer.	Practice hard, **or** you cannot become a good singer.

No.	Compound Sentence Feature	Transformation	Compound Example	Complex Example
R1	Conjunction **"but"/"yet"** (Contrast)	Use **"though"/"although"** in the beginning.	The class was lengthy, **but** it was enjoyable.	**Though** the class was lengthy, it was enjoyable.
R2	**"or/otherwise"** (Warning/Future)	Use **"lest...should"** (for fear of consequence).	Practice hard, **otherwise** you will be out of the team.	Practice hard **lest you should** be out of the team.
R3	Conjunction **"and"** (Sequential Action)	Use **"As soon as"** in the beginning.	The crowd saw the hero, **and** they started shouting.	**As soon as** the crowd saw the hero, they started shouting.
R4	**"and/so/hence/therefore"** (Cause/Reason)	Use **"since/as/when"** in the beginning.	She was ill, **so** she did not come.	**As** she was ill, she did not come.
R5	Conjunction **"and"** (Same Person)	Use a **Relative Pronoun "who"** in place of the second clause.	I have a friend **and** she is a writer.	I have a friend **who is** a writer.
R6	**"Let + or/otherwise"** (If negative, 1st/3rd person)	Start with **"If I/he/she do not"**.	**Let me go there or/otherwise** I will be unable to learn it.	**If I do not go there,** I will be unable to learn it.
R7	**Affirmative Verb + or/otherwise** (If negative, 2nd person)	Start with **"If you do not"**.	Practice more, **or** you cannot become a good singer.	**If you do not practice more,** you cannot become a good singer.
R8	**Affirmative Verb + and** (If affirmative, 2nd person)	Start with **"If you"** (positive condition).	Read more, **and** your writing capability will increase.	**If you read more,** your writing capability will increase.
R9	**"very... and so/hence/therefore"**	Use the **"so...that"** structure.	The place is **very** crowded, **and so** I cannot find a place to stand.	The place is **so** crowded **that** I cannot find a place to stand.
R10	**"or"** (Advice/Condition)	Start with **"Unless"**.	Say prayers, **or** you cannot advise anyone to say prayers.	**Unless** you say prayers, you cannot advise anyone to say prayers.