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# WHAT IS A SENTENCE?

A GROUP OF WORDS FORMING A MEANINGFUL ENTITY

9 TYPES OF WORDS

- NOUN
- VERB
- ADJECTIVE
- ADVERB
- ARTICLE
- PREPOSITION
- CONJUNCTION
- PRONOUN
- INTERJECTION

## NOUN

**[NAME/PLACE/ANIMAL/THING or (ABSTRACTION)]**

*NAME:* John, Mohammed, Ravi, Tata, Zoho; (Capital first letter)

*PLACE:* Chennai, India, Canada, Ontario; (Capital first letter)

*ANIMAL:* lion, tiger;

*THING:* bike, car, water, computer;

*ABSTRACTION:* Happiness, Sorrow, Knowledge, etc., (Not an actual thing)

NOTE:

Noun can be Countable/Uncountable.

**Countable** – Singular/Plural both versions available [For e.g., car/cars]

**Uncountable** – Only Singular (No plural) [ABSTRACTION] [For e.g., Sugar, knowledge]

Most dominant words in the English language usage are Nouns.

Every sentence has at least one or more nouns.

# SENTENCE FORMATION

[Mainly 3 elements]

<b>SUBJECT NOUN</b>		Action Doer
<b>VERB</b>		Action
<b>OBJECT</b>	<b>NOUN</b>	Action Receiver

Formation: SUBJECT + **VERB** + OBJECT

Note: VERB is compulsory in forming a sentence.

**SUBJECT NOUN** – usually the noun which answers the question

[**Who** does/performs the action?]

**OBJECT NOUN** (2 types)

**DIRECT OBJECT** – ACTUAL RECEIVER

He plays cricket. [**What** he plays \_\_\_\_?]

My father *bought* a house. [**What** my father bought \_\_\_\_?]

**INDIRECT OBJECT** – ADDITIONAL INFORMATION

He plays in the park. [**Where** he plays \_\_\_\_?] (NOT WHAT HE PLAYS!)

My friend works in London. [**Where** he works\_\_?] (NOT WHAT HE WORKS!)

He plays **cricket** in the park.

He plays **cricket** in the park/ with his friends.

**NOTE:**

One simple sentence can have

ONLY ONE SUBJECT, ONLY ONE VERB and ONLY ONE DIRECT OBJECT.

However, it can have ONE OR MORE INDIRECT OBJECTS.

# VERBS

Words of ACTION or STATE OF BEING/HAVING

Verb joins the *Subject* with the *Object* and creates a full complete sentence.

## Types of verbs

### Action verbs:

Do, Run, Win, etc.;

### Non-action verbs:

*is/are/was/were;*

*has/have/had;*

## SENTENCES BASED ON NON-ACTION BASED VERBS

### FACT

IS/ARE

WAS/WERE

### POSSESSION

HAS/HAVE

HAD

# TYPES OF SENTENCES

- a. Fact (is/are; was/were & am) to be
- b. Possession (has/have & had) to own
- c. Action (all general verbs – run, win, etc.)

## FACT BASED PRESENT TENSE

A fact is mostly used to introduce

Gives a meaning <To be> or <is equal to>

- ❖ IS
- ❖ AM/ARE

If Subject is Singular use < **IS** >

- **His name is John.**
- **She is a Doctor.**
- **iPhone is very expensive.**
- **Marina Beach is the second largest in the world**

- **My father is a government servant.**
- **My mother is a housewife.**
- **Virat Kohli is an Indian cricket team player.**
- **Aditya Birla is an Indian Conglomerate.**

If Subject is Plural use < **ARE** >

- **Children are very sweet.**
- **People are restless.**
- **My colleagues are very supportive.**
- **My family members are kind.**
- **Politicians are corrupt.**
- **They are in England.**
- **We are colleagues.**

### **FACT BASED PAST TENSE**

Meaning will be “used to be”

- ❖ **WAS**
- ❖ **WERE**

If Subject is Singular use < **WAS** >

- **He was sick.**
- **Ganguly was an Indian team captain.**
- **Manmohan Singh was a prime minister of India.**
- **Big Bazar was a Future Group Company.**
- **Dhoni was the captain of Indian Cricket team**
- **My bike was very attractive in the beginning**
- **The cat was in the alley**

If Subject is Plural use < **WERE** >

- **People were in severe lockdown in 2021.**
- **My sisters were in a restaurant.**
- **Chennai and Bangalore were without pollution few decades ago.**
- **My friends were good at cooking delicious meals.**
- **Children were playful in the holidays.**
- **My students were in the classroom.**
- **They were in a meeting.**

### **POSSESSION BASED PRESENT TENSE**

A Possession denotes **ownership** on both actual OBJECTS & INTANGIBLE things

Gives a meaning <**To have**> or < **belonging to**>

- has
- have

If Subject is Singular use < **HAS** >

- **Ravi has 15 years of experience.**
- **Sachin has a lot of fans.**
- **India has a lot of software engineers.**
- **Tesla has autopilot cars.**
- **Gokul has a brand-new bike.**
- **The dog has a toy.**

If Subject is Plural use < **HAVE** >

- **My colleagues have good experience in my domain.**
- **Indians have obesity problems.**
- **Russians have a lot of weapons.**
- **Chinese have industrial equipment.**
- **My friends have a wonderful time with my family**
- **The brothers have knowledge about their new business**

## **POSSESSION BASED PAST TENSE**

Meaning will be “used to HAVE” or “used to own”. (not now)

For both Singular and Plura verbs < HAD >

- **Anil Ambani had a lot of billions.**
- **Sachin had Boost advertisement.**
- **My father had a property in my village.**
- **The teacher had a headache**
- **The students had training in the morning**
- **The children had playtime**

## **ACTION SENTENCES**

4 TYPES

- ✓ REGULAR ACTION
- ✓ CONTINUOUS ACTION
- ✓ COMPLETED ACTION
- ✓ FUTURE ACTION

### **NOTE: Subject + Verb Agreement**

**In present simple tense,**

**If subject is singular, then the verb must be plural;**

**If the Subject is plural then the verb must be singular (I, you & we).**

For example,

He runs in the park. [He – Singular; So *runs* – plural]

They run in the park. I run/ You run. [They – Plural; So *run* – singular]

## **Regular Action**

Meaning – Anything happening regularly/usually/habitually.

For example,

- I wake up at 7 am every day.
- Sun rises in the morning.

## **Simple Present Tense**

- He speaks English.
- They run in the park.
- Ravi runs in the park.

What is the DIFFERENCE BETWEEN?

A. He runs in the park.

B. He is running in the park.

Answer: \_\_\_\_\_

## **CONTINUOUS ACTION**

Anything that happens Continuously/ In Progress

For example,

Right now, we are learning English.

John is playing in the park.

## **Present Continuous Tense**

- He is doing it.
- He is running in the park.

(At this moment – RIGHT NOW)

## **Past Continuous Tense**

- He was doing it.
- He was running in the park.

(At that moment – A specific time in the past)



### **Completed Action**

Any action that is over/completed/finished;

#### **Simple Past Tense [Normal Past]**

- She finished the work.
- They ran in the park.
- I realized the mistake.

What is the DIFFERENCE BETWEEN:

- A. She finished the work.
- B. She has finished the work.

Ans: \_\_\_\_\_

#### **Present Perfect Tense [Recent Past]**

- She has finished the work.
- The train has arrived.
- I have realized the mistake.

#### **Past perfect Tense [Action already over]**

- ❖ She had finished the work.
- ❖ When I reached the station, the train had left the station.

### **PERFECT TENSE - (PERFECT: ANTERIOR)**

MEANING: ALREADY/RECENTLY

The train arrived at 10 am. (Means exactly it arrived at 10 am)

(Consider 10 am as right now)

- The train has arrived at 10am.  
(It arrived just before 10 am – may be at 9.55 am)
- The train had arrived at 10 am.  
(10 am is already in Past) – Past of a past tense.

## **Future Action**

VERBS USED

*WILL/SHALL/CAN*

*WOULD/SHOULD/COULD*

*MAY/MIGHT*

### **Simple Future Tense**

- She will finish the work.
- They should complete the assignment.
- I cannot work tomorrow.

### **Future Continuous Tense**

- I will be clearing the exam next month.
- They will be travelling tomorrow.
- I will be attending the conference on 20th.

### **Future Perfect Tense**

- I would have cleared the exam by next month.
- They would have moved to Canada by January.

## **Pronouns**

Define pronouns: Pronouns are words that take the place of nouns to avoid repetition and make sentences more concise and clearer.

### **Subject pronouns**

(I, you, he, she, it, we, they)

**I** am a designer.

**You** are a doctor.

**We** are working in Chennai.

**They** are playing.

**It** is a ball.

### **Object pronouns**

(me, you, him, her, it, us, them)

Mr. John called **me**.

Where are **you**?

My company hired **him**. / We spoke to **her**.

I need **it**.fmcksfkjsfkmdadjladlwkd

Government supports **us**.

John messaged **them**.

### **Possessive pronouns**

(mine, yours, his, hers, its, ours, theirs)

The book is **mine**.

The car is **yours**.

The pen is **his**. / The project is **hers**.

The house is **ours**.

The money is **theirs**.

### **Demonstrative pronouns**

(this, that, these, those)

**This** is a car.

**That** is my house.

I want **these** books.

**Those** books are not mine.

### **Reflexive pronouns**

(myself, yourself, himself, herself, itself, ourselves, yourselves, themselves)

I learn English **myself**.

You finish it **yourself**.

He can do it **himself**. / She can do it **herself**.

The match **itself** got over.

We have to **ourselves**.

They **themselves** do not understand the problem.

## **ARTICLES**

Using articles

1. **Compulsory**: Singular countable nouns will always be accompanied with an article <A/AN/THE>. (They can never come alone.) or at least a personal adjective.

Eg, I saw a/the car. or I saw your car.

I saw a car. The car is red in color.

NEVER: I SAW CAR.

2. The indefinite article (a/an) can come only in front of singular and countable nouns. They will never come in front of

Plural and uncountable nouns.

I saw a car.

~~I saw a cars.~~

I need a sugar. Give me a water.

Sugar and water are uncountable.

3. **“THE”** can come in front of any noun provided the noun is defined.

4. Plural and Uncountable nouns (indefinite) can either come alone or can be accompanied with words like (some or many or much).

## **ADJECTIVE** – Word that describes NOUN

We can form an adjective by using ‘What’

For example, I have a test.

<What test?>

[Important test]

I have an important test

The food was scrumptious. / The food was delicious.

She is a pretty child.

### **They are also used to compare two nouns:**

Ram is taller than Ravi.

My friends are smarter than my colleagues.

### **They are also used in Superlative form:**

My friend is the smartest person in my class.

John is the tallest in my office.

## **ADVERB**

Describes either Verb, adjective or adverb 'How' (ly)

She is a **very** pretty girl. (Adj)

The judge **blatantly** supported the public prosecutor. (V)

My friend **surprisingly** took me out for dinner.

Types of Adverbs:

1. Adverb of manner  
[LY - Words] – Denotes “How”  
John drives slowly.  
He speaks clearly.
2. Adverb of Time  
[now, still, yesterday, just, finally, Sunday, etc.,] – Denotes “When”  
Sita had a meeting yesterday.  
I have to leave now.
3. Adverb of frequency  
[Usually, sometimes, never] Denotes “How often”  
My mother usually shops in the mall.  
She never goes to gym.
4. Adverb of degree  
Denotes “What extent” [adequately, perfectly, almost, practically, entirely, profoundly, extremely, really, greatly, strongly, highly, totally, hugely, tremendously, immensely, very moderately, virtually, partially]  
I extremely hate handball.  
I strongly support your opinion.
5. Adverb of place  
Denotes “When” [abroad, inside, anywhere, somewhere, downstairs, there, here, underground]  
My friend is working abroad.  
I will see you there.

Where to place adverbs?

Dead end of the sentence; Infront of the verb; At the very beginning;

## **PREPOSITION**

preposition + object of preposition

from + the old man

---

about	against	up
below	between	at
from	near	down
through	toward	out
above	along	with
beneath	beyond	before
in	of	during
throughout	under	over
across	among	within
beside	by	behind
into	off	for
till	until	since
after	around	without
besides	despite	
like to	on	

### **Compound preposition**

ahead of	in spite of
in place of	contrary to
because of	instead of
in regard to	in addition to
by means of	in view of

**in back of**

**next to**

**in case of**

**on account of**

**in front of**

**out of**

**in lieu of**

**prior to**

**in light of**

## **PREPOSITIONS OF TIME**

### **IN**

- ✓ PART OF DAYS – in the morning, in the evening
- ✓ MONTHS & WEEKS – in June, in 5 weeks
- ✓ SEASONS – in Summer, in Winter
- ✓ YEARS – in 1991, in the 19th century
- ✓ PERIODS OF TIME – in the future, in the present

### **ON**

- ✓ DATES – on the 14th June 2022, on her birthday
- ✓ HOLIDAYS WITH 'DAY' – on Christmas Day, on a bank holiday
- ✓ DAYS OF THE WEEK – on Monday, on Tuesday morning
- ✓ DAYS OF THE MONTH – on the 7th of April, on the first day of...

### **AT**

SPECIFIC TIMES – at 3 o'clock, at lunchtime

HOLIDAYS- at Christmas, at New Year

## **PREPOSITIONS OF PLACE**

### **IN**

COUNTRIES – in England, in Ireland

CITIES – in Chennai, in Bangalore

NEIGHBOURHOODS – in XX lay out

ENCLOSED SPACES – in a cab, in a box

BOOKS/ NEWSPAPERS – in the HINDU, in the novel

## **ON**

STREETS/ ROADS – on June Street, on Sixth Avenue

SURFACES – on the ceiling, on the seventh floor

PUBLIC TRANSPORT – on a train, on a bus

MEDIA & COMMS – on the TV, on the internet, on the news

## **AT**

ADDRESSES – at 10 high street, at the Red House

SPECIFIC LOCATIONS – at the museum, at the bus stop

GROUP ACTIVITIES – at a coffee shop, at the bakery

HOME / WORK / STUDY – at home, at university

TOP / BOTTOM / END – at the top of, at the start of

## **IMPORTANT PREPOSITIONS**

### **< OF >**

Denotes: Possession [Between two nouns]

Government of INDIA

Results of students

People's opinion = Opinion of people

's is used for Animate things <Living things>

Of is used for Inanimate things <Non-living things>

Note: Sometimes, "OF" is used as a synonym for "about".

Do you know about the project? – Do you know of the project?

### **< FOR >**

Denotes "Reason"

She plays cricket for fun.

I am going to the mall for shopping.

I am attending classes for improving my language.

He is hospitalized for a surgery.



< **TO** >

Denotes "Direction"

to the garden, to the school, to the other side of the building.

Difference between **beside** and **besides**:

Use **beside** when you mean **near** or **next to**.

Use **besides** when you mean **in addition to** or **other than**.

For example:

He stood beside her bed. He stood next to her bed.

No one cared besides Jack. No one cared other than Jack.

The prepositions **till** and **until** can be used interchangeably.

You have to wait till noon. You have to wait until noon.

They worked till the next morning. They worked until the next morning.

## Active and Passive Grammar

Subject + verb + Object **Active**

Object + Verb (Supporting verb + **Past participle**) + Subject **Passive**

NOTE: Supporting verb denotes **the tense** and even the singular or plural nature of the new subject.

Past participle remains static.

Usual supporting verbs: is/are – Present

Was/were – Past

Will be – Future

Conditional supporting verbs:

1. For Continuous tenses, in passive voice BEING is added in front of the past participle.
2. For Perfect tenses, in passive voice BEEN is added in front of the past participle.

PAST PARTICIPLE IS MANDATORY IN PASSIVE VOICE (i.e., MAIN VERB)

## **COMMONLY USED SENTENCES IN PASSIVE VOICE**

1. Your account is debited with 1K.
2. Your account is credited with 1K.
3. Your order is placed.
4. Your order is confirmed.
5. Your mail is delivered.
6. Your transaction is being processed
7. Your account has been debited with 1K. (Recent past)
8. Your order has been delivered.
9. The work is completed. / The work has been completed / The work will be completed.
10. Your order will be delivered.
11. The payment will be done by tomorrow.
12. The books will be issued by the end of the day.

## **COMPOUND SENTENCES:**

*clause + conjunction + clause*

TWO SENTENCES JOINED TOGETHER USING CONJUNCTIONS.

**[AND; OR; BUT; SO; FOR; NOR; YET;]**

The kid went to the park and he played with his friends.

We could take a trip to Canada, or we could save more money and go to Europe.

He studied hard, but he failed in the exam.

William Shakespeare loved dramas, so he wrote many.

He joined the military, for it is his passion.

She doesn't believe me, nor she validates my goals.

I want to go study abroad, yet I am afraid about leaving my comfort zone.

## **ADVANCED SENTENCES**

**Noun clause** (Also called as Opinion sentences)

Format: SUBJECT+ VERB+ **THAT**+ SIMPLE SENTENCE

Use any one in the place of verb-

**(Believe, suggest, think, argue, emphasize, urge, propose, propagate, etc.,)**

1. I believe/**that** /the climate is getting colder.
2. Doctors/suggest/**that**/walking is good for health.
3. Some/think/**that**/social media is also helpful in spite of its drawbacks.

In simpler terms, in front of any sentence add <I think that> to create extra time to think and also to create a complex sentence very easily.

### **Adverb clause:**

Use any of the below words between two simple sentences.

Simple sentence + (*any word listed below*) +simple sentence

**(If, because, although, even though, as, though, when, whenever, whether, etc.,)**

**<IF>** based sentences are used for two purposes

❖ Condition (If- Simple present; Simple future)

If you give homework, I will finish it.

If I work hard, I will clear the exam.

If she calls me, I will inform about the meeting.

Do not go to school if you are sick.

❖ Regret (If- Past/past perfect; Future perfect)

If I had time, I would have called you.

I would have called you if I had time.

If he had studied well, he would have cleared the exam.

### **REASON BASED SENTENCES**

#### **+VE**

**BECAUSE/AS/SINCE**

**As** I am suffering from fever, I need two days leave.

I was absent yesterday **because** I had some work.

Since the project was easy, I finished it soon.

#### **-VE**

**ALTHOUGH/EVEN THOUGH**

He cleared the exam **although** exam was very tough.

**Even though** she wants to play, she couldn't.

**Though** the work is over, quality check is going on.

## **TIME & PLACE**

**WHEN – WHERE – WHETHER – WHENEVER – WHY**

**When** I have money, I will pay you.

I will call you **when** I have time.

He wants to go to a restaurant **where** they serve authentic Japanese cuisine.

I will go to office **whether** it rains or not.

I take a nap **whenever** I feel tired.

I don't know **why** he called me.

## **LONG SPEECH PROTOCOL**

- **Opinion (I think)**
- **If**
- **Opinion (I believe)**
- **Since**
- **Opinion (I feel)**
- **When**

# **VOCAB**

## **VERBS**

- |                 |                 |
|-----------------|-----------------|
| 1. Accomplish   | 11. Consolidate |
| 2. Adapt        | 12. Criticize   |
| 3. Allocate     | 13. Deliver     |
| 4. Amalgamate   | 14. Diagnose    |
| 5. Apologize    | 15. Evaluate    |
| 6. Appreciate   | 16. Hesitate    |
| 7. Approach     | 17. Inculcate   |
| 8. Assume       | 18. Interrupt   |
| 9. Commence     | 19. Investigate |
| 10. Communicate | 20. Merge       |

## **NOUNS**

- |                   |                 |
|-------------------|-----------------|
| 1. Administration | 11. Despair     |
| 2. Agenda         | 12. Dexterity   |
| 3. Agility        | 13. Escalation  |
| 4. Anxiety        | 14. Fidelity    |
| 5. Aspect         | 15. Incentive   |
| 6. Attitude       | 16. Interaction |
| 7. Collaboration  | 17. Inventory   |
| 8. Commitment     | 18. Pioneer     |
| 9. Crisis         | 19. Schedule    |
| 10. Dedication    | 20. Strategy    |

## **ADJECTIVES**

- |              |                |
|--------------|----------------|
| 1. Diligent  | 6. Magnificent |
| 2. Eccentric | 7. Novel       |
| 3. Efficient | 8. Optimistic  |
| 4. Ingenious | 9. Persistent  |
| 5. Intuitive | 10. Proficient |

11.Proficient  
12.Prosporous  
13.Resilient  
14.Robust  
15.Spectacular

16.Trivial  
17.Ubiquitous  
18.Unreliable  
19.Versatile  
20.Vivid

## **PHRASES**

Phrases that can be integrated in our everyday communication:

### **1. bread and butter**

Meaning: Source of income

### **2. burn the candle at both ends**

Meaning: To exhaust oneself

### **3. The Eleventh Hour**

Meaning: to having something happen at the very last minute.

### **4. Keep me in the loop**

Meaning: to keep someone involved and updated about developments in a project

### **5. back to the drawing board**

Meaning: Time to start all over again

### **6. a blessing in disguise**

Meaning: an apparent misfortune that eventually has good results.

Example: Family time

### **7. A piece of cake**

Meaning: Something which is very easy

Example: Stumping for Dhoni

### **8. The icing on the cake**

Meaning: Making something even better

Example: Upgrading from Economy class to business class without extra cost

### **9. cut corners**

Meaning: Do something to reduce the cost and effort

Example: Tata Nano a cheap product with less cost

### 10. beat around the bush

Meaning: Avoiding the main point

Example: Sashi Tharoor MP, Kamal Hassan

Exercise – Form 5 sentences with each of the above phrases.

## SPOKEN DETOX

### Commonly committed mistakes:

Subject + Verb Agreement

1. Always Identify the Subject noun properly.

**People** of India are [here, PEOPLE is the Subject; INDIA is not a Subject]

Whenever a noun is following a preposition, it loses the status to be a subject. Infact nouns that follow a preposition will be termed as indirect objects or additional information in the sentence.

2. Next to “**One of the**” always use a Plural noun.

One of my **friends**

One of the **advantages** is

3. **CAN & ABLE** cannot come together

I can able to do this; We could able to do this. [INCORRECT USAGE]

I can do this. I am able to do this. [CORRECT USAGE]

4. CAPITAL beginning words:

- Name of a person and place;
- First-person singular **I** should be capitalized.
- Other Proper nouns:  
Weekdays, Month names, Cardinal points (North, etc.,)

5. Words like <Peoples; Childrens; staffs> are incorrect

Since (Person – Singular; People – Plural) (Child – Singular; Children – Plural) (Staff – both S&P)

6. Using **<'S>** – to denote a sense of possession of a noun.

Children's day – Meaning (Day of children)

Noun's + noun.

Ram's car.

Village people's problem.

my friend's problem. (His problem)

my friends' problem. (Their problem)

**Note: 'S - Usually used next to animate nouns; Of is used for inanimate nouns.**

**Note: ~~Noun + Noun~~ -- Two nouns cannot exist side by side.**

So, 1. Add a preposition.

2. Add an Apostrophe 'S

Cumulative nouns can exist: *I have meetings on Monday, Tuesday and Thursday.*

(Singular week days = Capital; Plural weekdays = small)

India government or Government India.

Government of India or Indian government or India's government.

7. No capital letter after a comma.

8. Meaning of verbs like interchange is and has vice-versa

He has a headache.

He has a diagnosis of DM II

9. **PUNCTUATION.** (Exception: Conjunctions)

A comma is compulsory if any word is added *in front of the Subject of a sentence.*

When I want to relax, I call my friends.

I call my friends when I want to relax.

Yesterday, we had a party.

If we have a party, we will sing.

Every evening, she along with her friends to reduce weight runs in the park for two hours.

**Infront of Co-ordinating conjunctions;**

AND BUT OR

I went to the park, and I met my friends.



### SHORT ANSWERS:

#### POSITIVE SHORT RESPONSE:

- AMAZING!
- EXCELLENT!
- OUTSTANDING!
- TERRIFIC!
- INCREDIBLE
- THAT'S GREAT
- KEEP IT UP

### STANDARD SHORT RESPONSE

- OF COURSE
- YOU'RE WELCOME.
- DON'T MENTION IT.
- NOT AT ALL.

#### NEGATIVE RESPONSES

- UNBELIEVABLE
- THAT'S HARD TO BELIEVE
- IMPOSSIBLE
- IT CAN'T BE TRUE! (N)
- I HAVE NO IDEA

## Questions???

A Key to all Answers

<Wh> Questions

- What
- Who
- When
- Where
- Which

### **WHAT**

- Used to ask about the detail
- Used to know more about the truth
- Used mostly with Strangers
- Used mostly about new topics or objects or products

### **WHO**

- To ask about the person
- Used to know more about people
- Used to ask about other person or group of people to someone or group of people
- Used to ask about likes and dislikes of people or one person about other person or group of people.

## **WHEN**

- Used to know about time
- Used to know about days
- Used to know about month
- Used to know about years

## **WHERE**

- Used to know about place or places
- Used to know about location
- Used to check venue
- Used for asking about direction

## **WHICH**

- Used to Know about particular place or object
- Used to know about single specific place or products from the many places or Objects
- Used to ask about colours
- Used to ask about the favourites like favourite  
food/ dress / place / bike / car / city / area

## **SPEAKING ENHANCEMENT FEATURES**

### **STARTERS:**

#### **1. Opinion Sentences**

- ❖ I think that
- ❖ I feel that
- ❖ I believe that
- ❖ I suggest that
- ❖ I recommend that

#### **2. Reasoning Sentences**

- ❖ If
- ❖ Since
- ❖ Although
- ❖ When
- ❖ While

#### **3. Useful starters**

- I am afraid that
- I remember that
- I totally understand that
- Not only, but also

- On the one hand, on the other hand

#### **4. From based Starters**

- From time to time
- From the beginning

#### **5. Of based Starters**

- Of all the staffs
- Of all the vendors
- Of all the units
- Of all the projects
- Of all the designs
- Of all the sites
- Of all the clients

#### **8. By based Starters**

- By all means
- By and large
- By all accounts
- By accident
- By mistake
- By now
- By chance

- From the scratch
- From the basics
- From the joining

#### **6. To based Starters**

- To be frank
- To be Honest
- To be precise
- To be fair

#### **7. With based Starters**

- With reference to
- With respect to

#### **9. In based Starters**

- In favour of
- In return
- In the meantime
- In person
- In addition
- In agreement