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## CHAPTER-1 TENSES

**The Tense:-** The tense of a verb indicates the time of the action or state expressed by the verb. Mainly there are three types of tenses the Present, the Past and the Future Tense.

There are some simple tense are following:-

<b>Simple Present Tense</b>	<b>Simple Past Tense</b>	<b>Simple Future Tense</b>
Recognize:- ता है ती है ते है। Rule:- Sub +is /am/are+obj.	Recognize: - था थी थे। Rule:-Sub+was/were++obj	Recognize: - गा गी गे। Rule: - Sub+will be/shall be +obj.
<b>Present Has/Have</b>	<b>Past Had</b>	<b>Future Will/Shall+have</b>
Recognize: -पास संबद्ध। Rule:-Sub+Has/Have+Obj.	Recognize: - पास था संबद्ध था। Rule:-Sub+Had+obj.	Recognize: - पास होगा संबद्ध होगा Rule:-Sub+Will/Shall+have+obj.
<b>There</b>	Recognize: - मे पर।	Rule:-Sub+Is/are+obj.

### TENSE

#### Present Tense

#### Past Tense

#### Future Tense

### Kinds of tense

#### Indefinite

#### CONTINUOUS/ IMPERFECT/ PROGRESSIVE

#### PERFECT

#### PERFECT CONTINUOUS

	<b>Present Tense</b>	<b>Past Tense</b>	<b>Future Tense</b>
<u>Indefinite</u>	Recognize: - ता है ती है ते है। Rule: - Sub+V1st+e/es+obj.	Recognize: - ता था ती थी ते थे या कौह मात्रा आये। Rule: - Sub+v2nd+obj	Recognize: - गा गी गे। Rule: - Sub+will/shall+v1st+obj
<u>Continuous.</u>	Recognize: - रहा है रही है रहा है। Rule:-Sub+Is/am/are+v1st+ing+obj.	Recognize: - रहा था रही थी रहा थे। Rule: - Sub+was/were+v1st+ing+obj	Recognize: - रहा होगा रही होगी रहा होगे। Rule: - Sub+will be/shall be+v1st+ing+obj
<u>Perfect</u>	Recognize: - चुका है चुकी है चुके है। Rule: - Sub+has/have+v3rd+obj	Recognize: - चुका था चुकी थी चुके थे। Rule: - Sub+had+v3rd+obj	Recognize: - चुका होगा चुकी होगी चुके होगे। Rule: - Sub+will have/shall have+v3rd+obj
<u>Perfect continuous</u>	Recognize: - रहा है रही है रहा है + time Rule: - Sub+has/have+been+v1st+ing+for/since+obj	Recognize: - रहा था रही थी रहा थे + time Rule: - Sub+had been+v1st+ing+for/since+obj	Recognize: - रहा होगा रही होगी रहा होगी + time Rule: - Sub+will/shall+have been+v1st+ing+for/since+obj

Chapter 2

Sequence of Tenses

\* Rule 1 - In complex sentences are two clause:-

1. Principal clause :- (main sentence)
2. Sub-ordinate clause :- (It is depend on the principal clause)

→ Complex sentences <sup>at 21/2</sup> Principal clause past tense  
 at at at sub-ordinate clause <sup>at</sup> Past tense <sup>at 28/24</sup>,

e.g. :- He told me, that he was busy,  
Principal clause                           Sub-ordinate clause.

[Rule → 2] (Exception)

\* Complex sentences <sup>at 21/2</sup> Principal clause Past tense  
 at at at sub-ordinate clause Present <sup>at 21/2, 21/3, 3rd</sup>

Universal truth, Scientific truth, Slogans, Proverbs,  
 Quotations etc. ~~at 21/2~~,

e.g. Mahatma gandhi said that truth and non-violence are  
 my weapons.

[Rule → 3]

\* complex sentences <sup>at 21/2</sup> Principal clause Present or future  
 tense <sup>at 21/2</sup> sub-ordinate clause tense ~~Present~~ <sup>at 21/2</sup>  
<sup>at 31/2, 42 at 21/2/6</sup>,

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Rule → 4

→ Complex sentence <sup>जैसे</sup> conjunction then or more than  
 ↗ Principal clause <sup>मात्र गति</sup> tense + <sup>जैसे</sup> or sub-  
 ↗<sup>जैसे</sup> <sup>गति</sup> <sup>जैसे</sup> <sup>गति</sup> <sup>जैसे</sup>  
 Ordinate clause <sup>गति</sup> sense <sup>जैसे</sup> <sup>गति</sup> <sup>जैसे</sup> <sup>गति</sup> <sup>जैसे</sup> <sup>जैसे</sup>  
 ↗ <sup>जैसे</sup> <sup>गति</sup> <sup>जैसे</sup>,

e.g. My father teaches me more than the other teachers.

Rule → 5 (lest - should)

→ Complex Sentence + Conjunction lest <sup>जैसे</sup> sub-ordinate  
 clause + <sup>जैसे</sup> H.V. should <sup>गति</sup> use <sup>जैसे</sup> <sup>जैसे</sup>, <sup>जैसे</sup> <sup>जैसे</sup>  
 ↗ (जैसे <sup>जैसे</sup> <sup>जैसे</sup> <sup>जैसे</sup> <sup>जैसे</sup>), <sup>जैसे</sup> subject <sup>जैसे</sup> <sup>जैसे</sup> <sup>जैसे</sup>

e.g. Hurry up lest you should miss the train.

Rule → 6 (so - that)

→ Complex sentence <sup>जैसे</sup> Adverb clause of purpose  
 ↗ <sup>जैसे</sup> sub-ordinate clause <sup>जैसे</sup> H.V. may <sup>गति</sup> use <sup>जैसे</sup>  
 ↗<sup>जैसे</sup> sub-ordinate clause past <sup>जैसे</sup> H.V. might <sup>गति</sup> use <sup>जैसे</sup>

e.g. I am working hard so that I may pass.

### Rule → 7

→ Complex sentences + adverb clause of time  
 If As soon as  $\rightarrow$ , use affirmative  $\rightarrow$  etc. etc., जैसा  
 Negative sense  $\rightarrow$  No-sooner  $\rightarrow$  use  $\rightarrow$  etc.  
 नाम सहित H.V.  $\rightarrow$  subject and conjunction than  
 use etc. etc.

No-sooner + H.V + sub + M.V + than.

e.g. As soon as I reached home, it began to rain.

Ex! No-sooner did I reach home than It began to rain.

### Rule → 8

use of  $\rightarrow$  Hardly — when

(  $\rightarrow$  कठिन सही — नहीं )

→ Complex sentences  $\rightarrow$  hardly  $\rightarrow$  use  $\rightarrow$  neg. sense  
 etc. etc., Hardly  $\rightarrow$  मुश्किल होना  $\rightarrow$  H.V  $\rightarrow$  sub-and conjunction  
 when  $\rightarrow$  use  $\rightarrow$  etc. etc.

Hardly + H.V + sub + M.V + — + when

e.g.

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Rule → 9

Scarcely — when.

scarcely + H.V + sub + m.v + obj + when.

Conjunction 'scarcely' <sup>ही</sup> use <sup>गति</sup> Neg. sense <sup>ही एवं एवं</sup>,  
 scarcely <sup>ही</sup> ~~जाति~~ ~~समय~~ H.V <sup>जाति</sup> Sub and conjunction

when <sup>ही</sup> use <sup>स्थान</sup>, <sup>स्थान</sup> <sup>अवधि</sup> <sup>अवधि</sup> <sup>ही</sup> ~~जाति~~ (जाति)

Scarcely I had solved whole the paper when  
 the teacher seized my copy. (Incorrect)

Scarcely had I solved whole the paper when the  
 teacher seized my copy.

Rule → 10

Conditional sentences → (अद्यतेवाक्य ग्रन्थ)

Conditional sentences <sup>ही</sup> If <sup>ही</sup> use Aff. <sup>जाति</sup> unless <sup>ही</sup>  
 use Neg. <sup>ही</sup> ~~एवं~~, unless <sup>जाति</sup> and clause <sup>ही</sup> ~~गति~~ NOT  
 को use <sup>ही</sup> ~~एवं~~, <sup>जाति</sup> unless <sup>जाति</sup> <sup>अपने</sup> <sup>उत्तर</sup> of Neg.  
 होता <sup>ही</sup>, <sup>जाति</sup> unless <sup>जाति</sup> clause <sup>गति</sup> Future tense <sup>ही</sup>  
 नहीं होता <sup>ही</sup>, <sup>जाति</sup> <sup>इसी</sup> clause <sup>गति</sup> Future tense  
<sup>ही</sup> ~~एवं~~, <sup>जाति</sup> use Aff. <sup>जाति</sup> condition <sup>ही</sup> ~~एवं~~

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Rule → 11] would that ("on")

e.g. I would not I were king

Rule. -> 12 (size / chad / )  
use of wish

H.V 2-159 Wessel et al. 1992

g. I wish I were Collector of gualions.

Rule → 13 use of As if (मानक), (कृति अ)

He sleeps as if he were dead.

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P.R.E P O S I T I O N

\* Preposition:- Preposition is a word placed before a noun or pronoun to show its relation with some other words like that:-

This book is on the table.

He came into the room

Use of On, upon, up, over, above (3742)

सभी Preposition का use 3742 के अंदर है, जो कि

obj का another obj के साथ है touch 42 281 एवं  
+ at on का use है,

day, date  $\rightarrow$  used on का use है,

upon:- जब obj का another obj के 3742 motion का  
उपरी है + upon का use है,

up:- step by step respectively 3742 का उपरी है  
उपरी का लिया up का use है,

over:- when any obj का another obj का  
3742 साथ है + touch का use है 42 281 एवं  
+ 3742 का उपरी है + at over का use है,

Above  $\rightarrow$  3742 का 2742 का first don't write  
+ 3742 का AND above का use है,

Use of under, below

(नी-र)

\* under :- जब एक वज़ा obj Area गर्ने obj के लिए 2240  
का use होता है। यह काम की तरफ उसको पुरा करने के लिए एक 6 ft under  
का use होता है। इसका काम की तरफ करने के लिए 3.5ft तक होता है।  
यहाँ तक under का use होता है।

Blawie! —

~~माला ७५५ शहर २११ विलास ३१ अक्टूबर १९८४~~

Use of by, with

(GRT, 24)

जब कोई कार्य किया जाता है तो इसे किया जाता है। इसका उपयोग किया जाता है।

मासिक दृष्टि से वर्तमान का लिया जाता है। इसका उपयोग किया जाता है।

प्रत्यक्ष दृष्टि से वर्तमान का लिया जाता है। इसका उपयोग किया जाता है।

With → ~~24 Feb 1978 at~~  
Cot of chis off 2f Pash, 31/1/72

~~With~~ with ~~use~~ ~~of~~ ~~ETOH~~, ~~completely~~ ( $^{24}\text{Fe}$ ) + ~~stop~~

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### Use of to, from (at, at)

\* जब किया obj के पास पहुँचते होंगे तो use करें हैं। यदि from का use करें हैं, तो obj के पास पहुँचते होंगे तो use करें हैं।

### Use of beside, besides

\* Beside :- का अर्थ है Bet side अर्थात् (एक तरफ होना) वह स्थान  
obj द्वारा obj के दोनों तरफ हो।

\* Besides :- का अर्थ है (को अलावा) इसके बाहर की अलावा  
दुख्या गत एवं है means यहाँ गत और अलावा है।

### Use of since, for, from

→ Perfect and perfect continuous tense के लिये समय के  
लिये since और अनिवार्य समय के लिये for का  
प्रयोग करें हैं, यह को अर्थ में गत since का use करें हैं।

→ sentence Perfect/Perfect continuous के अन्तर्भूत होने वाले समय के लिये  
समय के लिये from का use करें हैं,

→ किया करना की क्रिया वाली गत किया के लिये  
for का use करें हैं।

→ किया जाना के लिये for का use करें हैं।

Use of (of, off)

\* OF →  $\downarrow$  obj के बीच relation का उपयोग है, of का use

Possessive case (मालिकतावाक्य) के लिए इस प्राप्ति,

\* OFF → जबकि off का use (व्याख्या, कुप्राप्ति) है  
means relation break होता,

Use of between, among

\* दोनों को बीच के लिये between का use होता है,  
आइ दो से बाइकों के बीच के लिये among का

use होता है,

Use of behind, in front of

\* जब कोई obj किसी दूसरे obj के बीच नहीं होता है,  
तो behind का use करते हैं, जैसे  
जब कोई obj किसी दूसरे obj के सामने होता है  
in front of का use करते हैं,

Use of beyond

\* Beyond :- Beyond word meaning of beyond is (को पार)

जबकि ज्ञान के अंदर नहीं किसी जो ज्ञान

use of During

~~During → का अथ होता है (के दौरान)। असाधारण वा विशेष की मद्दत का तो प्रायः इसी शब्द से जाग्रत्।~~

X

List of Preposition.

There are certain preposition that are always followed with certain words i-

Died of	विभावी से मरना	18 Died for	लिए मरना
Died for	प्रेरणासे मरना से लिक होना	19 Tired of	से उत्तेज होना
Cure of	21 निघत	20 Proud of	अपने होना
Made of	लिये आमत	21 Made in	उत्तमता होना
Made for	से बनाया होना	22 Ashamed of	का अवाम होना
Deprive of	अे लड़ना	23 Victim of	को दर्शन होना
Avoid of	दूजे भाल करना	24 Fear of	कि बात होना
Take care of	से छुटकारा पाना	25 Run short of	का अपराह्न होना
get rid of	उत्तम होना	26 guilty of	की कारबो
Found of	से जगत्ता का होना	27 Because of	की विवरण में
Aware of	अे झौंक से	28 In memory of	से अवश्यक
Beware of	29 Inferior to	29 prefer to	से दुष्प्रभाव
on behalf of	के द्वाका से	30 preferable to	— — —
In lieu of	को पूरा कर	31 Access to	न के प्रवेश होना
by dint of	अे कानिक	32 approach to	— — —
Junior to	उत्तम	33 appreach to	से विवरण
Superior to	उच्च	34 belong to	

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## Exercise 1

- 1) Direct:- Nabil says, "I am fine!"  
Indirect:- Nabil says that he is fine.
- 2) Direct:- The man says, "I shall do it!"  
Indirect:- The man says that he shall do it.
- 3) He will says, "I went there yesterday.  
He says that he is ready to go.

## Exercise 2

- 1) Nadin said, "I am fine".  
Nadin said that he was fine.
- 2) He said, " I want to go  
He said that he wanted ~~to go~~ to go
- 3) He said, "I am reading a book"  
He said that he was reading a book.
- 4) He said, "I have learnt my lesson"  
He said that he had learnt his lesson.
- 5) He said, " I have been learning English.  
He said that he had been learning English.
- 6) He said that he had reached the school before the bell rang!  
He said that he had reached the school before the bell rang.
- 7) He said, " I can do the work.  
He said that

## CHAPTER:- 4

### DIRECT & INDERECT NARRATION

**DEFINITION:** - The discussion between 2<sup>nd</sup> person and 3<sup>rd</sup> person directly in the words of 1<sup>st</sup> person is called DIRECT NARRATION. And when the words of 1<sup>st</sup> person spoken to the 3<sup>rd</sup> person by the 2<sup>nd</sup> person in this own words are called INDIRECT NARRATION.

1. **Rule:-** यदि reported verb present or future में हो तो reported speech के tense में कोइ change नहीं करते हैं।
2. **Rule:-** यदि reported verb past tense में हो तो reported speech के tense को निम्नअनुसास change करते हैं।

PRESENT INDEFNT	PAST INDEFINET
PRESENT CONTINOUS	PAST CONTINOUS
PRESENT PERFECT	PAST PERFECT
PRESENT PERFECT CONTINOUS	PAST PERFECT CONTINUOS
PAST INDEFINET	PAST PERFECT
PAST CONTINOUS	PAST PERFECT CONTINOUS

PAST PERFECT OR PAST PERFECT CONTINOUS TENSE में कोइ change नहीं होता है।

Future tense निम्नअनुसास change करते हैं :-

Shall	Should
Will	Would
Shall be	Should be
Will be	Would be
Can	Can be
May	Might
Must	Must or had to

#### 3. Rule:- Adverb निम्नअनुसास

change करते हैं :-

This	That
Now	Then
Thus	So
Today	That day
Tonight	That neight
These	Those
Here	There
Hither	Thither
Tomorrow	Next day/ following day
Yesterday	The last day /previous day

4. **Rule:-** Affirmative sentences में conjunction that का use करते हैं।

5. **Rule:-** Indirect narration में said to को told में and says to tells में change करते हैं।

6. **Rule:-** If universal truth, sanctifies truth, proverb, quotation, slogans, etc. are given in reported speech so tense is no any change.

- 1 Ram said to her, "you are not good".
- 2 She says to me, "I will play cricket".
- 3 Father said to me, "will you go to school today".
- 4 Mohan said to me, "The sun is ball of fire".
- 5 He said, Alas! "he has died".
- 6 I said to him, "open your books".
- 7 Meena said to me, "please help them".
- 8 Mother said to me, "what a wonderful he is".

\* Answers \*

- 1 Ram told her that she was not good.
- 2 She tells ~~that~~ me that she will play cricket.
- 3 Father asked me if ~~would~~ I would go to school that day.
- 4 Mohan told me that the sun's ball of fire.
- 5 He exclaimed with sobs that he had died.
- 6 I ordered him to open his books.
- 7 Meena requested me to help them.
- 8 Mother exclaimed me that he ~~is~~ <sup>very</sup> ~~was~~ <sup>now</sup> ~~was~~

Q The girl said, 'it gives me great pleasure to be here this evening'.

Ans → The girl said that it gave her great pleasure to be there that evening.

7. Rule: - Reported speech	
→ 1 And 3 <sup>rd</sup> person का कोइ C	
<b>NOMINATIVE CASE</b>	
He	Hi
She	He
I	M
It	It
We	U
You	Yo
Them	TI

* <u>Exclamatory</u>
<u>Interjections</u>
Oh!
Ah!
Alas!
Brove!
Hurrah!

7. Rule: - Reported speech का 1<sup>st</sup> person subject अनुसार 2<sup>nd</sup> person object अनुसार change होते हैं। And 3<sup>rd</sup> person का कोइ change नहीं होता है।

### CASES

NOMINATIVE CASE	OBJECT	POSSESSIVE CASE	REFLECTIVE CASE
He	Him	His	Him self
She	Her	Her	Her self
I	Me	Mine / my	Myself
It	It	Its	It self
We	Us	Our	Our self
You	Your	Your	Your self
Them	Them	Their	Themselves

\* Exclamatory rule:-

Interventions

Oh!	with surprise
Ah!	with joy
Alas!	with grief, with sorrow
Bzove!	with delight
Hurrah!	.. "

## Exercise

1) The man said, 'I must go as soon as possible.'

2) She said, 'I don't want to see any of you; go away.'

3) The teacher says, 'If you work hard, you will pass.'

4) The teacher says, 'If you work hard, you will pass.'

5) He said, 'I have won.'

6) He said, 'Let's wait for her return.'

7) Alice said, 'How clever I am!'

8) He said to me, 'Where are you going?'

### Answers

The man said that he must go as soon as possible.

She said that she did not want to see any of them and asked them to go away.

The teacher says that if you work hard you will pass.

He said that he had won.

He proposed that they should wait for her return.

Alice exclaimed how clever she was.

He asked me where I was going.

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Date \_\_\_\_\_  
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### [Rule -> 8] → Imperative

Sentence direct narration If / whether use and If

If / whether use and If change

Sentence direct narration If / whether use and If

If / whether use and If change

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Salini asked, where is my bag?

② keep quiet, 'the teacher said to the boys!

③ Maria said, I want to see the doctor!

④ Sophia said, I must apply for that job,

⑤ why are you crying? asked Rohit,

⑥ where is my key? Ram asked his mother.

⑦ Are you going to the party? Sam asked

me.  
Rajiv said, I need something to eat.

### Answers.

1) Salini asked where her bag was.

2) The teacher told the boys to keep quiet.

3) Maria said that she wanted to see the

doctor. ~~or~~ (chack)

4) Sophia said that she ~~was~~ (comes) applying for that

job.

5) Rohit asked me why I was crying.

6) Manu asked his mother if where his key was.

7) Sam asked me if I was going to the

party.

8) Rajiv said that he needed something eat

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### Rule 8 & 9

### Rule 10

Reported speech at first form imperative sentence like if  
start it tells let do write in at etc -> 3rd person singular  
Normal expression from first it at. Imperative sentence or sense of  
change and it says (do) we etc it, Repotted speech  
of 5th person singular change verb and it, first person change to 3rd  
person singular does at 2nd etc it sub to 3rd off by 3rd  
Said at imposed + change on 2nd off say  
that use etc it, Re. speech at off it change and it  
that use etc it, sub on 2nd at well they do 3rd  
3rd person that at sing sub on 2nd at well they do 3rd  
H. V. should at use etc it, 3rd let us at etc it  
etc it

### [Rule 11] → Optative sentences

Direct      1) Indirect      it is said 2nd person  
If      said 2nd said to off GTE wished  
it      it inverted command off GTE direct at  
that      it 3rd person direct EGP GTE to 3rd person  
Affirmative      it      off it      it

### Optative - B

GTE reported speech at 1st 2nd it good morning,  
good evening, good bye 3rd person 1st 2nd 3rd  
et at Direct 2nd Indirect it original 2nd person  
2nd original (off it off it) et 2nd it  
2nd repairing verb it said 2nd said  
to off 3rd wished off 2nd person et

Note:- यदि वाक्य में reporting speech  
 sir, madam जैसे 2-मानीय शब्द  
 पर एवं एवं के बाहर इनका उपयोग  
 करने के लिए वाक्य का reporting  
 verb के साथ said 27 की जाते हैं  
 respectively लिखा जाता है,

### Exclamatory (A)

Direct      यह Indirect      यह बदलते समय reporting  
 verb के Said 27 Said to की जाते हैं  
 exclaimed लिखा है तथा reported speech  
 के द्वारा कहा जाता है। यह की जाते हैं  
 H.V के 27 very 27 great  
 का

### Exclamatory B

Direct      यह Indirect      यह बदलते समय reporting  
 verb के Said 27 Said to की जाते हैं  
 exclaimed लिखा है तथा 27 की Interrogation  
 के उनके simple mean के बदलकर दोनों बोलाए  
 की inverted commas की जाते हैं that के जाते हैं  
 द्वारा जाता है। यह की जाते हैं तिथि की 27 की