

GENERAL ENGLISH

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PARTS OF SPEECH

PARTS OF SPEECH

Noun is a word used as the name of a person, Place, or thing.

Example: Person - Akbar
Place - Chennai
Thing - Computer
Animal - Dog

Verb is a word used to express an action or state.

Example: come, read, speak, write, learn, am, is, was, are, have, had, do, does, did

Adjective is a word that describes or modifies a noun.

Example: beautiful, intelligent, good, bad, clever, little, honest, some, great, large.

Conjunction is a word used to join words or sentences.

Example: and, but, because, or, so, still, if, as, before, though, neither...nor so that, either...or,

Pronoun is a word used instead of a noun.

Example: I, We, You, He, She, It, They, Me, Us, Him, Her, Them.

Adverb is a word that describes or modifies a verb, an adjective or another adverb.

Example: very, beautifully, cleverly, quickly, quite, possibly, never, often.

Preposition is a word placed before with noun or a pronoun to show the relation of the noun or pronoun to something else.

Example: in, of, at, on, by, for, from, out, to, up, with, about, into.

Interjection is a word which expresses some sudden feeling.

Example: Alas, Wow, Hurray, Oh, Hello, Ah, Hush, Bravo.

◆ **Material Noun** is the name of a raw material of a product. Example: gold, silver, fiber, diamond, wood, clay, cotton.

I. Read the following paragraph and pick out the different types of nouns and put them in the table.

Hobby is an activity that we enjoy doing in our free time. It keeps us busy in our leisure time. People choose their hobby on the basis of their interests and personality. Do you know what Dr. A.P.J. Abdul Kalam's hobby was?

Ans:

Proper Noun	Common Noun	Collective Noun	Abstract Noun
Dr. A.P.J. Abdul Kalam	Hobby	activity	personality
			interests
	people	leisure	time
			busy

II. Fill in the blanks with the suitable collective noun.

Choir, shower, bowl, flock, cup, pair, swarm, bunch, herd, bottle

- a of cows
Ans : herd
- a of birds
Ans : flock
- a of singers
Ans : choir
- a of milk
Ans : bottle
- a of tea
Ans : cup
- a of ants
Ans : swarm
- a of grapes
Ans : bunch
- a of rice
Ans : bowl
- a of shoes
Ans : pair
- a of rain
Ans : shower

PRONOUN

Pronoun is a word that replaces a noun in a sentence. Pronouns are used to describe people, places, things or concepts.

NOUN

Noun is a word used as the name of a person, place, thing, animal or an idea.

Types of nouns: Proper noun, Common noun, Collective noun, Abstract noun, Material noun.

- ◆ **Proper Noun** is the name of the particular person or place. Example: Hari, Akbar, Stephen, Kayal, Chennai, Tamil Nadu, India.
- ◆ **Common Noun** is a name given in common to every person or thing of the same class or kind. Example: boy, girl, woman, tree, animal, school, student, teacher.
- ◆ **Collective Noun** is the name of a number of persons or things taken together. Example: police, army, crowd, people, team, nation, family.
- ◆ **Abstract Noun** is usually the name of a quality, action, or state. Example: Quality- Kindness, honesty Action- laughter, hatred. State- Youth.

Example:

Shoba always loves dancing. She wants to go to dance school.

In the above example, the word 'she' replaces the noun 'Shoba'. So the word 'she' is a pronoun.

Subject pronoun	Object pronoun	Possessive Adjective	Possessive Pronoun
I	me	my	mine
We	us	our	ours
You	you	your	yours
They	them	their	theirs
He	him	his	his
She	her	her	hers
It	it	its	its

Subject Pronoun	Object Pronoun
A subject pronoun is a personal pronoun that is used as the subject of a verb. I, We, You, He, She, It, They Examples: She is my friend. It is my dog. They are reading.	An object pronoun is a type of personal pronoun that replaces a noun with an object. Me, Us, You, Him, Her, It, Them Examples: The painting is done by me. He called them. I will give you a book.

III. Change the underlined words with correct pronoun.

(them, he, her, him, it, she)

- I saw Mr. Balu this morning and gave Mr. Balu my homework.
Ans: I saw Mr. Balu this morning and gave him my homework.
- Muthu likes computer games, but he doesn't play computer games very often.
Ans: Muthu likes computer games but he doesn't play them very often.
- My aunt lives in Trichy but, my aunt often comes to visit my family.
Ans: My aunt lives in Trichy but, she often comes to visit my family.
- Neil Armstrong was born in 1930. Neil Armstrong landed on the moon in 1969.
Ans: Neil Armstrong was born in 1930. He landed on the moon in 1969.

- He helped the old lady. He gave the old lady some food.

Ans: He helped the old lady. He gave her some food.

Possessive pronoun and Possessive adjective.

Possessive Adjective	Possessive Pronoun
To show something belongs to somebody Example: My shirt is green. Your book is new. Her dog is small. Our bird is noisy.	To replace the possessive adjective Example: Green shirt is mine. New book is yours. Small dog is hers. Noisy bird is ours.

IV. Change the possessive adjective into possessive pronoun.

- This is my pen.
Ans: This pen is mine.
- Her purse is small.
Ans: The small purse is hers.
- Our house is made of wood.
Ans: Wood house is ours.
- My book is new.
Ans: New book is mine.
- His bike is red.
Ans: The red bike is his.

VERB

Verb is a word used to express an action or state.

Transitive verbs	Intransitive verbs
Transitive verbs are verbs that express action with an object. The object of a transitive verb can be a noun, pronoun or a noun clause or phrase. Examples: I threw the ball. (Noun as object) We beat them. (Pronoun as object) I think that you are correct. (Noun clause as object)	Intransitive verbs are verbs that express action without an object. Examples: I ran. I ran swiftly. I ran in the race

V. A) Give proper names for the common nouns:

Eg: Butter - Amul

- Pencil - Apsara
- Ball Pen - Reynolds

3. Hospital - Apollo
4. Soft drink - Pepsi
5. Car - Toyota

B) Collective nouns:

1. A of bees.
Ans: swarm
2. A of keys.
Ans: bunch
3. A of cards.
Ans: pack
4. A of players.
Ans: team
5. A of books.
Ans: library

C) Form abstract nouns from these adjectives:

Eg: Soft - Softness

1. Cruel - Cruelty
2. Polite - Politeness
3. Honest - Honesty
4. Beautiful - Beauty
5. Lazy - Laziness

D) Use singular pronouns and fill in the blanks:

1. gave a gift
Ans: He, her
2. went out when rained.
Ans: She, it
3. do not want to steal things.
Ans: I, you
4. When he met I gave some advice.
Ans: me, him

E) Use Plural pronouns and fill in the blanks:

1. Raj and Rahul are brothers and live in the same house.
Ans: they
2. They are my friends, I meet in the park.
Ans: them
3. My father and I went to the mall, but it was closed. could not buy anything.
Ans: We
4. We won the match. Everybody congratulated
Ans: us

VI. Fill in the blanks with possessive pronouns:

1. The travellers brought a lot of goods. The goods were
Ans: theirs

2. A man was riding a motor bike. The bike was
Ans: his

3. She stitched the torn dresses from her cupboard. The dresses were
Ans: hers

4. The certificates belong to me. They are
Ans: mine

5. This classroom belongs to us. It is certainly
Ans: ours

6. The photos look so good. They are
Ans: yours

7. The dog has a puppy. It is
Ans: its

VII. Use simple present tense of verb in the bracket and fill the blanks:

1. Look! He (fly) the kite high.
Ans: flies
2. Yesterday he went by car, but today he (go) on a cycle.
Ans: goes
3. If he (pass) the exam, he will get a good job.
Ans: passes
4. Mohan will jump in joy if he (see) you coming.
Ans: sees
5. If Vijay (run) fast, he will be able to catch the train.
Ans: runs

VIII. Use simple past tense of verb in the bracket and fill the blanks:

1. I (buy) this coat from the boutique.
Ans: bought
2. Dad (leave) for office an hour ago.
Ans: left
3. My sister (write) an essay that was published in the magazine.
Ans: wrote
4. We (come) home, (take) some rest and (spend) time playing cards.
Ans: came/took/spent]

IX. Use simple future tense of verb in the bracket and fill the blanks:

1. I (leave) for Paris next week.
Ans: will leave
2. We (party) at the Taj on my birthday.
Ans: will party]
3. You (move) to Delhi next month on promotion.
Ans: will move]

4. Ten students failed in the exam. They (write) their exams again from Monday.

Ans: will write

5. The sun rise was at 6 a.m. It (set) at 5.45 p.m this evening.

Ans: will set

X. Insert the correct form of infinitive using the given verbs in the brackets:

1. It would be nice to (meet) Dr. Abdul Kalam again

Ans: meet

2. To (cook) this recipe, you will need 500 grams of minced meet.

Ans: cook

3. Ravi wants to (take) Raji to the amusement park.

Ans: take

4. I need to (wash) my hands before I have my food.

Ans: wash

5. We discussed whether to (invite) Rajiv or not.

Ans: invite

XI. Fill in the blanks with suitable Gerund (verb+ing):

1. (meet) is a periodic event.

Ans: Meeting

2. She loves (eat) ice creams.

Ans: eating

3. I like (celebrate) festivals.

Ans: celebrating

4. (wait) is torturing.

Ans: Waiting

5. He was awarded for (run) fast.

Ans: running

6. I achieve by (work).

Ans: working

7. I don't like (play) cards.

Ans: playing

8. (cook) is my hobby.

Ans: Cooking

9. Do you enjoy (swim)

Ans: swimming

10. He loves (sing) songs.

Ans: singing

XII. List out the transitive and intransitive verbs in following words.

come, buy, teach, learn, arrive, sing,
run, draw, jump, write

Ans:

Transitive	Intransitive
buy	come
teach	arrive
learn	run
sing	jump
draw	
write	

XIII. Find out the synonyms and the antonyms of the words given below.

Word	Parts of Speech	Synonym	Antonym
Hard	Adjective	Difficult	Easy
Flood	Noun	deluge	trickle
Interrupt	Verb	interfere	refrain
Scared	Adjective	frightened	bold
Irritation	Noun	agitation	calm
Organize	Verb	conduct	disorganise
Serious	Adjective	grave	light
Snappy	Adjective	harsh	gentle
Emergency	Noun	urgency	normalcy
Rescue	verb	save	capture, arrest

XIV. Read the following sentences.

Set 1

- The young seagull uttered a **joyful** scream. (adjective)
- The young seagull screamed with **joy**. (noun)
- The young seagull screamed **joyfully**. (adverb)

Set 2

- The young bird **pretended** to be falling asleep. (verb)
- The young bird made a **pretension** of falling asleep. (noun)

3. The young bird made a pretentious posture of falling asleep. (adjective)

Note that in the Set 1, the adjective 'joyful' is changed to its noun form 'joy' and to its adverb form 'joyfully'.

In the Set 2, the verb 'pretend' has been transformed to its noun form 'pretension' and to its adjective form 'pretentious'.

We can transform a sentence by interchanging parts of speech without changing its meaning.

Change the parts of speech of the given words in the chart.

Noun	Verb	Adjective	Adverb
exhaustion	exhaust	exhaustive	exhaustively
width	widen	wide	widely
madness	madden	mad	madly
perfection	perfect	perfect	perfectly

XV. Read the following sentences and change the form of the underlined words as directed.

- His family was screaming and offering him food. (to adjective)
Ans: His screaming family was offering him food.
- The young seagull gave out a loud call. (to adverb)
Ans: The young seagull gave out loudly a call.
- The bird cackled amusedly while flying. (to noun)
Ans: The bird cackled in amusement while flying.
- The depth of the sea from the ledge scared the seagull. (to adjective)
Ans: The deep sea from the ledge scared the seagull.
- The successful flight of the bird was a proud moment for the seagull's family. (to verb)
Ans: The bird flew successfully and it was a proud moment for the seagull's family.

XVI. Use the following words to construct meaningful sentences on your own.

- coward - They called him a coward.
- gradual - We noticed a gradual increase in temperature.
- praise - She received a lot of praise.
- courageous - She is a very courageous girl.
- starvation - Many children die of starvation in Somalia.

XVII. Parts of Speech (changing the form)

In this question the student has to rewrite the sentence changing the form of the given word into noun, verb, adjective, adverb.

Hints:

Noun	Verb (Present Tense)	Verb (Past Tense)
<u>revision</u>	- revise	- revised
<u>careful</u>	- care	- cared
<u>suspicious</u>	- suspect	- suspected
<u>smoothness</u>	- smooth	- smoothed
<u>advertisement</u>	- advertise	- advertised
<u>removal</u>	- remove	- removed
<u>evaluation</u>	- evaluate	- evaluated

XVIII. Read the following sentence and change the form of the italicised word as directed.

- The young seagull gave out a *loud* call. (to adverb)
Ans: The young seagull gave out a call loudly.
- His *behaviour* was that of a gentleman. (to verb)
Ans: He behaves like a gentleman.
- She is *tolerant* towards mischievous children. (to noun)
Ans: She tolerates the mischiefs of children.
- I *decided* to join the Arts college. (to noun)
Ans: My decision is to join the Arts college.
- Eve-teasers should be severely *punished*. (to noun)
Ans: Punishment should be given to Eve-teasers severely.
- He *responded* correctly to my question. (to noun)
Ans: His response was correct to my question.
- Please handle the glass with *care*. (to adverb)
Ans: Please handle the glass carefully.
- Birds *migration* occurs every year from one place to another place. (to verb)
Ans: Birds migrate every year from one place to another place.
- Most Labour laws face the challenge of *implementation*. (to verb)
Ans: The government implemented many labour laws.
- You *performed* gracefully. (to noun)
Ans: Your performance was graceful.
- He was *appreciated* for his best performance. (to noun)
Ans: He had an appreciation for his best performance.

CONCORD

Concord denotes the agreement between the subject and the verb in a sentence. In general, a singular subject takes a singular verb and a plural subject takes a plural verb.

Agreement of the subject with the verb

1. Every citizen has to follow the rules of the society.
2. All citizens have duties to perform.

In sentence 1, the subject 'every citizen' is of the singular Number. Hence the verb 'has' is also singular.

In sentence 2, the subject 'All citizens' is of the Plural Number. Hence the verb 'have' is also plural.

The verb should agree with the subject in Number and Person.

Read the following sentences.

1. I go to school by bus.
2. She goes to school by cycle.

The subject in sentence 1 is the pronoun 'I'. The verb agrees with the subject.

The subject in sentence 2 is a pronoun of the third person. The verb used is 'goes'.

Observe the below sentences.

- ◆ Every man and every woman has duties to perform.
- ◆ Each boy and each girl was given a special prize.

When two singular nouns joined by 'and' are preceded by 'each' or 'every' the pronoun must be singular and the verb is also singular.

Read the sentences given below.

- ◆ The team is performing well.
- ◆ The staff are arguing about the dates of the tour programme.
- ◆ The class is organising a debate.
- ◆ The class are arguing over the issue.
- ◆ The jury has given its verdict.

Some of the collective nouns like 'class, cabinet, committee, board, jury, government, team and staff, take a singular verb when they are considered a unit, and a plural verb if the members are considered individually.

Observe the following sentences.

- ◆ The scenery of Kashmir is enchanting.
- ◆ All the information he gave me was false.
- ◆ All the furniture has been remodelled.
- ◆ Your hair has turned grey.
- ◆ His luggage is missing.

Nouns such as advice, alphabet, brick, clothing, furniture, information, luggage, poetry, scenery, thunder etc. are used only in the singular form and the verb that follows them is also singular. They are neither preceded by an indefinite article nor pluralised.

Read the sentences given below.

- ◆ The Correspondent and Principal has called for a meeting.

- ◆ The Correspondent and the Principal are attending a meeting.

When 'and' connects two or more titles or designations of the same person, the verb is always singular. In sentence 1, two posts are held by the same person. So the verb is singular. In sentence 2, the posts are held by two different persons. Hence the verb is plural.

Observe the following sentences.

- ◆ Five rupees has no value these days.
- ◆ Three miles is a short distance.
- ◆ Two weeks is a long holiday.

Some nouns denoting money, time and distance take a singular verb, as the specific quantity or amount is considered a whole.

Read the below sentences.

- ◆ Either Ramesh or Naren is in the wrong.
- ◆ Neither Kamal nor Rahim was present at the conference.

Two or more singular subjects connected by or, nor, either.... or, neither... nor, take a singular verb.

Observe the following sentences.

- ◆ Either Rahim or his brothers have to be invited.
- ◆ Neither his friends nor Victor is aware of the news.

When two subjects, one singular and the other plural, are connected by 'neither....nor', 'either....or', the verb agrees in person with the subject nearer to it.

Read the sentences given below.

- ◆ Kumar, as well as his friends, has won the prize.
- ◆ The captain, with all his sailors, was drowned.
- ◆ The students along with their teacher, have gone on a visit to the Museum.

When two subjects, one singular and the other plural, are connected by 'as well as', 'with', 'along with', 'together with', the verb agrees with the first subject. If the first subject is singular the verb is singular; if the first subject is plural, the verb is plural.

I. Choose the correct option and complete the sentences.

1. Manoj (was, were) present along with his parents.
Ans : was
2. Each of these boys (has, have) passed.
Ans : has
3. Neither Lekha nor Leela (has, have) been selected.
Ans : has
4. Every man, woman and child (was, were) happy.
Ans : was

5. One of the machines (is, are) defective.

Ans : is

6. A number of books (is, are) missing.

Ans : are

7. Seker or his brothers (has, have) done it.

Ans : have

8. To make a promise and then not to keep it (is, are) dishonesty.

Ans : is

9. One or the other of those men (has, have) lodged a complaint.

Ans : has

10. Each leaf and each flower (was, were) stripped off the tree.

Ans : was

II. Identify the errors in each of the following sentences and rewrite them Correctly.

1. Either Shyam or Ram have to pay the fine.

Correct sentence : Either Shyam or Ram has to pay the fine.

Explanation : When using "either...or" with singular nouns, the verb should be singular. So, use has.

2. Abdul as well as Karim deserve praise.

Correct sentence : Abdul as well as Karim deserves praise.

Explanation : The subject is Abdul (singular). "As well as Karim" is additional, so the verb remains singular — deserves.

3. Ten thousand rupees a month are an insufficient income.

Correct sentence : Ten thousand rupees a month is an insufficient income.

Explanation : The amount is considered a single unit of income, so it takes a singular verb — is.

4. Many a student were awarded at the function.

Correct sentence : Many a student was awarded at the function.

Explanation : "Many a" is a grammatically singular expression, so it takes was.

5. Neither Veena nor her sisters has been informed of the accident.

Correct sentence : Neither Veena nor her sisters have been informed of the accident.

Explanation : When using "neither...nor," the verb agrees with the nearest subject — here, sisters (plural), so use have.

6. Mithra as well as her daughters enjoy singing.

Correct sentence : Mithra as well as her daughters enjoys singing.

Explanation : The subject is Mithra (singular). "As well as her daughters" is extra info, so the verb should be enjoys.

7. You, who is my friend, should help me.

Correct sentence : You, who are my friend, should help me.

Explanation : The relative pronoun who refers to you (2nd person), so the verb should be are.

8. My scissors is missing.

Correct sentence : My scissors are missing.

Explanation : Scissors is always treated as a plural noun, so use are.

9. A variety of pleasing objects charm the eye.

Correct sentence : A variety of pleasing objects charms the eye.

Explanation : The phrase "A variety of" takes a singular verb — charms.

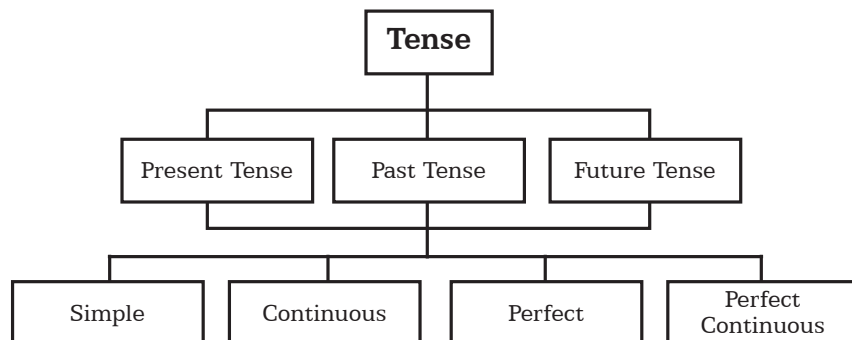
10. Sixty miles are a long distance.

Correct sentence : Sixty miles is a long distance.

Explanation : When distance is considered a unit, it takes a singular verb — is.

TENSE

Tenses are modification of a verb that help to indicate time, that is when a particular action takes place. A good knowledge about tenses will help us to describe things that take place at different times - past, present and future. Observe the logic and learn the structures to master the tenses.



Tense	Signal words	Use
Simple Present / Present Simple	• every day • sometimes • always • often • usually • seldom • never • first ... then	• something happens repeatedly • how often something happens • one action follows another • things in general • with the following verbs (to love, to hate, to think, etc.) • future meaning: timetables, programmes
Present Continuous / Progressive	• now • at the moment • Look! • Listen!	• something is happening at the same time of speaking or around it • future meaning: when you have already decided and arranged to do it (a fixed plan, date)
Simple Past / Past Simple	• last ... • ... ago • in 1990 • yesterday	• action finished in the past, mostly connected with an expression of time (no connection to the present)
Past Continuous / Progressive	• while	• an action happened in the middle of another action • someone was doing something at a certain time (in the past) - you do not know whether it was finished or not
Present Perfect	• just • yet • never • ever • already • so far • up to now • since • for • recently	• you say that something has happened or is finished in the past and it has a connection to the present • action started in the past and continues up to the present
Present Perfect Continuous	• all day • the whole day • how long • since • for	• action began in the past and has just stopped • how long the action has been happening • emphasis: length of time of an action
Past Perfect	• already • just • never	• mostly when two actions in a story are related to each other: the action which had already happened is put into Past Perfect, the other action into Simple Past • the past of Present Perfect
Past Perfect Continuous	• how long • since • for	• how long something had been happening before something else happened
will - future		• predictions about the future (you think that something will happen) • you decide to do something spontaneously at the time of speaking, you haven't made a decision before • main clause in type I of the if clauses

Tense	Signal words	Use
going to - future		• when you have already decided to do something in the future • what you think what will happen
Future Continuous		• An action will be in progress at a certain time in the future. This action has begun before the certain time. • Something happens because it normally happens.
Future Perfect		• something will already have happened before a certain time in the future
Future Perfect Continuous		• something will already have happened before a certain time in the future • emphasis: length of time of an action

Present Tense

Person	Simple	Continuous	Perfect	Perfect Continuous
I	+ verb	+ am + verb + ing	+ have + pp	+ have+ been + verb +ing
We	+ verb	+ are + verb + ing	+ have + pp	+ have+ been + verb +ing
You	+ verb	+ are + verb + ing	+ have + pp	+ have+ been + verb +ing
He	+ verb+s/es	+ is + verb + ing	+ has + pp	+ has + been + verb +ing
She	+ verb+s/es	+ is + verb + ing	+ has + pp	+ has + been + verb +ing
It	+ verb+s/es	+ is + verb + ing	+ has + pp	+ has + been + verb +ing
They	+ verb	+ are + verb + ing	+ have + pp	+ have+ been + verb +ing

Past Tense

Person	Simple	Continuous	Perfect	Perfect Continuous
I	Past tense of the verb	+ was + verb + ing	+ had + pp	+ had + been + verb +ing
We		+ were + verb + ing	+ had + pp	+ had + been + verb +ing
You		+ were + verb + ing	+ had + pp	+ had + been + verb +ing
He		+ was + verb + ing	+ had + pp	+ had + been + verb +ing
She		+ was + verb + ing	+ had + pp	+ had + been + verb +ing
It		+ was + verb + ing	+ had + pp	+ had + been + verb +ing
They		+ were + verb + ing	+ had + pp	+ had + been + verb +ing

Future Tense

Person	Simple	Continuous	Perfect	Perfect Continuous
I	+ Shall / will + verb	+ Shall / will + be + verb + ing	+ Shall / will + have + PP	+ Shall / will + have + been + verb+ ing
We				
You				
He				
She				
It				
They				

Note: PP- Past Participle