

ANGOL NYELVTANI SEGÉDLET

ENGLISH GRAMMAR

TENSES

STRUCTURES

PRONOUNS

VERB PATTERNS

... AND
MANY
MORE

INVEST ENGLISH NYELVISKOLA

Articles

Definite Article: **the** Pronunciation(!): the chair, the apple

Indefinite Article: **a, an** a chair, an apple

Some special rules of using articles:

1. Names of streets, squares, etc. do not have articles: **Oxford Street, Trafalgar Square, Sunset Boulevard...**
2. Lakes: **Lake Victoria** or **the Victoria**, **Lake Balaton** or **the Balaton...**
3. Rivers: **The Thames** or **the River Thames**, **the Danube** or **the River Danube...**
4. Mountains: **The Alps**, **the Rockies...**
5. Mounts: **Mount Everest**, **Kilimanjaro...**
6. Countries usually do not have articles: **France, Hungary, Japan, China...**
But: **the United States**, **the United Kingdom**, **the Netherlands...**
7. Hotels: **the Ritz Hotel**, **the Hilton Hotel...**
8. Places (school, hospital, prison, church, market, bed...) usually don't have articles: e.g.: He goes to **church** every Sunday. (Regular)
But: On his holiday he visited **the church**. (Special)
9. Superlatives have definite articles: **the happiest**, **the most beautiful...**
10. No articles when talking about things in general - **Cats** can't swim. **Milk** is healthy.
11. No articles with meals: I have **breakfast** at 8 o'clock.
12. Indefinite article with professions: He's **a teacher**.

13. Indefinite article with **have** as possession: I **have a cat**.

Can

Ability

Positive

I **can** swim
 You **can** swim
 He/She/It **can** swim
 We **can** swim
 You **can** swim
 They **can** swim

Question

Can I swim?
Can you swim?
Can he/she/it swim?
Can we swim?
Can you swim?
Can they swim?

Negative

I **can't** swim
 You **can't** swim
 He/She/It **can't** swim
 We **can't** swim
 You **can't** swim
 They **can't** swim

Short Answers:

Can you **swim** very fast?
Yes, I can. / No, I can't.

Can't = cannot

Ability in the Past: Could

Positive

I **could** swim
 You **could** swim
 He/She/It **could** swim
 We **could** swim
 You **could** swim
 They **could** swim

Question

Could I swim?
Could you swim?
Could he/she/it swim?
Could we swim?
Could you swim?
Could they swim?

Negative

I **couldn't** swim
 You **couldn't** swim
 He/She/It **couldn't** swim
 We **couldn't** swim
 You **couldn't** swim
 They **couldn't** swim

Short Answers:

Could you **swim** when you were a child?
Yes, I could. / No, I couldn't.

Couldn't = could not

Causative Structures

1. **Make** somebody **do** something
We'll **make** our neighbour **paint** our fence.
2. **Have** something **done**
We'll **have** our fence **ainted**.
3. **Get** something **done**
We'll **get** our fence **ainted**.

Passive:

1. Our neighbour **will be made to paint** our fence.

Comparisons

1. **Short adjectives**
 - with one syllable: old, older, the oldest
 - with two syllables ending -y: happy, happier, the happiest
2. **Longer adjectives:** comfortable, more comfortable, the most comfortable

Some adjectives do not follow the above rules:

- clever, cleverer, the cleverest
- narrow, narrower, the narrowest
- Adverbs with two syllables ending -ly: slowly, more slowly, the most slowly

Some adjectives have exceptional forms:

- good, better, the best
- bad, worse, the worst
- little, less, the least
- many/much, more, the most
- far, farther/further, the farthest/furthest

Use: Pepsi is **as sweet as** Coca-Cola.
Pepsi is **as popular as** Coca-Cola.

Pepsi is **sweeter than** Coca-Cola.
Pepsi is **more popular than** Coca-Cola.

Pepsi is **less sweet than** Coca-Cola.
Pepsi is **less popular than** Coca-Cola.

Pepsi is **much/a lot/far sweeter than** Coca Cola.
Pepsi is **much/a lot/far more popular than** Coca-Cola.

Pepsi is **the sweetest of** the soft drinks.
Pepsi is **the most popular of** the soft drinks.

Pepsi is **the least sweet of** the soft drinks.
Pepsi is **the least popular of** the soft drinks.

Pepsi is **like** Coca-Cola

Conditionals

Zero Conditional: General facts or things that are always true.

If + Present Tense

Main Clause: Present Tense

If the wind blows, I go sailing. (Generally)

First Conditional: Future events that are reasonably likely.

If + Present Tense

Main Clause: will

If the wind blows, I will go sailing. (In this actual situation.)

Second Conditional: Imaginary situations.

If + Past Tense

Main Clause: would

If the wind blew, I would go sailing. (Potential)

Third Conditional:

Unreal situation: imagining a different past action and a different result.

If + Past Perfect (had + Past Participle)

Main Clause: would have + Past Participle

If the wind had blown, I would have gone sailing. (But it didn't blow.)

Future Continuous Tense

Use: Continuous action in the future

E.g.: Don't call him this evening because **he will be working** in his surgery.

The normal way of things in the future to reassure people

E.g.: Pilot: The flight attendants **will be serving** dinner and drinks.

Form: will be + -ing

Positive

I **will be** travelling
 You **will be** travelling
 He/She/It **will be** travelling
 We **will be** travelling
 You **will be** travelling
 They **will be** travelling

Question

Will I be travelling?
Will you be travelling?
Will he / she / it be travelling?
Will we be travelling?
Will you be travelling?
Will they be travelling?

Negative

I **won't be** travelling
 You **won't be** travelling
 He/She/It **won't be** travelling
 We **won't be** travelling
 You **won't be** travelling
 They **won't be** travelling

won't = will not

Short Answers:

Will he be travelling at 8 o'clock?
Yes, he will. / No, he won't.

Future forms

1. Present Continuous Tense
Arrangements, programmes in the future. There should be a time expression in the context.
- Next week **I'm travelling** to Texas. **I'm visiting** my uncle.
2. Immediate Future Tense (to be going to)
Actions in the future with intention.
- **I'm going to travel** to Texas to visit my uncle. **I'm going to meet** his American wife.

Actions in the future which are evident, can be foreseen to happen.
- There are dark clouds, **it's going to rain**.
3. Future Simple Tense (will)
To predict things.
- I hope **we will pass** our exams.

Spontaneous decisions
- The doorbell is ringing, **I will open** the door.
4. Future Continuous Tense (will be + -ing)
Actions in progress at a certain time of the future
- Don't call us this evening. **We will be preparing** for the exam.

To reassure people that everything is going in the right way of things.
- **We will be landing** on time.
5. Future Perfect Simple (will have + Past Participle)
Action finished with a result by a certain time of the future.
- By the time I'm 40 **I will have made** a lot of money.
6. Future Perfect Continuous (will have been + -ing)
Action in progress for a while by a certain time of the future.
- At Christmas **I will have been working** for IBM for three years.
7. Present Simple Tense
Timetables with future reference
- Now it's 3 o'clock. The train **leaves** at 5.

8. Future-in-the-Past

He **was going to** visit his uncle in Texas. Or: He **said** he **would** visit his clients in London.

**Future Perfect
Continuous Tense**

Use: Action in process for a while by a certain time of the future.

Form: will have been + -ing

Positive

I will **have been** writing
 You will **have been** writing
 He/She/It will **have been** writing
 We will **have been** writing
 You will **have been** writing
 They will **have been** writing

Question

Will I **have been** writing?
Will you **have been** writing?
Will he /she /it **have been** writing?
Will we **have been** writing?
Will you **have been** writing?
Will they **have been** writing?

Negative

I **won't have been** writing
 You **won't have been** writing
 He/She/It **won't have been** writing
 We **won't have been** writing
 You **won't have been** writing
 They **won't have been** writing

Short Answers:

Will you **have been** writing your
 autobiography for two years at
 Christmas?
Yes, I will. / No, I won't.

won't = will not

Future Perfect Tense

Use: Action completed by a certain time of the future.

E.g.: By this time next year **he will have written** his book.

Form: will have + Past Participle

Positive

I will **have written**
You will **have written**
He/She/It will **have written**
We will **have written**
You will **have written**
They will **have written**

Question

Will I have written?
Will you have written?
Will he /she /it have written?
Will we have written?
Will you have written?
Will they have written?

Negative

I **won't have written**
You **won't have written**
He/She/It **won't have written**
We **won't have written**
You **won't have written**
They **won't have written**

Short Answers:

won't = will not

Will you have written your homework
by the time the film starts?
Yes, I will. / No, I won't.

Future Simple Tense

Use: Spontaneous decisions

E.g.: Roads are slippery, so **I will travel** by train.

Predictions

E.g.: The cards say **you will travel** a lot in your life.

Positive

I **will** travel
 You **will** travel
 He/She/It **will** travel
 We **will** travel
 You **will** travel
 They **will** travel

Question

Will I travel?
Will you travel?
Will he / she / it travel?
Will we travel?
Will you travel?
Will they travel?

Negative

I **won't** travel
 You **won't** travel
 He/She/It **won't** travel
 We **won't** travel
 You **won't** travel
 They **won't** travel

Short answers:

Will I travel a lot?
Yes, you will. / No, you won't.

won't = will not

Habits

In the present:

1. Present Simple Tense: He **gets up** at 7 o'clock every day. (Routine)
2. Will: He **will be** late. (It's typical of him.)

In the Past:

1. Used to: He **used to** smoke. (Now he doesn't!)
Did he **use to** smoke? Yes, he did. / No, he didn't.
 He **didn't use to** smoke. (Now he does!)
2. Would: He **would be** late. (It was typical of him.)

Had better

Infinitive without TO:

You had better **put** on your coat.

How / What

They make the words more dramatic.

1. How + adjective: **how nice, how comfortable...**
But: **how many books, how much time**
2. What a/an + Singular count noun: **what a day, what an animal...**
3. What a/an + Singular count noun with adjective: **what a nice day, what a big animal**
4. What + Plural count noun: **what days, what animals...**
5. What + Plural count noun with adjective: **what nice days, what big animals...**
6. What + Uncount noun: **what weather, what information**
7. What + Uncount noun with adjective: **what nice weather, what surprising information...**

Immediate Future Tense

Use: Action in the future with intention

E.g.: I want to see my uncle, so **I'm going to travel** to Scotland next week.

Evident, foreseen action in the future

E.g.: There are dark clouds in the sky, **it's going to rain**.

Form: to be going to + verb

Positive

I **am going to** travel
 You **are going to** travel
 He/She/It **is going to** travel
 We **are going to** travel
 You **are going to** travel
 They **are going to** travel

Going to = gonna

Question

Am I going to travel?
Are you going to travel?
Is he/she/it going to travel?
Are we going to travel?
Are you going to travel?
Are they going to travel?

Short Answers

Are you going to travel to Italy on holiday?
Yes, I am. / No, I'm not.

Negative

I'm not going to travel
 You **aren't going to** travel
 He/She/It **isn't going to** travel
 We **aren't going to** travel
 You **aren't going to** travel
 They **aren't going to** travel

Indefinite Pronouns

Explanation of marks: (+) = positive sentences
(?) = questions
(-) = negative sentences

Somebody (+)
Anybody (?) (-)
Nobody
Everybody

Someone (+)
Anyone (?) (-)
No one
Everyone

Something (+)
Anything (?) (-)
Nothing
Everything

Somewhere (+)
Anywhere (?) (-)
Nowhere
Everywhere

The Indefinite Pronouns are singular:
e.g.: There **is** somebody in the kitchen.
Everybody **is** in the kitchen.

No double negative forms!
e.g.: I **don't** know anybody. Or: I know **nobody**.
(I don't know nobody. – **Incorrect!!!**)

Inversion

To give extra emotions or emphasis:

If I were you ... (neutral) > **Were I** you... (more emotional)

If I had seen it... > **Had I seen** it...

He was seen rarely. > Rarely **was he** seen. (emphasis on the word 'rarely')

Like

1. As a verb:

What **does** your girlfriend **like**? She **likes** ice-cream.

What **does** your girlfriend **like doing**? She **likes sailing**.

What **would** your girlfriend **like**? She'd **like** an orange juice.

What **would** your girlfriend **like to do**? She'd **like to watch** TV.

2. As a preposition:

What's your girlfriend **like**? She's beautiful and very ambitious. She's **like** a fairy queen.

What **does** your girlfriend **look like**? She's tall and slim. She **looks like** a filmstar.

Modal Verbs of Probability

When we are not speaking about facts, but want to express our personal opinion about the probability of events, actions, we use modal verbs of probability.

He lives in London. – It's a **FACT**.

But when we don't know or don't want to speak about facts, just tell our personal opinion about the probability of actions, we say:

He **will** live in London. (I'm personally **100%** sure that he lives in London. Others can have different opinions.)

He **must** live in London. (About **90%**)

He **should** live in London. (About **80%**)

He **can** live in London. (About **50%**)

He **may** live in London. (About **40%**)

He **could** live in London. (About **30%**)

He **might** live in London. (About **20%** or **less**, but there's some chance)

He **won't** live in London. (**0%** in my opinion!)

The percentages are just to illustrate the degrees of probability!

Probability in the Past:

Modal verb + have + Past Participle

e.g. He **will have gone** London. (I'm personally **100%** sure that he went to London. Others can have different opinions.)

He **might have gone** to London. (About **1-20%**)

Obligations

I. Strong Obligation1. External Obligation: have to

You **have to** pay the bills.

Or:

You **'ve got to** pay the bills.

(Often used as **gotta**.)

In questions:

Do I have to pay the bills? **Yes**, you **do**. / **No**, you **don't**.

Or:

Have I got to pay the bills? **Yes**, you **have**. / **No**, you **haven't**.

Negative:

You **don't have to** pay the bills.

You **haven't got to** pay the bills.

Past: **had to** / **did you have to** / **didn't have to**

II. Mild Obligation1. Advice: should

You **should** give up smoking.

In questions:

Should I give up smoking?

Negative:

You **shouldn't** eat so much chocolate.

Past: **should have** + Past Participle

He **should have** gone to the dentist

2. Internal Obligation: must

I **must** learn English.

In questions we usually don't use

must, except in cases when we inquire about „home rules”, which are accepted by everyone showing that we also accept the rules:

What time **must** I leave the hotel?

Negative (the meaning is different:

prohibited, forbidden):

You **mustn't** park your car here.

Past: **had to** / **did you have to** / **didn't have to**

3. Necessity: need (to)

You **need to** take this medicine.

In questions:

Do I need to take this medicine? **Yes**, you **do**. / **No**, you **don't**.

Or:

Need I take this medicine? **Yes**, you **need**. / **No**, you **needn't**.

Negative:

You **don't need to** take this medicine.

Or:

You **needn't** take this medicine.

Past: **needed to** / **did you need to** / **didn't need to**

2. Common courtesy, morals: ought to

You **ought to** wear an evening dress at the party...

In questions:

Ought I to wear an evening dress?

Negative:

You **oughtn't to** wear jeans at the party.

Past: **ought to have** + Past Participle

earlier.

You **ought to have** worn an evening dress.

Passive Voice

Form: **to be + Past Participle**

We don't want or can't name the subject of the sentence.

If we say 'They stole my camera yesterday.' It means we know them, we know who they are. If we don't know who they are, we should say: 'My camera **was stolen** yesterday.'

Focus is not on the subject of sentence. The focus is on actions, systems and processes:
e.g. Coca-Cola **is sold** all over the world. The recipe **has been kept** secret since its invention.

Past Conditional Tense

Form: would have + Past Participle

Positive

I **would have spoken**
You **would have spoken**
He/She/It **would have spoken**
We **would have spoken**
You **would have spoken**
They **would have spoken**

Short Forms:

Would've = would have
Wouldn't have = would not have

Question

Would I have spoken?
Would you have spoken?
Would he/she/it have spoken?
Would we have spoken?
Would you have spoken?
Would they have spoken?

Short Answers:

Would you have spoken him?
Yes, I would. / No, I wouldn't.

Negative

I **wouldn't have spoken**
You **wouldn't have spoken**
He/She/It **wouldn't have spoken**
We **wouldn't have spoken**
You **wouldn't have spoken**
They **wouldn't have spoken**

Past Continuous Tense

Use: Continuous action at a certain moment of the past
E.g.: When he arrived, **I was walking** in the garden.

Form: was/were + -ing

Positive

I was walking
You **were walking**
He/She/It **was walking**
We **were walking**
You **were walking**
They **were walking**

Question

Was I walking?
Were you walking?
Was he/she/it walking?
Were we walking?
Were you walking?
Were they walking?

Negative

I wasn't walking
You **weren't walking**
He/She/It **wasn't walking**
We **weren't walking**
You **weren't walking**
They **weren't walking**

Short Answers:

Were you walking in Oxford Street
yesterday afternoon?
Yes, I was. / No, I wasn't.

Were they walking on Waterloo Bridge
in the evening?
Yes, they were. / No, they weren't.

wasn't = was not
weren't = were not

Past of To Be

Positive

I was
You were
He / She / It was
We were
You were
They were

Short forms:

Was not = wasn't
Were not = weren't

Question

Was I?
Were you?
Was he / she / it?
Were we?
Were you?
Were they?

Short answers:

Were you at home yesterday?
Yes, I was. / No, I wasn't.

Were they in Rome last year?
Yes, they were. / No, they weren't

Negative

I was not
You were not
He / She / It was not
We were not
You were not
They were not

Past Perfect Continuous Tense

Use: Action happened before the past. The procession is important.
E.g.: When I arrived, **he had been writing** for two hours.

Form: had been + -ing

Positive

I **had been writing**
You **had been writing**
He/She/It **had been writing**
We **had been writing**
You **had been writing**
They **had been writing**

Short Form:

I'd been writing = I had been writing

Question

Had I **been writing**?
Had you **been writing**?
Had he /she /it **been writing**?
Had we **been writing**?
Had you **been writing**?
Had they **been writing**?

Short Answers:

Had you been writing your homework when your parents arrived?
Yes, I had. / No, I hadn't.

Negative

I **hadn't been writing**
You **hadn't been writing**
He/She/It **hadn't been writing**
We **hadn't been writing**
You **hadn't been writing**
They **hadn't been writing**

Short Form:

I hadn't been writing = I had not been writing

Past Perfect Tense

Use:

1. Action happened before the past.
E.g.: When I arrived **he had written** the letter.
2. Conditionals type 3: If-clause
E.g.: If **he had written** a book, he would have become a famous writer.
3. Reported Speech: In One-Tense-Back instead of Present Perfect and Past Tense
He said **he had written** the letter.

Form: had + Past Participle

Positive

I **had written**
 You **had written**
 He/She/It **had written**
 We **had written**
 You **had written**
 They **had written**

Short Form:

I'd written = I had written

Question

Had I written?
Had you written?
Had he /she /it written?
Had we written?
Had you written?
Had they written?

Short Answers:

Had you written your homework
 when your parents arrived?
Yes, I had. / No, I hadn't.

Negative

I **hadn't written**
 You **hadn't written**
 He/She/It **hadn't written**
 We **hadn't written**
 You **hadn't written**
 They **hadn't written**

Short Form:

I hadn't written = I had not written

Past Simple Tense

Use: Chronological order of events in the past.
Time expressions referring to the past.

Regular Verbs: -ed/-d

Positive

I travelled
You travelled
He / She / It travelled
We travelled
You travelled
They travelled

Question

Did I travel?
Did you travel?
Did he / she / it travel?
Did we travel?
Did you travel?
Did they travel?

Negative

I **didn't** travel
You **didn't** travel
He / She / It **didn't** travel
We **didn't** travel
You **didn't** travel
They **didn't** travel

Short Answers:

Did you travel a lot when you were a child?
Yes, I did. / No, I didn't.

Irregular Verbs

Positive

I **went**
You **went**
He / She / It **went**
We **went**
You **went**
They **went**

Question

Did I go?
Did you go?
Did he / she / it go?
Did we go?
Did you go?
Did they go?

Negative

I didn't go
You didn't go
He / She / It didn't go
We didn't go
You didn't go
They didn't go

Short Answers:

Did they go to the cinema yesterday?
Yes, they did. / No, they didn't.

didn't = did not

Phrasal Verbs

Verb + preposition(s)

e.g.: look at, turn on, listen to, take off, go out with, etc.

Meaning

1. Literal:
Take off your shoes before entering.
Put out the cat.
Look up! What nice clouds!
2. Idiomatic:
Our business has **taken off** recently.
Put out the fire.
Look up this word in your dictionary.

Form

1. Separable: **turn** something **on**
Turn on the television. Or: **Turn** the television **on**.
Turn it on. (Turn on it. – Incorrect!)
2. Inseparable: **look at** something
Look at the picture. (Look the picture at. – Incorrect!)
Look at it. (Look it at. – Incorrect!)

Possessive Adjectives

My name
Your name
His / Her / Its name
Our name
Your name
Their name

What's your name?
 My name's Carol

Possessive Pronouns

Mine, yours, his, hers, its, ours, yours, theirs

Whose is this car?
It's mine.

**Present Conditional
Tense**

Positive

I **would** travel
You **would** travel
He/She/It **would** travel
We **would** travel
You **would** travel
They **would** travel

Short Form:

I'd travel = I would travel

Question

Would I travel?
Would you travel?
Would he / she / it travel?
Would we travel?
Would you travel?
Would they travel?

Short Answers:

Would you travel on holiday with
filmstars?
Yes, I would. / No, I wouldn't.

Negative

I **wouldn't** travel
You **wouldn't** travel
He/She/It **wouldn't** travel
We **wouldn't** travel
You **wouldn't** travel
They **wouldn't** travel

wouldn't = would not

Present Continuous Tense

Use: Action at the moment of speaking

Form: to be + -ing

Positive

I **am** walking
You **are** walking
He/She/It **is** walking
We **are** walking
You **are** walking
They **are** walking

Question

Am I walking?
Are you walking?
Is he/she/it walking?
Are we walking?
Are you walking?
Are they walking?

Negative

I'm not walking
You **aren't** walking
He/She/It **isn't** walking
We **aren't** walking
You **aren't** walking
They **aren't** walking

Short Answers:

Are you walking in Oxford Street?
Yes, I am. / No, I'm not.

Is she walking with her dog?
Yes, she is. / No, she isn't.

Spelling of verb + -ing:

1. Double consonant if 1 vowel + 1 consonant at the end: **swim** > **swimming**, **run** > **running**, etc.
2. Silent -e disappears: **live** > **living**, **take** > **taking**, etc.

Present Perfect Continuous Tense

Use: Action started in the past, is happening or has a result in the present.
The procession is important, how the result was reached.

Form: have/has been + -ing

Positive

I **have been writing**
You **have been writing**
He/She/It **has been writing**
We **have been writing**
You **have been writing**
They **have been writing**

Question

Have I been writing?
Have you been writing?
Has he /she /it been writing?
Have we been writing?
Have you been writing?
Have they been writing?

Negative

I **haven't been writing**
You **haven't been writing**
He/She/It **hasn't been writing**
We **haven't been writing**
You **haven't been writing**
They **haven't been writing**

Short Forms:

I've been writing = I have been writing
He's been writing = He has been writing
I haven't been writing = I have not been writing
He hasn't been writing = He has not been writing

Short Answers:

Have you been writing your homework?
Yes, I have. / No, I haven't.

In some cases Present Perfect Simple and Continuous mean the same:
I **have lived** in London for two years. = I **have been living** in London for two years.

But: (Difference!)
What **have you done?** I **have cut** my finger.
What **have you been doing?** I **have been cutting** carrots.

Present Perfect Tense

Use: Action happened in the past, is happening or has a result in the present, and can happen in the future.

Form: have/has + Past Participle

Positive

I **have written**
 You **have written**
 He/She/It **has written**
 We **have written**
 You **have written**
 They **have written**

Short Forms:

I've written = I have written
 He's written = He has written

Question

Have I written?
Have you written?
Has he /she /it written?
Have we written?
Have you written?
Have they written?

Short Answers:

Have you written your homework?
Yes, I have. / No, I haven't.

Has he written twenty novels?
Yes, he has. / No, he hasn't.

Negative

I **haven't written**
 You **haven't written**
 He/She/It **hasn't written**
 We **haven't written**
 You **haven't written**
 They **haven't written**

Short Forms:

I haven't written = I have not written
 He hasn't written = He has not written

11 Magic Words with Present Perfect:

1. Have you **ever** eaten Indian food?
2. I have **never** ridden a horse.
3. She has **just** arrived from Africa.
4. We have **already** sung five songs.
5. Have they found their camera **yet**? (?)
 They **haven't** found their camera **yet**. (-)
6. He has lived in the US **for** two years.
7. He has lived in the US **since** 2006.
8. We have moved to our new house **recently**.
9. We have moved to our new house **lately**.
10. He has slept in a tent **up to now**.
11. They have driven their old car **so far**.

Present Simple Tense

Routine, habits

Positive

I travel
 You travel
 He / She / It travels
 We travel
 You travel
 They travel

Question

Do I travel?
 Do you travel?
 Does he / she / it travel?
 Do we travel?
 Do you travel?
 Do they travel?

Negative

I don't travel
 You don't travel
 He / She / It doesn't travel
 We don't travel
 You don't travel
 They don't travel

Short Answers:

Do you travel a lot?
 Yes, I do. / No, I don't.

Does he travel a lot?
 Yes, he does. / No, he doesn't.

don't = do not
doesn't = does not

Purpose Clauses

1. The subject of the clauses is the same: Infinitive with TO
 He drove to the petrol station **to buy** some petrol. (He drove and he bought petrol.)
 He drove to the petrol station **in order to buy** some petrol.
 He drove to the petrol station **so as to buy** some petrol. (He drove and he bought petrol.)
2. The subjects of the clauses are different: that-clause
 He drove to the petrol station **in order that** his children can buy some sweets.
 He drove to the petrol station **so that** his children can buy some sweets.
 (He drove to the petrol station and his children bought some sweets.)

Question Tag

It's a nice day, **isn't it**?

(+) (-)

It isn't a nice day, **is it**?

(-) (+)

You're American, **aren't you**?

(+) (-)

You aren't American, **are you**?

(-) (+)

They come from Ireland, **don't they**?

They don't come from Ireland, **do they**?

She has moved, **hasn't she**?

She hasn't moved, **has she**?

Etc.

Except:

I'm the boss, **aren't I**?

Open the window, **will you**?

Let's go to the cinema, **shall we**?

The intonation is **falling** if we wait for just confirmation, and **rising** if it is a real question.

Relative Clauses

Defining Clauses

We define one of several things or people:

The balcony **that/which looks onto the sea** is ours.

(It suggests: there are several balconies, but only ours looks onto the sea.)

There are no commas between the clauses, no pause in speaking!

My brother **that/who lives in the USA** got married yesterday.

(It suggests: I have two or more brothers.)

No commas, no pause!

Both defining sentences would lose their informative value if we omitted the defining clauses.

The question would be: Which balcony/brother?

The relative pronouns (that, which, who) can be omitted if they refer to the object of the sentence: The film **I saw yesterday** was good.

Non-Defining Clauses

We give extra information about something or somebody:

The balcony, **which looks onto the sea**, is ours.

(It suggests: there is only one balcony, looking onto the sea is just extra information.)

There are commas between the clauses, and pause in speaking!

Don't use 'that' in non-defining sentences.

My brother, **who lives in the USA**, got married yesterday.

(It suggests: I have only one brother. Extra information: he lives in the USA.)

Commas, pause!

Don't use 'that' instead of 'who'.

In both non-defining sentences we can omit the non-defining clause, and the sentence remains informative:

The balcony is ours.

My brother got married yesterday.

'**What**' as a relative pronoun can be used in defining clauses, when we don't know or don't want to name the thing(s) the clause is referring to.

I don't understand **what** you're saying.

What he said was true.

We can use all the question words as **relative pronouns**: e.g. I don't know **where** they opened their bank account.

Reported (Indirect) Speech

Use: When we report what somebody says or said.

If the main clause is in present tense, there is no change of tenses.

e.g. He **says** the flight **will arrive** on time.

If the main clause is in the past, the tense changes one-tense-back!

e.g. He **said** the flight **would arrive** on time.

One-Tense-Back Rule:

Present > Past

Present Perfect > Past Perfect

Past > Past Perfect

Future (will, is going to...) > Future-in-the-Past (would, was/were going to...)

Reported (Indirect) Questions

Use: There is no inversion (question form).

e.g. They ask **what time the flight arrived**.

Don't forget the one-tense-back rule!

e.g. The client asked **what time the flight had arrived**.

When the reported question is **without a question word** (yes/no questions)

we use the words **if** or **whether**.

e.g. They asked **if** the flight had arrived.

Reported (Indirect) Commands

There is a pattern for reported commands:

to **TELL** somebody **TO DO** something

e.g. He **told** his friend **to visit** him in London.

Notice that there is no need for one-tense-back!

Instead of the verb TELL we can use a lot of other verbs (e.g. **ask, want, urge, warn, expect, remind**, etc... with the above pattern.)

So / Such

They make the words more dramatic.

1. So + adjective: **so nice, so comfortable...**
But: **so many books, so much time**
2. Such a/an + Singular count noun: **such a day, such an animal...**
3. Such a/an + Singular count noun with adjective: **such a nice day, such a big animal**
4. Such + Plural count noun: **such days, such animals...**
5. Such + Plural count noun with adjective: **such nice days, such big animals...**
6. Such + Uncount noun: **such weather, such information**
7. Such + Uncount noun with adjective: **such nice weather, such surprising information...**

Some / Any

Positive sentences: **some**

Questions and negative sentences: **any**

There are **some** books on the table.

Are there **any** books on the table?

Yes, there are **some**. / No, there aren't **any**.

There aren't **any** books on the table.

Count nouns: Plural

Some/any books, cars, boys, children, people...

Uncount nouns: Singular

Some/any milk, bread, furniture, information...

There is / There are

There is a book on the table.
Is there a book on the table?
Yes, there is. / No, there isn't.
There isn't a book next to the television.

There are two books on the table.
Are there two books on the table?
Yes, there are. / No, there aren't.
There aren't three books on the table.

There are **some** books on the table.
 Are there **any** books on the table?
 Yes, there are **some**. / No, there aren't **any**.
 There aren't **any** books on the table.

Time Clauses

When time clauses refer to the future, they use **present tenses** (Present Simple, Present Continuous or Present Perfect). Future forms are used only in the main clauses!

Time Clause: **When I am** 60...
 Main Clause: ...I will travel round the world.

The clauses may be changed: I will travel round the world **when I am** 60.

Time Clauses introduced with: **when, after, before, as soon as, while, until, unless**

When I get my payrise, I will buy a new television.
After she has written her homework, she is going to call her boyfriend.
 I will buy a flat **before I get** married.
As soon as she arrives in London, she will go shopping.
While I'm waiting for him, I will read a book. (While + Continuous action verb!)
 I won't talk to him **until he says** sorry. (Until + positive!)
 I won't take the dog for a walk **unless it stops** raining. (Unless + positive!)

To Be

Positive

I am
You are
He / She / It is
We are
You are
They are

Short Forms:

I'm
You're
He's / She's / It's
We're
You're
They're

Question

Am I?
Are you?
Is he / she / it?
Are we?
Are you?
Are they?

Short Answers:

Are you Peter Hill?
Yes, I am. / No, I'm not.

Is he Adam?
Yes, he is. / No, he isn't.

Are they English?
Yes, they are. / No, they aren't.

Negative

I am not
You are not
He / She / It is not
We are not
You are not
They are not

Short Forms:

I'm not
You aren't
He / She / It isn't
We aren't
You aren't
They aren't

To Have

Positive

I have
You have
He / She / It has
We have
You have
They have

Question

Do I have?
Do you have?
Does he / she / it have?
Do we have?
Do you have?
Do they have?

Negative

I don't have
You don't have
He / She / It doesn't have
We don't have
You don't have
They don't have

Short Forms:

I've got
You've got
He's got/She's got/It's got
We've got
You've got
They've got

Have I got?
Have you got?
Has he/she/it got?
Have we got?
Have you got?
Have they got?

I haven't got
You haven't got
He/she/it hasn't got
We haven't got
You haven't got
They haven't got

Short Answers:

Do you have a brother?
Yes, I do. / No, I don't.

Does he have a brother?
Yes, he does. / No, he doesn't.

Have you got a brother?
Yes, I have. / No, I haven't.

Has he got a brother?
Yes, He has. / No, he hasn't.

Verb Patterns

1. Gerund (verb+-ing as a noun)

1. Subject of sentences
Swimming is his hobby.
2. After prepositions
Before **watching** TV, he had dinner.
3. After certain verbs (you can find information in dictionaries)
For example: admit, appreciate, avoid, consider, enjoy, finish, hate, imagine, involve, like, love, postpone, risk, stop, suggest, etc.
e.g. He enjoys **walking**.

2. Infinitive with TO

1. After certain verbs (dictionaries!)
For example: afford, agree, choose, decide, forget, help, hope, manage, need, offer, plan, promise, refuse, seem, tend, try, want, would like, would love, etc.
e.g. He promised **to visit** me in London.
2. After certain auxiliaries:
have to, ought to, used to
3. Question word + Infinitive with TO:
He didn't know **what to do**.
4. Adjective + Infinitive with TO:
It's **easy to learn**.
5. Indefinite pronoun + TO-Infinitive
I need **something to eat**.
6. Ordinal number + Infinitive with TO:
She was **the first to arrive**.
7. Purpose Clause:
We went **to see** the film.

3. Infinitive without TO

1. make + somebody + **do**
e.g. She **makes** her father **pay** her bills.
2. let + somebody + **do**
e.g. **Let** me **introduce** Mr. Smith.
3. After certain auxiliaries: can, could, may, might, must, shall, should, will, would
4. Would rather + Infinitive without TO: I **would rather swim**.
5. Had better + Infinitive without TO: You had better put on your coat.

Some verbs can be followed by either a gerund or an infinitive

- with the same meaning:
e.g. It started **raining** ./It started **to rain**.
- with different meanings:
e.g.:
She remembered **seeing** the advertisement. (She remembered the past action.)
She remembered **to see** the advertisement. (She didn't forget to see it.)

He has stopped **smoking**. (He has given it up.)
He stopped **to smoke**. (He lit a cigarette.)

He tried watching TV. (He wanted to relax and forget his problems.)
He tried to watch TV. (He switched on the TV to find a good programme.)

VERB TENSES		
ACTIVE		
TENSES	SIMPLE	CONTINUOUS
Present	She sings	She is singing
Past	She sang	She was singing
Future	She will sing	She will be singing
Present Perfect	She has sung	She has been singing
Past Perfect	She had sung	She had been singing
Future Perfect	She will have sung	She will have been singing
Present Conditional	She would sing	she would be singing
Past Conditional	She would have sung	She would have been singing
Immediate Future	She is going to sing	
PASSIVE		
TENSES	SIMPLE	CONTINUOUS
Present	It is sung	It is being sung
Past	It was sung	It was being sung
Future	It will be sung	
Present Perfect	It has been sung	
Past Perfect	It had been sung	
Future Perfect	It will have been sung	
Present Conditional	It would be sung	
Past Conditional	It would have been sung	
Immediate Future	It is going to be sung	

Verbs of Sensation

1. Present Participle:

I **heard** him **singing** in the bath.

I **saw** her **parking** her car.

2. Infinitive without TO:

I **heard** him **sing** in the bath.

I **saw** her **park** her car.

Passive (!):

1. He **was heard** **to be singing** in the bath.

She **was seen** **to be parking** her car.

2. He **was heard** **to sing** in the bath.

She **was seen** **to park** her car.

Would rather

1. The subject of the clauses is the same: Infinitive without TO

I would rather **swim**.

2. The subjects are different: Past Tense

I would rather you **swam**.