

Note : The following chapters cover mostly the same grammar topics (such as parts of speech) as above, but at college level and at a higher level of detail and so it's suitable for college (Intermediate and under-grad) students. These following chapters are from my Intermediate (also called +2 or PUC in other states) English Grammar class, taught by my favourite lecturer Mr G. Janardhan (1975-77).

Contents

1	Parts of Speech	2
1.1	Nouns	2
1.1.1	Abstract nouns :- These are the nouns which can't be touched/seen but felt.	2
1.1.2	Concrete nouns :-	2
1.1.3	Collective nouns :- Names of groups of persons, things, places etc	2
1.1.4	Material nouns :- Names, in general, of materials or substances out of which things are made	3
1.1.5	Number of nouns (singular and plural)	3
1.1.6	Gender of nouns	4
1.1.7	Persons of Nouns (First, second and third persons)	5
1.2	Pronouns	6
1.2.1	Personal pronouns	6
1.2.2	Demonstrative Pronouns : this, that, these, those, yonder, such	7
1.2.3	Distributive pronouns : each, every, neither - nor, either - or (these pronouns are always in singular and are followed by singular verbs)	7
1.2.4	Reflexive Pronouns :	8
1.2.5	Emphatic pronouns :	9
1.2.6	Interrogative Pronouns : Who, Which, What	9
1.2.7	Indefinite pronouns :	10
1.2.8	Reciprocal Pronouns :	10
1.2.9	Relative Promouns : who, which, what, that, as, but	11
1.3	Adjectives	12
1.4	Verbs	13
1.4.1	Types of Verbs : 1) Finitive verbs 2) Non-finite Verbs	13
1.4.2	Anomalous Finites	14
1.5	Tenses	14
1.5.1	Uses of Tenses	15
1.6	Articles	17
1.6.1	The uses of Articles	17
1.6.2	Zero use	19
1.7	Prepositions	19
1.8	Transformation of sentence	26

1.8.1	Voice Change	26
1.8.2	Degree Change	27
1.8.3	Structure Change	27
1.8.4	Speech change	27
2	Common mistakes and correction of wrong sentences	27
2.1	Related to subject, plurality of the subject	28
2.2	Related to degrees of comparison	28
2.3	The 'proximity' trap!	28
2.4	Related to Reflexive and Emphatic pronouns	28

1 Parts of Speech

1.1 Nouns

1.1.1 Abstract nouns :- These are the nouns which can't be touched/seen but felt.

Examples : happiness, misery, anger, heat etc

1.1.2 Concrete nouns :-

a) common nouns :- Names, in general, of places, persons, things etc.

Examples : boy, girl, river, hill etc.

b) proper nouns : names, in particular, of places, persons, things etc.

Examples : Bombay, Radha, The Himalayas etc

1.1.3 Collective nouns :- Names of groups of persons, things, places etc

Examples :

1. a *fleet* of ships, cars, lorries
2. a *bunch* of flowers, keys
3. a *herd* of cattle
4. a *range* of mountains
5. a *battery* of guns
6. a *team* of players
7. an *army* of soldiers

1.1.4 Material nouns :- Names, in general, of materials or substances out of which things are made

Examples : gold, iron, copper, brass, wool, cotton, ivory, glass etc
Some material nouns are used as common nouns.

1. This is made of *marble*. He is playing with *marbles*.
2. The bottle is made out of *glass*. I had a *glass* of lime juice.
3. Tin is imported from Malaya. We bought a *tin* of cheese.
4. I want a ream of *paper*. The news appeared in today's *paper*.
5. The boy drew a picture on his *slate*.

1.1.5 Number of nouns (singular and plural)

Rules :

1. The majority of nouns become plural by the addition of 's' at the end. Ex : books, tables etc
2. Nouns ending with 'ss', 's', 'sh', 'ch', 'x' or 'z' become plural by suffixing them with 'es'. Examples are : gases, glasses, branches, boxes, topazes etc
3. Nouns ending with 'y' preceded by a consonant become plural by changing the _y into _ies. Example : lady - ladies, body - bodies, lily - lilies
4. For nouns ending in 'y', preceded by a vowel, an '_s' should be added to make it plural.
5. Nouns ending in an 'a' become plurals by adding '_es' at the end, except for technical words (such as radio, stereo etc).
6. Nouns ending in 'f', 'ft' or 'fe' become plurals by changing the ending into '_ves' (exceptions : proofs, roofs, safes, chiefs, wharfs (separate compartments where ships stay in anchor)).
7. Some nouns become plural by changing an internal vowel
man - men; mouse - mice; foot - feet; tooth - teeth; goose - geese; louse - lice etc
8. Some irregular nouns :
child - old English - cyld (pr. child); plural : cyldr - cyldr
child - modern English - children. So 'children' is a double plural

9. Compound nouns generally form plurals by using the plural of the 'principal' word :
 - a) brother-in-law - brothers-in-law
 - b) passer-by - passers-by
 - c) hanger-on - hangers-on
 - d) man-of-war - men-of-war
 - e) governor-general - governors-general

Foreign plurals :

1. Words ending in 'a' have a plural in '_ae'
Ex : formula - formulae; larva - larvae; nebula - nebulae/nebulas; vertebra - vertebrae
2. by changing '_us' into '_i'
Ex : radius - radii; fungus - fungi; alumnus - alumni; bacillus - bacilli; stimulus - stimuli; etc
3. by changing '_um', '_on' into '_a' :
 - a) bacterium - bacteria; medium - media; datum - data; stratum - strata; curriculum - curricula
 - b) automaton - automata; criterion - criteria; phenomenon - phenomena etc
4. by changing '_ex', '_ix', '_is' into '_es' :
Ex : apex - apices or apices; index - indices; appendix - appendices/appendixes; hypothesis - hypotheses; analysis - analyses; crisis - crises; ellipse - ellipses; synopsis - synopses; thesis - theses etc

1.1.6 Gender of nouns

1. Masculine : priest, cock, bull (or) bullock; lord, god, prince, actor, host, baron, duke, uncle, horse, nephew, wizard, instructor, master, bachelor, (knight), lion, hunter, emperor, fox, monk, count
2. Feminine : priestess, hen, cow, lady, goddess, princess, actress, hostess, baroness, duchess, aunt, mare, niece, instructress, mistress, maiden, lioness, huntress, empress, waitress, nun, countess
3. common gender : child, baby, teacher, parent, infant, doctor, person, servant, officer, lover, student, nurse, cook, clerk, singer, musician, cousin, friend, guardian, ward, scientist, orphan, guest, dancer, spectator, organizer,
4. Neuter gender : those which have no life
Ex : stone, mountain etc (*but trees, plants have life, so would they come under this or not ?*)

1.1.7 Persons of Nouns (First, second and third persons)

Case : Case tells the function or position of a noun

1. subject of a verb (subjective or nominative)
2. direct object of a verb (objective)
3. indirect object of a verb (dative)
4. possession (genetive)
5. nominative of address (vocative)

Examples :

1. John (*subjective*) asked Susan (*direct. object/objective*) to lend him her (*possessive*) pen (indirect object/dative).
2. I (*subjective*) visited my (*possessive*) uncle's (*possessive*) house (*dative*).
3. Susila (subjective) is a beautiful (*dative*) girl.
4. Sita (*subjective*) is Rama's (*possessive*) wife (*dative*).
5. Sankar (*subjective*) built a house (*objective*).
6. Hari (*subjective*) saw Mohan (*objective*) in the street (*objective*).
7. I went to Sankar's (*possessive*) house.

Dative :

1. I gave Sita (*dative*) a present.
2. Sudhir sent *me* (*dative*) a gift.
3. Madhav bought his son (*dative*) a watch.

Vocative : A person or thing that is addressed is said to be in *vocative case* (Nominative of address)

1. Come here, Raghu.
2. Friends, let's form a new Democratic party.
3. O Death, where is thy sting ?

Possessive :

1. For *industry* (not 'industry's) development, we must have capital to invest.
2. I held him at *arm's* length.
3. The *people's* party has won a majority in the assembly.
4. Besides his salary, he get's *children's* allowance.
5. There is no *women's* college in this town.
6. Family planning is for population control (not 'population's control').

1.2 Pronouns

Pronoun : A *pronoun* is a word used instead of a noun.

1.2.1 Personal pronouns

	Subjective	objective	possessive	double possessive
I person	I, we	me, us	my, our	mine, ours
II person	you, you	you, you	your, your	yours, yours
III person	he, she, it, they	him, her, its, them	his, her, its, their	his, hers, its, theirs

Note : Possessive pronouns are used *before* a noun and double possessive pronouns are used *after* a noun.

Double possessive pronouns as :

1. the subject of a sentence.
Ex : My car has come. *Theirs* hasn't come yet.
2. the object of a verb :
Ex : He lost his pen, so I lent him *mine*.
Ex : I shall tell his fortune first, and then *yours*.
3. the object of a preposition :
Ex : I prefer your company to *theirs*.
Ex " We have received no application except *yours*.
4. the subject of an infinitive :
Ex : Our neighbour's boy has gone to the movie, but we didn't want *ours* to go.
Ex : Shastri got his house whitewashed. I want *mine* to be whitewashed too.

1.2.2 Demonstrative Pronouns : this, that, these, those, yonder, such

Examples :

1. *This* is my book.
2. *Yonder* is the Taj, glistening in the moon light.
3. Kashmir carpets are better than *those* made in Persia.
4. *These* are the only apples left.
5. *Those* were the good old days.

In these sentences, the pronouns *highlighted* point out the persons or things for which they stand. Hence they are called demonstrative pronouns.

Demonstrative adjectives :

1. *These* mangoes are pretty good.
2. Let's climb *yonder* hill tomorrow.
3. I don't like *such* people.
4. I like *this* picture, but not *that* one.

In these sentences, the highlighted words qualify the nouns (or pronouns) which immediately follow them. Hence they are called Demonstrative adjectives. But Demonstrative Pronouns are not immediately followed by the nouns.

1.2.3 Distributive pronouns : each, every, neither - nor, either - or (these pronouns are always in singular and are followed by singular verbs)

Examples :

1. A class has thirty students. Each student must bring the textbook.
2. Neither of them has the requisite qualification.
3. Neither Rama nor Gopi has a pen.
4. None but the brave deserve the fair.

Note : If two nouns or one noun and one pronoun are used, the case of the pronoun should be the same as that of noun.

1. *Each* boy was given a medal.
2. *Either* road will lead to the post office.

3. *Neither* side can win a decisive victory.

Distributive adjectives are followed by the noun, unlike distributive pronouns.

When the singular nouns are joined by *or*, *either...or*, *neither...nor*, the following pronoun should be in the singular.

But, when a singular noun and a plural noun are joined by *or* or *nor*, the pronoun should be in the singular.

1. Neither Priya nor Rubiya will bring *her* guitar.
2. Neither the manager nor the assistants did *their* duty.

1.2.4 Reflexive Pronouns :

Examples :

1. I enjoyed *myself*. We enjoyed *ourselves*.
2. You enjoy *yourself*. You enjoyed *yourselves*.
3. She enjoyed *herself*. They enjoyed *themselves*.
4. He *enjoyed* himself.
5. The cat was enjoying/amusing *itself* chasing the mouse.
6. She killed *herself*. He did it *himself*.
7. Know *thyself*. Behave *yourself*.
8. I washed *myself*.

Sometimes, the reflexive pronoun is used after a pronoun.

1. She did it all by *herself*.
2. He was beside *himself* with rage.
3. The girls went all by *themselves*.

Wrong use :

1. Robert and myself (correct : I) went together.
2. Who did this ? Myself (correct : I)
3. They selected Hameed and myself (correct : me).
4. Myself (correct : I) wrote this letter.
5. No one knows it better than yourself (correct : you).

Note : Reflexive pronouns should not be used in subjective and objective cases.

1.2.5 Emphatic pronouns :

Examples :

1. I *myself* will take you there.
2. You *yourself* are to blame.
3. They *themselves* admitted it.

In all these sentences, the compound personal pronouns are used for the sake of emphasis and hence they are called emphatic pronouns. They are usually placed after the noun or pronoun which they emphasise. Sometimes they follow at a distance :

1. I saw the minister *myself*.
2. He said so *himself*.
3. He hurt *himself*.

1.2.6 Interrogative Pronouns : Who, Which, What

Who has different forms for different cases : who (nominative); whose (possessive); whom (objective). *What* and *which* remain unchanged in all cases.

1. *Who* is used only for persons :
Ex : Who goes there ?
Who is your neighbour ?
Whose book is that ?
2. *Which* is used for both persons and things :
Ex : *Which* is your mom ?
Which is your friend ?
Which of you have done this ?
I don't know *which* of them will actually get it.
3. *What* is used only for things :
Ex : *What* did you pay for this ?
What on earth does he mean by that ?

The interrogative pronouns 'what' and 'which' may be used as 'Interrogative adjectives' *when they are followed by the nouns they qualify*. For example :

1. *What reasons* can you give for that ?
2. *Which book* would you like to read ?

1.2.7 Indefinite pronouns :

Examples :

1. *One* doesn't know what to believe.
2. *One* should be careful how *one* (not 'he') selects *one's* (not 'his') friends.
3. *None* of his friends has/have come forward to help him.
4. *None* of these conditions is acceptable to us.
'None' means 'not one'. It may be followed by singular or plural verb.
5. *Nobody* came to meet us.
6. *Nothing* more was heard of him.
7. *Something* is better than nothing.
8. *All* were involved in the accident.
9. *Few* escaped unhurt.
10. *Many* were killed in the accident.
11. What is *everybody's* business is *nobody's* business.

The pronouns highlighted don't refer to any person or thing in particular and hence they are called 'Indefinite Pronouns'.

Some of these can be used as 'Indefinite Adjectives' when they are followed by the nouns or pronouns they qualify. For example :

1. *One girl* was selected as their lead.
2. I was given *another task*.
3. *Both boys* were given scholarships.
4. I have *many friends* in Bombay.

1.2.8 Reciprocal Pronouns :

1. The two rivals hated *each other*.
2. We must all trust *one another*.

'Each other' and 'one another' are called 'Reciprocal Pronouns' as they express mutual or reciprocated relationship. They are now considered as single units or 'Compound Pronouns' and form their possessives as 'single units'. *Each other* is used when the number of persons/subjects is two. *One another* is used among persons/subjects more than two. More examples :

1. They meet regularly at *each other's* house.

2. The disciples were asked to wash *each other's* feet.

As single units they also serve as 'Object of preposition' :

1. They keep away *from* each other.
2. They won't talk *to* one another.

Note : 'Each other' is used when speaking of two persons and 'one another' is used while speaking of two or more persons.

1.2.9 Relative Promouns : who, which, what, that, as, but

1. I saw a beggar *who* was deaf and dumb.
2. He got the letter *which* he had been expecting. (KN : 'which' is redundant here)
3. This is the book *that* you had left behind.

In these sentences, '*who, which, that*' are called relative pronouns because they *relate* to some particular nouns. As they *join* two clauses and *stand* for some particular nouns, they are also called Conjunctive Pronouns. The noun to which a Relative Pronoun 'relates' or 'refers to' is called *Antecedant*.

1. *Who, whose, whom* used for persons; occasionally for animals and some inanimate objects too.
 - a) The boy *who* doesn't play games will never be healthy.
 - b) This is the woman *whose* husband was killed yesterday.
 - c) The ancients worshipped the moon *whom* they called Diana.
2. *Which* is used for animals and inanimate things :
 - a) Mangoes which are over-ripe should be thrown away.
 - b) This is a case which calls for careful examination.

Which is also used to refer to the previous statement :

 - a) The man said he was a C.I.D officer, which is a lie.
 - b) He happened to be there at that time, which was fortunate.
3. *That* is used for persons and things :
 - a) This is the boy *that* won the prize.
 - b) Uneasy lies the head *that* wears a crown.
 - c) This is the monument that was built by Shah Jahan.

Here, *that* is used only in adjectival clauses and it restricts or limits the 'Antecedant'. So it has 'restrictive force'. In this respect, it differs from 'who' and 'which'.

The manager sent for the clerk, who came at once. (Here 'who' = 'and he'; it gives additional information about the clerk. In writing, non-restrictive clauses are set off with commas, but restrictive clauses are not.)

'who' and 'which' can be used in possessive clause (whose, of which) and with prepositions (of whom, to whom, by which etc) and 'that' can't be so used.

This is my boy *of whom* I am proud.
This is the man whose house was burgled.
I have an axe with which I cut wood.

We can't substitute 'that' for 'which', 'whose' or 'whom'.

Examples of correct use of Personal Pronouns

1. You are stronger than he (not 'him').
2. Between you and I (not 'me'), I don't trust him.
3. Gopal is as old as I (not 'me').
The full sentence would be : Gopal is as old as I am.
4. He was waiting for my brother and I (not 'me').
5. Nobody but he (not 'him') was present there.
6. Whom can I trust if not him ? (not 'he')
7. We shall expect you and him (not 'he') at the function.
8. If I were he (not 'him'; but in spoken English, 'him' is fine), I wouldn't accept it.
9. It's not for people such as them (not 'they') to tell us what to do.
10. Nobody will help you but I (not 'me').

1.3 Adjectives

An *adjective* is a word that qualifies a noun or pronoun.

1. Qualitative adjectives : answer the question, "what kind of" asked before the noun it qualifies.
 - a) A *young* and *beautiful* girl is walking on the road.
 - b) This *tall* man is my brother.
2. Quantitative adjectives : answer the question, "How much ?"
 - a) This well has little water. (little = almost nothing)
 - b) This well has a little water (a little = some quantity)
 - c) I have *no* money.
 - d) He carried a *large* bundle. (large = *qualitative* and *quantitative*)

3. Numeral adjectives : answer the question, “How many ?”

Ex : *Some* boys in the class are always irregular.

- a) Numeral adjectives : one, two, three etc
- b) Ordinal adjectives : first, second, third etc

Cardinal Numeral adjectives are used to tell the 'order'.

4. Other adjectives : Demonstrative, Distributive, Interrogative

Pronouns can be used as adjectives when they precede a noun.

Ex : *What* (Interrogative pro.) is your name ? *What* (Int. adj.) name is yours ?

1.4 Verbs

1.4.1 Types of Verbs : 1) Finitive verbs 2) Non-finite Verbs

1. Finite Verbs : complete verbs. A finite verb is one which changes according to the number and person of the subject and tense.

Ex : a) I *like* mangoes. You *like* mangoes

b) He *likes* mangoes. They *like* mangoes.

Subject : A noun or pronoun which answers the question 'who?' or 'which?' asked before the verb.

Object : A noun or pronoun which answers the question 'whom?' or 'which' asked after the verb.

2. Non-finite Verbs : are those which don't answer concord and change according to the tense.

1) Infinitives :

a) bare infinitives : the basic forms of the verbs : e.g : read, write, walk etc

b) to-infinitives : to read, to write, to walk etc

2) Participles :

a) Past participles : _t, _n, _d endings of infinitive verbs. e.g : eaten, learnt, loaded etc

Ex : *Driven* by the rain, we took shelter under a tree.

We saw a goods carrier *loaded* with wheat.

b) present participles : _ing ending of infinitive verbs. e.g : eating, walking, reading etc

Ex : I saw a boy *running* across the field.

Note : These participles and infinitives must be used with a finite verb such as 'am', 'was', 'were' etc.

3) Gerund : Present participles, at times, are used as nouns (verbal-noun).

Ex : *Smoking* is a harmful habit.

I am very fond of *reading* books.

1.4.2 Anomalous Finites

These are : is, was, am, were. are, can, could, may, might, will, would, shall, should, must, ought, dare, need, have, has, had, did, do, does, used.

Secondary additional functions :

1. change an affirmative to negative.
2. to change a statement into a question.
3. to give short answers.
4. to agree or disagree with the given statement.
5. to add question tags.

1. To change an affirmative to negative:

Joseph can sing well. Joseph can not sing well.

It is raining. It is 'not' raining.

You are feeling well. You are 'not' feeling well.

Joseph sang well. Joseph did not sing well.

She played the violin beautifully. She did not play the violin beautifully.

They go to college everyday. They do not go to college everyday.

2. To change a statement into interrogative sentence :

i) Joseph can sing well.

Can Joseph sing well ?

ii) Joseph sang well.

Did Joseph sing well ?

iii) They go to college everyday.

Do they go to college everyday ?

3. To give short answers :

Can Joseph sing well ? Yes, he can.

Is it raining ? No, it isn't.

Will they come ? Yes, they will.

No, they won't.

4. To agree or disagree with the given statement :

Lalitha is beautiful. Yes, she is.

No, she isn't.

5. Question tags :

Lalitha is beautiful, isn't she ?

Raghu speaks excellent English, doesn't he ?

Affirmative statement -> negative tag

Negative statement -> affirmative tag

1.5 Tenses

Examples :

1. I go to college. (simple present)
2. I went to college. (simple past)
3. I was going to college. (past continuous)
4. I had gone to college. (past perfect)
5. I had been going to college. (past perfect continuous)

has, had, have are called 'perfect words'.

6. I go to college. You go to college. He goes to college. (simple present)
7. I have gone to college. He has gone to college. (present perfect)
8. I am going to college. We are going to college. He/They is/are going to college. (present continuous)
9. I have been going to college. (present perfect continuous).
10. I will go to college. (simple future)
11. I will have gone to college. (future perfect)
12. I will have been going to college. (future perfect continuous)

1.5.1 Uses of Tenses

1. Simple past tense : It denotes an action that has happened in the past.
Ex : I *saw* this movie last night.
He *visited* me last summer.
She *returned* from Delhi last Monday.
2. Past continuous tense : It denotes an action that has started sometime in the past and has been continuing at the point of time referred to.
Ex : Gopal *was reading* a novel, when I visited him this morning.
My mother *was* still *cooking* when I left for college.
3. Past perfect tense : It denotes the earlier of the two past actions which gets completed before the second one begins.
I *had finished* my home work when Ravi came to my house.
4. Past perfect continuous tense : It denotes an action that is spread over a considerable period of time in the past and is continued at some point of time in the past being referred to.
Ex : In 1961, he had been working in that factory for almost nine years.

5. Simple present tense :
- a) It denotes a present action.
Ex : I have a class.
 - b) To show possession :
I have two pens. She has three children.
Did you have your lunch ? (consumption)
 - c) To denote a habitual action :
The sun rises in the east.
Birds fly in the air.
Winter is generally a cold season.
I go to college everyday.
6. Present continuous tense : a) In practice, this tense is preferred to the simple present to denote a present action :
Ex : I am studying. She is going home.
The children are playing in the street.
- b) In conversation, present continuous tense sometimes is used for a future action when the futurity is made clear.
Ex : I am going to Madras next Sunday.
He is arriving from New York tomorrow.
 - c) It denotes an action that has started sometime before and still is continuing at the time of speaking.
Ex : My brother is writing a letter.
They are repairing the bridge.
7. Present perfect tense : It denotes an action that has just been completed at the time of speaking.
Ex : He *has returned* from Delhi.
She *has gone* out to buy flowers.
8. Present perfect continuous tense : It denotes an action which has started sometime in the past and continues even at the time of speaking.
Ex : I *have been working* here since 1969.
They have been waiting for you since yesterday.
She *has been singing* for four hours.
- Note : after 'since' : point of time. after 'for' : period of time.
Ex : I have been reading *for* two hours.
9. Simple future : It denotes an ordinary future action.
Ex : I will see this film next week.
10. Future continuous tense : It denotes an action which continues at some point of time in future.

Ex : I will be meeting you sometime next month.

11. Future perfect tense : It denotes an action which will be completed at some point of time in the future.

Ex : I will have finished the novel before next Monday.

1.6 Articles

Indefinite article : a, an

Definite article : the

1. Indefinite :
a : before a consonantal sound
an : before a vowel sound or a silent (mute) 'h'.
Ex : an apple, an elephant, an umbrella, an orange, an hour, an honour
etc
2. Definite article : the

1.6.1 The uses of Articles

Indefinite articles :

1. It is used before a noun which is mentioned for the first time.
Ex : A man came to my house yesterday.
I met *a* beautiful girl on the road.
2. It is used before a noun which represents the entire class to which it belongs.
Ex : A cow is a domestic animal.
A palm tree grows tall.
A rose is a beautiful flower.
3. It's used before a noun with the meaning of 'one' :
Ex : I bought a car.
I have a beautiful shirt.
4. It's used in expressions of rate, price and speed :
The car was traveling at a speed of fifty miles *an* hour.
These apples are sold at ten rupees *a* dozen.
This cloth is available at fifty rupees a metre.
(Generally no article should be used before the proper name of a person.)
5. The indefinite article is used before the name of a person to signify that that person is a stranger to the speaker.
Ex : A Miss Lalitha came to my house yesterday.
The new director is a Mr Rao.

6. It's used with the meaning of 'every' also.
I eat three meals *a* day.
My salary is Rs 1000 *a* month.

Definite article

1. It is used for a noun which represents the entire class to which it belongs (the definite article is preferred to the indefinite).
Ex : The cow is a domestic animal.
The palm tree grows tall.
The rose is a beautiful flower.
2. It's used before the name of something which is unique (only one of its kind) :
Ex : The sun, the moon, the earth, the sky etc
3. It's used before the adjective in the superlative degree :
Ex : The most beautiful, the best, the tallest etc
4. It's used before the names of important rivers, mountain ranges, groups of islands and groups of countries :
Ex : the Nile, the Ganges, the Himalayas, the Thames, the Pacific, the Ural mountains, the Rockies, the Andies, the Philippines, The U.S.S.R, the U.K, (exception) the Netherlands etc
5. It is used before a noun that is mentioned for the second and subsequent times.
Ex : I saw a man standing on the road. *The* man had an umbrella. *The* umbrella was very old.
6. It is used before plural (proper nouns) names of people to denote the entire family.
The Raos are coming to dinner tonight.
The Kennedys are admired throughout the world.
7. It's used before a place or locality which is particularized by the listener's knowledge about it.
Ex : Mary is in *the* garden.
Gopi went to *the* post office.
8. It's used before the rank of a person if it is particularized.
Ex : I will meet *the* principal today.
I saw *the* mayor on my way to school.
9. It is used before the names of important books.
Ex : The bible,
10. It's used before the name of a person or a place when they are compared with illustrious examples.
Ex : Kalidasa is considered *the* Shakespeare of India.

1.6.2 Zero use

The following places, when used for their primary purpose, do not take any article : school, college, hospital, market, prison, office, church.

Ex : I went to college yesterday.

1.7 Prepositions

Definition : A preposition is a word which is placed before a noun or a pronoun.
(or) A preposition is a word which shows the relationship of a noun that has gone before it with the rest of the sentence.

1. Prepositions of 'Time' : at, on, in, before, after, during, from, to, between
 - i) at : I wake up generally at 7 AM.
 - ii) On : I will meet you on Sunday (before the days of the week and date).
 - iii) in : is used for a period of time and the divisions of the day (in the morning, evening, but 'at' night), for months and years.
 - iv) during : used for an action taking place over a long period of time. Ex : I will meet you during the summer vacations.
 - v) in : He will return *in* the evening.
 - vi) on : He will return *on* Monday.
He will return next () Monday. (no preposition)
He left for Bombay last () Monday. (no preposition)

2. Prepositions of 'place' : in, at, into, between, to, for, under, above, below, beneath, on, upon, across, along
 - i) at : before the number of a house, a village, etc
Ex : The Prime Minister of England resides at No. 10 Downing street, London.

He was born *at* Chelsea, a village in Birmingham dt.

ii) In : before towns, cities, countries etc

iii) from, to : Ex : In this hospital, the visiting hours are from/between 6PM to/and 8PM.

I am going *to* Delhi tomorrow.

I am leaving *for* Delhi tomorrow.

She is bound *for* the States.

iv) into :

He looked into her eyes.

The bucket fell into her well.

He dived *into* the water.

They looked *into* the matter.

v) beside (= next to, by the side of)

In the bus, I sat *beside* a very old woman.

They built their house *beside* a river.

vi) besides (= in addition to)

In the market, I bought a dozen eggs *besides* some fish.

He didn't do his homework besides being absent for this class.

vii) between/among :

The property was divided between the two brothers.

We must try to distribute the available food among these ten villagers.

An agreement was signed between the U.S.A and the U.S.S.R for non-proliferation of nuclear armaments.

Verb	Preposition	Object of preposition
acquit (someone)	of	a charge/crime
accuse (someone)	of	a charge, crime etc
admit (someone)	to	a course etc
admit	to	an having done an action etc
agree	to	a plan, suggestion etc
<i>agree</i>	<i>with</i>	<i>a person (e.g 'I agree with you')</i>
aim	at	a position, object, goal etc
apologise	to	someone (for a mistake, offence etc)
appeal	to	(someone) for mercy etc
appoint (some one)	to	a post, position etc
arrive	at	a place, decision etc
avail (oneself)	of	an opportunity, leave etc
believe	in	something
bestow (something)	on	someone
boast	of	something
call	on	someone (means 'visit someone')
call	at	a house etc
call	for	an explanation, report, application etc
care	for	someone or something
catch up	with	someone, the happenings etc
charge (someone)	with	a theft, crime etc
compare (someone)	with	someone
compare (something)	to	someone or something
compete	with	someone
complain	of	a pain, problem etc
complain	against	someone or something

comply	with	a request, order etc
confide	in	someone
congratulate (someone)	on	some achievement
consent	to	a proposal
convict (someone)	of	a crime, offence etc
deal	in	a business, trade etc
<i>deal</i>	<i>with</i>	<i>a situation, a problem etc</i>
depend	on	someone, something
deprive (someone)	of	something
differ	from	something
<i>differ</i>	<i>with</i>	<i>someone (on a subject matter)</i>
dissuade (someone)	from	doing something
distinguish (something)	from	something else
do away	with	something
entrust (something)	to	someone
entrust (someone)	with	something
furnish (someone)	with	details, reports etc
get	through	an examination, a situation etc
grumble (to complain)	at	something
guard	against	a danger etc
inform (someone)	of	something
inquire	into	an accident, situation etc
insist	on	something or something to be done
interfere	in	someone's affairs etc
interfere	with	someone's studies etc
invite (someone)	to	a party, lunch etc
laugh	at	something, someone
live	at	a place
	in	a city
	on	fruits etc
	by	something, a river etc
	<i>for</i>	<i>someone, something</i>
long	for	something, someone
look	at	something, someone
look down	upon	someone or someone
look forward	to	something

look out	for	something, danger etc
meddle	with	someone's affairs, something
object	to	something
part	from	someone
<i>part</i>	<i>with</i>	<i>something</i>
present (someone)	with	a gift, something
preside	over	a meeting, conference etc
prohibit (someone)	from	something or doing something
put up	with	someone or something
quarrel	over	something
recover	from	illness, shock etc
refer	to	a book, newspaper etc
rely	on	something or someone
remind (someone)	of	something
take revenge	on	someone
stand	by	someone, a principle etc
search	for	something, someone
suspect (someone)	of	something
sympathise	with	someone
warn (someone)	against/of	something
yield	to	a temptation, threat etc

Note : the above entries are copied from Tickoo's grammar book, except those that are *italized* (which are mine).

Noun	Preposition	Object of preposition
access	to	some place or person
acquaintance	with	someone or something
adept	at	something e.g photography
advantage	over	something/someone
advice	on	some matter
agreement	with	someone
	on	something
alliance	with	someone
anxiety	about	something or someone
	for	something
appetite	for	something e.g food
appreciation	for/of	something e.g art, poetry, help
approach	to	a place, a problem etc
(pay) attention	to	something

attitude	towards	something e.g one's duty
authority	on	something e.g a subject
	for	something e.g making a statement
aversion	to	something e.g oily food
basis	for	something e.g a change
bearing	upon	some matter
capacity	for	something e.g hard work
cause	for	something e.g worry, celebration etc
	of	something e.g an accident
chance	of	something e.g success, going abroad etc
choice	of	one thing or another
	between	two or more things, courses of action etc
collision	with	something e.g a vehicle, opposing party
command	of	army, situation etc
	over	language, a subject etc
comparision	with	something
	between	two things/people etc
	of	something to something
concern	about	a matter
	for	someone or thing
	in	a business etc
confidence	in	someone
consequence	of	something e.g an action
contempt for	for	something or someone
contrast	between	two things / persons etc
control	of	something
	over	someone or situation etc
craving	for	something e.g sweets
cure	for	a disease, symptom etc
danger	of	something happening
demand	for	something e.g higher wages
descendant	of	someone e.g ancestor
desire	for	something e.g sweets
difference	between	two things
difficulty	in	doing something
disagreement	with	someone
	on/over	something
discussion	on/about	something
distaste	for	something e.g hard rock music
disgust	at	something happening
distrust	of	someone
doubt	about	something e.g someone's honesty
enmity	to/towards	someone

esteem	for	someone e.g one's teacher
exemption	to	a rule, principle etc
excuse	for	doing or having done something
experience	in	something e.g tailoring
expert	in	something e.g foreign affairs
exposure	to	something e.g harmful gases, new culture etc
expression	of	some thought
	to	something, as in "give expression to.."
extent	of	something
facility	for	something e.g writing, sleeping
faith	in	a person, belief, principle
(in) favour	of	someone
fear	of	something e.g height (<i>vertigo</i>)
feeling	towards	someone
	about	some matter
fondness	for	something, someone
grasp	of	something e.g a subject
gratitude	to	someone
	for	something
hope	of	something e.g some lost object
	for	something e.g better future
hunger	for	something e.g adventure
impression	on	someone, in the phrase "make an impression on .."
	of	something or someone
improvement	in	something e.g one's spelling
influence	over/on	someone
information	about/on	something e.g an event
interest	in	something e.g fine arts
interference	with	something
invitation	to	some event e.g wedding
judge	of	something
knack	for	something e.g opening locks
knowledge	of	something e.g languages
lack	of	something e.g knowledge of something
likeness	to	something or someone
liking	for	something
limit	to	something e.g one's tolerance
love	for	something or someone
match	for	something or someone
method	of	doing something
motive	for	some action
necessity	for	something
need	of	something e.g advice

	for	something e.g a plan, a book, money etc
objection	to	something
opinion	on/about	something
payment	for	something e.g work done, a new car
penalty	for	an offence
pity	for	someone
preference	for	something or someone
prejudice	against	something or someone
preparation	for	something e.g a journey, an exam
prevention	against	something e.g a disease
proficiency	in	something e.g a language
progress	in	something e.g studies
proof	of	something e.g ownership of a property
provision	for	something e.g education of one's children
punishment	for	a crime, an offence etc
(in) pursuit	of	something e.g knowledge
reaction	to	something e.g some proposal
recovery	from	something e.g illness
regard	for	someone
relief	from	something e.g illness
remedy	for	something e.g illness
reply	to	some question, a letter etc
request	for	something e.g leave
resemblance	to	something or someone
	between	two things or persons
response	to	something e.g an appeal, an event
result	of	something that has taken place
revenge	on/upon	someone, in the phrase "take revenge on"
	for	something done e.g an insult
reward	for	something e.g an act of honesty
sequel	to	something e.g a story, movie
skill	in	something e.g some trade
stranger	to	something or place
substitute	for	something else
suggestion	for	some course of action
superiority	over	someone
surprise	at	something
sympathy	for	someone
taste	for/of	something

thankful	to	someone
	for	something
thirst	for	something e.g knowledge
tolerance	for	something e.g others' mistakes/misdeeds
triumph	over	an opponent, a difficulty etc
use	of	something
	for	something
victim	of	circumstance, a trick etc
witness	to	something that happens
zeal/zest	for	something e.g sports

1.8 Transformation of sentence

1. Voice change
 2. Degree change
 3. Structure changes (simple, complex, compound)
 4. Speech change (direct, indirect)

1.8.1 Voice Change

Active Voice : In the Active Voice, the action is done by the subject.

Passive Voice : In the Passive Voice, the action is not done by the subject.

Voice tells us who or what the doer of the action is.

Changes from Active Voice to Passive Voice :

1. The object of the verb in the active voice changes into the subject in the passive voice.
2. The active form of the verb is changed into passive form.
3. The subject in the active voice becomes the object of the preposition 'by' in the passive voice. Sometimes, when the object is unimportant or is understood, it is generally not mentioned. For e.g : The police arrested him. (A.V)
He was arrested (by the police). (P.V)

Changes in Assertive Sentences

1. Single object
2. Double object (direct and indirect)
3. object clause

Single Object : E.g : The dog is chasing the cat. (A.V)

The cat is being chased by the dog. (P.V)

Double object :

1. E.g : I gave her (indirect object) a rose (direct object).
A rose was given to her by me. (P.V 1)
She was given a rose by me. (P.V 2)
2. Gandhi taught us (indirect object) the doctrine of non-violence. (A.V)
The doctrine of non-violence was taught us (to) by Gandhi.
We were taught the doctrine of non-violence by Gandhi.

Object clause : Examples :

1. Long ago, people believed that the earth was flat. (A.V)
Long ago, *it* was believed that the earth was flat. ('it' is introductory subject)
2. We hope that tomorrow would be a holiday.
It is hoped that tomorrow will be a holiday.

1.8.2 Degree Change

1.8.3 Structure Change

Main clause : It is a group of words, with a subject and a predicate (finite verb). It generally begins with the subject. It is an independent clause because it gives complete meaning. Taken separately, it can exist as a complete sentence. [It is also called a Principal clause. A second and subsequent main clause which begins with co-ordinate conjunctions (*and, but* etc) are called coordinate clauses.

Subordinate clause : It is also a group of words with a subject and a predicate. It is a dependent clause because it has to depend on some other clause to make a complete sentence. It generally begins with a subordinate conjunction or a relative adverb or a relative pronoun.

Phrase : It is also a group of words but it doesn't have a subject or a predicate. It generally begins with a non-finite verb or a preposition.

1.8.4 Speech change

2 Common mistakes and correction of wrong sentences

Note : Unless otherwise specified, the words/phrases in the parentheses are the correct ones to replace the wrong words/phrases preceding them.

2.1 Related to subject, plurality of the subject

1. I always read these (this) kind of books.
Here, 'kind of' is the subject for objective pronoun and since it's singular, 'this' is the correct objective pronoun.
2. I never move with these (this) sort of people. (same explanation as above)
3. He didn't see some (any) trees.
4. I must have read it in any (some) book.
Note : here, it is not possible to have read that matter in any book. Either it has to be a particular book or 'some' book, hence it's 'some book'.
5. Bring me any (some) water to drink. (same explanation as above)

2.2 Related to degrees of comparison

1. This picture is the best (the better) of the two.
Note : superlative is used only when more than two objects are compared against each other. When it's only two objects, comparative degree should be used.
2. His picture was more (x) perfect.
Note : since 'his picture' is not being compared with any other, 'more' is should not be used at all.

2.3 The 'proximity' trap!

1. Use of cellphones are (is) prohibited in the conference premises.
Explanation : Here, 'Use of' is the subject for the verb, which is singular, and not 'cell-phones', which is plural. Hence the verb should be singular ('is') and not plural.

2.4 Related to Reflexive and Emphatic pronouns

1. We had a grand party and we enjoyed (+ ourselves) very much.
2. The principal wants to see Krishna and yourself (correct : you).
3. I (not 'Myself') had been asked to take you to the principal.
4. Have they not invited your wife and yourself (correct : you) for the party ?
5. You are more efficient than him (correct : he).
6. Every boy and every girl have (correct : has) to take the entrance examination.

7. Neither the father nor the son were (correct : was) prepared to pay the damages.
8. Neither Ram nor Shyam have (correct : has) done his homework.