

ENGLISH Grammar & Punctuation

GRAMMAR

THE VERB

The verb is the most important word in a sentence. It tells us what is happening and who is doing it. Verbs can be used in many different ways, and it is important to know the rules for using them correctly.

Verb forms

Verbs can be used in different forms, depending on the tense and voice of the sentence. The most common forms are the infinitive, the present participle, the past participle, and the past tense.

Verb agreement

The verb must agree with the subject of the sentence in terms of number and person. For example, 'He goes to school' is correct, but 'He go to school' is incorrect.

SENTENCES

A sentence is a group of words that expresses a complete thought. Sentences can be simple, compound, or complex. They must always have a subject and a verb.

Subject

The subject of a sentence is the person or thing that is doing the action. It is usually a noun or a pronoun.

Verb

The verb of a sentence is the action or state of being. It is usually a word that ends in -s, -ed, or -ing.

Object

The object of a sentence is the person or thing that is receiving the action. It is usually a noun or a pronoun.

Complement

The complement of a sentence is the word or words that complete the meaning of the sentence. It can be an adjective, a noun, or a phrase.

ADJECTIVES

Adjectives are words that describe nouns. They tell us what something is like, how much of something there is, or what kind of something it is.

Types of adjectives

- Descriptive adjectives: These adjectives describe the qualities of a noun, such as 'red', 'tall', or 'happy'.
- Quantitative adjectives: These adjectives tell us how much of something there is, such as 'many', 'few', or 'some'.
- Comparative adjectives: These adjectives compare two things, such as 'bigger', 'faster', or 'more'.
- Superlative adjectives: These adjectives compare three or more things, such as 'biggest', 'fastest', or 'most'.

ADVERBS

Adverbs are words that describe verbs, adjectives, or other adverbs. They tell us how, when, where, or how often something happens.

Types of adverbs

- Adverbs of manner: These adverbs describe how something is done, such as 'quickly', 'carefully', or 'well'.
- Adverbs of time: These adverbs describe when something happens, such as 'now', 'then', or 'later'.
- Adverbs of place: These adverbs describe where something happens, such as 'here', 'there', or 'everywhere'.
- Adverbs of frequency: These adverbs describe how often something happens, such as 'always', 'sometimes', or 'never'.

PREPOSITIONS

Prepositions are words that show the relationship between a noun and another word in a sentence. They often indicate direction, location, or time.

Types of prepositions

- Prepositions of direction: These prepositions show the direction of movement, such as 'up', 'down', or 'across'.
- Prepositions of location: These prepositions show the location of something, such as 'in', 'on', or 'under'.
- Prepositions of time: These prepositions show the time of an event, such as 'at', 'during', or 'before'.

CLAUSES

A clause is a group of words that has a subject and a verb. Clauses can be independent or dependent. Independent clauses can stand alone as a sentence, while dependent clauses cannot.

Independent clauses

Independent clauses are complete sentences that can stand alone. They have a subject and a verb, and they express a complete thought.

Dependent clauses

Dependent clauses are incomplete sentences that cannot stand alone. They have a subject and a verb, but they do not express a complete thought. They are usually introduced by a subordinating conjunction.

EMPHASIS & EMPHASIS WORDS

Emphasis words are words that are used to make a statement more forceful or important. They can be used to emphasize a subject, a verb, or an object.

Types of emphasis words

- Adjectives: Words like 'big', 'small', 'tall', or 'short' can be used to emphasize a subject.
- Adverbs: Words like 'very', 'really', 'so', or 'such' can be used to emphasize a verb or an adjective.
- Prepositions: Words like 'in', 'on', or 'under' can be used to emphasize a location.

SENTENCE PLANS & PARAGRAPHS

A sentence plan is a diagram that shows the structure of a sentence. It helps to identify the subject, the verb, and the object of a sentence. A paragraph is a group of sentences that are related to each other and deal with a single topic.

Types of paragraphs

- Descriptive paragraphs: These paragraphs describe a person, place, or thing.
- Narrative paragraphs: These paragraphs tell a story or describe an event.
- Expository paragraphs: These paragraphs explain or inform about a topic.
- Persuasive paragraphs: These paragraphs try to convince the reader of something.

Quick Start English Grammar Manual

Guillaume Favre



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