

## ENGLISH SERIES 11

### SECTION GRAMMAR

The grammar section in the SLC examination carries 11 marks. Here is a chart that shows the question types and the marks they carry:

Contents	Number of questions		Total	FM
	Multiple choice (6 Marks)	Fill in the gaps (contextual passage) (5 marks)		
Articles	1	1	2	1
Prepositions	1	1	2	1
Tags	1	1	2	1
Concord	1	1	2	1
Transformation	2	-	2	1
Tense	1	1	2	1
Reported speech	1	1	2	1
Voice	1	1	2	1
Connectives	1	1	2	1
Conditional	1	1	2	1
Causative verbs	1	1	2	1
<b>Total</b>	<b>12</b>	<b>10</b>	<b>22</b>	<b>11</b>

### Basic rules

#### Articles

There are two types of articles: Indefinite (a, an) and Definite (the)

#### Use of indefinite articles (a or an)

Before a countable noun beginning with a consonant sound, 'a' is used: a cow

a desk a house

Words to remember

a one eyed man, a university boy, a useful book, a ewe, a union, a European,  
a unique creature, a unicorn

Before a countable noun beginning with a vowel sound, 'an' is used

an elephant ,an umbrella, an aeroplane, an orange, an applicant

Words to remember

an hour, an honest man, an MA, an MP, an MBBS, an HA, an FM, an LLM,  
an MD, an NGO, an MBA, an heir

Note: 'a' or 'an' is not used before:

uncountable nouns (sugar, water)  
plural nouns (apples, cattle, people)  
Proper noun (Kathmandu, Sarita, India)

### **Definite article**

Definite article 'the' is used:

Before the names of things which are unique and only one;

the earth, the sky the universe  
the moon, the great wall, the Jupiter

When something is mentioned second time;

He is wearing a hat. The hat is made in Japan.

Before superlative degree;

Mt. Everest is the highest peak in the world.  
Which is the coldest place in Nepal?  
She is the most beautiful of all in the school

Before ordinal numbers,

the first, the second, the fifth etc.

Before name of musical instruments

the guitar, the flute, the madal

Before names of river, seas and oceans;

the Nile, the Red Sea, the Pacific Ocean

Before names of groups of island; the British Isles, the West Indies

Before names of mountain ranges;

the Himalayas, the Alps

Before plural names of countries

the Netherlands, the Philippines, the UK, the USA

Before names of canals

the Suez canal, the Gandak canal

Before names of deserts

the Sahara, the Thar

Before names of Newspapers;

the Kathmandu Post, the Washington Post

Before a period of decades

the fifties , the sixties, the eighties

Before names of directions and poles

the south , the north pole ,the east

Before names of periods of history

the modern Age, the stone Age, the Victorian age

Before family names and castes,

the Rana, the Gurung, the Brahmin

Before names of holy books

the Ramayana ,the Bible, the Kuran

Before names of nationalities/religious/ races/ positions or posts

the Chinese, the Hindus, the Black ,the Prime Minister

Before a noun modified by a 'phrase' or 'clause'.

The boy, who is in a black coat, is a university student.

I like the pen which is made in Nepal.

Before a singular noun/ adjective that represents a particular class,

The old must be looked after. The tiger eats flesh.

Before special meals,

The birthday party, the wedding anniversary party

But not before ordinary meals like dinner, lunch, supper, breakfast.

Before parts of day

the morning, the afternoon, the evening

But not before: noon, midnight, dawn, dusk

Before names of ships and aeroplanes

the Mary Celeste, the Titanic, the Buddha Air

Before names of hotels, restaurants, theaters, cinemas, clubs

the Soaltee, the Guna Cinema,

the Lion's Club, the Rastriya Nach Ghar

Before names of scientific innovations

the telephone, the television, the computer

Some other examples

Pokhara is known as the Chherapunji of Nepal.

The sooner, the better

The more you work hard, the more you earn.

Some of / a few of / most of the students passed the exam.

### **Omission of 'The'**

Before the names of metal

Iron is a useful metal

Gold is an expensive metal.

Before abstract nouns used in general sense

wisdom, honesty, beauty, death

But when abstract nouns are qualified by an adjective or an adjectival phrase or clause, they may have the article,

The wisdom of Solomon is famous.

Before language,

They are learning Japanese.

I love English.

Before school, college, church, bed, hospital, market, home, prison, when these places are used for their primary purpose:

I go to temple every day.

He usually goes to bed at 10 pm.

We learnt English at school

Before the names of days, months, seasons

Saturday is the holiday in Nepal.

January is the first month of the year.

Before the names of diseases, games, colors and before possessive pronouns.

He died of AIDs.

Cricket is a popular game.

My favorite colour is white.

I like his hair style.

## **Prepositions**

### **Use of 'on'**

Before days and dates

on Monday, on Christmas day, on birthday

To denote position (attached to somebody/something)

on the table, on the ground, on the wall, on a map, on a page

With the means of transportation

on a plane, on a bus, on foot, on a horse

But in a car, in a taxi

Note: After 'by', article or possessive pronoun isn't used.

He went there by taxi. He went there in a taxi.

To mean concerning (about somebody/something)

I wrote an essay on 'Tourism in Nepal'. We are talking on 'education'.

With verbs like

keep on, pass on, live on, move on, rely on  
depend on, insist on, put on, switch on, turn on

### **Use of 'in'**

Before month, season, year, century and period of history

in May ,in winter ,in 2010, in the 21<sup>st</sup> century ,in the Rana regime

Before parts of the day

in the morning, in the afternoon, in the evening

But

at noon, at night, at midnight, at dawn, at dusk

To denote place (comparatively larger)

in the world, in Asia, in Nepal, in Chitwan

Before period of time

in ten minutes, in three weeks, in five years

With things worn on the body

in blue sari, in a black coat, in a white shirt

To make prepositional phrases

in addition to, in spite of, in front of

to make phrasal verb

deal in, believe in, succeed in

### **Use of 'at'**

Before clock time

at 5 o'clock, at seven, at 9:30

Before name of festivals

at Dashain, at Christmas, at Teej, at Losar

To denote a place (comparatively smaller)

at the airport, at a hotel, at the bus station

To make time adverbials

at present, at the same time, at weekends, at lunchtime

To make phrasal verbs

laugh at, smile at, stare at, look at

To indicate the age at which somebody does something

She passed SLC at the age of 15

Government employee retires at the age of 58 in Nepal.

To indicate a rate, price, speed

He is driving at 70 mph.

I bought this shirt at half price.

### **Use of 'by'**

Before point of time,

I will have passed the exam by 2070 BS.

I will have reached there by tomorrow.

In passive voice before an agent.

Football was played by students.

Our organization is helped by an INGO.

To denote position (near/ beside/at the side of )

Ram is sitting by me.            The book rack is by the cupboard.

To indicate a means of transport or a route system.

travel by bus/ car / train/ plane

travel by air/ land / sea

To pass through something or place (along/ across)

I went out by the back door.

He came by country roads, not by motor ways.

With the means of doing something through

May I pay by cheque?

You can contact me by letter/ telephone.

### **Use of 'with'**

Having or carrying something

a boy with curly hair,

a coat with a belt,

a man with a stick

a child with a broken leg

Indicating the tool or instrument used,

draw with a pencil, cut it with a knife,            feed the baby with a spoon

Indicating the material or item used,

Fill the bottle with milk.            The bag is stuffed with dirty cloth.

In the company of something/somebody

Live with parents,            Go on holiday with a friend.

Indicating the manner, circumstance, condition in which something is done or takes place

I'll do it with pleasure.            I welcomed her with open arms.

With some adjectives

angry with, pleased with, satisfied with, delighted with, furious with

### **Use of 'about'**

On the subject of somebody/something, in connection with, connecting and regarding

We are talking about the book. I am writing an essay about 'nationalism'

At a time near, at approximately

There are about 500 students in my school. We reached there at about 5:30.

Near to a place

I was lost somewhere about Ratnapark yesterday.

### **Use of 'of'**

Belonging to somebody/something

the roof of the house, the role of the teacher

Indicating unit of measurement or quantity

a kilo of sugar, a cup of tea, a sheet of paper

Indicating age

a woman of 60, a man of middle age

### **Verbs with 'of'**

die of, deprived of, accused of, afraid of, fond of, tired of, short of, lack of, get rid of, take care of, dream of, consist of

### **Use of 'off'**

Indicating down or away from a position of something

He fell off a ladder/ tree/ horse/ wall. The ball rolled off the table.

### **Verbs with 'off'**

put off, fall off, switch off, turn off, finish off, get off, take off

### **Use of 'for'**

Indicating purpose or function.

I went there for water. It's a machine for grinding wheat.

Indicating destination, aim or reason

depart for market, a room for guest, bicycles for sale

Indicating a length of time (before period of time)

I won't play football for few months. She was in Kathmandu for two years.

As the price, reward or penalty of something

I bought a book for Rs. 315. He was sent to prison for robbery.  
She got the prize for winning the game.

### **Verbs with 'for'**

apply for, look for, apologize for, pay for, wait for  
search for, leave for

### **Use of 'Since'**

Before point of time with present or past perfect (continuous) tense,

I have been working in this office for/ since three years/ 2066 B.S  
I haven't eaten since/ for yesterday/ 20 hours.

### **Use of 'from'**

Indicating the place or direction from which somebody/something starts,

I am from Nawalparasi. The bus goes from Kathmandu to Dhangadhi.

Indicating the place or direction from which somebody/something starts

I am on holiday from the 1<sup>st</sup> December.  
I worked at the District Education Office from 2055 to 2062 B.S.

Indicating who sent or gave something

a letter from my boss, a phone call from (somebody)

Indicating protection or prevention

Protect people from robbery. Save the children from abuses.

To make a distinction between two people, places or things

Why are living things different from non-living things?

Indicating a cause

I'm suffering from fever.

### **Use of 'into'**

Indicating Movement to a point within an enclosed space or volume.

Come into the house. Throw it into the fire.

Indicating a change in form as the result of an action.

Translate the text into Nepali. Water changes into ice at 0°C



### Use of 'onto'

To indicate Movement on a surface  
Water is dripping onto the floor.

### Use of 'through'

Moving or passing from one side to the other.

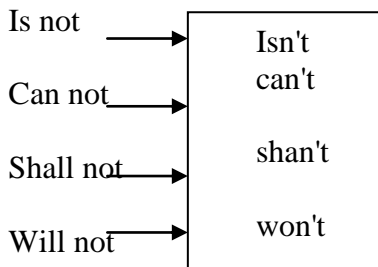
A river flows through my village.  
You can see the germs through microscope.

### Question tags

- i) There should be comma (,) at the end of the statement.  
He plays football, doesn't he?  
(Statement)
- ii) A tag should begin with small letter.  
She eats an apple, doesn't she?  
(Tag)
- iii) Affirmative statement has a negative tag and vice-versa.  
Ram works hard, doesn't he?  
(Positive statement) (Negative tag)

Students aren't running on the ground, are they?  
(Negative statement) (Positive tag)

- iv) Contracted form of 'not' should be used, For example:



Nouns as subject of the statement should be changed into pronoun.  
The girls were in white dress, weren't they ?



How to change noun into pronoun

Subjects (Noun)	Pronoun
This/that	it
These/those	they
something/anything/nothing/ everything	it
somebody/ someone/ nobody/ none	they
anybody/anyone/ some/ none	they

everybody/ everyone/ people Plural nouns: Students, Cats, Apples Ram, Rakesh, Nabin, Amrit Sita, Sunita, Nabina, Amrita The cow, A dog all+ singular verb(All reads book) All+ Plural verb(All read book) I and You, She and he, she and I He/ She and you there/ one	they  they  he she it it they they you There/one
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v) Statement that begins with 'let's or let us'

For example,

Let's play football, shall we?

Let's not go there, shall we?

Let us do it ,will you?

Always affirmative
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vi) Imperative sentence,

Close the door, will you?

Don't make a noise, will you?

Please, help me, will you?

Please don't disturb me, will you?

(Always, 'will you' for imperative sentence)

vii) A sentence having two clauses takes a tag according to the former clause.

I wish he would pass the exam, don't I?

↑—————↑

I don't think he will come here, do I?

↑—————↑

It is said that 5% of total children are out of school, isn't it?

↑—————↑

viii) 's/'ve/'d/ +Verb

(V<sub>1</sub>=eat, V<sub>2</sub>=ate, V<sub>3</sub>=eaten, V<sub>4</sub>=eating, V<sub>5</sub>=eats)

's + V<sub>4</sub> (is/ was+ V<sub>4</sub>)

He's going to school, isn't he?

She's dancing all the day yesterday, wasn't she?

's+V<sub>3</sub>

He's gone to school, hasn't he?

's+(being)V<sub>3</sub>=(is/was (being)+V<sub>3</sub>)

(In passive sentence)

Ram's beaten by his friend, isn't he?

The field's being ploughed by him yesterday, wasn't it?

've+(been)V<sub>3</sub>

I've written a letter, haven't I?  
 They've been invited by me, haven't they?  
 'd+(been)V<sub>3</sub>  
 We'd done it, hadn't we?  
 You'd been called by them, hadn't you?  
 'd+rather+V<sub>1</sub>/'d +better+V<sub>1</sub>  
 You'd better take the exam, hadn't you?  
 He'd rather consult doctor, wouldn't he?  
 ix) Sentence with negative words.  
 Nobody writes homework, do they?  
 Students never play volleyball, do they?  
 Ram and Anita hardly passes the exam, do they?  
Nothing happened, did it?  
Neither of the students had lunch, did they?  
None of them enjoyed the film, did they?  
 x) 'have' not as auxiliary verb.  
 (have=do, has=does, had=did)  
 I had a headache yesterday, didn't I ?  
 We have lunch at 12, don't we?  
 She helps me do it, doesn't she?  
 xi) Study the following examples,  
 Everyone likes swimming, don't they?  
 Everything is ok, isn't it?  
 All were busy yesterday, weren't they?  
 All is fine, isn't it?  
 There are six members in his family, aren't there?  
 I shan't go to temple, shall I?  
 One should do it, shouldn't one?  
 He read the Ramayana, didn't he?

### **Subject-Verb Agreement**

Singular subject takes singular verb and plural subject takes plural verb,  
 Students read the story 'An old man'.  
 Plural subject +V<sub>1</sub>/were/ are/ have  
 The earth moves round the sun.  
 singular subject+V<sub>5</sub>/was / is / has  
 Some modal auxiliary verb with both subjects.  
 Singular/ plural subject+will / would/ can/ could/ shall/ should/ may/ might  
 / ought to/ must  
 He must finish the work.  
 They must finish the work.  
 Two or more nouns or pronouns joined by 'and' often require a plural verb  
 She and I are working together.  
 Are your father and mother job holder?  
 Fire and water do not agree.  
 But, if the noun suggests one idea to the mind or refers to the something, the verb is singular.  
 Time and tide waits for no man.

Bread and butter is his only food.

Slow and steady wins the race.

Rice and Potato is my favourite food.

Two or more subjects joined by 'as well as', 'with', 'together with', 'along with', 'accompanied by', 'including'. 'in addition' take verb according to former subjects.

I, with my assistants, am busy in works.

The teacher, as well as students, sings a song.

Some nouns which are plural in form, but singular in meaning, take a singular verb,

The news is true.

Politics is dirty game.

Physics is my favourite subject.

(mathematics/ linguistics/ statistics/ economics/ ethics/ measles/ gymnastics)

These take singular verb.

Some nouns like cattle, people, vermin, poultry, sheep, deer, salmon, fish, police, swine, clergy take plural verb

The police are unable to investigate the case.

Sheep are grazing in the field.

But A sheep/ deer/ fish/ policeman/

Clergy man takes singular verb;

A deer is coming to the village.

A policeman is running on the road.

Two or more nouns qualified by each or every, though joined by 'and' require singular verb;

Every teacher, parent and student is conscious about quality education.

Every girl and every boy is in school uniform.

If the subject of a sentence begins with 'Either of / Neither of / Each of / Everyone of +Plural nouns, it must be followed by singular verb;

Neither of two boys is good at English.

Every one of the students entertains my class.

Each of these books is written by foreign writers.

Either of the women is beautiful.

Two or more nouns/pronouns corrected by 'Either.....or.....' and 'neither.....nor.....' take verb according to the latter subject.

Either Sunita or I am ready to do it.

Neither you nor Amrit helps me.

Phrases beginning with -A crowd of / A band of/ A group of / A herd of / A flock of / A gang of / A regiment of / A set of / A team of / A pack of / A pride of +plural nouns take both plural and singular verbs

A group of girls is / are kidding each other.

A herd of deer is/ are grazing on the ground.

A flock of sheep is/ are coming.

But, A chain of, A bunch of / A bouquet of / A batch of / A galaxy of / A series of / A packet of +Plural nouns generally take singular verb;

A bunch of flower is on the table.

If the subject of a sentence begins with A number of / A couple of +Plural nouns, the verb is always plural,

A number of students are busy in science lab.

But, if the subject begins with 'The number of ', the verb is singular,

The number of students in the class is forty.

Plural nouns that denote some specific quantity or amount often have a singular verb,

Ten miles is a long distance.

Eighty thousand rupees is enough for my study.

Plural noun which is a proper noun for some single object or some collective unit must be followed by a singular verb,

The United States has a big navy.

The Arabian Nights is still a great favourite.

Some nouns like scissors/ shorts/ pants/ jeans/ trousers/ binoculars/ tongs/ pliers take a singular verb,

The scissors are blunt. The pliers are on the table.

But,

A pair of trousers/ shorts/ pliers/ pants/ jeans/ binoculars/ tongs/ pliers, takes a singular verb,

A pair of scissors is blunt.

Collective nouns such as committee, crew, government, parliament, jury, committee, staff, family, team, audience may take either singular or plural verb

The teams is / are trying best to win the match.

The audiences is / are so excited

If the subject of a sentence begins with some(of), most (of), All (of), A few (of), A lot (of)+plural nouns take a plural verb,

Most of the students are good at mathematics.

A few girls have participated in the competition.

But some (of) most (of)/ All of +uncountable nouns take a singular verb,

Most of the rice looks stale.

Let's study the following examples.

One of the girls is so brilliant.

He who loves all the friends is a doctor.

It is I that give prizes away.

There are many students in the school.

There is a lamp on the table.

The quality of the papers is good.

### **Transformation of Sentences**

A sentence having auxiliary verb takes 'not' immediate after the auxiliary verb while changing into negative and auxiliary verb comes at the initial position of the sentence while changing into interrogative.

They are planting rice.

Are they planting rice? (Interrogative)

They are not planting rice. (Negative)

He will go to market tomorrow.

Will he go to market tomorrow?  
He won't (will not) go to market tomorrow.

auxiliary                      auxiliary +not      →

A sentence having a main verb takes the auxiliaries (do, does, did) while changing it into negative and interrogative.

(V<sub>1</sub>=do, V<sub>2</sub>=did, V<sub>5</sub>=does)

They won the match yesterday.

They didnot win the match yesterday (Negative)  
Did they win the match yesterday? (Interrogative)

Amisha likes dancing.

Amisha does not like dancing.(negative)  
Does Amisha like dancing? (Interrogative)

They have lunch at 2 pm.

They don't have lunch at 2 pm (Negative)  
Do they have lunch at 2 pm? (Interrogative)

But if 'has', have and 'had' mean possession  
Sarala has/ have/ had a beautiful daughter.

Sarala has not/ have not/ had not a beautiful daughter. (Negative)  
Has/ Have/ Had Sarala a beautiful daughter? (Interrogative)

A sentence having has / have/ had+to +V<sub>1</sub> takes (does/ do / did)

She has to take the exam.  
She does not have to take the exam. (Negative)  
Does she have to take the exam? (Interrogative)  
They had to go there.  
They did not have to go there. (Negative)  
Did they have to go there? (Interrogative)  
The boys have to complete the work.  
They boys don't have to complete the work.  
Do the boys have to complete the work? (Interrogative)

Imperative sentence

Please, help me.  
Please, don't help me. (Negative)  
Shut the door.  
Don't shut the door. (Negative)  
Let him go ahead.  
Don't let him go ahead. (Negative)  
V<sub>1</sub>+obj → Don't (Do not) +V<sub>1</sub>+obj.

A sentence that begins with let's  
Let's not play the game. (Negative)

Let's +V<sub>1</sub>+obj → Let's +not+V<sub>1</sub>+obj

Sometimes, we can change the sentence into negative form just by using the words, not by using 'not' as well as changing the verb form.

Affirmative	Negative
some/ every	no
always	never
sometimes/ usually/often	seldom
Either.....or	Neither.....nor
Some of / Most of / All of	None of

Some examples

Some of the boys are lazy.

None of the boys are lazy. (Negative)

Everybody was motivated to do the work.

Nobody was motivated to do the work. (Negative)

I always go to temple.

I never go to temple. (Negative)

While changing a sentence into negative, we have to change some words as below;

Affirmative	Negative
too	either
already	yet
some	any

For example

I am fine too.

I am not fine either.

She has already done her homework.

She hasn't done her homework yet. (Negative)

They ate some apples.

They didn't eat any apples. (Negative)

Did they eat any apples? (Interrogative)

Study the following examples.

They do the work well.

They don't do the work well. (negative)

Do they do the work well? (affirmative)  
She did her homework.  
She didn't do her homework. (negative)  
Did she do her homework? (Interrogative)  
They like some apples.  
Do they like any apples? (Interrogative)  
They don't like any apples. (Negative)  
They do not enjoy the film.  
Do they not enjoy the film?  
Don't they enjoy the film? (Interrogative)  
He had a swim yesterday (Affirmative)  
He did not have a swim yesterday.  
Did he have a swim yesterday?

Note: Practise changing Negative and interrogative sentences into affirmative ones.