Active and passive voice worksheet

Sentences are given in the active voice. Change them into the passive.

1. John won the first prize.
2. They have appointed them as their monitor.
3. She has written two books.
4. I sent the parcel in the morning.
5. They made the boy drink the milk.
6. They asked him to wait.
7. They have invited me to their party.
8. They have called off their wedding.
10. They took the child to the doctor.
11. The abductors tortured the boy.
12. They hanged the criminal.
13. The masons are building the house.

Answers

1. The first prize was won by John.
2. He has been appointed as their monitor.
3. Two books have been written by her.
4. The parcel was sent in the morning.
5. The boy was made to drink the milk.
6. I was asked to wait.
7. I have been invited to their party.
8. Their wedding has been called off.
9. Negative oxygen atoms are attracted to positive hydrogen atoms.
10. The child was taken to the doctor.
11. The boy was tortured by his abductors.
12. The criminal was hanged by them.

13. The house is being built by the masons.
Change affirmative sentences into negative sentences

Change the following affirmative sentences into negative sentences.

1. Shyam passed the test.
2. He gave me a glass of milk.
3. The contractor finished the work in one day.
4. He goes to office at 9 o’clock.
5. She speaks English fluently.
6. They arrived in the morning.
7. He calls his mother every day.
8. My father reads a lot.
9. She knows how to knit.
10. He dared to challenge me.
11. They have promised to pay higher wages.
12. My mother and grandmother go to the temple every day.
14. He looked at the pictures on the wall.
15. Her performance in that movie won her many awards.

Answers

1. Shyam did not pass the test.
2. He did not give me a glass of milk.
3. The contractor did not finish the work in one day.
4. He does not go to office at 9 o’clock.
5. She does not speak English fluently.
6. They did not arrive in the morning.
7. He does not call his mother every day.
8. My father does not read much.
9. She does not know how to knit.
10. He **did not dare** to challenge me.

11. They **have not promised** to pay higher wages.

12. My mother and grandmother **do not go** to the temple every day.

13. My friend **does not write** short stories.

14. He **did not look** at the pictures on the wall.

15. Her performance in that movie **did not win** her any awards.
Change the voice

1. James broke another window.
2. I know the answer.
3. She did not accept the invitation.
4. They have sold their house.
5. Ancient Indians knew the science of ship-building.
6. She showed me a nice portrait.
7. My mother knits sweaters.
8. He bought some land and two horses.
9. We will not tolerate this.
10. She has written two books.
11. They made a lot of profit.
12. He owns six apartments.
13. He donated all his money to charities.
14. He has won a jackpot.
15. The police have arrested the smugglers.

Answers

1. Another window was broken by James.
2. The answer is known to me.
3. The invitation was not accepted by her.
4. Their house has been sold by them.
5. The science of ship-building was known to ancient Indians.
6. I was shown a nice portrait by her.
7. Sweaters are knitted by my mother.
8. Some land and two horses were bought by him.
9. This will not be tolerated by us.
10. Two books have been written by her.

11. A lot of profit was made by them.

12. Six apartments are owned by him.

13. All his money was donated to charities (by him).

14. A jackpot has been won by him.

15. The smugglers have been arrested by the police.
**Change the voice**

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**Answers**

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Changing imperative sentences into the passive

An imperative sentence does not normally have a subject. It is used to express a command or request.

Please bring me a glass of open.
Open the door.

The imperative sentence in the passive voice takes the following form:

Let + object + be + past participle

When the active voice is in the negative, the passive voice takes the following form:

Let not + object + be + past participle

Help him. (Active Voice)
Let him be helped. (Passive Voice)
Finish the job at once. (Active Voice)
Let the job be finished at once. (Passive Voice)
Carry him home. (Active Voice)
Let him be carried home. (Passive Voice)
Do not beat the dog. (Active Voice)
Let the dog not be beaten. OR Let not the dog be beaten. (Passive Voice)
Close the window. (Active voice)
Let the window be closed. (Passive voice)

Sometimes we want to begin the sentence with you so that the emphasis is on the person addressed. In such cases, the passive voice takes the following form:

Help him. (Active Voice)
You are requested to help him. (Passive Voice)
Don’t touch it. (Active Voice)
Let it not be touched. (Passive Voice)
You are warned not to touch it. (Passive Voice)
Learn your lessons. (Active voice)
You are required to learn your lessons. (Passive voice)

The passive form has to begin with you, when the object of the verb in the active voice is not given.

Work hard. (No object) (Active Voice)
You are advised to work hard. (Passive Voice)
Get out. (No object) (Active Voice)
You are ordered to get out. (Passive Voice)
Changing interrogative sentences into the passive

Read the following sentences.

Active voice: Did she recognize you?
Passive voice: Were you recognized by her?

Active voice: Can anybody cure it?
Passive voice: Can it be cured (by anybody)?

Active voice: Who wrote this book?
Passive voice: By whom was this book written?

Active voice: Have you finished work?
Passive voice: Has the work been finished by you?

Active voice: When will they announce the results?
Passive voice: When will the results be announced (by them)?

Notes

The primary auxiliary verbs do, does or did does not appear in the passive form.

The verbs has, have, had, will, shall, can, may etc., do not change their position at the beginning of the sentence when the active voice is changed to the passive voice.

Active voice: Have you invited them?
Passive voice: Have they been invited by you?

Active voice: Will you help him?
Passive voice: Will he be helped by you?

The question words when, why, where, how or what does not change their position at the beginning of the sentence when the active voice is changed into the passive voice. Note that who changes to by whom and whom into who.

What did he say? (Active Voice)
What was said by him? (Passive Voice)

Whom did you invite? (Active Voice)
Who was invited by you? (Passive Voice)
Common phrasal verbs

Here is a list of phrasal verbs with their meaning.

**Ward off**
To ward something off is to prevent it from happening.

**Wear off**
When something wears off, it disappears gradually.

**Walk off**
To walk something off is to get rid of it by walking.

**Make off**
To make off is to leave a place in a hurry.

**Put off**
To put off is to postpone.

**Make after**
To make after somebody is to chase them.

**Make away**
To make away is to escape.

**Make out**
To make out is to pretend that something is true.

**Make off**
To make off is to leave a place in a hurry.

**Make up**
To make up is to invent something.

**Hold back**
To hold something back is to keep it secret.

**Hold up**
To hold something up is to delay it.

**Hold down**
To hold something down is to keep it low.

**Hold on**

To hold on is to wait.

**Keep off**

To keep something off is to avoid it from going onto a particular area of land.

**Get around**

To get around is to travel.

**Get back**

To get back is to come back.

**Get by**

To get by is to manage to do something with great difficulty.

**Get in**

To get in is to enter a place

**Get out**

To get out is to leave a place.
Complete the given sentences

1. He attributed his good health to his ……………………. with nature.
   a) communion  
b) company  
c) commitment  
d) communication

2. She is ……………………. a career in writing.
   a) keen on building 
   b) keen at building 
   c) keen for building 
   d) keen to building

3. They ………………………. him to prison for five years.
   a) sent 
   b) are sent 
   c) send 
   d) were sent

4. Sometimes I wish ……………………….
   a) I had never been born 
   b) I have never born 
   c) I was never been born 
   d) I had never born

5. What …………………….. if the train had been late?
   a) would you do 
   b) will you do 
   c) would you have did 
   d) would you have done

6. He ……………………. understood.
   a) was not able to be 
   b) can’t be 
   c) won’t be 
   d) is not able to

7. After marching through the foothill for two days, we found ourselves …………………………….. proper.
   a) at the bottom of the mountain 
   b) under the mountain 
   c) beneath the mountain 
   d) at the base of the mountain

8. She smiled ……………………….
   a) in a friendly way
b) friendly

c) a friendly way

d) friendly

Answers

1. He attributed his good health to his **communion** with nature.

2. She is **keen on building** a career in writing.

3. They **sent** him to prison for five years.

4. Sometimes I wish I **had never been born**.

5. What **would you have done** if the train had been late?

6. He **can’t be understood**.

7. After marching through the foothill for two days, we found ourselves at the **base of the mountain** proper.

8. She smiled **in a friendly way**.
Confusing words exercise

Complete the following sentences using an appropriate word or phrase. Choose your answers from the given options.

1. He is a ………………………. Catholic.
   a) devote
   b) devout
2. She has ………………………. her life to helping the poor and the sick.
   a) devoted
   b) devouted
3. God is very ………………………..
   a) graceful
   b) gracious
4. You can eat carrots cooked or ……………………………..
   a) raw
   b) row
5. He ……………………………….. in sports.
   a) excels
   b) exciles
6. His good works need to be ……………………………….
   a) commented
   b) commended
7. The mother ………………………. the weeping child.
   a) consoled
   b) concealed
8. English literature is full of …………………………… to Greek and Latin authors.
   a) illusions
   b) allusions
9. Though he is sixteen, he is very ………………………..
a) childish

b) childlike

10. I was impressed by her __________________simplicity.

a) childlike

b) childish

**Answers**

1. He is a **devout** Catholic.

2. She has **devoted** her life to helping the poor and the sick.

3. God is very **gracious**.

4. You can eat carrots cooked or **raw**.

5. He **excels** in sports.

6. His good works need to be **commended**.

7. The mother **consoled** the weeping child.

8. English literature is full of **allusions** to Greek and Latin authors.

9. Though he is sixteen, he is very **childish**.

10. I was impressed by her **childlike** simplicity.
Conjunctions exercise

Combine the following sentences using appropriate conjunctions.

1. He was tired. He had been working for a long time.
2. You will win the first prize. You have to work hard.
3. He took out his brush. He began to paint.
4. Hurry up. You will be late.
5. She may be poor. She will not take anything that does not belong to her.
6. Something must have fallen. I heard a sound.
7. They must have fallen asleep. There is no light in their room.
8. The train had left. I reached the station later.
9. He was tired. He decided to get some rest.
10. I waited for him. He arrived.
11. He was angry. Somebody had stolen his bicycle.
12. It was raining. We went out.

Answers

1. He was tired **because** he had been working for a long time.
2. You will win the first prize **if** you work hard.
3. He took out his brush **and** began to paint.
4. Hurry up **or** you will be late.
5. She may be poor **but** she will not take anything that does not belong to her.
6. Something must have fallen **for** I heard a sound.
7. They must have fallen asleep **for** there is no light in their room.
8. The train had left **before** I reached the station.
9. He was tired **so** he decided to get some rest.
10. I waited for him **until** he arrived.
11. He was angry **because** somebody had stolen his bicycle.
12. It was raining but we went out. / **Though** it was raining we went out.
Difference between present perfect and present perfect continuous tense

**The present perfect tense** and **present perfect continuous tense** have very similar use. They can both be used to talk about actions and situations that started in the past and have continued up to the present.

Present perfect tense form: **Subject + has/have + past participle form of the verb.**

We **have lived** in this city for ten years.
I **have taught** English for twenty years.

Present perfect continuous tense form: **Subject + has / have + been + -ing form of the verb**

We **have been living** in this city for ten years.
I **have been teaching** English for twenty years.
I **have been working** since morning.
It **has been snowing** since yesterday.
The baby **has been sleeping** for two hours.
She **has been knitting** for hours.

**Difference between present perfect and present perfect continuous tenses**

Both present perfect and present perfect continuous tenses can be used to talk about actions and events that started in the past and have continued up to the present.

I **have worked** with them for ten years.
I **have been working** with them for ten years.

The present perfect tense can be used to talk about finished events.

The **present perfect continuous tense** cannot be used to talk about finished events.

Compare:

I **have finished** the job. (I have finished that job. I am free now.) (NOT I have been finishing the job.)
Direct and indirect speech exercise

Change the following sentences into indirect speech.

1. ‘Are you a clever boy?’ the stranger asked Harry.
2. ‘Do you believe in God?’ the little girl asked me.
3. ‘Do you know the answer?’ the teacher asked the boy.
4. ‘Did you come here yesterday?’ the man asked the boy.
5. ‘Have you ever been to a zoo?’ Mr. Smith asked me.
6. ‘Did you have any difficulty in finding my address?’ the old woman asked me.
7. ‘Has your father gone to work?’ I asked the boy.
8. ‘May I go home?’ the girl asked.
9. ‘Shall we invite John to the party?’ Mark asked.
10. John asked Peter, ‘Have you seen my new car?’

Answers

1. The stranger asked Harry if / whether he was a clever boy.
2. The little girl asked me if / whether I believed in God.
3. The teacher asked the boy if he knew the answer.
4. The man asked the boy if he had gone there yesterday.
5. Mr. Smith asked me if I had ever been to a zoo.
6. The old woman asked me if I had any difficulty in finding her address.
7. I asked the boy if his father had gone to work.
8. The girl asked if she might go home.
9. Mark asked if they should invite John to the party.
10. John asked Peter if he had seen his new car.
Discourse markers exercise

Complete the following sentences using an appropriate discourse marker.

1. ……………………… nurses are overworked and underpaid.
   a) In particular
   b) Broadly speaking
   c) For instance
   d) Except for

2. I don’t believe in ghosts. …………………….. I haven’t seen one yet.
   a) I think
   b) At least
   c) In other words
   d) That is to say

3. I think he should be acquitted. …………………… he is too young to know the difference between right and wrong.
   a) After all
   b) Well
   c) Honestly
   d) I suppose

4. The man was sleeping soundly on the river bank. …………………… a crocodile was creeping closer.
   a) Despite this
   b) As a result
   c) Meanwhile
   d) By contrast

5. The child didn’t get any medical attention. ………….., she died soon after.
   a) Despite this
   b) As a result
   c) In this case
   d) In spite of this

6. He has been warned before. ………………….., he shouldn’t have repeated this.
   a) in this case
   b) instead
   c) despite this

Answers

1. Broadly speaking nurses are overworked and underpaid.

2. I don’t believe in ghosts. At least I haven’t seen one yet.

3. I think he should be acquitted. After all he is too young to know the difference between right and wrong.

4. The man was sleeping soundly on the river bank. Meanwhile a crocodile was creeping closer.
5. The child didn’t get any medical attention. **As a result**, she died soon after.

6. He has been warned before. **In this case**, he shouldn’t have repeated this.
Gap fills exercise

Complete the following sentences using an appropriate form of the word given in the brackets.

1. All the members of the family have a rightful claim to the …………………. property. (ancestry)
2. The vehicle was badly damaged but the driver escaped ………………….. (miracle)
3. The village woman looked at the crowds and the traffic in ………………… (bewilder)
4. I visit Canada ………………… to meet my sister. (occasion)
5. The minister gave a ………………… reply to his detractors. (befit)
6. Nehru’s ………………… with Gandhi helped him change his views. (associate)
7. Great leaders ………………… people even after they are gone. (inspiration)
8. I don’t think there is any ………………… for you to come again. (necessary)
9. He was very ………………… about the project. (enthusiasm)
10. His ………………… with politics affected his career. (preoccupy)

Answers

1. All the members of the family have a rightful claim to the **ancestral** property.
2. The vehicle was badly damaged but the driver escaped **miraculously**.
3. The village woman looked at the crowds and the traffic in **bewilderment**.
4. I visit Canada **occasionally** to meet my sister.
5. The minister gave a **befitting** reply to his detractors.
6. Nehru’s **association** with Gandhi helped him change his views.
7. Great leaders **inspire** people even after they are gone.
8. I don’t think there is any **necessity** for you to come again.
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Answers

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7. Great leaders **inspire** people even after they are gone.
8. I don’t think there is any **necessity** for you to come again.
9. He was very **enthusiastic** about the project.
10. His **preoccupation** with politics affected his career.
Gap fills exercise

Complete the following sentences using an appropriate word or phrase.

1. I want to know ..................
   a) what are you doing there
   b) what you are doing there

2. If he had asked me ..................
   a) I would help him
   b) I will help him.
   c) I would have helped him.

3. She would have come ..................
   a) if you invite her
   b) if you invited her
   c) if you had invited her

4. We are looking forward to ..................
   a) see you
   b) seeing you

5. No sooner did the teacher enter the class ..................
   a) when the students stopped talking
   b) than the students stopped talking

6. Would you mind ......................?
   a) to move a bit
   b) moving a bit

7. Unless you study well, ..................
   a) you will pass
   b) you will not pass

8. He worked ...................... that his health broke down.
   a) so hard
   b) such hard

9. She is very fond .....................
   a) of her grandchildren
   b) with her grandchildren

10. She is very proud ....................
    a) about her achievements
Answers

1. I want to know **what you are doing there**.

2. If he had asked me **I would have helped him**.

3. She would have come **if you had invited her**.

4. We are looking forward to **seeing you**.

5. No sooner did the teacher enter the class **than the students stopped talking**.

6. Would you mind **moving a bit**?

7. Unless you study well, **you will not pass**.

8. He worked **so hard** that his health broke down.

9. She is very fond **of her grandchildren**.

10. She is very proud **of her achievements**.
Gap fills exercise

Complete the following sentences.

1. She hurt her arm as well as ………………. her leg.
   a) had broken
   b) breaking
   c) break
   d) broke

2. Alice bathed, breakfasted, dressed and ……………………
   a) went out
   b) had gone out
   c) is going out
   d) was going out

3. Gandhi ……………….. a simple life.
   a) had lived
   b) lived
   c) is living
   d) was living

4. The weather …………………., they decided to have a picnic.
   a) being fine
   b) is fine
   c) it being fine
   d) was fine

5. ……………………… Asoka decided not to fight any more wars.
   a) being conquered Kalinga
   b) conquered Kalinga
   c) having conquered Kalinga
   d) was conquered Kalinga

6. ……………………… the chairman rebuked the protesting members who disturbed the meeting.
   a) getting to his feet
   b) was getting to his feet
   c) get to his feet
   d) got to his feet

7. The police did not, ……………….., succeed in arresting him.
   a) however
   b) but
   c) though
   d) yet

Answers
1. She hurt her arm as well as **breaking** her leg.

2. Alice bathed, breakfasted, dressed and **went out**.

3. Gandhi **lived** a simple life.

4. The weather **being fine**, they decided to have a picnic.

5. **Having conquered Kalinga** Asoka decided not to fight any more wars.

6. **Getting to his feet** the chairman rebuked the protesting members who disturbed the meeting.

7. The police did not, **however**, succeed in arresting him.
General grammar exercise

Do as directed.

1. The science of ship-building was known to ancient Indians. (Change the voice)
2. The sage looked at the boy with kind and understanding eyes. (Underline the adjectives and state their kind)
3. How disgusting! (Identify the type of the sentence)
4. The child was crying because it was hungry. (Identify the conjunction and state whether it is subordinating or coordinating)
5. Honest people always speak the truth. (Underline the adverb and state its kind)
6. Those cave paintings clearly show that ancient Indians knew the art of seafaring. (Identify the adverb and state its kind)
7. A variety of mobile phones are available in the market. (Identity the tense form)
8. I will show you how to read the stars. (Change into the simple past)
9. These vessels are built by the most skilled craftsmen in the world. (State the degree of comparison used in the sentence)

Answers

1. Ancient Indians knew the science of ship-building.
2. The sage looked at the boy with kind and understanding eyes. (Adjectives of quality)
3. How disgusting! (Exclamatory sentence)
4. The child was crying because it was hungry. (Subordinating conjunction)
5. Honest people always speak the truth. (Adverb of frequency)
6. Those cave paintings clearly show that ancient Indians knew the art of seafaring. (Adverb of manner)
7. A variety of mobile phones are available in the market. (Simple present tense)
8. I showed you how to read the stars.
9. These vessels are built by the most skilled craftsmen in the world. (Superlative degree)
General grammar exercise

Complete the following sentences.

1. The state of affairs ................. sure to cause him anxiety.
   a) is b) are c) were d) has

2. An advocate and a doctor ................. on this street.
   a) live b) lives c) is living d) are living

3. The introduction of radical reforms ................. opposed by the aristocracy.
   a) was b) were c) have been d) are being

4. Slow and steady ................. the race.
   a) win b) wins c) has won d) would win

5. He ................. hardly sat down when someone knocked at the door.
   a) was b) had c) did d) would

6. She has been working here ................. six years now.
   a) since b) for c) from d) before

7. I saw him six months .................
   a) ago b) before c) for d) since

8. Were you foolish ................. to trust him?
   a) enough b) too c) also d) as well

9. I wish you ................. stop complaining like this.
   a) should b) would c) might d) must

10. ................. you obey my instructions, you will be killed.
    a) if b) unless c) but d) though

Answers

1. The state of affairs is sure to cause him anxiety.
2. An advocate and a doctor live on this street.
3. The introduction of radical reforms was opposed by the aristocracy.
4. Slow and steady wins the race.
5. He had hardly sat down when someone knocked at the door.

6. She has been working here for six years now.

7. I saw him six months ago.

8. Were you foolish enough to trust him?

9. I wish you would stop complaining like this.

10. Unless you obey my instructions, you will be killed.
General grammar exercise

This exercise tests your understanding of basic grammar rules.

1. One day man will ……………….. colonize Mars.
   a) can
   b) be able to
   c) been able to
   d) have been able to

2. What have you …………………….. to find out?
   a) been able
   b) able
   c) were able
   d) had been

3. I am very much interested in …………………… to paint.
   a) to learn
   b) learning
   c) to learning
   d) learn

4. You don’t look happy ………………………... me.
   a) to see
   b) to seeing
   c) in seeing
   d) at seeing

5. That dress is new, ……………………..?
   a) isn’t it?
   b) aren’t they
   c) doesn’t it
   d) won’t it

6. It was ……………………… that I didn’t go out.
   a) so warm a day
   b) a so warm day
   c) so warm day
   d) none of these

7. They were …………………….. in love with each other, so everybody was surprised when they decided to part ways.
   a) mad
   b) madly
   c) badly
   d) madden

8. She was …………………….. injured in the crash.

a) free
b) freely
c) with freedom
d) none of these

10. I very much enjoy .........................

a) reading
b) to read
c) read
d) to reading

**Answers**

1. One day man will be able to colonize Mars.

2. What have you been able to find out?

3. I am very much interested in learning to paint.

4. You don’t look happy to see me.

5. That dress is new, isn’t it?

6. It was so warm a day that I didn’t go out.

7. They were madly in love with each other, so everybody was surprised when they decided to part ways.

8. She was fatally injured in the crash.

9. Feel free to speak. I won’t tell anyone what you say.

10. I very much enjoy reading.
General grammar exercise

Do as directed.

1. The science of ship-building was known to ancient Indians. (Change the voice)

2. The sage looked at the boy with kind and understanding eyes. (Underline the adjectives and state their kind)

3. How disgusting! (Identify the type of the sentence)

4. The child was crying because it was hungry. (Identify the conjunction and state whether it is subordinating or coordinating)

5. Honest people always speak the truth. (Underline the adverb and state its kind)

6. Those cave paintings clearly show that ancient Indians knew the art of seafaring. (Identify the adverb and state its kind)

7. A variety of mobile phones are available in the market. (Identify the tense form)

8. I will show you how to read the stars. (Change into the simple past)

9. These vessels are built by the most skilled craftsmen in the world. (State the degree of comparison used in the sentence)

Answers

1. Ancient Indians knew the science of ship-building.

2. The sage looked at the boy with kind and understanding eyes. (Adjectives of quality)

3. How disgusting! (Exclamatory sentence)

4. The child was crying because it was hungry. (Subordinating conjunction)

5. Honest people always speak the truth. (Adverb of frequency)

6. Those cave paintings clearly show that ancient Indians knew the art of seafaring. (Adverb of manner)

7. A variety of mobile phones are available in the market. (Simple present tense)

8. I showed you how to read the stars.

9. These vessels are built by the most skilled craftsmen in the world. (Superlative degree)
Grammar exercise

Complete the following sentences.

1. The tremors from India’s nuclear tests ………………… before the finger-pointing began in Washington.
   a) had barely subsided
   b) hadn’t barely subsided
   c) was barely subsided

2. For centuries we ………………… to cure the ills of the world.
   a) are trying
   b) were trying
   c) had been trying
   d) have been trying

3. ……………….. from work, she often stops at a bookstore.
   a) On her way home
   b) At her way home
   c) By her way home
   d) In her way home

4. ………………… the reality, they would not have signed the documents.
   a) If they would have known
   b) If had they known
   c) If they had known
   d) Had they been known

5. His ……………….. always creates a good impact.
   a) courteously behavior with
   b) courteous behaving with
   c) behavior with courtesy
   d) courteous behavior

6. The thieves …………………, before the police arrived.
   a) had already escaped
   b) had been escaped
   c) were escaped
   d) had been already escaped

7. Your statement that you ……………….. his motive cannot be trusted.
   a) were totally unaware of
   b) had total unaware of
   c) were total aware of
   d) were totally unaware of

Answers
1. The tremors from India’s nuclear tests had barely subsided before the finger-pointing began in Washington.

2. For centuries we have been trying to cure the ills of the world.

3. On her way home from work, she often stops at a bookstore.

4. If they had known the reality, they would not have signed the documents.

5. His courteous behavior always creates a good impact.

6. The thieves had already escaped, before the police arrived.

7. Your statement that you were totally unaware of his motive cannot be trusted.
Had better

We use ‘had better’ to give strong advice. ‘Had better’ is not used in polite requests because it may suggest a threat.

Rewrite the following sentences using ‘had better’.

1. I would advise you to buy the tickets now.
2. I don’t think that you should buy another car now.
3. I think you should take this medicine.
4. I don’t think that we can depend on him.
5. I really think you should stop quarrelling with her.
6. You should lock the door before you leave.
7. It would be good for you to stay in the hostel.
8. I ought to publish this book soon.
9. You really ought to visit him one of these days.
10. It would be good for you to invest your money in some profitable business.

Answers

1. You had better buy the tickets now.
2. You had better not buy another car now.
3. You had better take this medicine.
4. We had better not depend on him.
5. You had better stop quarrelling with her.
6. You had better lock the door before you leave.
7. You had better stay in the hostel.
8. I had better publish this book soon.
9. You had better visit him one of these days.
10. You had better invest your money in some profitable business.
Idioms and phrases exercise

Questions 1 – 7

Each sentence given below contains an idiom/phrase. From the given alternatives, choose the one that best expresses the meaning of this idiom/phrase.

1. He has the gift of the gab.
   a) He is gifted
   b) He is a chatterbox
   c) He is a good conservationist

2. Parental property has become a bone of contention between the siblings.
   a) unifying factor
   b) something that causes a quarrel
   c) a firm view
   d) none of these

3. Once in a blue moon, we meet each other.
   a) frequently
   b) hardly ever
   c) very seldom indeed
   d) in the light of a blue moon

4. He has been jobless for several months, and it is his wife who keeps the pot boiling.
   a) avoids starvation
   b) keeps the fire burning
   c) is angry
   d) keeps firing

5. In the end he had to eat the humble pie.
   a) apologize humbly
   b) defend himself vigorously
   c) adopt an aggressive attitude
   d) none of these

6. To be a good orator, you don’t have to play to the galleries.
   a) offend audiences
   b) to be prepared
   c) appease select audience
   d) to appeal to the lower taste

7. The officer took him to task.
   a) rebuked him
   b) dismissed him
   c) promoted him
   d) praised him
Answers

1. c) He is a good conservationist
2. b) something that causes a quarrel
3. c) very seldom indeed
4. a) avoids starvation
5. a) apologize humbly
6. d) to appeal to the lower taste
7. a) rebuked him
Interrogative pronouns exercise

Complete the following sentences using appropriate interrogative pronouns.

1. ___________ did you do then?
2. ___________ would you like to eat?
3. ___________ is knocking at the door?
4. ___________ is your phone number?
5. ___________ do you want to see?
6. ___________ will he say?
7. ___________ did you see?
8. About ___________ are you speaking?
9. ___________ came here in the morning?
10. By ___________ was this book written?
11. ___________ do you mean?
12. ___________ do you think took the money?
13. ___________ is better – wisdom or riches?
14. ___________ do you think is right?
15. ___________ is a continent?

Answers

1. What did you do then?
2. What would you like to eat?
3. Who is knocking at the door?
4. What is your phone number?
5. Who/whom/what do you want to see?
6. What will he say?
7. Who/whom/what did you see?
8. About who/whom/what are you speaking?
9. Who came here in the morning?
10. By who/whom was this book written?
11. What do you mean?
12. Who do you think took the money?
13. Which/what is better – wisdom or riches?
14. Who do you think is right?
15. What is a continent?

Notes

**Whom** is the object form of **who**. It is rarely used now. However, students should understand the difference between who and whom.

Study the example given below.

Whom did you see? I saw him/her.

Here the pronouns him/her are in the objective case. That is the reason we use ‘whom’ in the question. **Who** is also possible here in an informal style.

Now study another example.

Who do you think stole the money? I think he stole the money.

Here the pronoun ‘he’ is in the subject case. Therefore, we cannot use **whom** in the question.
Linking words exercise

Complete the following sentences.

1. ……………………. I fired at the lion, he shook my arm.
   a) Since
   b) As
   c) For
   d) Because

2. Arranged marriages are quite unusual in the West. In Asia, …………………………, they are very common.
   a) but
   b) on the other hand
   c) similarly
   d) in spite of this

3. The job was not quite exciting. ……………………………, the money was OK.
   a) While
   b) In addition
   c) Mind you
   d) Due to this

4. The train was late. …………………………… I reached in time.
   a) Despite this
   b) In spite this
   c) Similarly
   d) Due to this

5. The British rule may have benefited India in some ways. ……………………… colonialism is basically bad.
   a) Even as
   b) Even so
   c) In the same way
   d) Similarly

6. Life has generally been good to me.
   a) In general
   b) As for
   c) As far as
   d) Apart from

7. The flood victims are short of food. …………………………… they urgently need medical assistance.
   a) Similarly
   b) In addition
   c) Any how
   d) For instance

8. ………………………… John, everyone enjoyed the party.
a) In addition to  
b) Except for  
c) In particular  
d) For instance  

9. ........................ people will be nice to you if you are nice to them.

a) Apart from  
b) In the same way  
c) In most cases  
d) For instance  

10. ........................ a child’s character is shaped by the circumstances at home.

a) Similarly  
b) For one thing  
c) To a great extent  
d) Consequently  

**Answers**

1. As I fired at the lion, he shook my arm.

2. Arranged marriages are quite unusual in the West. In Asia, *on the other hand*, they are very common.

3. The job was not quite exciting. **Mind you**, the money was OK.

4. The train was late. **Despite this** I reached in time.

5. The British rule may have benefited India in some ways. **Even so** colonialism is basically bad.

6. Life has **generally** been good to me.

7. The flood victims are short of food. **In addition**, they urgently need medical assistance.

8. **Except for** John, everyone enjoyed the party.

9. **In most cases** people will be nice to you if you are nice to them.

10. **To a great extent** a child’s character is shaped by the circumstances at home.
Make questions and negatives

Change the following affirmative sentences into negative and interrogative sentences.

1. Mary earns a six figure salary.
2. She conducted herself well.
3. I made a cake yesterday.
4. She spent her childhood in Malaysia.
5. John took some books from the library.
6. Rahul reads a lot.
7. She recognized him at once.
8. She told a story.
9. I want to become a millionaire.
10. She lives with her grandparents.

Answers

1. Mary does not earn a six figure salary. / Does Mary earn a six figure salary?
2. She did not conduct herself well. / Did she conduct herself well?
3. I did not make a cake yesterday. / Did I make a cake yesterday?
4. She did not spend her childhood in Malaysia. / Did she spend her childhood in Malaysia?
5. John did not take any books from the library. / Did John take any books from the library? (Some is used in affirmative sentences; any is used in questions and negatives)
6. Rahul does not read much. / Does Rahul read a lot?
7. She did not recognize him at once. / Did she recognize him at once?
8. She did not tell a story. / Did she tell a story?
9. I do not want to become a millionaire. / Do I want to become a millionaire?
10. She does not live with her grandparents. / Does she live with her grandparents?
Mistakes with adverbs

This grammar exercise tests your knowledge of adverbs.

Adverbs are words used to modify verbs. In the following sentences adverbs are not used correctly. Correct the mistakes and rewrite the sentences.

1. Julia worked hardly and passed the test.
2. Presently all of them disappeared soon.
3. I am very much sorry.
4. We scarcely see a lion.
5. Please tell me everything in details.
6. This movie is too interesting.
7. He behaved cowardly.
8. He comes always late to school.
9. I feel badly about it.
10. I enjoy to read novels.
11. He walked slow.
12. He is so rich.
13. She resembles closely to her mother.
14. These shoes are fairly uncomfortable.
15. The lecture was fairly boring.

Answers

1. Julia worked **hard** and passed the test.
2. **Presently** all of them disappeared. / All of them disappeared **soon**.
3. I am **very** sorry.
4. We **rarely** see a lion.
5. Please tell me everything **in detail**.
6. This movie is **very** interesting.
7. He behaved like a **coward**. / He behaved **in a cowardly manner**. (Coward is an adjective; it cannot be used to modify the verb behaved.)
8. He **always comes** late to school.

9. I feel **bad** about it.

10. I enjoy **reading** novels.

11. He walked **slowly**. (Slow is an adjective; we need an adverb to modify verbs.)

12. He is **very** rich.

13. She **resembles her mother closely**. (Resemble does not take a preposition before the object.)

14. These shoes are **rather** uncomfortable.

15. The lecture was **rather / quite** boring.
Mistakes with prepositions

Incorrect: We have been playing since two hours.
Correct: We have been playing for two hours.

Explanation

Use since with the starting point of action; use for to indicate duration.

Incorrect: This table is made with mahogany wood.
Correct: This table is made of mahogany wood.

Explanation

We use made of when we identify the material used to make something.

Incorrect: Paper is made of wood.
Correct: Paper is made from wood.

Explanation

When the process of manufacture changes a material into something completely different, we use made from.

Incorrect: He came to meet me in 5 o'clock.
Correct: He came to meet me at 5 o'clock.

Explanation

We use at with clock times.

Incorrect: She married with a friend of her brother’s.
Correct: She married a friend of her brother’s.

Explanation

The verb marry is usually followed by a direct object without a preposition.

Incorrect: It is Susan at the phone.
Correct: It is Susan on the phone.

Explanation

The correct expressions are: on the phone, on the radio, on TV etc.

Incorrect: It is imperative that the meeting start in time.
Correct: It is imperative that the meeting start on time.

Explanation

‘On time’ means ‘at the planned time’. When something happens on time, it is neither late nor early. In time means ‘before the last moment’.

Incorrect: I will never forget meeting him on that afternoon.
Correct: I will never forget meeting him that afternoon.
Explanation

Prepositions are not used in common expressions of time beginning next, last, this, that, one, each, every, some, any, all.
Much and Many Worksheet

We use much before uncountable nouns. These are the names of objects that we cannot count. We use many before countable nouns. These are the names of objects that we can count.

Complete the following sentences using much or many.

1. I waited for ………………… hours.
2. She was won ……………….. awards.
3. How ………………… do you need?
4. There aren’t ………………… houses in this area.
5. She has got ………………… friends.
6. You didn’t eat ……………….. breakfast.
7. She can speak ………………. languages.
8. I don’t know ………………… about computers.
9. ………………… has been written about the causes of poverty and unemployment.
10. You have made too ………………. mistakes in this essay.
11. I like him very …………………
12. ……………….. people think it is time for a change.

Answers

1. I waited for many hours.
2. She was won many awards.
3. How much do you need?
4. There aren’t many houses in this area.
5. She has got many friends.
6. You didn’t eat much breakfast.
7. She can speak many languages.
8. I don’t know much about computers.
9. Much has been written about the causes of poverty and unemployment.
10. You have made too many mistakes in this essay.
11. I like him very much.
12. **Many** people think it is time for a change.
Opposites exercise

Complete the following sentences using a word opposite in meaning to the underlined word.

1. Coffee is a stimulant while opium is a ……………………

2. The peacock is beautiful, but the ostrich is ……………………

3. The tiger is carnivorous whereas the cow is ……………………

4. The like poles of a magnet …………………… while unlike poles attract.

5. Love is a virtue while hatred is a ……………………

6. The road ascends to the top of the hill and then …………………… to the plain on the other side.

7. These rules are too rigid. We need more …………………… ones.

8. Kindness is admired, but cruelty is ……………………

9. Some parts are separable from the whole and some are ……………………

10. We should not oppose or …………………… a government blindly.

**Answers**

1. Coffee is a **stimulant** while opium is a **sedative**.

2. The peacock is **beautiful**, but the ostrich is **ugly**.

3. The tiger is **carnivorous** whereas the cow is **herbivorous**.

4. The like poles of a magnet **repel** while unlike poles **attract**.

5. Love is a **virtue** while hatred is a **vice**.

6. The road **ascends** to the top of the hill and then **descends** to the plain on the other side.

7. These rules are too **rigid**. We need more **flexible** ones.

8. Kindness is **admired**, but cruelty is **despised**.

9. Some parts are **separable** from the whole and some are **inseparable**.

10. We should not oppose or **support** a government blindly.
Opposites exercise

Complete the following sentences using a word opposite in meaning to the underlined word.

1. Coffee is a stimulant while opium is a ……………………
2. The peacock is beautiful, but the ostrich is …………………
3. The tiger is carnivorous whereas the cow is …………………
4. The like poles of a magnet ………………… while unlike poles attract.
5. Love is a virtue while hatred is a …………………
6. The road ascends to the top of the hill and then …………………… to the plain on the other side.
7. These rules are too rigid. We need more …………………… ones.
8. Kindness is admired, but cruelty is …………………
9. Some parts are separable from the whole and some are …………………
10. We should not oppose or …………………… a government blindly.

Answers

1. Coffee is a stimulant while opium is a sedative.
2. The peacock is beautiful, but the ostrich is ugly.
3. The tiger is carnivorous whereas the cow is herbivorous.
4. The like poles of a magnet repel while unlike poles attract.
5. Love is a virtue while hatred is a vice.
6. The road ascends to the top of the hill and then descends to the plain on the other side.
7. These rules are too rigid. We need more flexible ones.
8. Kindness is admired, but cruelty is despised.
9. Some parts are separable from the whole and some are inseparable.
10. We should not oppose or support a government blindly.
Personal pronouns overview

Personal pronouns are words like I, me, your, he, him and they. They belong to three classes: first person, second person and third person.

First person

The pronouns I, me, mine, we, us and ours are said to be in the first person because they stand for the person speaking.

I am a teacher.
John called me.
I have a daughter.
We have a house.
That car is ours.
This house is mine.

Second person

The pronouns you and yours are said to be in the second person because they stand for the person or persons spoken to.

You are a good girl.
Is this bag yours?

Third Person

The pronouns he, him, she, her, hers, they, theirs, them and it are said to be in the third person.

That phone is his.
They have visited our home several times, but I have never been to theirs.

Grammar notes:

The possessive has two forms – my, mine; our, ours; your, yours; her, hers; their, theirs. The forms my, our, your, her and their are not pronouns. They are adjectives used before a noun. The forms mine, ours, yours, hers and theirs are pronouns and can be used alone.

This is my car.
This car is mine.
That is her house.
That house is hers.
It is their fault.
The fault is theirs.
Phrasal verbs exercise

Complete the following sentences using appropriate phrasal verbs.

1. My doctor has advised me to ……………… smoking.
   a) give out  
   b) give up  
   c) give away  
   d) give in  
   e) give off

2. The explosive ………………… a few meters from the temple.
   a) went off  
   b) went about  
   c) went on  
   d) broke off  
   e) set off

3. If you have diabetes, you have to ………………… on sugar.
   a) cut back  
   b) cut down  
   c) cut off  
   d) take out

4. If you don’t have enough cash reserves, you will need to ……………………. a mortgage to buy a home.
   a) take out  
   b) take on  
   c) take off  
   d) take back  
   e) take to

Answers

1. give up
   To give out is to distribute something; To give up is to stop doing something; To give something away is to give it for free; To give in is to yield or surrender; To give off is to emit or release something.

2. went off
   When a bomb goes off, it explodes; To go about something is to start doing it; To go on is to continue doing something; To break off is to stop doing something; To set off is to start a journey.

3. cut down
   To cut back on something is to use less of it to save money; To cut down on something is to reduce the amount you take; To cut off is to separate; To take out is to apply for something

4. take out
To take out is to apply for and get something; To take on people is to employ them; To take off is to remove an item of clothing; To take something back is to return it to its owner; To take to somebody is to like them
Phrasal verbs exercise

Complete the following sentences using appropriate phrasal verbs.

1. The government had to ……………… from its decision to allow mining in the ecologically sensitive area after a spirited campaign by environmental activists.
   a) back down  
   b) back out  
   c) back up  
   d) pull down  
   e) come down

2. You will have to ………………… before you can feel comfortable in them.
   a) break those boots in  
   b) break those boots down  
   c) break those boots off  
   d) break those boots up  
   e) break those boots out

3. Meera surprised us when she delivered a splendid performance on the stage. We never thought that she would be able to …………………
   a) bring it off  
   b) bring it out  
   c) bring it about  
   d) bring it in  
   e) bring it back

Answers

1. back down

Explanation

To back down is to decide not to do something you were planning to do.  
To back out is to avoid doing something you had promised to do.  
To back up is to support somebody or something.  
To pull something down is to demolish it.  
To come down is to move to a lower level.

2. break those boots in

Explanation

To break boots in is to use them until they become comfortable.  
To break something down is to destroy them.  
To break something off is to put an end to it because of some problem.  
To break something up is to stop it.  
Break out is an inseparable phrasal verb. It is not possible in this sentence. When a riot breaks out, it appears suddenly.

3. bring it off
Explanation

To bring off is to succeed in doing something.
To bring something out is to make it available in the market.
To bring something about is to make it happen.
To bring somebody in is to call and ask them to help.
If something brings back old memories, it makes you think about events that happened a long time ago.
Phrasal verbs exercise

Complete the following sentences.

1. The publishers are planning to bring ................. a new edition of this book soon.
   a) in b) forward c) out d) off

2. This scheme will eventually fall .................
   a) off b) through c) up d) out

3. I can't get on ...................... her.
   a) at b) with c) by d) after

4. I am looking ...................... to being a grandmother.
   a) at b) after c) forward d) up

5. When he became a celebrity he began to look down ................. his old friends.
   a) on b) upon c) at d) off

6. The chief guest gave ......................... the prizes.
   a) away b) over c) to d) out

7. If you don't understand the meaning of a word, you should look it ...................... in the dictionary.
   a) over b) after c) up d) into

8. Everyone in my family looks up ................. my grandfather.
   a) to b) at c) down d) after

9. The rope gave .........................
   a) away b) way c) up d) in

10. We will not put ...................... with such an insult.
    a) out b) away c) up d) off

Answers

1. The publishers are planning to bring out a new edition of this book soon.

2. This scheme will eventually fall through. (To fall through is to fail.)

3. I can’t get on with her.

4. I am looking forward to being a grandmother.
5. When he became a celebrity he began to **look down upon** his old friends.

6. The chief guest **gave away** the prizes.

7. If you don’t understand the meaning of a word, you should **look it up** in the dictionary.

8. Everyone in my family **looks up to** my grandfather.

9. The rope gave **way**.

10. We will not **put up with** such an insult.
Phrasal verbs exercise

Complete the following sentences using appropriate phrasal verbs.

1. The offer was too good to …………………

   a) pass up
   b) pass out
   c) pass away
   d) pass on
   e) put aside

2. Let’s ………………….. our personal differences and work for the common good.

   a) put aside
   b) put away
   c) put down
   d) put back
   e) put about

3. I don’t like it when you …………………… in front of your friends.

   a) put me down
   b) put me off
   c) put me about
   d) put me across
   e) put me away

4. You will have to ………………….. a lot of hard work if you want to be a successful entrepreneur.

   a) put in
   b) put off
   c) put on
   d) put out
   e) put away

Answers

1. pass up

To pass something up is to discard it. To pass out is to lose consciousness. To pass away is to die. To pass on is to give something to another person. To put aside is to save something for future use.

2. put aside

To put differences aside is to stop considering them. To put something away is to put it where it is usually kept. To put something down is to place it somewhere. To put something back is to return it to where it was. To put something about is to spread it.

3. put me down

To put someone down is to criticize them. To put somebody off is to make them not like something or somebody. This expression is not usually used with people. To put a message across is to express it in such a way that people can understand it. This expression is not used with people. To put somebody away is to send them to
prison.

4. put in

To put in effort is to work hard on something. To put something off is to postpone it. To put on clothes is to wear them. To put out fire is to extinguish it. To put something away is to save it for future use.
Phrasal verbs with G

Here is a list of phrasal verbs beginning with G.

**Get around / get about**

To get around is to travel a lot.
My grandfather used to get around a lot.

When news gets around, it spreads fast.

The word got around that he was a spy.

To get around a problem is to avoid the consequences of it.

People often use virtual private networks to get around geographical restrictions imposed on websites.

**Get along**

When you get along with somebody, you are quite friendly to them.

She does not get along with her neighbor.

**Get away**

To get away is to leave or escape.

The thieves got away in a stolen car.
The boy tried to catch the dragonfly, but it got away.

**Get away with**

To get away with something is to avoid getting punished for something wrong you did.

You can't get away with murder.

**Get back**

To get back is to come back.

She got back in ten minutes.

To get something back is to recover it.

I have long stopped lending books. I never get them back.

**Get by**

To get by is to manage to do something with great difficulty.

As he does not earn much, he finds it difficult to get by.

**Get in / get into**
To get in is to enter a place.

Get into the car. I am taking you to the doctor.
Prepositions exercise

Complete the following sentences with appropriate prepositions.

1. Like many misers Roucolle came ................. a bad end.
2. There Beethoven was recognized immediately .................. his genius .................. the field .................. music.
3. Ramanujan died .................. tuberculosis.
4. An acquaintance began .................. such a happy note at last grew and ripened .................. a close and lovely comradeship.
5. Once .................. 1913, I met him .................. the Servants .................. India Society.
6. .................. the Christmas Eve that year, he spent a few minutes thinking .................. the next day.
7. There were a lot of people .................. the platform. They were all waiting .................. the train .................. arrive.
8. Ramanujan turned out to be a poor clerk .................. Madras living .................. his wife .................. twenty pounds a year.

Answers

1. Like many misers Roucolle came to a bad end.
2. There Beethoven was recognized immediately for his genius in the field of music.
3. Ramanujan died of tuberculosis.
4. An acquaintance began on such a happy note at last grew and ripened into a close and lovely comradeship.
5. Once in 1913, I met him at the Servants of India Society.
6. On the Christmas Eve that year, he spent a few minutes thinking about the next day.
7. There were a lot of people on the platform. They were all waiting for the train to arrive.
8. Ramanujan turned out to be a poor clerk in Madras living with his wife on twenty pounds a year.
Prepositions worksheet

Complete the following sentences using appropriate prepositions.

1. This country is backward ................... many areas.
   a) at b) in c) on d) from

2. I don’t think that we can count ................... him.
   a) on b) in c) at d) with

3. I don’t believe ................... ghosts. Do you?
   a) in b) at c) of d) out

   a) of b) off c) away d) none of these

5. During his regime, the king brought ................... many radical reforms.
   a) out b) about c) up d) off

6. We are anxious ................... an end to this misunderstanding.
   a) for b) to c) about d) at

7. He is quite good ................... remembering dates.
   a) in b) on c) with d) at

8. She was green with ...................
   a) anger b) cold c) envy d) fear

9. My hands were blue with ..................
   a) cold b) anger c) fright d) none of these

10. We congratulated him ................... his success.
    a) with b) at c) on d) for

11. Suddenly he complained ................... chest pain.
    a) from b) with c) of d) about

12. Contrary ................... our expectations the central bank increased interest rates.
    a) with b) to c) at d) none of these

Answers
1. This country is backward in many areas.
2. I don’t think that we can count on him.
3. I don’t believe in ghosts. Do you?
5. During his regime, the king brought about many radical reforms.
6. We are anxious for an end to this misunderstanding.
7. He is quite good at remembering dates.
8. She was green with envy.
9. My hands were blue with cold.
10. We congratulated him on / for his success.
11. Suddenly he complained of chest pain.
12. Contrary to our expectations the central bank increased interest rates.
Prepositions worksheet

Complete the following sentences using appropriate prepositions.

1. Is your brother …………………. home?
   a) in 
   b) at 
   c) on

2. There is no unity ………………… the leaders.
   a) among 
   b) between 
   c) within

3. He is a man …………………. humble origin.
   a) of 
   b) with 
   c) from

4. The village is 5 miles …………………. the highway.
   a) off 
   b) across 
   c) of

5. He is …………………. to Mumbai.
   a) off 
   b) out 
   c) over

6. The boy was beaten …………………. a stick.
   a) by 
   b) with 
   c) Either could be used here

7. He discussed the problem …………………. his parents.
   a) with 
   b) to 
   c) for

8. John was punished …………………. his father.
   a) with 
   b) for 
   c) by

9. Can you finish the work …………………. tomorrow?
10. He has been absent ................. last week.
   a) since  
   b) for  

**Answers**

1. Is your brother at home?

2. There is no unity among the leaders.

3. He is a man of humble origin.

4. The village is 5 miles off the highway.

5. He is off to Mumbai.

6. The boy was beaten with a stick.

7. He discussed the problem with his parents.

8. John was punished by his father.

9. Can you finish the work by tomorrow?

10. He has been absent since last week.
Present continuous tense worksheet (beginner level)

Make sentences in the present continuous tense.

The present continuous tense is used to talk about actions and situations that are going on at the moment of speaking. This tense form is also used to talk about pre-planned future events. It is common with the time expressions ‘now’ and ‘at the moment’.

This grammar exercise tests your ability to make sentences in the present continuous tense.

Complete the following sentences with appropriate present continuous tense forms.

1. Alice ………………………. (sing)
2. She ……………………….. (learn) her lessons.
3. We ………………………. (wait) for the bus.
4. It ………………………….. (rain)
5. The baby ……………………… (sleep)
6. Raju ………………………… (go) to the market.
7. Sheena ……………………… (do) her home-work.
8. Ramesh ……………………… (draw) a picture.
9. Seema ………………………. (leave) for Mumbai tomorrow.
10. We …………………………. (play) football.
11. The birds …………………….. (fly) in the sky.
12. The helicopter ………………… (hover) over the trees.
13. The teacher …………………….. (check) the answer sheets.

Answers

1. Alice is singing.
2. She is learning her lessons.
3. We are waiting for the bus.
4. It is raining.
5. The baby is sleeping.
6. Raju is going to the market.
7. Sheena is doing her home-work.
8. Ramesh is drawing a picture.
9. Seema is leaving for Mumbai tomorrow.
10. We are playing football.
11. The birds are flying in the sky.
12. The helicopter is hovering over the trees.
13. The teacher is checking the answer sheets.
Present perfect tense review

Many students find it difficult to use the present perfect tense correctly, but that is not surprising. Although the present perfect tense is a present tense, it is only used to talk about finished actions and situations.

We make the present perfect tense form by putting has/have before the past participle form of the verb.

I have finished the job.
She has acted in a film.
They have left for their native place.
She has agreed to come.

The present perfect tense is used:

1) To talk about an action that was finished just now or in the immediate past.

They have just arrived.
I have finished writing.

2. To talk about a past action that has its effect in the present.

Somebody has let the cat in. (= The cat is in now. The action took place in the past, but its effect is still present.)
I have broken my leg, so I can’t walk now.

3. To talk about an action that began sometime in the past and has continued up to the present.

We have lived in this city for ten years. (We still live here.)
I have known him for a long time. (I still know him.)

4. To talk about a past action

We can use the present perfect tense to talk about a past action when we don’t mention when it took place.

He has helped me several times.
I have been to Australia.

Notes

The present perfect tense cannot be used with adverbs of past time like yesterday, last year, last week, when, then etc.

He went to Mumbai yesterday. (BUT NOT He has gone to Mumbai yesterday.)
Present tenses exercise

Complete the following sentences.

1. My father …………………. (go) for a walk in the morning. (Habitual action)
2. I ………………….. (drink) coffee in the morning. (Habitual action)
3. Flowers …………………. (bloom) in the spring. (Fact)
4. Birds …………………. (make) their nests in trees. (General truth)
5. The pigeon ………………….. (not know) the art of nest-making.
6. Deciduous trees ………………….. (shed) their leaves in the autumn.
7. Nobody ………………….. (like) dishonest people. (Fact)
8. Peter ………………….. (work) in a factory.
9. My sister …………………. (live) abroad. (Fact)
10. I ………………….. (work) at 8 am in the morning.
11. I ………………….. (never see) a whale.
12. I ………………….. (respect) my parents and teachers.

Answers

1. My father goes for a walk in the morning.
2. I drink coffee in the morning.
3. Flowers bloom in the spring.
4. Birds make their nests in trees.
5. The pigeon does not know the art of nest-making.
6. Deciduous trees shed their leaves in the autumn.
8. Peter works in a factory.
9. My sister lives abroad.
10. I was working at 8 am in the morning.
11. I have never seen a whale.
12. I respect my parents and teachers.
Relative pronouns exercise

Complete the following sentences using appropriate relative pronouns.

1. This is Jane ———— works with my sister.

2. The boy ———— watch had been stolen complained to the police.

3. Mary had a little lamb ———— fleece was as white as snow.

4. The house ———— I live is very small.

5. The castle ———— stands on the hill is 500 years old.

6. Do you know the man ———— just walked in?

7. He ———— laughs last laughs best.

8. I have got the books ———— you were looking for.

9. Do you know the reason ———— she hates me?

10. This is the road ———— leads to the temple.

Answers

1. This is Jane **who** works with my sister.

2. The boy **whose** watch had been stolen complained to the police.

3. Mary had a little lamb **whose** fleece was as white as snow.

4. The house **where** I live is very small.

5. The castle **which / that** stands on the hill is 500 years old.

6. Do you know the man **who** just walked in?

7. He **who** laughs last laughs best.

8. I have got the books **that** you were looking for.

9. Do you know the reason **why** she hates me?

10. This is the road **that** leads to the temple.
Rewrite as directed

Rewrite the following sentences as directed.

1. People speak English all over the world. (Begin with English)
2. People are watching the show. (Begin with ‘the show’)
3. The police have arrested the thief. (Begin with ‘the thief’)
4. He wrote the book last year. (Begin with ‘the book’)
5. Some boys were helping the wounded man. (Begin with ‘the wounded man’)
6. People play football all over the world. (Begin with ‘football’)
7. They haven’t yet announced the news. (Begin with ‘the news’)
8. Students are to write the answers on both sides of the paper. (Begin with ‘the answers’)
9. Nobody invited him. (Begin with ‘he’)
10. We find coconut palms in many parts of the world. (Begin with ‘coconut palms’)

Answers

1. English is spoken all over the world.
2. The show is being watched by the people.
3. The thief has been arrested by the police.
4. The book was written last year.
5. The wounded man was being helped by some boys.
6. Football is played all over the world.
7. The news has not yet been announced.
8. Answers are to be written on both sides of the paper.
9. He was not invited.
10. Coconut palms are found in many parts of the world.
Rewrite the sentences

Rewrite as directed.

1. Scarcely had she read the telegram when she fainted. (Rewrite using as soon as)
2. My children are all employed, so I have no financial difficulties. (Rewrite using now that)
3. The house is so spacious that it can accommodate them all. (Rewrite using enough)
4. Germs are too small to be seen with the naked eye. (Rewrite using so…that)
5. No sooner did the hunter raise his gun than the birds flew away. (Rewrite using as soon as)
6. He is so strong that he cannot be defeated. (Rewrite using too…to)
7. You must take your medicine. Otherwise, you will not get well. (Rewrite using ‘in order to’.)
8. Both Peter and Mary were shocked by the news. (Rewrite using as well as)

Answers

1. **As soon as** she read the telegram she fainted.
2. **Now that** my children are all employed, I have no financial difficulties.
3. The house is spacious **enough to** accommodate them all.
4. Germs are **so small that** they cannot be seen with the naked eye.
5. **As soon as** the hunter raised his gun the birds flew away.
6. He is **too strong to** be defeated.
7. You must take your medicine **in order to** get well.
8. Peter, **as well as** Mary, was shocked by the news.
Sentence completion exercise

The questions here test your knowledge of English Grammar. You have to complete the given sentences using a word or phrase. Choose your answers from the given options.

1. This fabric is inferior ………………….. that.
   a) than
   b) to
   c) from
   d) off

2. Do you like …………………….. of meat pie?
   a) this sort
   b) these sort
   c) these sorts
   d) this sorts

3. The book …………………….. on the table.
   a) was lain
   b) was laid
   c) was lied
   d) have lied

4. The garden shears …………………….. used to clip the hedges.
   a) was
   b) were
   c) has
   d) have

5. Each of the boys …………………….. given a prize today.
   a) was
   b) were
   c) has
   d) have

6. A strimmer is a machine used ………………….. grass and weeds.
   a) to cut
   b) for cutting
   c) to cutting
   d) none of these

7. To …………………….. , he failed his exam.
   a) noone’s surprise
   b) no one’s surprise
   c) no ones surprise
   d) no ones’ surprise
8. The circus ................. round of applause for the perfectly timed acrobatic stunt.

d) audience gave a well-deserved
a) audience received a well-deserved
b) audience did receive a well deserved
b) audience gave a well deserved

**Answers**

1. This fabric is inferior **to** that.
2. Do you like **this sort of meat pie**?
3. The book **was laid** on the table.
4. The garden shears **were** used to clip the hedges.
5. Each of the boys **was given** a prize today.
6. A strimmer is a machine used **for cutting** grass and weeds.
7. To **no one's surprise**, he failed his exam.
8. The circus audience **gave a well-deserved round of applause** for the perfectly timed acrobatic stunt.
Sentence completion exercise

Complete the following sentences using an appropriate word or phrase.

1. You had better ……………………. a specialist.
   a) consult to
   b) consult
   c) consult with
   d) consult by

2. You must not leave books near the open fire. They …………………. easily.
   a) catch fire
   b) catch with fire
   c) catch to fire
   d) catch on fire

3. When will the meeting …………………..?
   a) be held
   b) be hold
   c) hold place
   d) take hold

4. Let’s ………………… this weekend. It is snowing.
   a) go ski
   b) go skiing
   c) go to ski
   d) skiing

5. I have had …………………… for a bit. I am going home.
   a) enough Rome
   b) enough of Rome
   c) Rom enough
   d) enough Rome of

6. He is trying to make a machine that would ………………….. people in wheelchairs to get up stairs.
   a) enable
   b) able
   c) unable
   d) capable

7. I really ……………………. when I went skiing last month.
   a) enjoyed
   b) enjoyed with
   c) enjoyed myself
   d) enjoyed myself with

8. I felt like ……………………..
a) crying  
b) to cry  
c) to crying  
d) cry

9. I …………………….. for hours, and I was getting tired.
   a) had been running  
   b) have been running  
   c) was running  
   d) is running

10. ……………………., he went on working.
   a) As he was tired  
   b) Tired he was  
   c) Tired though he was  
   d) None of these

Answers

1. You had better **consult** a specialist.

2. You must not leave books near the open fire. They **catch fire** easily.

3. When will the meeting **be held**?

4. Let’s **go skiing** this weekend. It is snowing.

5. I have had **enough of Rome** for a bit. I am going home.

6. He is trying to make a machine that would **enable** people in wheelchairs to get up stairs.

7. I really **enjoyed myself** when I went skiing last month.

8. I felt like **crying**.

9. I **had been running** for hours, and I was getting tired.

10. **Tired though he** was, he went on working.
Sentence completion exercise

Complete the following sentences.

1. He ……………………. ill for a week before they took him to a doctor.
   a) has been
   b) had been
   c) was
   d) were

2. Has your problem ……………………..?
   a) been solved
   b) solved
   c) being solved
   d) solve

3. The accused …………………. the verdict with fear and anxiety.
   a) awaited
   b) was awaiting
   c) is awaiting
   d) have awaited

   a) occur
   b) had occurred
   c) occurred
   d) was occurring

5. He …………………….. some of the samples presented to him.
   a) was choosing
   b) had chosen
   c) chose
   d) is choosing

6. I …………………….. some photos to be developed.
   a) had left
   b) left
   c) have left
   d) was leaving

7. It must …………………….. to you that she was simply lying.
   a) have occurred
   b) occurred
   c) occur
   d) have occur
8. They have all ..................
   a) invited
   b) been invited
   c) been inviting
   d) will be invited

9. He ..................... much of his time reading.
   a) spend
   b) spends
   c) is spending
   d) has spent

10. He should be properly ....................... by the police.
    a) dealt with
    b) deal with
    c) dealt at
    d) dealt after

Answers

1. He had been ill for a week before they took him to a doctor.

2. Has your problem been solved?

3. The accused awaited the verdict with fear and anxiety.


5. He chose some of the samples presented to him.

6. I left some photos to be developed.

7. It must have occurred to you that she was simply lying.

8. They have all been invited.

9. He spends much of his time reading.

10. He should be properly dealt with by the police.
Sentence completion exercise

Complete the following sentences using an appropriate phrase.

1. The peasant told the traveler that the weather was stormy and the way ................. long.
   a) is 
   b) was 
   c) had been 

2. The only inhabitants of the village said that they .................. anyone cross the hills in deep snow.
   a) had never known 
   b) never knew 
   c) had never been known 
   d) have never known 

3. He was so tired that he .................. barely stand.
   a) would 
   b) should 
   c) could 
   d) might 

4. If you had asked me I .................. you with pleasure.
   a) would help 
   b) would have helped 
   c) had helped 
   d) would have been helped 

5. I was going to have meals when they .................. me.
   a) had called 
   b) called 
   c) were called 
   d) were calling 

6. No one could explain how the prisoner .................. from the prison.
   a) had escaped 
   b) has escaped 
   c) had been escaped 
   d) was escaped 

Answers

1. The peasant told the traveler that the weather was stormy and the way was long. 
2. The only inhabitants of the village said that they had never known anyone cross the hills in deep snow. 
3. He was so tired that he could barely stand. 
4. If you had asked me I would have helped you with pleasure.
5. I was going to have meals when they **called** me.

6. No one could explain how the prisoner **had escaped** from the prison.
Sentence improvement exercise

In each of the following sentences a word or phrase is given in bold letters. From the given alternatives, choose the one that is better than the bolded text. If none of the alternatives improves the sentence, indicate (d) as your answer.

1. The traveler asked me if I **had known** the way to the nearest inn.
   a) knew
   b) was knowing
   c) knows
   d) No improvement

2. The doctor **suggested me to take** a holiday.
   a) suggested that I should take
   b) suggested to take
   c) suggested me taking
   d) No improvement

3. He was **cured of** his rheumatism by a specialist.
   a) cured from
   b) cured with
   c) cured after
   d) No improvement

4. He threatened that he would shoot me **unless** I didn’t obey his instructions.
   a) if
   b) whether
   c) if not
   d) No improvement

5. There is **no question of denying the fact** that she broke it.
   a) no denying the fact
   b) no denial the fact
   c) no way to deny the fact
   d) No improvement

**Answers**

1. The traveler asked me if I **knew** the way to the nearest inn.

2. The doctor **suggested that I should take** a holiday.

3. He was **cured of** his rheumatism by a specialist.

4. He threatened that he would shoot me **if** I didn’t obey his instructions.

5. There is **no denying the fact that** she broke it.
Sentence improvement exercise

Which of the phrases (a), (b) or (c) should replace the word/phrase in bold letters to make the sentence grammatically correct? If the sentence is correct as it is, mark (d) as your answer.

1. The fog lifted, the airplane took off.
   a) Having lifted the fog
   b) The fog having lifted
   c) Lifting the fog
   d) No improvement

2. The accused complained of having tortured by the police.
   a) tortured
   b) having been tortured
   c) been tortured
   d) No improvement

3. The ocean rough, they abandoned the voyage.
   a) Being rough
   b) The sea being rough
   c) It being rough
   d) No improvement

4. We were all happy at Mother Teresa being awarded the Nobel Prize.
   a) at Mother Teresa’s being awarded
   b) at Mother Teresa awarded
   c) at Mother Teresa been awarded
   d) No improvement

5. Being a rainy day, we had to abandon the match.
   a) It being a rainy day
   a) Having been a rainy day
   c) It been a rainy day
   d) No improvement

6. I didn’t need to water the plants. Just after I finished watering it started raining.
   a) I needn’t have watered the plants
   b) I didn’t water the plants
   c) I needn’t water the plants
   d) No improvement

Answers

1. The fog having lifted, the airplane took off.

2. The accused complained of having tortured by the police.

3. The ocean being rough, they abandoned the voyage.
4. We were all happy at Mother Teresa’s being awarded the Nobel Prize.

5. It being a rainy day, we had to abandon the match.

6. I needn’t have watered the plants. Just after I finished watering it started raining.
Sentence synthesis exercise

Combine the given pairs of sentences using a participle, infinitive, relative pronoun or conjunction.

1. You must hurry. You will be late.
2. He is strong. He can lift the box.
3. She learned her lessons. She went to bed.
4. Iron is found in India. Coal is found in India.
5. He worked hard. He failed.
6. James was my student. He is now an accomplished writer.
7. He is too fat. He cannot run fast.
8. The thief heard a noise. He ran away.
9. It may rain. We will get wet.
10. He started early. He could not reach on time.
11. I didn’t know about his problems. Otherwise, I would help.

Answers

1. You must hurry or you will be late.
2. He is strong enough to lift the box.
3. After she learned her lessons, she went to bed.
4. Iron as well as coal is found in India.
5. Although/though he worked hard, he failed. / In spite of his hard work, he failed.
6. James, who was my student, is now an accomplished writer.
7. He is too fat to run fast. OR He is so fat that he cannot run fast.
8. Hearing a noise, the thief ran away.
9. If it rains we will get wet.
10. Although / though he started early, he could not reach on time.
11. If I knew about his problems, I would help. (This conditional form is used to talk about imaginary situations.)
So that

Combine the following pairs of sentences using so that.

1. He borrowed some money from his friend. He wanted to buy a car.
   1. He borrowed some money from his friend so that he might buy a car.
2. We eat. We want to live.
   2. We eat so that we may live.
3. He worked hard. He wanted to pass the test.
   3. He worked hard so that he might pass the test.
4. Our team played well. As a result, they could win the match.
   4. Our team played well so that they could win the match.
5. They grew vegetables in the backyard. They wanted to have fresh vegetables all year round.
   5. They grew vegetables in the backyard so that they might have fresh vegetables all year round.
6. I wrote the number on a piece of paper. I didn’t want to forget it.
   6. I wrote the number on a piece of paper so that I wouldn’t forget it.
7. He offered his daughter a prize. He wanted her to work hard.
   7. He offered his daughter a prize so that she might work hard.
8. She stayed in London for six months. She wanted to perfect her English.
   8. She stayed in London for six months so that she might perfect her English.
9. I have come early. I want to talk to you.
   9. I have come early so that I can talk to you.
10. He left home early. He wanted to get to the meeting in time.
   10. He left home early so that he would get to the meeting in time.

Answers

1. He borrowed some money from his friend so that he might buy a car.
2. We eat so that we may live.
3. He worked hard so that he might pass the test.
4. Our team played well so that they could win the match.
5. They grew vegetables in the backyard so that they might have fresh vegetables all year round.
6. I wrote the number on a piece of paper so that I wouldn’t forget it.
7. He offered his daughter a prize so that she might work hard.
8. She stayed in London for six months so that she might perfect her English.
9. I have come early so that I can talk to you.
10. He left home early so that he would get to the meeting in time.
So that

Combine the following pairs of sentences using so that.

1. He borrowed some money from his friend. He wanted to buy a car.
2. We eat. We want to live.
3. He worked hard. He wanted to pass the test.
4. Our team played well. As a result, they could win the match.
5. They grew vegetables in the backyard. They wanted to have fresh vegetables all year round.
6. I wrote the number on a piece of paper. I didn’t want to forget it.
7. He offered his daughter a prize. He wanted her to work hard.
8. She stayed in London for six months. She wanted to perfect her English.
9. I have come early. I want to talk to you.
10. He left home early. He wanted to get to the meeting in time.

Answers

1. He borrowed some money from his friend so that he might buy a car.
2. We eat so that we may live.
3. He worked hard so that he might pass the test.
4. Our team played well so that they could win the match.
5. They grew vegetables in the backyard so that they might have fresh vegetables all year round.
6. I wrote the number on a piece of paper so that I wouldn’t forget it.
7. He offered his daughter a prize so that she might work hard.
8. She stayed in London for six months so that she might perfect her English.
9. I have come early so that I can talk to you.
10. He left home early so that he would get to the meeting in time.
Tenses exercise

Complete the following sentences using an appropriate verb form.

1. Many people ………………… in the explosion.
   a) were killed
   b) was killed
   c) killed
   d) had killed

2. The entire nation ……………………… by the news of the assassination of John F Kennedy.
   a) is shocked
   b) was shocked
   c) have been shocked
   d) had shocked

3. Illegal settlements in many parts of the city ………………………
   a) have demolished
   b) was demolished
   c) were demolished
   d) had demolished

4. I ……………………. it ……………………. not the right thing to do.
   a) knew, were
   b) knew, was
   c) had known, would be
   d) know, was

5. Those who …………………….. respect their parents and elders cannot ………………….. civilized.
   a) do, be called
   b) do not, be called
   c) do not, called
   d) had not, called

6. If you ……………………. ice, it …………………
   a) heat, melts
   b) heated, melted
   c) would heat, melted
   d) have heated, was melted

7. If you …………………….. her she …………………. come.
   a) had invited, would have
   b) invited, would have
   c) have invited, would have
   d) were inviting, would come

8. If I ……………………. you, I …………………. accept the job.
a) were, would
b) were, would have
c) was, had
d) am, would

9. If it …………………. the match …………………. cancelled.
a) rains, would be
b) rained, will be
c) rains, will be
d) rains, would have been

Answers

1. Many people **were killed** in the explosion.

2. The entire nation **was shocked** by the news of the assassination of John F Kennedy.

3. Illegal settlements in many parts of the city **were demolished**.

4. I **knew it was** not the right thing to do.

5. Those who **do not** respect their parents and elders cannot **be called** civilized.

6. If you **heat ice**, it **melts**.

7. If you **had invited** her she **would have come**.

8. If I **were** you, I **would accept** that job.

9. If it rains the match **will be** cancelled.
Tenses review exercise

Complete the following sentences using an appropriate verb form.

1. We …………………. the railway station before the train came.
   a) had reached
   b) has reached
   c) reached
   d) was reached

2. His parents do not ………………………. with him.
   a) live
   b) lives
   c) living
   d) lived

3. I ……………………… working at this company for 25 years by next Christmas.
   a) will be
   b) will have been
   c) am
   d) would be

4. Peter …………………… 87 runs before rain interrupted the match.
   a) scored
   b) has scored
   c) had scored
   d) have scored

5. I ……………………… his twice before he left for New York.
   a) saw
   b) have seen
   c) had seen
   d) seen

6. When I visited her she …………………. bed-ridden for six months.
   a) was
   b) has been
   c) had been
   d) were

7. I ……………………… school last year.
   a) left
   b) had left
   c) leaved
   d) was leaving

8. There ……………………… a famine in Bengal in 1982.
a) was  
b) has been  
c) were  
d) had been  

9. John has ………………………. home.  

a) went  
b) go  
c) gone  
d) going  

Answers  

1. We **had reached** the railway station before the train came.  
2. His parents **do not live** with him.  
3. I **will have been working** at this company for 25 years by next Christmas.  
4. Peter **had scored** 87 runs before rain interrupted the match.  
5. I **had seen** him twice before he left for New York.  
6. When I visited her she **had been** bed-ridden for six months.  
7. I **left** school last year.  
8. There **was** a famine in Bengal in 1982.  
9. John **has gone** home.
Tenses worksheet

Complete the following sentences using an appropriate verb form.

1. I ……………………… all novels written by Jane Austen.
   a) read  
   b) have read  
   c) had read

2. She ………………….. before I ………………… her place.
   a) left, had reached  
   b) had left, had reached  
   c) had left, reached

3. She ……………………… here for six months.
   a) has stayed  
   b) is staying  
   c) has been staying

4. I ……………………… to become a writer.
   a) have always wanted  
   b) am always wanting  
   c) always want

5. Last night, there ……………….. an explosion near the castle.
   a) has been  
   b) was  
   c) had been

6. I …………………….. her for a long time.
   a) had known  
   b) have known  
   c) am knowing  
   d) know

7. He never …………………….. to his native place.
   a) returned  
   b) was returning  
   c) had returned

8. He …………………….. by his grandparents.
   a) raised  
   b) was raised  
   c) has raised  
   d) had raised
Answers

1. I have read all novels written by Jane Austen.

2. She had left before I reached her place.

3. She has stayed / has been staying here for six months.

4. I have always wanted to become a writer.

5. Last night, there was an explosion near the castle.

6. I have known her for a long time.

7. He never returned to his native place.

8. He was raised by his grandparents.
TOEFL grammar exercise

Complete the following sentences.

1. Are you going to ………………….. with him when you are in town?
   a) get in touch
   b) getting in touch
   c) have touch
   d) having touch

2. She was ………………….. with cold when she got home.
   a) blue
   b) green
   c) red
   d) pink

3. It is Martha ……………………. the phone.
   a) in
   b) on
   c) at
   d) from

4. Before implementing your plans, we need to ………………….. them.
   a) discuss
   b) discuss about
   c) discuss after
   d) discuss into

5. Which flight is she traveling ………………….?  
   a) in
   b) on
   c) at
   d) with

   a) have known
   b) know
   c) knew
   d) had known

7. Water …………………… at 100 Celsius.
   a) is boiling
   b) boils
   c) would boil
   d) boiled

8. Julius Caesar is one of the early ………………….. of Shakespeare.
9. Those plates belong …………………….. the top shelf.

a) to
b) on
c) at
d) with

10. I prefer stitching clothes for my children ……………………..them in the shops.

a) rather than buying
b) rather than to buy
c) rather buying
d) to buy

**Answers**

1. Are you going to **get in touch with** him when you are in town?

2. She was blue **with** cold when she got home.

3. It is Martha **on** the phone.

4. Before implementing your plans, we need to **discuss** them.

5. Which flight is she traveling **on**?

6. I **have known** him since 1990.

7. Water **boils** at 100 degree Celsius.

8. Julius Caesar is one of the early **plays** of Shakespeare.

9. Those plates belong **on** the top shelf.

10. I prefer stitching clothes for my children **rather than buying** them in the shops.
TOEFL Practice test

Complete the following sentences.

1. She held the bag ………………….. even though her arm hurt …………………..  
   a) tightly, badly  
   b) tight, bad  
   c) tight, badly  
   d) tightly, bad

2. …………………….. as fast as possible, she managed to arrive on time.  
   a) Being driving  
   b) Driven  
   c) Driving  
   d) Having driving

3. …………………….. much blood, the driver struggled with the controls, which felt sluggish.  
   a) Lost  
   b) Having lost  
   c) Being lost  
   d) Losing

4. The man was charged with theft. ………………….., he was suspected of committing a serious crime in another state.  
   a) For instance  
   b) In the same way  
   c) In addition  
   d) Similarly

5. I believe that smoking is extremely dangerous. ………………….. have you heard of the people who die from cancer because they smoke?  
   a) For instance  
   b) Similarly  
   c) In addition  
   d) In the same way

6. You will benefit ………………….. regular practice.  
   a) with  
   b) to  
   c) from  
   d) by

7. I have invited Mark and Mary. ………………….. Harry, I don’t care whether he comes or not.  
   a) As for  
   b) While  
   c) As far as  
   d) Whereas
Answers

1. She held the bag tightly even though her arm hurt badly.

2. Driving as fast as possible, she managed to arrive on time.

3. Having lost much blood, the driver struggled with the controls, which felt sluggish.

4. The man was charged with theft. In addition, he was suspected of committing a serious crime in another state.

5. I believe that smoking is extremely dangerous. For instance, have you heard of the people who die from cancer because they smoke?

6. You will benefit from regular practice.

7. I have invited Mark and Mary. As for Harry, I don’t care whether he comes or not.
Until, before and after

Combine the following sentences using until, till, before or after.

1. He won’t marry. He must get a job.
2. Don’t open the window. The rain must stop.
3. You finish your work. I will wait here.
4. Don’t go. I will tell you.
5. We will have to live in this house. We must find a better one.
6. He went out. He locked the door.
7. You may eat anything. You must wash your hands.
8. He will finish his work. Then he will go home.
9. He counted the coins. Then he put them in the box.
10. He did his homework. Then he went out to play.
11. I washed myself. Then I put on my clothes.
12. The train left. We reached the station ten minutes later.

Answers

1. He won’t marry until he gets a job.
2. Don’t open the window until the rain stops.
3. I will wait here until you finish your work.
4. Don’t go until I tell you.
5. We will have to live in this house until we find a better one.
6. He had locked the door before he went out.
7. You must wash your hands before you eat anything.
8. He will finish his work before he goes home.
9. He had counted the coins before he put them in the box.
10. He did his homework before he went out to play. / He went out to play after he did his homework.
11. I put on my clothes after I had washed myself.
12. We reached the station ten minutes after the train left.
Using ‘it’ as an introductory subject

It can be used with **who and that-clauses** to emphasize one part of a sentence.

Study the examples given below.

My father gave me a laptop on my birthday.

We can express the same idea in three different ways.

- It was my father who gave me a laptop on my birthday. (In this sentence, the emphasis is on the noun ‘my father’.)
- It was a laptop that my father gave me on my birthday. (In this sentence the emphasis is on the noun ‘laptop’.)
- It was on my birthday that my father gave me a laptop. (In this case, the emphasis is on the word ‘my birthday’.)

Rewrite the following sentences in three different ways shifting the emphasis to another word. Begin with ‘it’.

Tagore got the Nobel Prize for his Geethanjali.

- It was Tagore who got the Nobel Prize for Geethanjali. (Emphasis on Tagore)
- It was the Nobel Prize that Tagore got for his Geethanjali. (Emphasis on Nobel Prize)
- It was for Geethanjali that Tagore got the Nobel Prize. (Emphasis on Geethanjali)

I met John at the airport.

- It was I who met John at the airport.
- It was John who I met at the airport.
- It was at the airport that I met John.

My aunt took Peter to Tokyo yesterday.

- It was Peter that my aunt took to Tokyo yesterday.
- It was my aunt who took Peter to Tokyo yesterday.
Verb patterns with gerunds and have

The **gerund** is the form of the verb ending in **–ing**. Note that the present participle also ends in **–ing**.

The gerund is different from the present participle. While the present participle is mainly used as an adjective, the gerund is used as a noun.

The present participle is also used to form the continuous tenses.
The gerund can be the subject or object of the verb. It can also be the object of a preposition.

In this lesson, we will review some common verb patterns using the gerund. We will also learn about the causative use of have.

**Subject + Verb + Gerund**

In this structure the gerund is used as the object of the transitive verb.

I enjoy writing.
I don’t mind cooking.
He prefers walking to riding.
I couldn’t help overhearing their conversation.
She likes reading.
I love playing with my kids.

**Gerund after prepositions**

A gerund is often placed after a preposition. Note that we cannot use an infinitive after a preposition.

The teacher used a red pen for marking mistakes.
He earns his living by working at a pub.
She is good at singing.
He got married only after getting a good job.
You shouldn’t have left the party without thanking the host.
Are you interested in learning palmistry?

**Causative use of ‘have’**

Getting something done by somebody else is expressed by the structure **have/get + object + past participle**.

I must get the computer fixed.
I had my watch repaired.
You must get your hair cut.
She has had her photograph taken.
Verbs of incomplete predication

**Intransitive verbs** do not take an object. Examples are given below.

Fire *burns.*
He *sat* on the floor.
The old man *laughed.*

Some intransitive verbs require a word or phrase to complete the predicate and make sense of the sentence. Such verbs are called verbs of incomplete predication. Examples are: *is, am, are, was, were, become, look, seem, appear, taste, smell, grow, turn* etc.

The earth *is round.*
Honey *tastes sweet.*
The milk *turned sour.*
He *became a monk.*
The night *grew dark.*

The word or words required to complete the predicate is called the complement of the verb. In the above sentence, the words *round, sweet, sour, monk and dark* are the complements of the verbs *is, tastes, turned, became and grew* respectively.

When the complement of a verb says something about the subject, it is called a **subject complement.**

Read the following sentence.

Susie is a writer.

Here the noun ‘writer’ is the complement of the verb ‘is’. As it says something about the subject Susie, it is a subject complement.

More examples are given below.

She is intelligent. (Subject complement – intelligent)
This house is to let. (Subject complement – to let)
The child continued crying. (Subject complement – crying)
She looked depressed. (Subject complement – depressed)

**Object complements**

Transitive verbs have objects, but some transitive verbs require, besides their objects, some complements to complete their meaning.

The teacher appointed Charles monitor.
They elected Ram their president.
Frustration drove him mad.
They named her Angel.

Here the complements *monitor, president, mad and Angel* say something about the objects *Charles, Ram, him and her.* A complement which says something about the object is called an **object complement.**
What is meant by the case?

Case shows how a noun or a pronoun is related to another word in a sentence. A noun or pronoun can be in the following cases:

1) Nominative case
2) Objective (or accusative) case
3) Dative case
4) Vocative case
5) Case in apposition
6) Possessive case

Nominative and Objective Case

Study the example given below.

- The cat drank the milk.

Here the noun ‘cat’ is the subject of the verb ‘drank’. When a noun or a pronoun is used as the subject of a verb, it is said to be in the nominative case.

Now read the sentence given below.

- The boy killed the spider.

Here the noun ‘the spider’ is the object of the verb ‘killed’. When a noun or pronoun is used as the object of a verb, it is said to be in the objective case. A noun which comes after a preposition is also said to be in the objective case. In this case, the noun acts as the object of the preposition.

- She sat between them.

(Here the pronoun them is the object of the preposition between. It is therefore in the objective case.)

Dative and Vocative Case

Some verbs take two objects: a direct object and an indirect object.

- I bought him a dress.

Here the pronoun ‘him’ is the indirect object of the verb ‘bought’ whereas the noun ‘dress’ is the direct object. A noun used as the direct object of the verb is said to be in the objective case, whereas a noun used as the indirect object of the verb is said to be in the dative case.

Vocative case

Read the following sentences.

- Peter, sit down.
Here the noun Peter is used for addressing a person or thing. A noun used to address a person or thing is said to be in the vocative case.
Whatever and wherever

Study the examples given below.

You are free. Buy anything you like.

We can combine these two sentences using whatever.

You are free to buy whatever you like.

Another example is given below.

We went to many places. We saw beggars.
Wherever we went we saw beggars.

Exercise

Combine the following sentences using whatever and wherever.

1. The boys were very hungry. They ate everything that we gave them.
2. Jack trusts me blindly. He believes everything that I say.
3. Anything may happen. Keep calm.
4. You can eat anything you want. It does not matter.
5. Mary had a little lamb. It followed her everywhere she went.
7. He worked in many places. He made friends everywhere.
8. You can go anywhere in Kerala. You will find coconut palms everywhere.
9. The writer visited many countries. Everywhere he was greeted with great enthusiasm.

Answers

1. The boys ate whatever we gave them.
2. Jack believes whatever I say.
3. Whatever happens, keep calm.
4. You can eat whatever you want.
5. The little lamb followed Mary wherever she went.
6. Wherever you go, you will find mosquitoes.
7. Wherever he worked, he made friends.
8. Wherever you go in Kerala, you will find coconut palms.
9. *Wherever* the writer went, he was greeted with great enthusiasm.
Word forms exercise

Complete the following sentences using an appropriate form of the verb given in the brackets.

1. If you ………………….. the dog, it may bite you. (provocation)
2. The old woman looked at the crowds and the traffic in ……………………. (bewilder)
3. The actor ………………… aimed at becoming a great singer. (wistful)
4. We expect the authorities to investigate the case ……………………. (thorough)
5. His ………………….. with work affected his family life. (preoccupy)
6. His ………………….. with the sage changed his outlook. (associate)
7. My mother is my biggest …………………… (inspire)
8. The floods caused a great deal of ……………………. in many parts of the country. (destroy)
9. The robbers tried to ……………………. the traveler. (threat)
10. Although his first few attempts were not ……………………. , he did not lose heart. (success)

**Answers**

1. If you **provoke** the dog, it may bite you.
2. The old woman looked at the crowds and the traffic in **bewilderment**.
3. The actor **wistfully** aimed at becoming a great singer.
4. We expect the authorities to investigate the case **thoroughly**.
5. His **preoccupation** with work affected his family life.
6. His **association** with the sage changed his outlook.
7. My mother is my biggest **inspiration**.
8. The floods caused a great deal of **destruction** in many parts of the country.
9. The robbers tried to **threaten** the traveler.
10. Although his first few attempts were not **successful** , he did not lose heart.