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SOME BASIC TERMS OF ENGLISH

इस Book में प्रयुक्त विभिन्न Terms की जानकारी संक्षिप्त रूप में इस अध्याय में दी जा रही है।

(1) Alphabet : अंग्रेजी भाषा के Alphabet में 26 letters होते हैं जिन्हें Capital letters एवं Small letters में निम्न दो प्रकार से लिखा जाता है। Small letters एवं Capital letters का उच्चारण समान रहता है, लेकिन आकृति भिन्न होती है। Capital letters का प्रयोग कब किया जाएगा, यह जानना शुद्ध अंग्रेजी लिखने हेतु आवश्यक है, इसकी सम्पूर्ण जानकारी सम्बन्धित अध्याय में दी गई है।

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z   *Capital Letters*
a b c d e f g h i j k l m n o p q r s t u v w x y z   *Small Letters*

(2) Word (शब्द) : Letters को आपस में मिलाकर लिखने से उनका कोई अर्थ निकलता है तो उसे Word (शब्द) कहा जाता है। एक Word बनाने के लिए कम से कम एक स्वर एवं एक व्यंजन का होना आवश्यक है। स्वर न होने पर स्वर की ध्वनि वाला व्यंजन होना आवश्यक है। लेकिन एक ही letters वाले शब्द जैसे : A, I, O इत्यादि इसके अपवाद हैं।

(A = एक, I = मैं, O = ओ)

(3) Sentence (वाक्य) : दो या अधिक Words को पास-पास लिखने से बनने वाले शब्द समूह का कोई अर्थ निकलता है, तो इस शब्द समूह को वाक्य Sentence कहा जाता है।

Sentence के मुख्य रूप से दो भाग होते हैं :

(i) Subject एवं   (ii) Predicate

(i) **Subject :** कार्य को करने वाला Subject (कर्ता) कहलाता हैं।

(ii) **Predicate :** Subject जो कार्य करता है, उसे Predicate कहते हैं।

Sentence मुख्यतया चार प्रकार के होते हैं :

(a) Simple Sentence में एक ही Finite Verb होता है।

(b) Compound Sentence में दो या अधिक Principal Clauses होते हैं, जो एक-दूसरे से Co-ordinating Conjunction द्वारा जुड़े होते हैं।

(c) Complex Sentence में कम से कम एक Principal Clause तथा एक या अधिक Sub-ordinate Clause होता है।

(d) Mixed Sentence ऐसे Sentences हैं जो Simple, Compound या Complex Sentence से अलग हैं, Mixed Sentence कहलाते हैं।

(4) Clause : शब्दों का ऐसा समूह जो एक Sentence का ही एक भाग है जिसमें एक Finite verb एवं एक Subject होता है, Clause कहलाता है।

Clause is such a group of words that forms part of a sentence, and contains a subject and a finite verb.

Clause तीन प्रकार की होती हैं :

  (i) Principal Clause : ऐसे Clause होती है, जो स्वयं में स्वतन्त्र होती है एवं जिसका स्वयं का पूर्ण अर्थ निकलता है।

  (ii) Co-ordinate Clause : यह Clause भी एक स्वतन्त्र Clause है, जिसका स्वयं का अर्थ निकलता है। यह Simple Sentence की तरह होती है जो अन्य clause से Coordinating Conjunction *जैसे* and, but, for, or etc. से संयुक्त होती है।

  (iii) Sub-ordinate Clause : यह Clause एक स्वतन्त्र Clause नहीं है जिसका स्वयं का पूर्ण अर्थ नहीं निकलता है। यह अपने पूर्ण अर्थ के लिए अन्य Clause पर निर्भर होती है। यह Clause अन्य Clause से Sub-ordinating Conjunction जैसे : as, why, because, since, before, unless, though, although, lest, as soon as, provided, etc. से संयुक्त होती है। Sub-ordinate Clause का, इस Clause द्वारा किये जाने वाले कार्य के अनुसार तीन भागों में वर्गीकरण किया जाता है :

    (i) Noun Clause   (ii) Adjective Clause   (iii) Adverb Clause

(5) Phrase : शब्दों का एक ऐसा समूह जिसका कुछ अर्थ तो निकलता है, लेकिन पूर्ण अर्थ नहीं निकलता, Phrase कहलाता है।

'A group of words which make sense, but not complete sense, is called a Phrase' जैसे :

Red Tapism, Ins and outs , Hand in gloves etc.

(6) Parts of Speech : वाक्य (Sentence) में प्रयुक्त विभिन्न प्रकार के शब्दों को आठ भागों में विभाजित किया गया है

  (i) Noun   (ii) Pronoun   (iii) Adjective   (iv) Adverb

  (v) Preposition   (vi) Verb   (vii) Conjunction   (viii) Interjection.

(7) Affirmative Sentence : ऐसे वाक्य जो negative नहीं हैं, Affirmative Sentence कहलाते हैं।

(8) Assertive Sentence : ऐसे वाक्य जिनमें कुछ कथन किया गया हो, Assertive sentence कहलाते हैं।

  I was not present there.   I have taken a decision.

(9) Imperative Sentence : ऐसे वाक्य जिनमें आदेश (order) निर्देश (direction, command), प्रार्थना (request), सुझाव (suggestion), सलाह (advice) का भाव निहित रहता है। जैसे :

  (a) Shut the door.   (b) Consult a good physician.

(10) Optative Sentence : ऐसे वाक्य जिनसे Good wishes प्रार्थना, अभिवादन या इच्छा व्यक्त की जाती है, Optative Sentence कहलाते हैं। जैसे :

  (a) God bless you!   (b) Long live the queen!

(11) Exclamatory Sentence : ऐसे वाक्य जो अफसोस, घृणा, दुःख, आश्चर्य, प्रसन्नता, शाबाशी देने का भाव व्यक्त करते हैं, Exclamatory Sentence कहलाते हैं। जैसे :

  (a) Hurrah! we have won the match.   (b) Oh! she died so young.

(12) Colloquial : इसका अर्थ होता है, conversational , informal जो बातचीत में प्रयोग होता है।

(13) Complement : इसका अर्थ होता है, पूरक। Complement वाक्य का वह भाग है जो वाक्य में Subject या Object को स्पष्ट करता है। जो Subject की पूर्ति करता है, या Subject को स्पष्ट करता है, उसे Subjective Complement तथा जो Object की पूर्ति करता है, या Object को स्पष्ट करता है, उसे Objective Complement कहते हैं। *जैसे :*

  (i) Gopesh became a *teacher*.   (ii) Nisha is a *girl*.

  वाक्य (i) teacher एवं (ii) में girl, subject को स्पष्ट करते हैं। ये Subjective Complements हैं।

  (iii) We elected Ram our *monitor*.   (iv) Her father named her *Sheela*.

  वाक्य (iii) monitor, एवं (iv) में Sheela, Objective Complements हैं।

(14) Cognate Object : जब वाक्य में verb के meaning की similarity में object का प्रयोग होता है तो ऐसा object, Cognate Object कहलाता है। जैसे :

(i) He fought a fierce fight.   (ii) Rahim sang a sad song.

उपरोक्त वाक्यों में song, fight, क्रमश: verb; sang एवं fought के cognate objects हैं।

(15) Syllable : Word (शब्द) का वह भाग जो एक बार में बोला जाता है Syllable कहलाता है। एक Word (शब्द) एक या अधिक Syllable का हो सकता है।

A syllable is a part of a word that contains a single vowel sound and that is pronounced as a unit.
So, For example 'book' has one syllable, and 'reading' has two syllables.

(i) **One Syllable :** Word Run, sit, come, go, my, he etc.

(ii) **Two Syllable :** Words Mon-day, four- teen, fa - ther, sun -day etc.

(iii) **Words with more than two syllable :** Won-der-ful, beau-ti-ful , de-mo-cra-cy, im-po-ssi-ble.

(16) Vowels : अंग्रेजी भाषा में A, E, I, O, U को Vowels (स्वर) माना गया है। इनके अतिरिक्त कई व्यंजन (consonants) भी स्वर की ध्वनि हेतु प्रयुक्त होते हैं।

(17) Consonants : A, E, I, O, U के अतिरिक्त शेष सभी Alphabets व्यंजन (Consonants) कहलाते हैं। अंग्रेजी भाषा में 21 व्यंजन एवं 5 स्वर होते हैं।

(18) Prefix : मूल शब्द के साथ पहले जुड़े कुछ अक्षर; जैसे Im, in, un, en, dis, em इत्यादि, Prefix कहलाते हैं। Prefix द्वारा नए शब्द का निर्माण किया जाता है। जैसे : Impossible, impure, incompetent, enroute, encourage, dislike, embark, empower, defame.

(19) Suffix : मूल शब्द के बाद लगे हुए अक्षर जैसे age, ed, ist, ing, em, ish, en, ship इत्यादि Suffix कहलाते हैं। Suffix द्वारा भी नए शब्द का निर्माण किया जाता है। *जैसे* leakage, breakage, gifted, talented, rightist, socialist, friendship, hardship etc.

(20) Premodifier : वह शब्द जो noun से पहले आता है एवं उसके अर्थ में वृद्धि करता है, Premodifier कहलाता है। जैसे :

He misbehaved with an *invited* friend.   (ii) They sold the *cursed* house.

उपरोक्त वाक्यों में Invited एवं Cursed, Premodifier हैं।

(21) Slang : Slang consists of words, expressions and meanings that are informal and are used by the people who know each other very well and quite familiar with one-another. (Generally abusive language) पूर्ण परिचित व्यक्तियों द्वारा प्रयुक्त अनौपचारिक विशेष शब्द, expressions, सामान्य रूप से गाली जैसे शब्द इत्यादि।

(22) Tense : Tense is that form of a verb which shows not only the time of an action, but also the state of an action or event.

(23) Sequence of Tense (काल क्रम) : वे नियम जो यह निर्धारित करते हैं कि किसी वाक्य में Subordinate Clause कि क्रिया (Verb) का Tense क्या होगा अर्थात् यदि Principal Clause में verb का Tense Present, Past या Future है Subordinate Clause में कौन-सा Tense प्रयुक्त होना चाहिए जिससे वाक्य संरचना सही हो। इसका निर्धारण जिन सिद्धान्तों, नियमों के अन्तर्गत किया जाता है उन्हें Sequence of Tense के अन्तर्गत सम्मिलित किया गया है।

(24) Noun : किसी व्यक्ति, वस्तु, स्थान, गुण, कार्य या अवस्था के नाम को Noun (संज्ञा) कहा जाता है।

A noun is a word used as name of a person, place or thing.

'Thing' शब्द बहुत विस्तृत है, इसमें सभी चीजों का समावेश हो जाता है।

Types of Noun

Noun पाँच प्रकार के होते हैं :

(i) Proper Noun : (व्यक्तिवाचक) A Proper Noun refers the name of a person, place or thing. जैसे : Ram, Alwar, Table etc.

(ii) Common Noun : (जातिवाचक) A Common Noun refers the name given to persons, things or places of the same kind or class. *जैसे* King, boy, girl, city etc.

(iii) Collective Noun : (समूहवाचक) A Collective Noun is the name of a group of persons or things taken together and spoken of as a whole, as unit. जैसे : Team, Committee, Army etc. सामान्यतया Collective noun का प्रयोग singular में होता है यदि इसका प्रयोग Plural में किया जाता है तो वह Common noun बन जाता है।

(iv) Material Noun : (पदार्थवाचक) A Material Noun is the name of metal or substance of which things are made of. जैसे Silver, Iron, Wood etc. Material Nouns, Countable नहीं होते हैं अर्थात् इनकी गिनती नहीं की जा सकती है। इन्हें मापा या तौला जा सकता है। इनके साथ सामान्यतया singular verb का प्रयोग किया जाता है एवं इनके पहले Article का प्रयोग नहीं किया जाता है।

(v) Abstract Noun : (भाववाचक) Abstract noun in general refers the name of quality, action or state. जैसे : Honesty, Bravery (quality), Hatred, Laughter (action), Poverty, Young (state). Art एवं science जैसे : Physics, Chemistry, Music, Grammar इत्यादि भी Noun में शामिल किए जाते हैं।

NOTE

(a) Abstract Noun, ऐसे गुण, भाव, क्रिया एवं अवस्था को व्यक्त करता है जिन्हें न तो Physically Touch किया जा सकता है, न ही देखा नहीं जा सकता है, केवल महसूस किया जा सकता है।

(b) Abstract Noun का प्रयोग सामान्यतया Singular में किया जाता है।

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(25) The Noun Case : वाक्य में Noun का अन्य शब्दों के साथ सम्बन्ध Noun case द्वारा व्यक्त होता है।

(i) **Nominative Case :** जब noun का प्रयोग वाक्य में subject की तरह होता है तो वह noun-nominative Case में होता है अर्थात् वाक्य में noun जब verb के साथ subject का कार्य करता है तो वह noun-nominative case में प्रयुक्त होता है। When a noun is used as subject of the verb in a sentence it is in nominative case.

(ii) **Possessive Case :** एक वाक्य में एक noun को दूसरे noun पर हक या Relation स्थापित करने के लिए प्रयोग होता है तो noun के साथ apostrophe का प्रयोग किया जाता है। जिस noun के साथ apostrophe के प्रयोग होता है वह noun, possessive case में प्रयुक्त होती है।

(iii) **Objective Case :** जब noun का प्रयोग वाक्य में verb के object की तरह होता है तो वह noun, objective case में प्रयुक्त होता है। When a noun is used as an object of the verb in a sentence, it is in objective case.

(iv) **Nominative of Address :** जो noun किसी व्यक्ति या वस्तु को सम्बोधित करने के लिए प्रयुक्त हो वह nominative of address की तरह प्रयुक्त होता है।

Read the following sentences

(1) Boys, don't make a noise.   (2) Harish, wait for me.

उपरोक्त वाक्यों में Boys, Harish को सम्बोधित (Addressed) किया गया है, Nouns के इस प्रकार के प्रयोग को Nominative of address कहा जाता है।

(v) **Case in Apposition** If two nouns referring to the same person or thing are in apposition, one is placed immediately after the other, with no conjunction joining them, as 'Her father, Naresh Chandra, left home three months ago.'

जब दो nouns एक ही व्यक्ति या वस्तु को बताते हैं अर्थात् दोनों Noun एक ही व्यक्ति के बारे में स्पष्ट करते हैं तो बाद वाला Noun पहले वाले Noun का Case in apposition कहलाता है।

(26) Object and Complement : किसी वाक्य में Verb के बाद आने वाला Noun या Pronoun यदि उसी वाक्य में आये अन्य Noun या Pronoun से कोई समरूपता (Sameness) रखता है, तो वह Verb का complement कहलाता है। जैसे : Ramesh plays football. यहाँ football—Object है क्योंकि इसकी Ramesh से कोई समरूपता नहीं है।

> *Active voice* से *Passive voice* बनाते समय *object,* को ही *subject* बनाया जा सकता है, *complement* को नहीं। इसका अर्थ यह हुआ कि जिस वाक्य में object नहीं है उसका Passive नहीं बन सकता है।
> *Ramesh writes a letter.* यहाँ *letter* एक *object* है इसका *Passive* बन सकता है।
> *A letter is written by Ramesh.*
> लेकिन *Ramesh is my friend.* यहाँ *my friend, Complement* है। अतः इसका *Passive* नहीं बन सकता है क्योंकि इस वाक्य में कोई *object* नहीं है।

(27) Determiners & Adjectives : Traditional Grammar में Determiners को Adjective से अलग नहीं किया गया है। Determiners, Adjectives का ही भाग है। Determiners के रूप में परिवर्तन नहीं होता है; जैसे; A, an, the, some, all, much, both, few, whole, etc. इनमें कोई Suffix या Prefix जोड़कर, कोई परिवर्तन नहीं किया जा सकता है जबकि Adjectives के रूप में परिवर्तन सम्भव है; जैसे : Black से Blackish, Blackness; Good से Goodness, Fast को Faster, Fastest बनाया जा सकता है।

(28) Synthesis : यह एक ऐसी प्रक्रिया है जिसके द्वारा बहुत से वाक्यों को जोड़कर एक वाक्य बनाया जाता है अर्थात् दो या अधिक वाक्यों को संयुक्त कर, एक Simple, Compound, Complex या Mixed Sentence बनाने की प्रक्रिया को Synthesis of Sentence कहा जाता है।

(29) Analysis : इसका अर्थ है, वाक्य में विद्यमान clauses की पहचान करना एवं वाक्य किस प्रकार का है, इसकी जाँच करना अर्थात् वाक्य में यह जानना कि कौन–सी clause; principal , coordinate, subordinate clause है? फिर यह जानना कि वाक्य simple/compound/complex /mixed किस प्रकार का है?

(30) Conjunction : यह ऐसा शब्द है जो शब्दों या वाक्यों को आपस में जोड़ता है। इसे Sentence Linker भी कहा जाता है।

Definition A Conjunction is a word that joins words or sentences together.

A conjunction is a joiner, a word that connects (conjoins) parts of a sentence.

(A) **Coordinating Conjunctions :** ये Conjunctions दो समान Rank के Sentences या Words को जोड़ते हैं। इस तरह के मुख्य Conjunctions हैं: For, And , Nor, But, Or, Yet, So.

(B) **Subordinating Conjunctions :** इन Conjunctions द्वारा एक Subordinating Clause को अन्य Clause से जोड़ा जाता है। (Subordinating Clause वह Clause है जो अपने पूर्ण अर्थ के लिए अन्य Clause पर निर्भर होता है।) इस तरह के मुख्य Conjunctions हैं : after, although, as, as if, as long as, as though, because, before, even if, even though, if, if only, in order that, now that, once, rather than, since, so that, than, that, though, till, unless, until, when, whenever, where, whereas, wherever, while, once, rather than.

(C) **Correlative Conjunctions :** जो Conjunctions pairs में प्रयोग किए जाते हैं उन्हें Correlative Conjunctions कहते हैं। जैसे : Either......or, Neither......nor, Both......and, Whether......or, Not only......but also.

Remember Correlative conjunctions are always used in pairs. They join similar elements. When joining singular and plural subjects, the subject closest to the verb determines whether the verb is singular or plural.

(31) Adverb : यह वाक्य में ऐसा शब्द है जो Verb या Adjective या अन्य Adverb या Adverbial phrase को विशेषता प्रदान करता है/संशोधित करता है/उसके अर्थ में कुछ वृद्धि/परिवर्तन करता है।

An adverb is that word in a sentence which modifies the meaning of verb or adjective or another adverb or adverbial phrase.

(32) Pronoun : जो शब्द Noun की जगह प्रयुक्त होता है, उसे Pronoun कहते हैं।

Generally (but not always) pronouns stand for (pro + noun) or refer to a noun, an individual or individuals or thing or things (the pronoun's antecedent) whose identity is made clear earlier in the text.

(33) Preposition : वाक्य में ऐसा शब्द है, जो सामान्यतया noun /pronoun के पूर्व प्रयुक्त होता है एवं noun/pronoun का सम्बन्ध, वाक्य में प्रयुक्त अन्य शब्दों से व्यक्त करता है।

Preposition is a word placed before a Noun or Pronoun, denotes the relation, the person or thing referred by it, has with something else.

A preposition is followed by a noun. It is never followed by a verb.

(34) Subject-Verb Agreement : एक वाक्य में Verb एवं Subject के मध्य एक Agreement होता है। जब Subject singular है तो verb भी singular लगेगी। *'The verb must agree with its subject in number and person'.*

—Nesfield

(35) Weak Verbs : Verbs which require - ed, - d or - t to be added to the Present Tense to form the Past indefinite, are called Weak Verbs; as :

Present	*Past*	*Past Participle*
Sell	Sold	Sold
Burn	Burnt	Burnt
Think	Thought	Thought
Lend	Lent	Lent

(36) Strong Verbs : Verbs that form their Past Tense by merely changing the vowel in their Present form, without adding an ending are called Strong Verbs; as :

Present	*Past*	*Past Participle*
Abide	Abode	Abode
Bear	Bore	Borne
Become	Became	Become
Find	Found	Found

NOTE Now-a-days, Verbs are being classified as Regular and Irregular Verbs.

(37) Regular Verbs : वे Verbs जिनके मूल रूप में t, d या ed लगाने पर उसका Past Tense बनता है। जैसे

Present	*Past*	*Past Participle*
Talk	Talked	Talked
Live	Lived	Lived

(38) Irregular Verbs : जिन Verbs की Past Form, Verb के मूल रूप में d, ed, t, लगाने से नहीं बनती उन्हें Irregular verbs कहा जाता है। ऐसी Verbs की Past Form बनाने हेतु कोई नियम निर्धारित नहीं है। जैसे:

Present	*Past*	*Past Participle*
See	Saw	Seen
Go	Went	Gone
Come	Came	Come

(39) Stative Verbs : कुछ Verbs का प्रयोग सामान्य स्थिति में Continuous form में नहीं किया जाता है। इस तरह की Verbs को Stative Verbs कहा जाता है। Stative का अर्थ है fixed, अर्थात् स्थायी। इस तरह की Verb एक Permanent कार्य को बिना प्रयास के स्थायी रूप से होने वाले कार्य को व्यक्त करती है। इस तरह की verbs का प्रयोग Continuous form में नहीं किया जाता है। इन verbs को Non-Conclusive Verbs भी कहते हैं जैसे:

See, hear, smell, taste, feel, look, know, have, understand etc.

(40) Dynamic Verbs : Dynamic का अर्थ होता है क्रियाशील, गतिशील। यह Stative का विपरीतार्थक शब्द है। जब कोई Verb; Temporary, Momentary या Dynamic कार्य हेतु प्रयुक्त होती है तो वह Dynamic Verb कहलाती है। जैसे:

(a) He is swimming;   (b) She is going;
(c) Ram is coming.

(41) Inchoative Verbs : Verbs जो किसी कार्य से प्रारम्भ होने को व्यक्त करती हैं, Inchoative verbs कहलाती हैं। The term, Inchoative verb is used for a verb that denotes the beginning ,development or final stage, of a change of condition.   —*Guide to patterns and usage in English by AS Hornby*

इस तरह की *मुख्य* verbs हैं Get, Become, Grow etc.

(a) My father is getting weaker.   (b) It is getting dark.

(42) Transitive Verbs (सकर्मक क्रियाएँ) : ऐसी verbs जिनके साथ object प्रयुक्त हो Transitive Verbs कहलाती हैं। Transitive का अर्थ है passing over अर्थात् जिन verbs में action, कर्ता तक ही सीमित नहीं रहकर, Object (किसी अन्य वस्तु) पर pass over होता है।

जैसे: Ramesh hits a ball.

यहाँ hits एक transitive verb की तरह प्रयुक्त हुआ है, जिनमें action, कर्ता तक ही सीमित नहीं रहा है बल्कि Object; ball पर pass over हुआ है।

सामान्यतया verb यदि **'क्या'** *या* **'किसको'** *प्रश्न करने पर यदि हमें उत्तर प्राप्त होता है तो वह verb, Transitive है। जैसे उपरोक्त वाक्य में verb से* 'क्या' *प्रश्न करने पर हमें* 'a ball' *उत्तर मिला। अत: hits एक Transitive Verb है।*

(43) Intransitive Verbs : Intransitive verbs में action object कर्ता तक ही सीमित रहता है, object पर pass over नहीं होता है। जैसे

(a) He sleeps in the bed.   (b) Shyam speaks loudly.

इन वाक्यों में verb; sleeps एवं speaks, Intransitive Verbs हैं, इनमें action कर्ता तक ही सीमित रह गया है। किसी object पर pass over नहीं हुआ है। इन verbs से 'क्या' 'किसको' प्रश्न करने पर कोई उत्तर प्राप्त नहीं होता है।

Important
अधिकांश verbs का प्रयोग, Transitively एवं Intransitively, दोनों प्रकार हो सकता है।

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(44) Auxiliary Verbs : इन्हें सहायक क्रियाएं (Helping Verbs) भी कहा जाता है। Do, does, did, is, am, are, was, were, have, has, had, इत्यादि Primary Auxiliary Verbs तथा will, shall, may, can, should, would, could, might, must, ought, dare, need, used to; Modal Verbs कहलाती हैं।

(45) Linking Verbs or Notional Verbs : जब Auxiliary (helping) Verbs किसी वाक्य में मुख्य verb को support नहीं करती हैं बल्कि मुख्य verb की तरह प्रयुक्त होती हैं तो उस स्थिति में इन्हें Linking Verbs या Notional Verbs कहा जाता है। जैसे:

(a) I <u>have</u> a book and a pencil.   (b) She <u>is</u> a beautiful girl.

उपरोक्त वाक्यों में underlined verbs; have तथा is—Linking verbs या Notional Verbs हैं।

(46) Modals : ये भी Auxiliary verbs होते हैं, ये verbs के mood (अवस्था/भाव) को व्यक्त करते हैं। Mood या Modes एक ही बात है। चूँकि ये verbs के भाव, क्रियाविधि को व्यक्त करते हैं। अत: इन्हें Modals कहा जाता है।

(47) Finite Verbs : जिन verbs में subject के Number, Person, एवं Tense के अनुसार परिवर्तन होता है, Finite Verbs कहलाती हैं।

(48) Non-Finites Verbs : ये ऐसी verbs होती हैं, जिन पर वाक्य के tense एवं subject के person एवं number कोई प्रभाव नहीं पड़ता है।

(49) Infinitive : इन्हें सामान्यता 'to + verb' के रूप में जाना एवं पहचाना जाता है। जैसे : to play, to go, to walk etc. लेकिन कभी–कभी 'to' नहीं भी आता है। इस प्रकार की Infinitive को Bare Infinitive (Infinitive without to) कहा जाता है। जैसे: I saw him go, I bade him go etc. यहाँ go, bare infinitive है।

(50) Split Infinitives : Infinitive के बीच में (to एवं infinitive) कोई भी adverb या शब्द लिखना traditional grammar में गलत माना जाता है, लेकिन आजकल बहुत से लेखक Split of Infinitives को सही मानने लगे हैं।

Split of Infinitives को avoid करना ही उचित है।
As per modern grammarians one adverb may be inserted between the infinitive.
I ask you to kindly grant me one day leave only.
Here insertion of adverb 'kindly' is well accepted now-a-days.

(51) Gerund : Verb की एक ऐसी form है, जो verb में 'ing' (Verb + ing) लगाने से बनती है एवं noun का कार्य करती है। Gerund को Verbal Noun भी कहते हैं।
"Gerund is such a form of verb that ends in 'ing' and has the force of a noun and a verb."

(52) Participle : Verb का ऐसा रूप है, जिसमें verb के साथ-साथ Adjective के गुण पाए जाते हैं। Participle को इसीलिए Verbal Adjective भी कहा जाता है।

(53) Unattached or Dangling Participle : Participle वाक्यों में Adjective का कार्य करते हैं। अत: Participle के साथ एक noun या pronoun का सम्बन्धित (related) होना आवश्यक है। यदि Participle के साथ कोई noun या pronoun सम्बन्धित नहीं है तो वह Participle, Unattached or Dangling Participle है। जैसे:

(a) Being a cold morning, I didn't go to office.
(b) Being a rainy day, the school remained closed.

उपरोक्त दोनों वाक्यों में प्रयुक्त Participle 'Being' Unattached Participle है, यहाँ Being के साथ कोई Noun या Pronoun लगाना आवश्यक है। अत: इन वाक्यों को निम्न प्रकार लिखा जाना चाहिए :

(1)   It, being a cold morning, I didn't go to office. Or The morning being cold, I didn't go to office.
(2)   It, being a rainy day, the school remained closed. Or The day being rainy, the school remained closed.

(54) Inversion : Affirmative वाक्यों का structure सामान्यतया निम्न प्रकार का होता है।

Subject + Verb + ...

Verb का प्रयोग Subject के बाद किया जाता है।
Interrogative वाक्यों में सामान्यता Verb का प्रयोग Subject से पूर्व निम्न प्रकार का होता है
Verb + Subject + ...
Interrogative वाक्यों के अतिरिक्त बहुत से Adverbs एवं Adverbial expressions का प्रयोग जब clause के प्रारम्भ में होता है तो Verb, Subject के पहले आती है। वाक्यों में Verb का Subject के पहले आना Inversion कहलाता है।
Inversion of the Verb : *"Certain adverbs and adverb phrases, most with a restrictive or negative sense, can for emphasis be placed first in a sentence or clause and are then followed by the inverted (i.e. Interrogative) form of the verb."*
                                                                                            –Thomson and Martinet

(55) Synonym : It is a word or expression which means the same as another word or expression.
The term 'industrial democracy' is often used as a synonym for worker participation.

(56) Antonym : The antonym of a word is a word which means the opposite.
Day and Night are antonyms.

(57) Heteronym : It is a word that has the same spelling as another word but with a different pronunciation and meaning. These words are sometimes also called homographs.

(58) Autogram : A self-referencing sentence is a sentence that describes itself. For example, "This sentence has five words." An autogram is a self-referencing sentence that describes its letter content.

(59) Contronym : The word contronym (also the synonym antagonym) is used to refer to words thatby, some freak of language evolution, are their own antonyms. Both contronym and antagonym are relatively recent neologisms; however, there is no alternative term that is more established in the English language. As :
(a) **fast**—quick, unmoving   (b) **fix**—restore, castrate

(60) Malapropism : It is the use of an incorrect word in place of a similarly sounding correct word. As :
(a) Parents try to 'install' these virtues in their children.
(b) He became 'affluent' in French, Italian, Latin and Greek.

(61) Palindrome : It is a word or sentence that reads the same forward as it does backward. The words a and I are perhaps the simplest and least interesting palindromes; the word 'racecar' and the name 'Hannah' are more interesting and illustrative.

(62) Palingram : It is a sentence in which the letters, syllables, or words read the same backward as they do forward. The sentence, 'He was, was he?' is a word palingram, because the words can be placed in reverse order and still read the same. The sentence, ''I did, did I?'' is not only a word palingram but a letter palingram (palindrome) as well.

(63) Pangram : It is a sentence that contains all letters of the alphabet. Less frequently, such sentences are called holalphabetic sentences. As :
The quick brown fox jumps over a little lazy dog.
In this sentence there are all 26 English alphabets.

(64) Eponym : It is someone or something whose name is or is thought to be the source of something's name (such as a city, country, era, or product); Xerox is a brand of photocopy machine; that word, too, has been since adopted to refer to any brand of photocopy machine and, moreover, also employed as a verb to describe the act of photocopying.

(65) Adjunct : It is a word or group of words which indicates the circumstances of an action, event or situation. An adjunct is usually a prepositional phrase or an adverb group.

(66) Contraction : It is a shortened form of a word or words.
(i) 'It's' (with an apostrophe) should be used only as a contraction for 'it is'.
(ii) can't is the contraction form of cannot.

(67) Positive Degree : The Positive Degree of an Adjective is the Adjective in its general form. It denotes the mere existence of some quality.

(68) Comparative Degree : It denotes a higher degree of the quality than the positive. The comparative is used when two things are compared.

(69) Superlative Degree : It denotes the highest degree of the quality. It is used when more than two things are compared.

Positive	*Comparative*	*Superlative*
Good	Better	Best
Strong	Stronger	Strongest
Tall	Taller	Tallest

(70) Mood : It is the mode or manner in which the action denoted by the verb is presented. There are three types of mood

(a) **Indicative Mood** *"A verb which makes a statement or asks a question or expresses a supposition which is assumed as a fact, is in the Indicative Mood."*   **—Wren and Martin**

(i) He goes to college daily.	*Statement*
(ii) She writes legibly.	*Statement*
(iii) Are you fine?	*Question*
(iv) Have you found your pen?	*Question*
(v) If it rains, we shall go for a picnic.	*Supposition*
(vi) If she wants it, I shall give it to her.	*Supposition*

(b) **Imperative Mood** A verb which expresses a command, an exhortation, an entreaty or a prayer, is in Imperative mood.

(i) Open the door.	*Command*
(ii) Wait here.	*Command*
(iii) Take care of your health.	*Exhortation*
(iv) Don't worry, try again.	*Exhortation*
(v) Please help me.	*Entreaty*
(vi) Have mercy upon the poor.	*Entreaty*

(c) **Subjunctive Mood**

(I) **Present Subjunctive :** Where a wish or hope is expressed by the verb, it is in Present subjunctive mood. As :
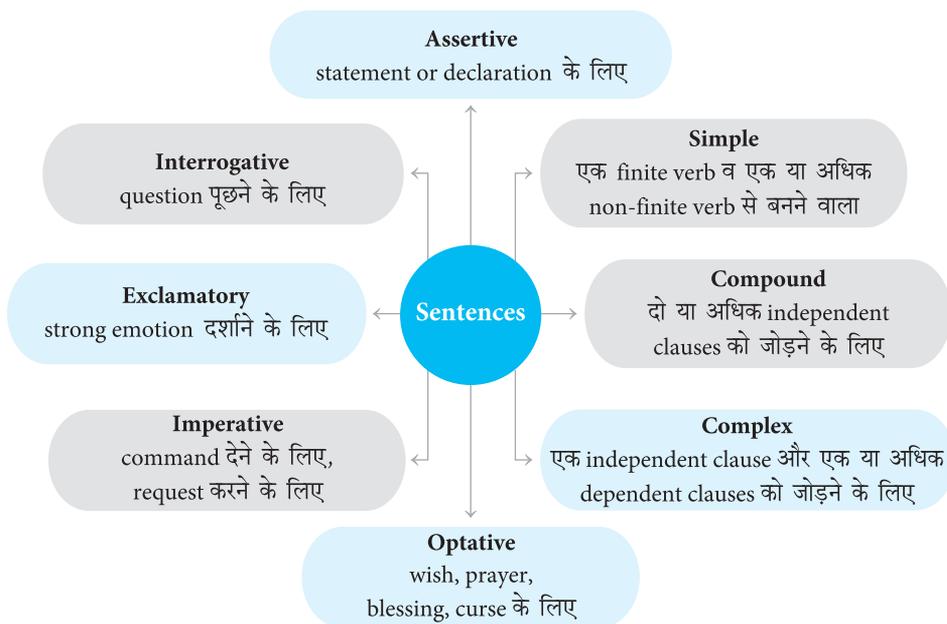
(i) God bless you.

(ii) May God grant you success

(iii) If the verb expresses desire, intention, resolution etc it is in subjunctive mood. As :

(iv) We recommended that the monthly rent be increased to two thousand rupees.

(v) It is suggested that a subway be built to relieve the congestion.

(vi) I move that Mr Sharma be appointed Executive Director.

(II) **Past Subjunctive :** Past subjunctive is used : (I) After the verb 'wish', to denote an unreal situation or a situation contrary to fact.

SENTENCE
वाक्य

A group of words that
makes complete sense.

Assertive
statement or declaration के लिए

Interrogative
question पूछने के लिए

Simple
एक finite verb व एक या अधिक
non-finite verb से बनने वाला

Exclamatory
strong emotion दर्शाने के लिए

Sentences

Compound
दो या अधिक independent
clauses को जोड़ने के लिए

Imperative
command देने के लिए,
request करने के लिए

Complex
एक independent clause और एक या अधिक
dependent clauses को जोड़ने के लिए

Optative
wish, prayer,
blessing, curse के लिए

Sentence

शब्दों का ऐसा समूह जिसका एक पूर्ण अर्थ हो sentence कहलाता है।

जैसे – Raman eats mango.

They want to play.

Sentence के दो मुख्य भाग होते हैं–

1. **Subject** Sentence का वह भाग होता है जिसके बारे में sentence में कुछ व्यक्त किया गया है।

   जैसे – The boy is playing in the garden.

   Rahim plays football.

2. **Predicate** Subject के द्वारा किए जाने वाला कार्य या subject के बारे में जो कुछ sentence में कहा गया है।

   जैसे – The boy is playing in the garden.

   Rahim plays football.

Sentence निम्न प्रकार के होते हैं–

1. Assertive Sentence
2. Interrogative Sentence
3. Exclamatory Sentence
4. Imperative Sentence
5. Optative Sentence
6. Simple Sentence
7. Complex Sentence
8. Compound Sentence

Assertive Sentence

- वह sentence जो किसी fact या opinion के बारे में बताता है assertive sentence कहलाता है। इन sentences को declarative sentence भी कहा जाता है। Assertive sentence को दो भागों में बाँटा जाता है–

  1. **Affirmative Sentence** वह sentence जो किसी वाक्य या fact के सत्य होने या positive होने के बारे में बताता है। ऐसे वाक्य agreement, confirmation या approval के लिए प्रयोग किए जाते हैं।

     Sub + verb + obj

     जैसे – He is reading a book.

     He is going to school.

  2. **Negative Sentence** वह sentence जो किसी fact के नहीं होने या असत्य होने के बारे में बताता है। यह वाक्य दो प्रकार से बनाया जा सकता है।

     (i) With 'not'

     Sub + H.V. + not + M.V. + obj

     जैसे – India does not support any terrorist.

     I have not studied this book.

     (ii) With 'negative word' — No, neither, none, unless, until, hardly, scarcely, lest, barely, rarely, never, etc.

     Sub + negative word + M.V. + obj

     जैसे – He never smokes.

     She stayed home unless it started raining.

Interrogative Sentence

- वे sentences जो किसी fact या opinion के बारे में प्रश्न पूछते हैं। Interrogative sentences मुख्यतः दो प्रकार से बनाये जाते हैं।

  1. With 'helping/auxiliary verb'

Common auxiliary	**Do form**- do, does, did **Be form**- is, are, am, was, were **Have form**- has, have, had

     Helping Verb

Modal auxiliary	Can, may, shall, will, could might, should, would, must, ought to, need, dare, used to.
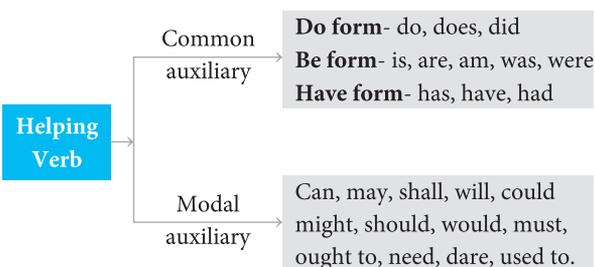
     H.V. + sub + M.V. + obj + ?

     जैसे– Do you go to school?

     Is he reading a book?

     Can you complete this project?

  2. With Wh. words

     Wh. word + H.V. + sub + M.V. + obj + ?

     जैसे– Where are you going at this time?

     When is your brother going to visit his friend?

Wh. words		
	Who	Related to subjective form
	Whom	Related to objective form
	What	Related to non-person
	Which	Related to selection
	Whose	Related to possession/relation
	When	Related to time
	Why	Related to reason
	Where	Related to place
	How	Related to manner
	How much	Related to quantity
	How many	Related to number
	How often	Related to frequency/repetition
	How far	Related to distance
	How long	Related to duration/length

BONUS

- Helping verb से प्रश्न तब बनाया जाता है, जब उत्तर yes या no में प्राप्त होता है।
- कोई भी wh. word एक interrogative word का कार्य तभी करता है जब उसके बाद helping verb लगाई जाए, परन्तु यदि wh. word एक subjective word के समान कार्य करे तथा present indefinite या past indefinite में प्रयोग हो, तो उसके बाद helping verb के स्थान पर main verb ही लगाई जाती है।

Exclamatory Sentence

- वे sentences या statements जो strong emotion (surprise, sorrow, joy) आदि के बारे में बताते हैं। इन वाक्यों के अंत में exclamatory mark (!) आता है

  Exclamatory वाक्यों को दो प्रकार से बनाया जाता है।

  1. With 'exclamatory words' – Oh, hurrah, alas, wow, bravo..... etc,

     जैसे – Hurrah! We have won the match.

     Alas! He has ruined his life.

     Wow! It is a very beautiful picture.

  2. With 'what or how' - What/How + adjective + noun

     जैसे – What an amazing sight it is!

     How clever a boy he is!

Imperative Sentence

- वे sentences या statements जिनमें किसी कार्य को करने या ना करने के लिए कहने का भाव होता है, imperative sentence कहलाते हैं।

  ये वाक्य निम्नलिखित प्रकार से start किए जाते हैं।

  1. With the root form of the verb

     जैसे – Open the door.

  2. Please/kindly + root form of the verb

     जैसे – Please help me.

3. **Never/always + root form of the verb**

जैसे – Never tell a lie.

Always speak the truth.

4. **Don't + root form of the verb**

जैसे – Don't do it again.

5. **Let**

जैसे – Let him play here.

इन वाक्यों से मुख्यतः order, request, command, advice, suggestion, forbid, prohibition, thanking आदि का भाव स्पष्ट होता है।

Identify the type of sentences.

1. Alas! His uncle passed away.
2. Complete this project by tomorrow.
3. She is swimming in the lake.
4. When will you go to the office?
5. He is not studying.
6. Let the door be shut.
7. Please come here.
8. What do you want to play?
9. What a beautiful flower it is!
10. Oops! I dropped my phone.

Optative Sentence

- वे sentences या statements जिनसे blessings, prayer, wish या curse जैसे opinion का पता लगता है, optative sentence कहलाते हैं।

- ये वाक्य मुख्यतः may से शुरू किए जाते हैं, तथा अंत में exclamation mark (!) का प्रयोग करते हैं।

जैसे – May you live long!

May God bless you with a great success!

May we get a great award!

Simple Sentence

- वे sentences या statements जिनमें एक subject व एक finite verb का ही प्रयोग होता है, simple sentence कहलाते हैं।

- इन वाक्यों में phrases का प्रयोग किया जा सकता है, लेकिन clauses का प्रयोग नहीं किया जा सकता।

Phrases निम्न प्रकार के होते हैं।

1. **Noun phrase** वाक्य में noun की तरह कार्य करने वाले शब्दों का समूह।

जैसे – My new car, that fluffy cat.

2. **Adjective phrase** noun और pronoun की विशेषता बताने वाले शब्दों का समूह।

जैसे – That's a lovely desert.

3. **Verb phrase** main verb के साथ एक या अधिक helping (auxiliary) verb का समूह।

जैसे – You must go right now.

4. **Adverb phrase** verb, adjective या किसी अन्य adverb को विस्तार देने वाले शब्दों का समूह।

जैसे – All the time, next door.

5. **Prepositional phrase** preposition शब्दों से प्रारम्भ होकर noun या pronoun पर समाप्त होने वाले phrase.

जैसे – After work, by the sea.

6. **Absolute phrase** noun या pronoun और participle से बना समूह, जो पूरे sentence का वर्णन करता है।

जैसे – Her arms folded, she waited.

7. **Infinitive phrase** 'to' से start होकर verb के रूप में आने वाला समूह।

जैसे – To leave, to learn.

8. **Participle phrase** एक participle और उसके modifiers का समूह, जो adjective की तरह कार्य करता है।

जैसे – Resting in bed.

9. **Gerund phrase** verb के ing रूप से start होकर noun की तरह कार्य करने वाला शब्द-समूह।

जैसे – Swimming in the ocean.

Complex Sentence

- वह sentence या statement जो एक independent clause तथा एक या अधिक dependent clauses से मिलकर बनता है।

He gets stomachache	whenever	he eats junkfood.
Independent clause	Sub-ordinating conjunction	Dependent clause

इन वाक्यों को बनाने के लिए तीन प्रकार के sub-ordinative clauses का प्रयोग किया जाता है।

1. **Noun Clause** जब किसी statement का प्रयोग एक subject, object, complement, after a preposition या apposition में किया जाता है, तो वह noun clause कहलाता है।

जैसे – He told me that his father was a teacher.

2. **Adjective Clause** वे sentences जो किसी noun या pronoun को qualify करने का कार्य करते हैं, adjective clause कहलाता है।

Adjective clause बनाने का कार्य relative pronoun या relative adverb करते हैं।

Relative clause एक adjective clause होता है, क्योंकि यह हमेशा relative pronoun (who, whose) से शुरू होता है।

जैसे – He taught the boy who has won the first prize.

3. **Adverb Clause** वे statements या sentences जो when, where, why, how, जैसे शब्दों का answer होते हैं, adverb clause कहलाते हैं।

जैसे – He came here when his father had returned from office.

Compound Sentence

- वे sentences या statements जो दो या दो से अधिक स्वतंत्र independent clauses से मिलकर बने होते हैं। ये वाक्य co-ordinating conjunction की सहायता से जोड़े जाते हैं। Co-ordinating conjunctions है–

For, And, Nor, But, Or, Yet, So

FANBOYS
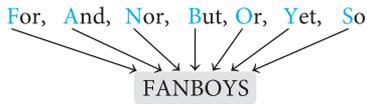
जैसे – She watched television and his brother cooked dinner.
This house is very expensive but he is going to buy it.

Learning Step 1.2

Identify the type of sentences.

1. Hardly had she reached home, when it started raining.
2. May you always be healthy!
3. He is driving the car.
4. He is the man who was felicitated by the governor.
5. The dog slept in the park.
6. I have to wake up early, or I will be late.
7. I took tea when it was raining.
8. He was sick and went off.
9. She went to Delhi to meet her parents.

Tag questions

- Tag questions का शाब्दिक अर्थ हैं - वे questions जो दिए गए sentence के अन्त में short form में प्रयोग किए जाते हैं।
- ये एक प्रकार से ऐसा प्रश्न है जो केवल श्रोता से उसकी प्रतिक्रिया लेने के उद्देश्य से किया जाता है।

जैसे – She works hard, doesn't she?

किसी sentence का tag question बनाने के लिए निम्न बातों का पालन करना चाहिए।

1. यदि sentence, positive है तो उसका tag question, negative होगा।
   जैसे – Ram is going to Agra, isn't he?
2. यदि sentence, negative है तो tag questions positive होगा।
   जैसे – Ram is not going to Agra, is he?
3. Tag question को sentence के अन्त में comma (,) लगाकर लिखा जाता है।

- किसी sentence का tag question बनाते समय subject के रूप में केवल pronoun या there का प्रयोग किया जाता है।
   जैसे – Nidhi goes to school daily, doesn't she?

   Tag question = Auxiliary verb + Pronoun

- किसी sentence में tag question बनाते समय कभी main verb का प्रयोग नहीं होता, बल्कि auxiliary verb का प्रयोग करते हैं।
   जैसे – Mohan never tells a lie, does tell he? (✗)
   Mohan never tells a lie, does he? (✓)

Some important changes of subject

Subject in sentence	Tag question
This/that	It
These/those	They
One	One
This/that + noun	He/she/it
One + noun	He/she/it
Everybody, anybody, nobody, somebody, someone, none, anyone, everyone.	They
Something, nothing, anything, everything.	It
Imperative sentence	You

जैसे – This is my book, isn't it?
These are rotten apples, aren't they?
This table is mine, isn't it?

BONUS यदि sentence में कोई helping verb न दिया गया हो तो question tag में do/does/did का use किया जाता है।

जैसे – She goes to office, doesn't she?
They play snooker, don't they?

- Affirmative sentence में helping verb के साथ not की short form को निम्न प्रकार use किया जाता है।

do	+ not - don't		does	+ not - doesn't
is	+ not - isn't		Am	+ not - amn't
Are	+ not - aren't		has	+ not - hasn't
have	+ not - haven't		did	+ not - didn't
was	+ not - wasn't		were	+ not - weren't
will	+ not - won't		can	+ not - can't
shall	+ not - shan't		could	+ not - couldn't
would	+ not - wouldn't		should	+ not - shouldn't
must	+ not - mustn't		dare	+ not - daren't
ought	+ not - oughtn't		need	+ not - needn't
might	+ not - mightn't		had	+ not - hadn't

Special note

May + not - Can't
Am + not - Aren't
Used + not - Didn't

जैसे – I am intelligent, aren't I?
You may go to his office, can't you?

✓ **Rule 1.** यदि वाक्य में कुछ negative words दिए हो तो उनका tag question Positive बनता हैं

Hardly, scarely, barely, rarely, seldom, little, few, hardly, ever, etc.

जैसे − Neha <u>hardly</u> gets enough rest, <u>does she</u>?

✓ **Rule 2.** यदि need व dare का प्रयोग वाक्य में modal के रूप में न होकर main verb के रूप में हो तो इनका tag बनाते समय helping verb के रूप में do/does का प्रयोग करते हैं।

जैसे − He <u>needs a</u> lot of money, doesn't he?

You <u>needn't</u> do this, need you?

✓ **Rule 3.** Imperative sentence का tag question बनाने के लिए will/would को helping verb के रूप में काम में लिया जाता है तथा you का प्रयोग किया जाता हैं।

जैसे − Shut the door, wouldn't you?

Switch on the T.V, won't you?

✓ **Rule 4.** यदि lets us या let's वाले words sentence में दिए हो तो इनका tag question shall we से बनाया जाता है।

जैसे − Let us study together, shall we?

✓ **Rule 5.** यदि let के साथ me, him, her, them, you या noun दी गई हो तो tag बनाते समय will you का प्रयोग किया जाता है।

जैसे − Let me go now, will you?

Learning Step 1.3

Write the suitable question tag in the following sentence.

1. Let's take a little rest before we start again, ……...
2. I am elder to you, …….
3. You always have your lunch at 12 o'clock, ………
4. He plays cricket on every Sunday, ……...
5. Mind your own business, ………
6. Let me pay the bill this time, ……...

Exam Oriented MCQs ...

चैप्टर ASSESSMENT

Drill 1

1. Which of the following is an assertive sentence?
   (a) How are you feeling today?
   (b) Please close the door.
   (c) She enjoys reading novels in her free time.
   (d) What a beautiful sunset it is!

2. Identify the assertive sentence from the options below.
   (a) Don't forget to submit your assignment.
   (b) The Sun rises in the East.
   (c) Can you lend me your book?
   (d) How wonderful the view is!

3. Which of the following sentences is not an assertive sentence?
   (a) Water boils at 100°C.
   (b) What are you doing here?
   (c) She loves painting in her spare time.
   (d) The Earth revolves around the Sun.

4. Which type of assertive sentence expresses a negative sentence?
   (a) The dog is barking loudly.
   (b) I will visit you tomorrow.
   (c) She does not like coffee.
   (d) They are playing outside.

5. Identify the assertive sentence with a positive sentence.
   (a) She cannot swim.
   (b) The children are playing in the park.
   (c) Don't interrupt me!
   (d) What a fantastic movie that was!

6. Choose the correct assertive sentence from the given options.
   (a) How well he sings!
   (b) This book is very informative.
   (c) Don't leave the door open.
   (d) Could you help me with this project?

7. Which of the following is an example of a negative assertive sentence?
   (a) She is always punctual.
   (b) They never arrive late for meetings.
   (c) What a pleasant surprise!
   (d) Please complete your homework.

8. Which of the following is not an assertive sentence?
   (a) I believe honesty is the best policy.
   (b) Could you bring me a glass of water?
   (c) She will join us for dinner tonight.
   (d) The movie was absolutely fantastic.

9. Select the assertive sentence from the options below.
   (a) What a tough challenge this is!
   (b) The match ended in a draw.
   (c) Don't touch the glass.
   (d) Are you attending the seminar?

10. Which of the following is an assertive sentence?
    (a) Can you solve this equation?
    (b) The Great Wall of China is visible from space.
    (c) What an amazing performance!
    (d) Don't be late for the meeting.

11. Which of the following is a negative sentence?

(a) She is learning French.
(b) They never miss a class.
(c) What a wonderful place this is!
(d) Close the door immediately.

12. Identify the interrogative sentence.

(a) He loves playing cricket.
(b) Are you coming to the party?
(c) The movie was quite boring.
(d) Don't make noise in the library.

13. Which sentence is an exclamatory sentence?

(a) Please submit your assignment on time.
(b) What a beautiful painting it is!
(c) I will finish this project tomorrow.
(d) She does not like spicy food.

14. Which of the following is an imperative sentence?

(a) I cannot believe you did that!
(b) Turn off the lights before leaving.
(c) She loves to read historical novels.
(d) Are you going to the park today?

15. Identify the simple sentence from the options below.

(a) Although it rained heavily, we continued playing.
(b) She walked to the park and met her friend.
(c) The cat is sleeping on the couch.
(d) I will go shopping if I finish my work early.

16. Which sentence is a compound sentence?

(a) He wanted to study medicine but he chose engineering instead.
(b) Because it was raining, I stayed indoors.
(c) The boy who won the race is my friend.
(d) What a magnificent view this is!

17. Which sentence is a complex sentence?

(a) She enjoys cooking and baking.
(b) I stayed at home because it was raining.
(c) Stop making so much noise.
(d) The flowers are blooming beautifully.

18. Choose the negative sentence from the options below.

(a) She refused to attend the meeting.
(b) What an amazing place this is!
(c) She works at a software company.
(d) Bring me a glass of water.

19. Which sentence is an interrogative sentence?

(a) I cannot complete this task today.
(b) Do you know the way to the library?
(c) She will arrive in the evening.
(d) What an incredible story this is!

20. Identify the imperative sentence.

(a) Please hand me that book.
(b) I couldn't attend the meeting.
(c) How fascinating this idea is!
(d) She travels frequently for work.

21. Which sentence is a simple sentence?

(a) If you work hard, you will succeed.
(b) The train was late, so we missed our flight.

(c) I enjoy reading books.
(d) Don't forget to lock the door when you leave.

22. Identify the compound sentence from the given options.

(a) The Sun was shining brightly, yet it was still cold.
(b) After the rain stopped, we went outside.
(c) What a spectacular event it was!
(d) She writes poems in her free time.

23. Which of the following is a complex sentence?

(a) She tried her best, yet she couldn't win.
(b) While I was walking home, I found a lost puppy.
(c) He shouted loudly and waved his hand.
(d) Please pass me the salt.

24. Choose the negative sentence from the options below.

(a) The exam was quite difficult.
(b) He cannot solve this problem alone.
(c) Shut the door properly.
(d) What a delightful surprise!

25. Which of the following is an imperative sentence?

(a) How wonderful the performance was!
(b) They enjoy visiting museums.
(c) Don't interrupt me while I'm speaking.
(d) Can you help me with this report?

26. Which sentence is an imperative sentence?

(a) Please leave your shoes outside.
(b) She is reading a novel.
(c) How peaceful this place is!
(d) The cat jumped off the wall.

Key

1. (c)	2. (b)	3. (b)	4. (c)	5. (b)
6. (b)	7. (b)	8. (b)	9. (b)	10. (b)
11. (b)	12. (b)	13. (b)	14. (b)	15. (c)
16. (a)	17. (b)	18. (a)	19. (b)	20. (a)
21. (c)	22. (a)	23. (b)	24. (b)	25. (c)
26. (a)				

Drill 2

1. Identify the interrogative sentence.

(a) She never skips breakfast.
(b) Will you attend the meeting tomorrow?
(c) The sky is full of stars.
(d) Please hand me the pen.

2. Which of the following is a compound sentence?

(a) The teacher explained the lesson clearly, yet some students still had doubts.
(b) She enjoys painting.
(c) While she was walking, it started raining.
(d) What a fantastic idea!

3. Which sentence is an exclamatory sentence?

(a) Can you believe this news?
(b) Please submit the project on time.
(c) What a breathtaking view this is!
(d) She always performs well.

4. Identify the complex sentence.
   (a) I stayed at home because I was feeling unwell.
   (b) The movie ended, and we went home.
   (c) What a pleasant evening!
   (d) They are going to the park.

5. Which sentence is a simple sentence?
   (a) Although she was late, she managed to complete her assignment.
   (b) He wanted to join the army, but his parents didn't allow him.
   (c) She reads books every evening.
   (d) What a brilliant idea!

6. Choose the negative sentence.
   (a) She did not finish her homework.
   (b) He plays cricket every weekend.
   (c) Please close the door.
   (d) How exciting this game is!

7. Which of the following is an imperative sentence?
   (a) Don't touch the stove; it's hot.
   (b) What a surprising result this is!
   (c) She loves to dance.
   (d) They enjoy singing.

8. Identify the interrogative sentence.
   (a) He forgot his notebook at home.
   (b) Did you receive my message?
   (c) What a wonderful gift!
   (d) The flowers are blooming beautifully.

9. Choose the compound sentence.
   (a) She was tired, yet she continued working.
   (b) After the rain stopped, we went outside.
   (c) The cake was delicious.
   (d) I don't know how to play chess.

10. Which sentence is a complex sentence?
   (a) He went home and slept immediately.
   (b) Although she tried her best, she couldn't win.
   (c) Don't touch the glass.
   (d) The baby is crying.

11. Identify the simple sentence.
   (a) I enjoy cooking Italian dishes.
   (b) He was late because his bus broke down.
   (c) She ran fast, but she missed the train.
   (d) How lovely this garden looks!

12. Which is an exclamatory sentence?
   (a) Stop right there.
   (b) She couldn't believe her luck.
   (c) Can you explain this to me?
   (d) How lovely the weather is today!

13. Which sentence is a negative sentence?
   (a) She hasn't submitted her project yet.
   (b) What a remarkable achievement!
   (c) Please lend me your notes.
   (d) They are playing in the park.

14. Choose the compound sentence.
   (a) He wanted to study law, yet he became an artist.
   (b) Unless you try harder, you will fail.

   (c) What a thrilling experience this is!
   (d) They travel frequently for work.

15. Identify the imperative sentence.
   (a) Don't shout in the library.
   (b) The teacher is explaining the concept.
   (c) What a lovely view!
   (d) She dislikes horror movies.

16. Which sentence is a negative sentence?
   (a) He doesn't like spicy food.
   (b) The weather was pleasant.
   (c) What an extraordinary moment!
   (d) Please turn off the lights.

17. Which of the following is a complex sentence?
   (a) She smiled and walked away.
   (b) Although I was nervous, I performed well.
   (c) What an incredible journey!
   (d) He enjoys travelling.

18. Identify the simple sentence.
   (a) He left early because he had a meeting.
   (b) She forgot her umbrella.
   (c) Don't waste your time.
   (d) How talented she is!

19. Which sentence is an interrogative sentence?
   (a) Who left the door open?
   (b) She is an excellent singer.
   (c) Don't interrupt the conversation.
   (d) What a beautiful morning!

20. Choose the compound sentence.
   (a) He overslept, so he missed the train.
   (b) Unless you leave now, you will be late.
   (c) The exam was difficult.
   (d) What a great achievement!

21. Which of the following is a negative sentence?
   (a) She did not enjoy the movie.
   (b) What a fantastic idea!
   (c) I love reading novels.
   (d) Please close the window.

22. Identify the imperative sentence.
   (a) Bring me a glass of water.
   (b) What a lovely dress!
   (c) She likes playing badminton.
   (d) They are leaving soon.

23. Which sentence is an exclamatory sentence?
   (a) What a surprise this is!
   (b) Could you pass me the salt?
   (c) She went to the market.
   (d) He forgot his keys.

24. Identify the complex sentence.
   (a) She went home and slept.
   (b) If you call her now, she might answer.
   (c) The room was silent.
   (d) How thoughtful of you!

25. Which sentence is a simple sentence?

(a) I prefer tea to coffee.
(b) He couldn't answer because he was confused.
(c) I stayed at home, yet I felt bored.
(d) What an incredible speech!

26. Choose the negative sentence.

(a) He does not speak Spanish.
(b) The event was amazing.
(c) Please stand in line.
(d) How smart she is!

Key

1.	(b)	2.	(a)	3.	(c)	4.	(a)	5.	(c)
6.	(a)	7.	(a)	8.	(b)	9.	(a)	10.	(b)
11.	(a)	12.	(d)	13.	(a)	14.	(a)	15.	(a)
16.	(a)	17.	(b)	18.	(b)	19.	(a)	20.	(a)
21.	(a)	22.	(a)	23.	(a)	24.	(b)	25.	(a)
26.	(a)								

Drill 3

Directions (Q. Nos. 1-5) *Pick out the Principal clause and the Subordinate clause from the following sentences*

1. He runs as fast as possible.
2. Your shirt is better than mine.
3. She as well as I went there.
4. All that glitters is not gold.
5. He drew the revolver, took aim and fired.

Directions (Q. Nos. 6-10) *Pick out Relative clause from the following sentences*

6. This is the pen, that Ram bought yesterday.
7. He, who helps the poor, is helped by Almighty.
8. I have found the purse, which I lost yesterday.
9. The dog that barks does not bite.
10. He, who serves the helpless, is always happy.

Directions (Q. Nos. 11-15) *Pick out the Adverb clause from the following sentences*

11. We eat that we may live.
12. The more she gets, the more she demands.
13. The tree is so tall that an old can't climb it up.
14. However, hard she may work, she will not succeed.
15. Even if he doesn't cooperate me, I will fight alone.

Directions (Q. Nos. 16-20) *Find out the Noun clause from the following sentences*

16. Where he lives is not known to me.
17. She told me that she would not support me.
18. Please ask him, what he wants.
19. I can't say what he does.
20. It is useless to discuss, what he utters.

Directions (Q. Nos. 21-25) *Pick out the Adjective clause from the following sentences*

21. I know the place, where she is hidden.
22. This is the place, where the murder was committed.
23. The idea why she spoke so is now clear.
24. This is the hotel, that my friend built.
25. One who lives in glass house, should refrain from throwing stone at others.

Drill 4

Directions (Q. Nos. 1-14) *Complete the following by using the correct question tags.*

1. Everybody was watching the cricket match on TV, ... ?
2. He is a very wise man, ... ?
3. We saw a rainbow in the sky, yesterday, ... ?
4. You should not smoke, ... ?
5. Miss Neha does not play tennis, ... ?
6. I am older than you, ... ?
7. You always have your lunch at 1 o'clock, ... ?
8. I can do it for you, ... ?
9. She doesn't want to go to college today, ... ?
10. He had met you before, ... ?
11. We couldn't enjoy the picnic, ... ?
12. She was a teacher, ... ?
13. They don't like to bath in winter, ... ?
14. Everybody was watching the play, ... ?
15. Delhi is not very far from Meerut, ... ?
16. Shalini is very young, ... ?
17. You are always punctual, ... ?
18. Students are learning swimming, ... ?
19. They don't like to bath in winter, ... ?
20. You should not drink wine , ... ?
21. Miss Minu does not play chess, ... ?
22. I am elder to you, ... ?
23. You always have your lunch at 12 o'clock, ... ?
24. I can do it for you, ... ?
25. He doesn't want to go to office today, ... ?

Drill 5

1. Do as I say, ...?

(a) didn't you   (b) won't you
(c) needn't you   (d) shan't you

2. Now you can make question tags, ...?

(a) can you   (b) won't you (c) can't you   (d) will you

3. You fell on your back, ………?
(a) didn't you   (b) weren't you
(c) have you   (d) did you

4. Few people know that you are an artist, ………?
(a) do they   (b) don't they
(c) aren't they   (d) haven't they

5. Tomorrow we will attend our college, ………?
(a) shall we   (b) will we
(c) won't we   (d) shouldn't you

6. The Bishnois of Rajasthan protect trees and animals, ………?
(a) have they   (b) weren't they
(c) do they   (d) don't they

7. Everyone wanted a ticket, ………?
(a) didn't they   (b) didn't he
(c) didn't she   (d) haven't they

8. Let's take a little rest before we start again, ………?
(a) will we   (b) should we
(c) shall we   (d) needn't we

9. Anjali dances very well, ………?
(a) does she   (b) doesn't she
(c) aren't she   (d) isn't she

10. Both Ram and Shyam are engineers, ………?
(a) isn't he   (b) isn't she
(c) are they   (d) aren't they

11. He knows nobody in the colony, ………?
(a) does he   (b) did he   (c) doesn't he   (d) didn't he

12. Jehangir was a great judge, ………?
(a) doesn't he   (b) didn't he
(c) wasn't he   (d) weren't he

13. I am looking after the garden, ………?
(a) amn't I   (b) aren't I   (c) isn't I   (d) don't I

14. It is quite hot outside today, ………?
(a) is it   (b) isn't it   (c) doesn't it   (d) aren't it

Key

1. (b)	2. (c)	3. (a)	4. (a)	5. (c)
6. (d)	7. (a)	8. (c)	9. (b)	10. (d)
11. (a)	12. (c)	13. (b)	14. (b)	

Answers & Quick Hints

Learning Step 1.1

1. Exclamatory   **2.** Imperative   **3.** Assertive
4. Interrogative   **5.** Negative   **6.** Imperative
7. Imperative   **8.** Interrogative   **9.** Exclamatory
10. Exclamatory

Learning Step 1.2

1. Complex   **2.** Optative   **3.** Simple
4. Complex   **5.** Simple   **6.** Compound
7. Complex   **8.** Compound   **9.** Simple

Learning Step 1.3

1. shall we?   **2.** aren't I?   **3.** don't you?
4. doesn't he?   **5.** won't you?   **6.** will you?

Drill 3

1. He runs (principal clause)
as fast as possible (subordinate clause)
2. Your shirt is better (principal clause)
than mine (subordinate clause)
3. She went there (principal clause)
as well as I went there (subordinate clause)
4. All is not gold (principal clause)
that glitters (subordinate clause)
5. He drew the revolver (principal clause)
He took aim (principal clause)
He fired (principal clause)
6. that Ram bought yesterday
7. who helps the poor
8. which I lost yesterday
9. that barks

10. who serves the helpless
11. that we may live
12. the more she gets
13. that an old can't climb it up
14. However, hard she may work
15. Even if he doesn't cooperate me
16. Where he lives
17. that she would not support me
18. what he wants
19. what he does
20. what he utters
21. where she is hidden
22. where the murder was committed
23. why she spoke
24. that my friend built
25. Who lives in glass house

Drill 4

1. weren't they   **2.** isn't he
3. didn't we   **4.** should you
5. does she   **6.** aren't I
7. don't you   **8.** can't I
9. does she   **10.** hadn't he
11. could we   **12.** wasn't she
13. do they   **14.** weren't they
15. is it   **16.** isn't she
17. aren't you   **18.** aren't they
19. do they   **20.** should you
21. does she   **22.** aren't I
23. don't you   **24** can't I
25. does he