A Practical Approach to



SPOKEN ENGLISH

&

Grammar

MADE SIMPLE

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Preface

This book has been designed to make the students speak English without fear and mistakes, and also to clarify the doubts in grammar topics which may be useful for their academic studies.

The main purpose of this book is to help the students to learn the basics deeply and give them the strong foundation. So they can construct the sentences without mistakes while speaking or in writing. For any language or game basics are very important.

The method of teaching in this book for speaking is by reading a lot of simple phrases, sentences and conversations aloud and conversing with yourself, this is also called as “talk to yourself”. This makes you smarter and also you can speak without hesitation.

Most of the information given in this book is **Real English**. This means in everyday life we use simple words, phrases, sentences and small talks.

So please keep practicing every day by reading the **sentences** aloud and spontaneous speaking.

The author

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Verb Tenses Overview with Examples

Tense: Tense is a form of a verb that is used to indicate the time of action or state of being. There are 3 main verb tenses; Present, Past and Future.

Aspect: The aspect of a verb indicates whether the action is ongoing or completed. Depends on Aspect each tense has divided into 4 sub tenses called Simple (Infinitive), Continuous (Progressive), Perfect and Perfect Continuous.

Past *(Before now)*	**Present** (Now, *or any time that includes now)*	**Future** *(After now)*
5. Past Simple **I ate** an apple yesterday.  For the finished action at a specific event or time in the past.	**1. Present Simple** **I eat** an apple every day.  We use Present Simple when the action is repeated or usual or general.	**9. Future Simple** **I will eat** an apple tomorrow.  For the action that happens at a specific event or time in the future.
6. Past Continuous **I was eating** an apple when you called yesterday.	**2. Present Continuous** **I am eating** an apple right now.	**10. Future Continuous** **I will be eating** an apple when you



For an action that was happening at a specific event or time in the past.



We use this Tense for something is happening now or at this very moment.

arrive tonight.



For an action that will be happening at a specific event or time in the future.

7. Past Perfect

I had eaten an apple before (by the time) you came yesterday.



For an action that occurred before another action or time in the past.

3. Present Perfect

I have eaten an apple.



Used to describe that an action happened at an unspecified time before now.

11. Future Perfect

I will have eaten an apple before (by the time) you arrive tonight.



For an action that will occur before another action or time in the future.

8. Past Perfect Continuous

I had been eating apples for 2 hours when you came yesterday.



For an action started in the past & continued up until another event or time in the past.

4. Present Perfect Continuous

I have been eating apples for 2 hours.



Used to tell that an action started in the past and has continued up until now.

12. Future Perfect Continuous

I will have been eating apples for over 2 hours when you arrive tonight.



For an action will continue up until a particular event or time in the future.

Pronouns and Nouns Chart

Person	Subject Pronoun	Subjective Nouns	Object Pronoun	Possessive Adjectives
1st Singular	I		me	my
2nd Singular	You		you	your
3rd Singular (Male)	He	My brother, My classmate, Everyone, John, Peter etc.	him	his
3rd Singular (Female)	She	My Sister, My classmate, Everyone, Mary, Nancy etc.	her	her
3rd Singular	It	The baby, The dog, The train, NEO, Tirupati, Snoopy etc.	it	its
1st Plural	We	My brother and I, My friend and I, John and I etc.	us	our
2nd Plural	You	Your brother and you, Your friend and you, John and you.	you	your
3rd Plural	They	My classmates, Our neighbors, John and Mary, Kids etc.	them	their

Subject: The subject of a sentence is the person, place, thing, or idea that is doing or being something. The subject tells what the sentence is about.

Verb: A word used to describe an action, state, or occurrence. A verb is the essential part of a sentence.

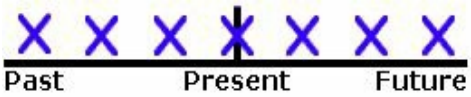
Object: An object is a part of a sentence and it refers to someone or something involved.

Noun: A word that can be refer to a person, animal, place, thing, quality, idea, or action and is typically used in a sentence as subject or object.

Pronoun: A word that replaces a noun in the sentence, assigning people or things as the subject.

1. Present Simple Tense

USE 1: For Habitual / Repeated Actions



We use Present Simple when the action is repeated or usual or general. The action can be a habit, a hobby, a daily event, a scheduled event.

Structure: Subject + Verb (base form / **V1**) + Object

Ex: **I + drink + coffee**.

Note: For third person singulars add **s / es / ies** to the verb

Ex: **He + drinks + coffee**.

Signal / clue words

Adverbs: Always, usually, frequently, often, sometimes, occasionally, rarely / seldom and never. Note that the adverbs of frequency usually go before the verb.

Time expressions made up of two or more words. Ex : One hour a day, once a day, every morning, a night , every day, every Sunday, every weekend, on Sundays, on weekdays, on weekends, once a week, once a month etc.

Time expressions are placed either at the beginning or the end of a sentence and usually at the end of questions.

1. Positive / Affirmative sentences

With subject "I"

1. I usually **wake up** at 6 o'clock.
2. I **brush** my teeth twice a day.
3. I always **wash** my hands before eating.
4. I **eat** chapati for dinner every day.
5. I never **drink** coffee at breakfast.
6. I **go** out with my friends on weekends.
7. I **give** him money whenever he needs.

8. **I work** as a teacher at a private school.
9. **I do** my housework every morning.
10. **I** sometimes **have** lunch at restaurants.
11. **I play** tennis five days a week.
12. **I** rarely **check** my Email on Hotmail.

You / Your brother and you / John and you etc.

1. **You brush** your teeth twice a day.
2. **You** always **wash** your hands before eating.
3. **You go** out with your friends on weekends.
4. **You give** her money whenever she needs.
5. **You do** your housework every morning.
6. **You** rarely **check** your Email on Hotmail.

He / My brother / Your brother / John etc.

1. **He** usually **wakes up** at 6 o'clock.
2. **He brushes** his teeth twice a day.
3. **He** always **washes** his hands before eating.
4. **He eats** chapati for dinner every day.
5. **He** never **drinks** coffee at breakfast.
6. **He goes** out with his friends on weekends.
7. **He gives** me money whenever I need.
8. **He works** as a teacher at a private school.
9. **He does** his housework every morning.
10. **He** sometimes **has** lunch at restaurants.
11. **He plays** tennis five days a week.
12. **He** rarely **checks** his Email on Hotmail.

She / My sister / Your sister / Mary etc.

1. **She** usually **wakes up** at 6 o'clock.
2. **She brushes** her teeth twice a day.
3. **She** always **washes** her hands before eating.
4. **She eats** chapati for dinner every day.
5. **She** never **drinks** coffee at breakfast.
6. **She goes** out with her friends on weekends.

7. **She gives** us money whenever we need.
8. **She works** as a teacher at a private school.
9. **She does** her housework every morning.
10. **She** sometimes **has** lunch at restaurants.
11. **She plays** tennis five days a week.
12. **She** rarely **checks** her Email on Hotmail.

It / The baby / The dog / Snoopy etc.

1. **It** usually **wakes up** at 6 o'clock.
2. **It brushes** its teeth twice a day.
3. **It** always **washes** its legs before eating.
4. **It eats** chapati for dinner every day.
5. **It goes** to the park every Sunday.
6. **It comes** back home by six o'clock.

We / My brother and I / John and I etc.

1. **We** usually **wake up** at 6 o'clock.
2. **We brush** our teeth twice a day.
3. **We** always **wash** our hands before eating.
4. **We eat** chapati for dinner every day.
5. **We** never **drink** coffee at breakfast.
6. **We go** out with our friends on weekends.
7. **We give** them money whenever they need.
8. **We work** as teachers at a private school.
9. **We do** our housework every morning.
10. **We** sometimes **have** lunch at restaurants.
11. **We play** tennis five days a week.
12. **We** rarely **check** our Email on Hotmail.

They / My friends / Your friends / John and Mary etc.

1. **They** usually **wake up** at 6 o'clock.
2. **They brush** their teeth twice a day.
3. **They** always **wash** their hands before eating.
4. **They eat** chapati for dinner every day.

5. **They** never **drink** coffee at breakfast.
6. **They** **go** out with their friends on weekends.
7. **They** **give** you money whenever you need.
8. **They** **work** as teachers at a private school.
9. **They** **do** their housework every morning.
10. **They** sometimes **have** lunch at restaurants.
11. **They** **play** tennis five days a week.
12. **They** rarely **check** their Email on Hotmail.

2. Negative sentences

With subject "I"

1. **I don't** usually **wake up** at 6 o'clock.
2. **I don't** **brush** my teeth twice a day.
3. **I don't** always **wash** my hands before eating.
4. **I don't** **eat** chapati for dinner every day.
5. **I don't** **drink** coffee at breakfast.
6. **I don't** **go** out with my friends on weekends.
7. **I don't** **give** him money whenever he needs.
8. **I don't** **work** as a teacher at a private school.
9. **I don't** **do** my housework every morning.
10. **I don't** **have** lunch at restaurants very often.
11. **I don't** **play** tennis five days a week.
12. **I don't** **check** my Email on Hotmail regularly.

You / Your brother and you / John and you etc.

1. **You don't** **brush** your teeth twice a day.
2. **You don't** always **wash** your hands before eating.
3. **You don't** **go** out with your friends on weekends.
4. **You don't** **give** her money whenever she needs.
5. **You don't** **do** your housework every morning.
6. **You don't** **check** your Email on Hotmail regularly.

He / My brother / Your brother / John etc.

1. **He doesn't** usually **wake up** at 6 o'clock.

2. **He doesn’t brush** his teeth twice a day.
3. **He doesn’t** always **wash** his hands before eating.
4. **He doesn’t eat** chapati for dinner every day.
5. **He doesn’t drink** coffee at breakfast.
6. **He doesn’t go** out with his friends on weekends.
7. **He doesn’t give** me money whenever I need.
8. **He doesn’t work** as a teacher at a private school.
9. **He doesn’t do** his housework every morning.
10. **He doesn’t have** lunch at restaurants very often.
11. **He doesn’t play** tennis five days a week.
12. **He doesn’t check** his Email on Hotmail regularly.

She / My sister / Your sister / Mary etc.

1. **She doesn’t** usually **wake up** at 6 o’clock.
2. **She doesn’t brush** her teeth twice a day.
3. **She doesn’t** always **wash** her hands before eating.
4. **She doesn’t eat** chapati for dinner every day.
5. **She doesn’t drink** coffee at breakfast.
6. **She doesn’t go** out with her friends on weekends.
7. **She doesn’t give** us money whenever we need.
8. **She doesn’t work** as a teacher at a private school.
9. **She doesn’t do** her housework every morning.
10. **She doesn’t have** lunch at restaurants very often.
11. **She doesn’t play** tennis five days a week.
12. **She doesn’t check** her Email on Hotmail regularly.

It / The baby / The dog / Snoopy etc.

1. **It doesn’t** usually **wake up** at 6 o’clock.
2. **It doesn’t brush** its teeth twice a day.
3. **It doesn’t** always **wash** its legs before eating.
4. **It doesn’t eat** chapati for dinner every day.
5. **It doesn’t go** to the park on weekdays.
6. **It doesn’t come** back home by six o’clock.

We / My brother and I / John and I etc.

1. **We don’t** usually **wake up** at 6 o’clock.
2. **We don’t brush** our teeth twice a day.
3. **We don’t** always **wash** our hands before eating.
4. **We don’t eat** chapati for dinner every day.
5. **We don’t drink** coffee at breakfast.
6. **We don’t go** out with our friends on weekends.
7. **We don’t give** them money whenever they need.
8. **We don’t work** as teachers at a private school.
9. **We don’t do** our housework every morning.
10. **We don’t have** lunch at restaurants very often.
11. **We don’t play** tennis five days a week.
12. **We don’t check** our Email on Hotmail regularly.

They / My friends / Your friends / John and Mary etc.

1. **They don’t** usually **wake up** at 6 o’clock.
2. **They don’t brush** their teeth twice a day.
3. **They don’t** always **wash** their hands before eating.
4. **They don’t eat** chapati for dinner every day.
5. **They don’t drink** coffee at breakfast.
6. **They don’t go** out with their friends on weekends.
7. **They don’t give** you money whenever you need.
8. **They don’t work** as teachers at a private school.
9. **They don’t do** their housework every morning.
10. **They don’t have** lunch at restaurants very often.
11. **They don’t play** tennis five days a week.
12. **They don’t check** their Email on Hotmail regularly.

3. Positive interrogative sentences / Questions

With subject “I”

1. **Do I wear** nice clothes every day?
2. **Do I brush** my teeth twice a day?
3. **Do I** always **wash** my hands before eating?
4. **Do I work** very hard every day?
5. **Do I teach** Spoken English well?
6. **Do I play** the piano very well?

You / Your brother and you / John and you etc.

1. **Do you** usually **wake up** at 6 o'clock?
2. **Do you brush** your teeth twice a day?
3. **Do you** always **wash** your hands before eating?
4. **Do you eat** chapati for dinner every day?
5. **Do you** ever **drink** coffee at breakfast?
6. **Do you go** out with your friends on weekends?
7. **Do you give** her money whenever she needs?
8. **Do you work** as a teacher at a private school?
9. **Do you do** your housework every morning?
10. **Do you** often **have** lunch at restaurants?
11. **Do you play** tennis five days a week?
12. **Do you check** your Email on Hotmail regularly?

He / Your brother / My brother / John etc.

1. **Does he** usually **wake up** at 6 o'clock?
2. **Does he brush** his teeth twice a day?
3. **Does he** always **wash** his hands before eating?
4. **Does he eat** chapati for dinner every day?
5. **Does he** ever **drink** coffee at breakfast?
6. **Does he go** out with his friends on weekends?
7. **Does he give** me money whenever I need?
8. **Does he work** as a teacher at a private school?
9. **Does he do** his housework every morning?
10. **Does he** often **have** lunch at restaurants?
11. **Does he play** tennis five days a week?
12. **Does he check** his Email on Hotmail regularly?

She / Your sister / My sister / Mary etc.

1. **Does she** usually **wake up** at 6 o'clock?
2. **Does she brush** her teeth twice a day?
3. **Does she** always **wash** her hands before eating?
4. **Does she eat** chapati for dinner every day?
5. **Does she** ever **drink** coffee at breakfast?
6. **Does she go** out with her friends on weekends?

7. **Does she give** us money whenever we need?
8. **Does she work** as a teacher at a private school?
9. **Does she do** her housework every morning?
10. **Does she** often **have** lunch at restaurants?
11. **Does she play** tennis five days a week?
12. **Does she check** her Email on Hotmail regularly?

It / Your baby / The dog / Snoopy etc.

1. **Does it** usually **wake up** at 6 o'clock?
2. **Does it brush** its teeth twice a day?
3. **Does it** always **wash** its legs before eating?
4. **Does it eat** chapati for dinner every day?
5. **Does it go** to the park on weekdays?
6. **Does it come** back home by six o'clock?

We / My brother and I / John and I etc.

1. **Do we wear** nice clothes every day?
2. **Do we brush** our teeth twice a day?
3. **Do we wash** our hands before eating?
4. **Do we work** very hard every day?
5. **Do we teach** Spoken English well?
6. **Do we play** the piano very well?

They / Your friends / John and Mary etc.

1. **Do they** usually **wake up** at 6 o'clock?
2. **Do they brush** their teeth twice a day?
3. **Do they** always **wash** their hands before eating?
4. **Do they eat** chapati for dinner every day?
5. **Do they** ever **drink** coffee at breakfast?
6. **Do they go** out with their friends on weekends?
7. **Do they give** you money whenever you need?
8. **Do they work** as teachers at a private school?
9. **Do they do** their housework every morning?
10. **Do they** often **have** lunch at restaurants?
11. **Do they play** tennis five days a week?

12. **Do they check** their Email on Hotmail regularly?

4. Negative interrogative sentences / Questions

With subject "I"

1. **Don't I wear** nice clothes every day?
2. **Don't I brush** my teeth twice a day?
3. **Don't I wash** my hands before eating?
4. **Don't I work** very hard every day?
5. **Don't I teach** Spoken English well?
6. **Don't I play** the piano very well?

You / Your brother and you / John and you etc.

1. **Don't you** usually **wake up** at 6 o'clock?
2. **Don't you brush** your teeth twice a day?
3. **Don't you** always **wash** your hands before eating?
4. **Don't you eat** chapati for dinner every day?
5. **Don't you** ever **drink** coffee at breakfast?
6. **Don't you go** out with your friends on weekends?
7. **Don't you give** her money whenever she needs?
8. **Don't you work** as a teacher at a private school?
9. **Don't you do** your housework every morning?
10. **Don't you** often **have** lunch at restaurants?
11. **Don't you play** tennis five days a week?
12. **Don't you check** your Email on Hotmail regularly?

He / Your brother / My brother / John etc.

1. **Doesn't he** usually **wake up** at 6 o'clock?
2. **Doesn't he brush** his teeth twice a day?
3. **Doesn't he** always **wash** his hands before eating?
4. **Doesn't he eat** chapati for dinner every day?
5. **Doesn't he** ever **drink** coffee at breakfast?
6. **Doesn't he go** out with his friends on weekends?
7. **Doesn't he give** me money whenever I need?
8. **Doesn't he work** as a teacher at a private school?

9. **Doesn’t he do** his housework every morning?
10. **Doesn’t he** often **have** lunch at restaurants?
11. **Doesn’t he play** tennis five days a week?
12. **Doesn’t he check** his Email on Hotmail regularly?

She / Your sister / My sister / Mary etc.

1. **Doesn’t she** usually **wake up** at 6 o’clock?
2. **Doesn’t she brush** her teeth twice a day?
3. **Doesn’t she** always **wash** her hands before eating?
4. **Doesn’t she eat** chapati for dinner every day?
5. **Doesn’t she** ever **drink** coffee at breakfast?
6. **Doesn’t she go** out with her friends on weekends?
7. **Doesn’t she give** us money whenever we need?
8. **Doesn’t she work** as a teacher at a private school?
9. **Doesn’t she do** her housework every morning?
10. **Doesn’t she** often **have** lunch at restaurants?
11. **Doesn’t she play** tennis five days a week?
12. **Doesn’t she check** her Email on Hotmail regularly?

It / Your baby / The dog / Snoopy etc.

1. **Doesn’t it** usually **wake up** at 6 o’clock?
2. **Doesn’t it brush** its teeth twice a day?
3. **Doesn’t it** always **wash** its legs before eating?
4. **Doesn’t it eat** chapati for dinner every day?
5. **Doesn’t it go** to the park on weekdays?
6. **Doesn’t it come** back home by six o’clock?

We / My brother and I / John and I etc.

1. **Don’t we wear** nice clothes every day?
2. **Don’t we brush** our teeth twice a day?
3. **Don’t we wash** our hands before eating?
4. **Don’t we work** very hard every day?
5. **Don’t we teach** Spoken English well?
6. **Don’t we play** the piano very well?

They / Your friends / John and Mary etc.

1. **Don't they** usually **wake up** at 6 o'clock?
2. **Don't they brush** their teeth twice a day?
3. **Don't they** always **wash** their hands before eating?
4. **Don't they eat** chapati for dinner every day?
5. **Don't they** ever **drink** coffee at breakfast?
6. **Don't they go** out with their friends on weekends?
7. **Don't they give** you money whenever you need?
8. **Don't they work** as teachers at a private school?
9. **Don't they do** their housework every morning?
10. **Don't they** often **have** lunch at restaurants?
11. **Don't they play** tennis five days a week?
12. **Don't they check** their Email on Hotmail regularly?

Yes / No questions

Yes / No question: A question whose expected answer is either "yes" or "no". We ask these questions for confirmation.

Sample Yes / No Question (Positive)

1	**Do** you drink coffee?	**Yes**, I drink coffee. (or) **No**, I don't drink coffee, but I drink tea.
2	**Do** your parents drink coffee?	**Yes**, my parents drink coffee. (or) **No**, my parents don't drink coffee, but they drink tea.
3rd Person Singular		

3	**Does** he drink coffee?	**Yes**, he drink**s** coffee. (or) **No**, he do**es**n't drink coffee, but he drink**s** tea.
4	**Does** your father drink coffee?	**Yes**, my father drink**s** coffee. (or) **No**, my father do**es**n't drink coffee, but he drink**s** tea.

Sample Yes / No Question (Negative)

1	**Don't** you drink coffee?	**Yes**, I don't drink coffee, but I drink tea. (or) **No**, I drink coffee.
2	**Doesn't** he drink coffee?	**Yes**, he do**es**n't drink coffee, but he drink**s** tea. (or) **No**, he drink**s** coffee.

Note: Practice above conversations using different subjects and verbs.

Commonly used sentences in daily life

With I / You / We / They / My friends etc.

1. **I clean** my room every morning.
2. **I get ready** for college by 8 o'clock.
3. **I drop off** Peter at college in the morning.

4. I **pick up** Peter from college in the evening.
5. I **meet** my friends at a coffee shop.
6. I **bring** my laptop to college on Mondays.
7. I **arrive** at NEO by 5 PM every day.
8. I usually **stay** at home on Sundays.
9. I often **help** my mother do housework.
10. I **make** green tea at home every evening.
11. I **write** short stories in my leisure time.
12. I **read** an English newspaper every day.
13. I **listen to** English music on my mobile.
14. I **talk to** my parents on the phone at night.
15. I sometimes **get** a headache after eating.
16. I **keep** my windows open in the daytime.
17. I **use** the internet on my mobile phone.
18. I **ride** my bicycle to school every day.
19. I usually **sing** songs in the shower.
20. I **get / have** a haircut once a month.
21. I **come back** / **get** home by 6 o'clock.
22. I often **come** here to drink black coffee.
23. I **change** my Email passwords frequently.
24. I **pay** my electricity bill online every month.
25. I **sell** vegetables at the vegetable market.
26. I **get** a cold when I go out at night in winter.
27. I **send** greetings to my friends every day.
28. I **keep** my room clean and tidy all the time.
29. I **close** the windows all day every day.
30. I **spend** a lot of money on food every day.
31. I **spend** 2 hours reading books at home.
32. I **teach** English at a school in Chennai.
33. I **do** my homework in the evenings.
34. I **give** pocket money to my child every day.

35. I only **sleep** 6 - 7 hours at night.
36. I **brush** my teeth for 10 minutes.
37. I **cook** chicken on Sundays and Tuesdays.
38. I **speak** very little French and Spanish.
39. I usually **work** until 6 PM every day.
40. I usually **buy** vegetables at Super market.
41. I **take** train to the office every day.
42. I **live** with my wife and two children.
43. I **take** my child to school every morning.
44. I **take** two hours to go to my office by bike.
45. I **borrow** books from the library regularly.
46. I never **travel** alone to new places.
47. I always **follow** the traffic rules.
48. I **call / phone** my parents every other day.
49. I **live** on the fifth floor of this building
50. I **maintain** discipline in the classroom
51. I **learn** English at NEO in the evenings.
52. I **go** shopping with my friends on Sundays.
53. I usually **go** for a walk after dinner.
54. I **walk** to my school with my friends.
55. I still **live** with my parents in London.
56. I **feed** my dog chicken once every 3 days.
57. I **take** / **have** a nap in the afternoon.
58. I **help** my brother with his homework.
59. I **cut** vegetables the night before cooking.
60. I always **yawn** when I read my lessons.
61. I usually **shout** when I get angry.
62. I **celebrate** my birthday grandly every year.
63. I **get** my salary on 5th of every month.
64. I always **wear** a seat belt while driving.

65. I **make** flower garlands at a flower shop.
66. I usually **go** to Pacific Mall to buy clothes.
67. I **sweep** the kitchen floor every morning.
68. I **braid** my hair into two plaits to school.
69. I **visit** my parents once every 2 weeks.
70. I **leave** home for the office at 9 o'clock.
71. I usually **get up** at 6.30 in the morning.
72. I **turn off** my phone before going to bed.
73. I **get on** (get off) the bus at my office.
74. I **fight** with my older sister all the time.
75. I **get** cough when I eat spicy food.
76. I **get** sleepy when I eat too much.
77. I always **fall** asleep when I drive the car.
78. I **fall** asleep while reading my lessons.
79. I usually **put** honey in my green tea.
80. I **take / have** a bath before going to bed.
81. I **iron** my clothes myself every day.
82. I **see** you at the bus stop waiting for bus.
83. I **practice** English speaking at home.
84. I **soak** rice for 30 minutes before cooking.
85. I **respect** those who respect me.
86. I **smoke** a packet of cigarettes a day.
87. I **eat** out with my family once in a while.
88. I **go** to parks with my friends on Sundays.
89. I sometimes **take** the subway to work.
90. I **lend** money to my friends when they need.
91. I **get stitched** my clothes at LEO Tailors.
92. I **draw** funny cartoons in my free time.
93. I **read** novels when I don't get sleepy.
94. I **save** some money in my bank account.
95. I **wear** shoes for walking and standing.

96. I **pray** to god for my good health daily.
97. I usually **bake** cakes in microwave oven.
98. I **knit** sweaters and hats for babies.
99. I **swim** in the pool in summer holidays.
100. I always **carry** a bottle of water with me.
101. I **water** the plants in the morning or evening.
102. I **go** to the cinema with my family very often.
103. I **get repaired** my bike at LEO service center.
104. I **get sleepy** in the afternoon every day.
105. I **get serviced** my bike once every 3 months.
106. I **get checked** my water purifier every year.
107. I **comb** my hair neatly before going out.
108. I **throw** garbage in the dustbin every day.
109. I **take** a rest on Sundays and holidays.
110. I **mop** the floor with dettol every other day.
111. I **make** my younger brother cry all the time.
112. I **earn** 500 rupees a day by selling fruits.
113. I **take care** / **look after** of my grandparents.
114. I never **lie to** anybody about anything.
115. I **lie** down in the park for some time daily.
116. I **take off** my glasses before going to bed.
117. I **put on** shoes whenever I go for a walk.
118. I **watch** movies very often.
119. I usually **watch** serials on TV.
120. I sometimes **go to sleep** while watching TV.
121. I **draw** a Rangoli in front of my house daily.
122. I **repair / fix** refrigerators and air conditioners.
123. I always **tell** the truth to my parents.
124. I **make** my daughter study every day.
125. I **wash** my hair with shampoo every other day.
126. I **dye** my hair once every two weeks.

127. **I do** yoga for more than an hour day.
128. **I sweat** too much while sleeping.
129. **I freshen up** after coming home from school.
130. **I send** my parents some money every month.
131. **I start** my work at 9 o'clock and finish by 6.
132. **I kill** mosquitoes before going to bed every night.

He / She / It / My brother / The dog / John etc.

1. **He clean**s his room every morning.
2.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions

Miscellaneous Sentences

(Facts and Scheduled Events)

1. **The Earth revolves** / **goes** around the Sun.
2. **The Sun** always **rises** in the East.
3. **The Moon goes** around the Earth.
4. **Water freezes** at -4 degrees Celsius.
5. **Water boils** at 100 degrees Celsius.
6. **Dogs** and **cats hate** each other.
7. **Snakes** don't **eat** dead animals.
8. **It snows (rains)** a lot in London.
9. **This road / bus goes** to Hyderabad.
10. **Dogs** usually **bark** a lot at night.
11. **The plane arrives** at 5.30 this evening.
12. **The train departs** at 10 o'clock tonight.
13. **Shatabdi express departs** at 6 PM daily.

14. **The bus** to Chennai **leaves** in 15 minutes.
15. **The restaurant opens** at 11 o'clock daily.
16. **The store opens** at 9 tomorrow morning.
17. **Indian bank closes** at 6 PM every day.
18. **My English class finishes** at 9 o'clock.
19. **The class ends** at 12.30 PM every day.
20. **The cricket match begins** at 2 PM.
21. **My final exams start** next month.
22. **It takes** me 5 minutes to get to my office.
23. **My parents don't let** me go out at night.
24. **My father buys** me whatever I want.

Question words & WH Questions

Question words are also called as WH-words because they include the letters 'W' and 'H'. The WH- words are: what, when, where, who, whom, which, whose, why, and how.

WH Questions start with question words like What, When and Where. We ask WH questions for information.

WH Question examples

1. **What do you do** for fun in your free time?
2. **What does he / your brother / John do** in his free time?
3. **What does she / your sister / Mary do** in her free time?
4. **What do they / your parents do** in their free time?
5. **What do John and Mary do** for fun in their free time?

1. **What / Which** Park **do you** usually **go to** on Sundays?
2. **What / Which** Park **does he** usually **go to** on Sundays?
3. **What / Which** hostel **do you stay at** in Hyderabad?
4. **What / Which** hostel **does John stay at** in Hyderabad?

5. **What / Which** newspaper **do you** usually **read**?
6. **Which** newspaper **do you read,** The Hindu or Times Now?

Note: Generally we use "**Which**" if the choice is less or both the speaker and listener know the choice. Or if you want to specify the choice you have to use **which**.

1. **When do you / they go** to the vegetable market?
2. **When does he / she / John go** to the vegetable market?
3. **When does your brother go** to the vegetable market?
4. **When do John and Mary go** to the vegetable market?

1. **What** time **do you / they wake up** in the morning?
2. **What** time **does he / she / John wake up** in the morning?
3. **What** time **does your brother wake up** in the morning?
4. **What** time **do your friends wake up** in the morning?

1. **What** time **do you watch** TV until at night?
   (Until what time do you watch TV at night?)
2. **What** time **does he watch** TV until at night?
   (Until what time does he watch TV at night?)

1. **How** many times **do you brush** your teeth a day?
2. **How** many times **does he / John brush** his teeth a day?
3. **How** many times **does your sister brush** her teeth a day?
4. **How** many times **do they brush** their teeth a day?
5. **How** many times **do your friends brush** their teeth a day?

1. **How** much time **do you spend** with your family?
2. **How** much time **does he / John spend** watching TV?
3. **How** much time **does she spend** with her family?
4. **How** much time **do they spend** watching TV a day?
5. **How** much time **do your friends spend** watching TV?

1. **How** many hours **do you / they sleep** at night?
2. **How** many hours **does he / she / John sleep** at night?
3. **How** many hours **does your brother sleep** at night?
4. **How** many hours **do your roommates sleep** at night?

1. **How** often **do you / they go** to the cinema?
2. **How** often **does he / she / John go** to the cinema?
3. **How** often **does your brother go** to the cinema?
4. **How** often **do your friends go** to the cinema?

1. **Where do you take** your children on Sundays?
2. **Where does he / John take** his children on Sundays?
3. **Where does your brother take** you on Sundays?
4. **Where do they / your parents / John and Mary live**?
5. **Where do your friends learn** Spoken English?

Who / Whom - With Subject

7. **Who do you talk to** on the phone every day?
   (**To whom do you talk** on the phone every day?)

8. **Who does he / she / John talk to** on the phone every day?
9. **Who does your brother talk to** on the phone every day?
10. **Who do they talk to** on the phone every day?
11. **Who do your friends talk to** on the phone every day?

Other examples

1. **Who do you go** to college **with** every day?
   (**With whom do you go** to college every day?)

2. **Who do you wait for** here every day?
   (**For whom do you wait** here every day?)

3. **Who do you get** text message **from** daily?
   (**From whom do you get** text message daily?)

4. **Who do you meet** at college every day?
   (**Whom do you meet** at college every day?)

Note: Generally we use “Whom” in written English and in formal context.

Who - Without Subject

1. **Who lives** in the White House?
2. **Who talks to** you on the phone daily?
3. **Who speaks** English very well here?
4. **Who makes** green tea at your home?
5. **Who** usually **drives** your car?
6. **Who plays** cricket with you every day?
7. **Who gives** pocket money to John daily?
8. **Who celebrates** Valentine's Day?

Who - Without Subject & Negative

1. **Who doesn't speak** English well here?
2. **Who doesn't eat** chicken in your home?
3. **Who doesn't come** to school regularly?

Why - Positive

1. **Why do you** / they **eat** a lot of junk food?
2. **Why does he** / **she** / **John eat** a lot of junk food?
3. **Why does your brother eat** watch TV a lot?
4. **Why do your friends eat** a lot of junk food?

Why - Negative

1. **Why don't you** / **they go to** school regularly?
2. **Why doesn't he** / **she** / **John go to** school?
3. **Why doesn't your brother talk** to you?
4. **Why don't your friends go to** college regularly?

Miscellaneous Questions

1. **How many** flights **land** at Delhi airport daily?
2. **How many** passengers **travel** by train in India a day?
3. **How many** students **stay** in your room at the hostel?
4. **Which** bus / road **goes** to Hyderabad?
5. **Which** fan **works** well, this one or that one?
6. **Which** company mobiles **work** well?
7. **Whose** novels **do you** usually **read**?

8. **Whose** car **do you use** when your car breaks down?
9. **Whose** car **does he use** when your car breaks down?
10. **Whose** dog **barks** a lot at night every day?

Note: Practice above questions with other verbs also.

USE 2: For actions happening now (with stative verbs only)



1. Stative / State verbs: Verbs that can't be used in continuous forms. These "stative" verbs are about state, not action, and they cannot express the continuous or progressive aspect. Ex: Like, Want and Know.

2. Dynamic / Action verbs: Describe activities or events which can begin and finish. Ex: Eat, Drink and Talk.

1. Positive sentences

With I / You / We / They / My friends etc.

1. **I like** / **love** my parents the most.

   I like / love chocolates very / so much.

   I like / love the way you teach English.

   (**My father, chocolates & the way** are nouns)

2. **I like / love** to play cricket with my friends.

   (**To play** is an infinitive)

3. I **like** / **love** watching movies.
(**Watching** is a gerund)

4. I **adore** (love + respect) my parents.
5. I **adore** playing football**.**
6. I **enjoy** spicy food.
7. I **enjoy** watching movies.
8. I **dislike** / **hate** politics / sweets.
9. I **dislike** / **hate** to eat sweets**.**
10. I **dislike** / **hate** washing up dishes.
11. I **want** some coffee now.
12. I **want** money to buy a mobile.
13. I **want** to eat biryani tonight.
14. I **need** some money now.
15. I **need** to pay the fee today.
16. I **know** him / your father well.
17. I **know** how to cook chicken.
18. I **understand** your feelings.
19. I **remember** your birthday.
20. I **remember** to lock the door.
21. I **remember** giving him the money.
22. I always **forget** my wallet.
23. I sometimes **forget** to lock the door.
24. I **prefer** tea **to** coffee.
25. I **prefer** to drink green tea.
26. I **promise** you I won't smoke.
27. I **think** that he is honest.
28. I **think** he will come tomorrow.
29. I **smell** bad in summer.
30. I **smell** bad / gas in this room.
31. I **smell** something burning here.

32. **I weigh** 70 kilograms (155 pounds).
33. **I owe** you 500 rupees.
34. **I believe** you / him / John.
35. **I believe in** you / god / ghosts.
36. **I believe** that you are not guilty.
37. **I** always **doubt** my boyfriend.
38. **I** also **agree** with your opinion.
39. **I** still **depend** on my parents.
40. **I feel** lonely / very happy today.
41. **I hear** your voice clearly now.
42. **I see** a bird sitting on the building.

4 Forms

Positive	Negative	Positive Question	Negative Question
I like tea.	**I don't like** tea.	**Do you like** tea?	**Don't you like** tea?
He likes tea.	**He doesn't like** tea.	**Does he like** tea?	**Doesn't he like** tea?

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions

WH Questions examples

1. **What do you / they want** to eat now?
2. **What does he / she / John want** to eat now?
3. **What does your brother want** to eat now?
4. **What do John and Mary want** to eat?
5. **What do your parents want** to eat now?

1. **What** kind of music **do you / they like**?
2. **What** kind of music **does he / she / John like**?
3. **What** kind of music **does your brother like**?

1. **Where do you / they like** to live?
2. **Where does he / she / John like** to live?
3. **Where does your brother like** to live?
4. **Where do your parents like** to live?

1. **When do you / they want** to buy a new mobile?
2. **When does he / she want** to buy a new mobile?
3. **When does your sister want** to buy a new mobile?
4. **When do your friends want** to buy a new mobile?

1. **Which** color **do you / they prefer**, red or blue?
2. **Which** color **does he / she prefer**, red or blue?
3. **Which** color **does your brother prefer**, red or blue?
4. **Which** color **do your friends prefer**, red or blue?

Who / Whom - With subjects

1. **Who do you like** the most in your family?
2. **Who does he / John like** the most in his family?
3. **Who does she / Mary like** the most in her family?
4. **Who do your parents like** the most in your family?

Who - Without subject

1. **Who wants** coffee now?
2. **Who wants** to drink coffee?
3. **Who needs** money right now?
4. **Who knows** how to bake a cake?
5. **Who remembers** my birthday?
6. **Who believes** in god here?

Who - Without subject & Negative

1. **Who doesn’t want** coffee now?

2. **Who doesn't want** to drink coffee?
3. **Who doesn't need** money right now?
4. **Who doesn't know** how to bake a cake?
5. **Who doesn't remember** my birthday?
6. **Who doesn't believe** in god here?

Why – Positive

1. **Why do you want** to go to Chennai tomorrow?
2. **Why does he / she / John want** to go to Chennai?
3. **Why does your brother want** to go to Chennai?
4. **Why do they / your friends want** to go to Chennai?

Why – Negative

1. **Why don't you want** to go to Chennai tomorrow?
2. **Why doesn't he / she / John want** to go to Chennai?
3. **Why doesn't your brother want** to go to Chennai?
4. **Why don't they / your friends want** to go to Chennai?

Miscellaneous

1. **How do you feel** about working here?
2. **How** much money **do you want** right now?
3. **How** much money **do you need** for college?
4. **Who do you think** will win the match today?
5. **What do you want** to be when you grow up?
6. **What do you want** to do after your graduation?
7. **What do you like** the most about your job?
8. **What don't you like** about your current job?

Note: Practice above questions with other verbs also.

Miscellaneous Sentences

1. **That house belongs** to my friend.
2. **This bread contains** egg.
3. **It consists** of wheat, milk, sugar and egg.
4. **The black shirt fits** me well.
5. **This amount includes** service tax.
6. **This tastes** delicious.
7. **This tastes like** biryani.
8. **This smells** bad.
9. **This smells like** perfume**.**
10. **It costs** $50 to stay here per day.
11. **You look** very happy. (**happy** - adjective)
12. **You look like** police. (**police** - noun)
13. **He looks** happy.
14. **It looks** broken**.**
15. **He looks like** his bother / a thief.
16. **It looks like** a jelly fish.
17. **You seem** very happy today.
18. **He seems** happy.

Miscellaneous Questions (Yes / No)

1. **Does that house belong** to your friend?
2. **Does your class consist** of 40 students?
3. **Does this bread contain** egg and milk?
4. **Does the black shirt fit** you well?
5. **Does this amount include** service tax?
6. **Does this biryani taste** delicious?
7. **Does this food smell** very bad?
8. **Does it cost** $50 to stay here per day?

Miscellaneous Questions (WH)

1. **Who does** that house **belong** to?
2. **What does** this bread **consist**?
3. **What does** this bread **contain**?
4. **How does** this biryani **taste**?
5. **What does** green tea **taste like**?
6. **What does** diesel oil **smell like?**
7. **How** many apples **does** box **contain**?
8. **How** much **does it cost** to stay at this hotel a day?
9. **How** much **does it cost** to go to Delhi from Chennai?
10. **How** much **does it cost** to rent a helicopter per an hour?

2. Present Continuous Tense

USE 1: For Actions happening now



We use this Tense for something is happening now or at this very moment. Or we use this tense for ongoing actions. We can also use this for temporary actions.

Structure: Subject + am / are / is + Verb (ing form / **V4**) + Object

Ex: I + am + drinking + coffee.

Ex: You + are + drinking + coffee.

Ex: He + is + drinking + coffee.

Signal / clue words: Now, right now, at present, presently, at the moment, today, nowadays, these days, this month, just, still, for the time being etc**.**

USE 2: For Longer Actions which are in Progress Now



Sometimes, we use the Present Continuous for a longer action which is in progress; however, it might not be happening at this exact second.

1. **I am studying** B. Tech now.
2. **I am working in** a bank now.
3. **He is teaching** at the university now.

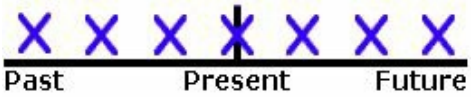
USE 3: For Arranged Actions happen in the future



Sometimes, speakers use the Present Continuous to indicate that something will or will not happen in the near future. Examples:

1. **I am coming to** Chennai tomorrow**.**
2. **I am going** to the party tonight.
3. **He is buying** a new mobile tomorrow**.**

USE 4: For Repetition and annoyed Actions with "Always"



- **She is** always **shouting** at me**.** .
- **He is** constantly **calling** me.
- **He is** always **complaining** on me**.**

1. Positive / Affirmative sentences

With subject "I"

1. **I am** just **reading** the newspaper.
2. **I am having** breakfast at the moment.
3. **I am drinking** coffee at a café right now.
4. **I am writing** a leave letter to my class teacher.
5. **I am learning** Spoken English at present.
6. **I am doing** my homework / housework now.
7. **I am leaving for** Delhi tomorrow morning.
8. **I am listening to** Hindi songs online.
9. **I am talking to** my friend on the phone.
10. **I am studying** in class 10 at a school.
11. **I am watching** a movie on TV right now.
12. **I am looking** for a job in Chennai currently.

You / Your brother and you / John and you etc.

1. **You are learning** Spoken English hard now.
2. **You are doing** your homework / housework.
3. **You are leaving for** Delhi tomorrow morning.
4. **You are talking to** your friend on the phone.
5. **You are looking** for a job in Chennai currently.

He / My brother / Your brother / John etc.

1. **He is** just **reading** the newspaper.
2. **He is having** breakfast at the moment.
3. **He is drinking** coffee at a café right now.
4. **He is writing** a leave letter to his teacher.
5. **He is learning** Spoken English at present.
6. **He is doing** his homework / housework now.
7. **He is leaving for** Delhi tomorrow morning.
8. **He is listening to** Hindi songs online.
9. **He is talking to** his friend on the phone.
10. **He is studying** in class 10 at a school.
11. **He is watching a** movie on TV right now.
12. **He is looking** for a job in Chennai currently.

She / My sister / Your sister / Mary etc.

1. **She is** just **reading** the newspaper.
2. **She is having** breakfast at the moment.
3. **She is drinking** coffee at a café right now.
4. **She is writing** a leave letter to her teacher.
5. **She is learning** Spoken English at present.
6. **She is doing** her homework / housework now.
7. **She is leaving for** Delhi tomorrow morning.
8. **She is listening to** Hindi songs online.
9. **She is talking to** her friend on the phone.
10. **She is studying** in class 10 at a school.
11. **She is watching** a movie on TV right now.
12. **She is looking** for a job in Chennai currently.

It / The baby / The dog / Snoopy etc.

1. **It is** still **eating** breakfast.
2. **It is drinking** milk right now.
3. **It is crying / laughing** now.
4. **It is playing** with the ball now.
5. **It is sleeping** on the floor now.

We / My brother and I / John and I etc.

1. **We are** just **reading** the newspaper.
2. **We are having** breakfast at the moment.
3. **We are drinking** coffee at a café right now.
4. **We are writing** leave letters to our teacher.
5. **We are learning** Spoken English at present.
6. **We are doing** our homework / housework now.
7. **We are leaving for** Delhi tomorrow morning.
8. **We are listening to** Hindi songs online.
9. **We are talking to** our friends on the phone.
10. **We are studying** in class 10 at a school.
11. **We are watching** a movie on TV right now.
12. **We are looking** for jobs in Chennai currently.

They / My friends / Your friends / John and Mary etc.

1. **They are** just **reading** the newspaper.
2. **They are having** breakfast at the moment.
3. **They are drinking** coffee at a café right now.
4. **They are writing** leave letters to their teacher.
5. **They are learning** Spoken English at present.
6. **They are doing** their homework / housework now.
7. **They are leaving for** Delhi tomorrow morning.
8. **They are listening to** Hindi songs online.
9. **They are talking to** their friends on the phone.
10. **They are studying** in class 10 at a school.
11. **They are watching** a movie on TV right now.
12. **They are looking** for jobs in Chennai currently.

2. Negative sentences

With subject "I"

1. **I am not reading** the newspaper now.
2. **I am not having** breakfast at the moment.
3. **I am not drinking** coffee at a café right now.
4. **I am not writing** a leave letter to my teacher.
5. **I am not learning** Spoken English at present.
6. **I am not doing** my homework / housework now.
7. **I am not leaving for** Delhi tomorrow morning.
8. **I am not listening to** Hindi songs online.
9. **I am not talking to** my friend on the phone.
10. **I am not studying** in class 10 at a school.
11. **I am not watching** a movie on TV right now.
12. **I am not looking** for a job in Chennai currently.

You / Your brother and you / John and you etc.

1. **You aren't learning** Spoken English hard.
2. **You aren't doing** your homework / housework now.
3. **You aren't leaving for** Delhi tomorrow morning.
4. **You aren't talking to** your friend on the phone.
5. **You aren't looking** for a job in Chennai currently.

He / My brother / Your brother / John etc.

1. **He isn't reading** the newspaper now.
2. **He isn't having** breakfast at the moment.
3. **He isn't drinking** coffee at a café right now.
4. **He isn't writing** a leave letter to his teacher.
5. **He isn't learning** Spoken English at present.
6. **He isn't doing** his homework / housework now.
7. **He isn't leaving for** Delhi tomorrow morning.
8. **He isn't listening to** Hindi songs online.
9. **He isn't talking to** his friend on the phone.
10. **He isn't studying** in class 10 at a school.
11. **He isn't watching** a movie on TV right now.
12. **He isn't looking** for a job in Chennai currently.

She / My sister / Your sister / Mary etc.

1. **She isn't reading** the newspaper now.
2. **She isn't having** breakfast at the moment.
3. **She isn't drinking** coffee at a café right now.
4. **She isn't writing** a leave letter to her teacher.
5. **She isn't learning** Spoken English at present.
6. **She isn't doing** her homework / housework now.
7. **She isn't leaving for** Delhi tomorrow morning.
8. **She isn't listening to** Hindi songs online.
9. **She isn't talking to** her friend on the phone.
10. **She isn't studying** in class 10 at a school.
11. **She isn't watching** a movie on TV right now.
12. **She isn't looking** for a job in Chennai currently.

It / The baby / The dog / Snoopy etc.

1. **It isn't eating** breakfast now.
2. **It isn't drinking** milk right now.
3. **It isn't crying / laughing** a lot now.
4. **It isn't playing** with the ball now.
5. **It isn't sleeping** on the floor now.

We / My brother and I / John and I etc.

1. **We aren't reading** the newspaper now.
2. **We aren't having** breakfast at the moment.
3. **We aren't drinking** coffee at a café right now.
4. **We aren't writing** leave letters to our teacher.
5. **We aren't learning** Spoken English at present.
6. **We aren't doing** our homework / housework now.
7. **We aren't leaving for** Delhi tomorrow morning.
8. **We aren't listening to** Hindi songs online.
9. **We aren't talking to** our friends on the phone.
10. **We aren't studying** in class 10 at a school.
11. **We aren't watching** a movie on TV right now.
12. **We aren't looking** for jobs in Chennai currently.

They / My friends / Your friends / John and Mary etc.

1. **They aren't reading** the newspaper now.
2. **They aren't having** breakfast at the moment.
3. **They aren't drinking** coffee at a café right now.
4. **They aren't writing** leave letters to their teacher.
5. **They aren't learning** Spoken English at present.
6. **They aren't doing** their homework / housework now.
7. **They aren't leaving for** Delhi tomorrow morning.
8. **They aren't listening to** Hindi songs online.
9. **They aren't talking to** their friends on the phone.
10. **They aren't studying** in class 10 at a school.
11. **They aren't watching** a movie on TV right now.
12. **They aren't looking** for jobs in Chennai currently.

3. Positive Questions

With subject "I"

1. **Am I leaving for** Delhi tomorrow morning?
2. **Am I talking to** Mr. John on the phone?
3. **Am I watching** a movie on TV right now?

You / Your brother and you / John and you etc.

1. **Are you reading** the newspaper now?
2. **Are you having** breakfast at the moment?
3. **Are you drinking** coffee at a café right now?
4. **Are you writing** a leave letter to your teacher?
5. **Are you learning** Spoken English at present?
6. **Are you doing** your homework / housework now?
7. **Are you leaving for** Delhi tomorrow morning?
8. **Are you listening to** Hindi songs online?
9. **Are you talking to** your friend on the phone?
10. **Are you studying** in class 10 at a school?
11. **Are you watching** a movie on TV right now?
12. **Are you looking** for a job in Chennai currently?

He / Your brother / My brother / John etc.

1. **Is he reading** the newspaper now?
2. **Is he having** breakfast at the moment?
3. **Is he drinking** coffee at a café right now?
4. **Is he writing** a leave letter to his class teacher?
5. **Is he learning** Spoken English at present?
6. **Is he doing** his homework / housework now?
7. **Is he leaving for** Delhi tomorrow morning?
8. **Is he listening to** Hindi songs online?
9. **Is he talking to** his friend on the phone?
10. **Is he studying** in class 10 at a school?
11. **Is he watching** a movie on TV right now?
12. **Is he looking** for a job in Chennai currently?

She / Your sister / My sister / Mary etc.

1. **Is she reading** the newspaper now?
2. **Is she having** breakfast at the moment?
3. **Is she drinking** coffee at a café right now?
4. **Is she writing** a leave letter to her class teacher?
5. **Is she learning** Spoken English at present?
6. **Is she doing** her homework / housework now?

7. **Is she leaving for** Delhi tomorrow morning?
8. **Is she listening to** Hindi songs online?
9. **Is she talking to** her friend on the phone?
10. **Is she studying** in class 10 at a school?
11. **Is she watching** a movie on TV right now?
12. **Is she looking** for a job in Chennai currently?

It / Your baby / The dog / Snoopy etc.

1. **Is it eating** breakfast now?
2. **Is it drinking** milk right now?
3. **Is it crying / laughing** a lot now?
4. **Is it playing** with the ball now?
5. **Is it sleeping** on the floor now?

We / My brother and I / John and I etc.

1. **Are we leaving for** Delhi tomorrow morning?
2. **Are we talking to** our friends on the phone?
3. **Are we watching** a movie on TV right now?

They / Your friends / John and Mary etc.

1. **Are they reading** the newspaper now?
2. **Are they having** breakfast at the moment?
3. **Are they drinking** coffee at a café right now?
4. **Are they writing** leave letters to their class teacher?
5. **Are they learning** Spoken English at present?
6. **Are they doing** their homework / housework now?
7. **Are they leaving for** Delhi tomorrow morning?
8. **Are they listening to** Hindi songs online?
9. **Are they talking to** their friends on the phone?
10. **Are they studying** in class 10 at a school?
11. **Are they watching** a movie on TV right now?
12. **Are they looking** for jobs in Chennai currently?

4. Negative Questions

With subject "I"

1. **Aren't I leaving for** Delhi tomorrow morning?
2. **Aren't I talking to** Mr. John on the phone?
3. **Aren't I watching** a movie on TV right now?

You / Your brother and you / John and you etc.

1. **Aren't you reading** the newspaper now?
2. **Aren't you having** breakfast at the moment?
3. **Aren't you drinking** coffee at a café right now?
4. **Aren't you writing** a leave letter to your class teacher?
5. **Aren't you learning** Spoken English at present?
6. **Aren't you doing** your homework / housework now?
7. **Aren't you leaving for** Delhi tomorrow morning?
8. **Aren't you listening to** Hindi songs online?
9. **Aren't you talking to** your friend on the phone?
10. **Aren't you studying** in class 10 at a school?
11. **Aren't you watching** a movie on TV right now?
12. **Aren't you looking** for a job in Chennai currently?

He / Your brother / My brother / John etc.

1. **Isn't he reading** the newspaper now?
2. **Isn't he having** breakfast at the moment?
3. **Isn't he drinking** coffee at a café right now?
4. **Isn't he writing** a leave letter to his class teacher?
5. **Isn't he learning** Spoken English at present?
6. **Isn't he doing** his homework / housework now?
7. **Isn't he leaving for** Delhi tomorrow morning?
8. **Isn't he listening to** Hindi songs online?
9. **Isn't he talking to** his friend on the phone?
10. **Isn't he studying** in class 10 at a school?
11. **Isn't he watching** a movie on TV right now?
12. **Isn't he looking** for a job in Chennai currently?

She / Your sister / My sister / Mary etc.

1. **Isn't she reading** the newspaper now?
2. **Isn't she having** breakfast at the moment?
3. **Isn't she drinking** coffee at a café right now?
4. **Isn't she writing** a leave letter to her class teacher?
5. **Isn't she learning** Spoken English at present?
6. **Isn't she doing** her homework / housework now?
7. **Isn't she leaving for** Delhi tomorrow morning?
8. **Isn't she listening to** Hindi songs online?
9. **Isn't she talking to** her friend on the phone?
10. **Isn't she studying** in class 10 at a school?
11. **Isn't she watching** a movie on TV right now?
12. **Isn't she looking** for a job in Chennai currently?

It / The baby / The dog / Snoopy etc.

1. **Isn't it eating** breakfast now?
2. **Isn't it drinking** milk right now?
3. **Isn't it crying / laughing** a lot now?
4. **Isn't it playing** with the ball now?
5. **Isn't it sleeping** on the floor now?

We / My brother and I / John and I etc.

1. **Aren't we leaving for** Delhi tomorrow morning?
2. **Aren't we talking to** our friends on the phone?
3. **Aren't we watching** a movie on TV right now?

They / Your friends / John and Mary etc.

1. **Aren't they reading** the newspaper now?
2. **Aren't they having** breakfast at the moment?
3. **Aren't they drinking** coffee at a café right now?
4. **Aren't they writing** leave letters to their class teacher?
5. **Aren't they learning** Spoken English at present?
6. **Aren't they doing** their homework / housework now?
7. **Aren't they leaving for** Delhi tomorrow morning?
8. **Aren't they listening to** Hindi songs online?
9. **Aren't they talking to** their friends on the phone?

10. **Aren't they studying** in class 10 at a school?
11. **Aren't they watching** a movie on TV right now?
12. **Aren't they looking** for jobs in Chennai currently?

Commonly used sentences in daily life

1. **I am eating** a banana / an apple now.
2. **I am cooking** chicken biryani today.
3. **I am getting ready** for college now.
4. **I am coming** to see you tomorrow.
5. **I am sleeping** in the bed right now.
6. **I am making** green tea for us now.
7. **I am doing** shopping at Big bazaar.
8. **I am teaching** Spoken English at NEO.
9. **I am searching** for my wallet now.
10. **I am going** shopping with my friends.
11. **I am driving** to Chennai tomorrow.
12. **I am working** on the computer now.
13. **I am playing** cricket day after tomorrow.
14. **I am standing** under a tree right now.
15. **I am cleaning** my room at the moment.
16. **I am staying** at home all day today.
17. **I am cutting** vegetables right now.
18. **I am closing** my Facebook account.
19. **I am downloading** an old movie now.
20. **I am facing** some problems right now.
21. **I am buying** a new car next week.
22. **I am calling** to tell you about my day.
23. **I am getting** a new mobile soon.
24. **I am** just **kidding** / **joking** you.

25. **I am flying** for the first time today.
26. **I am shopping** clothes online now.
27. **I am studying** in 8th standard now.
28. **I am** simply **sitting** in the park.
29. **I am thinking** of moving to Chennai.
30. **I am drawing** a picture of God now.
31. **I am taking** a sick leave tomorrow.
32. **I am preparing** for my final exams.
33. **I am sending** you some pictures.
34. **I am packing** my luggage now.
35. **I am applying** for a personal loan.
36. **I am** always **fighting** with my brother.
37. **I am joining** the army next month.
38. **I am washing** our clothes now.
39. **I am running** a small business now.
40. **I am singing** songs at the party now.
41. **I am** still **living** with my parents.
42. **I am telling** you the truth now.
43. **I am riding** my bike to the office now.
44. **I am fasting** / **starving** today.
45. **I am changing** the water filter.
46. **I am feeding** the dog some meat.
47. **I am boiling** the potatoes for you.
48. **I am waiting** for my exam results.
49. **I am crying** because I am sad now.
50. **I am swimming** in the pool now.
51. **I am depositing** the money in the bank.
52. **I am suffering** from severe headache.
53. **I am feeling** so happy after a long time.
54. **I am chewing** a bubble gum now.

55. **I am getting painted** my car now.
56. **I am soaking** the rice for biryani.
57. **I am having / taking** a shower now.
58. **I am ironing** my clothes for my vacation.
59. **I am watering** the plants in the garden.
60. **I am improving** my English day by day.
61. **I am checking** my bike's engine oil level.
62. **I am walking** home with my parents.
63. **I am plucking** flowers at home now.
64. **I am braiding** my daughter's hair now.
65. **I am travelling** on a bus to my hometown.
66. **I am getting** calls from unknown number.
67. **I am wearing** my new dress today.
68. **I am sewing** / **stitching** your dress now.
69. **I am knitting** a sweater and a cap for you.
70. **I am arriving** in New York City now.
71. **I am combing** my hair right now.
72. **I am having** my haircut at a salon now.
73. **I am** always **getting** sore throat.
74. **I am learning** car driving this month.
75. **I am baking** a cake for my son's birthday.
76. **I am washing** the dishes in the kitchen.
77. **I am squeezing** some oranges now.
78. **I am vacating** my room next week.
79. **I am moving** to my new apartment soon.
80. **I am planning** to go to Goa for vacation.
81. **I am taking** my children to the park now.
82. **I am trying** to fix my computer now.
83. **I am** always **losing** my house keys.
84. **I am going** to the dentist tomorrow.
85. **I am flying** to the USA tomorrow morning.

86. **I am getting** better at math and physics.
87. **I am** always **yelling** at my younger sister.
88. **I am participating** in the drawing competition.
89. **I am climbing** up the mountain now.
90. **I am growing** vegetables in my field this year.
91. **I am growing** a beard and mustache now.
92. **I am developing** an Android App currently.
93. **I am explaining** what happened yesterday.
94. **I am discussing** an important matter now.
95. **I am** just **practicing** the volleyball at college.
96. **I am investigating** the cause of failure.
97. **I am showing** my old photos to my friends.
98. **I am learning** to play the guitar now.
99. **I am surfing** the internet at a cybercafé.
100. **I am getting repaired** my bike by a mechanic.
101. **I am improving** my communication skills.
102. **I am taking** a rest at my home now.
103. **I am typing** an Email to my friend now.
104. **I am starting** my own business soon.
105. **I am closing** the shop in 10 minutes.
106. **I am looking** forward to seeing John.
107. **I am looking** forward to Christmas.
108. **I am building** a house in my hometown.
109. **I am** constantly **receiving** this message.
110. **I am wearing** a jacket because it is cold.
111. **I am lying** on a bench in the park now.
112. **I am applying** for a job at Microsoft.
113. **I am drawing** a Rangoli in front of my house.
114. **I am earning** 500 rupees a day nowadays.
115. **I am getting** wet in the rain right now.
116. **I am getting along** with my husband now.

117. **I am using** my old mobile for the time being.

Note: 1. Practice above verbs with subjects “You, He, She, It, We, You, They”.
2. Practice above verbs with negative, Question and Negative questions

Miscellaneous Sentences

1. **It is raining** heavily in Bengaluru now.
2. **It is** always **snowing** on Mount Everest.
3. **It is getting** dark outside right now.
4. **He is being** nice to everyone now.
5. **My coffee is getting** cold, turn off the fan.
6. **The Sun / Moon is shining** brightly.
7. **The wind is blowing** strongly here now.
8. **The wind is blowing** from the west.
9. **It is thundering** and **lightning** outside.
10. **The dogs are barking** outside now.
11. **My cat / Kitten is meowing** constantly.
12. **My health is improving** little by little.
13. **My business is expanding** rapidly at present.
14. **My skin is getting** darker day by day.
15. **He is recovering** from the illness.
16. **My English is getting** better and better.
17. **He is getting** stronger and stronger.
18. **More and more people are getting** fat.
19. **The weather is becoming** cooler by the day.
20. **Someone is knocking** at the door.
21. **Road accidents are increasing** day by day.
22. **The train is leaving** the station now.
23. **The train is arriving** at platform six.
24. **The cows are grazing** in the field now.

25. **My tooth is paining**. What should I do?
26. **Petrol price is increasing** day by day.
27. **My mobile phone is working** well now.
28. **This fan is rotating** very slowly now.
29. **Peter is hiding** the money under the bed.
30. **The meeting is still** going on in the hall.
31. **Bahubali-2 is playing** at the Odeon Theater.
32. **Water is flowing** continuously from the tap.
33. **The circus is coming** to the city next month.

WH Questions examples

1. **What** work **are you / they doing** right now?
2. **What** work **is he / she / John doing** right now**?**
3. **What** work **is your brother doing** right now**?**
4. **What** work **are your friends doing** right now?

1. **What / Which** hotel **are you / they staying at** now?
2. **What / Which** hotel **is he / she / John staying at** now**?**
3. **What / Which** hotel **is your brother staying at** now**?**
4. **What / Which** hotel **are your friends staying at** now?

1. **What / Which** restaurant **are you / they going to** now?
2. **What / Which** restaurant **is he / she / John going to** now?
3. **What / Which** restaurant **is your brother going to** now?
4. **What / Which** restaurant **are your friends going to** now?

1. **When are you leaving** for Mumbai?
2. **When is he / she / John leaving** for Mumbai?
3. **When is your brother leaving** for Mumbai?
4. **When are we / they leaving** for Mumbai?
5. **When are your friends leaving** for Mumbai?

1. **Where are you / they working** at the moment?
2. **Where is he / she / John working** at the moment?

3. **Where is your brother working** at the moment?
4. **Where are your friends working** at the moment?

Who - With subject

1. **Who are you / they talking** to on the phone?
2. **Who is he / she / John talking** to on the phone?
3. **Who is your brother talking** to on the phone?

Who - Without subject

1. **Who is driving** your car now?
2. **Who is waiting** for you at the bus stop?
3. **Who is sitting** on the chair there?
4. **Who is standing** behind the wall?
5. **Who is coming** to dinner tonight?
6. **Who is living** in that house now?
7. **Who is going** to Mumbai with you?

Who - Without subject & Negative

1. **Who isn't coming** to NEO tomorrow?
2. **Who isn't going** to Mumbai tomorrow?
3. **Who isn't listening** to class now?

Why – Positive

1. **Why are you / they laughing** at me?
2. **Why is he / she / John laughing** at me?
3. **Why is your brother laughing** at me?
4. **Why are your friends laughing** at me?

Why - Negative

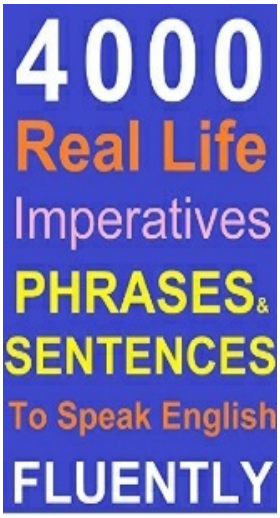
1. **Why aren't you** / they **playing** tennis now?
2. **Why isn't he** / **she / John playing** tennis now?

3. **Why isn't your brother playing** tennis now?
4. **Why aren't your friends playing** tennis now?

Note: Practice above questions with other verbs also.

To improve your English read our book

"Real life Phrases and Sentences to Speak English Fluently" by NEO



3. Present Perfect Tense

USE 1: For Actions done at Unspecified Time before Now



We use this tense to tell that an action happened at unspecified time before now. In this tense we should not discuss the exact time.

Structure: Subject + have / has + Verb (Past Participle / **V3**) + Object

Ex: I + have + drunk + coffee

Ex: He + has + drunk + coffee

Signal / clue words: Just, already, recently, several times, lately, never, for, since, yet (In negative & question), ever (In question)

1. Positive / Affirmative sentences

With subject "I"

1. **I have read** that book three times.
2. **I have written** a book recently.
3. **I have eaten** here several times.
4. **I have** just **sent** you an email.
5. **I have** already **gone** to the office.
6. **I have been** to Chennai in the last year.
7. **I have met** the principal once before.
8. **I have given** money to him lately.
9. **I have** never **seen** him before.
10. **I have known** him since 2010.
11. **I have** already **had** my dinner.
12. **I have lived** in this house for 10 years.

You / Your brother and you / John and you etc.

1. **You have read** that book three times.
2. **You have eaten** here several times.
3. **You have been** to Chennai in the last year.
4. **You have met** the principal once before.
5. **You have given** the money to him lately.
6. **You have** never **seen** him before.

He / My brother / Your brother / John etc.

1. **He has read** that book three times.
2. **He has written** a book recently.

3. **He has eaten** here several times.
4. **He has** just **sent** you an email.
5. **He has** already **gone** to the office.
6. **He has been** to Chennai in the last year.
7. **He has met** the principal once before.
8. **He has given** the money to him lately.
9. **He has** never **seen** him before.
10. **He has known** him since 2010.
11. **He has** already **had** his dinner.
12. **He has lived** in this house for 10 years.

She / My sister / Your sister / Mary etc.

1. **She has read** that book three times.
2. **She has written** a book recently.
3. **She has eaten** here several times.
4. **She has** just **sent** you an email.
5. **She has** already **gone** to the office.
6. **She has been** to Chennai in the last year.
7. **She has met** the principal once before.
8. **She has given** money to him lately.
9. **She has** never **seen** him before.
10. **She has known** him since 2010.
11. **She has** already **had** her dinner.
12. **She has lived** in this house for 10 years.

It / The baby / The dog / Snoopy etc.

1. **It has** already **gone** to bed.
2. **It has eaten** all the cake.
3. **It has** just **drink** milk

We / My brother and I / John and I etc.

1. **We have read** that book three times.
2. **We have written** a book recently.
3. **We have eaten** here several times.
4. **We have** just **sent** you an email.

5. **We have** already **gone** to the office.
6. **We have** **been** to Chennai in the last year.
7. **We have** **met** the principal once before.
8. **We have** **given** the money to him lately.
9. **We have** never **seen** him before.
10. **We have** **known** him since 2010.
11. **We have** already **had** our dinner.
12. **We have** **lived** in this house for 10 years.

They / My friends / Your friends / John and Mary etc.

1. **They have** **read** that book three times.
2. **They have** **written** a book recently.
3. **They have** **eaten** here several times.
4. **They have** just **sent** you an email.
5. **They have** already **gone** to the office.
6. **They have** **been** to Chennai in the last year.
7. **They have** **met** the principal once before.
8. **They have** **given** the money to him lately.
9. **They have** never **seen** him before.
10. **They have** **known** him since 2010.
11. **They have** already **had** their dinner.
12. **They have** **lived** in this house for 10 years.

2. Negative sentences

With subject "I"

1. **I haven't** **read** that book three times.
2. **I haven't** **written** a book recently.
3. **I haven't** **eaten** here several times.
4. **I haven't** **sent** you an email yet.
5. **I haven't** **gone** to the office yet.
6. **I haven't** **been** to Chennai in the last year.
7. **I haven't** **met** the principal before.
8. **I haven't** **given** money to him since 2010.
9. **I haven't** **seen** him since Monday.
10. **I haven't** **known** him since 2010.

11. **I haven’t had** my dinner yet.
12. **I haven’t lived** in this house for 10 years.

You / Your brother and you / John and you etc.

1. **You haven’t eaten** here several times.
2. **You haven’t sent** me an email yet.
3. **You haven’t gone** to the office yet.
4. **You haven’t been** to Chennai in the last year.
5. **You haven’t met** the principal before.
6. **You haven’t given** money to him since 2010.
7. **You haven’t seen** him since Monday.
8. **You haven’t lived** in this house for 10 years.

He / My brother / Your brother / John etc.

1. **He hasn’t read** that book three times.
2. **He hasn’t written** a book recently.
3. **He hasn’t eaten** here several times.
4. **He hasn’t sent** me an email yet.
5. **He hasn’t gone** to the office yet.
6. **He hasn’t been** to Chennai in the last year.
7. **He hasn’t met** the principal before.
8. **He hasn’t given** money to him since 2010.
9. **He hasn’t seen** him since Monday.
10. **He hasn’t known** him since 2010.
11. **He hasn’t had** his dinner yet.
12. **He hasn’t lived** in this house for 10 years.

She / My sister / Your sister / Mary etc.

1. **She hasn’t read** that book three times.
2. **She hasn’t written** a book recently.
3. **She hasn’t eaten** here several times.
4. **She hasn’t sent** him an email yet.
5. **She hasn’t gone** to the office yet.
6. **She hasn’t been** to Chennai in the last year.
7. **She hasn’t met** the principal before.

8. **She hasn’t given** money to him since 2010.
9. **She hasn’t seen** him since Monday.
10. **She hasn’t known** him since 2010.
11. **She hasn’t had** her dinner yet.
12. **She hasn’t lived** in this house for 10 years.

It / The baby / The dog / Snoopy etc.

1. **It hasn’t gone** to bed yet.
2. **It hasn’t eaten** all the cake.
3. **It hasn’t drink** milk yet.

We / My brother and I / John and I etc.

1. **We haven’t read** that book three times.
2. **We haven’t written** a book recently.
3. **We haven’t eaten** here several times.
4. **We haven’t sent** him an email yet.
5. **We haven’t gone** to the office yet.
6. **We haven’t been** to Chennai in the last year.
7. **We haven’t met** the principal before.
8. **We haven’t given** money to him since 2010.
9. **We haven’t seen** him since Monday.
10. **We haven’t known** him since 2010.
11. **We haven’t had** our dinner yet.
12. **We haven’t lived** in this house for 10 years.

They / My friends / Your friends / John and Mary etc.

1. **They haven’t read** that book three times.
2. **They haven’t written** a book recently.
3. **They haven’t eaten** here several times.
4. **They haven’t sent** him an email yet.
5. **They haven’t gone** to the office yet.
6. **They haven’t been** to Chennai in the last year.
7. **They haven’t met** the principal before.
8. **They haven’t given** money to him since 2010.
9. **They haven’t seen** him since Monday.

10. **They haven't known** him since 2010.
11. **They haven't had** their dinner yet.
12. **They haven't lived** in this house for 10 years.

3. Positive Questions

With subject "I"

1. **Have I** already **read** that book?
2. **Have I sent** him an email yet?
3. **Have I met** the principal before?
4. **Have I given** the money to him?
5. **Have I** ever **seen** him before?

You / Your brother and you / John and you etc.

1. **Have you read** that book three times?
2. **Have you written** a book recently?
3. **Have you eaten** here several times?
4. **Have you sent** him an email yet?
5. **Have you** already **gone** to the office?
6. **Have you been** to Chennai in the last year?
7. **Have you met** the principal before?
8. **Have you given** the money to him?
9. **Have you** ever **seen** him before?
10. **Have you known** him since 2010?
11. **Have you** already **had** your dinner?
12. **Have you lived** in this house for 10 years?

He / Your brother / My brother / John etc.

1. **Has he read** that book three times?
2. **Has he written** a book recently?
3. **Has he eaten** here several times?
4. **Has he sent** her an email yet?
5. **Has he** already **gone** to the office?
6. **Has he been** to Chennai in the last year?
7. **Has he met** the principal before?

8. **Has he given** the money to him?
9. **Has he** ever **seen** him before?
10. **Has he known** him since 2010?
11. **Has he** already **had** his dinner?
12. **Has he lived** in this house for 10 years?

She / Your sister / My sister / Mary etc.

1. **Has she read** that book three times?
2. **Has she written** a book recently?
3. **Has she eaten** here several times?
4. **Has she sent** him an email yet?
5. **Has she** already **gone** to the office?
6. **Has she been** to Chennai in the last year?
7. **Has she met** the principal before?
8. **Has she given** the money to him?
9. **Has she** ever **seen** him before?
10. **Has she known** him since 2010?
11. **Has she** already **had** her dinner?
12. **Has she lived** in this house for 10 years?

We / My brother and I / John and I etc.

1. **Have we** already **read** that book?
2. **Have we sent** him an email yet?
3. **Have we met** the principal before?
4. **Have we given** the money to him?
5. **Have we** ever **seen** him before?

They / Your friends / John and Mary etc.

1. **Have they read** that book three times?
2. **Have they written** a book recently?
3. **Have they eaten** here several times?
4. **Have they sent** him an email yet?
5. **Have they** already **gone** to the office?
6. **Have they been** to Chennai in the last year?
7. **Have they met** the principal before?
8. **Have they given** the money to him?

9. **Have they** ever **seen** him before?
10. **Have they** **known** him since 2010?
11. **Have they** already **had** their dinner?
12. **Have they** **lived** in this house for 10 years?

4. Negative Questions

With subject "I"

1. **Haven't I** already **read** that book?
2. **Haven't I** **sent** you an email yet?
3. **Haven't I** **met** the principal before?
4. **Haven't I** **given** the money to him?
5. **Haven't I** ever **seen** him before?

You / Your brother and you / John and you etc.

1. **Haven't you** **read** that book three times?
2. **Haven't you** **written** a book recently?
3. **Haven't you** **eaten** here several times?
4. **Haven't you** **sent** him an email yet?
5. **Haven't you** **gone** to the office yet?
6. **Haven't you** **been** to Chennai in the last year?
7. **Haven't you** **met** the principal before?
8. **Haven't you** **given** the money to him?
9. **Haven't you** ever **seen** him before?
10. **Haven't you** **known** him since 2010?
11. **Haven't you** **had** your dinner yet?
12. **Haven't you** **lived** in this house for 10 years?

He / Your brother / My brother / John etc.

1. **Hasn't he** **read** that book three times?
2. **Hasn't he** **written** a book recently?
3. **Hasn't he** **eaten** here several times?
4. **Hasn't he** **sent** her an email yet yet?
5. **Hasn't he** **gone** to the office?

6. **Hasn’t he been** to Chennai in the last year?
7. **Hasn’t he met** the principal before?
8. **Hasn’t he given** the money to him?
9. **Hasn’t he** ever **seen** him before?
10. **Hasn’t he known** him since 2010?
11. **Hasn’t he had** his dinner yet?
12. **Hasn’t he lived** in this house for 10 years?

She / Your sister / My sister / Mary etc.

1. **Hasn’t she read** that book three times?
2. **Hasn’t she written** a book recently?
3. **Hasn’t she eaten** here several times?
4. **Hasn’t she sent** him an email yet?
5. **Hasn’t she gone** to the office yet?
6. **Hasn’t she been** to Chennai in the last year?
7. **Hasn’t she met** the principal before?
8. **Hasn’t she given** the money to him?
9. **Hasn’t she** ever **seen** him before?
10. **Hasn’t she known** him since 2010?
11. **Hasn’t she had** her dinner yet?
12. **Hasn’t she lived** in this house for 10 years?

We / My brother and I / John and I etc.

1. **Haven’t we** already **read** that book?
2. **Haven’t we sent** him an email yet?
3. **Haven’t we met** the principal before?
4. **Haven’t we given** the money to him?
5. **Haven’t we** ever **seen** him before?

They / Your friends / John and Mary etc.

1. **Haven’t they read** that book three times?
2. **Haven’t they written** a book recently?
3. **Haven’t they eaten** here several times?
4. **Haven’t they sent** him an email yet?
5. **Haven’t they gone** to the office yet?

6. **Haven't they been** to Chennai in the last year?
7. **Haven't they met** the principal before?
8. **Haven't they given** the money to him?
9. **Haven't they** ever **seen** him before?
10. **Haven't they known** him since 2010?
11. **Haven't they had** their dinner yet?
12. **Haven't they lived** in this house for 10 years?

Commonly used sentences in daily life

1. **I have** already **woken up** Peter.
2. **I have** just **received** the courier.
3. **I have heard** this song once before.
4. **I have lost** my mobile phone recently.
5. **I have started** a new business lately.
6. **I have** just **left** home for my office.
7. **I have made** some mistakes in my life.
8. **I have bought** a new mobile recently.
9. **I have** already **sold** my old laptop.
10. **I have worked** in a bank for 10 years.
11. **I have submitted** my resignation.
12. **I have** never **brushed** my dog's teeth.
13. **I have burned** all those old papers.
14. **I have burned** my hand with the iron.
15. **I have** just **cooked** chicken biryani.
16. **I have come** to London recently.
17. **I have got repaired** my television.
18. **I have been** here for a long time.
19. **I have been** in hospital for the last 3 days.
20. **I have been** a doctor since 2010.
21. **I have** already **informed** the boss.
22. **I have** just **washed** my hair with shampoo.

23. **I have forgotten** my Gmail Password.
24. **I have sold** my old mobile recently.
25. **I have seen** Bahubali 2 several times.
26. **I have moved** to a new school recently.
27. **I have escaped** from the thieves.
28. **I have** already **paid** the income tax.
29. **I have installed** Photoshop on my computer.
30. **I have downloaded** a new movie.
31. **I have** never **ridden** a horse before.
32. **I have closed** my Facebook account.
33. **I have changed** my ATM pin online.
34. **I have** already **sent** you an Email in detail.
35. **I have thrown** away my old mobile.
36. **I have learned** Spoken English recently.
37. **I have** successfully **completed** my PhD.
38. **I have applied** for passport online.
39. **I have** accidentally **washed** my cell phone.
40. **I have** never **swum** in the sea.
41. **I have passed** in my final exams.
42. **I have decided** to buy a new car.
43. **I have** never **visited** the Taj Mahal.
44. **I have blocked** him on Whatsapp.
45. **I have** already **booked** my flight ticket.
46. **I have torn** the application form with anger.
47. **I have reserved** a table for four people.
48. **I have** just **arrived** in New York City.
49. **I have done** B.Tech in computer science.
50. **I have arrived** at the railway station.
51. **I have** accidentally **deleted** my photos.
52. **I have heard** that NEO is the best institute.
53. **I have heard** that he repairs / fixes TVs.

54. **I have studied** 3 chapters until now.
55. **I have driven** 200 kilometers so far.
56. **I have drawn** a Rangoli in front of my house.
57. **I have packed** everything into the bag.
58. **I have** never **sung** in public.
59. **I have given up** smoking recently.
60. **I have been** with John since morning.
61. **I have found** my old stolen mobile.
62. **I have been** very busy since yesterday.
63. **I have completed** my project work.
64. **I have** already **soaked** the rice for biryani.
65. **I have become** very thin recently.
66. **I have been** awake since last night.
67. **I have been** at home since this morning.
68. **I have had** this car for the last 10 years.
69. **I have** never **flown** in a helicopter.
70. **I have** accidentally **broken** the mirror.
71. **I have** just **completed** my graduation.
72. **I haven't seen** John for the last 10 days.
73. **I haven't been** here for a long time.
74. **I haven't eaten** anything since last night.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions

Miscellaneous Sentences

1. **Your bus has** just **departed / left**.
2. **My bus has arrived** at the bus stop.
3. **My car has broken down** on the way.
4. **My fever has gone down.**

5. **It has been** 10 years since I joined here.
6. **It hasn't been** a week since I bought this.
7. **It has been** a week since I bought it.
8. **It has been** a long time since we met.
   (**Q: How long has it been** since we met?)
9. **It has been** 10 years since I didn't see you.
10. **This park has become** very popular.
11. **My grandmother has become** old**.**
12. **He has broken up** with her girlfriend.
13. **He has broken** the mirror into pieces.
14. **He has been** silent since last night.
15. **The cost of living has gone up.**
16. **The light bulb has burned out.**
17. **The power has gone out** in my house.
18. **The power has** just **come back** in my house.
19. **There has been** an accident on the road.
20. **The time has come** to say farewell.
21. **This is the best movie I have** ever **seen.**
22. **They have been** together for the last 5 years.

WH Questions examples

1. **How** many times **have you seen** that movie?
2. **How** many times **has he / she / John seen** that movie?
3. **How** many times **has your brother seen** that movie?
4. **How** many times **have they seen** that movie?
5. **How** many times **have your friends seen** that movie?

1. **How** long **have you been** in the military?
2. **How** long **has he / John been** in the military?
3. **How** long **has your brother been** in the military?
4. **How** long **have they been** in the military?
5. **How** long **have your friends been** in the military?

1. **How** long **have you lived** in New York?
2. **How** long **has he / she / John lived** in New York?
3. **How** long **has your brother lived** in New York?
4. **How** long **have they lived** in New York?
5. **How** long **have your friends lived** in New York?

1. **Where have you / they gone**?
2. **Where has he / she / John gone**?
3. **Where has your brother gone**?
4. **Where have your friends gone**?

Note: Practice above questions with other verbs also.

4. Present Perfect Continuous Tense

USE 1: For actions started in the past and have continued up until now



We use this tense to tell that an action started in the past and has continued up until now.

Structure: Subject + have / has + been+ Verb (ing form / **V4**) + Object

Ex: I + have + been + drinking + coffee.

Ex: He + has + been + drinking + coffee.

Signal / clue words: For five minutes, for two weeks, for the last two hours, all day, since 2003, for a long time, Since Tuesday, recently and lately are all durations which can be used with the Present Perfect Continuous.

1. Positive / Affirmative sentences

With subject "I"

1. **I have been reading** my lessons since morning.
2. **I have been living** in Chennai since I was born.
3. **I have been driving** the car for the last 3 days.
4. **I have been working** in this office since 2007.
5. **I have been teaching** at NEO since last June.
6. **I have been learning** Spoken English recently.
7. **I have been waiting** here for over two hours.
8. **I have been playing** tennis for a long time.
9. **I have been talking to** my friend for the last hour.
10. **I have been standing** here since I got off the bus.
11. **I have been watching** TV since 6 o'clock.
12. **I have been sleeping** a lot at night lately.

You / Your brother and you / John and you etc.

1. **You have been playing** tennis for a long time.
2. **You have been talking to** your friend for the last hour.
3. **You have been standing** here since you got off the bus.
4. **You have been watching** TV since 6 o'clock.
5. **You have been sleeping** a lot at night lately.

He / My brother / Your brother / John etc.

1. **He has been reading** his lessons since morning.
2. **He has been living** in Chennai since he was born.
3. **He has been driving** the car for three days.
4. **He has been working** in this office since 2007.
5. **He has been teaching** at NEO since last June.
6. **He has been learning** Spoken English recently.
7. **He has been waiting** here for over two hours.
8. **He has been playing** tennis for a long time.
9. **He has been talking to** his friend for the last hour.
10. **He has been standing** here since he got off the bus.
11. **He has been watching** TV since 6 o'clock.

12. **He has been sleeping** a lot at night lately.

She / My sister / Your sister / Mary etc.

1. **She has been reading** her lessons since morning.
2. **She has been living** in Chennai since she was born.
3. **She has been driving** the car for the last 3 days.
4. **She has been working** in this office since 2007.
5. **She has been teaching** at NEO since last June.
6. **She has been learning** Spoken English recently.
7. **She has been waiting** here for over two hours.
8. **She has been playing** tennis for a long time.
9. **She has been talking to** her friend for the last hour.
10. **She has been standing** here since she got off the bus.
11. **She has been watching** TV since 6 o'clock.
12. **She has been sleeping** a lot at night lately.

It / The baby / The dog / Snoopy etc.

1. **It has been sleeping** since last night.
2. **It has been barking** for the last one hour.
3. **It has been crying** since you went out.

We / My brother and I / John and I etc.

1. **We have been reading** her lessons since morning.
2. **We have been living** in Chennai since we were born.
3. **We have been driving** the car for the last 3 days.
4. **We have been working** in this office since 2007.
5. **We have been teaching** at NEO since last June.
6. **We have been learning** Spoken English recently.
7. **We have been waiting** here for over two hours.
8. **We have been playing** tennis for a long time.
9. **We have been talking to** our friends for the last hour.
10. **We have been standing** here since we got off the bus.
11. **We have been watching** TV since 6 o'clock.
12. **We have been sleeping** a lot at night lately.

They / My friends / Your friends / John and Mary etc.

1. **They have been reading** their lessons since morning.
2. **They have been living** in Chennai since they were born.
3. **They have been driving** the car for the last 3 days.
4. **They have been working** in this office since 2007.
5. **They have been teaching** at NEO since last June.
6. **They have been learning** Spoken English recently.
7. **They have been waiting** here for over two hours.
8. **They have been playing** tennis for a long time.
9. **They have been talking to** their friends for the last hour.
10. **They have been standing** here since they got off the bus.
11. **They have been watching** TV since 6 o'clock.
12. **They have been sleeping** a lot at night lately.

2. Negative sentences

With subject "I"

1. **I haven't been reading** my lessons since morning.
2. **I haven't been living** in Chennai since I was born.
3. **I haven't been driving** the car for the last 3 days.
4. **I haven't been working** in this office since 2007.
5. **I haven't been teaching** at NEO since last June.
6. **I haven't been learning** Spoken English recently.
7. **I haven't been waiting** here for over two hours.
8. **I haven't been playing** tennis for a long time.
9. **I haven't been talking to** my friend for the last hour.
10. **I haven't been standing** here since I got off the bus.
11. **I haven't been watching** TV since 6 o'clock.
12. **I haven't been sleeping** a lot at night lately.

You / Your brother and you / John and you etc.

1. **You haven't been working** in this office since 2007.
2. **You haven't been teaching** at NEO since last June.
3. **You haven't been waiting** here for over two hours.
4. **You haven't been playing** tennis for a long time.
5. **You haven't been sleeping** a lot at night lately.

He / My brother / Your brother / John etc.

1. **He hasn't been reading** his lessons since morning.
2. **He hasn't been living** in Chennai since he was born.
3. **He hasn't been driving** the car for the last 3 days.
4. **He hasn't been working** in this office since 2007.
5. **He hasn't been teaching** at NEO since last June.
6. **He hasn't been learning** Spoken English recently.
7. **He hasn't been waiting** here for over two hours.
8. **He hasn't been playing** tennis for a long time.
9. **He hasn't been talking to** his friend for the last hour.
10. **He hasn't been standing** here since he got off the bus.
11. **He hasn't been watching** TV since 6 o'clock.
12. **He hasn't been sleeping** a lot at night lately.

She / My sister / Your sister / Mary etc.

1. **She hasn't been reading** her lessons since morning.
2. **She hasn't been living** in Chennai since she was born.
3. **She hasn't been driving** the car for the last 3 days.
4. **She hasn't been working** in this office since 2007.
5. **She hasn't been teaching** at NEO since last June.
6. **She hasn't been learning** Spoken English recently.
7. **She hasn't been waiting** here for over two hours.
8. **She hasn't been playing** tennis for a long time.
9. **She hasn't been talking to** her friend for the last hour.
10. **She hasn't been standing** here since she got off the bus.
11. **She hasn't been watching** TV since 6 o'clock.
12. **She hasn't been sleeping** a lot at night lately.

We / My brother and I / John and I etc.

1. **We haven't been reading** our lessons since morning.
2. **We haven't been living** in Chennai since we were born.
3. **We haven't been driving** the car for the last 3 days.
4. **We haven't been working** in this office since 2007.
5. **We haven't been teaching** at NEO since last June.
6. **We haven't been learning** Spoken English recently.

7. **We haven’t been waiting** here for over two hours.
8. **We haven’t been playing** tennis for a long time.
9. **We haven’t been talking to** our friends for the last hour.
10. **We haven’t been standing** here since we got off the bus.
11. **We haven’t been watching** TV since 6 o’clock.
12. **We haven’t been sleeping** a lot at night lately.

They / My friends / Your friends / John and Mary etc.

1. **They haven’t been reading** their lessons since morning.
2. **They haven’t been living** in Chennai since they were born.
3. **They haven’t been driving** the car for the last 3 days.
4. **They haven’t been working** in this office since 2007.
5. **They haven’t been teaching** at NEO since last June.
6. **They haven’t been learning** Spoken English recently.
7. **They haven’t been waiting** here for over two hours.
8. **They haven’t been playing** tennis for a long time.
9. **They haven’t been talking to** their friends for the last hour.
10. **They haven’t been standing** here since they got off the bus.
11. **They haven’t been watching** TV since 6 o’clock.
12. **They haven’t been sleeping** a lot at night lately.

3. Positive Questions

With subject “I”

1. **Have I been living** in Chennai since I was born?
2. **Have I been playing** tennis for a long time?
3. **Have I been watching** TV since 6 o’clock?
4. **Have I been sleeping** a lot at night lately?

You / Your brother and you / John and you etc.

1. **Have you been reading** your lessons since morning?
2. **Have you been living** in Chennai since you were born?
3. **Have you been driving** the car for the last 3 days?
4. **Have you been working** in this office since 2007?

5. **Have you been teaching** at NEO since last June?
6. **Have you been learning** Spoken English recently?
7. **Have you been waiting** here for over two hours?
8. **Have you been playing** tennis for a long time?
9. **Have you been talking to** your friend for the last hour?
10. **Have you been standing** here since you got off the bus?
11. **Have you been watching** TV since 6 o'clock?
12. **Have you been sleeping** a lot at night lately?

He / Your brother / My brother / John etc.

1. **Has he been reading** his lessons since morning?
2. **Has he been living** in Chennai since he was born?
3. **Has he been driving** the car for the last 3 days?
4. **Has he been working** in this office since 2007?
5. **Has he been teaching** at NEO since last June?
6. **Has he been learning** Spoken English recently?
7. **Has he been waiting** here for two hours?
8. **Has he been playing** tennis for a long time?
9. **Has he been talking to** his friend for the last hour?
10. **Has he been standing** here since he got off the bus?
11. **Has he been watching** TV since 6 o'clock?
12. **Has he been sleeping** a lot at night lately?

She / Your sister / My sister / Mary etc.

1. **Has she been reading** her lessons since morning?
2. **Has she been living** in Chennai since she was born?
3. **Has she been driving** the car for the last 3 days?
4. **Has she been working** in this office since 2007?
5. **Has she been teaching** at NEO since last June?
6. **Has she been learning** Spoken English recently?
7. **Has she been waiting** here for over two hours?
8. **Has she been playing** tennis for a long time?
9. **Has she been talking to** her friend for the last hour?
10. **Has she been standing** here since she got off the bus?
11. **Has she been watching** TV since 6 o'clock?
12. **Has she been sleeping** a lot at night lately?

We / My brother and I / John and I etc.

1. **Have we been living** in Chennai since we were born?
2. **Have we been playing** tennis for a long time?
3. **Have we been watching** TV since 6 o'clock?
4. **Have we been sleeping** a lot at night lately?

They / Your friends / John and Mary etc.

1. **Have they been reading** their lessons since morning?
2. **Have they been living** in Chennai since they were born?
3. **Have they been driving** the car for the last 3 days?
4. **Have they been working** in this office since 2007?
5. **Have they been teaching** at NEO since last June?
6. **Have they been learning** Spoken English recently?
7. **Have they been waiting** here for over two hours?
8. **Have they been playing** tennis for a long time?
9. **Have they been talking to** my friend for the last hour?
10. **Have they been standing** here since they got off the bus?
11. **Have they been watching** TV since 6 o'clock?
12. **Have they been sleeping** a lot at night lately?

4. Negative Questions

With subject "I"

1. **Haven't I been living** in Chennai since I was born?
2. **Haven't I been playing** tennis for a long time?
3. **Haven't I been watching** TV since 6 o'clock?
4. **Haven't I been sleeping** a lot at night lately?

You / Your brother and you / John and you etc.

1. **Haven't you been reading** your lessons since morning?
2. **Haven't you been living** in Chennai since you were born?
3. **Haven't you been driving** the car for the last 3 days?
4. **Haven't you been working** in this office since 2007?

5. **Haven’t you been teaching** at NEO since last June?
6. **Haven’t you been learning** Spoken English recently?
7. **Haven’t you been waiting** here for over two hours?
8. **Haven’t you been playing** tennis for a long time?
9. **Haven’t you been talking to** your friend for the last hour?
10. **Haven’t you been standing** here since you got off the bus?
11. **Haven’t you been watching** TV since 6 o’clock?
12. **Haven’t you been sleeping** a lot at night lately?

He / Your brother / My brother / John etc.

1. **Hasn’t he been reading** his lessons since morning?
2. **Hasn’t he been living** in Chennai since he was born?
3. **Hasn’t he been driving** the car for the last 3 days?
4. **Hasn’t he been working** in this office since 2007?
5. **Hasn’t he been teaching** at NEO since last June?
6. **Hasn’t he been learning** Spoken English recently?
7. **Hasn’t he been waiting** here for over two hours?
8. **Hasn’t he been playing** tennis for a long time?
9. **Hasn’t he been talking to** his friend for the last hour?
10. **Hasn’t he been standing** here since he got off the bus?
11. **Hasn’t he been watching** TV since 6 o’clock?
12. **Hasn’t he been sleeping** a lot at night lately?

She / Your sister / My sister / Mary etc.

1. **Hasn’t she been reading** her lessons since morning?
1. **Hasn’t she been living** in Chennai since she was born?
2. **Hasn’t she been driving** the car for the last 3 days?
3. **Hasn’t she been working** in this office since 2007?
4. **Hasn’t she been teaching** at NEO since last June?
5. **Hasn’t she been learning** Spoken English recently?
6. **Hasn’t she been waiting** here for over two hours?
7. **Hasn’t she been playing** tennis for a long time?
8. **Hasn’t she been talking to** her friend for the last hour?
9. **Hasn’t she been standing** here since she got off the bus?
10. **Hasn’t she been watching** TV since 6 o’clock?
11. **Hasn’t she been sleeping** a lot at night lately?

We / My brother and I / John and I etc.

1. **Haven't we been living** in Chennai since we were born?
2. **Haven't we been playing** tennis for a long time?
3. **Haven't we been watching** TV since 6 o'clock?
4. **Haven't we been sleeping** a lot at night lately?

They / Your friends / John and Mary etc.

1. **Haven't they been reading** their lessons since morning?
2. **Haven't they been living** in Chennai since they were born?
3. **Haven't they been driving** the car for the last 3 days?
4. **Haven't they been working** in this office since 2007?
5. **Haven't they been teaching** at NEO since last June?
6. **Haven't they been learning** Spoken English recently?
7. **Haven't they been waiting** here for over two hours?
8. **Haven't they been playing** tennis for a long time?
9. **Haven't they been talking to** their friends for the last hour?
10. **Haven't they been standing** here since they got off the bus?
11. **Haven't they been watching** TV since 6 o'clock?
12. **Haven't they been sleeping** a lot at night lately?

Commonly used sentences in daily life

1. **I have been staying** at a hotel since I came here.
2. **I have been travelling** for the last ten days.
3. **I have been washing** clothes since you went out.
4. **I have been cooking** food since you called me.
5. **I have been listening to** music since I woke up.
6. **I have been repairing** your bike since morning.
7. **I have been wearing** these clothes for 3 days.
8. **I have been suffering** from fever since Monday.
9. **I have been learning** to play the guitar since August.
10. **I have been studying** in this school since 1st class.

11. **I have been searching** for a job since I did my degree.
12. **I have been looking** for my friend here since 2 o’clock.
13. **I have been doing** shopping since this afternoon.
14. **I have been facing** a lot of problems lately.
15. **I have been sitting** here alone all day today.
16. **I have been living** in this house for a long time.
17. **I have been calling** you constantly since morning.
18. **I have been preparing** for Civil Services since 2010.
19. **I have been fasting** since yesterday morning.
20. **I have been using** this mobile for the last 3 years.
21. **I have been feeling** dizzy since this morning.
22. **I have been feeling** tired at night lately / recently.
23. **I have been practicing** English for over 3 years.
24. **I have been getting** hiccups since I had lunch.
25. **I have been doing** this job for the last 10 years.
26. **I have been helping** him since he came here.
27. **I have been trying** to reach you on the phone so long.
28. **I have been spending** all day looking for my cat.
29. **I have been making** more money with my business.
30. **I have been chatting** with my brother for a little time.
31. **I have been hiding** under a rock since he came here.
32. **I have been sneezing / coughing** since I got here.
33. **I have been jogging / walking** since 6 o’ clock.

Miscellaneous Sentences

1. **It has been raining** here since last night.
2. **It has been snowing** in London since January.
3. **It has been thundering** and **lightning** so long.
4. **My dog has been barking** since morning.

5. **The light bulb has been glowing** for one hour.
6. **The ceiling fan has been rotating** well lately.
7. **My baby has been crying** since it woke up.
8. **He has been disturbing** me since beginning.
9. **My skin has been itching** for the last 2 weeks.
10. **My tooth has been hurting** for months now.
11. **The fever has been coming** and **going** for a week.
12. **Mary has been getting wet** in the rain since it started.

WH Questions examples

1. **What have you / they been doing** since morning?
2. **What has he / she / John been doing** since morning?
3. **What has your brother been doing** since morning?
4. **What have your friends been doing** since morning?

1. **Where have you been living** since you were born?
2. **Where has he / John been living** since he was born?
3. **Where has she been living** since she was born?
4. **Where have they been living** since they were born?

1. **Where have you / they been working** for the last 4 years?
2. **Where has he / she / John been working** for the last 4 years?
3. **Where has your brother been working** for the last 4 years?
4. **Where have your friends been working** for the last 4 years?

1. **How** long **have you /they been working** in this office?
2. **How** long **has he / she / John been working** in this office?
3. **How** long **has your been working** in this office?
4. **How** long **have your friends been working** in this office?

Who – With subject

1. **Who have you been talking to** since morning?
2. **Who has he / she / John been talking to** since morning?

3. **Who has your brother been talking to** since morning?
4. **Who have they been talking to** since morning?

Who – Without subject

1. **Who has been talking to** you / him since morning?
2. **Who has been waiting for** you over there so long?
3. **Who has been helping** you since you came here?

Note: Practice above questions with other verbs also.

If you like it, please review with 5 Stars
Thank you
*****

5. Past Simple Tense

USE 1: Completed Actions in the Past



We use this tense for the finished action at a specific event or time in the past. Sometimes, the speaker may not mention the specific time, but they do have one specific time in their mind.

Structure: Subject + Verb (Past Simple / **V2**) + Object
Ex: I + drank + coffee

Signal / clue words: Yesterday, Today, Last night, Last week, Last Year, All day, For 5 years, Ago etc.

1. Positive / Affirmative sentences

With subject "I"

1. **I woke up** at 6 o'clock this morning.
2. **I brushed** my teeth before eating.
3. **I read** my lessons all day yesterday.
4. **I wrote** a children's book last year.
5. **I ate** an apple before I had lunch.
6. **I drank** green tea just now.
7. **I went to** the zoo last summer.
8. **I learnt** English at NEO last month.
9. **I lived** in Mumbai for over 10 years.
10. **I bought** this car two years ago.
11. **I played** cricket well today.
12. **I saw** Titanic movie 15 years ago.

You / Your brother and you / John and you etc.

1. **You woke up** at 6 o'clock this morning.
2. **You read** your lessons all day yesterday.
3. **You went to** the zoo last summer.
4. **You played** cricket well today
5. **You saw** that movie yesterday.

He / My brother / Your brother / John etc.

1. **He woke up** at 6 o'clock this morning.
2. **He brushed** his teeth before eating.
3. **He read** his lessons all day yesterday.
4. **He wrote** a children's book last year.
5. **He ate** an apple before I had lunch.
6. **He drank** green tea just now.
7. **He went to** the zoo last summer.
8. **He learnt** English at NEO last month.
9. **He lived** in Mumbai for over 10 years.
10. **He bought** this car two years ago.
11. **He played** cricket well today
12. **He saw** Titanic movie 15 years ago.

She / My sister / Your sister / Mary etc.

1. **She woke up** at 6 o'clock this morning.
2. **She brushed** her teeth before eating.
3. **She read** her lessons all day yesterday.
4. **She wrote** a children's book last year.
5. **She ate** an apple before I had lunch.
6. **She drank** green tea just now.
7. **She went to** the zoo last summer.
8. **She learnt** English at NEO last month.
9. **She lived** in Mumbai for over 10 years.
10. **She bought** this car two years ago.
11. **She played** cricket well today
12. **She saw** Titanic movie 15 years ago.

It / The baby / The dog / Snoopy etc.

1. **It woke up** at 6 o'clock this morning.
2. **It brushed** its teeth before eating.
3. **It ate** an apple before I had lunch.
4. **It drank** green tea just now.

We / My brother and I / John and I etc.

1. **We woke up** at 6 o'clock this morning.
2. **We brushed** our teeth before eating.
3. **We read** our lessons all day yesterday.
4. **We wrote** a children's book last year.
5. **We ate** an apple before I had lunch.
6. **We drank** green tea just now.
7. **We went to** the zoo last summer.
8. **We learnt** English at NEO last month.
9. **We lived** in Mumbai for over 10 years.
10. **We bought** this car two years ago.
11. **We played** cricket well today
12. **We saw** Titanic movie 15 years ago.

They / My friends / Your friends / John and Mary etc.

1. **They woke up** at 6 o'clock this morning.
2. **They brushed** their teeth before eating.
3. **They read** their lessons all day yesterday.
4. **They wrote** a children's book last year.
5. **They ate** an apple before I had lunch.
6. **They drank** green tea just now.
7. **They went to** the zoo last summer.
8. **They learnt** English at NEO last month.
9. **They lived** in Mumbai for over 10 years.
10. **They bought** this car two years ago.
11. **They played** cricket well today
12. **They saw** Titanic movie 15 years ago.

2. Negative Sentences

With subject "I"

1. **I didn't wake up** at 6 o'clock this morning.
2. **I didn't** even **brush** my teeth today.
3. **I didn't read** my lessons all day yesterday.
4. **I didn't write** a children's book last year.
5. **I didn't eat** an apple before I had lunch.
6. **I didn't drink** green tea just now.
7. **I didn't go to** the zoo last summer.
8. **I didn't learn** English at NEO last month.
9. **I didn't live** in Mumbai for over 10 years.
10. **I didn't buy** this car two years ago.
11. **I didn't play** cricket well today
12. **I didn't see** Titanic movie 15 years ago.

You / Your brother and you / John and you etc.

1. **You didn't wake up** at 6 o'clock this morning.
2. **You didn't read** your lessons all day yesterday.
3. **You didn't go to** the zoo last summer.
4. **You didn't live** in Mumbai for over 10 years.
5. **You didn't play** cricket well today

He / My brother / Your brother / John etc.

1. **He didn't wake up** at 6 o'clock this morning.
2. **He didn't** even **brush** his teeth today.
3. **He didn't read** his lessons all day yesterday.
4. **He didn't write** a children's book last year.
5. **He didn't eat** an apple before I had lunch.
6. **He didn't drink** green tea just now.
7. **He didn't go to** the zoo last summer.
8. **He didn't learn** English at NEO last month.
9. **He didn't live** in Mumbai for over 10 years.
10. **He didn't buy** this car two years ago.
11. **He didn't play** cricket well today
12. **He didn't see** Titanic movie 15 years ago.

She / My sister / Your sister / Mary etc.

1. **She didn't wake up** at 6 o'clock this morning.
2. **She didn't** even **brush** her teeth today.
3. **She didn't read** her lessons all day yesterday.
4. **She didn't write** a children's book last year.
1. **She didn't eat** an apple before I had lunch.
5. **She didn't drink** green tea just now.
6. **She didn't go to** the zoo last summer.
7. **She didn't learn** English at NEO last month.
8. **She didn't live** in Mumbai for over 10 years.
9. **She didn't buy** this car two years ago.
10. **She didn't play** cricket well today
11. **She didn't see** Titanic movie 15 years ago.

It / The baby / The dog / Snoopy etc.

1. **It didn't wake up** at 6 o'clock this morning.
2. **It didn't** even **brush** its teeth today.
3. **It didn't eat** an apple before I had lunch.
4. **It didn't drink** green tea just now.
5. **It didn't go to** the zoo last summer.

6. **It didn’t play** cricket well today

We / My brother and I / John and I etc.

1. **We didn’t wake up** at 6 o’clock this morning.
2. **We didn’t** even **brush** our teeth today.
3. **We didn’t read** our lessons all day yesterday.
4. **We didn’t write** a children’s book last year.
5. **We didn’t eat** an apple before I had lunch.
6. **We didn’t drink** green tea just now.
7. **We didn’t go to** the zoo last summer.
8. **We didn’t learn** English at NEO last month.
9. **We didn’t live** in Mumbai for over 10 years.
10. **We didn’t buy** this car two years ago.
11. **We didn’t play** cricket well today
12. **We didn’t see** Titanic movie 15 years ago.

They / My friends / Your friends / John and Mary etc.

1. **They didn’t wake up** at 6 o’clock this morning.
2. **They didn’t** even **brush** their teeth today.
3. **They didn’t read** their lessons all day yesterday.
4. **They didn’t write** a children’s book last year.
5. **They didn’t eat** an apple before I had lunch.
6. **They didn’t drink** green tea just now.
7. **They didn’t go to** the zoo last summer.
8. **They didn’t learn** English at NEO last month.
9. **They didn’t live** in Mumbai for over 10 years.
10. **They didn’t buy** this car two years ago.
11. **They didn’t play** cricket well today
12. **They didn’t see** Titanic movie 15 years ago.
13.

3. Positive Questions

With subject “I”

1. **Did I wake up** at 6 o’clock this morning?
2. **Did I brush** my teeth this morning?

3. **Did I eat** an apple before I had lunch?
4. **Did I go to** the zoo last summer?
5. **Did I play** cricket well today?

You / Your brother and you / John and you etc.

1. **Did you wake up** at 6 o'clock this morning?
2. **Did you brush** your teeth before eating?
3. **Did you read** your lessons all day yesterday?
4. **Did you write** a children's book last year?
5. **Did you eat** an apple before I had lunch?
6. **Did you drink** green tea just now?
7. **Did you go to** the zoo last summer?
8. **Did you learn** English at NEO last month?
9. **Did you live** in Mumbai for over 10 years?
10. **Did you buy** this car two years ago?
11. **Did you play** cricket well today?
12. **Did you see** Titanic movie 15 years ago?

He / Your brother / My brother / John etc.

1. **Did he wake up** at 6 o'clock this morning?
2. **Did he brush** his teeth before eating?
3. **Did he read** his lessons all day yesterday?
4. **Did he write** a children's book last year?
5. **Did he eat** an apple before I had lunch?
6. **Did he drink** green tea just now?
7. **Did he go to** the zoo last summer?
8. **Did he learn** English at NEO last month?
9. **Did he live** in Mumbai for over 10 years?
10. **Did he buy** this car two years ago?
11. **Did he play** cricket well today?
12. **Did he see** Titanic movie 15 years ago?

She / Your sister / My sister / Mary etc.

1. **Did she wake up** at 6 o'clock this morning?
2. **Did she brush** her teeth before eating?
3. **Did she read** her lessons all day yesterday?

4. **Did she write** a children's book last year?
5. **Did she eat** an apple before I had lunch?
6. **Did she drink** green tea just now?
7. **Did she go to** the zoo last summer?
8. **Did she learn** English at NEO last month?
9. **Did she live** in Mumbai for over 10 years?
10. **Did she buy** this car two years ago?
11. **Did she play** cricket well today?
12. **Did she see** Titanic movie 15 years ago?

It / Your baby / The dog / Snoopy etc.

1. **Did it wake up** at 6 o'clock this morning?
2. **Did it brush** its teeth before eating?
3. **Did it eat** an apple before I had lunch?
4. **Did it drink** green tea just now?
5. **Did it go to** the zoo last summer?
6. **Did it play** cricket well today?

We / My brother and I / John and I etc.

1. **Did we wake up** at 6 o'clock this morning?
2. **Did we brush** our teeth before eating?
3. **Did we eat** an apple before I had lunch?
4. **Did we go to** the zoo last summer?
5. **Did we play** cricket well today?

They / Your friends / John and Mary etc.

1. **Did they wake up** at 6 o'clock this morning?
2. **Did they brush** their teeth before eating?
3. **Did they read** their lessons all day yesterday?
4. **Did they write** a children's book last year?
5. **Did they eat** an apple before I had lunch?
6. **Did they drink** green tea just now?
7. **Did they go to** the zoo last summer?
8. **Did they learn** English at NEO last month?
9. **Did they live** in Mumbai for over 10 years?
10. **Did they buy** this car two years ago?

11. **Did they play** cricket well today?
12. **Did they see** Titanic movie 15 years ago?

4. Negative Questions

With subject "I"

1. **Didn't I wake up** at 6 o'clock this morning?
2. **Didn't I brush** my teeth before eating?
3. **Didn't I eat** an apple before I had lunch?
4. **Didn't I go to** the zoo last summer?
5. **Didn't I play** cricket well today?

You / Your brother and you / John and you etc.

1. **Didn't you wake up** at 6 o'clock this morning?
2. **Didn't you brush** your teeth before eating?
3. **Didn't you read** your lessons all day yesterday?
4. **Didn't you write** a children's book last year?
5. **Didn't you eat** an apple before I had lunch?
6. **Didn't you drink** green tea just now?
7. **Didn't you go to** the zoo last summer?
8. **Didn't you learn** English at NEO last month?
9. **Didn't you live** in Mumbai for over 10 years?
10. **Didn't you buy** this car two years ago?
11. **Didn't you play** cricket well today?
12. **Didn't you see** Titanic movie 15 years ago?

He / Your brother / My brother / John etc.

1. **Didn't he wake up** at 6 o'clock this morning?
2. **Didn't he brush** his teeth before eating?
3. **Didn't he read** his lessons all day yesterday?
4. **Didn't he write** a children's book last year?
5. **Didn't he eat** an apple before I had lunch?
6. **Didn't he drink** green tea just now?
7. **Didn't he go to** the zoo last summer?

8. **Didn’t he learn** English at NEO last month?
9. **Didn’t he live** in Mumbai for over 10 years?
10. **Didn’t he buy** this car two years ago?
11. **Didn’t he play** cricket well today?
12. **Didn’t he see** Titanic movie 15 years ago?

She / Your sister / My sister / Mary etc.

1. **Didn’t she wake up** at 6 o’clock this morning?
2. **Didn’t she brush** her teeth before eating?
3. **Didn’t she read** her lessons all day yesterday?
4. **Didn’t she write** a children’s book last year?
5. **Didn’t she eat** an apple before I had lunch?
6. **Didn’t she drink** green tea just now?
7. **Didn’t she go to** the zoo last summer?
8. **Didn’t she learn** English at NEO last month?
9. **Didn’t she live** in Mumbai for over 10 years?
10. **Didn’t she buy** this car two years ago?
11. **Didn’t she play** cricket well today?
12. **Didn’t she see** Titanic movie 15 years ago?

We / My brother and I / John and I etc.

1. **Didn’t we wake up** at 6 o’clock this morning?
2. **Didn’t we brush** our teeth before eating?
3. **Didn’t we eat** an apple before I had lunch?
4. **Didn’t we go to** the zoo last summer?
5. **Didn’t we play** cricket well today?

They / Your friends / John and Mary etc.

1. **Didn’t they wake up** at 6 o’clock this morning?
2. **Didn’t they brush** their teeth before eating?
3. **Didn’t they read** their lessons all day yesterday?
4. **Didn’t they write** a children’s book last year?
5. **Didn’t they eat** an apple before I had lunch?
6. **Didn’t they drink** green tea just now?
7. **Didn’t they go to** the zoo last summer?

8. **Didn’t they learn** English at NEO last month?
9. **Didn’t they live** in Mumbai for over 10 years?
10. **Didn’t they buy** this car two years ago?
11. **Didn’t they play** cricket well today?
12. **Didn’t they see** Titanic movie 15 years ago?

Commonly used sentences in daily life

Positive Sentences with subject “I”

1. **I went** to bed at 11 o’clock last night.
2. **I cleaned** my room this morning.
3. **I** already **swept** my house this morning.
4. **I met** my friends when I went to Chennai.
5. **I brought** you a laptop from Hyderabad.
6. **I stayed** at home all day yesterday.
7. **I helped** my mother clean the house.
8. **I saw** John waiting for the bus this morning.
9. **I visited** the Taj Mahal when I went to Delhi.
10. **I taught** English at an institute last year.
11. **I lived** in Hyderabad from 2010 to 2015.
12. **I talked** to him on the phone last night.
13. **I spoke to** your class teacher about you.
14. **I got** promoted to assistant manager.
15. **I opened** a bank account in SBI today.
16. **I checked** my Email two hours ago.
17. **I forgot** to turn off the lights before I went out.
18. **I told** him to come on Monday morning.
19. **I sang** some Telugu songs at the party.
20. **I** accidentally **cut** my finger with a knife.
21. **I started** working here three years ago.

22. I **started** my own business at home.
23. I **changed** my mobile number yesterday.
24. I **paid** the electricity bill online yesterday.
25. I **sold** my old laptop to a friend of mine.
26. I **asked** my father for money today.
27. I **washed** the apple well before I ate.
28. I **sent** my resume to you this afternoon.
29. I **put** cookies on the dining table.
30. I **spent** entire day on the beach yesterday.
31. I **cooked** you chicken biryani for dinner.
32. I **washed** your clothes this morning.
33. I **came** to NEO by scooter today.
34. I **had** lunch at a restaurant with my friends.
35. I **left** home for the office at seven o'clock.
36. I **reached** home early this morning.
37. I **set** the alarm clock for 5 o'clock.
38. I **did** housework before you woke up.
39. I **gave** him money when he came to me.
40. I **gave** him a ride to his college yesterday.
41. I **slept** only 4 hours last night.
42. I **got on** the train at Secuderabad railway station.
43. I **got off** the bus at Mahatma Gandhi bus station.
44. I **arrived** home safely just now.
45. I **listened to** Bahubali 2 songs yesterday.
46. I **worked** in a bank in Chennai for 4 years.
47. I **spoke** to him over the phone last night.
48. I **polished** my shoes before going to the interview.
49. I **turned on** the television just now.
50. I **celebrated** my birthday with my friends grandly.
51. I **helped** my brother with his homework.
52. I **helped** my friend with a lot of money.

53. I **turned off** my mobile before I went to bed last night.
54. I **boiled** some eggs for our relatives.
55. I **got / had** my **haircut** yesterday evening.
56. I **got repaired** my bike at a service centre yesterday.
57. I **got painted** my house last month.
58. I **drew** a picture of mouse for you**.**
59. I **got wet** in the rain at the bus stop.
60. I **got** home very late last night.
61. I **got** some chocolates when I went to the shop.
62. I **got** a cold when I went to my hometown.
63. I **baked** some biscuits on my son's birthday.
64. I **wore** new clothes at Diwali / on Diwali day.
65. I **saw** your brother on the way my home.
66. I **wanted to eat** biryani yesterday afternoon.
67. I **needed to go** to Hyderabad yesterday.
68. I **knew** the matter yesterday evening.
69. I **advised** him not to smoke cigarettes.
70. I **advised** him to go to see the doctor.
71. I **walked** from home to the station today.
72. I **gave** my sister a doll on her birthday.
73. I **bought** a gift for my friend for his birthday.
74. I **walked** to the office in the rain yesterday.
75. I **drew** a beautiful Rangoli at Sankranti.
76. I **finished** my class at 5 o'clock today.
77. I **went** out for lunch this afternoon.
78. I **went to** Chennai to attend an interview.
79. I **came** here to visit my grandparents.
80. I **withdrew** 500 rupees from my bank account.
81. I **qualified** for JEE advanced exam.
82. I **called** you several times yesterday.
83. I **enjoyed** a lot at the party last night.

84. I **watched** TV until midnight yesterday.
85. I **waited** for you for 2 hours at home.
86. I **studied** my lessons all night last night.
87. I **went** to the park for a walk this morning.
88. I **went** straight to the railway station.
89. I **ate** at a restaurant with my friends last night.
90. I **lay** down on the grass in the park yesterday.
91. I **moved** to Hyderabad from Chennai in 2010.
92. I accidentally **broke** my tooth last week.
93. I **had** a minor surgery my hand a year ago.
94. I **had** a car accident near Chennai last night.
95. I **completed** my graduation in 2015.
96. I **told** him everything I knew about John.
97. I **asked** my parents for a Smartphone.
98. I **convinced** him to come to the party.
99. I **hid** the money under the bed in my room.
100. I **hung** the photo Frame on the wall.
101. I **walked** in the ground for 30 minutes.
102. I **lived** in Mumbai before I came here.
103. I **worked** in Chennai before I worked in Delhi.
104. I **graduated** from S V University in 2005.
105. I **slept** until 10 o'clock this morning.
106. I **invited** all my friends to the birthday party.
107. I **fed** my dog a lot of chicken today.
108. I **waited** for you until 30 minutes ago.
109. I **put** my mobile on silent mode just now.
110. I **took** my children to the park yesterday.
111. I **thought** you were my science teacher.
112. I **needed** money for college yesterday.
113. I **broke** my mobile in anger yesterday.
114. I **broke up** with her 2 months ago.

115. I accidentally **killed** a lizard just now.
116. I **left** my dog in my hometown last month.
117. I **got hit** by an auto in the road just now.
118. I **started** the class 20 minutes ago.
119. I **called** him as soon as I arrived in Chennai.
120. I **turned on** my mobile as soon as I woke up.
121. I **grew up** in a small town called Kodur.
122. I last **met** him in Delhi on August 22, 2015.
123. I **found** my lost debit card yesterday.
124. I accidentally **fell** in the pond yesterday.
125. I **made** my daughter do her homework.
126. I **had** a baby boy yesterday morning.
127. I **convinced** him to come to the party.
128. I **discussed** this with my parents yesterday.
129. I **gave up** smoking when I got married.
130. I never **said** that I would give you money.
131. I **thought** you would come yesterday.
132. I **thought** of coming to you yesterday.
133. I **thought** of not eating meat yesterday.
134. I **strained** the tea before pouring into the glasses.
135. I **woke up** 6.30, brushed my teeth, took a bath, ate breakfast, drank coffee, and left for my office.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
Practice above verbs with negative, Question and Negative questions.

Miscellaneous Sentences

1. **It rained** a lot in Hyderabad yesterday.
2. **Somebody spilled** coffee on my laptop.
3. **A boy snatched** my phone and ran away.
4. **My father** unexpectedly **came** here today.

5. **His grandfather** **died** a long time ago.
6. **My car** **hit** a tree last night near the city.
7. **The train** **arrived** at the station just now.
8. **The lights** suddenly **went out** while eating.
9. **The power** **went out** in my house last night.
10. **The power** **came back** in my house at 8.30.
11. **Mary** **gave** birth to a baby girl last night.
12. **Peter** **insisted** on me to accompany him.
13. **He** suddenly **disappeared** last night.
14. **Our baby** **cried** a lot at midnight yesterday.
15. **My English class** **finished** at 6.30 today.

WH Questions examples

1. **What** time **did you / they wake up** today?
2. **What** time **did he / she / John wake up** today?
3. **What** time **did your brother wake up** today?
4. **What** time **did your friends wake up** today?

1. **What** time **did you watch** TV until last night?
   (Until what time did you watch TV last night?)
2. **What** time **did he watch** TV until last night?
3. (Until what time did he watch TV last night?)

1. **When** **did you / they** **last** **go** to the zoo?
2. **When** **did he / she / John** **last** **go** to the zoo?
3. **When** **did your brother** **last** **go** to the zoo?
4. **When** **did your friends** **last** **go** to the zoo?

1. **What** **did you / they do** yesterday evening?
2. **What** **did he / she / John do** yesterday evening?
3. **What** **did your brother do** yesterday evening?
4. **What** **did your friends do** yesterday evening?

1. **What did you / they eat** for breakfast today?
2. **What did he / she / John eat** for breakfast today?
3. **What did your brother eat** for breakfast today?
4. **What did your friends eat** for breakfast today?

1. **What / Which** Park **did you go to** on last Sunday?
2. **What / Which** Park **did he go to** on last Sunday?

3. **What / Which** hostel **did you stay at** in Hyderabad?
4. **What / Which** hostel **did John stay at** in Hyderabad?

5. **What / Which** newspaper **did you read** this morning?
6. **Which** newspaper **did you read,** The Hindu or Times Now?

1. **How** much time **did you / they do** yoga this morning?
2. **How** much time **did he / she / John do** yoga this morning?
3. **How** much time **did your brother do** yoga this morning?
4. **How** much time **did your friends do** yoga this morning?

1. **How** many days **did you / they stay** in Bengaluru?
2. **How** many days **did he / she / John stay** in Bengaluru?
3. **How** many days **did your brother stay** in Bengaluru?
4. **How** many days **did your friends stay** in Bengaluru?

1. **How** long **did you / they live** in Hyderabad?
2. **How** long **did he / she / John live** in Hyderabad?
3. **How** long **did your brother live** in Hyderabad?
4. **How** long **did your friends live** in Hyderabad?

1. **How did you / they go** to your hometown yesterday?
2. **How did he / your brother go** to his hometown yesterday?
3. **How did she / your sister go** to her hometown yesterday?
4. **How did your friends go** to their hometown yesterday?

1. **Where did you / they learn** Spoken English?
2. **Where did he / she / John learn** Spoken English?
3. **Where did your brother learn** Spoken English?
4. **Where did your friends learn** Spoken English?

Who / Whom – Without subject

1. **Who did you talk to** on the phone just now?
   (To whom did you talk on the phone just now?

2. **Who did he / she / John talk to** on the phone just now?
3. **Who did your brother talk to** on the phone just now?

Who – Without subject

1. **Who lived** in that house before?
2. **Who played** cricket well today?
3. **Who gave** you my number?
4. **Who went** to hospital yesterday?
5. **Who took** your umbrella?
6. **Who wrote** the letter to the principal?

Who – Without Subject & Negative

1. **Who didn't come** to class yesterday?
2. **Who didn't write** exam well yesterday?
3. **Who didn't eat** breakfast here today?

Why – Negative

1. **Why did you** / **they go** to the railway station last night?
2. **Why did he** / **she** / **John go** to the railway station last night?
3. **Why did your brother go** to the railway station last night?
4. **Why did your friends go** to the railway station last night?

Why – Negative

1. **Why didn't you** / **they go** to school yesterday?

2. **Why didn't he / she / John go** to school yesterday?
3. **Why didn't your brother go** to school yesterday?
4. **Why didn't your friends go** to school yesterday?

Note: Practice above questions with other verbs also.

6. Past Continuous Tense

USE 1: For Actions Interrupted (or) at Specific time in the Past



We use this tense for an action that was happening at a specific event or time in the past.

Structure: Subject + was / were + Verb (ing form / **V4**) + Object

Ex: **I + was + drinking + coffee**

Ex: **We + were + drinking + coffee**

Signal / clue words: While, When, Yesterday, Last night at 6 PM, At this time last night, This morning etc.

USE 2: Parallel Actions



Examples: **I was studying** while **he was sleeping**.

1. Positive / Affirmative sentences

Subject "I"

1. **I was reading** a book when she called me.
2. **I was cooking** dinner when Peter arrived.
3. While **I was eating** dinner**,** the phone rang.
4. **I was going** to college when you saw me.
5. **I was working** in a bank this time last year.
6. **I was going** home when the rain started.
7. **I was learning** English at NEO last month.
8. **I was playing** tennis at 7 o'clock this morning.
9. **I was doing** my homework at this time yesterday.
10. **I was talking to** my friend at 8 o'clock last night.
11. **I was watching** TV when the power went out.
12. While **I was sleeping,** a thief came to my home.

You / Your brother and you / John and you etc.

1. **You were reading** a book when she called you.
2. **You were cooking** dinner when Peter arrived.
3. **You were going** to college when I saw you.
4. **You were playing** tennis at 7 o'clock this morning.
5. While **you were sleeping,** a thief came to your home.

He / My brother / Your brother / John etc.

1. **He was reading** a book when she called him.
2. **He was cooking** dinner when Peter arrived.
3. While **he was eating dinner**, the phone rang
4. **He was going** to college when I saw him.
5. **He was working** in a bank this time last year.
6. **He was going** home when the rain started.
7. **He was learning** English at NEO last month.
8. **He was playing** tennis at 7 o'clock this morning.
9. **He was doing** his homework at this time yesterday.
10. **He was talking to** his friend at 8 o'clock last night.
11. **He was watching** TV when the power went out.
12. While **he was sleeping,** a thief came to his home.

She / My sister / Your sister / Mary etc.

1. **She was reading** a book when she called her.
2. **She was cooking** dinner when Peter arrived.
3. While **she was eating** dinner**,** the phone rang.
4. **She was going** to college when I saw her.
5. **She was working** in a bank this time last year.
6. **She was going** home when the rain started.
7. **She was learning** English at NEO last month.
8. **She was playing** tennis at 7 o'clock this morning.
9. **She was doing** her homework at this time yesterday.
10. **She was talking to** her friend at 8 o'clock last night.
11. **She was watching** TV when the power went out.
12. While **she was sleeping,** a thief came to her home.

We / My brother and I / John and I etc.

1. **We were reading** a book when she called us.
2. **We were cooking** dinner when Peter arrived.
3. While **we were eating** dinner**,** the phone rang.
4. **We were going** to college when you saw us.
5. **We were working** in a bank this time last year.
6. **We were going** home when the rain started.
7. **We were learning** English at NEO last month.
8. **We were playing** tennis at 7 o'clock this morning.
9. **We were doing** our homework at this time yesterday.
10. **We were talking to** our friend at 8 o'clock last night.
11. **We were watching** TV when the power went out.
12. While **we were sleeping,** a thief came to our home.

They / My friends / Your friends / John and Mary etc.

1. **They were reading** a book when she called them.
2. **They were cooking** dinner when Peter arrived.
3. While **they were eating** dinner**,** the phone rang.
4. **They were going** to college when I saw them.
5. **They were working** in a bank this time last year.

6. **They were going** home when the rain started.
7. **They were learning** English at NEO last month.
8. **They were playing** tennis at 7 o'clock this morning.
9. **They were doing** their homework at this time yesterday.
10. **They were talking to** their friend at 8 o'clock last night.
11. **They were watching** TV when the power went out.
12. While **they were sleeping,** a thief came to their home.
13.

2. Positive Questions

With subject "I"

1. **Was I playing** tennis at 7 o'clock this morning?
2. **Was I doing** my homework at this time yesterday?
3. **Was I talking** to my friend at 6 PM last night?
4. **Was I watching** TV when the power went out?
5. **Was I sleeping** when the thief came to my home?

You / Your brother and you / John and you etc.

1. **Were you reading** a book when she called you?
2. **Were you cooking** dinner when Peter arrived?
3. **Were you eating** dinner when the phone rang?
4. **Were you going to** college when I saw you?
5. **Were you working** in a bank this time last year?
6. **Were you going** home when the rain started?
7. **Were you learning** English at NEO last month?
8. **Were you playing** tennis at 7 o'clock this morning?
9. **Were you doing** your homework at this time yesterday?
10. **Were you talking to** your friend at 8 o'clock last night?
11. **Were you watching** TV when the power went out?
12. **Were you sleeping** when the thief came to your home?

He / Your brother / My brother / John etc.

1. **Was he reading** a book when she called him?
2. **Was he cooking** dinner when Peter arrived?

3. **Was he eating** dinner when the phone rang?
4. **Was he going** to college when you saw him?
5. **Was he working** in a bank this time last year?
6. **Was he going** home when the rain started?
7. **Was he learning** English at NEO last month?
8. **Was he playing** tennis at 7 o'clock this morning?
9. **Was he doing** his homework at this time yesterday?
10. **Was he talking to** his friend at 8 o'clock last night?
11. **Was he watching** TV when the power went out?
12. **Was he sleeping** when the thief came to his home?

She / Your sister / My sister / Mary etc.

1. **Was she reading** a book when she called her?
2. **Was she cooking** dinner when Peter arrived?
3. **Was she eating** dinner when the phone rang?
4. **Was she going** to college when you saw her?
5. **Was she working** in a bank this time last year?
6. **Was she going** home when the rain started?
7. **Was she learning** English at NEO last month?
8. **Was she playing** tennis at 7 o'clock this morning?
9. **Was she doing** her homework at this time yesterday?
10. **Was she talking to** her friend at 8 o'clock last night?
11. **Was she watching** TV when the power went out?
12. **Was she sleeping** when the thief came to her home?

We / My brother and I / John and I etc.

1. **Were we playing** tennis at 7 o'clock this morning?
2. **Were we doing** our homework at this time yesterday?
3. **Were we talking** to our friend at 6 PM last night?
4. **Were we watching** TV when the power went out?
5. **Were we sleeping** when the thief came to our home?

They / Your friends / John and Mary etc.

1. **Were they reading** a book when she called them?
2. **Were they cooking** dinner when Peter arrived?

3. **Were they eating** dinner when the phone rang?
4. **Were they going** to college when you saw them?
5. **Were they working** in a bank this time last year?
6. **Were they going** home when the rain started?
7. **Were they learning** English at NEO last month?
8. **Were they playing** tennis at 7 o'clock this morning?
9. **Were they doing** their homework at this time yesterday?
10. **Were they talking to** their friend at 8 o'clock last night?
11. **Were they watching** TV when the power went out?
12. **Were they sleeping** when the thief came to their home?

Commonly used sentences in daily life

1. **I was travelling** on a bus to Chennai when **I lost** my purse.
   (When **I lost** my purse, **I was travelling** on a bus to Chennai)

2. **While I was travelling** on a bus to Chennai, **I lost** my purse.
   (**I lost** my purse while **I was travelling** on a bus to Chennai)

3. **I was studying** degree when **I got married**.
   (When **I got married**, **I was studying** degree)

4. While **I was studying** degree, **I got married**.
   (**I got** married while **I was studying** degree)

5. **I was watching** TV while **you were sleeping**.
   (While **you were sleeping**, **I was watching** TV)

6. **I was writing** an exam at this time yesterday.

7. **My brother** and **I were watching** TV when **you called**.
   (When **you called**, **my brother** and **I were watching** TV)

8. **My brother was watching** TV and **I was reading** when **you called**.

(When **you called, my brother was watching** TV and **I was reading)**

9. **My brother was watching** TV while **I was reading.**
   (While **I was reading, my brother was watching** TV**)**

10. **I was taking** my children to the park when **you saw** me.
    (When **you saw** me**, I was taking** my children to the park**)**

11. **I was bringing** vegetable from the market yesterday evening.
12. **I was discussing** about going to Chennai with my parents.
13. **I was searching** for my car keys when **you called** me.
14. **I was working** in Hyderabad when **I got** promotion.
15. **I was waiting** for my friend when **you saw** me at the bus stop.
16. **I was getting** repaired my bike when **you were going** home.
17. **I was sitting** at home watching TV all yesterday evening.
18. **I was reading** my lessons until midnight yesterday.
19. **I was watching** TV until Peter came yesterday.
20. **I was** always **watching** TV when I was in Hyderabad.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions

WH Questions examples

1. **What was I / John doing** when Peter called last night?
2. **What were you doing** when Peter called you last night?
3. **What was your sister doing** when Peter called him last night?
4. **What were your friends doing** when Peter them called last night?

1. **What were you / they watching** on TV at this time yesterday?

2. **What was he / she watching** on TV when you saw yesterday?
3. **What was John watching** on TV when you saw yesterday?
4. **What were your friends watching** on TV yesterday evening?

1. **Where were you going** at 5 o'clock yesterday evening?
2. **Where was your brother going** at 5 o'clock yesterday evening?
3. **Where was John going** at 5 o'clock yesterday evening?
4. **Where were your friends going** at 5 o'clock yesterday evening?

Who - With Subject

1. **Who were you talking to** on the phone last night?
2. **Who was he / she talking to** on the phone last night?
3. **Who was your brother talking to** on the phone last night?
4. **Who was John talking to** on the phone last night?

Who - Without Subject

1. **Who was talking to** you on the phone when I saw?
2. **Who was watching** TV at midnight yesterday?
3. **Who was waiting** for you here this morning?
4. **Who was shouting** at you yesterday evening?
5. **Who was riding** your brother's bike this morning?

Why - Positive

1. **Why were you beating** your son this morning?
2. **Why was he / Peter beating** his son last night?
3. **Why was your father beating** you this morning?
4. **Why were they shouting** at you just now?

Note: Practice above questions with other verbs also.

7. Past Perfect Tense

USE 1: For Completed Actions before Something in the Past



We use this tense for an action that occurred before another action or time in the past.

Structure: Subject + had + Verb (Past Participle / **V3**) + Object

Ex: I + had + drunk + coffee

Signal / clue words: Already, Never, Before, By**,** By the time**,** Last month, Last year

1. Positive / Affirmative sentences

With subject "I"

1. **I had written** a Spoken English book before 1995.
2. **I had** just **eaten** dinner before Peter arrived last night.
3. **I had paid** the electricity bill before the due date.
4. **I had gone** to the office before 9 o'clock today.
5. **I had come** back home by the time you called me.
6. **I had** never **been to** Chennai before I joined Degree.
7. **I had given** the money to him before he asked me.
8. **I had bought** a new bike before I moved to Chennai.
9. **I had retired** from the job before your father retired.
10. **I had completed** my B.Tech before I got married.
11. **I had** already **taken** the money from my parents.
12. **I had done** my homework by this time yesterday.

You / Your brother and you / John and you etc.

1. **You had written** a Spoken English book before 1995.
2. **You had paid** the electricity bill before the due date.
3. **You had** never **been to** Chennai before you joined Degree.
4. **You had retired** from the job before my father retired.
5. **You had done** your homework by this time yesterday.

He / My brother / Your brother / John etc.

1. **He had written** a Spoken English book before 1995.
2. **He had** just **eaten** dinner before Peter arrived last night.
3. **He had paid** the electricity bill before the due date.
4. **He had gone** to the office before 9 o'clock today.
5. **He had come** back home by the time I called him.
6. **He had** never **been to** Chennai before he joined Degree.
7. **He had given** the money to her before she asked him.
8. **He had bought** a new bike before he moved to Chennai.
9. **He had retired** from the job before my father retired.
10. **He had completed** his B.Tech before he got married.
11. **He had** already **taken** the money from his parents.
12. **He had done** his homework by this time yesterday.

She / My sister / Your sister / Mary etc.

1. **She had written** a Spoken English book before 1995.
2. **She had** just **eaten** dinner before Peter arrived last night.
3. **She had paid** the electricity bill before the due date.
4. **She had gone** to the office before 9 o'clock today.
5. **She had come** back home by the time I called her.
6. **She had** never **been to** Chennai before she joined Degree.
7. **She had given** the money to him before he asked her.
8. **She had bought** a new bike before she moved to Chennai.
9. **She had retired** from the job before my father retired.
10. **She had completed** her B.Tech before she got married.
11. **She had** already **taken** the money from her parents.
12. **She had done** her homework by this time yesterday.

It / The baby / The dog / Snoopy etc.

1. **It had eaten** dinner before Peter arrived last night.
2. **It had gone to bed** before I arrived home last night.
3. **It had woken up** before I woke up this morning.

We / My brother and I / John and I etc.

1. **We had written** a Spoken English book before 1995.
2. **We had** just **eaten** dinner before Peter arrived last night.
3. **We had paid** the electricity bill before the due date.
4. **We had gone** to the office before 9 o'clock today.
5. **We had come** back home by the time you called us.
6. **We had** never **been to** Chennai before we joined Degree.
7. **We had given** the money to him before he asked us.
8. **We had bought** a new bike before we moved to Chennai.
9. **We had retired** from the job before your father retired.
10. **We had completed** our B.Tech before we got married.
11. **We had** already **taken** the money from our parents.
12. **We had done** our homework by this time yesterday.

They / My friends / Your friends / John and Mary etc.

1. **They had written** a Spoken English book before 1995.
2. **They had** just **eaten** dinner before Peter arrived last night.
3. **They had paid** the electricity bill before the due date.
4. **They had gone** to the office before 9 o'clock today.
5. **They had come** back home by the time I called them.
6. **They had** never **been to** Chennai before they joined Degree.
7. **They had given** the money to him before he asked them.
8. **They had bought** a new bike before they moved to Chennai.
9. **They had retired** from the job before my father retired.
10. **They had completed** their B.Tech before they got married.
11. **They had** already **taken** the money from their parents.
12. **They had done** their homework by this time yesterday.

2. Negative sentences

With subject "I"

1. **I hadn't written** a Spoken English book before 1995.
2. **I hadn't eaten** dinner before Peter arrived last night.
3. **I hadn't paid** the electricity bill before the due date.
4. **I hadn't gone** to the office before 9 o'clock today.
5. **I hadn't come** back home by the time you called me.
6. **I hadn't been to** Chennai before I joined Degree.

7. **I hadn’t given** the money to him before he asked me.
8. **I hadn’t bought** a new bike before I moved to Chennai.
9. **I hadn’t retired** from the job before your father retired.
10. **I hadn’t completed** my B.Tech before I got married.
11. **I hadn’t** already **taken** the money from my parents.
12. **I hadn’t done** my homework by this time yesterday.

You / Your brother and you / John and you etc.

1. **You hadn’t written** a Spoken English book before 1995.
2. **You hadn’t eaten** dinner before Peter arrived last night.
3. **You hadn’t paid** the electricity bill before the due date.
4. **You hadn’t come** back home by the time I called you.
5. **You hadn’t been to** Chennai before you joined Degree.
6. **You hadn’t given** the money to him before he asked you.
7. **You hadn’t retired** from the job before my father retired.
8. **You hadn’t completed** your B.Tech before you got married.
9. **You hadn’t** already **taken** the money from your parents.
10. **You hadn’t done** your homework by this time yesterday.

He / My brother / Your brother / John etc.

1. **He hadn’t written** a Spoken English book before 1995.
2. **He hadn’t eaten** dinner before Peter arrived last night.
3. **He hadn’t paid** the electricity bill before the due date.
4. **He hadn’t gone** to the office before 9 o’clock today.
5. **He hadn’t come** back home by the time I called him.
6. **He hadn’t been to** Chennai before he joined Degree.
7. **He hadn’t given** the money to her before she asked him.
8. **He hadn’t bought** a new bike before he moved to Chennai.
9. **He hadn’t retired** from the job before my father retired.
10. **He hadn’t completed** his B.Tech before he got married.
11. **He hadn’t** already **taken** the money from his parents.
12. **He hadn’t done** his homework by this time yesterday.

She / My sister / Your sister / Mary etc.

1. **She hadn’t written** a Spoken English book before 1995.

2. **She hadn’t eaten** dinner before Peter arrived last night.
3. **She hadn’t paid** the electricity bill before the due date.
4. **She hadn’t gone** to the office before 9 o’clock today.
5. **She hadn’t come** back home by the time I called her.
6. **She hadn’t been to** Chennai before she joined Degree.
7. **She hadn’t given** the money to him before he asked her.
8. **She hadn’t bought** a new bike before she moved to Chennai.
9. **She hadn’t retired** from the job before my father retired.
10. **She hadn’t completed** her B.Tech before she got married.
11. **She hadn’t** already **taken** the money from her parents.
12. **She hadn’t done** her homework by this time yesterday.

We / My brother and I / John and I etc.

1. **We hadn’t written** a Spoken English book before 1995.
2. **We hadn’t eaten** dinner before Peter arrived last night.
3. **We hadn’t paid** the electricity bill before the due date.
4. **We hadn’t gone** to the office before 9 o’clock today.
5. **We hadn’t come** back home by the time you called us.
6. **We hadn’t been to** Chennai before we joined Degree.
7. **We hadn’t given** the money to him before he asked us.
8. **We hadn’t bought** a new bike before we moved to Chennai.
9. **We hadn’t retired** from the job before your father retired.
10. **We hadn’t completed** our B.Tech before we got married.
11. **We hadn’t** already **taken** the money from our parents.
12. **We hadn’t done** our homework by this time yesterday.

They / My friends / Your friends / John and Mary etc.

1. **They hadn’t written** a Spoken English book before 1995.
2. **They hadn’t eaten** dinner before Peter arrived last night.
3. **They hadn’t paid** the electricity bill before the due date.
4. **They hadn’t gone** to the office before 9 o’clock today.
5. **They hadn’t come** back home by the time I called them.
6. **They hadn’t been to** Chennai before they joined Degree.
7. **They hadn’t given** the money to him before he asked them.
8. **They hadn’t bought** a new bike before they moved to Chennai.
9. **They hadn’t retired** from the job before my father retired.
10. **They hadn’t completed** their B.Tech before they got married.

11. **They hadn't** already **taken** the money from their parents.
12. **They hadn't done** their homework by this time yesterday.

3. Positive Questions

With subject "I"

1. **Had I eaten** dinner before Peter arrived last night?
2. **Had I gone** to the office before 9 o'clock today?
3. **Had I done** my homework by this time yesterday?

You / Your brother and you / John and you etc.

1. **Had you written** a Spoken English book before 1995?
2. **Had you eaten** dinner before Peter arrived last night?
3. **Had you paid** the electricity bill before the due date?
4. **Had you gone** to the office before 9 o'clock today?
5. **Had you come** back home by the time I called you?
6. **Had you** ever **been to** Chennai before you joined Degree?
7. **Had you given** the money to him before he asked you?
8. **Had you bought** a new bike before you moved to Chennai?
9. **Had you retired** from the job before my father retired?
10. **Had you completed** your B.Tech before you got married?
11. **Had you** already **taken** the money from your parents?
12. **Had you done** your homework by this time yesterday?

He / Your brother / My brother / John etc.

1. **Had he written** a Spoken English book before 1995?
2. **Had he eaten** dinner before Peter arrived last night?
3. **Had he paid** the electricity bill before the due date?
4. **Had he gone** to the office before 9 o'clock today?
5. **Had he come** back home by the time I called him?
6. **Had he** ever **been to** Chennai before he joined Degree?
7. **Had he given** the money to her before she asked him?
8. **Had he bought** a new bike before he moved to Chennai?
9. **Had he retired** from the job before my father retired?
10. **Had he completed** his B.Tech before he got married?
11. **Had he** already **taken** the money from his parents?

12. **Had he done** his homework by this time yesterday?

She / Your sister / My sister / Mary etc.

1. **Had she written** a Spoken English book before 1995?
2. **Had she eaten** dinner before Peter arrived last night?
3. **Had she paid** the electricity bill before the due date?
4. **Had she gone** to the office before 9 o'clock today?
5. **Had she come** back home by the time I called her?
6. **Had she** ever **been to** Chennai before she joined Degree?
7. **Had she given** the money to him before he asked her?
8. **Had she bought** a new bike before she moved to Chennai?
9. **Had she retired** from the job before my father retired?
10. **Had she completed** her B.Tech before she got married?
11. **Had she** already **taken** the money from her parents?
12. **Had she done** her homework by this time yesterday?

We / My brother and I / John and I etc.

1. **Had we eaten** dinner before Peter arrived last night?
2. **Had we drunk** coffee before you drank?
3. **Had we gone** to the office before 9 o'clock today?
4. **Had we** already **taken** the money from our parents?
5. **Had we done** our homework by this time yesterday?

They / Your friends / John and Mary etc.

1. **Had they written** a Spoken English book before 1995?
2. **Had they eaten** dinner before Peter arrived last night?
3. **Had they paid** the electricity bill before the due date?
4. **Had they gone** to the office before 9 o'clock today?
5. **Had they come** back home by the time I called them?
6. **Had they** ever **been to** Chennai before they joined Degree?
7. **Had they given** the money to him before he asked them?
8. **Had they bought** a new bike before they moved to Chennai?
9. **Had they retired** from the job before my father retired?
10. **Had they completed** their B.Tech before they got married?
11. **Had they** already **taken** the money from their parents?

12. **Had they done** their homework by this time yesterday?

4. Negative Questions

With subject "I"

1. **Hadn't I eaten** dinner before Peter arrived last night?
2. **Hadn't I paid** the electricity bill before the due date?
3. **Hadn't I gone** to the office before 9 o'clock today?
4. **Hadn't I** already **taken** the money from my parents?
5. **Hadn't I done** my homework by this time yesterday?

You / Your brother and you / John and you etc.

1. **Hadn't you written** a Spoken English book before 1995?
2. **Hadn't you eaten** dinner before Peter arrived last night?
3. **Hadn't you paid** the electricity bill before the due date?
4. **Hadn't you gone** to the office before 9 o'clock today?
5. **Hadn't you come** back home by the time I called you?
6. **Hadn't you** ever **been to** Chennai before you joined Degree?
7. **Hadn't you given** the money to him before he asked you?
8. **Hadn't you bought** a new bike before you moved to Chennai?
9. **Hadn't you retired** from the job before my father retired?
10. **Hadn't you completed** your B.Tech before you got married?
11. **Hadn't you** already **taken** the money from your parents?
12. **Hadn't you done** your homework by this time yesterday?

He / Your brother / My brother / John etc.

1. **Hadn't he written** a Spoken English book before 1995?
2. **Hadn't he eaten** dinner before Peter arrived last night?
3. **Hadn't he paid** the electricity bill before the due date?
4. **Hadn't he gone** to the office before 9 o'clock today?
5. **Hadn't he come** back home by the time I called him?
6. **Hadn't he** ever **been to** Chennai before he joined Degree?
7. **Hadn't he given** the money to her before she asked him?
8. **Hadn't he bought** a new bike before he moved to Chennai?

9. **Hadn’t he retired** from the job before my father retired?
10. **Hadn’t he completed** his B.Tech before he got married?
11. **Hadn’t he** already **taken** the money from his parents?
12. **Hadn’t he done** his homework by this time yesterday?

She / Your sister / My sister / Mary etc.

1. **Hadn’t she written** a Spoken English book before 1995?
2. **Hadn’t she eaten** dinner before Peter arrived last night?
3. **Hadn’t she paid** the electricity bill before the due date?
4. **Hadn’t she gone** to the office before 9 o’clock today?
5. **Hadn’t she come** back home by the time I called her?
6. **Hadn’t she** ever **been to** Chennai before she joined Degree?
7. **Hadn’t she given** the money to him before he asked her?
8. **Hadn’t she bought** a new bike before she moved to Chennai?
9. **Hadn’t she retired** from the job before my father retired?
10. **Hadn’t she completed** her B.Tech before she got married?
11. **Hadn’t she** already **taken** the money from her parents?
12. **Hadn’t she done** her homework by this time yesterday?

We / My brother and I / John and I etc.

1. **Hadn’t we written** a Spoken English book before 1995?
2. **Hadn’t we eaten** dinner before Peter arrived last night?
3. **Hadn’t we paid** the electricity bill before the due date?
4. **Hadn’t we gone** to the office before 9 o’clock today?
5. **Hadn’t we come** back home by the time he called us?
6. **Hadn’t we** ever **been to** Chennai before we joined Degree?
7. **Hadn’t we given** the money to him before he asked us?
8. **Hadn’t we bought** a new bike before we moved to Chennai?
9. **Hadn’t we retired** from the job before my father retired?
10. **Hadn’t we completed** our B.Tech before we got married?
11. **Hadn’t we** already **taken** the money from our parents?
12. **Hadn’t we done** our homework by this time yesterday?

They / Your friends / John and Mary etc.

1. **Hadn’t they written** a Spoken English book before 1995?
2. **Hadn’t they eaten** dinner before Peter arrived last night?
3. **Hadn’t they paid** the electricity bill before the due date?
4. **Hadn’t they gone** to the office before 9 o’clock today?
5. **Hadn’t they come** back home by the time I called them?
6. **Hadn’t they** ever **been to** Chennai before they joined Degree?
7. **Hadn’t they given** the money to him before he asked them?
8. **Hadn’t they bought** a new bike before they moved to Chennai?
9. **Hadn’t they retired** from the job before my father retired?
10. **Hadn’t they completed** their B.Tech before they got married?
11. **Hadn’t they** already **taken** the money from their parents?
12. **Hadn’t they done** their homework by this time yesterday?

Commonly used sentences in daily life

1. **I had got** this job before I completed my B Tech.
2. **I had** already **arrived** my home before the rain started.
3. **I had ordered** the food before you arrived here.
4. **I had arrived** at NEO by the time the class started.
5. **I had studied** everything by the time exams started.
6. **I had learned** English at NEO before you learned.
7. **I had submitted** the report to the boss before he asked.
8. **I had bought** this bike before I came to Hyderabad.
9. **I had sold** my old house before I moved to Bengaluru.
10. **I had** never **eaten** at KFC restaurant before I came here.
11. **I had gone** to sleep by the time my father arrived home.
12. **I had** never **seen** my wife before I got married to her.
13. **I had given up** smoking before I got married.
14. **I had bought** a mobile before my father bought me one.
15. **I had woken up** before my brother woke up today.
16. **I had cooked** biryani by the time my relatives arrived.
17. **I had written** the exam by 12 o’clock this afternoon.
18. **I had driven** 50 kilometers by the time accident took place.

19. **I had drunk** coffee 3 times by the time you came here.
20. **I had seen** that movie once before I saw it with you.
21. **I had** already **informed** him before you informed him.
22. **I had thrown** that paper outside by the time he entered.
23. **I had finished** my housework before you woke up today.
24. **I had watched** that movie online before you sent it to me.
25. **I had lost** my wallet that's why I asked you for money.
26. **I had left** the meeting before it finished yesterday evening.
27. I didn't buy anything yesterday because **I had lost** my purse.
28. I went to Chennai by bus because **I had missed** the train.
29. I said that **I had never eaten** mutton before.
30. If **I had studied** harder, I would have passed the exam.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions.

8. Past Perfect Continuous Tense

USE 1: For actions started in the past and continued up until another time in the past



For an action started in the past & continued up until another event or time in the past.

Structure: Subject + had + been + Verb (ing form / **V4**) + Object

Ex: I + had + been + drinking + coffee

Signal / clue words: For, Since, Before, All day etc.

Note: Sometimes use use the Past Perfect Continuous Tense to show cause and effect.

Examples:

1. John was tired because **he had been jogging** for 2 hours**.**
2. Peter got good marks because **he had been studying** hard.

1. Positive / Affirmative sentences

With subject "I"

1. **I had been preparing** for 6 months by the time exams started.
2. **I had been driving** the car for 3 days when the accident happened.
3. **I had been working** in Chennai for 10 years by the time I retired.
4. **I had been teaching** at NEO since I completed my degree.
5. **I had been studying** since seven o'clock that day morning.
6. **I had been learning** English for 6 months when I left for the USA.
7. **I had been waiting** here for 2 hours by the time bus arrived.
8. **I had been playing** tennis for only 20 minutes when the rain started.
9. **I had been talking** for over an hour before Peter arrived.
10. **I had been sitting** here alone at my home all day yesterday.
11. **I had been watching** television since 5 o'clock yesterday evening.
12. **I had been sleeping** for seven hours by this time yesterday.

You / Your brother and you / John and you etc.

1. **You had been working** in Chennai for 10 years by the time you retired.
2. **You had been studying** since seven o'clock that day morning.
3. **You had been learning** English for 6 months when you left for the USA.
4. **You had been talking** for over an hour before Peter arrived.

5. **You had been watching** television since 5 o’clock yesterday evening.

He / My brother / Your brother / John etc.

1. **He had been preparing** for 6 months by the time exams started.
2. **He had been driving** the car for 3 days when the accident happened.
3. **He had been working** in Chennai for 10 years by the time he retired.
4. **He had been teaching** at NEO since he completed his degree.
5. **He had been studying** since seven o’clock that day morning.
6. **He had been learning** English for 6 months when he left for the USA.
7. **He had been waiting** here for 2 hours by the time bus arrived.
8. **He had been playing** tennis for only 20 minutes when the rain started.
9. **He had been talking** for over an hour before Peter arrived.
10. **He had been sittings** here alone at his home all day yesterday.
11. **He had been watching** television since 5 o’clock yesterday evening.
12. **He had been sleeping** for seven hours by this time yesterday.

She / My sister / Your sister / Mary etc.

1. **She had been preparing** for 6 months by the time exams started.
2. **She had been driving** the car for 3 days when the accident happened.
3. **She had been working** in Chennai for 10 years by the time she retired.
4. **She had been teaching** at NEO since she completed her degree.
5. **She had been studying** since seven o’clock that day morning.
6. **She had been learning** English for 6 months when she left for the USA.
7. **She had been waiting** here for 2 hours by the time bus arrived.
8. **She had been playing** tennis for only 20 minutes when the rain started.
9. **She had been talking** for over an hour before Peter arrived.

10. **She had been sittings** here alone at her home all day yesterday.
11. **She had been watching** television since 5 o'clock yesterday evening.
12. **She had been sleeping** for seven hours by this time yesterday.

We / My brother and I / John and I etc.

1. **We had been preparing** for 6 months by the time exams started.
2. **We had been driving** the car for 3 days when the accident happened.
3. **We had been working** in Chennai for 10 years by the time we retired.
4. **We had been teaching** at NEO since we completed our degree.
5. **We had been studying** since seven o'clock that day morning.
6. **We had been learning** English for 6 months when we left for the USA.
7. **We had been waiting** here for 2 hours by the time bus arrived.
8. **We had been playing** tennis for only 20 minutes when the rain started.
9. **We had been talking** for over an hour before Peter arrived.
10. **We had been sitting** here alone at our home all day yesterday.
11. **We had been watching** television since 5 o'clock yesterday evening.
12. **We had been sleeping** for seven hours by this time yesterday.

They / My friends / Your friends / John and Mary etc.

1. **They had been preparing** for 6 months by the time exams started.
2. **They had been driving** the car for 3 days when the accident happened.
3. **They had been working** in Chennai for 10 years by the time they retired.
4. **They had been teaching** at NEO since they completed their degree.
5. **They had been studying** since seven o'clock that day morning.
6. **They had been learning** English for 6 months when they left for the USA.

7. **They had been waiting** here for 2 hours by the time bus arrived.
8. **They had been playing** tennis for only 20 minutes when the rain started.
9. **They had been talking** for over an hour before Peter arrived.
10. **They had been sitting** here alone at their home all day yesterday.
11. **They had been watching** television since 5 o'clock yesterday evening.
12. **They had been sleeping** for seven hours by this time yesterday.

2. Positive Questions

With subject "I"

1. **Had I been working** in Chennai for 10 years by the time I retired?
2. **Had I been studying** since seven o'clock that day morning?
3. **Had I been playing** tennis for only 20 minutes when the rain started?
4. **Had I been sleeping** for seven hours by this time yesterday?

You / Your brother and you / John and you etc.

1. **Had you been preparing** for 6 months by the time exams started?
2. **Had you been driving** the car for 3 days when the accident happened?
3. **Had you been working** in Chennai for 10 years by the time you retired?
4. **Had you been teaching** at NEO since you completed your degree?
5. **Had you been studying** since seven o'clock that day morning?
6. **Had you been learning** English for 6 months when you left for the USA?
7. **Had you been waiting** here for 2 hours by the time bus arrived?
8. **Had you been playing** tennis for only 20 minutes when the rain started?
9. **Had you been talking** for over an hour before John arrived?
10. **Had you been sitting** here alone at your home all day yesterday?
11. **Had you been watching** television since 5 o'clock yesterday evening?

12. **Had you been sleeping** for seven hours by this time yesterday?

He / Your brother / My brother / John etc.

1. **Had he been preparing** for 6 months by the time exams started?
2. **Had he been driving** the car for 3 days when the accident happened?
3. **Had he been working** in Chennai for 10 years by the time he retired?
4. **Had he been teaching** at NEO since he completed his degree?
5. **Had he been studying** since seven o'clock that day morning?
6. **Had he been learning** English for 6 months when he left for the USA?
7. **Had he been waiting** here for 2 hours by the time bus arrived?
8. **Had he been playing** tennis for only 20 minutes when the rain started?
9. **Had he been talking** for over an hour before John arrived?
10. **Had he been sitting** here alone at his home all day yesterday?
11. **Had he been watching** television since 5 o'clock yesterday evening?
12. **Had he been sleeping** for seven hours by this time yesterday?

She / Your sister / My sister / Mary etc.

1. **Had she been preparing** for 6 months by the time exams started?
2. **Had she been driving** the car for 3 days when the accident happened?
3. **Had she been working** in Chennai for 10 years by the time she retired?
4. **Had she been teaching** at NEO since she completed her degree?
5. **Had she been studying** since seven o'clock that day morning?
6. **Had she been learning** English for 6 months when she left for the USA?
7. **Had she been waiting** here for 2 hours by the time bus arrived?
8. **Had she been playing** tennis for only 20 minutes when the rain started?
9. **Had she been talking** for over an hour before John arrived?
10. **Had she been sitting** here alone at her home all day yesterday?

11. **Had she been watching** television since 5 o’clock yesterday evening?
12. **Had she been sleeping** for seven hours by this time yesterday?

We / My brother and I / John and I etc.

1. **Had we been working** in Chennai for 10 years by the time we retired?
2. **Had we been studying** since seven o’clock that day morning?
3. **Had we been playing** tennis for only 20 minutes when the rain started?
4. **Had we been sleeping** for seven hours by this time yesterday?

They / Your friends / John and Mary etc.

1. **Had they been preparing** for 6 months by the time exams started?
2. **Had they been driving** the car for 3 days when the accident happened?
3. **Had they been working** in Chennai for 10 years by the time they retired?
4. **Had they been teaching** at NEO since since they completed their degree?
5. **Had they been studying** since seven o’clock that day morning?
6. **Had they been learning** English for 6 months when they left for the USA?
7. **Had they been waiting** here for 2 hours by the time bus arrived?
8. **Had they been playing** tennis for only 20 minutes when the rain started?
9. **Had they been talking** for over an hour before John arrived?
10. **Had they been sitting** here alone at their home all day yesterday?
11. **Had they been watching** television since 5 o’clock yesterday evening?
12. **Had they been sleeping** for seven hours by this time yesterday?

Commonly used sentences in daily life

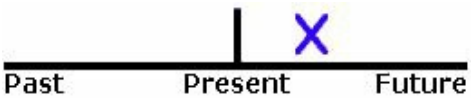
1. **I had been flying** for 12 hours before I finally reached London.
2. **I had been playing** cricket for a few minutes when the rain started.
3. **I had been working** in Chennai for 5 years by the time I retired.
4. **I had been waiting** for 2 hours by the time I got on the bus.
5. **I had been sleeping** for twelve hours when he woke me up.
6. **I had been practicing** for 2 months before the match conducted.

7. **My neighbor's dog had been barking** all morning.
8. **It had been raining** hard in here all night last night.
9. He said that **he had been working** since that day morning.
10. She said that **she had been doing** shopping for 2 hours.
11. I was tired because **I had been working** for several hours.
12. I fell asleep because **I had been reading** all night last night.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions

9. Future Simple Tense

USE 1: To express a voluntary action



For the action that happens at a specific event or time in the future. We also use the Simple Future tense for voluntary actions, instant decisions and promises.

Structure: Subject + will + Verb (Base form / **V1**) + Object

Ex: **I + will + drink + coffee**

Signal / clue words: Later, soon, as soon as possible, shortly, tomorrow, next week, never

1. Positive / Affirmative sentences

With subject "I"

1. **I will** never **eat** meat at restaurants again.
2. **I will** **call** him before I leave for Mumbai.
3. **I will** **send** him some money next week.
4. **I will** never **go** to that clothes shop again.
5. **I will** **finish** my work by 5 o'clock today.
6. **I will** **come** to Hyderabad next week.
7. **I will** **stay** at home all day tomorrow.
8. **I will** **learn** English at NEO very soon.
9. **I will** **get** her some coffee when she comes.
10. **I will** definitely **buy** him a new watch today.
11. **I will** **help** John with money if he asks.
12. **I will** **pay** the telephone bill online today.

You / Your brother and you / John and you etc.

1. **You will** **send** him the money next week.
2. **You will** never **go** to that clothes shop again.
3. **You will** **finish** your work by 5 o'clock today.
4. **You will** **come** to Hyderabad next week.
5. **You will** **pay** the telephone bill online today.

He / My brother / Your brother / John etc.

1. **He will** never **eat** meat at restaurants again.
2. **He will** **call** her before he leaves for Mumbai.
3. **He will** **send** her some money next week.
4. **He will** never **go** to that clothes shop again.
5. **He will** **finish** his work by 5 o'clock today.
6. **He will** **come** to Hyderabad next week.

7. **He will stay** at home all day tomorrow.
8. **He will learn** English at NEO very soon.
9. **He will get** her some coffee when she comes.
10. **He will** definitely **buy** you a new watch today.
11. **He will help** John with money if he asks.
12. **He will pay** the telephone bill online today.

She / My sister / Your sister / Mary etc.

1. **She will** never **eat** meat at restaurants again.
2. **She will call** him before she leaves for Mumbai.
3. **She will send** him some money next week.
4. **She will** never **go** to that clothes shop again.
5. **She will finish** her work by 5 o'clock today.
6. **She will come** to Hyderabad next week.
7. **She will stay** at home all day tomorrow.
8. **She will learn** English at NEO very soon.
9. **She will get** her some coffee when she comes.
10. **She will** definitely **buy** you a new watch today.
11. **She will help** John with money if he asks.
12. **She will pay** the telephone bill online today.

We / My brother and I / John and I etc.

1. **We will** never **eat** meat at restaurants again.
2. **We will call** him before we leave for Mumbai.
3. **We will send** him some money next week.
4. **We will** never **go** to that clothes shop again.
5. **We will finish** our work by 5 o'clock today.
6. **We will come** to Hyderabad next week.
7. **We will stay** at home all day tomorrow.
8. **We will learn** English at NEO very soon.
9. **We will get** her some coffee when she comes.
10. **We will** definitely **buy** you a new watch today.
11. **We will help** John with money if he asks.
12. **We will pay** the telephone bill online today.

They / My friends / Your friends / John and Mary etc.

1. **They will** never **eat** meat at restaurants again.
2. **They will** **call** him before they leave for Mumbai.
3. **They will** **send** him some money next week.
4. **They will** never **go** to that clothes shop again.
5. **They will** **finish** their work by 5 o'clock today.
6. **They will** **come** to Hyderabad next week.
7. **They will** **stay** at home all day tomorrow.
8. **They will** **learn** English at NEO very soon.
9. **They will** **get** her some coffee when she comes.
10. **They will** definitely **buy** you a new watch today.
11. **They will** **help** John with money if he asks.
12. **They will** **pay** the telephone bill online today.

2. Negative sentences

With subject "I"

1. **I won't** **eat** meat at restaurants again.
2. **I won't** **call** him before I leave for Mumbai.
3. **I won't** **send** him any money next week.
4. **I won't** **go** to that clothes shop again.
5. **I won't** **finish** my work by 5 o'clock today.
6. **I won't** **come** to Hyderabad next week.
7. **I won't** **stay** at home all day tomorrow.
8. **I won't** **learn** English at NEO very soon.
9. **I won't** **get** her some coffee when she comes.
10. **I won't** **buy** him a new watch today.
11. **I won't** **help** John with money if he asks.
12. **I won't** **pay** the telephone bill online today.

You / Your brother and you / John and you etc.

1. **You won't** **send** him the money next week.
2. **You won't** **go** to that clothes shop again.
3. **You won't** **finish** your work by 5 o'clock today.
4. **You won't** **come** to Hyderabad next week.

5. **You won't help** John with money if he asks.
6. **You won't pay** the telephone bill online today.

He / My brother / Your brother / John etc.

1. **He won't eat** meat at restaurants again.
2. **He won't call** her before he leaves for Mumbai.
3. **He won't send** her any money next week.
4. **He won't go** to that clothes shop again.
5. **He won't finish** his work by 5 o'clock today.
6. **He won't come** to Hyderabad next week.
7. **He won't stay** at home all day tomorrow.
8. **He won't learn** English at NEO very soon.
9. **He won't get** her some coffee when she comes.
10. **He won't buy** him a new watch today.
11. **He won't help** John with money if he asks.
12. **He won't pay** the telephone bill online today.

She / My sister / Your sister / Mary etc.

1. **She won't eat** meat at restaurants again.
2. **She won't call** him before she leaves for Mumbai.
3. **She won't send** him any money next week.
4. **She won't go** to that clothes shop again.
5. **She won't finish** her work by 5 o'clock today.
6. **She won't come** to Hyderabad next week.
7. **She won't stay** at home all day tomorrow.
8. **She won't learn** English at NEO very soon.
9. **She won't get** her some coffee when she comes.
10. **She won't buy** him a new watch today.
11. **She won't help** John with money if he asks.
12. **She won't pay** the telephone bill online today.

We / My brother and I / John and I etc.

1. **We won't eat** meat at restaurants again.
2. **We won't call** him before we leave for Mumbai.
3. **We won't send** him any money next week.

4. **We won't go** to that clothes shop again.
5. **We won't finish** our work by 5 o'clock today.
6. **We won't come** to Hyderabad next week.
7. **We won't stay** at home all day tomorrow.
8. **We won't learn** English at NEO very soon.
9. **We won't get** her some coffee when she comes.
10. **We won't buy** him a new watch today.
11. **We won't help** John with money if he asks.
12. **We won't pay** the telephone bill online today.

They / My friends / Your friends / John and Mary etc.

1. **They won't eat** meat at restaurants again.
2. **They won't call** him before they leave for Mumbai.
3. **They won't send** him any money next week.
4. **They won't go** to that clothes shop again.
5. **They won't finish** their work by 5 o'clock today.
6. **They won't come** to Hyderabad next week.
7. **They won't stay** at home all day tomorrow.
8. **They won't learn** English at NEO very soon.
9. **They won't get** her some coffee when she comes.
10. **They won't buy** him a new watch today.
11. **They won't help** John with money if he asks.
12. **They won't pay** the telephone bill online today.

3. Positive Questions

You / Your brother and you / John and you etc.

1. **Will you** never **eat** meat at restaurants again?
2. **Will you call** him before you leave for Mumbai?
3. **Will you send** him any money next week?
4. **Will you** never **go** to that clothes shop again?
5. **Will you finish** your work by 5 o'clock today?
6. **Will you come** to Hyderabad next week?
7. **Will you stay** at home all day tomorrow?
8. **Will you learn** English at NEO very soon?

9. **Will you get** her some coffee when she comes?
10. **Will you** definitely **buy** him a new watch today?
11. **Will you help** John with money if he asks?
12. **Will you pay** the telephone bill online today?

He / Your brother / My brother / John etc.

1. **Will he** never **eat** meat at restaurants again?
2. **Will he call** her before he leaves for Mumbai?
3. **Will he send** her any money next week?
4. **Will he** never **go** to that clothes shop again?
5. **Will he finish** his work by 5 o'clock today?
6. **Will he come** to Hyderabad next week?
7. **Will he stay** at home all day tomorrow?
8. **Will he learn** English at NEO very soon?
9. **Will he get** her some coffee when she comes?
10. **Will he** definitely **buy** me a new watch today?
11. **Will he help** John with money if he asks?
12. **Will he pay** the telephone bill online today?

She / Your sister / My sister / Mary etc.

1. **Will she** never **eat** meat at restaurants again?
2. **Will she call** him before she leaves for Mumbai?
3. **Will she send** him any money next week?
4. **Will she** never **go** to that clothes shop again?
5. **Will she finish** her work by 5 o'clock today?
6. **Will she come** to Hyderabad next week?
7. **Will she stay** at home all day tomorrow?
8. **Will she learn** English at NEO very soon?
9. **Will she get** her some coffee when she comes?
10. **Will she** definitely **buy** him a new watch today?
11. **Will she help** John with money if he asks?
12. **Will she pay** the telephone bill online today?

We / My brother and I / John and I etc.

1. **Will we** never **eat** meat at restaurants again?
2. **Will we call** him before we leave for Mumbai?

3. **Will we send** him any money next week?
4. **Will we** never **go** to that clothes shop again?
5. **Will we finish** our work by 5 o'clock today?
6. **Will we come** to Hyderabad next week?
7. **Will we stay** at home all day tomorrow?
8. **Will we learn** English at NEO very soon?
9. **Will we get** her some coffee when she comes?
10. **Will we** definitely **buy** him a new watch today?
11. **Will we help** John with money if he asks?
12. **Will we pay** the telephone bill online today?

They / Your friends / John and Mary etc.

1. **Will they** never **eat** meat at restaurants again?
2. **Will they call** him before they leave for Mumbai?
3. **Will they send** him any money next week?
4. **Will they** never **go** to that clothes shop again?
5. **Will they finish** their work by 5 o'clock today?
6. **Will they come** to Hyderabad next week?
7. **Will they stay** at home all day tomorrow?
8. **Will they learn** English at NEO very soon?
9. **Will they get** her some coffee when she comes?
10. **Will they** definitely **buy** him a new watch today?
11. **Will they help** John with money if he asks?
12. **Will they pay** the telephone bill online today?

4. Negative Questions

You / Your brother and you / John and you etc.

1. **Won't you eat** meat at restaurants again?
2. **Won't you call** him before you leave for Mumbai?
3. **Won't you send** him any money next week?
4. **Won't you go** to that clothes shop again?
5. **Won't you finish** your work by 5 o'clock today?
6. **Won't you come** to Hyderabad next week?
7. **Won't you stay** at home all day tomorrow?
8. **Won't you learn** English at NEO very soon?

9. **Won’t you get** her some coffee when she comes?
10. **Won’t you** definitely **buy** him a new watch today?
11. **Won’t you help** John with money if he asks?
12. **Won’t you pay** the telephone bill online today?

He / Your brother / My brother / John etc.

1. **Won’t he eat** meat at restaurants again?
2. **Won’t he call** her before he leaves for Mumbai?
3. **Won’t he send** her any money next week?
4. **Won’t he go** to that clothes shop again?
5. **Won’t he finish** his work by 5 o’clock today?
6. **Won’t he come** to Hyderabad next week?
7. **Won’t he stay** at home all day tomorrow?
8. **Won’t he learn** English at NEO very soon?
9. **Won’t he get** her some coffee when she comes?
10. **Won’t he** definitely **buy** him a new watch today?
11. **Won’t he help** John with money if he asks?
12. **Won’t he pay** the telephone bill online today?

She / Your sister / My sister / Mary etc.

1. **Won’t she eat** meat at restaurants again?
2. **Won’t she call** him before she leaves for Mumbai?
3. **Won’t she send** him any money next week?
4. **Won’t she go** to that clothes shop again?
5. **Won’t she finish** her work by 5 o’clock today?
6. **Won’t she come** to Hyderabad next week?
7. **Won’t she stay** at home all day tomorrow?
8. **Won’t she learn** English at NEO very soon?
9. **Won’t she get** her some coffee when she comes?
10. **Won’t she** definitely **buy** him a new watch today?
11. **Won’t she help** John with money if he asks?
12. **Won’t she pay** the telephone bill online today?

We / My brother and I / John and I etc.

1. **Won’t we eat** meat at restaurants again?
2. **Won’t we call** him before we leave for Mumbai?

3. **Won't we send** him any money next week?
4. **Won't we go** to that clothes shop again?
5. **Won't we finish** our work by 5 o'clock today?
6. **Won't we come** to Hyderabad next week?
7. **Won't we stay** at home all day tomorrow?
8. **Won't we learn** English at NEO very soon?
9. **Won't we get** her some coffee when she comes?
10. **Won't we** definitely **buy** him a new watch today?
11. **Won't we help** John with money if he asks?
12. **Won't we pay** the telephone bill online today?

They / Your friends / John and Mary etc.

1. **Won't they eat** meat at restaurants again?
2. **Won't they call** him before they leave for Mumbai?
3. **Won't they send** him any money next week?
4. **Won't they go** to that clothes shop again?
5. **Won't they finish** their work by 5 o'clock today?
6. **Won't they come** to Hyderabad next week?
7. **Won't they stay** at home all day tomorrow?
8. **Won't they learn** English at NEO very soon?
9. **Won't they get** her some coffee when she comes?
10. **Won't they** definitely **buy** him a new watch today?
11. **Won't they help** John with money if he asks?
12. **Won't they pay** the telephone bill online today?

Commonly used sentences in daily life

1. **I will clean up** my room tomorrow morning.
2. **I will meet** my old friends if I go to Chennai.
3. **I will find** my stolen laptop someday.
4. **I will bring** my laptop to college tomorrow.
5. **I will stay** at my home all day tomorrow.
6. **I will come** to Mumbai next month on my vacation.
7. **I will join** at NEO for English on Monday.
8. **I will** definitely **help** you in this regard.
9. **I will return / come back** in two hours.
10. **I will invite** all my friends for my birthday.

11. I **will call** you as soon as I arrive in Hyderabad.
12. **I will buy** a new laptop when I go to New Delhi.
13. **I will give** your money as soon as possible.
14. **I will give up** smoking someday / one day.
15. **I will cook** chicken if you come to my home.
16. **I will buy** a new car if I win the lottery.
17. **I will wait** for you until you come back.
18. **I will teach** you some English soon.
19. **I will become** a doctor in the future.
20. **I will leave** for Mumbai day after tomorrow.
21. **I will talk to** him on the phone tonight.
22. **I will** surely **get** first rank in my exams.
23. **I will check** my Email when I get home.
24. **I will tell** you what I will know about him.
25. **I will let** you know when your mobile is ready.
26. **I will shift** to my new apartment next week.
27. **I will meet** him in office at 5.30 this evening.
28. **I will go** to bed at 10 o'clock tonight.
29. **I will be** at my home tomorrow evening.
30. **I will open** my shop at 9.30 tomorrow morning.
31. **I will buy** a new house at the end of this year.
32. **I will join** at Delhi University if I get a good rank.
33. **I will sing** some songs at the party tonight.
34. **I will buy** you a gift if you get good marks.
35. **I will start** working at 9 AM tomorrow.
36. **I will take** my family to Hyderabad next week.
37. **I will collect** old coins all over the world.
38. **I will lend** you some money this evening.
39. **I will change** my mobile number soon.
40. **I will pay** all the bills online tomorrow.
41. **I will get** you chocolates when I go to the shop.
42. **I will drop** you **off** at your office now.
43. **I will come to see** you on Saturday evening.
44. **I will get painted** my house next year.
45. **I will come** to the cinema with you tomorrow.
46. **I will carry** your bag to the bus stop for you.
47. **I will wake up** early tomorrow morning.
48. **I will walk** 10 kilometers tomorrow morning.
49. **I will pay** for the clothes by credit card.
50. **I will take** you to the park on Sunday evening.

51. **I will have** chapati for dinner tonight.
52. **I will sell** my old laptop when I get a new one.
53. **I will send** my resume to you tomorrow.
54. **I will keep** silent all day tomorrow.
55. **I will get a haircut** before I go on the trip.
56. **I will celebrate** my birthday grandly this year.
57. **I will teach** you how to cook chicken biryani.
58. **I will see** you at 10 o'clock on Monday morning.
59. **I will** always **remember** you and your family.
60. **I will go** to Kashmir this summer vacation.
61. **I will tell** John that you called several times.
62. **I will think** about this matter later.
63. **I will come** home early unless I miss the bus.
64. **I will settle** in my hometown after my retirement.
65. **I will keep** your words in my mind.
66. **I will** definitely **win** the match tomorrow.
67. **I will start** the class in ten minutes.
68. **I will come** back here on 25th of this month.
69. **I will walk** to school tomorrow morning.
70. **I will give** you a wonderful gift on your birthday.
71. **I will speak to** the principal about your seat.
72. **I will ask** John to pick you up from the station.
73. **I will ask** her to call you back tonight.
74. **I will take** care of your baby until you come.
75. **I will call** you when I get to my office.
76. **I will write** and **publish** a cook book soon.
77. **I will get repaired** my bike tomorrow.
78. **I will send** a text message when he comes.
79. **I will sit** here until you come back here.
80. **I will accompany** my sister to the airport.
81. **I will** definitely **try** to solve this problem**.**
82. **I will go meet** him after I finish my work.
83. **I will get** back to you as soon as possible.
84. **I will spend** entire day on the beach today.
85. **I will give** you a ride to your college.
86. **I will help** you as much as I can.
87. **I will help** you clean the house tomorrow.
88. **I will help** you with your homework tonight.
89. **I will study** hard from now on.
90. **I will teach** you English from tomorrow onwards.

Note: 1. Practice above verbs with subjects “You, He, She, It, We, You, They).
Practice above verbs with negative, Question and Negative questions.

WH Questions examples

1. **What will you / he / she / your brother / John / we / they have** for dinner?
2. **When will you / he / she / your brother / John / we / they go** home?
3. **How will you / he / she / your brother / John / we / they go** to Chennai?
4. **How long will you / he / she / your brother / John / we / they stay** in Delhi?
5. **Where will you / he / she / your brother / John / we / they go** tomorrow?
6. **Whom will you / he / she / your brother / John / we / they invite** to the party?

7. **Why will you / he / she / your brother / John / we / they join** at Neo? (Positive)
8. **Why won’t you / he / she / your brother / John / we / they join** at Neo? (Negative)

9. **Who will you / he / she / your brother / John / we / they go** to

Chennai with? (with subject)

10. **Who will help** you / him / her / your brother / John / us / them with money? (without subject)
11. **Who will come** to the institute tomorrow? (without subject)
12. **Who won't come** to the institute tomorrow? (without subject + Negative)

Note: Practice above questions with other verbs also.

USE 2: To express a planned action

Structure: Subject + am / are / is + going to + Verb (Base form / **V1**) + Object

Ex: **I + am + going to + drink + coffee**

Ex: **You + are + going to + drink + coffee**

Ex: **He + is + going to + drink + coffee**

Examples:
1. **I am going to buy** a new mobile tomorrow.
2. **We are going to meet** at 6 o'clock this evening.
3. **Peter is going to come** to Chennai next week.

1. Positive / Affirmative sentences

With subject "I"

1. **I am going to send** him the money tomorrow.
2. **I am going to come** to Hyderabad next week.
3. **I am going to stay** at home tomorrow.
4. **I am going to learn** English very soon.
5. **I am going to help** her with money.

You / Your brother and you / John and you etc.

1. **You are going to help** her with money.

He / She / My brother / Your brother / John etc.

1. **He is going to send** him the money tomorrow.
2. **He is going to come** to Hyderabad next week.
3. **He is going to stay** at home tomorrow.
4. **He is going to learn** English very soon.
5. **He is going to help** her with money.

We / My brother and I / John and I etc.

1. **We are going to send** him the money tomorrow.
2. **We are going to come** to Hyderabad next week.
3. **We are going to stay** at home tomorrow.
4. **We are going to learn** English very soon.
5. **We are going to help** her with money.

They / My friends / Your friends / John and Mary etc.

1. **They are going to send** him the money.
2. **They are going to come** to Hyderabad next week.
3. **They are going to stay** at home tomorrow.
4. **They are going to learn** English very soon.
5. **They are going to help** her with money.

2. Negative sentences

With subject "I"

1. **I am not going to send** him the money tomorrow.
2. **I am not going to come** to Hyderabad next week.
3. **I am not going to stay** at home tomorrow.
4. **I am not going to learn** English very soon.

5. **I am not going to help** her with money.

You / Your brother and you / John and you etc.

1. **You are not going to help** her with money.

He / She / My brother / Your brother / John etc.

1. **He is not going to send** him the money tomorrow.
2. **He is not going to come** to Hyderabad next week.
3. **He is not going to stay** at home tomorrow.
4. **He is not going to learn** English very soon.
5. **He is not going to help** her with money.

We / My brother and I / John and I etc.

1. **We are not going to send** him the money tomorrow.
2. **We are not going to come** to Hyderabad next week.
3. **We are not going to stay** at home tomorrow.
4. **We are not going to learn** English very soon.
5. **We are not going to help** her with money.

/ My friends / John and Mary etc.

1. **They are not going to send** him the money tomorrow.
2. **They are not going to come** to Hyderabad next week.
3. **They are not going to stay** at home tomorrow.
4. **They are not going to learn** English very soon.
5. **They are not going to help** her with money.

3. Positive Questions

You / Your brother and you / John and you etc.

1. **Are you going to send** him the money tomorrow?
2. **Are you going to come** to Hyderabad next week?
3. **Are you going to stay** at home tomorrow?

4. **Are you going to learn** English very soon?
5. **Are you going to help** her with money?

He / She / Your brother / My brother / John etc.

1. **Is he going to send** him the money tomorrow?
2. **Is he going to come** to Hyderabad next week?
3. **Is he going to stay** at home tomorrow?
4. **Is he going to learn** English very soon?
5. **Is he going to help** her with money?

We / My brother and I / John and I etc.

1. **Are we going to send** him the money tomorrow?
2. **Are we going to come** to Hyderabad next week?
3. **Are we going to stay** at home tomorrow?
4. **Are we going to learn** English very soon?
5. **Are we going to help** her with money?

They / Your friends / John and Mary etc.

1. **Are they going to send** him the money tomorrow?
2. **Are they going to come** to Hyderabad next week?
3. **Are they going to stay** at home tomorrow?
4. **Are they going to learn** English very soon?
5. **Are they going to help** her with money?

4. Negative Questions

You / Your brother and you / John and you etc.

1. **Aren't you going to send** him the money tomorrow?
2. **Aren't you going to come** to Hyderabad next week?
3. **Aren't you going to stay** at home tomorrow?
4. **Aren't you going to learn** English very soon?
5. **Aren't you going to help** her with money?

He / She / Your brother / My brother / John etc.

1. **Isn't he going to send** him the money tomorrow?
2. **Isn't he going to come** to Hyderabad next week?
3. **Isn't he going to stay** at home tomorrow?
4. **Isn't he going to learn** English very soon?
5. **Isn't he going to help** her with money?

They / Your friends / John and Mary etc.

1. **Aren't they going to send** him the money tomorrow?
2. **Aren't they going to come** to Hyderabad next week?
3. **Aren't they going to stay** at home tomorrow?
4. **Aren't they going to learn** English very soon?
5. **Aren't they going to help** her with money?

WH Questions examples

1. **What are you going to eat** for dinner?
2. **What is he / she / John going to eat** for dinner?
3. **What is your brother going to eat** for dinner?
4. **What are we / they going to eat** for dinner?

1. **How long are you going to stay** in Delhi?
2. **How long is he / she / John going to stay** in Delhi?
3. **How long is your brother going to stay** in Delhi?
4. **How long are we going to stay** in Delhi?

1. **Who are you going to meet** in Delhi tomorrow?
2. **Who is he / she / John going to meet** tomorrow?
3. **Who is your brother going to meet** tomorrow?
4. **Who are we going to meet** in Delhi tomorrow?

Without subject

1. **Who is going to come** to our house today?
2. **Who is going to help** you with money?

3. **Who is going to play** chess with you tomorrow?
4. **Who is going to receive** you at the bus station?

10. Future Continuous Tense

USE 1: For actions Interrupted or at Specific time in the Future



For an action that will be happening at a specific event or time in the future.

Structure: Subject + will be + Verb (ing form / **V4**) + Object

Ex: I + will be + drinking + coffee

Signal / clue words: When, until, at, all day, at this time tomorrow, at 5 PM tomorrow etc.

1. Positive / Affirmative sentences

With subject "I"

1. **I will be cooking** dinner when she arrives home.
2. **I will be eating** dinner at 8 o'clock tonight.
3. **I will be going** to the college at this time tomorrow.
4. **I will be driving** to work tomorrow morning.
5. **I will be coming** home on Saturday evening.
6. **I will be teaching** English at 10 AM tomorrow.
7. **I will be** still **waiting** when he comes home tonight.
8. **I will be playing** tennis at college tomorrow.
9. **I will be writing** exam at 9 tomorrow morning.

10. **I will be watching** TV until midnight today.
11. **I will be reading** lessons tomorrow evening.
12. **I will be sleeping** when Peter arrives home.

You / Your brother and you / John and you etc.

1. **You will be cooking** dinner when she arrives home.
2. **You will be coming** home on Saturday evening.
3. **You will be writing** exam at 9 tomorrow morning.
4. **You will be sleeping** when Peter arrives home.

He / My brother / Your brother / John etc.

1. **He will be cooking** dinner when she arrives home.
2. **He will be eating** dinner at 8 o'clock tonight.
3. **He will be going** to the college at this time tomorrow.
4. **He will be driving** to work tomorrow morning.
5. **He will be coming** home on Saturday evening.
6. **He will be teaching** English at 10 AM tomorrow.
7. **He will be** still **waiting** when he comes home tonight.
8. **He will be playing** tennis at college tomorrow.
9. **He will be writing** exam at 9 tomorrow morning.
10. **He will be watching** TV until midnight today.
11. **He will be reading** lessons tomorrow evening.
12. **He will be sleeping** when Peter arrives home.

She / My sister / Your sister / Mary etc.

1. **She will be cooking** dinner when she arrives home.
2. **She will be eating** dinner at 8 o'clock tonight.
3. **She will be going** to the college at this time tomorrow.
4. **She will be driving** to work tomorrow morning.
5. **She will be coming** home on Saturday evening.
6. **She will be teaching** English at 10 AM tomorrow.
7. **She will be** still **waiting** when he comes home tonight.
8. **She will be playing** tennis at college tomorrow.
9. **She will be writing** exam at 9 tomorrow morning.
10. **She will be watching** TV until midnight today.

11. **She will be reading** lessons tomorrow evening.
12. **She will be sleeping** when Peter arrives home.

It / The dog / My baby / Snoopy etc.

1. **It will be sleeping** when you arrive home.
2. **It will be playing** at 5 o'clock this evening.

We / My brother and I / John and I etc.

1. **We will be cooking** dinner when she arrives home.
2. **We will be eating** dinner at 8 o'clock tonight.
3. **We will be going** to the college at this time tomorrow.
4. **We will be driving** to work tomorrow morning.
5. **We will be coming** home on Saturday evening.
6. **We will be teaching** English at 10 AM tomorrow.
7. **We will be** still **waiting** when he comes home tonight.
8. **We will be playing** tennis at college tomorrow.
9. **We will be writing** exam at 9 tomorrow morning.
10. **We will be watching** TV until midnight today.
11. **We will be reading** lessons tomorrow evening.
12. **We will be sleeping** when Peter arrives home.

They / My friends / Your friends / John and Mary etc.

1. **They will be cooking** dinner when she arrives home.
2. **They will be eating** dinner at 8 o'clock tonight.
3. **They will be going** to the college at this time tomorrow.
4. **They will be driving** to work tomorrow morning.
5. **They will be coming** home on Saturday evening.
6. **They will be teaching** English at 10 AM tomorrow.
7. **They will be** still **waiting** when he comes home tonight.
8. **They will be playing** tennis at college tomorrow.
9. **They will be writing** exam at 9 tomorrow morning.
10. **They will be watching** TV until midnight today.
11. **They will be reading** lessons tomorrow evening.
12. **They will be sleeping** when Peter arrives home.

2. Positive Questions

You / Your brother and you / John and you etc.

1. **Will you be cooking** dinner when she arrives home?
2. **Will you be eating** dinner at 8 o'clock tonight?
3. **Will you be going** to the college at this time tomorrow?
4. **Will you be driving** to work tomorrow morning?
5. **Will you be coming** home on Saturday evening?
6. **Will you be teaching** English at 10 AM tomorrow?
7. **Will you be** still **waiting** when he comes home tonight?
8. **Will you be playing** tennis at college tomorrow?
9. **Will you be writing** exam at 9 tomorrow morning?
10. **Will you be watching** TV until midnight today?
11. **Will you be reading** lessons tomorrow evening?
12. **Will you be sleeping** when Peter arrives home?

He / Your brother / My brother / John etc.

1. **Will he be cooking** dinner when she arrives home?
2. **Will he be eating** dinner at 8 o'clock tonight?
3. **Will he be going** to the college at this time tomorrow?
4. **Will he be driving** to work tomorrow morning?
5. **Will he be coming** home on Saturday evening?
6. **Will he be teaching** English at 10 AM tomorrow?
7. **Will he be** still **waiting** when he comes tonight?
8. **Will he be playing** tennis at college home tomorrow?
9. **Will he be writing** exam at 9 tomorrow morning?
10. **Will he be watching** TV until midnight today?
11. **Will he be reading** lessons tomorrow evening?
12. **Will he be sleeping** when Peter arrives home?

She / Your sister / My sister / Mary etc.

1. **Will she be cooking** dinner when she arrives home?
2. **Will she be eating** dinner at 8 o'clock tonight?
3. **Will she be going** to the college at this time tomorrow?
4. **Will she be driving** to work tomorrow morning?
5. **Will she be coming** home on Saturday evening?

6. **Will she be teaching** English at 10 AM tomorrow?
7. **Will she be** still **waiting** when he comes home tonight?
8. **Will she be playing** tennis at college tomorrow?
9. **Will she be writing** exam at 9 tomorrow morning?
10. **Will she be watching** TV until midnight today?
11. **Will she be reading** lessons tomorrow evening?
12. **Will she be sleeping** when Peter arrives home?

We / My brother and I / John and I etc.

1. **Will we be cooking** dinner when she arrives home?
2. **Will we be eating** dinner at 8 o'clock tonight?
3. **Will we be going** to the college at this time tomorrow?
4. **Will we be driving** to work tomorrow morning?
5. **Will we be coming** home on Saturday evening?
6. **Will we be teaching** English at 10 AM tomorrow?
7. **Will we be** still **waiting** when he comes home tonight?
8. **Will we be playing** tennis at college tomorrow?
9. **Will we be writing** exam at 9 tomorrow morning?
10. **Will we be watching** TV until midnight today?
11. **Will we be reading** lessons tomorrow evening?
12. **Will we be sleeping** when Peter arrives home?

They / Your friends / John and Mary etc.

1. **Will they be cooking** dinner when she arrives home?
2. **Will they be eating** dinner at 8 o'clock tonight?
3. **Will they be going** to the college at this time tomorrow?
4. **Will they be driving** to work tomorrow morning?
5. **Will they be coming** home on Saturday evening?
6. **Will they be teaching** English at 10 AM tomorrow?
7. **Will they be** still **waiting** when he comes home tonight?
8. **Will they be playing** tennis at college tomorrow?
9. **Will they be writing** exam at 9 tomorrow morning?
10. **Will they be watching** TV until midnight today?
11. **Will they be reading** lessons tomorrow evening?
12. **Will they be sleeping** when Peter arrives home?

Commonly used sentences in daily life

1. **I will be working** in Chennai by the time I retire.
2. **I will be studying** MBA by this time next year.
3. **I will be learning** English at NEO next month.
4. **I will be getting ready** for the party at 7 o'clock tonight.
5. **I will be leaving for** Mumbai at this time tomorrow.
6. **I will be cleaning** my house on Sunday morning.
7. **I will be living** with my family in London next year.
8. **I will be doing** shopping at the mall this evening.
9. **I will be arriving** in New Delhi at this time tomorrow.
10. **I will be flying to** Kolkata tomorrow afternoon.
11. **I will be building** a house in my hometown next year.
12. **I will be practicing** football all morning tomorrow.

WH Questions examples

1. **What will you / he /she be doing** at 5 PM tomorrow?
2. **What will your brother / Mary be doing** at 5 PM today?
3. **What will they / your friends be doing** at 5 PM tomorrow?

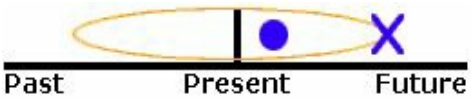
1. **Where will you / he /she be going** at this time tomorrow?
2. **Where will your brother / Mary be going** at this time tomorrow?
3. **Where will they / your friends be going** at this time tomorrow?

1. **Where will you / he /she be waiting** for me tomorrow?
2. **Where will your brother / Mary be waiting** for me tomorrow?
3. **Where will they / your friends be waiting** for you tomorrow?

Note: Practice above questions with other verbs also.

11. Future Perfect Tense

For a Completed Action before Something in the Future



For an action that will be happening at a specific event or time in the future.

Structure: Subject + will have + Verb (Past Participle / **V3**) + Object

Ex: I + will have + drunk + coffee

Signal / clue words: By 8 o'clock, by this time tomorrow, by the time, by Thursday, by the end of this week, by next month, by this time next year, before etc.

1. Positive / Affirmative sentences

With subject "I"

1. **I will have read** this book before the next class.
2. **I will have written** an English book by April 2020.
3. **I will have eaten** dinner before 8 o'clock tonight.
4. **I will have cleaned up** the house before they come.
5. **I will have gone** to the office by the time he wakes up.
6. **I will have been to** Chennai by this time next year.
7. **I will have retired** by the end of this year.
8. **I will have bought** a new phone by end of this week.

9. **I will have returned** home by five o’clock today.
10. **I will have received** my promotion by next month.
11. **I will have left** for work by this time tomorrow.
12. **I will have finished** my project work by Thursday.

You / Your brother and you / John and you etc.

1. **You will have gone** to the office by the time he gets up.
2. **You will have retired** by the end of this year.
3. **You will have returned** home by five o’clock today.
4. **You will have received** your promotion by next month.
5. **You will have left** for work by this time tomorrow.

He / My brother / Your brother / John etc.

1. **He will have read** this book before the next class.
2. **He will have written** an English book by April 2020.
3. **He will have eaten** dinner before 8 o’clock tonight.
4. **He will have cleaned up** the house before they come.
5. **He will have gone** to the office by the time he gets up.
6. **He will have been to** Chennai by this time next year.
7. **He will have retired** by the end of this year.
8. **He will have bought** a new phone by end of this week.
9. **He will have returned** home by five o’clock today.
10. **He will have received** his promotion by next month.
11. **He will have left** for work by this time tomorrow.
12. **He will have finished** his project work by Thursday.

She / My sister / Your sister / Mary etc.

1. **She will have read** this book before the next class.
2. **She will have written** an English book by April 2020.
3. **She will have eaten** dinner before 8 o’clock tonight.
4. **She will have cleaned up** the house before they come.
5. **She will have gone** to the office by the time he gets up.
6. **She will have been to** Chennai by this time next year.
7. **She will have retired** by the end of this year.
8. **She will have bought** a new phone by end of this week.

9. **She will have returned** home by five o'clock today.
10. **She will have received** her promotion by next month.
11. **She will have left** for work by this time tomorrow.
12. **She will have finished** her project work by Thursday.

We / My brother and I / John and I etc.

1. **We will have read** this book before the next class.
2. **We will have written** an English book by April 2020.
3. **We will have eaten** dinner before 8 o'clock tonight.
4. **We will have cleaned up** the house before they come.
5. **We will have gone** to the office by the time he gets up.
6. **We will have been to** Chennai by this time next year.
7. **We will have retired** by the end of this year.
8. **We will have bought** a new phone by end of this week.
9. **We will have returned** home by five o'clock today.
10. **We will have received** our promotion by next month.
11. **We will have left** for work by this time tomorrow.
12. **We will have finished** our project work by Thursday.

They / My friends / Your friends / John and Mary etc.

1. **They will have read** this book before the next class.
2. **They will have written** an English book by April 2020.
3. **They will have eaten** dinner before 8 o'clock tonight.
4. **They will have cleaned up** the house before they come.
5. **They will have gone** to the office by the time he gets up.
6. **They will have been to** Chennai by this time next year.
7. **They will have retired** by the end of this year.
8. **They will have bought** a new phone by end of this week.
9. **They will have returned** home by five o'clock today.
10. **They will have received** their promotion by next month.
11. **They will have left** for work by this time tomorrow.
12. **They will have finished** their project work by Thursday.

2. Negative sentences

With subject "I"

1. **I won’t have read** this book before the next class.
2. **I won’t have written** an English book by April 2020.
3. **I won’t have eaten** dinner before 8 o’clock tonight.
4. **I won’t have cleaned up** the house before they come.
5. **I won’t have gone** to the office by the time he gets up.
6. **I won’t have been to** Chennai by this time next year.
7. **I won’t have retired** by the end of this year.
8. **I won’t have bought** a new phone by end of this week.
9. **I won’t have returned** home by five o’clock today.
10. **I won’t have received** my promotion by next month.
11. **I won’t have left** for work by this time tomorrow.
12. **I won’t have finished** my project work by Thursday.

You / Your brother and you / John and you etc.

1. **You won’t have gone** to the office by the time he gets up.
2. **You won’t have been to** Chennai by this time next year.
3. **You won’t have retired** by the end of this year.
4. **You won’t have returned** home by five o’clock today.
5. **You won’t have received** your promotion by next month.
6. **You won’t have left** for work by this time tomorrow.

He / My brother / Your brother / John etc.

1. **He won’t have read** this book before the next class.
2. **He won’t have written** an English book by April 2020.
3. **He won’t have eaten** dinner before 8 o’clock tonight.
4. **He won’t have cleaned up** the house before they come.
5. **He won’t have gone** to the office by the time he gets up.
6. **He won’t have been to** Chennai by this time next year.
7. **He won’t have retired** by the end of this year.
8. **He won’t have bought** a new phone by end of this week.
9. **He won’t have returned** home by five o’clock today.
10. **He won’t have received** his promotion by next month.
11. **He won’t have left** for work by this time tomorrow.
12. **He won’t have finished** his project work by Thursday.

She / My sister / Your sister / Mary etc.

1. **She won't have read** this book before the next class.
2. **She won't have written** an English book by April 2020.
3. **She won't have eaten** dinner before 8 o'clock tonight.
4. **She won't have cleaned up** the house before they come.
5. **She won't have gone** to the office by the time he gets up.
6. **She won't have been to** Chennai by this time next year.
7. **She won't have retired** by the end of this year.
8. **She won't have bought** a new phone by end of this week.
9. **She won't have returned** home by five o'clock today.
10. **She won't have received** her promotion by next month.
11. **She won't have left** for work by this time tomorrow.
12. **She won't have finished** her project work by Thursday.

We / My brother and I / John and I etc.

1. **We won't have read** this book before the next class.
2. **We won't have written** an English book by April 2020.
3. **We won't have eaten** dinner before 8 o'clock tonight.
4. **We won't have cleaned up** the house before they come.
5. **We won't have gone** to the office by the time he gets up.
6. **We won't have been to** Chennai by this time next year.
7. **We won't have retired** by the end of this year.
8. **We won't have bought** a new phone by end of this week.
9. **We won't have returned** home by five o'clock today.
10. **We won't have received** our promotion by next month.
11. **We won't have left** for work by this time tomorrow.
12. **We won't have finished** our project work by Thursday.

They / My friends / Your friends / John and Mary etc.

1. **They won't have read** this book before the next class.
2. **They won't have written** an English book by April 2020.
3. **They won't have eaten** dinner before 8 o'clock tonight.
4. **They won't have cleaned up** the house before they come.
5. **They won't have gone** to the office by the time he gets up.
6. **They won't have been to** Chennai by this time next year.
7. **They won't have retired** by the end of this year.

8. **They won’t have bought** a new phone by end of this week.
9. **They won’t have returned** home by five o’clock today.
10. **They won’t have received** their promotion by next month.
11. **They won’t have left** for work by this time tomorrow.
12. **They won’t have finished** their project work by Thursday.

3. Positive Questions

With subject “I”

1. **Will I have retired** by the end of this year?
2. **Will I have returned** home by five o’clock today?
3. **Will I have received** my promotion by next month?

You / Your brother and you / John and you etc.

4. **Will you have read** this book before the next class?
5. **Will you have written** an English book by April 2020?
6. **Will you have eaten** dinner before 8 o’clock tonight?
7. **Will you have cleaned up** the house before they come?
8. **Will you have gone** to the office by the time he gets up?
9. **Will you have been to** Chennai by this time next year?
10. **Will you have retired** by the end of this year?
11. **Will you have bought** a new phone by end of this week?
12. **Will you have returned** home by five o’clock today?
13. **Will you have received** your promotion by next month?
14. **Will you have left** for work by this time tomorrow?
15. **Will you have finished** your project work by Thursday?

He / Your brother / My brother / John etc.

1. **Will he have read** this book before the next class?
2. **Will he have written** an English book by April 2020?
3. **Will he have eaten** dinner before 8 o’clock tonight?
4. **Will he have cleaned up** the house before they come?
5. **Will he have gone** to the office by the time he gets up?
6. **Will he have been to** Chennai by this time next year?
7. **Will he have retired** by the end of this year?

8. **Will he have bought** a new phone by end of this week?
9. **Will he have returned** home by five o'clock today?
10. **Will he have received** his promotion by next month?
11. **Will he have left** for work by this time tomorrow?
12. **Will he have finished** his project work by Thursday?

She / Your sister / My sister / Mary etc.

1. **Will she have read** this book before the next class?
2. **Will she have written** an English book by April 2020?
3. **Will she have eaten** dinner before 8 o'clock tonight?
4. **Will she have cleaned up** the house before they come?
5. **Will she have gone** to the office by the time he gets up?
6. **Will she have been to** Chennai by this time next year?
7. **Will she have retired** by the end of this year?
8. **Will she have bought** a new phone by end of this week?
9. **Will she have returned** home by five o'clock today?
10. **Will she have received** her promotion by next month?
11. **Will she have left** for work by this time tomorrow?
12. **Will she have finished** her project work by Thursday?

We / My brother and I / John and I etc.

1. **Will we have read** this book before the next class?
2. **Will we have written** an English book by April 2020?
3. **Will we have eaten** dinner before 8 o'clock tonight?
4. **Will we have cleaned up** the house before they come?
5. **Will we have gone** to the office by the time he gets up?
6. **Will we have been to** Chennai by this time next year?
7. **Will we have retired** by the end of this year?
8. **Will we have bought** a new phone by end of this week?
9. **Will we have returned** home by five o'clock today?
10. **Will we have received** our promotion by next month?
11. **Will we have left** for work by this time tomorrow?
12. **Will we have finished** our project work by Thursday?

They / Your friends / John and Mary etc.

1. **Will they have read** this book before the next class?

2. **Will they have written** an English book by April 2020?
3. **Will they have eaten** dinner before 8 o'clock tonight?
4. **Will they have cleaned up** the house before they come?
5. **Will they have gone** to the office by the time he gets up?
6. **Will they have been to** Chennai by this time next year?
7. **Will they have retired** by the end of this year?
8. **Will they have bought** a new phone by end of this week?
9. **Will they have returned** home by five o'clock today?
10. **Will they have received** their promotion by next month?
11. **Will they have left** for work by this time tomorrow?
12. **Will they have finished** their project work by Thursday?

4. Negative Questions

You / Your brother and you / John and you etc.

1. **Won't you have read** this book before the next class?
2. **Won't you have written** an English book by April 2020?
3. **Won't you have eaten** dinner before 8 o'clock tonight?
4. **Won't you have cleaned up** the house before they come?
5. **Won't you have gone** to the office by the time he gets up?
6. **Won't you have been to** Chennai by this time next year?
7. **Won't you have retired** by the end of this year?
8. **Won't you have bought** a new phone by end of this week?
9. **Won't you have returned** home by five o'clock today?
10. **Won't you have received** your promotion by next month?
11. **Won't you have left** for work by this time tomorrow?
12. **Won't you have finished** your project work by Thursday?

He / Your brother / My brother / John etc.

1. **Won't he have read** this book before the next class?
2. **Won't he have written** an English book by April 2020?
3. **Won't he have eaten** dinner before 8 o'clock tonight?
4. **Won't he have cleaned up** the house before they come?
5. **Won't he have gone** to the office by the time he gets up?
6. **Won't he have been to** Chennai by this time next year?
7. **Won't he have retired** by the end of this year?
8. **Won't he have bought** a new phone by end of this week?

9. **Won’t he have returned** home by five o’clock today?
10. **Won’t he have received** his promotion by next month?
11. **Won’t he have left** for work by this time tomorrow?
12. **Won’t he have finished** his project work by Thursday?

She / Your sister / My sister / Mary etc.

1. **Won’t she have read** this book before the next class?
2. **Won’t she have written** an English book by April 2020?
3. **Won’t she have eaten** dinner before 8 o’clock tonight?
4. **Won’t she have cleaned up** the house before they come?
5. **Won’t she have gone** to the office by the time he gets up?
6. **Won’t she have been to** Chennai by this time next year?
7. **Won’t she have retired** by the end of this year?
8. **Won’t she have bought** a new phone by end of this week?
9. **Won’t she have returned** home by five o’clock today?
10. **Won’t she have received** her promotion by next month?
11. **Won’t she have left** for work by this time tomorrow?
12. **Won’t she have finished** her project work by Thursday?

We / My brother and I / John and I etc.

1. **Won’t we have read** this book before the next class?
2. **Won’t we have written** an English book by April 2020?
3. **Won’t we have eaten** dinner before 8 o’clock tonight?
4. **Won’t we have cleaned up** the house before they come?
5. **Won’t we have gone** to the office by the time he gets up?
6. **Won’t we have been to** Chennai by this time next year?
7. **Won’t we have retired** by the end of this year?
8. **Won’t we have bought** a new phone by end of this week?
9. **Won’t we have returned** home by five o’clock today?
10. **Won’t we have received** our promotion by next month?
11. **Won’t we have left** for work by this time tomorrow?
12. **Won’t we have finished** our project work by Thursday?

They / Your friends / John and Mary etc.

1. **Won’t they have read** this book before the next class?

2. **Won't they have written** an English book by April 2020?
3. **Won't they have eaten** dinner before 8 o'clock tonight?
4. **Won't they have cleaned up** the house before they come?
5. **Won't they have gone** to the office by the time he gets up?
6. **Won't they have been to** Chennai by this time next year?
7. **Won't they have retired** by the end of this year?
8. **Won't they have bought** a new phone by end of this week?
9. **Won't they have returned** home by five o'clock today?
10. **Won't they have received** their promotion by next month?
11. **Won't they have left** for work by this time tomorrow?
12. **Won't they have finished** their project work by Thursday?

Commonly used sentences in daily life

1. **I will have paid** the electricity bill before the due date.
2. **I will have given** your money by the end of this month.
3. **I will have bought** a new bike before I move to Chennai.
4. **I will have retired** from my job before your father retires.
5. **I will have completed** my degree by this time next year.
6. **I will have got** a job by the time I complete my B.Tech.
7. **I will have arrived** in Bengaluru by 11 o'clock tonight.
8. **I will have prepared** well for my exams by the time they start.
9. **I will have gone** to bed before he arrives my home tonight.
10. **I will have cooked** biryani before my relatives arrive tomorrow.
11. **I will have given up** smoking before I get married next month.
12. **I will have submitted** the report to the boss before he asks.
13. **I will have woken up** before you wake up tomorrow morning.

12. Future Perfect Continuous Tense

USE 1: For actions continue up until a particular event or time in the future



For an action will continue up until a particular event or time in the future.

Structure: Subject + will have been + Verb (ing form / **V4**) + Object
Ex: I + will have been + drinking + coffee

Signal / clue words: For, since, before, by the time, all day etc.

1. Positive Sentences

With subject "I"

1. **I will have been reading** for two hours when you come here.
2. **I will have been driving** for an hour by the time I get home.
3. **I will have been working** in that office since 2022.
4. **I will have been teaching** at NEO since June 2020.
5. **I will have been studying** since three o'clock tomorrow evening.
6. **I will have been learning** English since June, next year.
7. **I will have been waiting** for over 2 hours when her plane arrives.
8. **I will have been playing** tennis for a long time by the time I retire.
9. **I will have been talking** for over an hour when Peter arrives.
10. **I will have been sitting** here watching TV whole day tomorrow.
11. **I will have been watching** television since 6 o'clock.
12. **I will have been sleeping** for several hours when Peter arrives.

You / Your brother and you / John and you etc.

1. **You will have been studying** since three o'clock tomorrow evening.
2. **You will have been waiting** for over 2 hours when her plane arrives.
3. **You will have been playing** tennis for a long time by the time you retire.

He / My brother / Your brother / John etc.

1. **He will have been reading** for two hours when you come here.
2. **He will have been driving** for an hour by the time he gets home.
3. **He will have been working** in that office since 2022.
4. **He will have been teaching** at NEO since June 2020.
5. **He will have been studying** since three o'clock tomorrow evening.
6. **He will have been learning** English since June, next year.
7. **He will have been waiting** for over 2 hours when her plane arrives.
8. **He will have been playing** tennis for a long time by the time he retires.
9. **He will have been talking** for over an hour when Peter arrives.
10. **He will have been sittings** here watching TV whole day tomorrow.
11. **He will have been watching** television since 6 o'clock.
12. **He will have been sleeping** for several hours when Peter arrives.

She / My sister / Your sister / Mary etc.

1. **She will have been reading** for two hours when you come here.
2. **She will have been driving** for an hour by the time she gets home.
3. **She will have been working** in that office since 2022.
4. **She will have been teaching** at NEO since June 2020.
5. **She will have been studying** since three o'clock tomorrow evening.
6. **She will have been learning** English since June, next year.
7. **She will have been waiting** for over 2 hours when her plane arrives.
8. **She will have been playing** tennis for a long time by the time she retires.
9. **She will have been talking** for over an hour when Peter arrives.
10. **She will have been sittings** here watching TV whole day tomorrow.
11. **She will have been watching** television since 6 o'clock.
12. **She will have been sleeping** for several hours when Peter arrives.

We / My brother and I / John and I etc.

1. **We will have been reading** for two hours when you come here.
2. **We will have been driving** for an hour by the time we get home.
3. **We will have been working** in that office since 2022.
4. **We will have been teaching** at NEO since June 2020.
5. **We will have been studying** since three o'clock tomorrow evening.
6. **We will have been learning** English since June next year.
7. **We will have been waiting** for over 2 hours when her plane arrives.
8. **We will have been playing** tennis for a long time by the time we retire.
9. **We will have been talking** for over an hour when Peter arrives.
10. **We will have been sitting** here watching TV whole day tomorrow.
11. **We will have been watching** television since 6 o'clock.
12. **We will have been sleeping** for several hours when Peter arrives.

They / My friends / Your friends / John and Mary etc.

1. **They will have been reading** for two hours when you come here.
2. **They will have been driving** for an hour by the time they get home.
3. **They will have been working** in that office since 2022.
4. **They will have been teaching** at NEO since June 2020.
5. **They will have been studying** since three o'clock tomorrow evening.
6. **They will have been learning** English since June, next year.
7. **They will have been waiting** for over 2 hours when her plane arrives.
8. **They will have been playing** tennis for a long time by the time they retire.
9. **They will have been talking** for over an hour when Peter arrives.
10. **They will have been sitting** here watching TV whole day tomorrow.
11. **They will have been watching** television since 6 o'clock.
12. **They will have been sleeping** for several hours when Peter arrives.

2. Positive Questions

You / Your brother and you / John and you etc.

1. **Will you have been reading** for two hours when he comes here?
2. **Will you have been driving** for an hour by the time you get home?
3. **Will you have been working** in that office since 2022?
4. **Will you have been teaching** at NEO since June 2020?
5. **Will you have been studying** since three o'clock tomorrow evening?
6. **Will you have been learning** English since June, next year?
7. **Will you have been waiting** for over 2 hours when her plane arrives?
8. **Will you have been playing** tennis for a long time by the time you retire?
9. **Will you have been talking** for over an hour when Peter arrives?
10. **Will you have been sitting** here watching TV whole day tomorrow?
11. **Will you have been watching** television since 6 o'clock?
12. **Will you have been sleeping** for several hours when Peter arrives?

He / Your brother / My brother / John etc.

1. **Will he have been reading** for two hours when you come here?
2. **Will he have been driving** for an hour by the time he gets home?
3. **Will he have been working** in that office since 2022?
4. **Will he have been teaching** at NEO since June 2020?
5. **Will he have been studying** since three o'clock tomorrow evening?
6. **Will he have been learning** English since June, next year?
7. **Will he have been waiting** for over 2 hours when her plane arrives?
8. **Will he have been playing** tennis for a long time by the time he retires?
9. **Will he have been talking** for over an hour when Peter arrives?
10. **Will he have been sitting** here watching TV whole day

tomorrow?
11. **Will he have been watching** television since 6 o'clock?
12. **Will he have been sleeping** for several hours when Peter arrives?

She / Your sister / My sister / Mary etc.

1. **Will she have been reading** for two hours when you come here?
2. **Will she have been driving** for an hour by the time she gets home?
3. **Will she have been working** in that office since 2022?
4. **Will she have been teaching** at NEO since June 2020?
5. **Will she have been studying** since three o'clock tomorrow evening?
6. **Will she have been learning** English since June, next year?
7. **Will she have been waiting** for over 2 hours when her plane arrives?
8. **Will she have been playing** tennis for a long time by the time she retires?
9. **Will she have been talking** for over an hour when Peter arrives?
10. **Will she have been sitting** here watching TV whole day tomorrow?
11. **Will she have been watching** television since 6 o'clock?
12. **Will she have been sleeping** for several hours when Peter arrives?

We / My brother and I / John and I etc.

1. **Will we have been reading** for two hours when you come here?
2. **Will we have been driving** for an hour by the time we get home?
3. **Will we have been working** in that office since 2022?
4. **Will we have been teaching** at NEO since June 2020?
5. **Will we have been studying** since three o'clock tomorrow evening?
6. **Will we have been learning** English since June, next year?
7. **Will we have been waiting** for over 2 hours when her plane arrives?
8. **Will we have been playing** tennis for a long time by the time we retires?

9. **Will we have been talking** for over an hour when Peter arrives?
10. **Will we have been sitting** here watching TV whole day tomorrow?
11. **Will we have been watching** television since 6 o'clock?
12. **Will we have been sleeping** for several hours when Peter arrives?

They / Your friends / John and Mary etc.

1. **Will they have been reading** for two hours when you come here?
2. **Will they have been driving** for an hour by the time they get home?
3. **Will they have been working** in that office since 2022?
4. **Will they have been teaching** at NEO since June 2020?
5. **Will they have been studying** since three o'clock tomorrow evening?
6. **Will they have been learning** English since June, next year?
7. **Will they have been waiting** for over 2 hours when her plane arrives?
8. **Will they have been playing** tennis for a long time by the time they retire?
9. **Will they have been talking** for over an hour when Peter arrives?
10. **Will they have been sitting** here watching TV whole day tomorrow?
11. **Will they have been watching** television since 6 o'clock?
12. **Will they have been sleeping** for several hours when Peter arrives?

Commonly used sentences in daily life

1. **I will have been flying** for 12 hours before I finally reach London.
2. **I will have been playing** cricket only a few minutes before you arrive.
3. **I will have been working** in Chennai for 5 years by the time I retire.

4. **I will have been waiting** for 2 hours by the time I get on the bus.
5. **I will have been sleeping** for 12 hours before he wakes me up tomorrow.
6. **I will have been practicing** well for 2 months before the match conducts.

7. He said "**I will have been working** since tomorrow morning".
8. She said "**I will have been doing** shopping for 2 hours before you arrive".
9. I will be tired by this time tomorrow because **I will have been working** for 6 hours.
10. I will get marks in the exams because **I will have been studying** hard for 4 months.

Note: 1. Practice above verbs with subjects "You, He, She, It, We, You, They".
2. Practice above verbs with negative, Question and Negative questions

13. The verb "to have "(Have & has)

Present Tense

1. Positive sentences

No	I / you / we / you / they etc.	He / she / It / my brother / John etc.
1	**I have** a computer at my home.	**He has** a computer at his home.
2	**I have** a bad headache now.	**He has** a bad headache now.
3	**I have** Type 2 diabetes.	**He has** Type 2 diabetes.

4	**I have** a pain in my hand.	**He has** a pain his hand.
5	**I have** passport with me.	**He has** passport with him.
6	**I have** a problem with my mobile.	**He has** a problem with his mobile.
7	**I have** a best friend here.	**He has** a best friend here.
8	**I have** no friends in my hometown.	**He has** no friends in my hometown.
9	**I have** some (a little) money.	**He has** some (a little) money.
10	**I have** no money for food.	**He has** no money for food.
11	**I have** a lot of (much) homework.	**He has** a lot of (much) homework.
12	**I have** some (a few) English books.	**He has** some (a few) English books.
13	**I have** exams next week.	**He has** exams next week.
14	**I have** bread and jam to eat.	**He has** bread and jam to eat.
15	**I have** a dentist appointment today.	**He has** a dentist appointment today.
16	**I have** a fear of spiders.	**He has** a fear of spiders.
17	**I have** a lot of patience.	**He has** a lot of patience.
18	**I have** nothing to do at home.	**He has** nothing to do at home.

2. Negative sentences

	I / you / we / you / they etc	**He / she / It / my br**
1	**I don't have** a computer at my home.	**He doesn't have** a c
2	**I don't have** a bad headache now.	**He doesn't have** a b
3	**I don't have** Type 2 diabetes.	**He doesn't have** Ty
4	**I don't have** a pain in my hand.	**He doesn't have** a p
5	**I don't have** passport with me.	**He doesn't have** pa
6	**I don't have** any problem with my mobile.	**He doesn't have** any
7	**I don't have** any best friends.	**He doesn't have** an
8	**I don't have** any friends here.	**He doesn't have** an
9	**I don't have** money for food.	**He doesn't have** mo
10	**I don't have** any money with me.	**He doesn't have** an

11	**I don’t have** much homework to do.	**He doesn’t have** mu
12	**I don’t have** English books.	**He doesn’t have** En
13	**I don’t have** exams next week.	**He doesn’t have** ex
14	**I don’t have** bread and jam to eat.	**He doesn’t have** br
15	**I don’t have** any appointments today.	**He doesn’t have** an
16	**I don’t have** a fear of spiders.	**He doesn’t have** a f
17	**I don’t have** a lot of patience.	**He doesn’t have** a l
18	**I don’t have** anything to do at home.	**He doesn’t have** an

3. Positive Questions

	I / you / we / you / they etc	**He / she / It / Your**
1	**Do you have** a computer at your home?	**Does he have** a com
2	**Do you have** a bad headache now?	**Does he have** a bad
3	**Do you have** Type 2 diabetes?	**Does he have** Type
4	**Do you have** a pain in your hand now?	**Does he have** a pain
5	**Do you have** passport with you?	**Does he have** passp
6	**Do you have** a problem with my mobile?	**Does he have** a prob
7	**Do you have** a best friend?	**Does he have** a best
8	**Do you have** any friends here?	**Does he have** any fr
9	**Do you have** any money with you?	**Does he have** mone
10	**Do you have** money for food?	**Does he have** mone
11	**Do you have** a lot of homework to do?	**Does he have** a lot o
12	**Do you have** English books?	**Does he have** Engli
13	**Do you have** exams next week?	**Does he have** exam
14	**Do you have** bread and jam to eat?	**Does he have** bread
15	**Do you have** any appointments today?	**Does he have** any a
16	**Do you have** a fear of spiders?	**Does he have** a fear
17	**Do you have** a lot of patience?	**Does he have** a lot o
18	**Do you have** anything to do at home?	**Does he have** anyth

4. Negative Questions

	I / you / we / you / they etc	He / she / It / Your
1	**Don't you have** a computer at your home?	**Doesn't he have** a c
2	**Don't you have** a bad headache now?	**Doesn't he have** a b
3	**Don't you have** Type 2 diabetes?	**Doesn't he have** Ty
4	**Don't you have** a pain in my hand now?	**Doesn't he have** a p
5	**Don't you have** passport with you?	**Doesn't he have** pas
6	**Don't you have** a problem with my mobile?	**Doesn't he have** a pr
7	**Don't you have** a best friend?	**Doesn't he have** a b
8	**Don't you have** any friends here?	**Doesn't he have** an
9	**Don't you have** money for food?	**Doesn't he have** mo
10	**Don't you have** any money with you?	**Doesn't he have** an
11	**Don't you have** much of homework to do?	**Doesn't he have** mu
12	**Don't you have** English books?	**Doesn't he have** En
13	**Don't you have** exams next week?	**Doesn't he have** exa
14	**Don't you have** bread and jam to eat?	**Doesn't he have** bre
15	**Don't you have** any appointments today?	**Doesn't he have** an
16	**Don't you have** a fear of spiders?	**Doesn't he have** a f
17	**Don't you have** a lot of patience?	**Doesn't he have** a l
18	**Don't you have** anything to do at home?	**Doesn't he have** an

Wh questions:

1. What do you have to eat at home now?
2. Which exam do you have tomorrow?
3. Where do you have work tomorrow?
4. Who do you have match with today?
5. How many mobiles do you have?
6. How much money do you have with you?

Auxiliary verb "Had" (Past Tense)

(Common to all subjects:
I / you / he / she / it / My brother / John / we / they etc.)

Positive sentences

1. **I had** a desktop computer last year.
2. **I had** a bad headache last night.
3. **I had** a problem with my mobile yesterday.
4. **I had** a lot of homework to do on Sunday.
5. **I had** some English books when I was in 10th.
6. **I had** physics exams day before yesterday.
7. **I had** a dentist appointment yesterday.
8. **I had** a fear of spiders when I was a child.

Negative sentences

1. **I didn't have** a desktop computer last year.
2. **I didn't have** a bad headache last night.
3. **I didn't have** a problem with my mobile yesterday.
4. **I didn't have** a lot of homework to do on Sunday.
5. **I didn't have** some English books when I was in 10th.
6. **I didn't have** physics exams day before yesterday.
7. **I didn't have** a dentist appointment yesterday.
8. **I didn't have** a fear of spiders when I was a child.

Positive Questions

1. **Did you have** a desktop computer last year?
2. **Did you have** a bad headache last night?
3. **Did you have** a problem with your mobile yesterday?
4. **Did you have** a lot of homework to do on Sunday?
5. **Did you have** some English books when you were in 10th?
6. **Did you have** physics exams day before yesterday?
7. **Did you have** a dentist appointment yesterday?
8. **Did you have** a fear of spiders when you were a child?

Negative Questions

1. **Didn't you have** a desktop computer last year?
2. **Didn't you have** a bad headache last night?
3. **Didn't you have** a problem with your mobile yesterday?
4. **Didn't you have** a lot of homework to do on Sunday?
5. **Didn't you have** some English books when you were in 10th?
6. **Didn't you have** physics exams day before yesterday?

7. **Didn't you have** a dentist appointment yesterday?
8. **Didn't you have** a fear of spiders when you were a child?

Wh questions:

1. What did you have to eat at home last night?
2. Which exam did you have yesterday?
3. Who did you have match with today?
4. How much money did you have last night?

Auxiliary verb "Will have" (Future Tense)

(Common to all subjects:
I / you / he / she / it / My brother / John / we / they etc.)

Positive sentences

1. **I will have** a holiday tomorrow.
2. **I will have** college tomorrow.
3. **I will have** a lot of money next year.
4. **I will have** a lot of work at my home on Sunday.
5. **I will have** physics exams day after tomorrow.

Negative sentences

1. **I won't have** a holiday tomorrow.
2. **I won't have** college tomorrow.
3. **I won't have** a lot of money next year.
4. **I won't have** much work at my home on Sunday.
5. **I won't have** physics exams day after tomorrow.

Positive Questions

1. **Will you have** a holiday tomorrow?
2. **Will you have** college tomorrow?
3. **Will you have** a lot of money next year?
4. **Will you have** a lot of work at your home on Sunday?
5. **Will you have** physics exams day after tomorrow?

Negative Questions

1. **Won't you have** a holiday tomorrow?
2. **Won't you have** college tomorrow?
3. **Won't you have** a lot of money next year?
4. **Won't you have** much work at your home on Sunday?
5. **Won't you have** physics exams day after tomorrow?

Wh questions:

1. What will you have to eat at home now?
2. Which exam will you have tomorrow?
3. Who will you have match with today?
4. How much money will you have tomorrow?

14. The verb "to be" (Am, are & is)

Commonly used nouns

Proper Nouns	John	Mary	Snoopy	SVU	Mun
Common Nouns	Student/ Students	Dog/ Dogs	Book / Books	Park/ Parks	Busin Busin
	Water	Air	Sugar	Coffee	Lugg
Collective Nouns	Police	Navy	Crowd	Nation	Jury
Material Nouns	Gold	silver	Iron	steel	Milk

Positive Sentences

1. **I am** John.
2. **I am** a student of NEO now.
3. **He is** Peter.
4. **He is** a student of NEO.

5. **John is** a student.
6. **She is** Mary, my sister.
7. **She is** a student of NEO.
8. **Mary is** a student.
9. **It is** Snoopy.
10. **Snoopy is** a dog.
11. **We are** teachers.
12. **They are** my neighbors now.

Demonstration Pronouns

1. **This is** a book / my friend / John / Mary / Chennai / Balaji colony / my bike.
2. **That is** a book / my friend / John / Mary / Chennai / Balaji colony / my bike.
3. **These are** books / my friends / my books / your books.
4. **Those are** books / my friends / my books / your books.

Sample Forms (Present Tense)

Positive	**Negative**	**Positive Question**
I am John.	I am not John.	Am I John?
I am a student.	I am not a student.	Am I a student?
You are John.	You are not John.	Are you John?
You are a student.	You are not a student.	Are you a student?
He is Peter.	He is not Peter.	Is he Peter?
He is a student.	He is not a student.	Is he a student?
John is a student.	John is not a student.	Is John a student?
She is Mary.	She is not Mary.	Is she Mary?
It is a dog.	It is not a dog.	Is it a dog?

We are students.	We are not students.	Are we students?
You are students.	You are not students.	Are you students?
They are students.	They are not students.	Are they students?
This is a book.	This is not a book.	Is this a book?
This is milk.	This is not milk.	Is this milk?
That is a book.	That is not a book.	Is that a book?
These are books.	These are not books.	Are these books?
Those are books.	Those are not books.	Are those books?

Wh question:

1. Who are you / we / they?
2. Who am I?
3. Who is he / she / this / that?
4. What is it / this / that?
5. What are these / those?

Past Tense

Positive Sentences

1. **I was** a student of NEO last year.
2. **He / She was** a student of NEO in 2015.
3. **John / Mary was** a student of NEO before.
4. **It / Snoopy was** my dog before.
5. **We were** students of NEO last year.
6. **They were** my neighbors when I was in Chennai.

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Sample Forms

Positive	**Negative**	**Positive Question**

I was a student before.	I was not a student before.	Was I a student before?
You were a student before.	You were not a student before.	Were you a student before?
He was a student before.	He was not a student before.	Was he a student before?
She was a student before.	She was not a student before.	Was she a student before?
It was my dog before.	It was not my dog before.	Was it your dog before?
We were students before.	We were not students before.	Were we students before?
They were students before.	They were not students before.	Were they students before?
John was a student before.	John was not a student before.	Was John a student before?

Future Tense

Positive Sentences

1. **I / he / she will be** a student of NEO next year.
2. **He / John will be** a student of NEO in 2022.
3. **It / Snoopy will be** my dog after a few days.
4. **We will be** students of NEO next year.
5. **They will be** my relatives in future.

Sample Forms

Positive	**Negative**	**Positive Question**
I will be a student in future.	I won't be a student in future.	Will I be a student future?
You will be a student in future.	You won't be a student in future.	Will you be a stude in future?
He will be a student in	He won't be a student in	Will he be a studen

future.	future.	future?
She will be a student in future.	She won’t be a student in future.	Will she be a stude in future?
It will be my dog in future.	It won’t be my dog in future.	Will it be your dog future?
We will be students in future.	We won’t be students in future.	Will we be student future?
They will be students in future.	They won’t be students in future.	Will they be studer in future?
John will be a student in future.	John won’t be a student in future.	Will John be a stud in future?

15. Prepositions

Prepositions are words which link nouns, pronouns and phrases to other words in a sentence. Prepositions usually describe the position of something, the time when something happens and the way in which something is done.

Location / Place			
At	In	On	Near
Under / Beneath	Below	Beside / by	Above
Between	Behind	In front of	Opposite
Time			
At	By	Around	On

Before	After	During	In
Within	Since	For	Over
Until / Till	From - to	Between - and	Etc.

Positive Sentences

1. **I am at** school / college / university / home / the hotel / the hostel / the Bliss hotel / the railway station / the bus station / a bus stop / the bus stop / the airport / the theatre / the park / the market / the door / the party / my desk / Benz circle / my car / etc.

2. **I am in** bed / my room / hospital / the ground / my car / the car / a car / a boat / a bank / the bank / Balaji colony / Chennai / India / the shopping mall / etc.

3. **I am on** a bus / the bus / the train / the flight / the ship / the bridge / Chennai Express / the tree / the 5th floor / my bike / etc.

4. **My school is near** the railway station.

5. **My house is opposite** John's house.

6. **John's house is behind** Peter's house.

Sample Forms (Present Tense)

Positive	**Negative**	**Positive Question**
I am in the office now.	I am not in the office now.	Am I in the office now?
You are in the office now.	You are not in the office now.	Are you in the office now?
He is in the office now.	He is not in the office now.	Is he in the office now?
She is in the office now.	She is not in the office now.	Is she in the office now?
It is in the office now.	It is not in the office now.	Is it in the office now?

We are in the office now.	We are not in the office now.	Are we in the office now?
They are the office now.	They are not in the office now.	Are they in the office now?
There is some sugar in the bowl now.	There is no sugar in the bowl now.	Is there any sugar in the bowl now?
There are some books on the table now.	There are no books on the table now.	Are there any books on the table now?

WH questions examples

1. **Where are you / your parents** now?
2. **Where is he / she / your brother / John** now?

1. **What is in** the table drawer?
2. **What is at** the end of the road?
3. **What is on** the dining table?

Past Tense

Positive	**Negative**	**Positive Question**
I was in the office yesterday.	I was not in the office yesterday.	Was I in the office yesterday?
You were in the office yesterday.	You were not in the office yesterday.	Were you in the office yesterday?
He was in the office yesterday.	He was not in the office yesterday.	Was he in the office yesterday?
She was in the office yesterday.	She was not in the office yesterday.	Was she in the office yesterday?
It was in the office yesterday.	It was not in the office yesterday.	Was it in the office yesterday?
We were in the office yesterday.	We were not in the office yesterday.	Were we in the office yesterday?
They were in the office yesterday.	They were not in the office yesterday.	Were they in the office yesterday?
There was some sugar in the bowl.	There was no sugar in the bowl.	Was there any sugar in the bowl?

There were some books on the table.	There were no books on the table.	Were there any books on the table?

Examples:

1. **I was** in Chennai from 2010 to 2015.
2. **I was** in Hyderabad on 25th of April.
3. **My father was** in New Delhi for 10 years.
4. **I was** at college when you called me.
5. **I was** on the bus at this time yesterday.
6. **He was** at home at 10 o'clock last night.
7. **John was** in his room when I arrived.
8. **We were** in Hyderabad until 2017.
9. **They were** in Bengaluru last year.
10. **My parents were** in Mumbai in 2010.

WH questions examples

1. **Where were you** yesterday evening?
2. **Where was he / she / it** yesterday evening?
3. **Where was your brother** yesterday evening?
4. **Where was John** yesterday evening?
5. **Where were your friends** yesterday evening?

1. **What** time **were you here** until last night?
   (Until what time were you here last night?)

Future Tense

Positive	**Negative**	**Positive Question**
I will be in the office tomorrow.	I won't be in the office tomorrow.	Will I be in the office tomorrow?
You will be in the office tomorrow.	You won't be in the office tomorrow.	Will you be in the office tomorrow?
He will be in the office tomorrow.	He won't be in the office tomorrow.	Will he be in the office tomorrow?

She will be in the office tomorrow.	She won't be in the office tomorrow.	Will she be in the office tomorrow?
It will be in the office tomorrow.	It won't be in the office tomorrow.	Will it be in the office tomorrow?
We will be in the office tomorrow.	We won't be in the office tomorrow.	Will we be in the office tomorrow?
They will be in the office tomorrow.	They won't be in the office tomorrow.	Will they be in the office tomorrow?
There will be some sugar in the bowl.	There will be no sugar in the bowl.	Will there be any sugar in the bowl?
There will be some books on the table.	There will be no books on the table.	Will there be any books on the table?

Examples:

1. **I will be** in Chennai from 2020 to 2025.
2. **I will be** in Hyderabad on 25th of April.
3. **My father will be** in New Delhi for 10 years.
4. **I will be** at college when you come to Chennai.
5. **I will be** on the bus at this time tomorrow.
6. **My father will be** at home at 10 o'clock tonight.
7. **John will be** in his room when I arrive.
8. **We will be** in Hyderabad until 2027.
9. **They will be** in Bengaluru next year.
10. **My parents will be** in Mumbai in 2020.

WH questions examples

1. **Where will you be** tomorrow evening?
2. **Where will he / she / it be** tomorrow evening?
3. **Where will your brother be** tomorrow evening?
4. **Where will John be** tomorrow evening?
5. **Where will your friends be** tomorrow evening?

2. **What** time **will you be here** until today?
   (Until what time will you be here today?)

Movement / Direction Prepositions			
Up	Down	From	To
Through	Along	Into	Out of
Toward	Around	Over	Across

Examples:

1. I am going / driving **to** Chennai now.
2. I am walking / riding **to** the bus station.
3. I am going **up / down** the building.
4. I am coming **out of** my room now.
5. I am going **into** my room now.
6. I am coming **from** my office now.
7. I am going **along** the road / Peter.
8. I am going **toward** the railway station.
9. I am walking / running **around** my house.
10. I am flying **over** Hyderabad now.
11. I am going **through** the tunnel / subway.
12. I am going **across** the road / river.

16. Adjectives

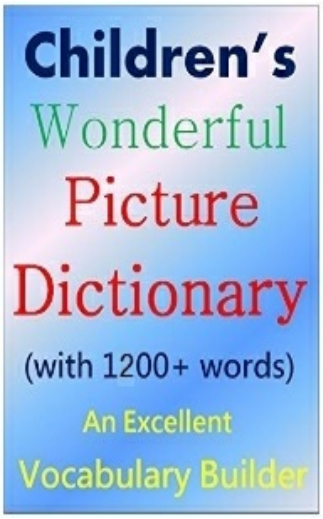
An **adjective** is a word or set of words that modifies (i.e., describes) a noun or pronoun. Adjectives may come before the word they modify.

Commonly used adjectives

Feelings				
Angry	Happy	Pleased	Hungry	Thirsty
Tired	Sleepy	Bored	Afraid	Proud
Excited	Nervous	Delighted	Interesting	Upset
Worried	Depressed	Disappointed	Interested	Curious
Exhausted	Guilty	Frightened	Confident	Boring
Rude	Lonely	Okay / Alright	Confused	Sick / ill
Fed up	Shocked	Comfortable	Ashamed	Eager

For Pictures of Adverbs, Adjectives, Prepositions, etc. buy our book

"Children's Wonderful Picture Dictionary: (An Excellent Vocabulary Builder for Kids)" by NEO



Examples:

1. **I** am very **busy** now.
2. **I** am **busy** working now.
3. **I** am **tired** of working / your lies.
4. I am **scared** of going out.
5. I am **upset** with your performance.

6. I am **late** for the office today.
7. I am **interested** in this job.
8. I am **interested** in buying this.
9. I am **curious** to know about the ending.
10. I am **bored** with my job.
11. I am **happy / delighted** to be here.
12. I am **eager** to learn English.
13. I am **confident** in you / myself
14. I am **confident** of winning the match.

15. He is **confusing** me so I am **confused**.
    (I am confused because he is confusing)

16. It is **surprising** so I am **surprised**.
17. It is **interesting** so I am **interested.**
18. This movie is **boring** so I am **bored.**
19. This story is **exciting** so I am **excited**.
20. You are **scaring** me so I am **scared**.

21. I am **excited** to meet you all.
22. I am **satisfied** with my job.
23. I am **sorry** for not coming to your party.
24. I am **sorry** for being late today.
25. I am **sorry** to trouble you.
26. I am **sorry** to hear that you lost your job.
27. I am **happy** to hear that you got a job.
28. I am **surprised** to see you here.
29. I am **angry** with you.
30. I am **happy** with you.
31. I am **happy** for you.
32. I am **confident** that I will pass.

33. I am **worried** about my future.
34. I am **fed up** with my work.
35. I am **disappointed** with my results.
36. I am **sad** about that.
37. I am **sad** that you failed in the exams.
38. It is **sad** that you are leaving us.
39. I am **proud** of my daughter.
40. I am **ashamed** of myself.

Forms with Adjective "Happy" (Present)

Positive	**Negative**	**Positive Question**
I am happy now.	I am not happy now.	Am I happy now?
You are happy now.	You are not happy now.	Are you happy now?
He is happy now.	He is not happy now.	Is he happy now?
She is happy now.	She is not happy now	Is she happy now
It is happy now.	It is not happy now.	Is it happy now?
We are happy now.	We are happy now.	Are we happy now?
They are happy now.	They are not happy now.	Are they happy now?

WH Questions:

1. Why are you **happy** today?
2. Why are you **interested in** this job?
3. What are you **good at**?

Opinion				
Good	Bad	Brilliant	Brave	Coward
Different	Friendly	Funny	Great	Honest
Genius	Expert	Talented	Childish	Lucky
Obedient	Perfect	Selfish	Smart	Strong
Poor	Rich	Prosperous	Awful	Awesom
Excellent	Arrogant	Humble	Aggressive	Useless
Handsome	Ugly	Best	Clean	Lazy
Popular	Famous	Optimistic	Practical	Marvelc
Hard-working	Good-looking	Amazing	Disgusting	Nice
Lovely	Unusual	Terrible	Horrible	Cute
Pretty	Shy	Pessimistic	Sensitive	Polite
Wonderful	Cheap	Expensive	Light	Heavy
Unseal	Important	Automatic	Easy	Difficul

Examples:

1. I am **good at** drawing.
2. I am **bad at** driving.
3. He is **famous.**
4. He is a **famous** doctor.
5. Rajinikanth is **popular**.
6. Rajinikanth is a **popular** actor.
7. This biryani is **delicious**.
8. John is **good.**
9. John is a **good** boy.
10. You are **different** from me.
11. I live in a **beautiful** house.
12. I am **fond** of classical music.

Other commonly used adjectives

Whether				
Sunny	Cloudy	Rainy	Windy	Stormy
Foggy	Breezy	Clear	Hot	Warm
Cold	Chilly	Humid	Scorching	Freezin
Temperature				
Chilled	Cold	Cool	Warm	hot
Age				
Baby	Juvenile	Teenage	Young	Adult
Old / Aged	Elderly	Junior	Senior	Old
Taste				
Sweet	Salty	Spicy	Sour	Bitter
Nationality				
American	African	French	Mexican	Indian
Sizes				
Tiny	Small	Big	Large	Huge
Tall	Skinny	Thin	Fat	Medium-l
Shapes				
Circle	Oval	Square	Rectangle	Triangl
Cylinder	Cube	Sphere	Pyramid	Star
Colors				
Red	Green	Blue	Pink	Black
Orange	Grey	Purple	Yellow	Violet
Saffron	Indigo	White	Gold	Lime

Material				
Platinum	Gold	Silver	Bronze	Brass
Aluminum	Steel	Iron	Titanium	Wood
Glass	Plastic	Rubber	Fibre	Metal
Mercury	Lead	Tin	Tungsten	Zinc
Magnet	Leather	Cotton	Wool	Etc.
Purpose				
Folding	Cocking	Sleeping	Rolling	Walkin

Examples:

1. I am **short** / I am a **short** boy.
2. I have a **small** house.
3. It is a **round** cake.
4. It is in **round** shape.
5. I am **young.**
6. I am a **young** scientist.
7. The color of the shirt is **blue.**
8. It is a **blue** shirt.
9. It is in **blue** color.
10. This is **blue**.
11. Her eyes are **blue.**
12. She has **blue** eyes.
13. I am an **Indian**.
14. I have a **wooden** table.
15. It is a **wooden** table.
16. It is **cold** outside.
17. It is **sunny** today.
18. It is **hot** here.
19. I am **cold** now.

20. I am **hot** here.

WH Questions examples

1. What is he like?
2. How long is it?
3. How far is it?
4. How big is it?
5. How tall are you?
6. How old are you?
7. What color is that?
8. What color is your car?

Order of Adjectives

1	2	3	4	5	6	7	8
Opinion	Size	Age	Shape	Color	Material	Origin	Purpose

Note: It is very unusual to have more than three adjectives.

Examples:

1. It is a **beautiful old Hindi** film.
2. A big **red plastic folding** hat.
3. It is a **big fat old** dog.
4. An **old square wooden** table.
5. He is a **nice intelligent young** man.
6. She has a **round yellow** sofa.
7. She has a **small round black wooden** box.
8. There are four **small round wooden** tables.

Past Tense

Positive	Negative	Positive Question
I was happy yesterday.	I was not happy yesterday.	Was I happy yesterday?
You were happy yesterday.	You were not happy yesterday.	Were you happy yesterday?
He was happy yesterday.	He was not happy yesterday.	Was he happy yesterday?
She was happy yesterday.	She was not happy yesterday.	Was she happy yesterday
It was happy yesterday.	It was not happy yesterday.	Was it happy yesterday?
We were happy yesterday.	We were not happy yesterday.	Were we happy yesterday?
They were happy yesterday.	They were not happy yesterday.	Were they happy yesterday?

Future Tense

Positive	Negative	Positive Question
I will be happy tomorrow.	I won't be happy tomorrow.	Will I be happy tomorrow?
You will be happy tomorrow.	You won't be happy tomorrow.	Will you be happy tomorrow?
He will be happy tomorrow.	He won't be happy tomorrow.	Will he be happy tomorrow?
She will be happy tomorrow.	She won't be happy tomorrow.	Will she be happy tomorrow
It will be happy tomorrow.	It won't be happy tomorrow.	Will it be happy tomorrow?
We will be happy tomorrow.	We won't be happy tomorrow.	Will we be happy tomorrow?
They will be happy tomorrow.	They won't be happy tomorrow.	Will they be happy tomorrow?

Condition adjectives				
Open	Closed		Alive	Dead
Ancient	Modern		Conscious	Conscious
Awake	Asleep		Married	Unmarried
Free	Busy		Moody	Relaxed
Spoiled	Crowded		Soft	Hard
Wet	Dry		Smooth	Rough
Sharp	Blunt		Empty	Full
Contaminated	Broken		Missing	Waste
Awkward	Drunken		Critical	Safe

Examples:

1. Peter is **married** to Anitha.
2. He is **unconscious** now.
3. He is in **critical** condition.
4. This bus is **crowded** now.
5. The tank is **full** of petrol.
6. My luggage is **missing**.

Adjectives Illustration with Examples

↑	When will it **open**?	It will **open** at 10 o'clock tomorrow.	Verbs
	When did it **close**?	It **closed** at 5 o'clock.	
	It is **closed** now.		

	Is the shop open or closed now?		Adjectives
↓	It is **open** now.		
	When did it **open**?	It **opened** at 10 o'clock.	Verbs
	When will it **close**?	It will **close** at 5 o'clock.	

↑	When did it **die**?	It **died** yesterday.	Verbs
	It is **dead**.		Adjectives
	Is this dog dead or alive?		
↓	It is alive.		
	When will it **die**?	It will **die** tomorrow.	Verbs

↑	When will he **wake up**?	He will **wake up** at 6 o'clock tomorrow.	

			Verbs
	When did he **go** to bed?	He **went** to bed at 10 o'clock.	
	He is **asleep** now.		Adjectives
	Is he asleep or awake now?		
↓	He is **awake** now.		
	When did he **wake up**?	He **woke up** at 6 o'clock.	Verbs
	When will he **go** to bed?	He will **go** to bed at 10 o'clock tonight.	

↑	When will you **sell** it?	I will sell it after 2 years.	Verbs
	When did you **buy** it?	I bought it 5 years ago.	
	It is **old**.		Adjectives
	Is this computer old or new?		

↓	It is **new**.		
	When did you **buy** it?	I bought it a week ago.	Verbs
	When will you **sell** it?	I will sell it after 7 years.	

17. Direct & Indirect / Embedded Questions

An embedded question is a question that appears in a declarative statement or in another question.

Examples

Direct Questions & Answers	**Embedded Questions in Questions and Answers**	**Questions/ Answers**
	Do you know where Mary is? Does your father know where	In Question

Where is Mary? A. She is at home.	Mary is?	
	Yes, I know where Mary is. Yes, my father knows where Mary is.	In Answer
	No, I don't know where Mary is. No, my father doesn't know where Mary is.	In Answer
Where did she go? A. She went to market.	Do you know where she went?	In Question
	Yes, I know where she went.	In Answer
	No, I don't know where she went.	In Answer
What time is it? A. It is 8 o'clock.	Do you know what time it is?	In Question
	Yes, I know what time it is.	In Answer
	No, I don't know what time it is.	In Answer
What is it? A. It is a sweet.	Do you know what it is?	In Question
	Yes, I know what it is.	In Answer
	No, I don't know what it is.	In Answer
What did I say?	Do you remember what I said?	In Question

A. You said that you were hungry.	Yes, I remember what you said.	In Answer
	No, I don't remember what you said.	In Answer
What am I saying? A. You are saying English learning tips.	Do you understand what I am saying?	In Question
	Yes, I understand what you are saying.	In Answer
	No, I don't understand what you are saying.	In Answer
Who is John? A. He is a Doctor.	Do you know who John is? Does your father know who John is?	In Question
	Yes, I know who John is. Yes, My father knows who John is.	In Answer
	No, I don't know who John is. No, My father doesn't know who John is.	In Answer
Who won the match? A. India won the match.	Do you know who won the match?	In Question
	Yes, I know who won the match.	In Answer
	No, I don't know who won the match.	In Answer

When did he leave home? He left home an hour ago.	Do you know when he left home?	In Question
	Yes, I know when he left home.	In Answer
	No, I don't know when he left home.	In Answer
How to operate this phone?	Do you know how to operate this phone?	In Question
	Yes, I know how to operate this phone.	In Answer
	No, I don't know how to operate this phone.	In Answer
Is it possible? A. Yes, It is possible.	Do you think it is possible?	In Question
	Yes, I think it is possible.	In Answer
	No, I don't think it is possible.	In Answer
Is John at home? A. Yes, he is at home.	Do you know if John is at home?	In Question
	Yes, I know John is at home.	In Answer
	No, I don't know if John is at home.	In Answer
Is John at home? No, he is not at home.	Do know whether John is at home or not?	In Question
	Yes, I know John is at home.	In Answer
	No, I don't know whether John is at home or not.	In Answer
	Do you know whether John drinks	

Does John drink tea? A. Yes, he drinks tea.	tea of not?	In Question
	Yes, I know he drinks tea.	In Answer
	No, I don't know whether John drinks tea or not.	In Answer
Does John have a car? A. Yes, John has a car	Do you know if John has a car?	In Question
	Yes, I know he has a car.	In Answer
	No, I don't know if John has a car.	In Answer
Will he come tomorrow? A. Yes, he will come tomorrow.	Do you know whether he will come tomorrow or not?	In Question
	Yes, I know he will come tomorrow.	In Answer
	No, I don't know whether he will come tomorrow or not.	In Answer
How to get to the airport?	Can you tell me how to get to the airport?	In Question
	Yes, I can tell you how to get to the airport.	In Answer
	No, I can't tell you how to get to the airport.	In Answer
Why didn't you answer my call? I didn't answer your call because I was sleeping	I wonder why you didn't answer my call.	

How is Peter getting on? Peter is getting on with his job.	I wonder how Peter is getting on.	Polite questions.
What is he doing here? He is doing something.	I wonder what he is doing here.	
What is your brother like? My brother is smart.	I wonder what your brother is like.	

Note: Practice above questions with other subjects also.

18. Articles (A, An & The)

“A” and “**An”** are called indefinite or unspecific articles. Use “A / An” when talking about something which is not known to either the speaker or listener.

The articles “A / An**”** are used before singular, countable nouns.

“The” is called a definite or specific article. Use “The” when talking about something which is already known to the listener and speaker or that has been previously mentioned, introduced.

The article “The” is used before singular / plural and for both countable & uncountable nouns.

Generally, articles are not used before the proper nouns (names).

The indefinite articles *a* / *an*

The article “**An”** is used before singular, countable nouns which begin with **vowel sounds**.

- **a** dog
- **a** pilot
- **a** teacher
- **a** union
- **a** university

The article “**A”** is used before singular, countable nouns which begin with **consonant sounds.**

- **an** engineer
- **an** elephant
- **an** athlete
- **an** umbrella
- **an** hour
- **an** MBA

The definite article *the*:

It’s used when the speaker talks about a specific object that both the speaker and the listener know.

- **The** car over there is fast.
- **The** president of the United States is giving a speech tonight.

When we speak of something or someone for the first time we use **a** or **an**, the next time we repeat that object we use the definite article **the**.

- I live in **a** house. **The** house has four bedrooms.
- I ate in **a** restaurant. **The** restaurant was very good.
- **A** thief came to house. **The** thief was tall and fat.

No article:

Do not use an article with countries, states, counties or provinces, lakes and mountains except when the country is a collection of states such as "**The** United States".

- He lives in Chennai near Mereena beach.
- I went to NEO yesterday.

We do not normally use an article with plurals and uncountable nouns to talk about things in general.

- He writes books.
- He likes sweets.
- Do you like rock music?
- I ate bread this morning.

Table of Articles

NUMBER	INDEFINITE	DEFINITE
Singular	a / an	the
Plural	nothing	the
Un-Count	nothing	the

19. Quantifiers

Countable nouns: Nouns which we can count are called countable nouns.

Example: Book, Pen, Boy, Bag, Baby …

We use quantifiers “a few (some)” and “many (a lot of)” for countable nouns.

Uncountable nouns: Nouns which we cannot count are called as uncountable nouns.

Example: Sugar, Coffee, Time, Tea, Rice, money …

We use quantifiers “a little (some)” and “much (a lot of)” for uncountable nouns.

Positive sentences

No	Countable nouns	Uncountable nouns
1	I have **a few (some)** pens left.	I have **a little (some)** money left
2	There are **a few (some)** pens left.	There is **a little (some)** sugar left.
3	There are **few** pens left. (almost nil)	There is **little** sugar left. (almost nil)
4	I have **many (a lot of)** pens left.	I have **much (a lot of)** money.
5	There are **many (a lot of)** pens.	There is **much (a lot of)** sugar.
6	There are **too many (a lot of)** pens.	There is **too much (a lot of)** sugar.

Negative sentences

No	Countable nouns	Uncountable nouns
1	I have **no** pen to write homework.	I have **no** money to buy food.
2	I have **no** pens left with me.	I have **no** money left with me.
3	There are **no** pens left.	There is **no** money left
4	I don't have **many** pens.	I don't have **much** money.
5	There aren't **many** pens.	There isn't **much** money.

WH Questions

1. How many pens do you have left?
2. How much money do you have left?
3. How many books are left on the table?
4. How much sugar is left in the cup?

20. Possessive Adjectives, Pronouns & Nouns

Subjective Pronoun		I	You	He	She	It	We	You	They
Possessive	**Adjectives**	**My**	**Your**	**His**	**Her**	**its**	**Our**	**Your**	**Their**
	Pronouns	**Mine**	**Yours**	**His**	**Hers**	**X**	**Ours**	**Yours**	**Theirs**

Note: No possessive pronoun for "it"

Possessive Nouns	**My brother's** car (Singular)	**My brothers'** car (Plural)	**John's** car (Singular)	**Children's** park (Plural)	**Students'** park (Plural)

Positive sentences

	Possessive Adjectives	Possessive Pronouns	
1.	This is **my** pen.	This pen is **mine**.	This is **mine**.
	These are **my** pens.	These pens are **mine.**	These are **mine**
2.	**My** pen is black.	**Mine** is black.	
	My pens are black.	**Mine** are black.	
3.	This is **your** pen.	This pen is **yours**.	This is **yours**.
4.	**Your** pen is black.	**Yours** is black.	
5.	This is **his** pen.	This pen is **his**.	This is **his**.
6.	**His** pen is black.	**His** is black.	
7.	This is **her** pen.	This pen is **hers**.	This is **hers**.
8.	**Her** pen is black.	**Hers** is black.	
9.	This is **our** pen.	This pen is **ours**.	This is **ours**.
10.	**Our** pen is black.	**Ours** is black.	
11.	This is **their** pen.	This pen is **theirs**.	This is **theirs**.
12.	**Their** pen is black.	**Theirs** is black.	
Possessive Nouns			
1.	This is **my brother's** pen.	This pen is **my brother's.**	This is **my brother's.**
2.	**My brother's** pen is black.	**My brother's** is black.	
3.	This is **John's** pen.	This pen is **John's.**	This is **John's.**
4.	**John's** pen is black.	**John's** is black.	

Negative sentences

	Possessive Adjectives	Possessive Pronouns	
1.	This is not **my** pen.	This pen is not **mine**.	This is not **mine**.
	These are not **my** pens.	These pens are not **mine**	
2.	This is not **your** pen.	This pen is not **yours**.	This is not **yours**.
3.	This is not **his** pen.	This pen is not **his**.	This is not **his**.
4.	This is not **her** pen.	This pen is not **hers**.	This is not **hers**.
5.	This is not **our** pen.	This pen is not **ours**.	This is not **ours**.
6.	This is not **their** pen.	This pen is not **theirs**.	This is not

			theirs.
Possessive Nouns			
1.	This is not **my brother's** pen.	This pen is not **my brother's.**	This is not **my brother's.**
2.	This is not **John's** pen.	This pen is not **John's.**	This is not **John's.**

Positive Question

	Possessive Adjectives	**Possessive Pronouns**	
1.	Is this **my** pen?	Is this pen **mine**?	Is this **mine**?
	Are these **my** pens?	Are these pens **mine**?	Are these **mine**?
2.	Is this **your** pen?	Is this pen **yours**?	Is this **yours**?
	Is **your** pen black?	Is **yours** black?	
3.	Is this **his** pen?	Is this pen **his**?	Is this **his**?
4.	Is this **her** pen?	Is this pen **hers**?	Is this **hers**?
5.	Is this **our** pen?	Is this pen **ours**?	Is this **ours**?
6.	Is this **their** pen?	Is this pen **theirs**?	Is this **theirs**?
Possessive Nouns			
1.	Is this **my brother's** pen?	Is this pen **my brother's**?	Is this **my brother's**?
2.	Is **my brother's** pen black?	Is **my brother's** black?	
3.	Is this **John's** pen?	Is this pen **John's**?	Is this **John's**?
4.	Is **John's** pen black?	Is **John's** black?	

WH questions

1. Whose book is this / that / it?
2. Whose books are these / those?

21. Adverbs

An **adverb** is a word or set of words that modifies verbs, adjectives, or other adverbs. Adverbs answer how, when, where, why, *or* to what extent —how often or how much (e.g., daily, completely)

Many **Adverbs** are formed by adding **–ly** to **Adjectives**. These type of Adverbs are called as regular Adverbs. For Example:

Slow (Adjective) becomes **slowly** (Adverb).

If the Adjective ends in **–y**, replace **y** with **I** and add –**ly**. For Example:

Happy becomes **happily**.

How / Manner			
Angrily	Accidentally	Carefully	Quickly
Extremely	Happily	Carelessly	Badly
Quietly	Exactly	Continuously	Loudly
Honestly	Kindly	Constantly	Seriously
Brutally	Sadly	Repeatedly	Secretly
Beautifully	Unfortunately	Perfectly	Easily
Initially	Intentionally	Simultaneously	Gradually

Examples:

1. He speaks English **slowly**.
2. He drives the car **quickly.**
3. He performed **badly** at the event.
4. It is working **perfectly** now.
5. Your friend is sitting **sadly**.

Some Adverbs don’t follow the ly rule; these are called as irregular Adverbs. Examples:

Adjective	Adverb
Good	Well
Fast	Fast
Hard	Hard
Early	Early
Late	Late
Daily	Daily
Straight	Straight
Far	Far
Long	Long
High	High

Examples:

1. I play the piano **well**.
2. I go to bed **early** every day.
3. He drives the car **fast**.
4. He works **hard** for money.
5. He comes **late** to college.

Other Adverbs

When	How often	How long	Certain
Yesterday	Always	All day	Definitely
Today	Every day	For three days	Surely
Tomorrow	Frequently	For a week	Probably
Later	Never	For ages	Certainly
Now	Often	For a long time	
Last Year	Once a week	Recently / Lately	
After	Sometimes	Since Monday	
Before	Seldom	Since 1997	

Where / Place

Here	There	Inside	Outside
Near	Out	Away	Upstairs
Straight	Up	Down	Downstairs
Left	Right	Forward	Backwards

Examples:

1. I **often** go to the cinema.
2. He speaks Spanish **very slowly.**
3. He drives the car **too quickly.**
4. My sister runs **very fast**.
5. It is **very** hot **outside today**.
6. It is **too** hot **outside** to go for a walk.
7. This coffee is **too** hot to drink.
8. You look **so** beautiful **today.**
9. We will meet you **there tomorrow.**
10. He is **probably** in the park **now**.
11. He is **certainly** a smart man.
12. **Certainly**, I will be there **tomorrow**.
13. He **definitely** left the house.
14. He **surely** won't forget to come.
15. They built a house **nearby**.
16. She took her child **outside**.

22. Degree of Comparison

Degrees of Comparison are used when we compare one person or one

thing with another.

Types of degree of Comparison

Positive Degree : To Speak about one person or thing.
Comparative Degree : To Compare two persons or things
Superlative Degree : To Compare more than two people or things.

Examples

John is a **tall** boy. (Positive)
John is **taller** boy than Peter (Comparative)
John is the **tallest** boy in the class (Superlative)

Peter has a big car. (Positive)
Peter has **bigger** car than John. (Comparative)
Peter has the **biggest** car in this street. (Superlative)

Simla is a cold city. (Positive)
Simla is **colder** city than Bangalore. (Comparative)
Simla is the **coldest** city in India. (Superlative)

Note: In Comparative Degree we have to use "than". And in Superlative Degree we have to use "the".

One Syllable Adjectives (Add r / er / st / est)

Positive	**Comparative**	**Superlative**
Big	Bigg**er**	Bigg**est**
Brave	Braver	Bravest
Bright	Brighter	Brightest
Clever	Cleverer	Cleverest
Close	Closer	Closest
Cold	Colder	Coldest
Cool	Cooler	Coolest
Early	Earlier	Earliest

Fast	Faster	Fastest
Great	Greater	Greatest
High	Higher	Highest
Hot	Hotter	Hottest
Large	Larger	Largest
Long	Longer	Longest
Old	Older	Oldest
Rich	Richer	Richest
Short	Shorter	Shortest
Simple	Simpler	Simplest
Small	Smaller	Smallest
Strong	Stronger	Strongest
Sweet	Sweeter	Sweetest
Tall	Taller	Tallest
Thin	Thinner	Thinnest
Wise	Wiser	Wisest
Young	Younger	Youngest

Adjectives ending in “y” (Remove I and add ier / iest)

Positive	**Comparative**	**Superlative**
Angry	Angr**ier**	Angri**est**
Busy	Busier	Busiest
Costly	Costlier	Costliest
Dirty	Dirtier	Dirtiest
Easy	Easier	Easiest
Happy	Happier	Happiest
Healthy	Healthier	Healthiest

Heavy	Heavier	Heaviest
Lazy	Lazier	Laziest
Noisy	Noisier	Noisiest
Skinny	Skinnier	Skinniest
Spicy	Spicier	Spiciest
Tasty	Tastier	Tastiest
Ugly	Uglier	Ugliest
Wealthy	Wealthier	Wealthiest

Examples

John is a **happy** boy. (Positive)
John is **happier** than Peter (Comparative)

John is the **happiest** person. (Superlative)
John is the **happiest** of them all.
John is the **happiest** of the three
John is the **happiest** boy in the class.

Two or more Syllable Adjectives (add more & most)

Positive	**Comparative**	**Superlative**
Active	More active	Most active
Attractive	More attractive	Most attractive
Beautiful	More beautiful	Most beautiful
Careful	More careful	Most careful
Colorful	More colorful	Most colorful
Comfortable	More comfortable	Most comfortable
Courageous	More Courageous	Most Courageous
Dangerous	More dangerous	Most dangerous

Difficult	More difficult	Most difficult
Expensive	More expensive	Most expensive
Famous	More famous	Most famous
Handsome	More handsome	Most handsome
Important	More important	Most important
Intelligent	More intelligent	Most intelligent
Interesting	More interesting	Most interesting
Perfect	More perfect	Most perfect
Popular	More popular	Most popular
Powerful	More powerful	Most powerful
Valuable	More valuable	Most valuable
Useful	More useful	Most useful

Examples

1. History is an **interesting** subject. (Positive)
2. History is **more interesting** than science. (Comparative)
3. History is the **most interesting** subject. (Superlative)

4. John is a **popular** singer. (Positive)

5. John is **more popular** than Peter. (Comparative)
6. John is the **most popular** singer in the country. (Superlative)

7. Mary is a **beautiful** girl. (Positive)
8. Mary is **more beautiful** than Ancy. (Comparative)
9. Mary is the **most beautiful** girl in the college. (Superlative)

Irregular Adjectives

Positive	**Comparative**	**Superlative**
Good	Better	Best

Bad	Worse	Worst
Many / Much (a lot of)	More	Most
Little / few (some)	Less	Least
Near	Nearer	Nearest
Far	Farther	Farthest
Old	Older / Elder	Oldest / Eldest

Examples

1. John is a **good** football player. (Positive)
2. John is **better** than Peter at football. (Comparative)
3. John is the **best** football player in the team. (Superlative)

4. John has **many** books. (Positive)
5. John has **more** books than Peter. (Comparative)
6. John has the **most** books of them all. (Superlative)

7. Earth is **near** to sun. (Positive)
8. Venus is **nearer** than earth to sun. (Comparative)
9. Mercury is the **nearest** planet to the earth. (Superlative)

23. Gender: Masculine & Feminine Nouns

Grammatical gender is a system of noun classification. A common gender classification includes masculine and feminine categories. Masculine nouns are words for men, boys and male animals. Feminine nouns are words for women, girls and female animals.

Masculine (Male)	**Feminine (Female)**

Actor	Actress
Author	Authoress
Bachelor	Spinster
Boy	Girl
Bridegroom	Bride
Brother	Sister
Conductor	Conductress
Dad	Mum
Daddy	Mummy
Emperor	Empress
Father	Mother
Gentleman	Lady
God	Goddess
Grandfather	Grandmother
Grandson	Granddaughter
Headmaster	Headmistress
Hero	Heroin
Hunter	Huntress
Husband	Wife
King	Queen
Lad	Lass
Landlord	Landlady
Male	Female
Man	Woman

Master	Mistress
Milkman	Milkmaid
Nephew	Niece
Papa	Mama
Poet	Poetess
Prince	Princess
Rooster	Hen
Sir	Madam
Son	Daughter
Uncle	Aunt
Waiter	Waitress
Widower	Widow

Common gender nouns

Baby
Bird
Cat
Child
Cousin
Friend
Parent
Student
Teacher

24. Singular & Plural nouns

Singular means only one. ***Plural*** means more than one.

Most singular nouns form the plural by adding **–s**.

Singular	Plural
Bottle	Bottles
Cup	Cups
Pencil	Pencils
Sticker	Stickers
Window	Windows
Boat	Boats
House	Houses
Cat	Cats

Nouns ending in **s, x, z, ch, sh** make the plural by adding-**es**.

Bus	Buses
Wish	Wishes
Pitch	Pitches

Box	Boxes
Watch	Watches

Nouns ending in **f and fe** make the plural by adding **–ves**.

Half	Halves
Knife	Knives
Leaf	Leaves
Thief	Thieves
Wife	Wives
Shelf	Shelves
Life	Lives

Nouns ending in vowels like **y** or **o** do not have definite rules.

Baby	Babies
City	Cities
Toy	Toys
Kidney	Kidneys
Potato	Potatoes

There are some irregular noun plurals. The most common ones are

Woman	Women
Man	Men

Child	Children
Tooth	Teeth
Foot	Feet
Person	People
Mouse	Mice
Louse	Lice

Some nouns have the same form in the singular and the plural.

Hair	Hair
Sheep	Sheep
Fish	Fish
Deer	Deer
Species	Species
Aircraft	Aircraft
Series	Series

A few words, though singular in nature, are made of paired items and generally treated as **plural**

Scissors
Pants
Shorts
Goggles
Clothes

25. Modal Verbs

Modals (also called modal verbs, modal auxiliary verbs, modal auxiliaries) are special verbs which behave irregularly in English. They are different from normal verbs like “work, play, visit...” They give additional information about the function of the main verb that follows it. They have a great variety of communicative functions.

Modal verbs are used to express functions such as Permission, Ability, Obligation, Prohibition, Lack of necessity, Advice, possibility and probability.

Modal verbs list: can, could, may, might, shall, should (Ought to), would, have to, must etc.

Modal Verb	Use	Examples
	1. Ability	1. I can swim well. (Positive sentence) 2. He can swim well. 3. I can’t swim well. (Negative sentence) 4. Can you swim well? (Positive Question) 5. Can’t you swim well? (Negative Question)

Can	2. Asking for permission (Informal)	1. Can I use your phone, please? 2. Can I open the windows? 3. Can I leave now? 4. Can I ask you a question? 5. Can I speak to Mr. John, please?
	3. Giving Permission	1. Yes, you can use my computer. 2. Yes, you can open the windows. 3. Yes, you can. (shot answer)
	4. Request (Informal)	1. Can I have a glass of water, please? 2. Can I borrow your pen, please? 3. Can I have something to drink? 4. Can you lend me some money, please? 4. Can you say that again, please? 5. Can you give me a lift to college? 6. Can you give me a hand with this bag?
	5. Make an offer	1. Can I get you a drink? 2. Can I help you? 3. Can I carry your suitcase, sir?
		1. You can earn a lot of money as a doctor. 2. You can lose weight by drinking

	6. Possibility of general things	water. 3. You can buy things online with a debit card. 4. We can't carry pickle to the united states. 5. You can save money in the post office, too.
	1. Ability in the past	1. I could swim fast when I was young. 2. I couldn't swim when I was a child. 3. Could you swim when you were a child? 4. Couldn't you swim when you were a child?
	2. Past possibility (Real)	1. I could come yesterday even though I had a fever. 2. I could win the match although I didn't practice well. 1. I couldn't come yesterday because I had a fever. 2. I couldn't win the match because I didn't practice well.
		1. Could I use your phone please?

Could (Past form of Can)	3. Asking for permission (Formal)	2. Could I open the windows? 3. Could I leave now, please? 4. Could I ask you a question? 5. Could I speak to Mr. John, please?
	4. Giving Permission	1. Yes, you could use my computer. 2. Yes, you could open the windows. 3. Yes, you could. (shot answer)
	5. Request (Formal)	1. Could I have a glass of water, please? 2. Could I borrow your pen, please? 3. Could I have something to drink? 4. Could you say that again, please? 5. Could you give me a lift to college?
	1. Asking for Permission (More Formal)	1. May I use your phone, please? 2. May I open the windows? 3. May I leave now, please? 4. May I ask you a question? 5. May I speak to Mr. John,

		please?
May	2. Giving Permission	1. Yes, you may use my computer. 2. Yes, you may open the windows. 3. Yes, you may. (shot answer)
	3. Request (More Formal)	1. May I have a glass of water, please? 2. May I borrow your pen, please? 3. May I have something to drink? 4. May I know your name, please? 5. May I know who is calling, please?
	4. Probability (More chances)	1. John may be at home now. 2. She may come late today. 3. It may rain tomorrow. 4. She may agree with this plan. 5. Your purse may be in the bedroom.
Might (Past form of May)	1. Possibility (Less chances)	1. John might be at home now. 2. She might come late today. 3. It might not rain tomorrow. 4. John might not be right. 5. She might agree with this plan.

		6. Your purse might be in the bedroom.
Shall	1. Future action (Not in use)	1. I shall go to Mumbai tomorrow. 2. I shall never forget you. 3. I shall be in Mumbai on Monday.
	2. Suggestion	1. Shall I close the windows? 2. Shall I stay here tonight? 3. Shall I take this tablet? 4. Shall we start the work? 5. Shall we begin the dinner?
Should / Ought to	1. Obligation from our side	1. I should be at work before 9.30. 2. I should go to my office today. 3. I should learn Spoken English. 4. I shouldn't eat out very often. 5. I should have a motorcycle.
	2. Advice / Recommendation	1. You should take an umbrella in case it rains. 2. You should eat low – fat foods. 3. You should focus more on your family. 4. You shouldn't smoke cigarettes. 5. You should do exercise every

		day. 6. You should be able to speak in English.
	3. Expectation	1. Peter should be in New York by now. 2. The movie should be good. 3. She should be here by now. 4. There should be some milk left.
Will	1. Future action	1. I will call you in an hour. 2. I will speak to you tomorrow. 3. John will come next week. 3. I will stay at home tomorrow. 4. I will be at home this evening.
	2. Prediction	1. I think John will be here by 8. 2. I think it will rain tomorrow. 3. I think India will win the match.
	3. Promising	1. I will take care of your baby. 2. I will pick you up from the station. 3. I will help you with money. 4. I will come to your birthday party.
		1. Will you pass me the salt,

	4. Polite request	please? 2. Will you help me with some money? 3. Will you take me to the hospital, please? 4. Will you drop me off at the bus station? 5. Will you post this letter for me?
	1. Conditional (Past Unreal)	1. If I had had time, I would have met you yesterday. 2. If I had had money, I would have bought a new car. 3. If I had got a good rank, I would have joined in Delhi.
	2. Conditional (Present Unreal)	1. If I had time, I would meet you now. 2. If I had money, I would buy a new car today. 3. If I got a good rank, I would join at Delhi university.
	3. Conditional (Future Unreal)	1. If I have time, I would meet you tomorrow. 2. If I have money, I would buy a new car next week. 3. If I get a good rank, I would join at Delhi university.

Would (Past form of will)	4. Future in the past	1. I said I would help you. 2. I knew John would pass the exam. 3. I told you I would be here before 8.00. 4. I thought you would go to Chennai.
	5. Polite offer	1. Would you like some coffee? A: Yes, please. 2. Would you like to drink coffee? A: Yes, I would like to drink coffee. 3. Would you like to join us for dinner? A: Yes, certainly.
	6. Asking permission politely	1. Would you mind if I eat something? A: No, not at all. 2. Would you mind if sit here? A: No, of course not. 3. Would you mind if I ask you some money? A: sorry, I don't have money.

	7. Making Polite request	1. Would you mind closing the door, please? 2. Would you mind turning off the TV, please? 3. Would you mind waiting for me for a while? 4. Would you do me a favor? 5. Would you drop me off at my college? 6. Would you get me something to eat?
	8. Preference	1. I would rather read book than watch TV. 2. I would rather walk than run. 3. I would rather have chapati for dinner. 4. I would rather stay home than go out. 5. He would rather drink tea than coffee.
Have to	1. Necessity	1. I have to work today. 2. I have to see the doctor. 3. John has to wear a tie at work. 4. Children have to go the school. 5. In the USA, we have to drive on

		the right.
Had to (Past form of have to)	1. Necessity in the past	1. I had to get up early today. 2. I had to work yesterday. 3. I had to pay the fine because of you. 4. I had to see the doctor, because I felt very sick. 5. I had to break the glasses, because I lost my keys.
Must	1. Strong obligation / necessity	1. I must go home now. 2. I must see that movie. 3. I must buy a new phone. 4. I must pay the tax this year. 5. I must help her at any cost.
	2. Strong recommendation	1. You must take some rest. 2. You must stop smoking. 3. You must see that movie. 4. You must drive carefully. 5. You must wear seatbelt while driving.
	3. Certainty	1. That must be John. 2. They must have eaten a lost. 3. It must have rained a lot last

		night.
Must not	1. Prohibition	1. I must not go outside today. 2. You must not use phone in class. 3. You must not swim in that river. It's full of crocodiles. 4. You must not eat junk food. 5. Passengers must not talk to the driver.
Past Modal Verbs Used to express your present feeling about a past decision or action or to talk about things that didn't really happen in the past.		
Could have + V3	You had the ability to do something in the past, but that you didn't do it.	1. You could have done degree, but you didn't do. 2. You could have told him about that, but you didn't. 3. I could have taken that job, but I didn't take. 4. He could have come to the party, but he didn't come.
Would have + V3	You didn't have the ability to do something in the past, so that you didn't do it.	1. You would have done degree, if you had time. 2. You would have told him about that, if you knew. 3. I would have taken that job, if I was interested. 4. He would have come to the

		party, if he had time.
Should have + V3	Irrespective of your ability to do something in the past it was a good idea to do, but you didn't do it.	1. You should have done degree. 2. You should have told him about that. 3. I should have taken that job. 4. He should have come to the party. 5. You should have been more careful.
Must have + V3	Logical assumption or we believe the action definitely happened.	1. She must have been at home, her car was there. 2. He must have won the lottery, he had bought a car. 3. He must have left the house by now, because it is 9.30.
May have + V3 **Might have + V3**	Speculation (Past - Real)	1. John may / might have done this. 2. It might have rained last night. 3. It may / might have been a cat. 4. He may / might have studied hard. 5. You might have left your purse at home.

26. Conditional Sentences

Conditional tenses are used to speculate about what could happen, what might have happened, and what we wish would happen. In English, most sentences using the conditional contain the word **if.**

Condition		Usage
Zero (Type 0)	**Present Real**	For General Truths & General habits
First (Type 1)	**Future Real**	A possible condition and its probable result in the future
Second (Type 2)	**Present Unreal**	A hypothetical condition and its probable result
Third (Type 3)	**Past Unreal**	An unreal past condition and its probable result in the past.

Examples

1. Zero Conditional : If **I go** to the restaurant at night, **I eat** pizza.
2. First Conditional : If **I go** to the restaurant tonight, **I will eat** pizza.
3. Second Conditional : If **I went** to the restaurant now, **I would eat** pizza.
4. Third Conditional : If **I had gone** to the restaurant last night, **I would have eaten** pizza.

Zero conditional

The zero conditional is used for when the time being referred to is now or always and the situation is real and possible. The zero conditional is often used to refer to general truths. The tense in both parts of the sentence is the simple present.

If clause (If + Simple present)	Main clause
If this thing happens	That th

Examples

1. If you heat water to 100 degrees (°C), it boils.
(Water boils if you heat it to 100 degrees Celsius.)
2. If you mix red and blue, you get purple.
3. If you want to come, call me before 5.
4. If I get a headache, I don’t take a tablet.
5. If I have time on Sundays, I go to the cinema.
6. If I go to Chennai, I meet my old friends.
7. If Peter comes to Delhi, he meets me.
8. If it is raining, I take an umbrella.
9. If I don’t have time, I don’t eat breakfast.
10. If I get low marks, my father shouts at me.

Example Questions

1. What happens if we heat water to 100 °C?
2. Do you take a tablet if you get a headache?
3. Does your father shout if you get low marks?

First conditional

The type 1 conditional is used to refer to the **present or future** where the **situation is real**. The type 1 conditional refers to a possible condition and its probable result. In these sentences the “if” clause is in the simple present, and the main clause is in the simple future.

If clause (If + Simple present)	Main clause (Simple future)
If this thing happens	That thing will happen

Examples

1. If I win the lottery, I will buy a new car.
(I will buy a new car if I win the lottery.)

2. If you help me now, I will help you when you ask.
3. If it is raining tomorrow, I won't come to college.
4. If it rains tomorrow, I will be at home watching TV.
5. If you don't hurry now, you will miss the train.
6. If I have time tomorrow, I will definitely meet you.
7. If you drop your mobile in water, it won't work.
8. If I get a good rank in IIT, I will join in Chennai.
9. If My father goes to the bakery, he will get me a cake.
10. If Peter comes to me today, we will go to the cinema.

Example Questions

1. What will you buy if you win the lottery?
2. Won't you come to college if it is raining tomorrow?
3. Will you join in Chennai if you get a good rank in IIT?

Second conditional

The type 2 conditional is used to refer to a time that is **now or any time**, and a situation that is **unreal.** These sentences are not based on fact. The type 2 conditional is used to refer to a hypothetical condition and its probable result. In type 2 conditional sentences, the if clause uses the simple past, and the main clause uses the present conditional.

If clause (If + Simple past)	Main clause (Present conditional)
If this thing happened	That thing would happen

Examples

1. If I won the lottery, I would buy a new car.
(I would buy a new car if I won the lottery)

2. If you helped me before, I would help you now.
3. If I knew the answer, I would tell you.
4. If it wasn't raining now, you would get wet.
5. If you studied harder, you would pass the exam.
6. If I were an animal, I would be an elephant.
7. If I had enough money, I would buy that mobile.
8. If I got a good rank in IIT, I would join in Chennai.
9. If I had time now, I would definitely meet you.
10. If I were you, I would make a complaint on him.

Example Questions

1. What would you buy if you won the lottery?
2. What animal would you be if you were an animal?
3. Would you join in Chennai if you got a good rank in IIT?

Third conditional

The type 3 conditional is used to refer to a time that is in the past, and a situation that is contrary to reality**.** The facts they are based on are the opposite of what is expressed. The type 3 conditional is used to refer to an unreal past condition and its probable past result. In type 3 conditional sentences, the if clause uses the past perfect, and the main clause uses the perfect conditional.

If clause (If + past perfect)	Main clause (present
If this thing had happened	That thing would l

Examples

1. If I had won the lottery, I would have bought a new car.
(I would have bought a new car if I had won the lottery.)

2. If you had helped me before, I would have helped you yesterday.
3. If I had got a good rank in IIT, I would have joined in Chennai.
4. If you had studied harder, you would have passed the exam.
5. If you had gone to bed early, you would have got up early.
6. If you had left early, you would have caught the train.
7. If I had woken up earlier, I wouldn't have missed the train.
8. If you had invited me, I would have come to the party.
9. If you hadn't had money, I would have given you some money.
10. If I had had enough money, I would have bought that mobile.
11. If I had been hungry last night, I would have eaten the food.

Example Questions

1. What would you have bought if you had won the lottery?
2. Would you have come to the party if I had invited you?
3. Would you have joined in Chennai if you had got a good rank in IIT?

27. Active Voice - Passive Voice

Active voice is a form of verb in which the subject does the action. Passive voice is a form of verb in which subject receives the action.

The passive voice is used when we want to emphasize the action (the verb) and the object of a sentence rather than subject.

We use passive voice in 3 cases: 1. Subject is not important. 2. We don't know the subject. 3. We don't want to indicate the subject.

In passive voice we have to use only V3

Example:

Active Voice: Someone **stole** my bike.
Passive Voice: My bike **was stolen** (by someone)

In the example above, the focus is on the fact that my bike was stolen. I do not know, however, who did it.
Sometimes a statement in passive is more polite than active voice, as the following example shows:

Example: A mistake was made.

In this case, I focus on the fact that a mistake was made, but I do not blame anyone (Ex: You made a mistake.)

Positive Sentences (Active & Passive voice)

Tense		Subject	Verb	Object
Present Simple	**Active:**	Mary	writes	a letter every day.
	Passive:	A letter	**is written (V3)**	(by Mary) every day.
Present Continuous	**Active:**	Mary	is writing	a letter now.
	Passive:	A letter	**is being written**	(by Mary) now.
Present Perfect	**Active:**	Mary	has written	a letter recently.
	Passive:	A letter	**has been written**	(by Mary) recently.

Past Simple	**Active:**	Mary	wrote	a letter yesterday.
	Passive:	A letter	**was written**	(by Mary) yesterday.
Past Continuous	**Active:**	Mary	was writing	a letter at this time yesterday.
	Passive:	A letter	**was being written**	(by Mary) at this time yesterday.
Past Perfect	**Active:**	Mary	had written	a letter before I came.
	Passive:	A letter	**had been written**	(by Mary) before I came.
Future Simple	**Active:**	Mary	will write	a letter tomorrow.
	Passive:	A letter	**will be written**	(by Mary) tomorrow.
Future Perfect	**Active:**	Mary	will have written	a letter before you come.
	Passive:	A letter	**will have been written**	(by Mary) before you come.
Present Conditional	**Active:**	Mary	would write	a letter yesterday.
	Passive:	A letter	**would be written**	(by Mary) yesterday.
Past Conditional	**Active:**	Mary	would have written	a letter last month.
	Passive:	A letter	**would have been written**	(by Mary) last month.
By Mary is optional in passive voice				

Note: The following tenses cannot be changed into passive voice.

1. Present perfect continuous tense
2. Past perfect continuous tense
3. Future continuous tense
4. Future perfect continuous tense
5. Sentence having Intransitive verbs

An intransitive verb is one that does not take a direct object. In other words, it is not done to someone or something. It only involves the subject.

Passive Sentences with Two Objects

Rewriting an active sentence with two objects in passive voice means that one of the two objects becomes the subject, the other one remains an object. Which object to transform into a subject depends on what you want to put the focus on.

	Subject	Verb	Object 1	Object 2
Active	Mary	wrote	a letter	to me
Passive	A letter	was written	to me	(by Mary)
Passive	I	was written	a letter	(by Mary)

As you can see in the examples, adding by Mary does not sound very elegant. That's why it is usually dropped.

100 Questions & Answers (Active voice & Passive voice)

No	**Active voice** **Questions & Answers** (Subject / Doer is important)	**Pa** **Questi** (Subject / D
1.	Present Simple Tense	
1	Does Raju sell milk here every day? Yes, Raju sells milk here every day.	Is milk sold here ev Yes, milk **is sold** h
2	Does Raju sell newspapers here daily? Yes, Raju sells newspapers here daily.	Are newspapers so Yes, newspapers **a**
3	Does Rani clean this room every day? Yes, Rani cleans this room every day.	Is this room cleane Yes, this room **is c**

4	Does your teacher beat you every day? Yes, my teacher beats me every day.	Are you beaten (by Yes, I **am beaten** (
5	Do you feed the dog chicken every day? Yes, I feed the dog chicken every day.	Is the dog fed chick Yes, the dog **is fed**
6	Does somebody make a complaint on me every day? Yes, somebody make a complaint on you every day.	Is a complaint mad Yes, a complaint **is**
7	Does the bell-ringer ring the bell on time every day? Yes, the bell-ringer rings the bell on time every day.	Is the bell rung on Yes, the bell **is run**
8	Does the warden check the rooms regularly? Yes, the warden checks the rooms regularly.	Are the rooms chec regularly? Yes, the rooms **are** regularly.

2. Present Continuous Tense

1	Is Raju repairing my bike now? Yes, Raju is repairing your bike now.	Is my bike being re Yes, your bike **is b**
2	Is Sita stitching my clothes now? Yes, Sita is stitching your clothes now.	Are my clothes bei Yes, your clothes **a**
3	Is the cashier selling cinema tickets? Yes, the cashier is selling cinema tickets.	Are cinema tickets Yes, cinema tickets
4	Is Rani cleaning the room now? Yes, Rani is cleaning the room now.	Is the room being c Yes, the room **is be**

5	Are you installing the software now? Yes, I am installing the software now.	Is the software beir Yes, the software **is**

3. Present Perfect Tense

1	Have you posted my letter? Yes, I have posted your letter.	Has my letter been Yes, your letter **has**
2	Has the manager sanctioned my loan? Yes, the manager sanctioned your loan.	Has my loan been s Yes, your loan **has**
3	Have you installed the apps on my mobile? Yes, I have installed the apps on your mobile.	Have the apps beer Yes, the apps **have** mobile
4	Has the window cleaner cleaned the windows? Yes, the windows cleaner has cleaned the windows.	Have the windows Yes, the windows **l**
5	Has your mother cooked the chicken? Yes, my mother has cooked the chicken.	Has the chicken be Yes, the chicken **ha**

5. Past Simple Tense

1	Did Rama kill Ravana? Yes, Rama killed Ravana.	Was Ravana kicke Yes, Ravana **was k**
2	Did anybody steal your bike yesterday? Yes, somebody stole my bike yesterday.	Was your bike stol Yes, my bike **was s**
3	Did somebody rob your house last night? Yes, somebody robbed my house last night.	Was your house ro Yes, my house **was**
	Did the GM transfer you to Chennai?	Were you transferr

4	Yes, the GM transferred me to Chennai.	Yes, I **was transfe**
5	Did the Interviewer select you for the job? Yes, the interviewer selected me for the job.	Were you selected Yes, I **was selected**
6	Did Raju repair my bike yesterday? Yes, Raju repaired your bike yesterday.	Was my bike repai Yes, your bike **was**
7	Did anybody make a complaint on me? Yes, somebody make a complaint on you.	Was a complaint m Yes, a complaint **w**
8	Did the interviewer select you for the job? Yes, the interviewer selected me for the job.	Were you selected Yes, I **was selected**
9	Dog you feed the dog pedigree? Yes, I fed the dog pedigree.	Was the dog fed pe Yes, the dog **was f**
10	Did anybody tell you not to sit here? Yes, somebody told me not to sit here.	Were your told not Yes, I **was told** not
11	Did anybody invite to the party? Yes, somebody invited me to the party.	Were you invited t Yes, I **was invited**
12	Did the manager solve your problem? Yes, the manager solved my problem.	Was your problem Yes, my problem **w**
13	Did the students elect Ravi as the vice-president? Yes, the students elected Ravi as the vice-president.	Was Ravi elected a Yes, Ravi **was elec**
	6. Past Continuous Tense	
	Was Sita cleaning the room when you went there yesterday?	Was the room bein there yesterday?

1	Yes, Sita was cleaning the room when I went there yesterday.	Yes, the room **was** there yesterday.
2	Was the cashier selling cinema tickets when you arrived at the theatre this evening? Yes, the cashier was selling cinema tickets when I arrived at the theatre this evening.	Were cinema ticke arrived at the the th Yes, cinema cricke arrived at the theat
3	Was the mechanic repairing your bike when you went to the service center yesterday? Yes, the mechanic was repairing my bike when I went to the service center yesterday.	Was your bike beir to the service centr Yes, my bike **was l** to the service centr

7. Past Perfect Tense

1	Had the mechanic repaired your bike before you went to the service centre yesterday? Yes, the mechanic had repaired my bike before I went to the service centre yesterday	Had your bike beer to the service centr Yes, my bike **had l** to the service centr
2	Had the cashier sold all the cinema tickets before you went to the theatre this evening? Yes, the cashier had sold all the cinema tickets before I went to the theatre.	Had all the cinema went to the theatre Yes, all the cinema before I went to the
3	Had someone beaten Raju by the time you went to him? Yes, somebody had beaten Raju by the time I went to him.	Had Raju beaten (b you went to him? Yes, Raju **had bee** the time I went to h

9. Future Simple Tense

1	Will Raju repair my bike tomorrow? Yes, Raju will repair your bike tomorrow.	Will my bike be re Yes, your bike **will**
2	Will the manager sanction my loan next week? Yes, the manager will sanction your loan next week.	Will my loan be sa Yes, your loan **will**
3	Will the GM transfer me to Chennai next month? Yes, the GM will transfer you to Chennai next month.	Will I be transferre Yes, you **will be tr** month.
4	Will the cashier sell cinema tickets at 5 PM this evening? Yes, the cashier will sell cinema tickets at 5 PM this evening.	Will cinema ticket evening? Yes, cinema ticket evening.
5	Will they give me money tomorrow? Yes, they will give you money tomorrow.	Will I be given mo Yes, you **will be gi**
6	Will he beat me if I break this glass? Yes, he will beat you if you break this glass.	Will I be beaten if Yes, you will be be

11. Future Perfect Tense

1	Will Raju have repaired my bike by tomorrow? Yes, Raju will have repaired your bike by tomorrow.	Will my bike have Yes, your bike **will** tomorrow.
2	Will the manager have sanctioned my loan by next week? Yes, the manager will have sanctioned your loan	Will my loan have week? Yes, your loan **will**

	by next week.	next week.
3	Will the GM have transferred me to Chennai by next month? Yes, the GM will have transferred you to Chennai by next month.	Will I have been tr month? Yes, you **will have** Chennai by next m
	Present Conditional	
1	Would Raju repair my bike yesterday? Yes, Raju would repair your bike yesterday.	Would my bike be Yes, your bike **wou**
2	Would the manager sanction my loan? Yes, the manager would sanction your loan.	Would my loan be Yes, your loan **wou**
3	Would the GM transfer him to Chennai? Yes, the GM would transfer him to Chennai	Would he be transf Yes, he **would be t**
	Past Conditional	
1	Would Raju have repaired my bike? Yes, Raju would have repaired your bike.	Would my bike hav Yes, your bike **wou**
2	Would the manager have sanctioned my loan? Yes, the manager would have sanctioned your loan.	Would my loan hav Yes, your loan **wou**
3	Would the GM have transferred him to Chennai? Yes, the GM would have transferred him to Chennai.	Would he have bee Yes, he **would hav** Chennai.

If you like it, please review with 5 Stars

Thank you

*****

28. Direct & Indirect / Reported Speech

When do we use reported speech? Sometimes someone says a sentence, for example “I’m going to the cinema tonight”. Later, maybe we want to tell someone else what the first person said.

Direct Speech: by **repeating** the exact words spoken.

Indirect / Reported Speech: by **reporting** the words spoken.

Reported Statements

Direct speech: She said, “I like ice cream”.

Reported speech: She said (that) she liked ice cream.

Tense	Direct Speech	Reported
present simple	She said, “I like ice cream”	She said that she li
present continuous	She said, “I am reading a book”	She said that she w book.

present perfect	She said, “I haven’t seen Julie”	She said that she h Julie.
Present perfect continuous	She said, “I have been waiting for hours”	She said that she h waiting for hours.
past simple	She said, “I bought a car”	She said that she h
past continuous	She said, “I was walking along the street”	She said that she h walking along the
past perfect*	She said, “I had taken English lessons before”	She said that she h English lessons be
Future simple	She said, “I will (shall) see you later”	She said that she w later.
Future continuous	She said, “I will be playing tennis tomorrow”	She said that she w playing tennis tom
Conditional	She said, “I would buy a car, if I were rich”	She said that she w if she had been ric
Can	She said, “I can speak perfect English”	She said that she c perfect English.

NOTE: 1. No changes for model verbs Might, Could, Should and Must.

No changes for 1. Past perfect, 2. Past perfect Continuous, 3. Future Perfect and 4. Future Perfect Continuous Tenses. See Past Perfect Tense in above table.

Word Change	
Direct Speech	**Reported Speech**
Now	Then
This morning	That day morning
This	That
These	Those
Here	There

Today	That day
Tomorrow	The next day
Yesterday	The previous day
Next month	The following month
Ago	Before

Reported Questions

In fact, it's not so different from reported statements. The tense changes are the same, and we keep the question word. The very important thing though is that, once we tell the question to someone else, it isn't a question any more. So we need to change the grammar to a normal positive sentence.

Direct Question	Reported Question
1. "Where do you live?"	She asked me where I lived
2. "Where is John?"	She asked me where John was.
3. "Where is the post office, please?"	She asked me where the post office was.
4. "What are you doing?	She asked me what I was doing.
5. "Who was that fantastic man?"	She asked me who that fantastic man had been.

But, what if you need to report a 'yes / no' question? We don't have any question words to help us. Instead, we use **'if'**:

Direct Question	Reported Question
1. "Do you like chocolate?"	She asked me if I liked chocolate

2. “Do you love me?	She asked me if I loved him.
3. “Have you ever been to Mexico?”	She asked me if I had ever been to Mexico
4. “Are you living here?”	She asked me if I was living here.

Reported Requests

There’s more! What if someone asks you to do something (in a polite way)? For example:

Direct speech **:** “Close the window, please”
Or : “Could you close the window please?”
Or : “Would you mind closing the window please?”

All of these requests mean the same thing, so we don’t need to report every word when we tell another person about it. We simply use **‘ask me + to + infinitive’**:

Reported speech: She asked me to close the window.

Here are a few more examples:

Direct Request	Reported Request
1. “Please help me?”	She asked me to help her.
2. “Please don’t smoke”	She asked me not to smoke.
3. “Could you bring my book tonight?”	She asked me to bring her book that night.
4. “Could you pass the milk, please?	She asked me to pass the milk.
5. “Would you mind coming early tomorrow?”	She asked me to come early the next day.

To report a negative request, use ‘not’:

Direct speech : “Please don’t be late.”

Reported speech : She asked us **not** to be late.

Reported Orders

And finally, how about if someone doesn't ask so politely? We can call this an 'order' in English, when someone tells you very directly to do something. For example:

Direct speech **:** "Sit down!"

In fact, we make this into reported speech in the same way as a request. We just use 'tell' instead of 'ask':

Reported speech: She told me to sit down.

Direct Order	**Reported Order**
1. "Go to bed!"	He told the child to go to bed.
2. "Don't worry!"	He told her not to worry
3. "Be on time!"	He told me to be on time
4. "Don't smoke!"	He told us not to smoke.

29. Phrasal Verbs

Phrasal verb: A phrase that consists of a verb with a preposition or adverb or both, creates a different meaning.

Note: Some examples are in past tense (P)

No	**Phrasal verb**	**Meaning**	**Examples**
1	**back up**	Copy files to a second	I always **back up** my files to an

		medium.	external hard drive.
2	**blow out**	To extinguish (stop burning) a flame or candle.	Please **blow out** the candle. (P)
		Puncture while the vehicle is in motion.	One of my car tires **blew out** on the way. (P)
3	**blow up**	To explode.	The terrorists **blew up** that old building. (P)
		Fill something with air or gas.	John **blew up** nearly 50 balloons.(P)
4	**break down**	To go out of order or suddenly cease to function.	Our washing machine **broke down** due to electrical failure.(P)
5	**break up**	To end a relationship.	She **broke up** with Peter last month.(P)
6	**burn out**	The failure of an electrical device through overheating.	The light bulb **burnt out** yesterday. (P)
		Physical or mental collapse caused by overwork.	I am so **burned out** with heavy work.(P)
7	**call off**	To recall or to cancel.	The tennis match was **called off** because of bad weather.(P)
8	**calm down**	To calm down is to relax after being angry.	After sometime John **calmed down** and thought for himself.(P)
9	**carry on**	Continue an activity or task.	**Carry on**. You are doing well.
10	**check in**	To register a hotel.	We **checked in** at the hotel at 11 o'clock last night. (P)
11	**check out**	To leave a hotel after paying the bill.	I **checked out** of the hotel at 10 o'clock. (P)
12	**come across**	To meet someone or find something by chance.	I **came across** my old photos yesterday. (P)

13	**cut out**	Cut something out from something.	I **cut** this article **out** of a magazine. (P)
		To stop doing something.	You need to **cut out** all junk food.
14	**catch up**	To reach someone by moving faster.	I stopped and waited for him **catch up**.
		To discuss the latest news.	I want to **catch up** with you.
15	**drop out**	Quit a class, school etc.	I **dropped out** of college and started a business. (P)
16	**eat away**	To gradually destroy something.	Something is **eating away** my cat's tail.
17	**eat out**	Eat in a restaurant.	I don't feel like cooking tonight. So I am going to **eat out.**
18	**dress up**	Wear elegant clothes.	He **dressed up** as a cowboy for the birthday party.(P)
19	**fall down**	Fall on the ground.	I slipped on the road and **fell down.** (P)
20	**figure out**	Find the answer to a problem.	I can't **figure out** how to solve this problem.
21	**fill in**	To write information in blanks.	Please **fill in** the form with your name and address.
22	**fill out**	To complete an application form.	I **filled out** the application form for a job and mailed it. (P)
23	**fill up**	Fill something completely.	The room was **filled up** with students. (P)
24	**find out**	To discover.	I am going to **find out** who is responsible this problem.
25	**get along**	To have a good relationship.	I **get along** with my boss very well.
26	**get away**	To escape.	I think we should **get away** for the weekend.

27	**get back**	To Return.	I will see him after I **get back**.
28	**get in**	To enter a place. Or enter a small, closed vehicle.	When did you **get in** last night?
29	**get off**	Leave a large, closed vehicle. (bus, train, plane)	You should **get off** the train in Chennai central.
30	**get on**	Enter a large, closed vehicle. (bus, train, plane)	I am going to **get on** the train to Mumbai.
31	**get out**	To leave a place or Leave a small, closed vehicle.	I **got out** of the car and went home. (P)
32	**get rid of**	To eliminate something or someone.	How to **get rid of** lice? I will **get rid of** Tom.
33	**get together**	Gather or assemble socially.	Our apartment residents **get together** once a month.
34	**get up**	To rise, leave bed.	I **get up** at six in the morning.
35	**give up**	To stop doing something.	John **gave up** smoking 10 years ago. (P)
36	**go ahead**	Start, proceed.	Please **go ahead** and eat before the food gets cold.
37	**hand over**	Give (usually unwillingly).	John **handed** the car keys **over** to Peter. (P)
38	**hang up**	To end a phone conversation.	Don't **hang up** the phone!
39	**hold on**	Wait a short time.	Please **hold on**, I'll be there in a minute.
40	**hurry up**	Do things more quickly than normal.	**Hurry up** and finish your lunch or we will miss the bus.
41	**keep on**	To continue doing something.	If you **keep on** asking me about Peter, I will get annoyed.
			The cricket match **kicked off** at 10

42	**kick off**	To begin, start.	o'clock. (P)
43	**look after**	To take care of.	She **looked after** the child while you were out. (P)
44	**look forward to**	To await or anticipate with pleasure.	I'm **looking forward to** my birthday. It's in four days time.
45	**mix up**	To mistake one thing or person for another.	Someone has **mixed up** all the application forms.(P)
46	**pass away**	To die.	That person **passed away** peacefully in his sleep last night.(P)
47	**pass out**	To become unconscious or to faint or to collapse.	Yesterday, I **passed out** from the heat. (P)
48	**pick up**	To collect.	I will **pick** you **up** at around eight to take you to the railway station.
49	**point out**	To indicate / direct attention to something.	I **pointed out** the best beaches on the map. (P)
50	**put on**	Start wearing something.	He **put on** his coat went out just now. (P)
51	**put out**	To extinguish or to make something stop burning.	I **put out** the fire with a fire extinguisher. (P)
52	**put up**	To stay for a short time in a place other than one's own home.	We **put up** at my friends home when we went to Chennai.
53	**read out**	To read something aloud so that other people can hear.	He is reading out the names of all the winners.
54	**rule out**	To eliminate.	The proposed solution was **ruled out** as not possible. (P)
55	**run away**	To escape from a place or suddenly leave.	He **ran away** from home when he was ten. (P)
56	**run out**	To have no more of something.	My phone is **running out of** battery.

57	**set up**	To start a business.	They **set up** their own company. (P)
		Prepare equipment, software, etc., for use.	I will **set up** a meeting for Friday.
58	**shut off**	To stop operating.	Please **shut** that alarm **off.**
59	**sit up**	To sit with a straight back from a lying position.	I **sat up** and read for some time. (P)
60	**slow down**	To be less active and relax more.	You need to **slow down**.
61	**sort out**	Organize, resolve a problem.	I need to **sort out** the things on my desk.
62	**speak out**	To give your opinion about something in public.	She **spoke out** for women's rights. (P)
63	**speak up**	Speak more loudly.	I can't hear you. Please **speak up**!
64	**step down**	To resign from an important position.	He wants to **step down** as party president.
65	**stick to**	To do something that you promised or to continue doing or using.	You must **stick to** our agreement.
66	**take off**	To leave the ground.	The plane will **take off** at six o'clock.
		To remove clothes or something.	**Take off** your shoes before entering the house.
67	**take up**	To begin to do something.	I will **take up** this job at the end of this month.
68	**take out**	To remove; extract.	I will **take out** the dog for a walk.
69	**think over**	Consider something carefully.	I will **think** it **over** and tell my decision.
		Put clothes on to see if	I like these shoes. I will **try** them

70	**try on**	they fit.	**on**.
71	**try out**	Test.	I am going to **try** this new brand of soap **out.**
72	**turn down**	Reduce volume, temperature, etc.	Please **turn down** the TV a little.
73	**turn off**	Switch off.	**Turn off** the radio, please.
74	**wake up**	Stop sleeping.	I **woke up** at six thirty this morning. (P)
75	**walk out**	To leave suddenly or angrily.	We **walked out** of the meeting yesterday.
76	**warm up**	To become warmer.	I need **warm up** my car in winter.
		Prepare body for an activity.	I always **warm up** before I go for a match.
77	**watch out**	Be careful.	**Watch out**! There's a dog in the road.
78	**work out**	To do physical exercise.	I **work out** three times a week.
		Find the answer or solution.	I am trying to **work out** a solution for this problem.
79	**wind up**	To close a business.	The company was **wound up** in 2010. (P)
80	**wipe off**	To clean.	I'll wash up if you **wipe off** the table.

30. Conjunctions

A conjunction is a word which connects two words or clauses or sentences and shows the relation between them.

Clause: A *clause* is a group of related words that contain a subject and a verb.

Independent clause: An independent clause is a clause that expresses a complete thought. An independent clause can stand alone as a separate sentence and does not start with a subordinator.

Dependent clause: A dependent clause is a clause that does not express a complete thought. A dependent clause starts with a subordinator word such as “when,” “if” or “which.”

There are three main categories of conjunctions that are explained below.

Coordinating Conjunctions (Coordinators)

These conjunctions are used to link or join two words, phrases or clauses that are equally important and complete in terms of grammar when compared with each other.

There are seven main coordinating conjunctions: For, And, Nor, But, Or, Yet, So

Commonly used coordinating Conjunctions

1. And

Ex: 1. I am hungry **and** thirsty
2. I like to read **and** write.

3. John **and** I are friends.

2. Or

Ex: 1. I play tennis two **or** three times a week.
2. I will be back in a day **or** two.
3. Is that a cat **or** a dog?

3. But

Ex: 1. I am sleepy, **but** I have to go to work.
2. I like tea, **but** I don't like coffee.
3. I am a student, **but** he isn't.

4. So

Ex: 1. I was hungry, **so** I ate all the pizza.
2. School starts early, **so** I need to get up early.
3. I wanted to study English, **so** I went to NEO.

Correlative Conjunctions

Correlative Conjunctions are simply pairs of conjunctions used in a sentence to join different words or groups of words in a sentence together. Correlative Conjunctions are generally not used to link sentences themselves, instead they link two or more words of equal importance within the sentence itself.

Commonly used correlative Conjunctions

1. Both / and

Ex: 1. She is **both** intelligent **and** beautiful.

2. **Both** yellow **and** red are attractive colors.
3. This game is suitable for **both** adults **and** children.

2. Either / or

Ex: 1. He will be **either** in the room **or** in the hall.

2. Give **either** cup **or** a glass.

3. Either you or John has come tomorrow.

3. Neither / nor

Ex: 1. Jerry is **neither** rich **nor** famous.

2. I like **neither** tea **nor** coffee.
1. I want neither the red shirt nor blue shirt.

4. Not only / But also

Ex: 1. He is **not only** intelligent, **but also** very funny.

2. John can speak **not only** English **but also** Hindi.

Subordinating Conjunctions (Subordinators)

These conjunctions are used to join an independent and complete clause with a dependent clause that relies on the main clause for meaning and relevance. The dependent clause cannot exist on its own as a sentence and often does not make sense without the main clause.

Commonly used subordinating Conjunctions

1. Because

Ex: I'm staying in **because** it's raining.

2. Even though

Ex: I'm staying in **even though** the Sun is out.

3. Whereas

Ex: I'm staying in **whereas** you are going out.

4. Even if

Ex: **Even if** it rains, I'm going out.

5. In case

Ex: I'm staying **in case** it rains.

6. Provided

Ex: **Provided** it doesn't rain, I'm going out.

7. Unless

Ex: I'm going out **unless** it rains.

8. Wherever

Ex: I will live **wherever** the weather is good.

9. After

Ex: I'm going out **after** the football.

10. As soon as

Ex: I'm going out **as soon as** the football has finished.

11. As long as

Ex: I'm staying out **as long as** the weather stays good.

12. As for as

Ex: **As far as** I know, this exam is very difficult.

13. Before

Ex: I'm going out **before** the football.

14. Once

Ex: I'm going out **once** the football has finished.

15. Till

Ex: I'm staying out **till** the weather turns bad.

16. Until

Ex: I’m staying out **until** the weather turns bad.

17. When

Ex: I’m going out **when** the weather improves.

18. Whenever

Ex: I go out **whenever** the weather is good.

31. Types of Sentences

A **sentence** a group of words, usually containing a verb, that expresses a thought in the form of a statement, question, instruction, or exclamation and starts with a capital letter when written.

Ex: John ate an apple.

Four types of sentences

1. Simple sentence
2. Compound Sentence
3. Complex sentence
4. Compound-Complex sentence

Simple sentence

A simple sentence has just one independent clause (Subject and **only one verb**).

Ex: 1. John waited for the train.

2. The train was late.

3. Mary and Alice took the bus.

4. I looked for Mary and Alice at the station.

(Independent clause)

Compound sentence

A compound sentence has two or more independent clauses connected to one another with a coordinating conjunction.

Ex: 1. I really want to go to work, **but** I am too sick to drive.

John waited for train, **but** the train was late.
John bought some new shoes, **and** he wore them to a party.

Mary liked her new house, **but** she didn't like the front yard.

(Independent clause + Independent clause)

Complex sentence

A complex sentence has an independent clause and one or more dependent clauses connected to one another with a subordinate conjunction.

The independent clauses can go first in the sentence, followed by the dependent clause, as in the following:

Ex: 1. Let's go back to the restaurant **where** we had our first date.
We visited the museum **before** it closed.

(Independent clause + Dependent clause)

(**Note:** When the independent clause comes first, a comma should not be used to separate the two clauses.)

Conversely, the dependent clauses can go first in the sentence, followed by the independent clause, as in the following:

Ex: 1. **Because** my coffee was too cold, I heated it in the microwave.

After I came home, I made dinner.

(Dependent clause + Independent clause)

(**Note:** When the dependent clause comes first, a comma should be used to separate the two clauses.)

Compound-Complex sentence

A compound-complex sentence has two or more independent clauses and one or more dependent clause.

Ex: 1. When a dog bites a man that is not news because it happens so often, but if a man bites a dog that is news.

We decided that the movie was too violent, but our children, who like to watch scary movies, thought that we were wrong.

(Independent clause + Dependent clause + Dependent clause + Independent clause)

32. Gerunds and Infinitives

A gerund is a noun made from a verb by adding "-ing." The gerund form of the verb "read" is "reading." You can use a gerund as the subject, the complement, or the object of a sentence.

Examples:

- **Reading** helps you learn English.
- **Brushing** your teeth is important.
- **Smoking** causes lung cancer.
- Her favorite hobby is **reading**.
- *I like **swimming**.*
- I enjoy **reading**.
- He likes **watching** TV.

Gerunds can be made negative by adding "not."

Examples:

- He enjoys **not working**.
- The best thing for your health is **not smoking**.

Infinitives are the "to" form of the verb. The infinitive form of "learn" is "to learn." You can also use an infinitive as the subject, the complement, or the object of a sentence.

Examples:

- **To learn** is important.
- The most important thing is **to learn**.
- He wants **to learn**.
- He likes ***to watch** TV.*
- She came **to collect** her passport.
- I am calling **to ask** you about dad.
- We decided ***to leave.***

Infinitives can be made negative by adding "not."

Examples:

- I decided **not to go** London.
- He asked me **not to be** late.

33. Capitalization

Capitalization is the use of a capital letter at the head of a word. The use of capitalization helps readers in reading without confusion.

Capitalization Rules

1. The first word of a sentence.

   Ex: 1. **Y**esterday, we went to the park.

2. The pronoun “I”

   Ex: 1. Yesterday, **I** went to the park.

3. The first letter of a proper noun (Specific name).

   Ex: 1. Yesterday, **J**ohn went to the park.
   2. Yesterday, we went to **N**eo.
   3. I like to live in **C**hennai.
   3. I like **D**airy milk chocolate.

4. The first letter in a person’s title.

   Ex: 1. This is **D**r. Tom.
   2. I met **M**r. John on the way.

5. The first letter of days, months and holidays (but not seasons).

   Ex: 1. We will meet you on **S**unday.
   2. Today is **J**anuary 26, 2016
   3. The schools are closed on **C**hristmas.
   4. This summer is going to be very hot.

6. The names of countries, nationalities , religions and languages

Ex: 1. I live in **I**ndia.
2. I proud to be an **I**ndian
3. I speak **H**indi very well.

7. Geographic areas: Cities, States, Countries, Mountains, Oceans, Rivers etc.

8. Titles of books, movies, magazines, newspapers, articles, songs, play etc.

9. The names of buildings, bridges, parks, schools, colleges and universities etc.

10. Brand names, companies, Governmental matters organizations and Trade etc

11. Family relationships (When used as proper nouns)

Ex: 1. Please give this book to **U**ncle John.

No capitalization for family relationships (When used as common names)

Ex: 1. I am going to meet my uncle John.
2. What is my brother doing?

34. Punctuation Marks

Punctuation is the set of marks used to regulate texts and clarify their meanings, principally by separating or linking words, phrases, and clauses.

We use punctuation marks to structure and organize your writing.

Commonly used Punctuation marks

No	Punctuation	Sym	Description	Examples
1	Full stop / period	.	To end a sentence.	I speak English.
2	Comma	,	The comma is used to show a separation of ideas or elements within the structure of a sentence.	I speak English, Hindi and Telugu.
3	Exclamation mark	!	An exclamation mark indicates strong feeling within a sentence, such as fear, anger or love.	Help! Help!
4	Question mark	?	Use the question mark at the end of all direct questions.	What is your name?
5	Colon	:	It is most commonly used when listing. Or it can be used within a heading, or descriptive title.	The bookstore specializes in three subjects: art, architecture, and graphic design. Human Resource Management: Guidelines for Telephone Advisers
			Semicolons can be used in English to join phrases and	

6	Semicolon	;	sentences that are thematically linked without having to use a conjunction Semicolons can also be used instead of commas to separate the items in a list when the items themselves already contain commas.	I like your brother; he's a good friend. The conference was attended by delegates from Paris, France; Colombo, Sri Lanka; and Mumbai, India.
7	Quotation marks	" "	Use quotation marks to cite something someone said exactly.	"I'm going to the school now," she said.
8	Apostrophe	'	The most common use of apostrophes in English is for contractions The apostrophe indicates possession or ownership.	I'm. The girl's hat is red.
9	Hyphen	-	The hyphen is used to link words together.	Son-in-law Thirty-five
10	Dash	–	A dash is used to separate parts of a sentence.	You are the friend —the only friend
11	Round bracket / Parentheses	( )	Are used to make an aside, or a point which is not part of the main flow of a sentence.	I went to Bangkok (my favorite city) and stayed there for two weeks.

12	Square bracket / Bracket	**[ ]**	When you're quoting someone and you need to put in some sort of explanation.	That the hostages **[**most of them French**]** had been released.
13	Braces	**{}**	Use a set of braces to denote a numeric set or to indicate choices.	**{**1, 2, 4, 8, 16, 32, 64**}** **{**red, blue, yellow**}**
14	Slash / Oblique / Forward slash	**/**	Use the slash instead of or, and etc. Slashes are important symbols in web-addresses Use a slash for fractions Use a slash to indicate "per" in measurements People often use a slash in certain abbreviations etc.	Press Refresh **/** Reload button. http:**//**www.gmail.com 1 **/** 2 (one half) Speed is 100 km **/** h C **/** o (Care of)
15	Ellipsis	**…**	Use an ellipsis when omitting a word, phrase, line, paragraph, or more from a quoted passage. Ellipses save space.	Today **…** we vetoed the bill.

35. Short Answers

Saying ‘Yes, I do. / No, I don’t’ in English is more polite than just saying ‘Yes. / No.’ that’s why short answers are very commonly used.

To form the short answer, you use the first word from the question.

Tense	Positive Question	Positive Answer	Negative Answer
Present	1. Do you eat apples?	Yes, I / we do.	No, I / we don’t.
	2. Does he eat apples?	Yes, he does.	No, he doesn’t.
	3. Do they eat apples?	Yes, they do.	No, they don’t.
	1. Do you like apples?	Yes, I / we do.	No, I / we don’t.
	2. Does he like apples?	Yes, he does.	No, he doesn’t.
	3. Do they like apples?	Yes, they do.	No, they don’t.
	1. Do you have a mobile?	Yes, I do.	No, I don’t.
	2. Does he have a mobile?	Yes, he does.	No, he doesn’t.
	3. Do they have a mobile?	Yes, they do.	No, they don’t.
	1. Are you a student?	Yes, I am.	No, I am not.

	2. Is he a student?	Yes, he is.	No, he isn’t.
	3. Are they students?	Yes, they are.	No, they aren’t.
	1. Are you going to cinema?	Yes, I am.	No, I am not.
	2. Is he going to cinema?	Yes, he is.	No, he isn’t.
	3. Are they going to cinema?	Yes, they are.	No, they aren’t.
Past	1. Did you eat an apple?	Yes, I did.	No, I didn’t.
	2. Did he eat an apple?	Yes, he did.	No, he didn’t.
	3. Did they eat apples?	Yes, they did.	No, they didn’t.
	1. Were you a student?	Yes, I was.	No, I was not.
	2. Was he a student?	Yes, he was.	No, he wasn’t.
	3. Were they students?	Yes, they were.	No, they weren’t.
Future	1. Will you go to cinema?	Yes, I / we will.	No, I / we won’t.
	2. Will he go to cinema?	Yes, he will.	No, he won’t.
	3. Will they go to cinema?	Yes, they will.	No, they won’t.
Can	1. Can you speak English well?	Yes, I / we can.	No, I / we can’t.
	2. Can he speak English well?	Yes, he can.	No, he can’t.
	3. Can they speak English well?	Yes, they can.	No, they can’t.

36. Question Tags

Question tags (Tag questions) are **short questions** at the end of statements.

Question tags can either be ‘real’ questions where you want to know the answer or simply asking for agreement when we already know the answer.

Ex: He is good, isn’t he?

When we are not sure and want to check information, the intonation in the question tag goes up:

(Your voice goes up when you say **isn't he**.)

When we are sure of the answer and we are simply encouraging a response, the intonation in the question tag goes down:

(Your voice goes down when you say **isn't he**.)

Note: But in Spoken English we use question tags when you want someone to agree or disagree

A **positive** statement is followed by a **negative** question tag

Tense	**Positive Statement, Negative Tag**	**Positive Answer**	**Negative Answer**
	1. You eat apples, don’t you?	Yes, I / we do.	No, I / we don’t.
			No, he

	2. He eats apples, doesn’t he?	Yes, he does.	doesn’t.
	3. They eat apples, don’t they?	Yes, they do.	No, they don’t.
Present	1. You have a mobile, don’t you?	Yes, I do.	No, I don’t.
	2. He has a mobile, doesn’t he?	Yes, he does.	No, he doesn’t.
	3. They have a mobile, don’t they?	Yes, they do.	No, they don’t.
	1. You are a student, aren’t you?	Yes, I am.	No, I am not.
	2. He is a student, isn’t he?	Yes, he is.	No, he isn’t.
	3. They are students, aren’t they?	Yes, they are.	No, they aren’t.
Past	1. You ate an apple, didn’t you?	Yes, I did.	No, I didn’t.
	2. He ate an apple, didn’t he?	Yes, he did.	No, he didn’t.
	3. They ate apples, didn’t they?	Yes, they did.	No, they didn’t.
	1. You were at home, weren’t you?	Yes, I was.	No, I wasn’t.
	2. He was at home, wasn’t he?	Yes, he was.	No, he wasn’t.
	3. They were at home, weren’t they?	Yes, they were.	No, they weren’t.
Future	1. You will go to cinema, won’t you?	Yes, I will.	No, I won’t.
	2. He will go to cinema, won’t he?	Yes, he will.	No, he won’t.
	3. They will go to cinema,	Yes, they will.	No, they

	won't they?		won't.
Can	1. You can swim well, can't you?	Yes, I/ we can.	No, I/ we can't.
	2. He can swim well, can't he?	Yes, he can.	No, he can't.
	3. They can swim well, can't they?	Yes, they can.	No, they can't.

A **negative** statement is followed by a **positive** question tag

Tense	**Negative Statement, Positive Tag**	**Positive Answer**
Present	1. You don't eat apples, do you?	Yes, I / we don
	2. He doesn't eat apples, does he?	Yes, he doesn'
	3. They don't eat apples, do they?	Yes, they don'
	1. You don't have a mobile, do you?	Yes, I don't.
	2. He doesn't have a mobile, does he?	Yes, he doesn'
	3. They don't have a mobile, do they?	Yes, they don'
	1. You are not a student, are you?	Yes, I am not.
	2. He is not a student, is he?	Yes, he isn't.
	3. They are not students, are they?	Yes, they aren'
	1. You didn't eat an apple, did you?	Yes, I didn't.
	2. He didn't eat an apple, did he?	Yes, he didn't.
	3. They didn't eat apples, did they?	Yes, they didn
	1. You were not at home, were you?	Yes, I wasn't.

	2. He was not at home, was he?	Yes, he wasn't
	3. They were not at home, were they?	Yes, they were
Future	1. You won't go to cinema, will you?	Yes, I won't.
	2. He won't go to cinema, will he?	Yes, he won't.
	3. They won't go to cinema, will they?	Yes, they won
Can	1. You can't swim well, can you?	Yes, I / we can
	2. He can't swim well, can he?	Yes, he can't.
	3. They can't swim well, can they?	Yes, they can't

37. Interjections

Interjections are small words that bear no grammatical connection with the sentences in which they are used. They express the emotions or sentiments of the speaker or convey hesitation or protest. They are usually followed by an exclamation mark.

Commonly used Interjections

1. Ah: This expression can express ideas such as pleasure and surprise.
Ex: **Ah**! I've passed.

2. Hey: This word is mainly used to call attention.

Ex: **Hey**! Where are you going?

3. Hi: This is a word used to greet people.

Ex: **Hi** John. How're you?

4. Oh: This word expresses surprise.

Ex: **Oh**! You both know each other.

5. Ouch: This word mainly expresses pain

Ex: **Ouch**! I've got a bad headache.

6. Well: This word is commonly used to introduce a remark

Ex: **Well**, we are not exactly interested in this.

7. Hmm: This word expresses doubt or hesitation

Ex: **Hmm**. Let's me see.

8. Wow: Expressing surprise or admiration

Ex: **Wow**! That's really great news.

9. Oops: When you make a mistake

Ex: **Oops**! I just spilled coffee on the floor.

10. Alas: This word expresses pity or grief.

Ex: **Alas**! It is dead now.

11. Hurrah: Used to express excitement, pleasure and encouragement.

Ex: **Hurrah!** We have won the match.

12. Yuck: When we are disgusted by something

Ex: **Yuck**! There's hair in my soup.

13. Congrats: To say congratulations.

Ex: **Congrats**! You have passed the exams.

14. Bravo: Used to admire someone for a job well-done.

Ex: **Bravo**! Well played Mr. Peter.

15. Bingo: An expression of surprise and, usually, pleasure.

Ex: **Bingo**! You got it.

16. Cheers: Expressing good wishes before drinking.

Ex: **Cheers!**

17. Eureka: A cry of joy or satisfaction when one discovers something.

Ex: **Eureka!** I have found it.

18. Gosh: Used to express surprise or give emphasis or enthusiasm.

Ex: **Gosh!** It is freezing.

19. Shhh: A silly noise one makes when they wish you to be quiet.

Ex: **Shhh**! Don't make a sound.

20. Yahoo: When you are happy or excited about something.

Ex: **Yahoo**! I have won the lottery.

38. Commonly used Idioms

An **idiom** is a group of words or an expression gives a figurative meaning, which is different from the literal meaning of individual words. To understand English better we need to learn idioms. Idiom is the best way

of expressing what you want to say.

	Idiom	Meaning
1	A bitter pill to swallow.	Something that is unpleasant to
2	A drop in the ocean.	A very small amount.
3	A pain in the neck.	Very annoying.
4	A storm in a tea cup.	Unnecessary upset about a smal
5	Add fuel to the fire / Add insult to injury.	Make a bad situation or conflict
6	As right as rain.	Feeling completely well or heal
7	Be up in the air.	Something is to be settled.
8	Beat a dead horse.	Waste of time and effort on son is no chance of success.
9	Beat around the bush.	Discussing the matter without c
10	Bed of roses.	Easy option / activity.
11	Better late than never.	Better to do something than do
12	Bite off more than you can chew.	Try to do something that is too
13	Break a leg.	Good luck.
14	Break the ice.	Do something to relieve tensior
15	Build castles in the air.	Daydreaming.
16	Cost an arm and a leg.	Extremely expensive.
17	Crunch time.	Critical time to work hard and f
18	Cut the mustard.	To do up to the expectations.
19	Eat like a bird.	To eat small amounts of food.

20	Face the music.	Receive punishment for someth
21	Fit as a fiddle.	Very healthy and strong.
22	Get out of hand.	To become very difficult to con
23	Get the sack.	Get fired from a job suddenly.
24	Go the whole hog.	Do something fully and thorou
25	Hands down.	Win easily.
26	Hang in there.	Don’t give up or continue doin
27	Hit the nail on the head.	Find the exact answer.
28	Hit the sack.	To go to bed.
29	Kill two birds with one stone.	Achieve two things at once.
30	Leave no stone unturned.	Try everything to achieve some
31	Let sleeping dogs lie.	Stop discussing the matter.
32	Let the cat out of the bag.	Reveal a secret by mistake.
33	Look like a million dollars.	Looks extremely good.
34	Lose your touch.	Not to be good at doing as well
35	Miss the boat.	To lose an opportunity.
36	My hands are full.	Too busy.
37	On cloud nine.	Extremely happy.
38	Once in a blue moon.	Very rarely.
39	Over the moon.	Very happy about something.
40	Paint the town red.	To go out and enjoy yourself.
41	Piece of cake.	Very easy to do.
42	Rain on someone’s parade.	Spoil someone’s plans or enjoy
43	Rule of thumb.	To do things based on practice

44	See a man about a dog / horse.	Leave for somewhere without t for going to the toilet.
45	Shape up or ship out.	Perform better or leave.
46	Sit tight.	Remain in the same place and v
47	Spill the beans.	To tell the secret.
48	Stab someone in the back.	To harm someone who trusts yo
49	Straight from the shoulder.	To speak straight or frankly.
50	Take a rain check.	To postpone a plan.
51	Take with a grain of salt.	To understand that something is true.
52	The ball is in your court.	It is your decision to make the r
53	The best of both worlds.	The benefits of two different thi
54	Tit for tat.	Action done intentionally to tak
55	Under the weather.	Slightly sick / unwell.
56	When pigs fly.	Something that never happens.
57	You can say that again.	To express agreement.
58	You can’t judge a book by its cover.	You shouldn’t judge someone o look
59	Your guess is as good as mine.	I have no idea.
60	Zip your lip.	To stop talking.

39. Commonly Used Proverbs

A **proverb** is a short sentence stating a general truth or piece of advice.

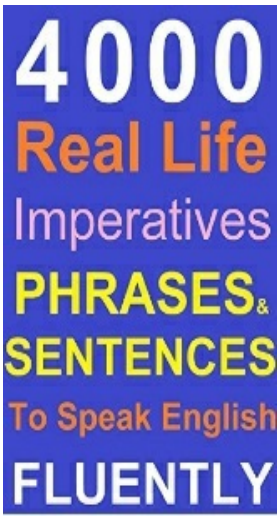
1	A friend in need is a friend in deed.
2	A new broom sweeps clean.
3	A penny saved is a penny earned.
4	A picture is worth a thousand words.
5	Actions speak louder than words
6	All that glitters is not gold.
7	An apple a day keeps the doctor away.
8	An eye for an eye and a tooth for a tooth.
9	Barking dogs seldom bite.
10	Beauty is only skin deep.
11	Beggars can’t be choosers.
12	Calm before the storm.
13	Curiosity killed the cat.
14	Don’t bite the hand that feeds you.
15	Don’t count your chickens before there are hatched.
16	Don’t kill the goose that lays the golden eggs.
17	Don’t put all your eggs in one basket.
18	Empty vessels make the most noise.
19	Every cloud has a silver lining.
20	Every dog has its day.

21	Honesty is the best policy.
22	Hope for the best.
23	If you want something done right, do it yourself.
24	It is no use crying spilled milk.
25	Last but not least.
26	Learn to walk before you run.
27	Like father, like son.
28	Live and let live.
29	Look before you leap.
30	Necessity is the mother of invention.
31	No pain, No gain.
32	No smoke without fire.
33	People who live in glass houses shouldn’t through stones
34	Practice makes perfect.
35	Prevention is better than cure.
36	Rome was not built in a day.
37	Service to man is service to god.
38	Strike while the iron is hot.
39	The early bird catches the worm.
40	The grass is always greener on the other side.
41	The pen is mightier than a sword.
42	There is no place like home.
43	There is no time like the present.
44	Time is money.

45	Too many cooks spoil the broth.
46	Two heads are better than one.
47	Two wrongs don’t make a right.
48	Where there is a will there is a way.
49	You can lead a horse to water but you can’t make him drink.
50	You can’t always get what you want.

For Imperatives, Phrases & Sentences read our book

“Real life Phrases and Sentences to Speak English Fluently” by NEO



40. Common Expressions

No	Expression	Ex
1	**Good at**	I am good at drawing I am good at swimmi I am good at driving. I am good at sports. I am good at writing.

	Informs someone what you excel at and are comfortable doing.	You are good at draw He is good at drawing We are good at drawi They are good at drav
2	**Getting** You are telling someone 'you' are gaining possession, being affected by or have plans to seek out and obtain a particular thing.	I am getting better. I am getting ready for I am getting a tooth a I am getting a cold. I am getting a new ca You are getting better He is getting better. We are getting better. They are getting bette
3	**Trying to** You are pointing out exactly what it is you are attempting to do.	I am trying to get a jo I am trying to explain I am trying to eat hea I am trying to underst I am trying to start a l You are trying to get He is trying to get a j We are trying to get a They are trying to get
		I am **going to** have so (I am **gonna** have son

4	**Going to (gonna)** You are telling someone what you are planning to do at that moment or in the near future.	I am going to eat som I am going to stop sm I am going to help my I am going to read a b You are gonna have s He is gonna have son We are gonna have so They are gonna have
5	**Have got to (gotta)** There is a greater emphasis on the fact that they have to do it. As if it's something they have been meaning to do, but have put off.	I **have got to** go hom (I **gotta** go now) I have got to move to I have got to impress I have got to go to of I have got to do it rig
6	**Want to (wanna)** A spelling of **want to** intended to reflect a dialectal or informal pronunciation	I **want to** go home no (I **wanna** go home no I want to eat chicken I want to some money I want to become an e I want to give you a v
		I used to jog every da I used to paint. I used to smoke.

7	**Used to** To expresses something that was done in the past, and is not usually done now.	I used to live in Calif I used to go to the be You used to jog ever He used to jog every We used to jog every They used to jog ever
8	**Have no idea** Said for emphasis when you are describing how good or bad an experience is.	I have no idea what ti I have no idea how to I have no idea that he I have no idea which I have no idea that sh You have no idea wh He has no idea what t We have no idea wha They have no idea wl
9	**Would like to** This sentence lets someone know what you would be interested in doing. This can be a physical, mental or verbal action.	I would like to eat so I would like to explai I would like to becom I would like to thank I would like to meet t You would like to eat He would like to eat s We would like to eat

		They would like to ea
10	**Have decided to** You are stating that you have made a decision or come to a conclusion.	I have decided to buy I have decided to acc I have decided to con I have decided to cha I have decided to cha You have decided to He has decided to bu We have decided to b They have decided to
11	**Am busy** Refer to something you are doing now.	I am busy working. I am busy studying fo I am busy doing my h I am busy talking on I am busy cooking di You are busy workin He is busy working. We are busy working They are busy workir
12	**Was busy** You can express something that was occupying you in the past time.	I was busy working. I was busy cleaning t I was busy thinking. I was busy cooking d I was busy talking on You were busy worki

		He was busy working We were busy workir They were busy work
13	**Didn't mean to** You are informing someone that you did something you regret or are sorry for. This could have been a physical, mental or verbal action.	I didn't mean to hurt I didn't mean to emba I didn’t mean to say t I didn’t mean to leave I didn’t mean to mak
14	**Don't have time to** Stating that you have other obligations and all other things considered must wait.	I don't have time to e I don't have time to e I don't have time to e I don't have time to w I don't have time to ta
15	**Promise** The word 'promise' to assure someone of your intentions.	I promise I am telling I promise to practice I promise to call you. I promise I will tell y I promise I will come
16	**Feel like** Here you are expressing to someone something you would enjoy doing.	I feel like going for a I feel like going to th I feel like having a sn I feel like swimming. I feel like watching T

17	**Don’t feel like** You are saying to express something you would not enjoy or express a concern about something.	I don't feel like study I don't feel like expla I don't feel like going I don’t feel like eatin I don’t feel like going
18	**Want you to** ‘Want you to' is telling someone that you have a desire or would like for them to do something.	I want you to clean th I want you to be happ I want you to call onc I want you to explain I want you to tell me
19	**Here to** You are informing someone that you are at a particular place to accomplish something.	I am here to attend th I am here to apply for I am here to take a te I am here to receive r I am here to help poo You are here to atten He is here to attend th We are here to attend They are here to atter
20	**I am sorry to** Saying you are 'sorry to' expresses a feeling of sympathy or regret.	I am sorry to be so la I am sorry to trouble I am sorry to hear abo I am sorry to interrup I am sorry to disagree

21	**Turn to** It is time to change position or position focuses on to you.	It is my turn to do lau It is my turn to drive It is my turn to work It is my turn to take o It is my turn to pay fo
22	**I think I should** Here you are telling someone that you feel strongly about doing a particular action.	I think I should chang I think I should practi I think I should join a I think I should handl I think I should earn r I think you should ch I think he should cha I think we should cha I think they should ch
23	**I have heard that** You are letting someone know that you are aware of something or that you have been informed of something that is taking place.	I have heard that you I have heard that you I have heard that you I have heard that ther I have heard that you
24	**I wish** Used to imagine a present situation.	I wish I had a car. I wish I had more mo I wish I had more frie

		I wish I was taller. I wish I was rich.
25	**I am sure** Confident, as of something awaited or expected.	I am sure about that. I am sure he will win I am sure that he is ar I am sure that he wan I am sure that he is nc
26	**You are supposed to** You are making a suggestion that something you strongly believe ought to happen.	You are supposed to You are supposed to You are supposed to You are supposed to You are supposed to
27	**I dare say (or daresay)** Used to say that you agree or think that something is true.	I dare say I am right. I dare say he is right. I dare say you heard a I dare say I have give I dare say you would
28	**Don't know what to** You are letting someone know that you are not sure about what is being asked. You may	I don't know what to I don't know what to I don't know what to I don't know what to I don’t know what to

	also have no knowledge or opinion on a topic.	You don't know what He doesn't know wha We don't know what They don't know wha
29	**Seem** You are referring to the person you are talking to and expressing that they are giving the impression of or appear to be.	You seem bored. You seem unhappy w You seem afraid of r You seem confused a You seem embarrasse He seems bored. They seem bored. You seem bored. It seems that you are It seems that he is bo
30	**Had better** You are making a suggestion to someone for a particular action.	You had better exerci You had better listen You had better see th You had better chang You had better tell he He had better exercis We had better exercis They had better exerc

31	**It is too bad that** You are expressing a concern or regret for what has taken place.	It is too bad that she l It is too bad that you It is too bad that she g It is too bad that you It is too bad that you
32	**If I were you, I would** Used to what decision you would do given the circumstances. This can be in past tense or in a conditional present.	If I were you, I would If I were you, I would If I were you, I would is done. If I were you, I would now. If I were you, I would
33	**It looks like** You could be describing how something is similar or appears to be by the way it looks.	It looks like a balloon It looks like a jellyfis It looks like a banana It looks like it is goin It looks like they are
34	**Should have** You are talking about something in the past that you 'ought to' or 'might have' done.	I should have gone to I should have studied I should have finished I should have eaten b I should have listened You should have gon

		He should have gone We should have gone They should have go
35	**It is time to** You are letting someone know that something is required to be done at the present time.	It is time to say goodl It is time to collect ou It is time to decide wl It is time to enjoy our It is time to join a gy
36	**There is something wrong with** You are informing someone that there is something not right or out of the ordinary.	There is something w There is something w There is something w thinking. There is something w There is something w
37	**There is no need to** You are stating that the action does not need to take place.	There is no need to w There is no need to b There is no need to ta There is no need to b There is no need to ru
38	**Please make sure that** You are asking someone to make sure that a particular thing happens or takes place.	Please make sure that Please make sure that Please make sure that Please make sure that Please make sure that
39	**It is no use** You are saying that what you or someone else is doing is not recommended or uncalled	It is no use crying. It is no use talking to It is no use apologizi It is no use arguing al

	for.	It is no use cleaning u
40	**For the time being** For the present. Until some other arrangement is made.	I am staying with my My sister is using my You can stay with me
41	**All of a sudden** Very quickly or quickly without warning.	All of a sudden, she b All of a sudden, I hav All of a sudden, I hea All of a sudden, the li All of a sudden, he st
42	**Thinking of** The process of considering	I am thinking of start He is thinking of stud They are thinking of I am thinking of quitt She is thinking of buy
43	**Instead of** An alternative or substitute.	I went to school by tr He watched TV inste John called Mary inst I want gold instead of Do your homework in
44	**From time to time / Now and then** Occasionally or sometimes	I go swimming from My brother calls me f I still think of Mary f We still talk on the ph I visit my parents tim
	In fact	In fact, I am happy no

45	Actually or really	In fact, I didn’t meet In fact, she doesn’t lo In fact, he can’t drive In fact, I was born in
46	**Again and again** Repeatedly or frequently or many times	John called me again I read this book again I have told him again know anything. I have seen that movi
47	**Because of** As a result of or by reason of	I was absent from the sickness. The flight was delaye He is coughing becau I am here because of I couldn’t go to Chen
48	**By the way** Incidentally (used to introduce a new, less important topic)	By the way, I won’t g By the way, what doe By the way, I like sho By the way, what tim By the way, how did
49	**Satisfied with** Pleased or Contented	He was very satisfied Are you satisfied witl I am satisfied with hi They are satisfied wit I am not satisfied wit
50	**For sure**	I will meet you tomo I will come on Mond John will win for sure

	Without doubt or surely	It will rain for sure. He will pass the exan
51	**That's why** Because of this or therefore	That's why people lik That's why he appear That's why I am angr That's why she doesr That's why I ran awa
52	**I wonder if /** **I was wondering if** A polite way of asking someone for something.	I wonder if you woul I wonder if you could I wonder if he will co I was wondering if yo I was wondering if yo

41. Commonly used Conversations

Short Conversations	
1	Can you tell me the time, please?
2	Hello sir, What time is it?
3	What day is it today?
4	What is today's date?
5	Could I borrow your pen?
6	A glass of water, please.

7	Excuse me, is this seat free?
8	Excuse me, can I sit here?
9	Would you like some coffee?
10	What time does the movie start?
11	Where is Apollo hospital?
12	Where is NEO institute?
13	Where is the vegetable market?
14	Is there an ATM near here?
15	How to get to the train station?
16	Can tell me way to the bus station?
17	How to get to the post office?
18	Friends greeting?
19	How much is this?
20	I am going to the store.

1. Can you tell me the time, please?

A	Excuse me. Can you tell me the time, please?	**B**
	Yes, of course. It is 7 o'clock.	
	Thank you.	
	You are welcome.	

2. What time is it?

A	Hello sir, what time is it?	**B**
	It is 7 o'clock.	
	Thank you.	
	You are welcome.	

3. What day is it today?

A	Hey Raju. What day is it today?	**Raju**
	It is Thursday.	
	Really?	
	Yes, it is.	

4. What is today's date?

A	Ravi. What is today's date?	**Ravi**
	It is the 10th of August.	
	Thank you.	
	Don't mention it.	

5. Could I borrow your pen?

A	Excuse me sir. Could I borrow your pen, please?	**B**
	Sure. Here you are.	
	Thank you.	
	No problem.	

6. A glass of water, please

A	Can I have a glass of water, please?	**B**
	Sure. Just a minute. Here you are.	
	Thank you.	
	You are welcome.	

7. Excuse me, is this seat free?

A	Excuse me, is this seat free?	**B**
	Sorry, somebody is sitting here.	
	It’s okay	

8. Excuse me, can I sit here?

A	Excuse me, can I sit here?	**B**
	Yes, please.	
	Thank you.	
	Don’t mention it.	

9. Would you like some coffee?

A	Would you like some coffee?	**B**
	No, thank you.	
	Can I get you some water?	
	Yes, please.	
	Here you are.	
	Thank you.	
	It’s okay.	

10. What time does the movie start?

	Excuse me. What time does the movie begin?	

A		B
	The movie begins at 6 o’clock.	
	Thanks.	

11. Where is Apollo hospital?

A		B
	Hello, sir. Could you tell me where Apollo hospital is?	
	Sure. It is near Annamaiah Circle on AIR bypass road.	
	Thank you very much.	
	That’s Okay.	

12. Where is NEO institute?

A		B
	Excuse me. Do you know where NEO Spoken English institute is?	
	Sure. Do you know where Big C mobile showroom is?	
	Yes. I know it.	
	Then NEO is below Big C mobiles.	
	Oh. Thank you.	
	You are welcome.	

13. Where is the vegetable market?

A	Raju. Do you know where the vegetable market is?	**B**
	I am sorry. I am new to this place.	
	That’s okay.	

14. Is there an ATM near here?

A	Excuse me. Is there an ATM near here?	**B**
	Yes. There is one near the traffic lights.	
	Thanks.	
	Don’t mention it.	

15. How to get to the train station

A	Excuse me. Can you tell me how to get to the train station?	**B**
	Sure. Go straight on till traffic lights then turn left and keep going for 2 minutes, the train station will be on your right.	
	Thank you very much.	
	That’s all right.	

16. How to get to the bus station

A	Excuse me, sir. Could you tell me the way to the bus station?	**B**
	Sure. First go to the bridge this way then take a right turn and walk for some distance. You will find the bus station on your left.	
	Thank you very much.	
	That’s okay.	

17. How to get to the post office

Michael	Hi Peter.	**Peter**
	Hi Michael. How are you?	
	I am good. How are you?	
	Good. Thank you	
	Can you tell me how to get to the post office?	
	Sure. Go straight on till you see the hospital then turn left.	
	Thank you very much.	
	You are welcome.	

18. Friends greetings

A	Hello, Peter. How are you?	**Peter**
	Fine, thanks. How about you?	
	I am good. Thank you.	

19. How much is this?

A	Excuse me, how much is this?	**B**
	500 rupees.	
	500 rupees! That is too expensive. How about that one?	
	300 rupees.	
	That’s fine. I will buy it.	
	No problem.	

20. I am going to the store

Peter	John, where are you going now?	**John**
	I am going to the store. I need to buy some books.	
	Really, I need to go the store, too.	
	Would you like to come with me?	
	Yes. Let’s go together.	

	OK, let’s go.	

Long Conversations	
	Self Introduction – General
	Self Introduction – In Interviews
1	Introduction in the classroom.
2	Introduction at NEO institute.
3	Friend’s introduction.
4	Introduction in a bus.
5	What did you have for breakfast
6	I want to eat something
7	I had a bad headache
8	I have been in my hometown
9	I have lost my mobile
10	Enquiry about NEO institute
11	At the train station
12	At the bus station
13	What do you sell?
14	Shopping a T- shirts
15	Opening a bank account

16	Ordering food at restaurant
17	Talking over the phone
18	I would like some tea, please
19	Do you have any children?
20	Did you buy anything?
21	I have a cold and sore throat.
22	I can’t find my bike keys.
23	Did you see the news today?
24	I still have a fever.
25	Borrowing some money
26	I am sleepy now.
27	What do you need for college?
28	Going to a movie.
29	Have you done homework?
30	Parent-Teacher meeting
31	Parent-Teacher meeting
32	I missed the bus.
33	Why were you absent?
34	I am listening to music.
35	Mary called you.
36	Wrong number
37	I am getting fat.
38	My mobile is running slow.
39	Getting bike repaired.
40	How much does it cost?
41	I am not going home.
42	School admission

43	Interview at schools
44	Speaking test sample 1
45	Speaking test sample 2
46	Speaking test sample 3
47	Speaking test sample 4
48	Job interview Sample 1
49	Job interview Sample 2
50	Job interview over phone

Self Introduction – General

1. Good morning to one and all present here.
2. It is my pleasure to introduce myself to you.
3. My name is John and I am from Tirupati.
4. I am currently studying in class 8.
5. There are 4 members in my family; my parents, one older brother and myself
6. My hobbies are listening to music and reading books.
7. My short term goal is to improve my English.
8. My long term goal is to become a scientist.
9. That is all about me. Thank you.

Self Introduction – In Interviews

1. Sir.
2. My name is John and I am from Tirupati.
3. I am currently pursuing my B.Tech final year in Computer science.

   /

   I have recently done B.Tech in Computer science.
4. I am quite good at Java programming. /

   I have 2 years experience in Java programming.
5. If I talk about my family there are 4 members; my parents, one younger sister and me.
6. My hobbies are listening to music and reading books.
7. That is all about me, sir. Thank you.

1. Introduction in the classroom

	Hello.	
	Hi.	
	My name is John. What is yours?	
	I am Peter.	
	It is nice to meet you, Peter.	
John		**Peter**

	Nice to meet you, too.	
	Where are you from Peter?	
	I am from Bengaluru. What about you?	
	I am from Tirupati.	
	Okay.	

2. Introduction at NEO institute

	Hello. My name is Ravi. It is nice to meet you.	
	Nice to meet you, too. I am Ashok.	
	What do you do?	
	I am a student.	
	What do you study?	
	I study B.Tech at S V University. What about you?	
Ravi	I have completed my MBA recently.	**Ashok**
	Then, what are you doing at the moment?	
	I am looking for a job?	
	I see.	
	By the way, why are you here?	
	I am here for learning English. What about you?	
	I am here for my friend. He is learning English here.	

	Okay.	

3. Friend’s introduction

	Peter. This is my friend, Mr. Matt from Mumbai?	
	Hi. Nice to meet you.	
	Nice to meet you, too.	
	Mr. Matt, what do you do?	
Matt	I study MBA.	**Peter**
	That’s fine.	
	What about you?	
	I have done B.Tech.	
	Okay.	

4. Introduction in a bus

	Hello. My name is Peter. It is nice to meet you.	
	Hi. I am John. Nice to meet you, too.	
	Where are you from, John?	
	I am from Bengaluru. Where are you from?	

Peter		**John**
	I am from Hyderabad.	
	What do you do for work?	
	I work at a private company in Chennai. What about you?	
	I have a business in Chennai.	
	Can I have your visiting card, please?	
	Sure, here you are.	
	Thank you.	
	You are welcome.	
	It was nice meeting you.	
	You, too	

5. What did you have for breakfast?

Michael	Hi Jack, did you have breakfast yet?	**Jack**
	Yes, I ate at the hotel with my friend.	
	What did you have?	
	I had Idli, sambar and coffee.	
	How was the food?	
	The food didn’t taste good.	
	That is too bad.	
	That’s OK.	

6. I want to eat something

A	Hello Matt. How are you?	**Matt**
	I am good. Thank you. How about you?	
	I am very well.	
	What do you want to do now?	
	I am really hungry now. So I want to eat something.	
	What would you like to eat?	
	I would like to eat some chicken. Do you like chicken?	
	Yes, I like too.	
	Okay.	
	Where do you want to go?	
	I want to go to KFC restaurant. Do you want to come with me?	
	Sorry I can’t come now. I have some work at the bank. Shall we go after an hour?	
	OK. No problem.	
	Then, see you after an hour.	

7. I had a bad headache

Peter	Hey John. How are you?	**John**
	Fine thanks. And you?	
	Fine, thanks. Why didn't you come to college yesterday?	
	I stayed home because I had a bad headache.	
	I am sorry to hear that. Are you feeling better today?	
	No, I am still feeling sick.	
	I hope you feel better soon.	
	Thank you.	

8. I have been in my hometown

Peter	Hey John. How are you?	**John**
	Fine thanks. And you?	
	Fine, thanks. Long time no see. Where have you been all these days?	
	I have been in my hometown.	
	How are your brother and parents?	
	They are fine.	
	What are you doing here?	
	I am waiting for my friend.	

	Have you been here long?	
	No, I came here 10 minutes ago. Where are you going now?	
	I am on the way my home.	
	I see.	
	Okay bye. See you later.	
	Bye bye	

9. I have lost my mobile

Peter	Hi John. How are you?	**John**
	Not good.	
	I am sorry to hear that. What happened?	
	I have lost my mobile.	
	Where and when did you lose it?	
	I lost it at college yesterday.	
	Did you check in your classroom?	
	Yes, I checked everywhere.	
	Was that old or new?	
	That was old.	
	Then leave it. You can buy a new mobile	
	I think so.	

10. Enquiry about NEO institute

Madhu	Excuse me. My name is Madhu. What is your name?	**Shankar**
	My name is Shankar.	
	Nice to meet you.	
	It is a pleasure to meet you.	
	Are you learning English here?	
	Yes. I am.	
	Is it a good Institute for learning Spoken English?	
	Yes. It is the best institute in this town.	
	How long have you been learning English here?	
	For the last one month.	
	Okay. Are you able to speak in English now?	
	Yes. I can speak English now.	
	Well. Actually I would like to join my brother here. That's why I am asking you.	
	No problem. This is the right institute.	
	Okay. Is the environment good for learning English here?	
	Yes, definitely.	
	I have one more question, please.	

	Sorry, I really need to go to the class now.	
	OK. Thanks for your information. Bye	
	Bye bye.	

11. At the train station

Passenger	Excuse me sir.	**Enquiry Office**
	Yes, please.	
	When is the next train to Mumbai?	
	At 5 o'clock.	
	May I know the name of the train, please?	
	It is Rajdhani Express.	
	Which platform does it leave from?	
	It leaves from platform number five.	
	Could you please tell me when it arrives in Mumbai?	
	It arrives in Mumbai around 11 o'clock tomorrow morning	
	Where can I buy ticket, sir?	
	You can buy at the ticket counter or online.	
	Thank you very much.	
	You are welcome.	

12. At the bus station

Passenger	Excuse me. Does this bus go to Chennai?	**Bus conductor**
	Yes, it goes to Chennai.	
	What time does it leave for Chennai?	
	It leaves in 10 minutes. Do you have a reservation?	
	No. I don't. Can I reserve a seat on the bus?	
	Certainly.	
	How much is the fare to Chennai?	
	It is two hundred and fifty rupees.	
	Okay, can you please reserve me a seat to Chennai?	
	Sure. Here is your ticket.	
	Thank you.	
	You are welcome.	

13. What do you sell?

	Hello, my name is Michael. It's nice to meet you.	

	I'm Jack. It's nice to meet you, too.	
	What do you do for a living?	
	I work at a bank. How about you?	
	I have a shop at City centre.	
	What do you sell?	
Michael	I sell computers.	**Jack**
	What kind of computers do you sell?	
	I sell all kinds of computers. Here is my Business card. If you want anything please call me?	
	Sure. Do you come to this restaurant very often?	
	No, I don’t come here very often. What about you?	
	I often come here.	
	Well, have a nice day.	
	You, too.	

14. Shopping a T- shirt

	Hello sir, may I help you?
	Yes, please. I’m looking
	Would you like a plain T-shirt or something else?
	I am looking for a
	What size are you?

Shop assistant	
	What color would you like?
	A blue one. Can you please show me some
	Sure. Here you are.
	I like this. C
	Certainly. The changing room is over there.
	Oka
	Does it fit you well?
	It is too big for me. Do you have this in
	Sure. Here you are.
	Thank you. Ho
	It is on sale for 500 rupees.
	OK. No problem
	OK, how would you like to pay, sir?
	Do you accep
	Yes, we do.
	OK, here is n
	Thank you. Have a nice day.

15. Opening a bank account

Jack	Good morning, sir	**Bank manager**
	Good morning, how can I help you?	
	I would like to see the manager, please.	
	Sure, he is in his cabin. You can meet him right now.	
	Excuse me, Sir. May I come in?	
	Yes, you may come in.	
	My name is Jack. It is nice to meet you.	
	Nice to meet you, too. Please have a seat.	
	Thank you sir.	
	What can I do for you?	
	I would like to open a bank account.	
	Okay Mr. Jack. What kind of account would like to open, savings bank or current?	
	I would like to open a savings bank account.	
	In order to open SB account, you need to deposit and maintain five hundred rupees minimum balance.	
	Okay sir, no problem.	
	Do you have any photo ID proof with you?	
	Yes, Sir.	
	Do you know anyone who has account in this bank?	
	Yes. My father has account in this bank.	
	Well. Take the application form. Please fill it up and give it in the cash counter.	

	Thank you very much, sir.	
	You are welcome.	

16. Ordering food at restaurant

	Good evening sir	
	Good evening.	
	Welcome to our restaurant. How many?	
	Two	
	Please come this way.	
	(After some time) Please be seated.	
	Thanks. Can I have the menu, please?	
	Here you are.	
	Thank you.	
	Would you like to order now, Sir	
	Yes please.	
	What would you like to drink, sir?	
	What do you have?	
	We have bottled water, Juice, Coke, Coffee, Tea.	
Waiter	We will have a bottle of water please.	**John**

What would you like to eat, sir?
We will have chapati with channa masala.
Your order will be here shortly, sir.
Please
Here is your order. If you need anything else just call me, sir.
(After some time) Can I get you anything else? Coffee? Tea?
No, thanks, just the bill please.
Sure. I will be right back. (After sometime)
Here you are. How would you like to pay sir?
I would like to pay in cash.
No problem, sir.
Here you are and keep the change.
Thank you very much.
You're welcome.

17. Talking over the phone

Hello! Peter How are you? I am Jack.
Fine, thank you. How are you Jack?
Not too bad. What are you doing now?
I'm watching TV.

Jack	What are you watching?	**Peter**
	I'm watching a movie. What are you doing?	
	I'm doing my homework, but I really need to take a break.	
	Do you want to do something?	
	Yes. But I shouldn't. I have got to finish my assignment now.	
	Alright. Call me later then.	
	OK. Bye.	

18. I would like some tea, please

Jack	Peter, would you like something to eat?	**Peter**
	Sorry, I am full.	
	Do you want something to drink?	
	I would like tea, please.	
	Sorry, I don’t have any tea.	
	That’s OK. I will have a glass of butter milk.	
	A small glass or a big glass?	
	Small please.	
	Here you are.	
	Thanks.	
	You are welcome.	

19. Do you have any children?

Michael	Nancy, do you have any children?	**Nancy**
	Yes.	
	How many children do you have?	
	I have two daughters.	
	How old are they?	
	Older daughter is 12 and younger daughter is 8.	
	What are their names?	
	Mary and Anne.	
	What are they studying now?	
	Mary is in 8th grade and Anne is in 2nd grade.	
	OK.	

20. Did you buy anything?

Jessica	Nancy, what did you do today?	**Nancy**
	I went to the mall on MG road.	
	Did you buy anything?	
	Yes, I bought some items.	

	What did you buy?	
	I bought this watch, some bangles and bands. How about these?	
	Wow! They are nice.	
	Thank you.	

21. I have a cold and sore throat

Patient	Good morning, sir	**Doctor**
	Good morning. What's wrong with you?	
	I have a cold and sore throat.	
	Do you have a fever?	
	No, I don't think so.	
	OK. Let me look at your throat. Open your mouth. You have throat infection. I will prescribe you some medicine.	
	Thank you, Sir.	
	One more thing, try to get some rest, and drink lots of water. If you don't feel well by tomorrow, please come again.	
	Okay doctor.	

22. I can't find my bike keys

A		B
	Hey brother, can you please help me?	
	Sure.	
	I can’t find my bike keys.	
	No problem, I will help you.	
	Thanks.	
	Did you look in the living room?	
	Yes, I have already looked in the living room.	
	I will look in the bed room.	
	Did you find them?	
	They are not in bed room. I think you might have left with bike.	
	I brought them home yesterday.	
	Wait! Are these your bike keys?	
	Yes, Those are my bike keys. Thanks.	

23. Did you see the news today?

Jack		Peter
	Peter, did you see the news today?	
	No, what happened?	
	There was a big earthquake in North India.	
	Oh my goodness. Was anybody hurt?	
	I think they said hundreds of people were killed.	
	Oh, that is terrible.	

	They were talking about it on all the channels.	
	Oh, I don’t watch TV often.	

24. I still have a fever

	Hey John, how are you feeling now?	
	I still have a fever.	
	Still? I think you have been suffering for over 5 days.	
	Yes, I started feeling this way last Sunday.	
	Are you feeling any better?	
A	A little. I am taking medication now.	**B**
	Did you go see the doctor yet?	
	Not yet, I might see tomorrow.	
	I am going to the medical store now, can I get you anything?	
	No, Thanks.	

25. Borrowing some money

	Billy, can you lend me some money?	
	Sure. Why do you need it?	

Bobby	I want to buy a book.	**Billy**
	How much do you need?	
	I need about 200 rupees.	
	I have just 150 rupees.	
	No problem. I will take the remaining from Peter.	
	Okay. Here the the money.	
	Thank you. I will repay you tomorrow.	
	No problem.	

26. I am sleepy now

A	Why are you yawning?	**B**
	I am sleepy now. I always yawn when I am sleepy.	
	Didn’t you sleep well last night?	
	Yes. I studied till late night.	
	Then Why don’t you go to bed?	
	I want to watch this TV show, it is interesting.	
	Okay.	

27. What do you need for college?

	What do you need for college?	
	I need some pens, pencils, sharpeners and erasers.	
	Anything else?	
	I also need some notebooks.	
A	Do you need any money?	**B**
	No. I already have some money.	
	Do you need a dictionary?	
	No, we have a lot of dictionaries in the library.	
	I think that's all you need for now.	

28. Going to a movie

	Hey Bob, I'm going to see the movie "The Matrix" with Peter and John. Do you want to come with us?	
	Which cinema theatre is it playing in?	
	It is playing in the Odeon theatre.	
A	Which show are you going to see?	**Bob**
	We are going to see the first show.	

	That would be great. When are you leaving for the theater?	
	We are leaving at 7.30.	
	Okay. I will meet you here at 7.30.	

29. Have you done homework?

Father	Have you done your homework?	**Son**
	No, I haven't done it yet.	
	Then why are you watching TV?	
	I will do homework after some time.	
	No. Go do your homework first. Then you can watch TV.	
	Please, daddy?	
	Just do what I say.	

30. Parent-Teacher meeting

Parent	Excuse me, teacher.	**Teacher**
	Please come in.	
	How's my son Samuel doing in his studies?	
	Samuel is a brilliant student, He is doing well. But he has to improve his writing skills.	
	Okay madam, we will try our best.	

	One more thing sometimes he comes to school late.	
	Sorry madam, we will send him on time every day.	
	Okay.	

31. Parent-Teacher meeting

	Good morning, madam.	
	Good morning, Please be seated.	
	I am Peter’s mother. How is he doing in his studies?	
	I think he needs some serious guidance at home.	
Parent	Isn’t doing well, madam?	**Teacher**
	Yes. Sometimes, he doesn’t do his homework. You have to look after him.	
	Definitely. I will make him to do his homework regularly.	
	Okay. That’s good.	

32. I missed the bus

	Excuse me sir.	
	Yes, what's the time now?	

	It is 8.40, Sir	
	When should you come to school?	
	I should have come before 8.30.	
	Yes, but you came at 8.40 today.	
	Sorry sir.	
Student	What is the reason?	**Teacher**
	I missed the bus, sir.	
	You should have started earlier.	
	Sorry sir.	
	Okay. Hereafter avoid coming late.	
	Ok sir.	
	Sit down.	
	Thank you, sir.	

33. Why were you absent?

	Peter …	
	Yes Madam.	
	Why were you absent yesterday and day before yesterday?	
	I went to my sister's marriage, madam.	
Peter	Why didn’t you send me a leave letter?	**Teacher**

	Sorry madam, I forgot.	
	By the way, where was the marriage held?	
	It was held in Hyderabad, madam.	
	Okay, sit down.	

34. I am listening to music

A	What are you doing now?	**B**
	I am listening to music.	
	What song are you listening to right now?	
	I am listening to a Telugu song.	
	What kind of music do you usually listen to?	
	I don’t have any favorites. I listen to everything. What about you?	
	I don’t like to listen to music.	
	OK.	

35. Mary called you

	Nancy, did you know Mary called you?	

Uncle	No. When did she call?	**Nancy**
	One hour ago, I think.	
	Why didn't you tell me earlier?	
	Sorry, I forgot.	
	What did she say?	
	She said she was waiting for you at college.	
	OK. If she calls again tell her I am going to be late. Don't forget.	
	Don't worry. I won't forget.	

36. Wrong number

John's uncle	Hello?	**Peter**
	Hi, is John there please?	
	Sorry, I think you have the wrong number.	
	Is this 1002340450?	
	Yes. Could I know who is calling, please?	
	This is Peter calling.	
	Who are you calling for again?	
	John.	
	Oh, I thought you said Jack. Sorry about that. This is the right number, but John is not here right now.	
	Where did he go?	
	He went to the store. Would you like to leave a	

	message?	
	Yes, would you please tell him Peter called?	
	Sure.	
	Thank you. Bye	
	Bye.	

37. I am getting fat

A	Oh, I am getting fat.	**B**
	You don’t look fat.	
	No, I have gained 10 kg of weight lately.	
	How much do you weigh now?	
	About 70 kg.	
	What kind of food do you eat?	
	I usually have rice for lunch and dinner.	
	No. If you eat chapati instead of rice, you will lose weight quickly.	
	Okay. Thanks for your advice.	

38. My mobile is running slow

A		B
	Why do you look like that?	
	My mobile phone is running so slow.	
	Why is it so slow?	
	I don’t know.	
	Did you take it to a mobile service centre?	
	I don’t want to get it repaired because it is very old.	
	Then buy a new one.	
	I would buy if I had the money.	
	Okay. Wait until you get money.	

39. Getting bike repaired

Customer		Receptionist
	Excuse me.	
	How can I help you?	
	I gave my bike here for repairing yesterday.	
	Can you tell me the bike model and registration number?	
	Sure. It is TVS Scooty and registration number is HY02A 1234	
	Okay. Let me check.	
	Sorry, it hasn’t been repaired yet. It will be repaired by tomorrow evening.	

	Okay. Please make sure that it will be repaired by tomorrow.	
	Sure.	
	Thank you.	
	You are welcome.	

40. How much does it cost?

	Hello. Can you tell me how much it costs to repair this mobile?	
	Let me check, first.	
	Okay.	
	The battery is dead. I have to replace the battery. So it costs 800 rupees including service charge.	
A	Okay. No problem. But when will it be repaired?	**B**
	It will be repaired by 5 o'clock this evening.	
	That's fine. Please fix it. I will come in the evening.	
	Okay. Here is the receipt. Please bring it when you come.	
	Okay.	

41. I am not going home

	Hi Mary, are going home this Saturday?	

	No, I have too much work to do.	
	OK. Where do your parents live?	
	My parents live in Bengaluru.	
	Is your father still working?	
Nancy	Yes, he is still working.	**Mary**
	Do you have any brothers and sisters?	
	Yes, I have two brothers who live in Chennai.	
	Do you have any family here?	
	Yes, one of my cousin lives here.	
	Do you see them a lot?	
	No, I see them occasionally.	

42. School admission

	Good morning! Sir.	
	Good morning. Please sit down.	
	My name is Sunil. I work as a manager in a bank.	
	Nice meeting you.	
	It is great to meet you.	
	What can I do for you?	

Parent	I came here for the admission of my son Raju and he wants admission into 6th standard.	**School Principal**
	Where did he study 5th standard?	
	He studied in Chennai.	
	Then why do you want admit here?	
	I have been transferred here recently.	
	Okay, please collect the application form from the office and fill it up and submit.	
	I would like to know the fee structure, sir.	
	Please collect the details at the office.	
	That would be very kind of you. Thank you very much.	
	You are welcome.	

43. Interview at schools

	Good morning	
	Good morning.	
	Can I have your marks sheet please?	
	Here it is.	
	Thank you. My name Mark Taylor. What's your name?	
	Anitha	
	Thank you. Anitha what's your surname?	

Student	Mukherjee.	
	How do you spell it?	
	M U K H E R J E E.	
	Thank you. Anitha, where do you live?	**Examiner**
	Mumbai.	
	Do you study English at school?	
	Yes, 5 hours a week.	
	Do you like it?	
	Yes. I like it.	
	Thank you. Anitha, what is your favorite school subject?	
	My favorite subject is History.	
	Okay. Tell me about your English teacher?	
	My English teacher is old, but she is very nice.	
	Thank you.	
	Thank you.	

44. Speaking test sample 1

	Excuse me.	
	Yes, come on in.	
	Good morning.	

Student	Good morning. Please have a seat.	**Examiner**
	Thank you.	
	How are you?	
	I am good. Thank you. How are you?	
	Good. Alright my name is Matt. What's your name?	
	My name is Robert.	
	Nice to meet you Robert.	
	Nice to meet you, too.	
	I am going to ask you some questions. Are you ready?	
	Yes.	
	Let's get started.	
	Okay.	

45. Speaking test sample 2

	Yes, come in	
	Hello.	
	Hi, please have a seat.	
	Thank you.	
	Welcome to the speaking section of the exam. My name is Michelle. I will be asking you some	

Student	questions. I am going to record the interview, is that OK.	**Examiner**
	Yes. No problem.	
	Okay. Let’s begin. Can we start with your full name please?	
	Yes, my name is Suresh Gupta.	
	Nice to meet you Suresh.	
	You too.	
	May I see your passport please?	
	Yes. Here you are.	
	Thank you.	
	Thanks	
	So, I will ask you some questions. Are you ready to begin?	
	Yes, I am.	
	Oaky. Can you tell me about your hometown?	
	Yes, I am from Mumbai. It is the most populous city in India with 12.5 million people.	
	Wow.	

46. Speaking test sample 3

	Door knocking.

	Plea
	Thank you.
	Good afternoon, my name is Daniel. Could you tell me your fu
	Yes. My full name is Anitha Mukherjee.
Student	Can I check your identi
	Yes definitely, here it is.
	Okay.
	In the first part I am going to ask you some introduc Let’s start. Do you work or are
	First I am student, along with that I am working as a part time te

47. Speaking test sample 4

	Good morning, my name is Robert Oliver. Can you tell me your full name please?	
	Yes. My full name is Anitha Mukherjee.	
	What should I call you please?	
	Please call me Anitha.	
	Could you tell me where you are from?	

Student	I am from New Delhi, the capital of India.	**Examiner**
	Can I see your identification please?	
	Yes, here you go.	
	Thank you. Now in this first part I would like to ask you some questions about yourself	
	Okay.	
	Let's talk about your studies. Where are you studying at the moment?	
	I am studying at a deemed university in New Delhi. My major is journalism.	
	Okay.	

48. Job interview sample 1

	Good morning.	
	Good morning. Please have a seat.	
	Thank you.	
	How are you?	
	I am good. Thank you. How are you?	
	Good. Did you find any difficulty in finding this place?	
	No Sir, It wasn't difficult to find this place. I checked the directions on the internet.	
	Okay. Tell me something about yourself?	

Interviewee	Sir, my name is Raju. I am from Bengaluru. I have recently done B-tech in computer science engineering. I am quite good at JAVA programming. If I talk about my family, there are four members, my parents, one younger sister and me. I am fond of reading books. That's all about me sir.	**Interviewer**
	What are your strengths and weaknesses?	
	I am an honest and hard-working person with positive attitude towards my career and my life. My weaknesses are straightforward and sensitive.	
	Okay.	

49. Job interview sample 2

Interviewee		Interviewer
	Good morning, sir?	
	Good morning. Please sit down Mr. Suresh Babu.	
	Thanks.	
	I am Kishore Sharma the CEO of this company.	
	It is great to meet you, sir.	
	Good to meet you, too. Suresh let’s start the interview. Are you ready?	
	Yes, I am.	
	Your CV is very impressive. You have done well in your academics.	
	Thank you very much, sir.	
	Well tell me something about employment background Mr. Suresh.	
	I have been a marketing professional for the last 5 years and I have worked various marketing roles.	
	What would you say about strengths?	
	I am a hard-working person with positive attitude towards my career and my life.	
	Do you mind working overtime?	
	No, I don’t.	
	Well Suresh. Nice meeting you. Thanks for coming.	
	Nice meeting you, too. Thank you for interviewing me.	

50. Job interview over telephone

Interviewee		Interviewer
	Hello!	
	Good afternoon. I would like to talk to Suresh Babu.	
	Good afternoon, I am Suresh Babu. Who is calling, please?	
	My name is Kishore Sharma the CEO of Montex India Limited.	
	It is great to talk to you, sir.	
	It is nice to talk to you, too. OK, let's start the interview. Are you ready?	
	Yes, I am.	
	Well. Tell me a little bit about yourself.	
	Sir, I belong to Bengaluru. I have recently done B. E. in computer science. I am quite good at JAVA programming. If I talk about my family, there are four members, my parents, one younger sister and me. I am fond of reading books. That's all about me sir	
	What are your strengths and weaknesses?	
	I have been a marketing professional for the last 5 years and I have worked various marketing roles.	

	What would you say about strengths?	
	I am adaptable to the new environment and flexible too. My biggest weakness is straightforward.	
	What are your career goals?	
	I would like to apply my theoretical knowledge and skills at my best.	
	OK. We have finished this phone interview.	
	Thank you very much for your time and interviewing me.	
	Goodbye.	
	Goodbye.	

If you like it, please review with 5 Stars

Thank you

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