

4. VERBS express an action, state or a condition in a sentence

Finite verb is one that can be used with a subject to make a tense.
*I **walked** to school yesterday. We **danced** all night at the party.*

Non-finite verb cannot be used with a subject to make a verb tense
***Knitting** is very relaxing. **Swimming** keeps you fit. (Gerunds)*

Infinitive is the 'to' form of a verb and is a special form of the non-finite verb. *to sing, to dance, to run, to walk, to swim, to write.*

Transitive verb is one that can have an object. The action of the verb is passed on to a person or thing — a direct object.
*The boy **kicked** the ball. He **broke** the camera.*
Transitive verb ↙ ↘ object verb ↙ ↘ object

Intransitive verb does not pass the action of the verb on to a person or thing. *His wife just **looked** and **smiled**. People **laughed**. Jesus **wept**.*

Note: The verb 'to lie' is always **transitive**. It means to place or put something somewhere, and, being transitive, it always takes an object.
*My chicken **lays** two eggs every day. I **laid** my cards on the table.*

The verb 'to lie' is always **intransitive**. It means to be at rest—no action.
*I **lie** down to rest after reading the English Grammar Card.*
Note: Ray *lies* with such sincerity. (He does not tell the truth!)

Active Voice is when the subject of the verb does the action.
*The children **broke** the door. Mark **kicked** the ball.*

Passive Voice is when the subject is affected by the action.
*The door **was broken** by the children. The ball **was kicked** by Mark.*

Participles are forms of the verb ending in **-ing** for the present participle and **-ed** for past participle. Participles can be used as adjectives in a sentence. **Note:** *I am **washing** my dog. **Washing** is used as a verb. My mother bought a new **washing** machine.*
Descriptive adjective ↙ ↘ noun

Gerunds are also known as **verbal nouns** and, like participles, are formed by adding **-ing** to the verb. Gerunds can then act as subjects or objects.
*I love **walking**. My grandmother enjoys **singing**. I loathe **smoking**.*

Auxiliary Verbs – *can, could, do, may, might, ought, used to.*

Examples: ***Can** I take your dog, Grippa, for a walk to the park?
Susana **could** sing as well as dance.
Do you know the Eight Parts of Speech, my dear?
May I have the pleasure of dancing with you?
I **might** go to the party with Hannah.
Michael **ought** to look for another job in the hospital.
I **used to** design pencil sharpeners before I became famous.*

5. ADVERBS qualify or modify verbs, adjectives or other adverbs

Adverb modifying a verb
*Tony **jumped quickly** over the fence when he saw the bull charging.*
The adverb **quickly** modifies the verb **jumped**.

Adverb modifying an adjective
*Shanika is a **very clever** girl, unlike her friend, Griselda.*
The adverb **very** modifies the adjective **clever**.

Adverb modifying another adverb
*Rachel danced **extremely well**, despite her crab-footed partner.*
The adverb **extremely** modifies the adverb **well**.

KINDS OF ADVERBS

TIME	<i>The children departed for Spain yesterday.</i>
PLACE	<i>They put the anvil here for you, darling.</i>
MANNER	<i>Simon spoke cheerfully about his new school.</i>
DEGREE	<i>My teacher, Miss Perkins, was rather pleased with me.</i>
REASON	<i>Why did the princesses annoy that spider, Daddy?</i>
CONDITION	<i>I will leave, if you buy drinks for the Joneses.</i>
CONCESSION	<i>Though John is late, I will continue to wait for him.</i>
FREQUENCY	<i>I always send flowers to my mother for her birthday.</i>

COMPARISON OF ADVERBS		
Positive	Comparative	Superlative
hard	harder	hardest
quickly	more quickly	most quickly
badly	worse	worst

SENTENCE STRUCTURE

Every sentence contains two basic parts: **Subject** and **Predicate**.
The **subject** is the person who performs the action. The subject can also be a thing.
The **predicate** describes the action by the subject, denoted by the effect of the verb.
*The boys **played** football after school.*
Subject ↙ ↘ Predicate

Types of Sentences: 1. Simple 2. Compound 3. Complex

1. Simple Sentences can be a statement, a question or a command.
Statement: *I love that dog.*
Question: *Is that dog trained?*
Command: *Watch that dog!*

2. Compound Sentences consist of two or more simple sentences joined together by a co-ordinating conjunction.
*My friend, Janelle, visited me today **and** we went shopping.*

3. Complex Sentences contain one main clause and one or more subordinate clause.
*The boy who had the accident **went** to hospital.*
Main clause: *The boy went to hospital.* **Subordinate clause:** *who had the accident*

7. CONJUNCTIONS join words, phrases and sentences together

There are two kinds of Conjunctions: **Co-ordinating** and **Subordinating**
Co-ordinating: **and, but, or, for, yet** *My father **and** I went fishing.*
Subordinating: **as, because, if, since** *We left **because** it was too late.*

Present/Past tense of the verbs to lay (to place or put down) and to lie (to be at rest)			
Present tense	Past tense	Present tense	Past tense
I lay	I laid	I lie	I lay
you lay	you laid	you lie	you lay
he lays	she laid	he lies	she lay
we lay	we laid	we lie	we lay

8. INTERJECTIONS are words used to express surprise, delight and other emotions

Examples: *Help! Hello! Cheers! Rubbish! Bravo! Well done! Encore! Oh! Goal! Yikes!*

PUNCTUATION

Full Stop (.) or period indicates the end of a complete sentence and is also used after abbreviations (e.g. *for example i.e. in other words etc. and so forth*).
I am loath to paint. Flinty McQwerty is such a cad. He arrived at 4 p.m. for lunch.

Colon (:) is used to introduce a list, explain a previous clause or introduce a quotation.
You will require the following tools: a spoke shave, a Bradawl and a plumb bob.

Semicolon (;) is used to join independent parts (clauses) of a sentence. It can also introduce a list of items. Use a comma to separate short clauses. *Dogs run, cats stroll. Valerie did not speak; she just glared at Brendan. I love cricket; my sister hates it.*

Comma (,) is used to separate or enclose parts of a sentence. It can also be used to write a list of items. **Note the non-defining clauses enclosed with commas in the line below.**
My sister, who loves donkeys, got married today. Flinty was born, so he claims, at sea. Ryan's house is painted red, white, and blue. My Mum loves snook, snuff and snugs.

Question mark (?) is used for all direct questions.
How much did you pay for that donkey? How can you tell a dog's age, Mummy?
Note: There is no question mark in reported or indirect questions.
I wonder how much Sean paid for that donkey. I often think what might have been.

Exclamation mark (!) can be used with interjections or to express astonishment or a sharp comment. *Fire! Stop! Wait! Help! You idiot! Yes! No! Look out! Yikes!*

Quotation marks (" ") or inverted commas indicate words spoken in the text.
*"It's not serious," she said, "but he'll never walk again." I sighed, "Do you mind?"
"We all make mistakes," father said, "but you seem to specialise in them!"
"There is a place called 'Stop'," the judge said to Flinty, "and you're going there."*

Apostrophe (') is used to show possession or ownership of nouns and contracted words.
Jamilah's birthday. Thomas's hospital. The doctor's surgery. The doctors' surgery.
The apostrophe can also indicate an omitted letter in a word, when that word is contracted.
I don't know him. It's very hot today. Sorry to hear you're leaving. Here's Johnny!

Parentheses () can be used to mark out a comment or explanation from the rest of the text.
*I tried to daydream (as you do), but my mind kept wandering.
My sister's autobiography (listed as fiction) is a bestseller in the shops!*