

GRAMMAR SUPPLEMENT

GRAMMAR OF WORDS IN SENTENCES

Grammar Tense

Tense	Communicative meaning	Examples of use
SIMPLE TENSES		
Past Simple	<p>Fact/Event in the past (with a time marker given or meant) Repetition in the past no longer continued at present Past practice no longer continued at present</p> <p>Past attitude or state no longer experienced</p>	<p><i>I did the job yesterday.</i> <i>We won great victories in the past.</i> <i>We would always spend Christmas at my aunt's.</i> <i>Most people in these parts used to be farmers and work long hours.</i> <i>I used to be/feel very tired after playing football with other boys.</i> <i>When Andy was a little boy, he used to hate thin porridge.</i></p>
Present Simple	<p>Regular action at present Action by the timetable (possibly in the near future) Clause of time or condition</p> <p>Universal truths Sports comments</p>	<p><i>I take a shower twice a day.</i> <i>The plane takes off at 7.45 a.m.</i></p> <p><i><u>When/As soon as/The moment/If/In case</u> you come, we will chat.</i> <i>The sun rises in the east.</i> <i>Huxley scores for his team!</i> <i>Joe Frazier walks unsteadily.</i></p>
Future Simple	<p>Fact/Event in the future Making a decision at the moment of speech Stubborn resistance and refusal Habit or usual behaviour</p> <p>Deduction from experience</p> <p>Suggestion to somebody for doing something Prearranged future events</p> <p>Schedules and timetables Expected developments</p>	<p><i>It will rain tomorrow.</i> <i>I think I will have a boiled egg and hot porridge for breakfast.</i> <i>The door won't/wouldn't open.</i> <i>The child won't/wouldn't obey.</i> <i>My cat will always find a warm place to sleep.</i> <i>There's a knock on the door. That will be Tony.</i> <i>Shall we eat out tonight? – OK. Let's.</i> <i>I am picking you up at 9 a.m. and driving you to the airport.</i> <i>The boarding starts at 11.45 a.m.</i> <i>Flight BJ 445 is to arrive in an hour.</i></p>
Expressing futurity	<p>Prediction from evidence Intention Immediate future developments</p>	<p><i>The rain is going to stop soon.</i> <i>We are going to have a meal.</i> <i>Step aside! The roof is about to collapse any moment.</i></p>

Tense	Communicative meaning	Examples of use
PROGRESSIVE TENSES		
Past Progressive	Process in the past	<i>I was working all day yesterday.</i>
Present Progressive	Process/State/Behaviour during the present moment/period Temporary activity Planning out one's schedule Negative comment on repeated actions	<i>You are speaking too fast. We are being busy. You are being rude/clever/kind. I am staying at my aunt's this week. The secretary is giving you a call at 9, you are having breakfast and attending the meeting. He is always complaining.</i>
Future Progressive	Process during the future moment or period	<i>I will be writing my report first thing tomorrow morning.</i>
PERFECT SIMPLE TENSES		
Past Perfect	Prior event in the past with a result by the next past event Completion by a certain moment in the past Cause and consequence in the past Unrealized hope Hardly ... when (He успел ..., как ...) No sooner ... than (Как только ..., ...)	<i>I had got my degree before you did. I had already sorted everything out by the time you gave a call. I did not go by car because they had already booked a seat on the train. I had wanted to win but in vain. Hardly had the elk seen me, when he vanished in the air. No sooner had Maggie appeared, than the noise stopped.</i>
Present Perfect	Present action with a result by the moment of speech An action in the recent past with a consequence by the moment of speech	<i>I have made a mistake here. Sorry. You have had a fight again! Your clothes are all torn and dirty.</i>
Future Perfect	Future action with a result by some future moment	<i>I will have done my to-do list by the end of the day.</i>
PERFECT PROGRESSIVE TENSES		
Past Perfect Progressive	Process prior to a past moment	<i>I had been waiting there for some time before you came.</i>
Present Perfect Progressive	Process prior to a present moment	<i>I have been speaking on the phone for an hour and for no result.</i>
Future Perfect Progressive	Process prior to a future moment	<i>You will have been polishing your shoes for half an hour soon.</i>

Passive Voice

Passive Voice emphasizes:

- an action done on some object or person (*Don't worry. I am being served*);
- a state of things (*The enemy was defeated*);
- an action that is more important than those who did it (*The meeting will be called off; The game was lost*).

The performer of the action is introduced with the preposition “by” (*The banquet was opened **by** the president*).

The tool of the action is introduced with the preposition “with” (*The door was unlocked **without** the key*).

Grammar Tense	Active Voice	Passive Voice	Комментарий к примерам в страдательном залоге
PRESENT TENSE ACTIVE AND PASSIVE			
Present Simple	<i>I do it.</i>	<i>It is done (by me).</i>	Действие регулярно совершается (мною).
Present Progressive	<i>I am doing it.</i>	<i>It is being done (by me). Thanks, I am being served (by a waiter).</i>	Действие в данный момент в процессе совершения (мною). Действие, совершаемое надо мною.
Present Perfect	<i>I have done it.</i>	<i>It has been done (by me).</i>	Действие сделано к моменту речи (мною).
PAST TENSE ACTIVE AND PASSIVE			
Past Simple	<i>I did it.</i>	<i>It was done (by me).</i>	Действие было сделано в прошлом (мною).
Was/got used to doing something	<i>I used to do it.</i>	<i>I was/got used to doing it.</i>	Прошлая привычка (was/got used to + gerund)
Past Progressive	<i>I was doing it.</i>	<i>It was being done (by me).</i>	Действие выполнялось в течение некоторого времени (мною).
Past Perfect	<i>I had done it before the deadline.</i>	<i>It had been done before the deadline (by me).</i>	Действие было завершено к крайнему сроку (мною).
FUTURE TENSE ACTIVE AND PASSIVE			
Future Simple	<i>I will do it.</i>	<i>It will be done (by me).</i>	Действие будет сделано (мною).
Future Progressive	<i>I will be doing it.</i>	<i>It will be being done (by me).</i>	Используется будущее неопределённое время в страдательном залоге.

Grammar Tense	Active Voice	Passive Voice	Комментарий к при- мерам в страдатель- ном залоге
Future Perfect	<i>I will have done it (by a future moment).</i>	<i>It will have been done (by a future moment).</i>	Действие будет совершено к моменту в будущем (мною).
Future intention	<i>I am going to do it.</i>	<i>It is going to be done (by me).</i>	Действие будет совершено благодаря (моему) намерению.
Modal referring to Present/ Future	<i>I must do it.</i>	<i>It must be done (by me).</i>	Действие должно быть сделано мною (в настоящем или будущем).
Modal Perfect	<i>I should have done it.</i>	<i>It should have been done (by me).</i>	Желательное действие должно было быть сделано в прошлом (мною).

NOTICE: Sentences in the Passive Voice may feature a “dangling preposition” (отдельно стоящий предлог в конце предложения), e. g.:

*The new novel is much spoken **about**. That small crime was not taken notice **of**. It seems the house has not been lived **in**. What are these cookies made **of**? This small picture has never been looked **at**.*

Objective and subjective with the infinitive

Objective with the infinitive (Complex Object)		
desire, expectation, attitude, information, control	want, expect, think, consider, believe, declare, pronounce, love, report, mean, hate, cause, make, allow, let, suggest	<i>I want you to complete the project as soon as possible.</i> <i>We expect the team to arrive in time.</i> <i>Everybody thought/considered the young boy (to be) a genius.</i> <i>Nobody in the village believed the stranger to be a celebrity.</i> <i>They reported the plane to have landed.</i> <i>I'd hate anything to happen to him.</i> <i>The weather made us to stay at home. (BUT: We were made to stay at home.)</i> <i>I suggest that the job (should) to be done at once.</i>
sense perception (to express a complete action with a bare infinitive without particle to)	feel, observe, notice, see, hear, watch, listen, smell	<i>I felt the ground shake once or twice.</i> <i>The neighbour saw a stranger break into the house.</i> <i>Nobody has ever heard him play the violin.</i>

Objective with the infinitive (Complex Object)		
		<p><i>We all listened to the hot air balloon explode (short action).</i></p> <p>NOTE 1: in the Passive Voice infinitive with <i>to</i> is used, e. g.:</p> <p><i>The burglar was seen to climb over the fence and get away.</i></p> <p>NOTE 2: to express an incomplete action <i>Present Participle</i> is used, e. g.:</p> <p><i>The witnesses saw the burglar <u>climbing</u> the fence but it was too dark to notice more.</i></p> <p><i>We all listened to the teacher <u>giving</u> an explanation (process).</i></p>
Subjective with the infinitive (Complex Subject)		
desire, expectation, information, control, beliefs, structures with "It"	want, expect, think, consider, believe, declare, pronounce sb or sth (объявить кого-то или что-то кем-то или чем-то), report, say, mean, hate, cause, make, allow, let (тə), report, say	<p><i>This guy is wanted by the police to be questioned.</i></p> <p><i>The expedition is believed to have reached the North Pole.</i></p> <p><i>The evidence was pronounced (to be) false.</i></p> <p><i>The weather conditions are reported to be quite stable.</i></p> <p><i>The experiment has been proved to be very useful in many ways.</i></p> <p><i>She was hated by many to talk in this way.</i></p> <p><i>The prisoner is said to be let out at last.</i></p> <p><i>A sensational discovery is reported to be made in physics soon.</i></p> <p><i>The expedition is announced to have returned safe and sound.</i></p>
sense perception	feel, observe, notice, see, hear, watch, smell	<p><i>The two friends were heard to laugh heartily.</i></p> <p><i>A lonely ship was observed to cruise along the coast.</i></p> <p><i>Strange sweet smoke was smelt to be coming with the wind.</i></p> <p><i>The firefighters were watched to extinguish the fire.</i></p>

Causative verbs

putting action or duty upon a person	have, get, make, let, help, allow, assist (sb in doing something)	<p><i>I had the garage to give my car full service.</i></p> <p><i>I got the mechanic to do the job all over again.</i></p>
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		<p>After a short argument we got the official to sign our permit.</p> <p>The clerk made me wait for an extra hour.</p> <p>The city dwellers made the tourists obey their local rules.</p> <p>The policeman helped the old lady to cross the street.</p> <p>The people assisted the firemen in putting the fire out.</p>
having things done upon an object	have, got, make, let	<p>I had my torn coat carefully mended.</p> <p>We got the cheque cleared by the bank and received our cash.</p> <p>The tailor made my suit fit me like a glove.</p> <p>The boy let the bird go. (NOTE: in the Passive Voice let is changed into allow, e. g.: The bird was allowed to fly away.)</p> <p>The old doctor knows how to let the pain go.</p>

Irregular verbs

The infinitive	Past Simple	Past Participle
be быть (служебный глагол)	was/were <i>The job <u>was</u> dangerous.</i>	been <i>The job had <u>been</u> done by the end of the day.</i>
bear нести (терпеть)	bore <i>The roof <u>bore</u> the weight of the snow.</i>	born <i>He was <u>born</u> in the mountains.</i>
beat бить	beat <i>One team <u>beat</u> the other in no time.</i>	beaten <i>Our favorite team was <u>beaten</u> by their rival.</i>
begin начинать	began <i>The teacher <u>began</u> the lesson.</i>	begun <i>The project was <u>begun</u>.</i>
break ломать	broke <i>The children <u>broke</u> the window.</i>	broken <i>The window was <u>broken</u>.</i>
bring приносить	brought <i>The postman <u>brought</u> the letter.</i>	brought <i>The letter was <u>brought</u> by a courier.</i>

The infinitive	Past Simple	Past Participle
build строить	built <i>The builders <u>built</u> the house last year.</i>	built <i>The house was <u>built</u> last year.</i>
buy покупать	bought <i>We <u>bought</u> a car yesterday.</i>	bought <i>The car was <u>bought</u> yesterday.</i>
choose выбирать	chose <i>I <u>chose</u> the colour that I wanted.</i>	chosen <i>The colour was <u>chosen</u>.</i>
cut резать	cut <i>The mother <u>cut</u> the pizza into six slices.</i>	cut <i>The pizza was <u>cut</u> into six slices.</i>
do делать	did <i>We <u>did</u> our best.</i>	done <i>Everything was <u>done</u> to the best of ability.</i>
draw тянуть	drew <i>Three horses <u>drew</u> the cart.</i>	drawn <i>The cart was <u>drawn</u> by three horses.</i>
drive вести (машину)	drove <i>The driver <u>drove</u> that car very fast.</i>	driven <i>The car was <u>driven</u> very fast (by the driver).</i>
feel чувствовать	felt <i>He <u>felt</u> the touch at once. (Он сразу почувствовал прикосновение.)</i>	felt <i>The touch was <u>felt</u> at once. (Прикосновение было сразу почувствовано.)</i>
find находить	found <i>The children <u>found</u> the road in the wood.</i>	found <i>The road in the wood was <u>found</u>.</i>
fly летать	flew <i>We <u>flew</u> to Spain last August.</i>	flown <i>The tourists were urgently <u>flown</u> home.</i>
give давать	gave <i>The parents <u>gave</u> the child some pocket money.</i>	given <i>Some pocket money was <u>given</u> to the child.</i>
go идти	went <i>Everybody <u>went</u> to the sea.</i>	gone <i>Everybody was <u>gone</u>. (Все ушли, никого нет.)</i>
grow расти	grew <i>The farmer <u>grew</u> a big pumpkin.</i>	grown <i>A big pumpkin was <u>grown</u> (by the farmer).</i>

The infinitive	Past Simple	Past Participle
hang вешать	hung <i>He <u>hung</u> the coat on a coat hanger.</i>	hung <i>All the jackets were <u>hung</u> on one small hook. BUT: The criminal was <u>hanged</u> in the morning.</i>
hear слышать	heard <i>Nobody <u>heard</u> the news.</i>	heard <i>The news was not <u>heard</u>.</i>
hold держат	held <i>The kids <u>held</u> their flags high.</i>	held <i>The flags were <u>held</u> high (by the kids).</i>
keep содержать	kept <i>The mother <u>kept</u> the house well.</i>	kept <i>The house was <u>kept</u> well (by the mother).</i>
know знать	knew <i>I <u>knew</u> that man well.</i>	known <i>That man was <u>known</u> for his kindness.</i>
lead вести	led <i>She <u>led</u> the team.</i>	led (by somebody) <i>The team was <u>led</u> by the manager.</i>
leave покидать	left <i>They <u>left</u> the poor boy alone.</i>	left <i>The poor boy was <u>left</u> alone.</i>
let позволять	let <i>Parents <u>let</u> the child play all day.</i>	let <i>The child was <u>let</u> out to play.</i>
light освещать	lit <i>The moon <u>lit</u> the field brightly.</i>	lit <i>The street was dimly <u>lit</u> by the only lamp.</i>
lose терять	lost <i>The travellers <u>lost</u> their way.</i>	lost <i>The travellers were/got <u>lost</u>.</i>
make делать	made <i>I <u>made</u> this toy myself.</i>	made <i>This toy was <u>made</u> by myself.</i>
mean означать/предназначать	meant <i>Her words <u>meant</u> nothing.</i>	meant <i>Nothing was <u>meant</u> by her. The house was meant for sale.</i>
meet встречать(ся)	met <i>The family <u>met</u> me at the airport.</i>	met <i>I was <u>met</u> at the airport (by the family).</i>
pay платить	paid <i>I <u>paid</u> for the lunch.</i>	paid <i>The lunch was <u>paid</u> for (предлог отделился от подлежащего в страдательном залоге).</i>

The infinitive	Past Simple	Past Participle
put класть	put <i>She <u>put</u> the maps on the desk.</i>	put <i>The maps were <u>put</u> on the desk.</i>
read читать	read [red] <i>I <u>read</u> this book last week.</i>	read [red] <i>This book was <u>read</u> last week (by me).</i>
run бежать/управлять	ran <i>The managers <u>run</u> this business.</i>	run <i>This business is <u>run</u> by managers.</i>
say говорить/сказать	said <i>The experts <u>said</u> much about it.</i>	said <i>Much was <u>said</u> about it (by the experts).</i>
see видеть	saw <i>I <u>saw</u> this face on TV.</i>	seen <i>This face was <u>seen</u> on TV.</i>
seek искать	sought <i>The lion <u>sought</u> prey everywhere with no result.</i>	sought <i>The answer was <u>sought</u> on the Internet, in the books, among experts and not found.</i>
send посылать	sent <i>They <u>sent</u> for the doctor.</i>	sent <i>The doctor was <u>sent</u> for (предлог отделился от подлежащего в страдательном залоге).</i>
show показывать	showed <i>The artist <u>showed</u> us his new picture.</i>	shown <i>The new picture was <u>shown</u> to us (by the artist).</i>
speak говорить/выступать с речью	spoke <i>Everybody <u>spoke</u> much about the film.</i>	spoken <i>This film was much <u>spoken</u> about (by everybody) (предлог отделился от подлежащего в страдательном залоге).</i>
spend тратить	spent <i>He <u>spent</u> much money.</i>	spent <i>Much money was <u>spent</u> (by him).</i>
take брать	took <i>She <u>took</u> the duties over from the retired colleague.</i>	taken <i>The duties were <u>taken</u> over from the retired colleague (by her).</i>
tell сказать/рассказывать	told <i>I <u>told</u> them the whole story.</i>	told <i>The whole story was <u>told</u> to them.</i>

The infinitive	Past Simple	Past Participle
think думать	thought <i>We <u>thought</u> much about the project.</i>	thought <i>The project was much <u>thought</u> about</i> (предлог отделился от подлежащего в страдательном залоге).
understand понимать	understood <i>The children <u>understood</u> this.</i>	understood <i>This is <u>understood</u> by the children.</i>
wear носить	wore <i>My grandmother <u>wore</u> this dress.</i>	worn <i>This dress was <u>worn</u> by my grandmother.</i>
write писать	wrote <i>He <u>wrote</u> her a note.</i>	written <i>A note was <u>written</u> to her (by him).</i>

Modal verbs

Modal verb	Communicative meaning	Examples of use
Can	Ability at present Probability (real) Request (informal)	<i>I can jump as high as you can. The lightning can strike any time. Can I borrow your dictionary?</i>
Can't	Impossibility at present (He может быть, чтобы...)	<i>Joe can't be staying at the hotel. He never does. (He может быть, чтобы Джо...) My friend can't be so mean.</i>
Could	Ability in the past Request (formal)	<i>I could read when I was as young as five. Could you give me a minute, please?</i>
Be able to	Ability in the present or future (вместо can)	<i>We will be able to make New York in a two-hour drive (доедем до Нью-Йорка).</i>
Must	Personal obligation Deduction Absolute ban	<i>I must do my duty, after all. The light is on, so, she must be back. You mustn't be cruel to animals.</i>
May	Polite request Probability (chance)	<i>May I wait in the office? You may look absurd in these big shoes.</i>
Might	Probability (weak)	<i>It might be true, but I am not sure.</i>
Have to	Obligation (forced)	<i>You have to take off the shoes here. You don't have to wear a tie at the party.</i>
Need	Necessity	<i>I need to know everything. He needn't know it. = He doesn't need to know it.</i>

Modal verb	Communicative meaning	Examples of use
Ought to	Advice (reasonable) Advice (ethical)	<i>You ought to (should) see a doctor. You ought to be more respectful to adults.</i>
Will	Decision-making Promise Voluntary action Prediction Resistance Polite request Less formal request Less formal offer Less polite request Polite invitation Deduction (something likely)	<i>I think I will take the kids with me this time. I will drop a line to you every single day. I will do the washing-up after dinner today. I have a feeling that it will snow tomorrow. The doctor wants me to stay at the hospital and won't let me go. Will you give me another chance? Would you give me a cup of tea? Would you like to have a cup of coffee? Answer my question now, will you? Won't you come in and sit down? That will be the postman at the door. As you all will know, I am now your boss.</i>
Shall	Suggestion Volunteering Decisiveness	<i>Shall we all watch a film? I shall make all the travel arrangements. We shall overcome all the barriers.</i>
Should	Advice (instruction)	<i>You should take the pills with water.</i>
Be to	Agreed behaviour or developments	<i>Students <u>are</u> to hand in their papers in time. I <u>am</u> to buy a new car soon.</i>
Dare (to)	Challenging sth/sb	<i><u>Nobody dare climb/dares to climb</u> up this mountain. She <u>dare not/does not dare to</u> interrupt the teacher. How dare you <u>to</u> do it!</i>

Modal verbs *in talking about the past*

Will	Assumption about the past (assumed the past)	<i>I think you will have noticed the change in your parents' apartment.</i>
Might	Uncertainty Criticism	<i>I suppose he might have been ill. You might have stopped and given me a lift!</i>
Can't = couldn't	Impossibility (He может быть...)	<i>He can't/couldn't have been in Paris.</i>
Could	Possibility	<i>They could have missed the train.</i>
Must	Strong probability	<i>The storm must have been very strong.</i>

Should	Advice ignored Initiative with negative consequences Initiative not needed	<i>You should have worked harder.</i> <i>You should not have played with the knife (you have cut your finger).</i> <i>You need not have done the washing-up (we have a dishwasher).</i>
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Phrasal modals

Warning Threat	<i>You had better eat less sweets and more fruit and vegetables.</i> <i>You had better not hang around here!</i>
Advice Reminder	<i>It is time you started earning your own money.</i> <i>It is time you began revising for your exam.</i>
Preference	<i>I would rather we spent summer at the seaside.</i>
Necessity	<i>It is necessary that he (should) follow the rules.</i>
Importance	<i>It is important that we all (should) obey the law.</i>
Recommendation	<i>It is recommended that everybody (should) exercise more.</i>
Obligation Arrangement Ban Expectation	<i>Students are supposed to attend all the lectures.</i> <i>Guests are supposed to come by 7 p.m.</i> <i>Visitors are not supposed to smoke in the building.</i> <i>You are supposed to help others.</i>
Possibility	<i>After such a rainfall the river is likely to burst its banks.</i>
Nearly unable	<i>On hearing those words, I could hardly stop laughing.</i>
Inability to control one-self/unable to stop	<i>The young man could not help thinking about her.</i> <i>Children often can't help daydreaming during the lessons.</i> <i>The audience could not help laughing.</i>
Regret	<i>He wished he had not said those words (о прошлом).</i> <i>I wish I did not come at all (о настоящем).</i> <i>I wish I had not booked that hotel (о прошлом).</i>

Conditional sentences

Type of condition	Use	If-clause	Result clause	Tense
Zero Conditional	Regular observations	<i>If something happens, ...</i> e. g.: <i>If you freeze water, ...</i>	<i>... the result is always definite.</i> <i>... it turns into ice.</i> The result is always definite.	Present Simple
First Conditional	Real future result of real present condition	<i>If something happens, ...</i> e. g.: <i>If you tease the dog, ...</i>	<i>... the result will be definite.</i> <i>... it will turn on you.</i> The result is sure to take place soon.	Present Simple + + Future Simple

Type of condition	Use	If-clause	Result clause	Tense
Second Conditional	Unreal condition and unreal result in the present or future	<i>If something happened, ...</i> e. g.: <i>If there were no fridge, ...</i> <i>If only we could be together, ...</i>	<i>... the result would be definite</i> (but it is not). <i>... the milk would go off.</i> <i>... we would be much happier then.</i> The result might take place now or later but not likely.	Past Simple + + Future Simple in the Past
Third Conditional	Unreal condition in the past and unreal result in the past	<i>If something had happened in the past, ...</i> e. g.: <i>If I had trained more, ...</i>	<i>... the result would have been definite in the past</i> (but it never happened). <i>... I would have won the race</i> (but I did not). The result might have taken place in the past but it did not take place (never happened).	Past Perfect + + Future Perfect in the Past
Mixed Conditional	Unreal condition in the past and unreal result in the present Unreal condition in the present and unreal result in the past	<i>If something had happened, ...</i> e. g.: <i>If I hadn't drunk much coffee</i> (in the past), ... <i>If something were real in the present, ...</i> e. g.: <i>If she knew Japanese, ...</i>	<i>... the result would be definite now</i> (but it is not). <i>... I would be sleepy (now) after the sleepless night.</i> The result might be possible now but it has not taken place because nothing was done in the past. <i>... the result would have been obvious in the past.</i> <i>... she would have understood the show when she was in Tokyo.</i>	Past Perfect + + Future Simple in the Past Past Simple + + Future Perfect in the Past

Type of condition	Use	If-clause	Result clause	Tense
			The result might have been possible in the past if the condition were met in the present.	

Articles

Indefinite article

First mention	<i>We clearly saw a ghost dressed in white.</i>
A type of object	<i>A watch is a good present.</i>
An object described	<i>He has an aquiline nose.</i>
An object defined	<i>A computer is a device with many functions.</i>
With “such”, “quite”, “rather”	<i>Dorothy is <u>such</u> a charm. I saw <u>a rather</u> large crowd before the palace. Paul used to be <u>rather a</u> naughty boy. The building had <u>quite a</u> rare design.</i>

Definite article

Known object	<i>Everybody could see that the girl was crying.</i>
Concrete object	<i>The computer on my desk was infected with virus.</i>
Generic mention	<i>The car appeared on the road at the turn of the 20th century.</i>

Zero (no) article

Plural nouns	<i>(0) Sparrows are so noisy in the morning.</i>
Uncountable nouns	<i>(0) Water is a clear liquid mineral.</i>
Abstract nouns	<i>(0) Beauty is only skin-deep.</i>

Special use of the indefinite article

Indefinite names	<i>There is a John Stuart for you at the door.</i>
Described meals	<i>It was a late breakfast.</i>
Two as one	<i>A brother and sister. A husband and wife.</i>
With quantifiers	<i>A couple of ... A half of ... Half a ...</i>
Rates	<i>Two pounds a kilo. Sixty miles an hour.</i>
In exclamations	<i>Bridget is such a nuisance!</i>
Oneness	<i>It has not been even an hour since we met.</i>

Special use of the definite article

Nationality	<i>The Italians are known for their temper.</i>
Whole family	<i>Keeping up with the Joneses is a rule.</i>
Top posts	<i>The President, the Queen, the director</i>
Rivers, oceans, seas, canals, mountain chains, groups of islands, deserts	<i>The Amazon, the Atlantic, the Panama, the Caucasus, the Hebrides, the Sahara</i>
Vast places	<i>The mountains, the seaside, the country</i>
Countries (unions or federations) + traditional use of some names	<i>The USA, the UK, the Hague</i>
Extreme quality thing	<i>The Aral is the dirtiest sea in the world.</i>
Unique things	<i>The sky, the Sun, the Moon, the stars, (the) Earth, (BUT: space – space in the Universe)</i>
Phenomena	<i>The traffic in this city is horrendous.</i>
Cinemas, theatres, museums, galleries, historical or other ensembles and buildings	<i>The Odeon, the British Museum, the Kremlin, the White House</i>
Hotels and restaurants	<i>Are you staying at the Hilton?</i>
Entertainment	<i>We rarely go to the opera.</i>
Musical instrument	<i>Hilary wonderfully plays the guitar.</i>
Abstract nouns	<i>The Washington Post, the Financial Times (BUT: Time, Newsweek – magazines)</i>
Periods of day with “in”	<i>In the morning, in the evening</i>
Radio and programmes	<i>Do you often listen to the radio? – Only to the news programme (BUT: watch TV).</i>
Part of body	<i>The gladiator was injured in the head.</i>
Public service	<i>Amanda first called the police, and then the doctor.</i>

Special use of no article

Languages	<i>Sorry, my guest does not speak Hindi.</i>
Names	<i>Mr. Simpson, Lady Diana, President Carter</i>

Continents, cities, countries, lakes, mountains	<i>Antarctic, Liverpool, Denmark, Ontario, Everest (BUT: the Congo, the Hague)</i>
Acronyms	<i>NATO, ELT, HRH</i>
Meals	<i>I am invited to dinner.</i>
Sports and games	<i>Who can play snooker?</i>
Illnesses	<i>The poor girl is down with measles (BUT: a toothache, a stomachache).</i>
Places and institutions with a mission	<i>Church, college, court, prison, hospital, school, town, University</i>
Street, road, square, park, bridge	<i>Oxford street/road, Fifth Avenue, Hyde Park, London Bridge</i>
Airport or railway station	<i>Heathrow Airport, Victoria Station</i>
Companies	<i>Sony, Kodak, British Airways</i>
Shop or bank named after	<i>Barclays Bank, McDonald's, Harrods</i>
Means of communication with "by"	<i>By phone, by fax, by e-mail (BUT: keep info on computer)</i>
Days, months, festivals, years	<i>On Sunday, in May, at Christmas, in 2035</i>
Seasons	<i>In spring ("the" is optional)</i>
Parts of day with "at"	<i>At dawn, at noon, at sunset, at night</i>
Noun + number	<i>Platform 11, room 7</i>
In headlines, telegrams, instructions	<i>"CHILD MIRACULOUSLY RESCUED" Read instructions first. Disconnect plug, check socket ...</i>
With possessive pronouns	<i>Please give me your suitcase for inspection, sir. Now your handbag.</i>

Plural of nouns

Type	Singular	Plural
Regular plural	bus wish box	buses wishes boxes
Ending change	penny spy baby city	pennies spies babies cities

Type	Singular	Plural
Irregular	man woman child tooth foot person leaf mouse goose half knife wife life loaf tomato potato analysis oasis crisis phenomenon criterion	men women children teeth feet people leaves mice geese halves knives wives lives loaves tomatoes potatoes analyses oases crises phenomena criteria
No change	sheep fish deer species aircraft	sheep fish deer species aircraft
Irregular agreement	news is linguistics is billiards is	pieces of news branches of linguistics game of billiards
Plural only	a pair of glasses a pair of jeans a pair of trousers	glasses jeans trousers
Quantitative pronouns	some, any, somebody, anybody, nobody, something, anything, nothing, much, many, a few/few, a little/little, a lot of, lots of, plenty of	We have lots of friends around. I have something to tell you. I have no idea! I don't have anything to add. Do you have <i>any</i> suggestions? (question) Will you have <i>some</i> juice? (polite offer) Do you have <i>some</i> water? (request)

Infinitive and gerund

Verb + infinitive (to do)	Verb + object and infinitive (to do)	Verb + gerund (doing)	Verb + preposition and gerund (doing)
agree (to do sth), appear, ask, be able, begin, continue, dare, decide, expect, like, fail, forget, hope, hurry, intend, love, ought, prefer, promise, propose, refuse, threaten, want, wish (to do sth)	advise (sb to do sth), allow, beg, build (a house to live in it), buy, choose, command, direct, expect, forbid, force, make (sb to do sth), hire, instruct, invite, let (sb to do sth), order, promise, remind, teach, tell, want, warn (sb to do sth)	admit (doing sth), appreciate, avoid, can't help, can't stop, deny, enjoy, go (swimming), imagine, do not mind (doing sth), report (having done sth), resume, suggest, can't tolerate (doing sth)	approve of (doing sth), argue about, believe in, care about, complain about, concentrate on, confess to (having done sth), depend on, disapprove of, discourage from, dream of, feel like, forget about, insist on, look forward to, object to, prevent sb from, succeed in, talk about, think about, worry about (doing sth)
<p>Verb + infinitive or gerund</p> <p><i>begin (doing sth or to do sth), continue, intend, like, love, start, try, be afraid of doing sth/to do sth, remember to do sth (напоминание)/remember doing sth (вспоминание), forget to do sth (забыть что-то сделать), forget doing sth (забыть о том, что это было сделано), regret to say sth (сожаление о том, что предстоит сказать)/regret saying sth (сожаление о сказанном), stop to do sth (остановиться, чтобы сделать что-то)/stop doing sth (прекратить делать что-то), go on doing sth (продолжать делать что-то)/go on to do sth (продолжать деятельность новыми действиями).</i></p> <p><u>СРАВНИТЕ:</u> <i>He goes on building houses.</i> — Он продолжает строить дома. <i>Now he goes on to build houses.</i> — Он теперь строит дома.</p>			

NOTICE: *having done sth* is perfect gerund; *to have done sth* is perfect infinitive.

Possessive Case

To form the possessive case, **-'s** is added to the noun. If the noun is plural, or already ends in **-s**, only an apostrophe (') is added after **-s**, e. g.:

- *John's mobile phone*
- *the boys' locker-room*
- *women's accessories*
- *the scouts' uniform*

For names ending in **-s**, you can either add an apostrophe (') + **s**, or just an apostrophe ('). When pronouncing a possessive name, we always add the sound /s/ or /z/ to the end of the name, e. g.:

- *Lucas's computer*
- *the Smiths's (the Smiths') limousine*

Functions of the Possessive

“Belonging to” or “ownership” is the most common function of the possessive case, e. g.:

- **Alice’s garden**
- **the Central Bank’s gold reserves**

The possessive case can express a relationship between people, e. g.:

- **Donald’s mother is being sick.**
- **Ms. Brown’s colleague will not make it to the picnic.**

The possessive case can express sb’s emotions or behaviour as well, e. g.:

- **Joe’s temper is boiling over.**
- **The politician’s hypocrisy is seen by all.**

Fixed Expressions

There are also some fixed expressions where the possessive case is used, e. g.:

• *a day’s load, a night’s wait, a month’s pay, today’s news, in a year’s time (from now), for God’s sake!, a stone’s throw away (very close, not far), in her mind’s eye (in her imagination).*

The possessive is also used to refer to shops, restaurants, churches and colleges, public places, specialists, degrees, using the name of the founder of the business, e. g.:

• *appointment at the doctor’s, buy clothes at Marks and Spencer’s, St. Michael’s clothes, bread from the baker’s, Master’s degree in engineering.*

Degrees of comparison of adjectives

<p>One-syllable adjectives form the comparative and superlative degrees by adding the suffixes -er, -est: black, blacker, blackest; cheap, cheaper, cheapest; clear, clearer, clearest; cold, colder, coldest; green, greener, greenest; high, higher, highest; large, larger, largest; long, longer, longest; loud, louder, loudest; new, newer, newest; nice, nicer, nicest; poor, poorer, poorest; rich, richer, richest; short, shorter, shortest; slow, slower, slowest; soft, softer, softest; sweet, sweeter, sweetest; tall, taller, tallest; tough, tougher, toughest; warm, warmer, warmest; wise, wiser, wisest</p>	<p>Most two-syllable adjectives, including adjectives ending in the suffixes -al, -ant, -ent, -ish, -ive, -ic, -ous, -ful, -less, form the comparative and superlative degrees with the help of MORE, MOST: active, more active, most active; careless, more careless, most careless; distant, more distant, most distant; eager, more eager, most eager; famous, more famous, most famous; foolish, more foolish, most foolish; formal, more formal, most formal; modern, more modern, most modern; private, more private, most private; recent, more recent, most recent; secure, more secure, most secure; tragic, more tragic, most tragic; useful, more useful, most useful</p>
<p>Two-syllable adjectives ending in -y, -er, -ow usually form the comparative and superlative degrees by adding -er, -est: angry, angrier, angriest; busy, busier, busiest; crazy, crazier, craziest; dirty, dirtier, dirtiest; easy, easier, easiest; early,</p>	<p>Two-syllable adjectives ending in -y, -er, -ow often have variants with MORE, MOST: lazy, lazier/more lazy, laziest/most lazy; fancy, fancier/more fancy, fanciest/most fancy; friendly, friendlier/more friendly, friendliest/most friendly; lovely,</p>

<p>earlier, earliest; funny, funnier, funniest; happy, happier, happiest; heavy, heavier, heaviest; lucky, luckier, luckiest; noisy, noisier, noisiest; pretty, prettier, prettiest; silly, sillier, silliest; sunny, sunnier, sunniest; ugly, uglier, ugliest; clever, cleverer, cleverest; narrow, narrower, narrowest</p>	<p>lovelier/more lovely, loveliest/most lovely; risky, riskier/more risky, riskiest/most risky; clever, cleverer/more clever, cleverest/most clever; slender, slenderer/more slender, slenderest/most slender; tender, tenderer/more tender, tenderest/most tender; shallow, shallower/more shallow, shallowest/most shallow; yellow, yellower/more yellow, yellowest/most yellow</p>
<p>Adjectives consisting of three or more syllables form the comparative and superlative degrees by using <i>MORE, MOST</i> before the adjective: beautiful, more beautiful, most beautiful; comfortable, more comfortable, most comfortable; curious, more curious, most curious; dangerous, more dangerous, most dangerous; difficult, more difficult, most difficult; expensive, more expensive, most expensive; important, more important, most important; intelligent, more intelligent, most intelligent; interesting, more interesting, most interesting; successful, more successful, most successful</p>	<p>Examples of adjectives that do not compare: absent, absolute, chief, complete, contemporary, daily, dead, essential, eternal, excellent, empty, full, entire, fatal, final, honest, impossible, infinite, inevitable, ideal, junior, meaningless, perfect, main, major, minor, round, sufficient, supreme, senior, square, unique, universal, utmost, vital, weekly, whole, wooden, worthless, wrong</p>
<p>Several adjectives have irregular forms of the comparative and superlative degrees: good, better, best; bad, worse, worst; many/much, more, most; little, less (lesser), least; far, farther, farthest; far, further, furthest. “Less” can be an adjective or an adverb; “lesser” is only an adjective before a noun; “farther, farthest” refer to distance; “further, furthest” refer to distance or addition</p>	<p>There are quite a few set expressions containing the comparative or superlative forms of irregular adjectives: a change for the better; a change for the worse; at best; at most/at the most; at worst/at the worst; get the worst of it; go from bad to worse; if worst comes to worst/if the worst comes to the worst; last but not least; more or less; none the less; not in the least; prepare for the worst; so much the better; so much the worse</p>
<p>The superlative degree of adjectives may be used in combination with the ordinal numerals “second, third, fifth” etc. to indicate the size of an object (especially about geographical places). e. g.: <i>Saturn is the second-largest planet in the solar system.</i> Numerals are often used for comparison, e. g.: <i>He is twice as old as she is. She pays half as much for water and electricity as I do. His house is five times the size of your house. She is half your age.</i></p>	

Degrees of comparison of adverbs

<p>One-syllable adverbs and the adverb <i>early</i> form the comparative and superlative degrees by adding <i>-er, -est</i>: fast,</p>	<p>Adverbs of two or more syllables (usually with the suffix <i>-ly</i>) form the comparative and superlative degrees by</p>
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faster, fastest; hard, harder, hardest; high, higher, highest; late, later, latest; long, longer, longest; loud, louder, loudest; low, lower, lowest; near, nearer, nearest; soon, sooner, soonest; early, earlier, earliest	placing MORE, MOST before the adverb: easily, more easily, most easily; formally, more formally, most formally; loudly, more loudly, most loudly; often, more often, most often; quickly, more quickly, most quickly; simply, more simply, most simply; slowly, more slowly, most slowly; comfortably, more comfortably, most comfortably
Irregular adverbs well, badly, much, little, far have the following degrees of comparison: well, better, best; badly, worse, worst; much, more, most; little, less, least; far, farther, farthest; far, further, furthest	LESS, LEAST with adjectives: attentive, less attentive, least attentive; common, less common, least common; costly, less costly, least costly; difficult, less difficult, least difficult; important, less important, least important; interesting, less interesting, least interesting; likely, less likely, least likely; obvious, less obvious, least obvious; serious, less serious, least serious; tired, less tired, least tired; useful, less useful, least useful; worried, less worried, least worried
LESS, LEAST with adverbs: clearly, less clearly, least clearly; easily, less easily, least easily; efficiently, less efficiently, least efficiently; formally, less formally, least formally; often, less often, least often; sincerely, less sincerely, least sincerely; typically, less typically, least typically; willingly, less willingly, least willingly; wisely, less wisely, least wisely	The construction as ... as indicates approximately the same degree. The constructions not as ... as ; not so ... as indicate a lesser degree and are less formal than the constructions with less
Various adverbs may be used in constructions of comparison in order to emphasize, specify, or clarify comparisons. The adverbs much, a lot, a little, even are used with the comparative degree; almost, nearly are used with the construction as ... as ; by far is used with the superlative degree of adjectives, e. g.: <i>She would be a lot happier if you visited her more often. The book that I wanted to buy turned out to be much more expensive than I thought. This device is not nearly as good as the one you showed me yesterday. This cartoon film is by far the funniest that I have seen recently. Much</i> is used with the comparative degree of adjectives and adverbs, e. g.: <i>It is much colder today than it was yesterday. Very</i> may be used with the superlative degree of some adjectives (e. g.: best, worst, first, last) to emphasize the superlative adjective: <i>the very best quality; on the very first day.</i>	

Interrogative sentences (direct questions)

Question types (direct)	Examples
Am, Is, Are, Was, Were	<i>Is there a possibility of my flight delay? Aren't there any other ways out of this situation?</i>

Question types (direct)	Examples
Do, Does, Did	<i>Do you give a discount to your permanent clients?</i>
Have, Has, Had	<i>Have you got a brother?</i> (about things, family members, characteristics, illnesses, BUT not about actions) <i>Do you always have a late meal?</i>
May, Might, Can, Could, Will, Would, Shall, Should, Must, Need, Ought (to),	<i>May (Can) I ask you a question?</i> <i>Can (May) I have a word with you?</i> <i>Must you go?</i> <i>Need I say more? (set phrase without "to")</i> <i>Ought I (to) congratulate him?</i>
What + Be/Do/Have/Modal/Verb/Noun	<i>What can I do for you?</i> <i>What makes you feel strong?</i> <i>What time is it?</i>
When + Be/Do/Have/Modal	<i>When do you usually have breakfast?</i>
Where + Be/Do/Have/Modal	<i>Where do you come from?</i>
Which + Be/Do/Have/Modal/Noun	<i>Which would you recommend?</i> <i>Which diet do you follow?</i>
Who + Be/Do/Have/Modal	<i>Who likes iced tea?</i> (вопрос о действии подлежащего) <i>Who let you do it?</i> (вопрос о действии подлежащего) <i>Who is missing?</i> (вопрос о состоянии подлежащего)
Whom + Be/Do/Have/Modal	<i>Whom (who) can you recommend as a guide?</i>
Whose + Be/Do/Have/Modal	<i>Whose book is this?</i>
Why + Be/Do/Have/Modal	<i>Why are you doing this to me?</i> <i>Why do accidents happen?</i>
How + Be/Do/Have/Modal	<i>How do you manage to do everything in time?</i>
Question Tags	<i>You can't possibly do this, can you?</i> <i>I didn't say that, did I?</i>
What if	<i>What will I have to pay if I cancel the booking?</i>
How Long/How much/How many	<i>(For) How long have you lived here?</i> <i>How many people does the hall sit?</i> <i>How much do I have to pay?</i>
What about/How about	<i>How about throwing a barbecue party on Sunday? (open possibility)</i> <i>What about your grammar test on Monday? (potential problem or objection)</i>

Interrogative sentences (indirect questions)

Direct questions	Indirect questions
<i>Am/are/is/was/were questions with if/whether</i>	
Is she a professor?	Do you mind telling me if/whether she is a professor?

Direct questions	Indirect questions
Is this the right train to the city centre?	Do you have any idea if/whether this is the right train to the city centre?
<i>Do/Does/Did questions with if/whether</i>	
Did you play the trick on purpose?	Now, tell me if/whether you played the trick on purpose.
<i>Reported questions with if/whether</i>	
Then he said, "Are you cold?"	Then he asked me if/whether I was cold.
Martha said, "Do you feel good?"	Martha asked me if/whether I felt good.
The child said, "Do you know how the computer works?"	The child asked if/whether I knew how the computer worked.
<i>Wh-questions</i>	
What time is it?	Do you know what time it is?
Why are you late today?	Can you tell me why you are late today?
When does the show begin?	I want to know when the show begins.
What languages do you speak?	Let me know what languages you speak.
How did you manage to do it?	Please, share how you managed to do it.
Where is the British Museum?	I wonder/I am wondering if/whether you can tell me where the British Museum is.
<i>"... do you think" questions</i>	
Where did they go?	Where do you think they went?
When did they leave?	When do you think they left?
How old was I?	How old do you think I was?
What did I have in mind?	What do you think I had in mind?
Why am I mad about it?	Why do you think I am mad about it?

Idiomatic phrases

Idiom	Meaning
a penny for your thoughts	I want to know what you think
add insult to injury	add suffering to existing pain
a hot potato	a popular topic for discussion
a couch potato	a person who sits or lies a lot
once in a blue moon	very rarely
caught between two stools	difficult to choose between the two

Idiom	Meaning
<p>see eye to eye hear it on the grapevine miss the boat kill two birds with one stone on the ball cut corners cost an arm and a leg the last straw take other's words with a pinch of salt sit on the fence get the best of both worlds put wool over other people's eyes feel a bit under the weather speak of the devil have butterflies in one's stomach piece of cake hit the books let the cat out of the bag hit the nail on the head when pigs fly Break a leg! bite off more than you can chew scratch someone's back it's a high way robbery come to terms with put on the spot sit on the fence be over the moon be a piece of cake bite one's tongue be fixed in one's ways pull one's leg the spitting image tongue in cheek you are what you eat bend over backwards hold your horses! have one's back</p> <p>take no chance</p> <p>team with ...</p> <p>to/for all intents and purposes</p> <p>come/fall/appear out of the blue</p>	<p>both fully agree on sth learn from sb miss a chance do two things at the same time about someone who knows the situation achieve the goal by saving effort very expensive the final problem in the series take without much trust when someone does not want to choose have all the advantages here and there deceive people into trusting a person feel slightly ill when the person mentioned comes by feel nervous about a very easy task read a lot for learning tell sb about a secret say sth exactly right about sth that will never happen wishing luck (Ни пуха ни пера!) attempt to do a task that is too difficult do a favour expecting a return protesting against too high a price accept as it is/to reach agreement cause embarrassment by unexpected acts delay making a decision be extremely happy be very easy stop oneself from saying sth not willing to change anything play a joke on sb looking exactly like someone else said in humour your health depends on your food do everything possible don't boast. wait and be patient guard sb's back (to protect sb), e. g.: <i>Don't worry. I'll have your back.</i> — Я тебя прикрою. take no risks, e. g.: <i>This time the police took no chance and decided to storm the building.</i> be full of ..., e. g.: <i>The park was teeming with rabbits.</i> practically speaking, e. g.: <i>To all intents and purposes, this book is of no use to me.</i> come unexpectedly, e. g.: <i>The news has fallen out of the blue.</i></p>

as a bolt from/out of the blue	come unexpectedly (unpleasant), e.g.: <i>His resignation came as a bolt out of the blue.</i> unexpected good fortune, e.g.: <i>The victory came to him as a windfall and with it a million dollars.</i>
as a windfall	

Idioms to describe people

Idiom	Meaning
daredevil	someone who takes unnecessary risks
crybaby	someone who cries a lot and for no need
nutty as a fruitcake	someone who is a bit crazy
troublemaker	someone who causes trouble to others
class clown	someone who makes a fool of oneself making everybody laugh
barrel of laughs	someone who is an excellent entertainer
old as the hills	someone who is very old in years
black sheep	someone who is always in trouble unlike others
the bad egg in the family	someone who brings disgrace to others
fat cat	someone who is very rich and powerful
copycat	someone who does the same as others
not cut out for sth	someone who does not have enough abilities to do sth
down to earth	someone who is not a dreamer but a realist
everybody's darling	someone whom everybody admires

Idioms with “cat”

fight like cat and dog	quarrel bitterly
enough to make a cat laugh	funny for everybody
let the cat out of the bag	tell sb a secret
see which way the cat jumps	wait till the situation is clear
that cat won't jump	your trick will not do you any good

Body idioms

get cold feet	feel very nervous
cry your heart out	cry with tears bitterly

have a sweet tooth	love sugar and sweets
keep an eye on sth	watch sth carefully
keep one's chin up	stay in a cheerful mood
learn by heart	memorise
wash one's hands of sth	stop participating in sth

Money idioms

as poor as a church mouse	very poor
at all costs	at any expense of money or effort
born with a silver spoon in one's mouth	born very rich
feel like a million dollars	feel very well and happy
tighten one's belt	be very economical with money
pennies from heaven	money that one has not expected
pass the hat	collect money for sth
make a living	earn money for one's needs
be in the money	be or become rich

Food idioms

apple of one's eye	about a person loved very much
big cheese	a very important person
cool as a cucumber	a very relaxed person
not my cup of tea	not what you enjoy or master
in a nutshell	simply and laconically put
piece of cake	very easy
one smart cookie	a very intelligent person

Colour idioms

be in the red	be in debt
see red	be angry
paint the town red	go out and have a lot of fun
waive/raise/carry a white flag	give up, to surrender

Продолжение

brown sb off	make someone angry or irritated
be black and white	be very clear for understanding
turn/go green	look sick
be green with envy	be jealous and envious
feel blue	be depressed
be green	have little or no experience
be yellow (to do sth)	be scared (to do sth)