









tense





comparative 🚴 📔























FOR EVERYONE ENGLISH GRAMMAR GUIDE









e conditional



negative



























A COMPREHENSIVE VISUAL REFERENCE















Consultant, British English

Diane Hall has been working in English language teaching for over 30 years, as a teacher, trainer, editor, publisher, and writer. She has published several books, both general courses and grammar books, for major English-language publishers. She has an MA in Applied Linguistics, and is currently also an Associate Lecturer in English grammar and functional linguistics at the Open University.

Consultant, American English

Professor Susan Barduhn is an experienced English-language teacher, teacher trainer, and author, who has contributed to numerous publications. In addition to directing English-language courses in at least four different continents, she has been President of the International Association of Teachers of English as a Foreign Language, and an adviser to the British Council and the US State Department. She is currently a Professor at the School of International Training in Vermont, USA.

ENGLISH GRAMMAR GUIDE















negative 🥕 🙀 📜 verb





























comparative 🚴



















noun









US Editors Jenny Siklos, Allison Singer Project Editor Ben Ffrancon Davies Art Editors Dominic Clifford, Paul Drislane. Sunita Gahir, Clare Shedden Editorial Assistants Sarah Edwards, Helen Leech Illustrators Edwood Burn, Michael Parkin Jacket Designers Suhita Dharamjit, Ira Sharma Jacket Editor Claire Gell Jacket Design Development Manager Sophia MTT Producer, Pre-Production Andy Hilliard Producer Mary Slater Managing Editor Daniel Mills Managing Art Editor Anna Hall Publisher Andrew Macintyre Art Director Karen Self Publishing Director Jonathan Metcalf

DK India

Senior Managing Art Editor Arunesh Talapatra Senior Art Editor Chhaya Sajwan Art Editor Meenal Goel Assistant Art Editor Rohit Dev Bhardwaj

First American Edition, 2016 Published in the United States by DK Publishing 345 Hudson Street, New York, New York 10014

Copyright © 2016 Dorling Kindersley Limited DK, a Division of Penguin Random House LLC 16 17 18 19 20 10 9 8 7 6 5 4 3 2 1 001–289769–Dec/2016

All rights reserved.

Without limiting the rights under the copyright reserved above, no part of this publication may be reproduced, stored in or introduced into a retrieval system, or transmitted, in any form, or by any means (electronic, mechanical, photocopying, recording, or otherwise), without the prior written permission of the copyright owner. Published in Great Britain by Dorling Kindersley Limited.

A catalog record for this book is available from the Library of Congress. ISBN 978-1-4654-5154-5

DK books are available at special discounts when purchased in bulk for sales promotions, premiums, fund-raising, or educational use. For details, contact: DK Publishing Special Markets, 345 Hudson Street, New York, New York 10014

SpecialSales@dk.com

Printed and bound in China

All images © Dorling Kindersley Limited For further information see: www.dkimages.com

A WORLD OF IDEAS: SEE ALL THERE IS TO KNOW

www.dk.com

Contents

0	The present simple	8
02	The present simple negative	12
03	Present simple questions	14
04	The present continuous	16
0.5	Present tenses overview	20
06	Imperatives	22
07	7 The past simple	24
08	The past simple negative	28
09	Past simple questions	30
10	The past continuous	32
Î	The present perfect simple	34
12	The present perfect continuous	38
1:	The past perfect simple	40
14	The past perfect continuous	42
15	"Used to" and "would"	44
16	Past tenses overview	46
17	7 The future with "going to"	48

The future with "will"	50	37 Object and subject questions	102
The present for future events	54	38 Indirect questions	104
20 The future continuous	56	39 Question tags	106
21 The future perfect	60	40 Short questions	108
The future in the past	62	41 Short answers	110
23 Future overview	64	42 Questions overview	112
24 The passive	66	Reported speech	114
25 The passive in the past	68	44 Tenses in reported speech	116
26 The passive in the future	72	45 Reporting verbs	120
The passive with modals	74	Reported speech with negatives	122
28 Other passive constructions	76	Reported questions	124
29 Conditional sentences	78	Reported speech overview	128
30 Other conditional sentences	84	49 Types of verbs	130
31 Conditional sentences overview	86	Action and state verbs	132
32 Future possibilities	88	51 Infinitives and participles	134
33 Wishes and regrets	90	52 Verb patterns	138
34 Forming questions	94	53 Verb patterns with objects	142
35 Question words	98	54 Verb patterns with prepositions	145
36 Open questions	100	55 Phrasal verbs	146

56	Modal verbs	152	75	Quantity	202
57	Ability	154	76	Approximate quantity	208
58	Permission, requests, and offers	156	77	Personal pronouns	210
59	Suggestions and advice	158	78	Reflexive pronouns	212
60	Obligations	162	79	Indefinite pronouns	216
61	Making deductions	164	80	Possession	220
62	Possibility	166	81	Defining relative clauses	226
63	Articles	168	82	Non-defining relative clauses	228
64	Articles overview	174	83	Other relative structures	230
65	"This / that / these / those"	176	84	Question words with "-ever"	232
66	"No / none"	180	85	"There"	234
67	"Each / every"	182	86	Introductory "it"	238
68	"Either / neither / both"	184	87	Shifting focus	240
69	Singular and plural nouns	188	88	Inversion	242
70	Countable and uncountable nouns	190	89	Ellipsis	244
71	Subject-verb agreement	192	90	Shortening infinitives	246
72	Abstract and concrete nouns	194	91	Substitution	250
73	Compound nouns	196	92	Adjectives	252
74	Numbers	198	93	Gradable and non-gradable adjectives	256

94	Comparative adjectives	258	113 Linking words overview	312
95	Two comparatives together	263	114 Prefixes	314
96	"As as" comparisons	266	115 Suffixes	316
97	Superlative adjectives	268	116 Easily confused phrases	320
98	Adverbs of manner	272	117 Sequencing and organizing	322
99	Comparative and superlative adverbs	274	118 Correcting and changing the subject	324
100	Adverbs of degree	276	119 Deciding and hedging	326
101	Adverbs of time	280	120 Making conversation	328
102	Adverbs of frequency	282		
103	"So" and "such"	284	Reference	330
104	"Enough" and "too"	286	Glossary	350
105	Prepositions	288	Index and Acknowledgments	354
106	Prepositions of place	290		
107	Prepositions of time	292		
108	Other prepositions	296		
109	Dependent prepositions	298		
110	Coordinating conjunctions	302		
111	Subordinating conjunctions	306		
112	More linking words	310		

01 The present simple

The present simple is used to make simple statements of fact, to talk about things that happen repeatedly, and to describe things that are always true.

See also:

Present continuous 4 Present for future events 19 Adverbs of frequency 102



FURTHER EXAMPLES

We drink coffee every morning.



We start work at 9am.



They leave work at 5pm.



She drinks coffee every morning.

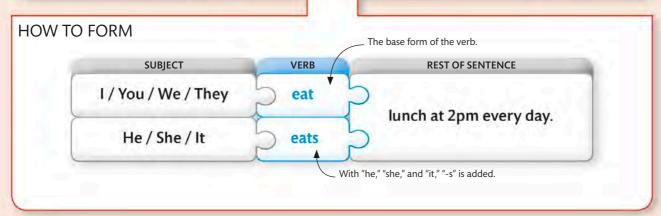


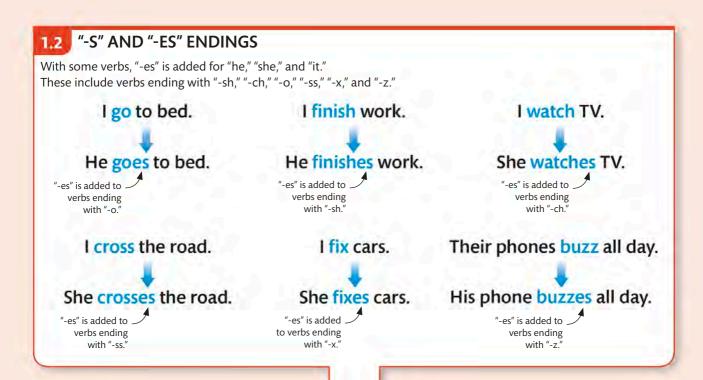
He starts work at 11am.



Rob leaves work at 7pm.







FURTHER EXAMPLES

Tom does the dishes every evening.



He washes the windows on Fridays.

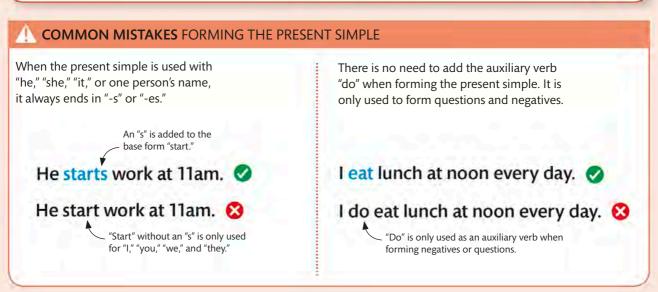


She teaches English to six students.

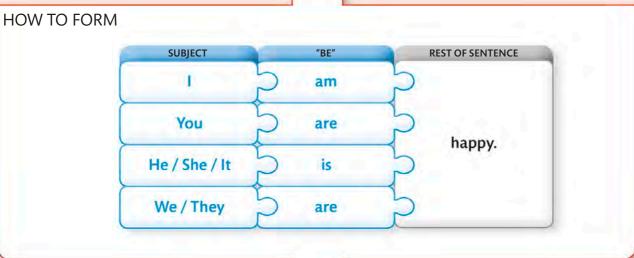


He blushes when he's embarrassed.



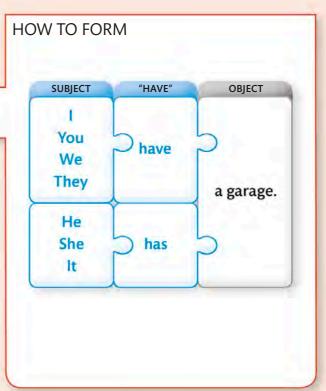


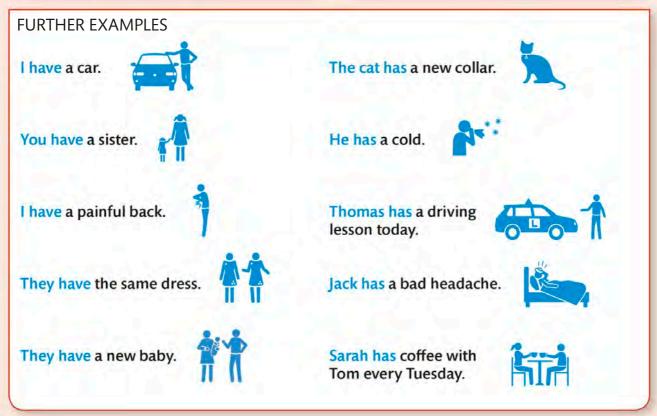












02 The present simple negative

To make negative sentences using "be" in the present simple, "not" is added after the verb. For other verbs, the auxiliary verb "do not" or "does not" is used.

See also: Present simple 1 Present overview 5 Types of verbs 49

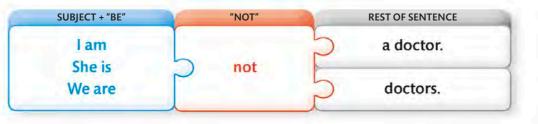
NEGATIVES WITH THE VERB "BE"

The verb "be" takes the same form in positive and negative sentences. The only difference is adding "not."

I am a farmer. I am not a doctor.



HOW TO FORM



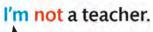
NEGATIVE CONTRACTIONS

"Is not" and "are not" can be contracted in two ways. The subject and verb can be contracted, or the verb and "not." They mean the same thing. You are not a doctor.





FURTHER EXAMPLES

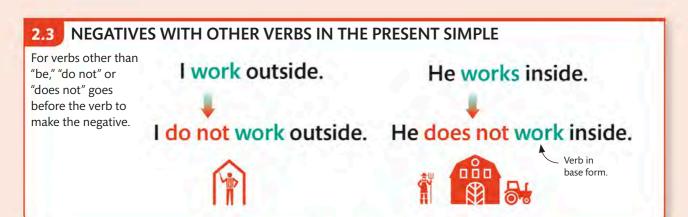


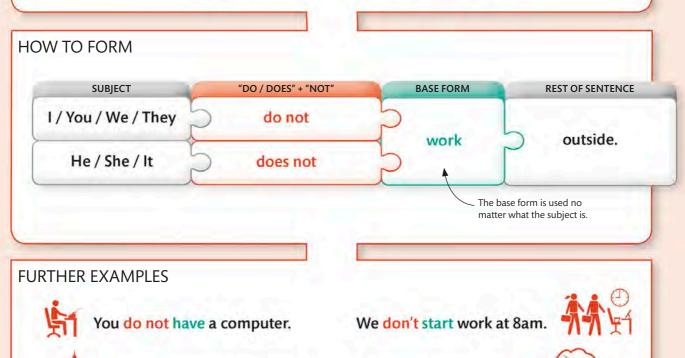
"I amn't" is incorrect.

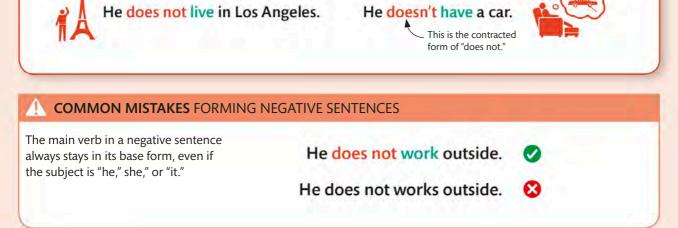
He's not

"You are" becomes "you're."

a farmer. They're not They aren't American.







03 Present simple questions

Questions in the present simple with "be" are formed by swapping the verb and subject. For other verbs, the auxiliary verb "do" or "does" must be added before the subject.

See also:

Present simple 1 Forming questions 34 Question words 35 Open questions 36



