

GENERAL ENGLISH

exampundit

CONTENTS

1.	Nouns	12
2.	Pronouns	16
3.	Adjectives	23
4.	Verbs	30
5.	Auxiliaries	33
6.	Articles	37
7.	Prepositions	39
8.	Conditionals	55
9.	Question Tags	59
10.	Tenses	61
11.	Conjunctions	66
12.	One Word Substitutions	71
13.	Idioms and Phrases	85
14.	Synonyms and Antonyms	109
15.	Foreign Expressions	121
16.	Common Proverbs	122



General English

N O U N S

A proper noun must always be written with a capital letter at the beginning.

eg:

Persons	:	Akbar, Ramesh, Ranjana, Rajni
Rivers	:	the Ganga, the Yamuna
Seas	:	the Arabian Sea, the Caspian Sea
Places	:	Kolkata, Mumbai, Delhi, Chennai
Oceans	:	the Atlantic Ocean, the Indian Ocean
Mountains	:	the Himalayas, the Alps
Days	:	Sunday, Monday
Months	:	January, February

- A proper noun becomes a common noun when it is used in, the plural form, or an article is placed before it.

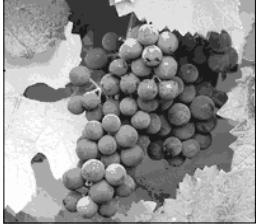
eg:
There are five Sitas in our class.
Ram Prasad is the Shakespeare of India.

- A collective noun takes a singular verb.

eg:
The committee consists of five members.

Note:
If we refer to the members of the committee separately, the collective noun takes a plural verb, but it (the collective noun) remains singular in

PROPER	NOUN
	
Akbar (Person)	
	India Gate (Place)

COLLECTIVE	NOUN
	
A crowd of people (Animate)	A bunch of Grapes (Inanimate)

form.

eg: The committee were divided on this point.

- A material noun becomes a common noun with a changed meaning when it is used in the plural form.

eg: Coppers= copper coins
Irons = fetters
Tins=cans made of tin

- An abstract noun can be used as a common noun by making it plural.

eg: Kindnesses = acts of kindness
Provocations = instances of provocation

- An abstract noun can be used as a common noun by placing an article before it.

eg: Kavita is a beauty.
(beauty= girl or woman)

- An abstract noun can also be used in the sense of a collective noun.

eg: The youth must serve the nation.
(the youth = the young people)

- When a material noun denotes a mass of matter, it is not used in the plural form.

eg:

Incorrect : His house is built of bricks and stones.

Correct : His house is built of brick and stone.

Incorrect : There are several kinds of coppers.

Correct : There are several kinds of copper.

- If a noun is to be used with two different adjectives, the noun must be used twice.

eg:

Incorrect : Tell me something about our home and foreign policy.

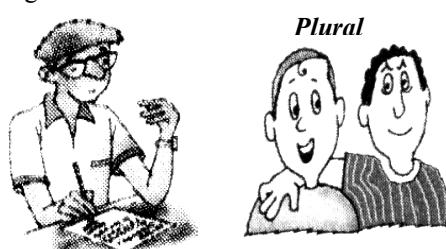
Correct : Tell me something about our home policy and foreign policy.

Incorrect : Take care of your physical and mental growth.

Correct : Take care of your physical growth and mental growth.

- Some compound nouns carry double plurals. It means that each part of the compound word is made plural.

eg:



Man-servant
Woman-servant

Men-servants
Women-servants

- Some nouns have the same form for the plural as well as for the singular. The following are some nouns of this category: sheep, series, species, swine, salmon, trout, deer, fish, cod, corps, cannon, brace, beam, means, hertz, fracas, mackerel, aircraft, mathematics, politics, pike, offspring, yoke, etc.

eg: I saw a deer in the zoo.

I saw many deer in the zoo.

He has a sheep.

He has ten sheep.

Note : (a) The word *means* has two totally different meanings as named below:

(i) Money resources, wealth, etc

When ‘means’ is used in the sense of income, it must always be treated as plural.

eg: Her means are not ample.

(ii) a method or process by which a result may be achieved or brought about

Means can be used as singular or plural in this sense.

eg: She adopted several means to deceive me.

(b) Politics, if treated as plural, means political principles.

eg: I do not understand his politics.

- Nouns denoting number, money, weight, measure or length do not change form in the plural, when these are used after a numeral; dozen, hundred, thousand, metre, gross, score, pair, etc. are nouns of this type.

eg:

Number : Ten thousand rupees.

Four dozen pens.

Money : A ten-rupee note.

Weight : Ten kilogram of apples.

Length : Ten metre length of ground.

Measure : a ten-metre piece of cloth

Note : It must be noted with due care that when these nouns are not preceded by numerals, we can use their plural forms.

eg: Dozens of books.

Hundreds of rupees.

Thousands of people.

The following expressions are, in this connection, worth noting with utmost care:

A five-man delegation

A three-kilometre race

A two-hundred-metre distance

An eight-day journey

A four-foot ruler

A ten-foot high wall

- ▶ Some nouns are used in the singular only. The following nouns fall under this category:

Advice, corn, grain, information, poetry, scenery, machinery, hair, furniture, heyday, gossip, justice, clothing etc.

eg: His hair is black.

The scenery of Kashmir is very charming.

Note: *Advice*, as a noun of the verb ‘advise’, is never used in the plural form.

Some nouns used in the plural only. They are generally the names of instruments or tools, articles of dress, parts of the body, and other miscellaneous words.

- (a) Instruments or tools:



scissors, fetters, tongs, shears, bellows, pincers, spectacles, shackles, etc

- (b) Articles of dress:

trousers, slacks, pantaloons, bloomers, breeches, socks, shorts, stockings.

- (c) Parts of body:

bowels, intestines, biceps, triceps, genitals, etc

- (d) Names of games;

Billiards, gymnastics, etc

- (e) Miscellaneous nouns:

Annals, auspices, contents, amends, premises, toils, proceeds, remains, riches, thanks, odds, nuptials, lodgings, savings, earnings, viands, belongings, hangings (curtains), ideas, caves, graves, eats, furnishings, pickings, dregs, doldrums, outskirts, gallows, environs, alms, credentials, arms, tidings, blinkers, assets, ambers, ashes, spirits, indentures, innards, innings, etc.

- ▶ Some nouns are plural in form but singular in use. The words named below fall under this category:

news, summons, economics physics, measles, mumps, shingles, shambles, draughts.

- ▶ There are some nouns which are singular in form but plural in use.

cattle, cavalry, clergy, gentry, folk, progeny, police, swine, poultry, people, public, vermin, etc. fall under this category.

- ▶ The names of books with plural endings are used in the singular form.

eg: Tagore's *Travels* is an interesting book.

- ▶ When a plural noun denotes a specific amount, length, weight, quantity, etc considered as a whole, the verb must be in the singular form.

eg: Ten thousand rupees is a large amount.

Six kilometres is a long distance.

- ▶ Collective nouns, even when they refer to living beings, are considered to be of the neuter gender.

eg: The committee has given its verdict.

- ▶ Young children and lower animals are also referred to as the neuter gender.

eg: The baby began to suck its thumb.

The dog raised its tail and began to bark.

- ▶ The lifeless objects which are remarkable for beauty, gentleness, gracefulness, tenderness, weakness, and so on, are treated as females. The words mentioned below fall under this category: the moon, the earth, nature, hope, justice, autumn, mercy, pity, fortune, truth, victory, defeat, modesty, liberty, etc.

Trains, ships, aeroplanes, countries, etc, are also treated as females.

- ▶ The lifeless things which are known for strength, courage, violence, superiority, and so forth, are treated as males.

the sun, death, summer, winter, war, anger, fear, thunder, etc.

- ▶ Use of the possessive case is restricted to nouns denoting the following:

- (a) Living beings
 - (b) Personified objects
 - (c) Time, space, weight or value
 - (d) Certain idiomatic phrases
- Possessive case of a noun is formed by adding ('s) or only (') to a noun
- When the noun is singular, the possessive case is formed by adding an apostrophe and (-s) to the noun.
- eg: Boy's book. Girl's pen.
- If a plural noun does not have -s at the end its possessive case will be formed by adding ('s) to the word.
- eg: Men's clothes. Women's coats, children's club
- If the name of a person consists of two or more words, the possessive case will be formed by putting ('s) after the last word.
- eg: Babu's shop. Ramu's car.
- When two more nouns are joined by **and** a joint possession is meant, the possessive case will be formed by adding ('s) to the last word.
- eg: Anil and Sunil's house.
- Note:** This sentence denotes that one house belongs to both Anil and Sunil.

- When two or more nouns are joined by **and** indicates separate possession, ('s) will be added to each noun.

eg: Anil's and Sunil's house.

Note: This sentence denotes two separate houses, one belonging to Anil and the other to Sunil.



EXERCISE

Direction: Fill up with suitable noun forms.

1. We had _____ fun.
(a) some (b) any
(c) much (d) many
2. There weren't _____.
(a) bottle (b) many bottles
(c) more bottles (d) much bottles
3. A _____ wood.
(a) bar of (b) piece of
(c) pound of (d) slice of
4. Every seat _____ number.
(a) has a (b) have a
(c) has been a (d) had been a
5. One of the photos _____ missing.
(a) is (b) had
(c) were (d) have been
6. My _____ all packed up.
(a) belonging is (b) belonging are
(c) belonging (d) belonging to
7. The police _____ warned the mob.
(a) has (b) have
(c) was (d) were
8. The news _____ worse.
(a) was (b) were
(c) has (d) have
9. A _____ of wolves attacked them.
(a) group (b) pack
(c) crowd (d) herd
10. Neither of these cameras _____ properly.
(a) works (b) work
(c) a and b is correct (d) a and b is wrong



ANSWERS

1. (a) 2. (b) 3. (b) 4. (a) 5. (a)
6. (b) 7. (b) 8. (a) 9. (b) 10. (c)

PRONOUNS

The personal pronoun **I** must always be written with a capital letter.

- When pronouns of different persons occur together in a sentence, they should be used in the following order:

Second person, third person and first person.

eg: You, he and I spend a holiday in Kolkatta

- While confessing a fault the sequence of the personal pronouns should be as follows.

First person, second person and third person.

eg: I, you and he came late.

- A personal pronoun must always be of the same number, gender and person as the noun for which it is used.

eg: Geeta is a good girl. She is obedient to her parents.

- When a pronoun is used in place of a collective noun taken as a whole, it must be singular in number and neuter in gender.

eg: The committee has submitted its report.

Note: If the individual members of the committees are considered separately, the pronoun must be in the plural number. But the collective noun 'committee' remains singular in form.

eg: The committee were divided in their opinions.

- When two or more singular nouns are joined by *and*, the pronoun, which is used for them, must be plural in form.

eg: Anita and Sunita are good students.

They never waste their time.

- When two singular nouns joined by **and**, to denote the same person or thing, the pronouns used for them must be singular in number.

eg: The accounts officer and treasurer should be careful in his work.

Note: This sentence indicates that only one person is working as accounts officer and also as treasurer.

- When two singular nouns joined by **and** are preceded by each or every, the pronoun must be in singular number.

eg: Every student and every teacher took his seat.

- When two or more singular nouns are joined by *or; either-or; neither-nor*, the pronoun should be singular.

eg: Amar or Anant should help his father.

Either Ram or Syam has sold his books.

Neither Sanjay nor Umesh has done his duty.

- When a singular noun and a plural noun are joined by *or; either-or; neither-nor*, the singular noun must come first in the sentence, and the pronouns must be in the plural number.

eg: Either the manager or his subordinates failed in their duty.

- (a) When pronouns of first person and second person are joined by **and**, the following pronoun should be **our**.

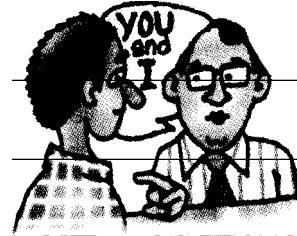
eg: You and I have done our duty.

- (b) When pronouns of first and third persons are joined by *and*, the following pronoun should be **our**.

eg: He and I have completed our task.

- (c) When pronouns of second person and third person are joined by *and*, the following pronoun should be **your**.

eg: You and he wasted your time.



- ▶ When a personal pronoun is connected by a conjunction with some other word in the objective case, it must be in the objective case.
eg: These clothes are for you and me.
- ▶ When nouns of different genders are combined by a conjunction, the pronoun must agree with the gender of the noun which is next to it (conjunctions).
eg: Every boy and girl went to her house.
Every girl and boy went to his house.
The personal pronouns—*yours, ours, hers, theirs and its*—are written without the apostrophe ('').
- ▶ When a personal pronoun is used as a complement to the verb *to be, it* (the pronoun) must be in the nominative case.
eg: It was she who created the problem.
A pronoun should be used in the objective case in a sentence beginning with **let**.
eg: Let me go there.
Let him do the work.
The pronoun **they** is sometimes used to denote people in general.
eg: They say that might is right.
It must be noted with utmost care that the word **one** is an indefinite pronoun. It must never be used with the personal pronouns—*he/she, him/her or his/her* in the same sentence.
eg: One should be careful about what one says.
One must do one's duty.
- ▶ The pronoun following the conjunction—**than** or **as**—must be in the same case as the noun or pronoun preceding it.
eg: Sangeeta runs faster than I.
You are as good as he.
He is taller than you.
- The cases of the personal pronouns are named below:
 - (a) **I, we, you, he, she, it** and **they** are in the nominative case
 - (b) **Me, us, you, him, it** and **them** are in the objective case
- (c) **My, mine, our, ours, your, yours, his, her, hers, its, their, and theirs** are in the possessive case.
- ▶ **My, our, your, his, her, their** and **its** are used with or followed by nouns. They do the work of adjectives. They are treated as adjectives and are called possessive adjectives.
eg: This is my pen.
Ranji is her sister.
- ▶ Mine, ours, yours, hers and theirs are also called possessive pronouns. They are not followed by nouns. They are used in the following ways:
 - (a) When a verb comes between the noun and the possessive pronoun.
eg: This pen is mine.
That book is yours.
 - (b) When the noun is not expressed
eg: My wife and yours are fast friends.
 - (c) When **of** is used before such a pronoun
eg: This son of yours is very clever.
She is a bosom friend of mine.

Note: The pronoun **his** is used both as an adjective and as a pronoun.

 - eg: This is his book.
(Here *his* is a possessive adjective)
 - eg: This book is his.
(Here *his* is a possessive pronoun)
- ▶ The pronoun **you** is used in the singular as well as in the plural.
eg: You are an intelligent student.
(Here *you* is in the singular number)
You are all intelligent students.
- ▶ There are three genders of the pronoun of the third person singular. They are:
 - (a) Masculine
eg: he
 - (b) Feminine

- eg: She
- (c) Neuter
- eg: it
- The pronoun **it** is used:
 - (a) for lifeless things.
 - eg: This is your book. Take it away.
 - (b) for animals, (unless you clearly wish to speak of them as male or female).
 - eg: He loves his dog, and feeds it well.
 - (c) for a young child, (unless you clearly wish to refer to the sex).
 - eg: The child has torn its clothes.
 - (d) To refer to some statement already mentioned.
 - eg: He deserved the punishment and he knew it.
 - (e) To introduce a sentence.
 - eg: It is not certain whether she will come.
 - (f) To give emphasis to the noun or pronoun that follows.
 - eg: It was you who began the quarrel.
 - (g) As an indefinite nominative of an impersonal verb.
 - eg: It rains.
 - It is snowing.
 - (h) In sentences showing distance.
 - eg: It is not very far to walk.
 - (i) In sentences indicating time.
 - eg: It is ten o'clock.
 - (j) In speaking of the weather.
 - eg: It is very cold today.
 - (k) In certain interrogative sentences.
 - eg: Who is it?
 - (l) In exclamatory sentences.
 - eg: What a beautiful book it is?
 - (m) As a sort of object in order to avoid repetition.
 - eg: Let us fight it (the fight) out.

► **I, we, you, he, she, it, they, me, us, him, her, it, the, my, mine, our, ours, your, yours, his, hers, its, their, and theirs** are the personal pronouns.

Note: (a) The pronoun **you** is used both in the nominative and in the objective case.

eg: You are a good boy.

(Here *you* is in the nominative case)

I told you not to come here.

(Here *you* is in the objective case)

(b) **You** and **your** are used both in the singular and in the plural.

(c) **Her** is used both in the objective and in the possessive case.

eg: I do not know her.

(Here *her* is in the objective case)

This is her book.

(Here *her* is in the possessive case)

(d) It is used both in the nominative and in the objective case

eg: It is a new book.

(Here *it is* in the nominative case)

I know nothing about it.

(Here *it is* in the objective case)

► **Myself, ourselves, yourself, yourselves, himself, herself, itself, and themselves** are the reflexive pronouns.

The reflexive pronouns are used in the following ways.



(a) To show that the same person or thing is the subject and the object of a verb.

- eg: He absented himself from the meeting.
- (b) For the sake of emphasis
She herself did it.
- (c) As an object of a preposition
eg: She talked to me about herself.
- When verbs such as *absent, apply, exert, acquit, avail, enjoy, resign*, etc. are used reflexively, a reflexive pronoun must be used after such a verb.
eg: She resigned herself to fate.
He enjoyed himself during the holidays in Shimla.
He availed himself of the opportunity.
- Note:** It must be borne in mind that a reflexive pronoun is not used as the subject of a sentence.
- A relative pronoun must always be placed as near its antecedent as possible
eg: He is the boy who abused the beggar.
(Here, the noun *boy* is the antecedent of the relative pronoun *who*).
- A relative pronoun must always agree with its antecedent in number, gender and person.
eg: The girl, who came here yesterday, is obedient to her parents.
- The antecedent of relative pronoun must not be a noun or pronoun in the possessive case.
eg:
Incorrect: These are Rita's books who is my friend.
Correct: These are the books of Rita who is my friend.
- Occasionally, the relative pronoun in the objective case is omitted.
eg: The boy (whom is omitted) you wanted to punish has run away.
- *Who, whom and whose* are generally used for persons.
Who is used in the nominative case, *whom* in the objective case and *whose* in the possessive case.
eg: Sudhir is the student who won the first prize.
- They are the students whom the teacher punished.
- This is the boy whose pocket was picked.
- *Who, whom and whose* are the same for singular and plural, and for masculine and feminine.
- Note:** *Whose* is sometimes used for lifeless things.
eg: This is the problem whose solution has baffled us.
- When the relative pronoun is in different cases, one in the nominative and the other in the objective, it must be mentioned twice, once for each verb.
- eg: The boy, who is my son and whom you met here yesterday, left for Kolkatta this morning.
- *Who, whom, whose, which and what* are also used for asking questions. They are then called interrogative pronouns.
eg: Who is knocking at the door?
Whom do you want?
Whose is this book?
- 
- Which of these books do you want?
What does she want?
- Note:** The following two examples amply deserve to be noted with due care.
- (a) Who is she? (= what is her name and family?)
(b) What is she? (= what is her profession?)
- The relative pronoun *which* has the same form for the nominative and objective cases.
eg: This is the car which belongs to my son.

This is the car which my son bought a few days ago.

(In the first sentence, *which* is in the nominative case, and in the second, it is in the objective case).

► *Which* has no possessive case.

Which may refer to a singular or plural noun.

Which is used in the following ways.

- (a) For infants, small inferior animals, and objects.

eg: This is the baby which was lost in the fair.

This is the cat which was bought by her.

These are the cows which belong to him.

- (b) When selection is made

eg: Which of these mangoes do you like?

- (c) To refer to a sentence

eg: He was said to be drunk, which was not the case.

► *That* is used in the following ways:

- (a) For persons, lifeless things, small animals in the singular or in the plural number. It is never used with a conjunction preceding it.

eg: This is the girl that stood first in the class.

This is the table that I bought yesterday.

The dog that bit him was not mad.

- (b) **That** has the same form for the nominative and objective cases.

- (c) After ordinal numeral adjectives.

eg: He was the third player that was turned out of the field.

- (d) After adjectives in the superlative degree.

eg: He is the greatest orator that I have ever known.

This is the best that I can do for you.

- (e) After the words—*some, only, all, none, nothing, any*.

eg: He is the same man that opposed me in the election.

It is only the horses that neigh.

All that glitters is not gold.

- (f) After the interrogative pronouns—*who* and *what*.

eg: What is it that pains you so much?

Who is there that does not love his motherland?

- (g) After a negative

eg: No man that is careless, can achieve success in life.

- (h) After two antecedents—one denoting a person and the other, an animal or a thing.

eg: The boy and his dog that trespassed on the school premises were chased out.

- (i) As a substitute for a singular noun already mentioned.

eg: The climate of Srinagar is much better than that of Delhi.

- (j) After an adverbial direct object.

eg: I vividly remember the day that she came.

In such a sentence, *that* is used to denote on which, in which or at which depending upon the meaning of a particular sentence.

- (k) *That* has no possessive case

► *What* is used for lifeless things in the nominative or in the objective case. *What*, when used as a relative pronoun, means that which, its antecedent is not expressed.

eg: He described what he had seen.

As is used a relative pronoun after **such, as or the same**. It is used for both persons and things without life.

eg: She is such a graceful lady as I respect.

- My opinion is the same as yours.
- You can buy as many books as you need.
- *But* is a relative pronoun when it means who not, which not or that not. It is used for persons, animals and lifeless things. It is used after a negative such as *no, not or none*.
 - eg: There is no Indian but knows the story of the Ramayana.
(This sentence means that there is no Indian who does not know the story of the Ramayana).
 - There is none but will agree with me.
(This sentence denotes that there is none who will not agree with me)
 - There is no dog but barks.
(This sentence means that there is no dog which does not bark)
- *This* and *these* are used for persons or things near at hand.
That and *those* are used for persons or things at a distance.
 - eg: This is my car and that is yours.
These are my books and those are yours.

One and *ones* are used to avoid repetition of nouns.

 - eg: He has a black pen and I have a red one.
There are twenty poor boys and fifty rich ones.
- *Such* means of this kinds or of that kind. It is used both in the singular and in the plural.
 - eg: Shalini is a brilliant scholar and is everywhere recognised as such.

That or *those* is used to avoid the repetition of a noun already mentioned.

 - eg: The climate of Shimla is cooler than that of Delhi.
- When two nouns have been mentioned before, *this* or *these* refers to the latter, and *that* or *those* to the former.
 - eg: Hate and love are two different traits; this (love) is a virtue, and that (hate) a vice.
- *One* is also used in the sense of any one or people in general.
 - eg: One does not see such sights everyday.
It is easy to advise one to do one's duty.
- *The same* is used to avoid the repetition of a noun already mentioned.
 - eg: I received your gift, and I thank you for the same.
So is used to mean as such.
 - eg: She is my fast friend and I shall always treat her so.
- *Either* means one or the other of two persons or things.
 - eg: Either of the two girls can go home.
You can park on either side of the road.
- *Neither* means not one nor the other of two persons or things.
 - eg: Neither girl is to blame.
I chose neither of them.

Note: Either and neither are used in speaking of two persons or things only.
- Any or none should be used in speaking of more than two persons or things.
 - eg: She did not return any of the books.
He returned home without any of the others.
None of them has come back yet.
None of the ten guests wants to stay.

Note: Occasionally, 'none' is used with a plural verb.

 - eg: None of the ten guests want to stay.
- *Each other* is used for two persons or things. This expression is used only as the object of a verb or proposition. It means reciprocally.
 - eg: Sita and Rita helped each other.
We write to each other regularly.

One another is used for more than two persons or things.

A D J E C T I V E S

There are two different ways in which an adjective can be used. An adjective is used either attributively or predicatively.

When the adjective is used before the noun it qualifies, it is called an attributive adjective.

When the adjective is used after the verb, it is called predicative adjective.

eg: Bindu is an intelligent girl.

Bindu is intelligent.

Note: Most of the adjectives in the English language are used attributively. The number of adjectives used predicatively is very limited.

- *This* and *that* are demonstrative adjectives. These are the only adjectives in the English language which can be changed in form to show number.

It is worth noting with utmost care that adjectives in the English language have the same form for both singular and plural, and masculine and feminine nouns. *This* and *that*, and their plural forms—*these* and *those* respectively—are the only exceptions in this regard.

This and *that* are used with singular nouns, and *these* and *those* with plural nouns.

Note: Demonstrative adjectives should have the nouns they point out immediately after them. Otherwise, they will be called demonstrative pronouns.

A single adjective used attributively is generally placed immediately before the noun.

eg: She is a good student.

- When several adjectives qualify a noun, they are generally placed after it.

eg: God is the Maker of all things—visible and invisible, and living and non-living.

He is a man good to look at.

The dacoit, young, strong and stout, vanished from the scene.

- When a word or phrase is joined to the adjective to explain its meaning, the adjective can be placed after the noun.

eg: He is an author very fertile in knowledge.

Ram, taller than any of his friends chased and caught the dacoit.

- When two or more adjectives connected with a noun, express different meanings, the adjective can be placed after the noun.

eg: The total failure of the scheme, past and present, is worth considering.

In poetry, the adjective is off and on placed after the noun.

eg: Children dear, come here.

In certain phrases, the adjective always comes after the noun.

eg: Time immemorial, heir apparent, President elect, God Almighty, notary public, heir presumptive, court martial.

- When an adjective is used as appellative in order to specify someone, it is used after the noun.

eg: Akbar, the Great.

An adjective has three degree of comparison the positive, the comparative and the superlative.

- The positive degree of an adjective denotes the mere existence of some quality of the thing speak about. It is used when no comparison is made.

eg: Gita is a good girl.

- The comparative degree of an adjective denotes a higher or lower degree of the quality than the positive. It is used when two persons or things (or sets of things) of the same kind are compared. The comparative degree is followed by than.

eg: Sita is stronger than Rita.

Vimala is more beautiful than Kamala.

- When selection of one out of two persons or things (or sets of things) of the same kind is meant, the comparative degree is preceded by **the** and followed by **of**.

eg: Anil is the taller of the two boys.

- The superlative degree of an adjective denotes the highest or lowest degree of the quality spoken about. It is used when more than two persons or things (or sets of things) of the same kind are compared. It is preceded by *the* and followed by *of*.

eg: He is the boldest of all the boys.

Note: (a) In certain cases, the superlative degree is followed by *in*.

eg: She is the tallest girl in the class.

- (b) **The** is not used before a superlative when it is preceded by a noun or pronoun in the possessive case. The superlative is also not followed by *of*.

eg: She is my best friend.

- (c) **The** is omitted before a superlative if it does not express a comparison in the sentence. *Of* is also not used after the superlative.

eg: Umesh is a most lucky boy.

This is most unfortunate.

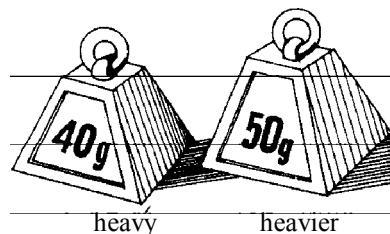
- The following are the two main ways of forming the degree of comparison.

- (a) By adding *-r*, *-er*, *-st* or *-est* to the positive.
- (b) By using *more* or *most* before the positive.

Most adjectives form their comparative by the addition of *-r* or *-er*, and their superlative by the addition of *-st* or *-est* to the positive.

eg:

Positive	Comparative	Superlative
great	greater	greatest
brave	braver	bravest

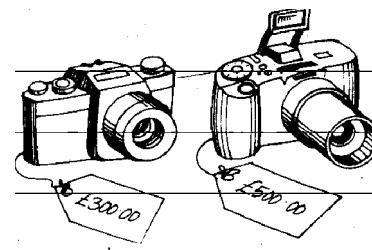


Some adjectives form the comparative by using the adverb 'more' with the positive, and the

superlative by using the adverb *most* with the positive.

eg:

Positive	Comparative	Superlative
beautiful	more beautiful	most beautiful
careful	more careful	most careful



expensive more expensive

- When two qualities in the same person or thing are compared, the comparative degree is formed by using *more*, instead of *-r* or *-er* with the positive.

eg: Rajni is more wise than intelligent.

This sentence denotes that Rajni is both wise and intelligent. But her wisdom is greater than her intelligence.

- When two objects are compared with *each other*; the latter term of comparison must exclude the former.

eg: Gold is more precious than any other metal.

- *Interior, exterior, ulterior, major and minor*, etc. are positive adjectives. They cannot be used in the comparative or in the superlative degree.

Superior, senior, inferior, prior, anterior and posterior are used as comparative adjectives. Each of these seven adjectives is followed by *to*, instead of *than*.

eg: Shanta is junior to me in service.

This cloth is superior to that.

- The adjectives—*square, round, eternal, universal, unique, perfect, complete, entire, chief, extreme, circular, excellent and empty*—are not used in the comparative or in the superlative degree.

Some adjectives can be used only in the positive and in the superlative. they are:

Positive

top
northern
southern
eastern
western

Superlative

topmost
northernmost
southernmost
easternmost
westernmost

- The adjective *preferable* is used as comparative. It is followed by *to*. It is not used with *more*.

eg: Death is preferable to disgrace.

The comparative should be used before a noun qualified by *other*, or before a pronoun qualified by *others*. The superlative must not be used in this sense.

eg: Mohini is more attractive than all others in the college.

Sunil is stronger than any other boy in the school.

- When two comparative or superlative degrees are used together, the one formed by using *more* or *most* should follow the other degree.

eg: Radha is the eldest and most reasonable lady in the family.

He is wiser and more industrious than his father.

Sometimes the words *much*, *less*, *far*, etc are used before the comparative to denote emphasis or excess.

eg: It is much hotter in Delhi in summer than in Kashmir.

This chair is far better than that.

- In the superlative degree, *by far* is used instead of *far*.

eg: Mohan Babu is by far the ablest teacher in the school.

Note: Two persons or things can be compared without using comparative degree

Instead of saying: Anita is stronger than Sunita, We can say

Sunita is less strong than Anita.

or

Sunita is not as strong as Anita.

- Two adjectives which refer to the same noun or pronoun joined by a conjunction must be in the same degree of comparison.

eg: Mohan is the noblest and wisest man of this town.

- Adjective used as nouns are named below:

- (a) Certain adjectives preceded by **the** are used as nouns in the plural number only.

They are:

Rich, poor, needy, aged, blind, dead, meek, wicked, cautious, righteous, etc.

eg: The rich (rich people) are proud.

The poor (poor people) should be helped.

The wicked (wicked people) must be avoided.

The cautious (cautious people) are not always cowardly.

- (b) Adjectives used as singular nouns denoting some abstract quality.

eg: I am a lover of the beautiful (beauty in general).

- (c) Adjectives used as nouns in the plural number only.

eg: Eatables, valuables, movables, sweets, bitters, etc.

- (d) Adjectives used as nouns in both singular and plural numbers.

(i) Adjectives derived from proper nouns.

eg: India, Indians; Albania, Albanians; Russia, Russians etc.

(ii) Adjectives denoting persons.

eg: Senior, seniors; superior, superiors; junior, juniors; inferior, inferiors; minor, minors; criminal, criminals; mortal, mortals; elder, elders.

(iii) Whole, much, little, last, less etc are also used as nouns in the

singular number.

- eg: The whole of India is on the road to rapid progress.
 Much was said but little was done for the uplift of the poor.
 The dictator breathed his last on the instant.

► Some adjective with analogous meanings are discussed below:

(a) *Farther, Further*

(i) Farther denotes more distant in space, time or direction.

- eg: He lives at the farther end of the road.
 (ii) Further means additional; more
 eg: Have you any further questions?
 There is nothing further to be said.
 We need further information in this subject

(b) *First, Foremost*

(i) First means coming before all others in time, order, importance, etc.

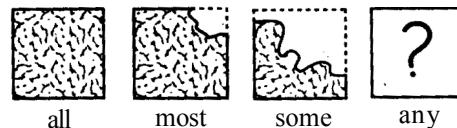
- eg: He is in his first year at the college.
 She won first prize in the competition.
 (ii) Foremost means most famous or important; best or chief.

eg: Rabindranath Tagore was the foremost poet of his period.

(c) *Nearest, Next*

(i) Nearest means within a short distance or time from somebody/something.

- eg: Where is the nearest bus-stop?
 (ii) Next means coming immediately after somebody/something in order, space or time.
 eg: Her house is next to mine.
 The next person to speak will be punished.



(d) *Many, Many a, A great many, A good many*

(i) Many or a great many, a good many means a large number of and takes a plural noun and plural verb after it.

- eg: A great many people attended the meeting.

I have a good many friends.

(ii) Many a means a large number of. It is used with a singular noun and singular verb.

- eg: I visited her many a time.
 Many a young man has been ruined by drugs.

Many a man was present at the meeting.

(e) *A most beautiful, the most beautiful*

(i) When most is preceded by the indefinite article *a*, it carries the sense of very much or exceedingly. Even without *a*, *most* means exceedingly or very much.

- eg: Pushpa is a most beautiful girl.
 Pushpa is most beautiful girl.

It is to be noted that the sense implied in the said two sentences is the same. There is no comparison between Pushpa and any other girl.

Let us observe the following sentence:

Preetha is the most beautiful girl in this town.

This sentence denotes that there is no other girl more beautiful than Preetha in this town. It implies comparison between Preetha and all other girls in this town.

Note: (a) Most is also used to mean the majority, of, or the larger part of.

- eg: Most people do not like politicians.

- (b) Each of the three expressions—at most, at the most and at the very most—means not more than.

eg: I can stay with you at the most for five days.

- (c) Few, Little



a little water

(a) little + uncountable noun

(a) little water (a) little money

(a) little time (a) little soup



a few books

(a) few + plural noun

(a) few books (a) few people

(a) few questions (a) few days

(i) Few, when used in a general sense, is in the plural number. It is used with plural nouns and a plural verb.

eg: Few people live to be.

I have few holidays in this month.

(ii) Little is singular when it is used in a general sense.

eg: He has a house with a little garden.

It is a once little room.



EXERCISE

Direction: Supply suitable adjectives

- The _____ prize was won by a girl.
(a) first (b) best
(c) latest (d) elder
- Suddenly there arose a _____ storm.
(a) heavy (b) slow
(c) sudden (d) none of these

- 3. He was a man of _____ ambition.
(a) rich (b) great
(c) huge (d) less
- 4. The _____ bird catches the worm.
(a) early (b) late
(c) wise (d) foolish
- 5. The burglar was taken to the _____ police
(a) nearest (b) next
(c) farther (d) farthest
- 6. This pen is _____ than the other.
(a) better (b) best
(c) costly (d) cost
- 7. This is the _____ that I can do.
(a) best (b) better
(c) better than (d) best than
- 8. _____ days' rest is all that is needed.
(a) few (b) a few
(c) the few (d) none
- 9. It rained _____ day during my holidays.
(a) each (b) every
(c) many (d) little
- 10. Could you lend me _____ money?
(a) some (b) any
(c) little (d) few



ANSWERS

1. (a) 2. (a) 3. (b) 4. (a) 5. (a)
6. (a) 7. (a) 8. (b) 9. (b) 10. (a)

V E R B S

A verb tells the following:

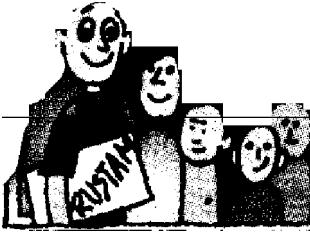
- (a) What a person or thing does
eg: He goes to school daily.
 - (b) What a person or thing is
eg: He is a rich man.
 - (c) What a person or thing has, had, etc.
eg: She has a car.
 - (d) What happens to a person or thing
eg: His grandfather died last month.
 - (e) What is done to a person or thing.
eg: That beautiful girl is passionately loved by her boy friends.
- Most of the transitive verbs take a single object. Some transitive verbs, such as *give, tell, send, teach, present, lend, grant, promise, extend*, etc. take two objects—direct object and indirect object after them.
- eg: He has learnt his lesson.
She told me a secret.
I gave her a new pen.
- Some verbs can be used both as transitive and intransitive verbs
- eg: She spoke the truth.
She spoke slowly.
- In the first sentence above, *spoke* has been used as a transitive verb, and in the second, *spoke* is an intransitive verb.
- Some intransitive verbs become transitive by having a preposition added to them.
- eg: She laughed at him.
She asked for your name.
- Some intransitive verbs take after them an object which is akin or similar in meaning to the verb.

Such an object is called the cognate object.

eg: She sang a sweet song.

He dreamed a strange dream.

- Some transitive verbs require, besides an object, a complement to complete the sense. The complement describes the object. It is called an objective complement.
- eg: We elected him president.
Her parents named her Priya.
- The verb must agree with its subject in number and person. In other words, the verb must be of the same number and person as the subject.
- When two singular nouns joined by *and* refer to the same person or thing, the verb is singular.
- eg: The secretary and treasurer has gone home.
The District Magistrate and Collector is on leave.
- A great patriot and statesman has come to preside over the meeting.
- Note:**
 - (a) The article is used only once when the two nouns refer to the same person or thing.
 - (b) If the two nouns refer to different persons or things, the article is used before each noun. In such an event, the verb will be in the plural form.
- If two different singular nouns express one idea, the verb will be in the singular form.
- eg: Bread and milk is my only food.
Rice and curry is my favourite dish.
The ebb and flow of tides is now over.
- When two singular subjects are practically synonymous, the verb will be in the singular.
- eg: The law and order situation in the country is alarming.
His power and influence is on the decline.
Power and position holds no charm for me.
- Two or more singular subjects connected by *and* usually take a verb in the plural.

- eg: Indu and Amita are good girls.
 - If two singular subjects are preceded by *each* or *every*, the verb will be in the singular.
 - eg: Every boy and girl was present in the class.
 - Two or more singular subjects joined by *or, nor, either-or, neither-nor*, take a verb in the singular.
 - eg: Either Umesh or Naresh has broken my pen.
 - Neither Nalini nor Nandini was present in the class.
 - When the subjects joined by *or, or nor*, are of different numbers, the verb must be in plural number, and the plural subject must be placed nearest to the verb.
 - eg: Aruna or her sisters have done this.
When the subject joined by '**or**' or '**nor**' are of different persons, the verb will agree in person with the one nearest to it.
 - eg: Either you or he is to blame.
Neither he nor I am mistaken.
 - When two subjects are different from each other in number or person, or both, the verb takes the number and person of the subject which comes last.
 - eg: Not only he but all his brothers also were arrested.
Not only I but all my servants also are to blame.
 - When a collective noun is thought of as a whole acting together as one unit, the verb will be in the singular.
 - eg: The committee has elected its president.
 - A collective noun takes a plural verb when the individuals of which it is composed are thought of.
 - eg: The committee have agreed on this point.
The jury were divided in their opinion and expressed divergent views on this question.
 - Nouns, which are plural in form but singular in meaning, take a verb in the singular.
 - eg: Mathematics is an important subject.
This news is true.
Politics was in his blood.
A summons was served on him.
 - Note:** The noun 'politics' can also be used in the plural number in the sense of political news or beliefs.
 - eg: What are your politics?
His politics are not liked by the people.
 - Nouns, which are singular in form or plural in meaning, take a verb in the plural.
 - eg: The cattle are grazing in the field.
Many people live in slums of Delhi.
 - If two subjects are joined by *as well as, together with, in addition to, with*, and so on the verb must agree with the first subject.
 - eg: Suresh as well as Anju deserves much praise.
The Principal, with all his teachers was present at the meeting.
You as well as she are honest.
 - When a sentence begins with **there** the verb must agree with the subject that follows it. It means that the verb may be the singular or plural number.
 - eg: There is no hope of her success.
There are five books on the table.
 - When the expression 'the number of' used with a subject, the verb is singular.
 - eg: The number of absentees is large.
- The crowd has turned violent.
The army is strong.
- 

- When the term *a number of* is used with a subject, the verb is in the plural number.
eg: A number of students were absent.
When the adjectives *much, more, little* and *less* are used as nouns, they take a singular .
eg: Much of her wealth has been wasted.
Less than half the amount was recovered.
Little is known about her whereabouts.
 - When *a lot of, a great deal of, plenty of, most of*, and *some of*, refer to amount, the verb is in the singular number.
eg: A lot of work has been completed.
A great deal of work has remained undone.
Plenty of work has been finished.
- Note:** When *a lot of, a great deal of, plenty of, most of*, and *some of* refer to number, a plural verb is used.
- eg: A lot of people were present at the meeting.
Most of the people have been arrested.
Some of the students are absent.
The term ‘the majority of’ is used only for number. It takes a verb in the plural number.
eg: The majority of the students were present.
 - When the subject of the verb is a relative pronoun, the verb must agree in number and person with the antecedent of the relative pronoun.

Anglophile	- An admirer of English people, language, manners or way of life
Francophile	- An admirer of French people, language, manners or way of life
Germophile	- An admirer of German people, language, manners or way of life
Indophile	- An admirer of Indian people, its culture, manners or way of life.
Sinophile	- An admirer of the Chinese people, language, manners or way of life

- eg: These are the girls who work hard.
This is the boy who works hard.
- When a plural noun denotes a certain measure, quantity, amount, etc considered as a whole, it takes a singular verb.
eg: Ten thousand rupees is not a big amount.
Ten kilometres is a long distance.
- If two subjects are joined by *not onlybut also*, the verb must agree with the second subject.
eg: Not only he but also his brothers were guilty.
Not only his brothers but also he was guilty.
- A singular verb is used with the names of countries, towns, cities, books, newspapers, magazines, etc, with plural endings.
eg: ‘International Travels and Tours’ is an interesting book.



Do you know where Athens is?

- The noun ‘means’, when used in the sense of wealth, income or resources, always takes a plural verb.
- eg: His means are not known to me.
- Note:** Means can also be used in the singular or plural in the sense of a method or process by which a result is brought about.
- eg: Chandran adopted several means to deceive me.
- You cannot frighten me by this means.



EXERCISE

Direction: Use the correct form of the verbs.

1. Where _____ the car?
 (a) did you park (b) did you parked
 (c) parked you (d) you parked
2. At nine o'clock yesterday morning we _____ for the bus.
 (a) wait (b) waiting
 (c) was waiting (d) were waiting
3. When I looked round the door, the baby _____ quietly.
 (a) is sleeping (b) slept
 (c) was sleeping (d) were sleeping
4. Here's my report _____ it at last.
 (a) I finish (b) I finished
 (c) I'm finished (d) I've finished
5. I've _____ made some coffee. It's in the kitchen.
 (a) ever (b) just
 (c) never (d) yet
6. We _____ to Ireland for our holidays last year.
 (a) goes (b) going
 (c) have gone (d) went
7. Robert _____ ill for three weeks. He's still in hospital.
 (a) had been (b) has been
 (c) is (d) was
8. My arms are aching now because _____ since two o'clock.
 (a) I'm swimming (b) I swam
 (c) I swim (d) I've been swimming
9. I'm very tired _____ over four hundred miles today.
 (a) I drive (b) I'm driving
 (c) I've been driving (d) I've driven
10. When Martin _____ the car, he took it out for a drive.
 (a) had repaired (b) has repaired
 (c) repaired (d) was repairing



ANSWERS

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

AUXILIARIES

An auxiliary verb is a verb that helps other verbs to form their tense, mood or voice. An auxiliary is also called a helping verb, because it helps the principal verb.

Auxiliary verbs are divided into two categories:

- (i) Primary Auxiliaries, (ii) Modal Auxiliaries

Primary Auxiliaries

Be, do, and have are the primary auxiliaries.

The different forms of *Be* are: *is, am, are, was, were, being, been*

The different forms of *Do* are: *does, did, done, doing*

The different forms of *Have* are: *has, had, having*

Be

It has the following two functions:

- (i) To form tenses.

eg: I am reading a book.

She is writing a letter.

They are playing.

They were talking.

She was singing.

- (ii) To form the passive voice.

eg: I am permitted to come in.

She is loved by all.

You are allowed to go home.

He was elected president.

They were punished.

Do.

It has the following three functions:

- (i) To form negative sentences.

eg: I do not like that book.

He does not love her.

He did not attend the meeting.

(ii) To form interrogative sentences.

eg: Do you smoke?

Did she attend the meeting?

Does he play football?

Do they visit you?

(iii) For emphasis

I do help the poor.

She does need your help.

He did say this.

Do help him in this matter.

Have

It is used to form tenses

eg: I have seen him before.

You have made a mistake.

He has seen the Taj only once.

We had invited her.

Modal Auxiliaries

Will, would, shall, should, can, could, may, might, must, ought to, need, dare, and used to are called modal auxiliaries.

Note: Modals are the words used with a verb to express the mode or manner of the action denoted by the verb.

► The primary auxiliaries change their form according to the number and person of the subject.

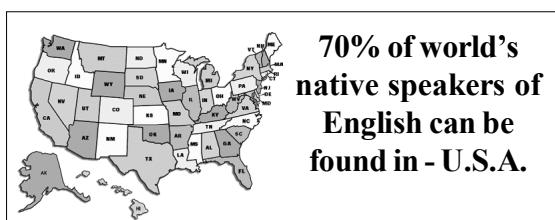
eg: He is playing.

They are playing.

He does not like it.

She has gone home.

► The primary auxiliaries can also be used as principal verbs.



eg: He is a teacher.

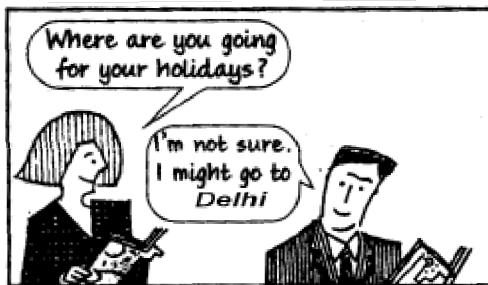
I am a student.

She has a car.

I do my work regularly.

They are very happy.

► Modals are never used alone. They are always used with a principal verb that is expressed or understood.



eg: He can drive a car.

I can, too.

In the second sentence, the principal verb is understood.

► Modals do not change their form according to the number or person of the subject.

eg: I can speak English.

We can speak English.

You can speak English.

They can speak English.

► Modals are always followed by the base or the first form of the verb.

eg: He can write.

You should work hard.

It may rain.

eg: How do you do?

We can use adverbs according to the meaning by changing the position of adverb in a sentence.

(1) an adverb is placed before an adjective or another adverb it modifies.

eg: This story is very interesting,

Exception:- Adverb ‘enough’ is always placed after the word it modifies.

eg: He is old enough to do this job.

(2) Adverb of time are placed before the verb they modify.

eg: You are always happy.

(3) ‘Only’ should be placed immediately before the word it modifies.

eg: He only borrowed my pen.

(4) Adverb should not be put between infinitive

eg: He wants to finish the work completely in a week.

(5) The auxiliaries *have to* and *used to* prefer the adverb in front of them.

eg: She always used to agree with you.



EXERCISE

Direction: Use suitable adverbs.



ANSWERS

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

ARTICLES

In modern English Grammar, articles are number of a group of words called determiners.

Articles Definite article:— *The*

Indefinite article: *a/an*

An is used before a word beginning with a vowel sound (a, e, i, o, u).

Rules for the use of articles

'A' is used

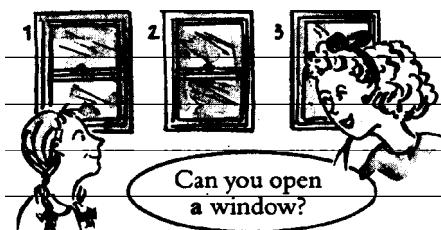
Before with a consonant having consonant sound. eg: a boy, a horse, a woman

Before a word beginning with a vowel having a consonant sound.

a university, a European, a uniform, a youth.

Before a word beginning with 'O' when it has the sound of 'w'.

a one-man show, one-rupee note.



There are *three* windows here.
a window = window 1 or 2 or 3

'An' is used

Before words beginning with a vowel

an inkpot, an egg

Before words beginning with a silent 'h'

an honour, an heir, an honest man.

Before words beginning with a consonant having a vowel sound.

an M.P., an X-ray plant, an M.A.

Use of indefinite articles

The indefinite articles are used

(1) Before name of the profession

eg: an engineer, a teacher

(2) Before proper, material or abstract noun, provided it is used as a common noun.

eg: Sudha was a great beauty.

(3) Before a dozen, hundred thousand etc.

eg: I have a thousand rupees.

(4) In exclamation sentence before a singular countable noun.

eg: What a cat!

(5) In its original numerical sense of one.

eg: Sixty minutes make an hour.

(6) Before a few, little, great, many etc.

eg: A few boys, a little sugar.

(7) To make a common noun of a proper noun

eg: He is a Dara Singh.

Use of the Definite article

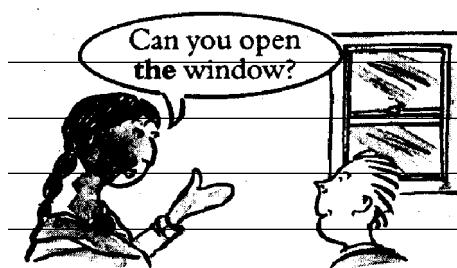
'The' is used

(1) Before the musical instruments, political parties

eg: Sudha plays the tabla.

The Labour Party

(2) Before names of planes, trains, news papers, journals, buildings



There is only *one* window here – the window

eg: The Victory, The Rajdhani Express, the Red Fort.

(3) Before the name of sacred books

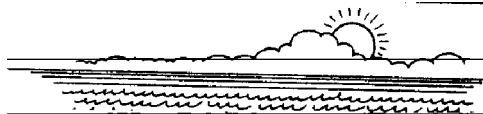
eg: The Bible, The Ramayana

(4) Before the names of rivers sea, oceans mountain ranges, group of islands, states

eg: The Ganga, The Arabian sea, The Indian Ocean, The Himalayas, the USA, the USSR, the U.K.

(5) Before nouns which are only one of its kind.

eg: The earth, The Sun, The moon



(6) Before the committee, club etc.

eg: The Rotary club, The United Nations

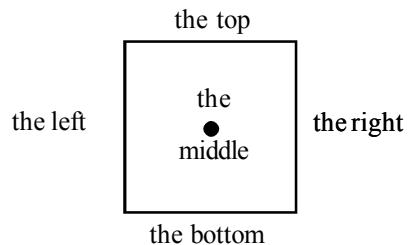
(7) Before the names of the branches of government.

eg: The executive, The judiciary

(8) Before the superlative degree and ordinals.

eg: Sudha is the tallest girl in the class.

He was the first man to arrive.



(9) Before nationalities.

eg: The Indians, The Russians

(10) Before titles.

eg: The President of India, The Director.

(11) For stress of emphasis.

eg: He is the teacher for you.

(12) Before musical instruments.

eg: The Gittar, The Piano etc.



No Articles

(1) Don't use the articles before language and proper nouns.

eg: He knows Russian.

Mahatma Gandhi.

(2) Don't use articles before the name of Games

eg: They play football.

(3) Articles are not used before headlines, notices, and subjects.

eg: College opens for second semester.

He is a student of Geography.

(4) Don't use articles before the complement in sentence.

eg: He was appointed teacher.

- (5) Don't use articles before common nouns in pairs.
eg: Sister and brother, father and son.

(6) Article is not used before the names of the materials.
eg: Gold is precious metal.



EXERCISE

Direction: Use articles wherever necessary.

1. _____ life of _____ writer is difficult.
(a) the, a (b) a, the
(c) the, the (d) no article

2. All _____ work and no _____ play makes _____ Jack a dull boy.
(a) a (b) an
(c) the (d) no article

3. Lion is _____ king of forest.
(a) a (b) an
(c) the (d) no article

4. Oranges are sold by _____ dozen.
(a) a (b) an
(c) the (d) no article

5. _____ cow is a useful animal.
(a) a (b) an
(c) the (d) no article

6. _____ Mr. Menon whom you met yesterday is my father.
(a) The (b) A
(c) An (d) no article

7. Let's go to _____ park.
(a) a (b) an
(c) the (d) no article

8. _____ Puranas are great sources of culture.
(a) The (b) An
(c) A (d) no article

9. Not _____ word was said.
(a) a (b) an
(c) the (d) no article

10. My uncle is still in _____ hospital.
(a) a (b) an
(c) the (d) no article



ANSWERS

1. (a) 2. (d) 3. (c) 4. (d) 5. (a)
6. (a) 7. (c) 8. (a) 9. (a) 10. (d)

PREPOSITIONS

A preposition is a word that is placed before a noun or a pronoun to show its relation to another word in the sentence, as:

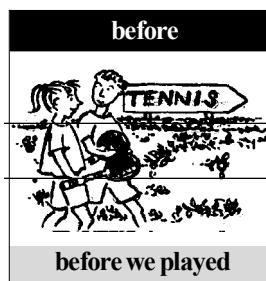
This is a book of poems.

There is a cow in the garden.

School begins at nine o'clock.

I killed a lion with a gun.

In the above sentences, *of*, *in*, *at* and *with* are such words which are showing a relationship between ‘book’ and ‘poems’ ‘cow’ and ‘garden’, ‘school’ and ‘time’ ‘I’ and ‘gun’, respectively. Hence *of*, *in*, *at*, *with* are prepositions.



- Don't forget to close the window **before** you go out.
 - I often go to sleep **while I'm watching** television.
 - They went home **after they did** the shopping.

Kinds of prepositions

The prepositions are mainly of two kinds:-

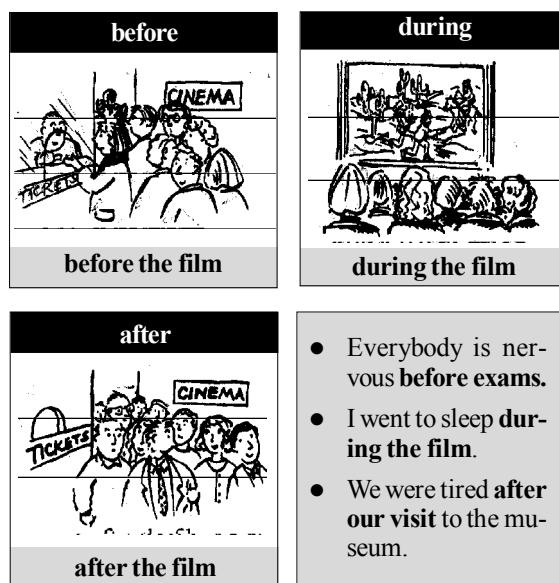
- ### (i) Single-word prepositions

- ## (ii) Complex prepositions

- (i) Single word prepositions:**— They consist of one word only

Some of the commonly used prepositions are:

about	above	across	after	against
along	among	amid	around	at
before	behind	below	beneath	besides
between	beyond	by	considering	down
during	despite	excepting	barring	except
for	from	following	in	into
inside	including	like	near	of
off	on	opposite	outside	over
past	round	near	minus	since
than	through	through	throughout	till
to	towards	under	underneath	unlike
until	up	upon	with	within
without	worth	beside	per	
plus	via			



eg: Sudha lives in Delhi.

I can jump over this canal.

Sudha will meet me at the railway station.

They will return in a month.

Deepak is pleased with me.

She lives at Mumbai in India.

Abhishek came around five o' clock.

It is about lunch hour.

You will have to part with money.

He has been invited over the week-end.

(ii) **Complex prepositions**:- When a preposition is made by joining two words or two simple prepositions, that is called complex preposition.

away from	according to	apart from
as for	as to	because of
but for	by means of	by dint of
due to	along with	except for
for the sake of	from within	in comparison with
in accordance with	in exchange for	in memory of
in place of	in spite of	instead of
in view of	in touch with	on account of
on top of	together with	such as
on to	out of	owing to
together with	upto	with regard to
in order to		

eg:

You should do the work according to your capacity.

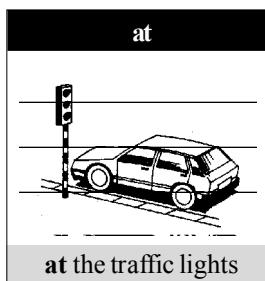
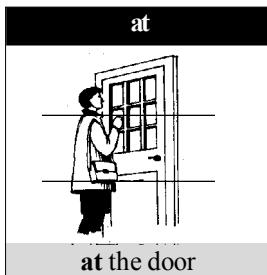
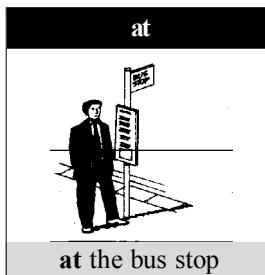
He could not pass because of his carelessness.

The thief entered the room by means of ladder.

I have bought this guide book in order to take help in solving questions.

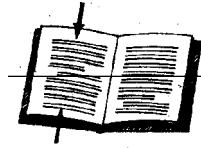
Use of certain prepositions

At is used:-



at the top /at the bottom / at the end (of

at the top (of the page)



at the bottom (of the page)

(i) For point of time, as:

I go to bed at 8 O'clock.

(ii) To show rate of prices, as:

Milk sells at fourteen rupees a litre.

(iii) To indicate age and condition:

I got this job at the age of twenty-five.

(iv) With the names of small town and villages:

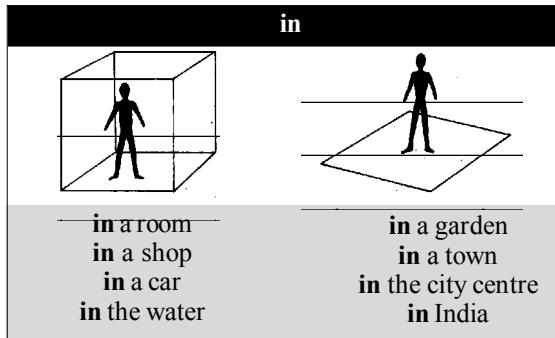
Sudha lives at Fathepur.

She lives at Agra.

(v) With noon, night and dawn

She comes here at noon.

In is used:-



(i) For period of time, i.e. before the names of months, seasons and years, as:

She came here in July.

Days are hot in summer.

He was born in Wynad.

(ii) For countries and large towns, as,

My friend lives in Mumbai.

(iii) To denote at the end of a period of a time in the future

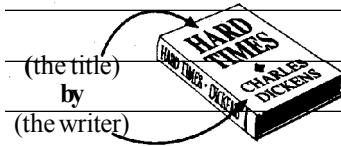
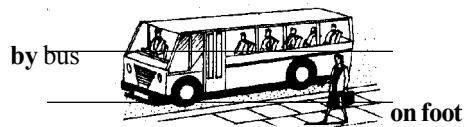
She will come in a month [when the month is over] future.

(iv) Before nouns that denote time, state and point of reference, as:

He was born in poverty.

In my opinion she can do this work.

By is used:-



(i) After verb in the passive voice to express the agent or doer of the action.

The boy was punished by the teacher.

(ii) With the watch.

It is two by my watch.

- (iii) With the manner in which an action is done.

I caught him by the collar.

'By' denotes '**'nearness'** in place of time and '**'manner'** in which an action is done, as:-

Will you sit down by me?

You will have to finish it by morning.

He caught me by the neck .

with is used:-

- (i) With the instrument with which action is done.

The farmer cuts the crops with a reaper.

The letter was written with a pen.

- (ii) To indicate a manner

The soldiers fought with courage.

With all his faults, I love him.

- (iii) It is also used as

I went to market with my friends.

Sheela is very busy with her work.

Hari is very intimate with Rakesh.

For is used as under:-

- (i) Sudha is clever for her age. (in point of)

- (ii) I have now studied English for several years. (extent in time)

- (iii) I will vote for you (in support of)

- (iv) The train is bound for Delhi. (for the sense of destination)

- (v) We should fight for the weak and the poor (on behalf of)

- (vi) She is rather tall for her age (in view of)

- (vii) He exchanged his book for another book (in exchange for)

- (viii) They left him on the battle-field for dead (as, to be)

- (ix) For all his learning he proved a failure in life (inspite of)

- (x) He will suffer for his evil habits (on the reason of)

- (xi) For miles and miles, there is not a house to

be seen (distance of)

- (xii) Gopal did it for me (on account of)

- (xiii) I read for pleasure (for the purpose of)

From:-

- (i) From denotes a point of time but it is preceded by a verb in any case

Examinations begin from 5th May.

Shops will remain open from 9 O' clock.

Our school will remain closed from tomorrow for ten days.

- (ii) From also means:-

- (a) Source, origin:-

Many evils flow from fear.

I knew from him all about you.

- (b) Because of, as a result of :-

She is suffering from fever.

He died from loss of blood.

- (c) Separation:-

The mango fell from the tree.

- (d) Instead of :-

He needs a result from work.

- (e) As being unlike:-

He is different from his brother in character.

- (f) In place or time:-

He is coming from home.

- (g) Based on, using, out of :-

Bread is made from flour.

Sudha played the music from memory.

- (h) Judging by, considering:-

From his appearance, he looks old.

Since:-

Since is used to denote a point of time in the past or present perfect continuous tense.

eg: Sudha has been reading a book since 6 o' clock.

Sudha has been sick since Monday.

Over:—It means:

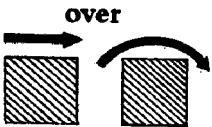
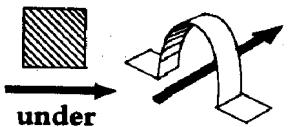
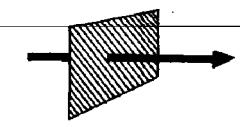
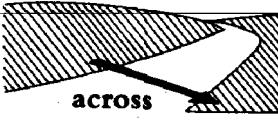
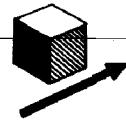
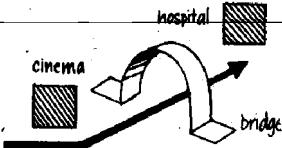
- (i) In the sense of administrator:—
He ruled over a large kingdom.
- (ii) More than:—
Shri. Krishnan is over forty-five years.
- (iii) Above: —
The sun shines over the earth.
The sky is over our heads.
- (iv) During or in the course:—
We had two meetings over dinner.
- (v) Heard or said by means of or using:—
I don't want to say over the telephone.
- (vi) On the other side of :—
My friends live over the way.
- (vii) Beyond:—
He spent over five thousand rupees for this show.

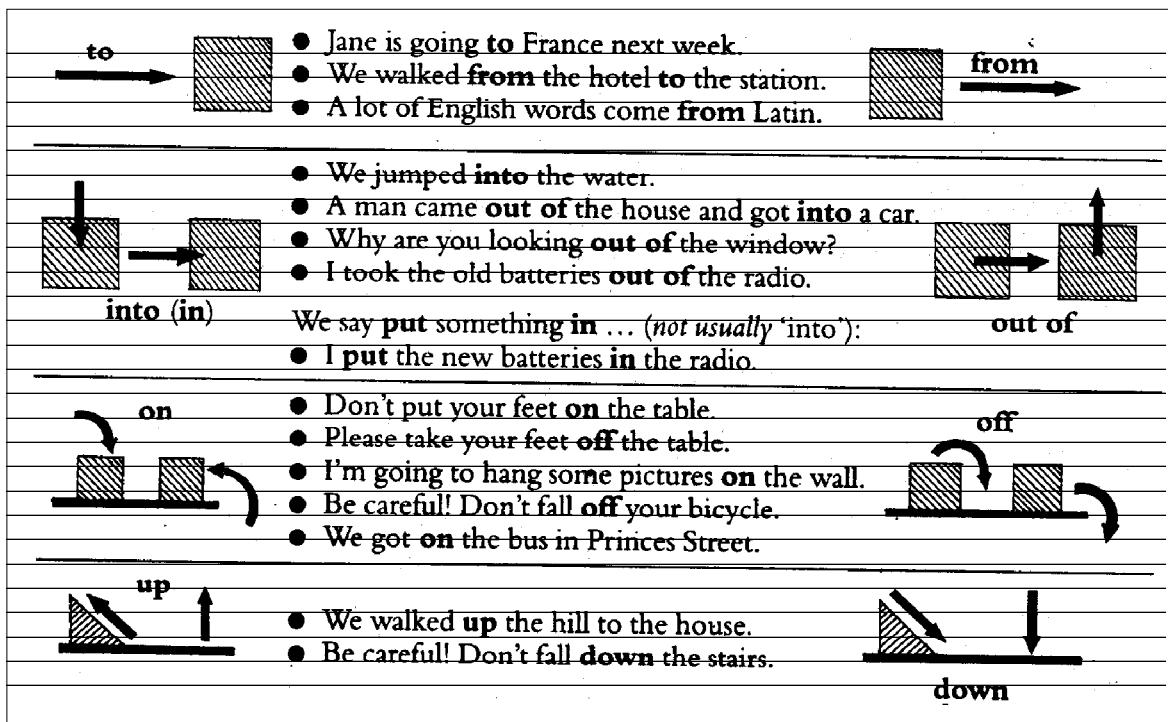
(viii) Adverbial use:—

- The match is over.
- (ix) Till end: —
Are you staying in Patna over Holi.
- (x) Around
He travelled all over Europe.

Of means:—

- (i) belonging to, has:—
The colour of her dress is red.
This is the house of my friend.
- (ii) made from:—
This house is made of brick.
- (iii) containing:—
It is a bag of tomatoes.
- (iv) quantity:—
Give me two kilo of mango.
- (v) with the uncountable noun:—
I don't eat lots of sugar.

 <ul style="list-style-type: none"> ● The plane flew over the mountains. ● I jumped over the wall into the garden. ● Some people say it is unlucky to walk under a ladder. 	
 <ul style="list-style-type: none"> ● A bird flew into the room through a window. ● The old road goes through the village. ● The new road goes round the village. ● The bus stop is just round the corner. ● I walked round the town and took some photographs. 	
 <ul style="list-style-type: none"> ● I was walking along the road with my dog. ● Let's go for a walk along the river. ● The dog swam across the river. 	
 <ul style="list-style-type: none"> ● They walked past me without speaking. ● A: Excuse me, how do I get to the hospital? B: Go along this road, past the cinema, under the bridge and the hospital is on the left. 	



- (vi) from among:–
The members of the teams are here.
- (vii) origin:–
Sudha is a girl of good family.
- (viii) by:–
The plays of Prasad are immortal.
- (ix) with date:–
He comes on the 11th of March.
- (x) cause:–
He died of fever.

'To' means:

- (i) Separation:–
Take the curtains **off** their books.
The child is eating **off** the plate.
- (ii) Away from:–
Keep **off** the grass.
He jumped **off** the horse.
- (iii) turning off a road:–
He lives two miles **off** the main road.

'To' means:

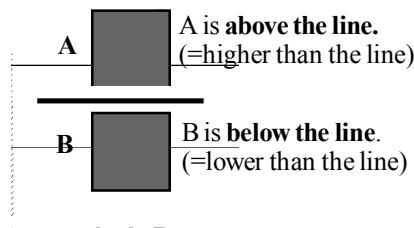
- (i) In a direction towards:–
He has gone **to** Delhi.
- (ii) As far as:–
The water came **to** our necks.
- (iii) In the sense of touch:–
The two lovers danced cheek **to** cheek.
- (iv) For, of:–
Have you got a key **to** this lock?
I want a present **to** give to my friend .
- (v) And:–
Add two **to** four.
- (vi) In honour of:–
Let's drink **to** the health of our respected foreign guests.
- (vii) According of:–
Your dress isn't really **to** my liking.
- (viii) Time:–
It is five minutes **to** four.

- (ix) In the position of :–
Nepal is to the North of India.
- (x) Per :–
This car does 40 miles to the litre.
- (xi) Ratio, proportion :–
Our chance of victory are ten to seven.
Six is to three as ten is to five.
- (xii) Change of state :–
When heated, ice turns to water.
- (xiii) Purpose :–
I invited him to dinner.
- (xiv) Between :–
She is 40 to 45

Than means :–

- (i) In the sense of comparison :–
More than fifty boys were there.
- (ii) Difference :–
Students other than those belonging to the scheduled castes need not apply for this post.

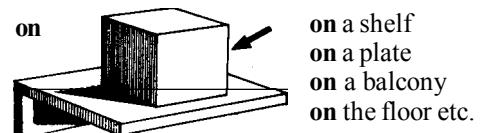
Above :–



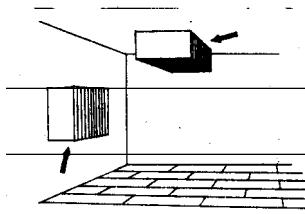
Above is used to denote higher in place, more than and superior to, as:

- (i) A soldier should value honour above life.
- (ii) He married above (= in a higher family) himself.
- (iii) This book is above me (= too difficult for me)
- (iv) It weighs above ten tons.
- (v) The price of the pen is above twenty rupees.

(a) On is used :–



on a shelf
on a plate
on a balcony
on the floor etc.



on a wall
on a door
on the ceiling etc.

- (i) with names of day and dates, as:

Come here on 8th May.

Will you help me on Sunday.

- (ii) To denote contact with things at rest, as:
The friends sat on the ground.
- (iii) To denote support and concern, as:
Mr. Prakash has written books on economics.
- (iv) To express the situation, place or condition, as:
The poor man is on the verge of starvation

(b) On – It means :–

- (i) During :–
They arrived on Monday.
- (ii) By means of :–
A car runs on petrol.
- (iii) Support of money :–
He went round the world on the money his father gave him.
- (iv) With :–
Have you got any money on you?
- (v) Cause of :–
He acted on the lawyer's advice.
- (vi) Immediate :–
On thinking about the idea, I decided against it.
- (vii) In the sense of so near :–
Varanasi is on the bank of river Ganga.

Into is used:

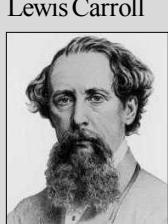
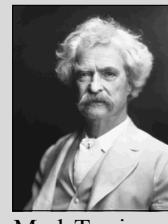
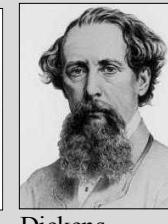
- (i) With the verb denoting motion
He jumped into the river.
They broke into his store.
 - (ii) To change:-
She developed into a beautiful woman.
 - (iii) In the sense of time:-
You should not work so all into the night
 - (iv) To division:-
4 into 8 goes twice.
- Beside, Besides
Beside means 'by the side of' and besides mean 'in addition to',
Go and sit beside Sudha.
The beggar wants shelter besides money.

Appropriate use of some prepositions

Study carefully the following sentences and note how certain verbs, noun, adjective and participles are followed by particular prepositions only. Here is a list of the correct use of some important prepositions after particular words.

A

Abide by	We must abide by the decision of the referee.
Abound	The tank abounds in (with) fish.
Abstain from	I abstain from meat and drink.
Accede to	He has very kindly acceded to my request.
Access to	We have an easy access to his house.

CHARACTERS	WHO	OUTLIVED	AUTHORS
	Gulliver	- Jonathan Swift	 J.K. Rowling
	Don Quixote	- Miguel de Cervantes	
	Shylock, Iago	- Shakespeare	
	Sherlock Holmes	- Arthur Conan Doyle	
	Tom Sawyer, Huckleberry Finn	- Mark Twain	
	Mowgli	- Rudyard Kipling	
	Tarzan	- Edgar Rice Burroughs	
	Oliver Twist	- Charles Dickens	 Lewis Carroll
	Alice	- Lewis Carroll	
	Harry Potter	- J.K. Rowling	
	Shakespeare		
	Doyle		
	Mark Twain		
	Kipling		
	Edgar Rice		
	Dickens		

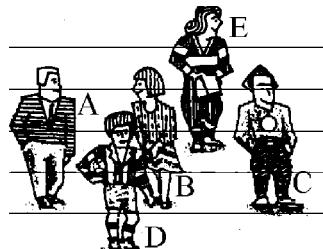
Accuse of	The servant was accused of stealing a golden ring.
Admitted to	Kumar was admitted to the 4th class.
Addicted to	Mr. Verma was addicted to drinking.
Afraid of	Little children are afraid of dogs.
Aim at	The hunter aimed his gun at the tiger.
Alarmed at	Sudha was alarmed at the sight of snake.
Amuse with	The clown in the circus amused audiences with his antics.
Angry with	My brother will be angry with me if I lose his pen.
Appeal to	This book does not appeal to me.
Apologize for	The minister apologized for arriving late.
Approve of	No one can approve of such misbehaviour.
Assure of	The minister assured me of help.
Astonished at	I was astonished at Abhishek's failure.
Annoyed with	Ajitabh was annoyed with Sabita at her behaviour.
Angry at	I am not angry at your behaviour.

B	
Backward in	Karthik is backward in English.
Belong to	We belong to this club.
Bent on	Ajay is bent on fighting.
Blind of	The beggar is blind of one eye.
Beware of	Beware of pick-pockets.
Busy with	Sudha is busy with her work.
Back out	Anita backed out of her promise.
Born to	A daughter was born to her.
Bless with	God blessed the king with a prince.
Beg for	The hungry man begged for food.
Born in	She was born in a poor family.
Born of	Mohan is born of rich parents.
Boast of	One should never boast of one's accomplishments.
Borrowed from	I borrowed a pen from her.
Blind to	She pulled down the blind to keep out light.
Care for	There was no one to care for the child after its parents died.
C, D	

	Deals with	Who deals with routine correspondence in your office?
Careful of	Be careful of your health.	
Call on	The doctor called on the patient.	Can I depend upon you to help me?
Call at	I shall call at your house tomorrow.	He has no desire for fame.
Complain to	She complained to the principal against me.	Your book is different from mine.
Control over	This monitor has full control over the class.	The old man died of Cholera.
Cling to	The child clings to its mother.	I have disposed of my car.
Confident of	I am confident of Sudha's success.	Sweety is devoid of common sense.
Convinced of	The judge was convinced of the guilt of the accused.	He was deprived of his share.
Commence on	The examination will commence on the 6th April.	It is safe to deposit money with State Bank of India.
Compared to	Life is compared to dream.	Radha deals in plastic good.
Congratulate on	I sent a telegram of congratulations on his wedding.	Try to distinguish between a friend and a foe.
Collide with	The Rajdhani Express collided with a goods train.	
Consists of	Our committee consists of five members and a chairman.	
Deaf to	He is deaf to my requests.	
	Entrusted to	He does the work entrusted to him with utmost care.
	Eager to	You look eager to go home early.
	Eligible for	She is not eligible for this post.
	Engaged at	In what work are you engaged at present?

E, F

A is *next to* B, or A is *beside* B. B is *between* A and C. D is *in front of* B. E is *behind* B. Also A is *on the left*. C is *on the right*.



B is *in the middle* (of the group)

Escape from	How could you escape from the locked room?
Envious of	I am envious of new car.
Enquire of	I enquired of Sudha about her father.
Expect of	I never expected this of you.
Expert in	Rajni is expert in drawing.
Exchange for	I will exchange this book for your pen.
Exception to	This is an exception to the rule.
Familiar with	She is familiar with them all.
Famous for	Patna is famous for its temples.
Feed on	Cows feed on grass.
Feel for	Always feel for the poor.
Free with	I got a tooth-brush free with a jar of face-cream.
Free from	I am free from this work.
Fight with	Fight with our enemies.
Fond of	My little son is fond of pastries.
False with	Only a mean person will play false with his friends.
GH	
Gaze at	I stand at the sea-shore and gaze at the sea.

Give away Who will give away the prizes?

Glad to I was very glad to know that you have passed.

Glance at She has only just glanced at his letter.

Give up Give up your bad habits.

Grateful to I am grateful to you for your help.

Guilty of Are you guilty of the theft or not?

Greedy for We are all greedy for fortune's favours.

Grieved at Who was not grieved at the death of Subhash Chandra Bose?

Hard up I am hard up these days.

Heard of We heard of the theft only yesterday.

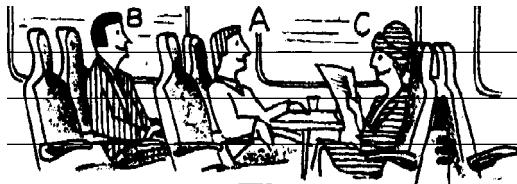
Hit upon Have you hit upon any solution to this problem?

Hope for There is every hope for victory.

Hindrance from Sudha hindered me from doing this work.

Heir to Who is the heir to all your property?

Hard of My mother is hard of hearing.



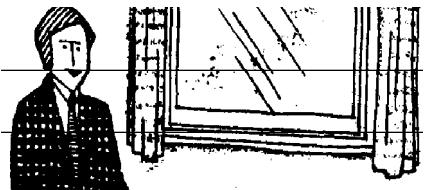
A is sitting *in front of* B.

A is sitting *opposite* C.

C is sitting *opposite* A.

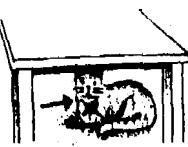
I, J, K

Ignorant of He is ignorant of the facts.

Ill with	The bride is ill with fever.	Known to	She is known to me.
Indulge in	Don't indulge in useless talks.	Known by	A man is known by the company he keeps.
Inform of	Inform him of this accident.	Keep to	Always keep to the left.
Interest in	Sreya takes no interest in playing game.	Key to	Industry is the key to success.
Impressed by	I was very impressed by his personality.	Known for	He is known for his honesty.
Invite to	Have you invited Sudha to the Party?	L, M, N	
	 by the window	Lame of	The monkey was lame of leg.
		Laugh for	Laughing is good for our health.
		Led to	The Prime Minister led the country to greater glory.
		Live at	They live at Bhuvaneshwar in Orissa.
		Long to	I long to go on a holiday.
		Liking for	I have the least liking for flattery.
		Lead to	The path of righteousness leads to glory.
		look for	You are looking for someone?

A U T O B I O G R A P H Y

<i>Grace Abounding</i>	- John Bunyan
<i>Curriculum Vitae</i>	- Muriel Spark
<i>My Father's Son</i>	- Dom Moraes
<i>My Story</i>	- Kamala Das
<i>The Education of Henry Adams</i>	- Henry Adams
<i>The Story of My Experiments with Truth</i>	- Mahatma Gandhi
<i>The Story of My Life</i>	- Helen Keller
<i>Confessions</i>	- Jean-Jacques Rousseau
<i>Autobiography</i>	- Bertrand Russell
<i>The Words</i>	- Jean-Paul Sartre
<i>The Autobiography of Mark Twain</i>	- Mark Twain

Loyal to	We should be loyal to our duty.	Object of	What is the object of your foreign tour?
Listen to	Please listen to me.	Overwhelmed with	Dashratha was overwhelmed with grief at Rama's exile for fourteen years.
Match for	He is no match for this beautiful maiden.	Part from	Salma parted from her parents with tears.
Meddle with	Do not meddle with the affairs of others.	Part with	Can't you part with this pen?
Married to	Sita was married to Rama.	Play on	Sudha is playing on flute.
Mix with	You are good at mixing with people.	Pleased to	I shall be pleased to help you.
Necessary	If you want to pass it is necessary for you to work.	Popular with	Some leaders are popular with their voters.
Need for	There is great need for field workers in the party.	Pray to	We pray to God to help us.
Notorious for	Ranga is notorious for stealing.	Prefer to	Prefer milk to tea.
Neglectful	You will be dismissed if you are neglectful of your duty.	Prevent from	I tried to prevent the boys from quarrelling.
Noted for	That artist is noted for new creations.	Pity on	Take pity on me.
		Proud of	Every mother is naturally proud of her children.
		Profit by	You should profit by your past experience.
under the table under the tree		Quarrel over	The two friends quarreled over a pen.
The cat is <i>under the table</i> .		Qualified to	The old man is well qualified to give you advice.
The girl is standing <i>under a tree</i> .		Quarrel with	Children quarrel with each other.
I'm wearing a jacket <i>under my coat</i> .		R, S, T	
O, P, Q		Remember to	Remember me to your father.
Object to	I object to your rude remarks.	Repent for	They repented for their mistakes.
Obedient to	Be obedient to your parents.	Recommended to	Can you recommend to her a good watch maker?
Obliged to	I am obliged to you for your help.	Recover from	Has she recovered from her illness?
Opposite of	You are the opposite of your brother in temperament.	Refer to	The matter was referred to the headmaster for settlement.

FAMOUS	PEN	NAMES
<ul style="list-style-type: none"> ○ Leo Tolstoy (Leo Nikolaevich Tolstoy) ○ Alpha of the Plough (AG Gardiner) ○ Richard Bachman (Stephen King) ○ Beachcomber (D.B. Wyndham-Lewis and John Bingham Morton) ○ Acton Bell, Currer Bell, and Ellis Bell (Anne Brontë, Charlotte Brontë, Emily Brontë) ○ Mary Westmacott (Agatha Christie) ○ Anthony Burgess (John ['Jack'] Burgess Wilson) ○ Lewis Carroll (Charles Lutwidge Dodgson) ○ Joseph Conrad (Jozef Teodor Konrad Korzeniowski) ○ Geoffrey Crayon (Washington Irving) 		<ul style="list-style-type: none"> ○ George Eliot (Mary Ann Evans) ○ O. Henry (William Sydney Porter) ○ Moliere (Jean Baptiste Poquelin) ○ Pablo Neruda (Ricardo Eliecer Neftalí Reyes Basoalto) ○ Q (Arthur Quiller-Couch) ○ Saki (Hector Hugh Munro) ○ Stendhal (Marie-Henri Beyle) ○ Mark Twain (Samuel Langhorne Clemens) ○ Voltaire (François-Marie Arouet) ○ Paul French (Isaac Asimov) ○ Maxim Gorky (Aleksei Maksimovich Peshkov) ○ Rousseau (Jean-Jacques Rousseau) ○ Madhavikutty (Kamala Das)

Respectful to	He is respectful to everybody.	Sympathy with	Do you have sympathy with students who waste their time.
Rest for	Please take rest for a while	Sure of	She is sure of her success.
Rejoice at	Sudha rejoiced at my success.	Send to	He wants to send a parcel to his son.
Remind to	The company sent the reminders to all its members.	Surprise to	Sudha will be surprised to see me.
Refrain from	We must refrain from spitting on the floor.	Satisfied	The Principal is satisfied with my work.
Related to	Ram is related to me.	Superior to	An editor is superior to a proof reader in the press.
Rich in	India is rich in minerals.	Shock for	The news of my friend's death was a great shock for me.
Sacred to	The Gita is sacred to the Hindus.	Talk to	Sunita often talks to his parents about his college.
Search for	You can make search for your book.	Tired of	I am tired of this job.
Sick of	The old man was sick of his life.	Taste of	The brave never taste of death but only once.
Similar to	My pen is similar to yours.	Thankful	I am thankful to you for your kindness.
Sorry to	I am sorry to know that your mother is ill.		

EXERCISE

Direction: Fill in the blanks with suitable prepositions given in brackets:-



ANSWERS

1. (c) 2. (c) 3. (b) 4. (a) 5. (c)
6. (c) 7. (c) 8. (b) 9. (c) 10. (c)

CONDITIONALS

There are three main conditionals, two habitual conditionals and one imperative conditional.

Type-1 Probable condition

If+subject+simple present+will/can/should/might+V

If clause—Main Clause

If we hurry—we'll catch the bus

If we miss it—there'll be another one

If I don't practise my golf—I won't get any better here, the verb is in the present simple. We can use *will* in the if clause, when we make a request.

eg: If you'll just wait a moment, I'll find someone to help you.

The main clause often has *will*. But other modal verbs can also be used.

eg: If Henry jogs regularly, he might lose weight
We sometimes use present simple in both clauses.

eg: If you heat water, it boils.

Type-2 Improbable condition

If+sub+past simple+would/could/might+V

If clause

Main clause



If I ate cake,

I'd get fat

If I had your figure—I'd eat the whole lot

If Rachel got up earlier, she wouldn't always be late.

Here past simple is used in the *if-clause* and *would*

in the main clause

We can use *would* in the *if clause* to make a request.

eg: If you'd like to come this way,
the doctor will see you now.

'were' is also used in the if clause

eg: If I were you, I'd ask a lawyer for some advice.

Type-3 Imaginary Condition

If+sub+pastperfect+would have/could have/
might have +rd form of V.

If clause

Main clause

If we had gone earlier we would have had better weather.

If you hadn't made that mistake you'd have passed your test.

Here the verb is in the past perfect and 'would have' in the main clause. Could have/ might have can also be used in the main clause.

If I'd had my mobile yesterday, I could have contacted you.



If we'd stopped to buy a paper, me might have missed the train

Here are some examples with different verb forms

Type (1) If I'm going shopping, I'll need some money.

If the disco has finished, we might be able to get some sleep.

You should stay in bed if you feel unwell.

Type (2) If I didn't like this pudding, I wouldn't eat it.

If the video recorder was working, we could watch a film.

The alarm might go off if we tried to get in through a window.

Type (3) If we had dropped the piano, it would have been a disaster.

If Vicky had come to the park, she might have enjoyed it.

We could have given you a lift if we had known you were coming

Other Conditional Sentences

- ▶ two present tense verbs.

If you ring this number, no one answers.

- ▶ Present tense verb and an imperative.

If you drink, don't drive.

If you need any help, just ask.

- ▶ be going to.

If it's going to rain, I'd better take an umbrella.

If they try to cut down the trees, there's going to be a big protest.

- ▶ Use the present simple for the future after linking words such as, *if*, *when*, *unless* and *incase*

eg: You'll be tired tomorrow if you stay up late.

Tell me when the water boils.

I won't do anything unless you agree.

Write the name down unless you forget it.

- ▶ If or when?

If you hear any news, can you ring me immediately?

OR

When you hear some news, can you ring me immediately.

I'll probably go for a walk later on if it stays fine.

I'll make myself an omelette when I get home tonight.

- ▶ *If* is used for something that we think might happen and *when* for something that we know will happen .

- ▶ If and unless

eg: If.....not means the same as unless.

I can't see if I don't wear glasses.

I can't see unless I wear glasses.

The doctor will be here if she is not called.

The doctor will be here unless she's called.

If you can't pay your bills, you will have to leave

Unless you can pay your bills, you'll have to leave

I wouldn't say that if I didn't believe it.

I wouldn't say that unless I believed it

In case

We use *incase* to talk about doing something to avoid a possible problem later on.

eg: Take a sandwich with you incase you get hungry.

Laura took two photos in case one of them didn't come out.

- (1) After 'Don't'the tag is 'will you'?
eg: Don't make any noise, will you?
(2) After 'Let's'use 'shall we'.
eg: Let's sit in the garden shall we?



EXERCISE

Direction: Add suitable question tags

1. A soldier is an important person, _____?
(a) isn't he (b) is he
(c) isn't it (d) is it
2. We must leave soon, _____?
(a) musn't we (b) must we
(c) shall we (d) should we
3. She came early this morning, _____?
(a) did she (b) didn't she
(c) does she (d) doesn't she
4. The boy won the first prize, _____?
(a) did he (b) didn't he
(c) does he (d) doesn't he
5. We must serve our country, _____?
(a) must we (b) mustn't we
(c) shall we (d) should we
6. We ought to help her, _____?
(a) can we (b) could we
(c) ought we (d) oughtn't we
7. She can speak French, _____?
(a) can't she (b) can she
(c) could she (d) None of these
8. They didn't tell lies, _____?
(a) did they (b) do they
(c) didn't they (d) None of these
9. I didn't hurt you, _____?
(a) did I (b) do I
(c) doesn't I (d) don't I
10. Let's play, _____?
(a) shall we (b) can we
(c) should we (d) shouldn't we



ANSWERS

1. (a) 2. (a) 3. (b) 4. (b) 5. (b)
6. (d) 7. (a) 8. (a) 9. (a) 10. (a)

TENSES

Tense is a form which a verb takes to show the time of an action and its degree of completeness.

Present tense Past tense Future tense

The degree of completeness of an action is shown in the four parts of the tense

Simple → action is mentioned

Continuous → action is going on

Perfect → action is finished at the time of speaking

Perfect continuous → action is going on continuously and not completed

Tense	Present	Past	Future
Simple	v+s/es reads	Past form, v+ed read	will read
Continuous	V+ing is/am/are reading	V+ing was/were reading	will be reading was reading

Strike while the iron is hot



(Do something immediately while you have a good chance of success)

eg: "Your report is accepted by the boss, you should ask for a promotion now."
Yes I should *strike while the iron is hot*.

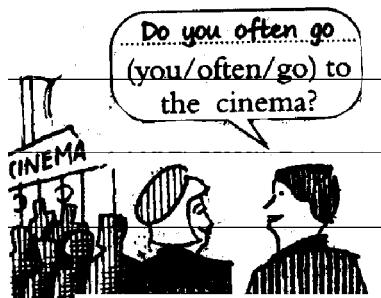
Perfect	has/have +v	had+ v	will have read
	has read	had read	
Perfect	has/been	had been	will have
Continuous	have been +v+ing	+v+ing	been
	has been reading	had been reading	reading

PRESENT TENSE

1. Simple Present

Sub+verb+s/es+object

eg: I read book.
She reads books.



Use 'does' with the third person singular number and other person uses 'do'.

eg: He does not believe her.
I do believe her.

Simple present is used:-

To express what is taking place at the present moment.

eg: Here comes my friend.
Shyam writes a letter.

To express habitual action.

eg: I get up early in the morning.
The moon shines at night.

To express universal truth.

eg: Water boils at 100°C.
The sun sets in the west.

To express something sure to happen in future.
eg: The CM visits the school this month.

The school reopens on July.

In narratives, proverbs and as conditional clause.

eg: The king fights valiantly.

Health is wealth.

If you insist, I shall stay a little longer.

2. Present Continuous

sub+is/am/are+V +ing+obj.

eg: I am reading a book.

You are playing football.

Present Continuous is used:-

(a) To show that an action is in progress as is incomplete at the moment of speaking.



eg: She is washing clothes.

Savitha is singing a song.

(b) For an action in progress but not necessarily at the time of speaking.

eg: What are you doing these days?
I am reading Godan.

(c) To express an action that will happen in future

eg: He is going to Mumbai next week.
Are you inviting me to your birthday?

3. Present Perfect Tense

sub+has/have+V +object.



- eg: Mohan has read the Gita.
He has gone to market.
use 'has' for third person singular and for other persons 'have'.

Present Perfect Tense is used:-

- To indicate completed activities in the immediate past,
eg: I have done my work.
He hasn't yet come back.
- It is also used with before, when before means something in the past, reckoning back from the present moment.
eg: You have done this before.
I have seen you before.
- To express past actions whose time is not given and is not definite.
eg: Hari has been to Japan.
Have you read Vedas?
- To express past action that began in the past and continued for the present moment.
eg: We have lived here for ten years.
He has been ill since last week.

4. Present Perfect continuous

- sub+has/have+been+V +ing+since/for+time phrase.
- eg: I have been writing a book for one hour.
You have been living in Delhi since 1980.
Use 'for' with the period of time and 'since' with the point of time.

Present Perfect Continuous is used:-

- To express an action which began in the past but is still going on.
eg: He has been playing for two hours.
I have been ironing shirts for an hour.
- To express an action which began in the past and has just been completed.
eg: The grass is very wet. It has been raining.
Vicky is out of breath. She has been running.

- (c) This tense is often used with 'for how long' or 'how long' or 'since when' etc.

- eg: How long have you been waiting for us?
Since when you have been serving this family?

We cannot normally use the continuous form with a state verb. A *state* means something staying the same.

- eg: The flat *is* clean.
The farmer *owns* the land.
Action verbs can be simple or continuous.
eg: *I am cleaning* the flat.
The farmer *is buying* the land.

Live and work (=have a job) can be continuous or simple, with no difference in meaning.

PAST TENSE



It was raining when we went out.

1. Simple Past

Sub+V +object

- eg: She wrote a letter.

I went to market.

Simple past is used:-

- To express a habitual action in the past.
eg: We studied at night everyday.
He played cricket in the morning.
- To express actions that took place sometime in the past.
eg: She found it yesterday.
I joined the school last month.
- To express an action in which 'since' is used as an adverb.

eg: It is two hours since the bus left.

He is staying with us since he came here.

- (d) This tense can be used without an adverb of time; but the time must be either implied or indicated by the context.

eg: I learnt Hindi in Delhi.

I did not sleep well.

2. Past Continuous



When I arrived at the office Jane & Paul were working at their desks.

Sub+was/were+V +ing+obj

eg: She was reading a book.

They were playing a match.

Past continuous is used:-

- (a) To denote an action going on at sometime in the past. The time of the action may or may not be indicated.

eg: They were digging wells.

We were listening to the radio all evening.

- (b) This tense is also used with always, continually etc for persistent habits in the past.

eg: He was always grumbling.

You were continually working when young.

Past Continuous is not used for states.

3. Past Perfect



Sub + had + V + object

eg: I had played.

The bus had arrived before we reached the bus stop.

Past perfect is used:-

- (a) To show an action that had been completed before a given time in the past.

eg: The train had arrived before I reached the station.

I had written the letter when he came to me.

- (b) It is used in simple sentences only when the sentence contains *already, before, never, since, till* etc.

eg: We had not met her since her marriage.

He had not left this place till yesterday.

- (c) Past Perfect is used to show an action happened earlier than the other, when two actions happened in the past—simple past in one clause and past perfect in the other.

eg: When I reached the station the train had left.

I had read the book before he arrived.

4. Past Perfect Continuous

Sub+had been+V +ing+for/since+time+object

eg: I had been waiting for her when she came.

I had been swimming in the pool.

Past Perfect Continuous is used:-

- (a) To denote an action which had been going on before another action in the past.

eg: We had been playing cricket for hours when it rained.

He had been walking for hours when they found him.

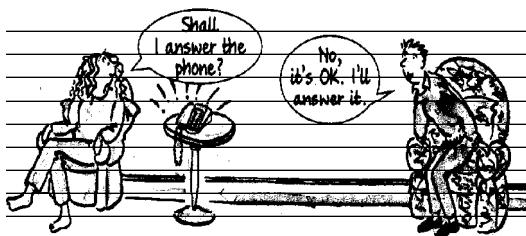
We normally use the continuous with a phrase saying *how long*.

eg: When the company went bankrupt it had been losing money for months.

This tense is not used for *states*.

FUTURE TENSE

1. Simple Future



Sub+will/shall+V +object

eg: He will go to Agra tomorrow.

I shall see the Qutab Minar during the holidays.

Simple future is used:-

- (a) For an action that has still to take place.
eg: I shall see him tomorrow.
Tomorrow will be holiday.
- (b) To show an action in which adverb clause (if, when, unless etc) is given in simple present tense.
eg: If Geetha works hard, she will pass.
Unless you mend your ways, you will not succeed in life.

Important

Simple Future can be expressed in a number of ways.

By using the present continuous tense

eg: Chief Minister is addressing the people next week.

R.D.O is visiting us tomorrow.

By using the present tense.

eg: The college reopens next month.

What time does your train leave tomorrow.

By using will/shall.

eg: I shall meet you tomorrow.

I'll be twenty next Friday.

By using going to +verb

eg: It is going to rain.

Tom is going to sell his car.

2. Future Continuous

Sub+will/shall+be+V +ing+obj

eg: They will be playing cricket.

Rekha will be writing letters.

Future Continuous is used:-

- (a) To show an action as going on at sometime in future time.
eg: We shall be taking exercise.
Reema will be writing letters.
- (b) It is also used for future events that are planned.
eg: We will be staying here till Monday.
He'll be working all day tomorrow.

3. Future Perfect

Sub+will/shall+have+V +obj

eg: I shall have eaten the food.

The train will have left before he reaches the station.

Future Perfect is used:-

- (a) To show an action that will have been completed at a future time.
eg: I shall have finished my paper tomorrow by this time.
When you reach the station the train will have left.
- (b) To show an action in which simple Present is given before, when/before.
eg: You will have got ready before the show starts.

4. Future Perfect Continuous

Sub+shall/will+have been+V +ing+obj

eg: I shall have been writing.

We shall have been playing football.

Future Perfect Continuous is used:-

To show an action that will be going on over a period of time and will end in the future.

eg: He will have been reading since 8 o'clock.

She will have been working since Monday.

A few verbs present	have simple forms.	irregular forms.
Verb	Present Simple	
be	I am; you/we/they are;	he/she/it is
do	he/she/it does	
go	he/she/it goes	
have	he/she/it has	
say	he/she/it says	



EXERCISE

Direction: Use the correct form of the tense forms

1. I _____ Mumbai two years ago.
(a) have visited (b) visited
(c) was visited (d) had visited
2. He complained to me that he _____.
(a) had a headache (b) had headache
(c) had the headache (d) had an headache
3. By the time we reached the station the train _____.
(a) already left (b) has already left
(c) had already left (d) had already been left
4. I _____ my uncle's house in those days.
(a) had used to visit (b) used to visit
(c) was used to visit (d) am used to visit
5. I _____ in Western music.
(a) am interested (b) am interesting
(c) was interesting (d) had insterested
6. Cows _____ grass.
(a) eats (b) has eaten
(c) eat (d) eating
7. Employment opportunities _____ becoming rare these days:
(a) were (b) have
(c) are (d) is
8. India _____ her independence in 1947.
(a) has won (b) won
(c) wins (d) have won
9. I _____ that she will be here soon.
(a) am expecting (b) expected
(c) expect (d) shall expect

10. Thomas is used to _____ at night.
(a) work (b) working
(c) have worked (d) worked



ANSWERS

1. (b) 2. (b) 3. (c) 4. (b) 5. (a)
6. (c) 7. (c) 8. (b) 9. (c) 10. (b)

CONJUNCTIONS

A conjunction is a word which joins together sentences and sometimes words. As,

Meenu *and* Rishi are good friends.

She must weep *or* she will die.

God made man *and* man made inventions.

Our boat is small *but* the sea is great.

► Conjunctions are of two kinds. They are:

- (i) Co-ordinating
- (ii) Sub-ordinating

		+		or		
both	either				neither	(not + either)

As,

Shelly and Keats were great poets.

John and Henry are brothers.

In these sentences, the conjunction *and* joins two words.

Again,

John came here and sat down.

Prabhu is poor but honest.

Here, the conjunction *and* joins two Independent or co-ordinate clauses or sentences (John came here+John sat down), while the conjunction *but* joins two similar clauses or sentences (Prabhu is poor + Prabhu is honest). *And* and *but* are both co-ordinating conjunctions. All clauses joined by *and*, *but*, *or* and *nor* are co-ordinate clauses.

Therefore,

A conjunction that joins two words or two co-ordinate clauses or sentences is called a co-ordinating conjunction.

Let us take an example,

Prabhu is honest though poor. (Prabhu is honest though he is poor).

Here he is poor is a subordinate clause dependent for its full meaning on the main clause Prabhu is honest to which it is joined by the conjunction though.

'Though' is a subordinating conjunction. All clauses introduced by Subordinating conjunctions are Subordinate clauses.

Hence,

A conjunction that joins a Dependent or Subordinate clause to the main or co-ordinate clause of a complex sentence, is called a Subordinating Conjunction.

List of Subordinating Conjunctions:

After	Although
As	Before
If	Least
Though	Till
Unless	Where
Until	Whether
While	Whither
Why, etc.	

Co-ordinate conjunctions are of four different kinds:

- (i) Copulative or Cumulative conjunctions only add something to what has been already stated: *also, and, as well as, further, too, well, now, no less than, not only.....but also.*

As,

We carried not a line and we raised not a stone

- (ii) Adversative conjunctions contrast one idea to another: *but, however, nevertheless, whereas, while, only, still and yet* are all adversative conjunctions.

As,

Our hoards are little but our hearts are great.



- (iii) Alternative Conjunctions offer a choice between two thoughts: *or, not, eitheror, neithernor, otherwise etc.*

As,

Do or die.

Neither a borrower nor a lender be.

Speak out the truth, else (otherwise) you will suffer.

- (iv) Illative conjunctions expresses a relation of cause and effect between the clauses joined by them: *for, therefore, them, so etc.*

As,

We must go now; *for* it is already late.

Subordinating Conjunctions are of the following kinds:

- (i) Those denoting *apposition*: that—

As,

John gave me his word *that* he would help me.

- (ii) Those denoting *cause*: since, as, because, etc.

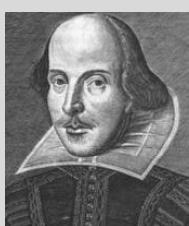
As,

I trust him *since* he is honest.

- (iii) Those denoting *effect*: that—

As,

You lie so often *that* nobody trusts you.



William Shakespeare was born on April 23, 1564 and died on April 23, 1616. It is purely coincidence that both his birthday and the day of demise falls on the same day and month. In respect to his contributions to literature, April 23 is observed world wide as **BOOK DAY**.

- (iv) Those denoting *purpose*: that—
As,
Work hard *that* you may succeed.
- (v) Those denoting *condition*: as if, if, if not, in case, provided that, unless, whether, etc—



- As,
If you come, I will go.
- (vi) Those denoting *concession*: although, though—
As,
Charles was intelligent *though* not industrious.
- (vii) Those denoting *manner*: as—
As,
I spoke as I liked.
- (viii) Those denoting *comparison*: as, than etc.
As,
It is not as bad as you think.
Mary is taller *than* her sister.
- (ix) Those denoting *time*: after, before, are, since, while, till and until.
As,
I came to Kolkatta *before* you were born.
After I had departed, one did any work.

Use of Conjunctions

Not onlybut also is used before those words which it stresses.
As,
He is not famous in his state but also in his country. —wrong

He is famous not only in his state but also in his country. (Right)

Neither is followed by *nor* while *either* is followed by *or*:



As,

She is neither intelligent or labou-rious.
— wrong

She is neither intelligent nor labourious.
— Right

But,

He is neither good at Physics nor at Chemistry.
— wrong

He is good neither at Physics nor at Chemistry.
— Right

Both is followed by *and*

As,

Both Mohan or Ram goes there.
— wrong

Both Mohan and Ram go there.
— Right

Not capable of being excited	Imperturbable
Not easily grasped by the mind	Impalpable
Not influenced by others	Impartial
Not likely to happen	Improbable
Not looking to future needs	Improvident
Not competent	Incompetent
Not suitable to be eaten, not fit to be used as food	Inedible
Not valid, without legal effect; null and void	Invalid
Not allowing light to pass through	Opaque
Not asked for	Unsolicited
Not comfortable	Uncomfortable

At the bottom of the career ladder.
(in a low position in a work organisation)

When Jayan started work, he was at the very *bottom of the career ladder*.

Again,

Both Sohan as well as Prem is good.

— wrong

Both Sohan and Prem are good.

— Right

Though and *although* are followed by *yet*.

As,

Though he is poor but he is honest.

— wrong

Though he is poor yet he is honest.

— Right

Although she is beautiful but she is gentle.

— wrong

Although she is beautiful yet she is gentle.

— Right

Even if is followed by *but*

As,

Even if he is hungry yet he cannot beg.

— wrong

Even if he is hungry but he cannot beg.

— Right

That cannot be used to express interrogative or imperative expression.

As,

She asked me that what my name was.

— wrong

She asked me what my name was.

— Right

She said that to bring a chair.

— wrong

She said to bring a chair.

— Right

Whether is followed by *or not*.

As,

Can you say whether he is ill or not.

— Right

Again,

I cannot say that she is going to Mumbai.

— wrong

I cannot say whether she is going to Mumbai.

— Right

When is used when two actions take place one by one, if two actions are simultaneous, use *while*.

As,

When I was on the road I saw a girl.

— wrong

While I was on the road I saw a girl.

— Right

While I reached there she had gone out.

— wrong

When I reached there she had gone out.

— Right

Lest is followed by *should*, it is negative, and so do not use another negative with it.

As,

Work hard lest you may fail.

— wrong

Work hard lest you should fail.

— Right

Run fast lest you should not miss the train.

— wrong

Run fast lest you should miss the train.

— Right

No sooner is followed by *than*, just after no sooner we use helping verb.

As,

No sooner did he go out than she came.

— wrong

No sooner did he go out than she came.
— Right

No sooner I did reach there than he started.
— wrong

No sooner did I reach there then he started.
— Right

Other is followed by *than*

As,

He has other work that to do.
— wrong

He has other work than to do.
— Right

Until is used for time while *unless* is used for condition. They are negatives. So do not use any other negatives with them.

As,

Until you labour you cannot pass.
— wrong

Unless you labour you cannot pass.
— Right

Until he does not come I shall wait for him.
— wrong

Until he comes I shall wait for him.
— Right

Scarcely, *hardly*, and *barely* are followed by *when*. After *scarcely*, *hardly* etc we use helping verb then subject.

As,

Hardly had he gone out than he reached.
— wrong

Hardly had he gone when he reached.
— Right

Scarcely I had reached there when she went out.
— wrong

Scarcely had I reached there when she went out.
— Right

So and *so that* are used for cause and purpose.
So that cannot be used in negative.

As,

He is ill so he wants to take rest.

Or, He is ill so that he wants to take rest.

PHOBIA	OF	COLOURS
Chromatophobia /	-	Fear of colours
Chromophobia		
Erythrophobia	-	Fear of red colour
Leukophobia	-	Fear of white colour
Melanophobia	-	Fear of black colour
Porphyrophobia	-	Fear of purple colour
Xanthophobia	-	Fear of yellow colour

But,

He is ill so that he cannot go there.
— wrong

He is ill so he cannot go there.
— Right

Nothing is followed by *but*

As,

Nothing can be said that is required.
— wrong

Nothing can be said but is required.
— Right

After these verbs: *treat*, *regard*, *describe*, *present*, *portray*, *define*, *depict*, etc. we use *as* before noun.

As,

Do not treat a servant a servant.
— wrong

Do not treat a servant as a servant.
— Right

She regards me her brother.
— wrong

She regards me as her brother.
— Right

Such is followed by *as*

As,

Such boys are good that believe in me.
— wrong

Such boys are good as believe in me.
— Right



EXERCISE

Direction: Use suitable conjunctions.

1. I say prayers _____ I sleep.
(a) while (b) after
(c) when (d) before
2. _____ she had many misfortunes she is always cheerful.
(a) if (b) in spite of
(c) although (d) always
3. We resumed the game _____ it stopped raining.
(a) while (b) where
(c) as soon as (d) immediately
4. Hardly had he reached the station _____ the train arried.
(a) than (b) until
(c) when (d) as
5. He was angry _____ he listened to me.
(a) though (b) despite
(c) nevertheless (d) because
6. Hardly _____ see the picture.
(a) I am (b) I could
(c) can I (d) can't I
7. He wore a mask so that nobody _____ him.
(a) would recognize (b) won't recognize
(c) can recognize (d) may recognize
8. Neither the soldiers nor their commander _____ to blame.
(a) is (b) are
(c) am (d) was
9. He looks as if he _____ rich.
(a) is (b) was
(c) were (d) might have been
10. _____ we work hard we will not be successful.
(a) if (b) although
(c) because (d) unless

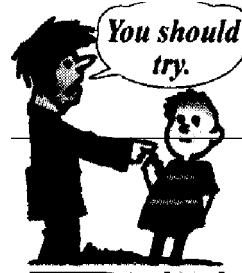


ANSWERS

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

ONE WORD SUBSTITUTIONS

adult = a person who has grown to full size and strength; a person above eighteen years of age.



adulterate = to make impure or poorer in quality by adding something of less value; to add water to (Milk).

adulteress = a married woman who has had voluntary sexual intercourse with a man who is not her husband.

alien = a person residing in a country of which he is not a citizen.

ambiguous = of doubtful meaning; of double meaning.

amateur = person who paints pictures, performs music, plays, etc, for the love of it, not for money.

amnesty = general pardon for offences against the state.

anarchy = absence of government; absence of control.

anachronism = something out of date now or in a description of past events ("Julius Ceasar looked at his wrist watch and then telephoned his friend Antony." There are two anachronisms in this sentence - "wrist watch" and "telephoned").

annual = happening every year.

anonymous = without a name, or with a name that is not made known; (a letter) that

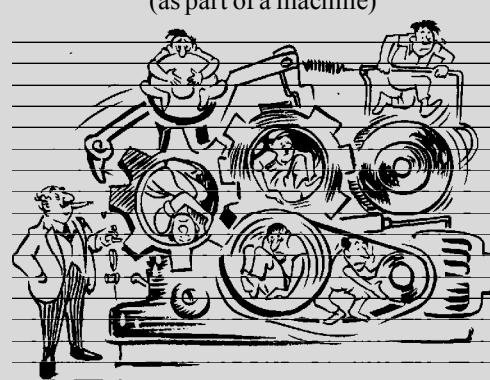
annuity	does not bear the name of the writer.	archaic	= (of words, language, etc.) not now used except for special purposes; of ancient times.
	= fixed sum of money paid to somebody yearly as income during his lifetime.	archipelago	= (sea with a) group of small islands.
anodyne	= medicine or drug that brings down pain.	architect	= person who draws plans for buildings and looks after the work of building.
antagonize	= to make an enemy of.	architecture	= art and science of building; design and style of buildings.
antecedents	= past history of a person or persons.	aristocracy	= government by persons of the highest social rank; ruling body of nobles; the social class from which these nobles come.
antedate	= to put an earlier date on (a letter, document etc.)	aristocrat	= member of the class of nobles; person of noble birth.
antiseptic	= substance that prevents the growth of bacteria; substance that prevents putrefaction.	armada	= great fleet of warships.
antidote	= medicine used against a poison; medicine that counteracts the effect of a poison or drug.	armour	= defensive covering, usually metal, for the body, worn in fighting.
antiquary	= person who studies, collects, or sells, antiquities.	artificial	= not natural or real, made by the art of man.
antiquarian	= connected with the study of antiquities; person who studies, collects, or sells, antiquities.	artiste	= professional singer, actor, dancer etc.
anti-personnel	= (of bombs, mines etc) designed to kill or wound human beings (not to destroy buildings)	ascent	= to go or come up.
antonym	= word that is contrary in meaning, opposite word.	ascent	= going up, upward movement.
		ascetic	= person who leads a severely simple life without ordinary pleasures; one who practises self-denial and self-discipline.

big × small

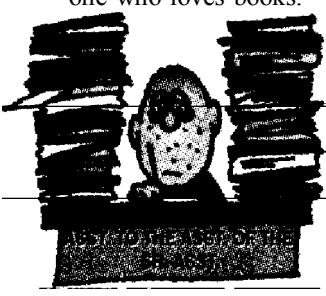
amphibian	= animal able to live both on land and in water.
applause	= loud approval or praise, loud clapping of hands; clapping and cheering.
aquatic	= (of plants, animals etc.) growing or living in or near water; (of sports) taking place on or in water.
arbitrary	= based on opinion or impulse only, not on reason.
arbitrate	= to judge between two parties to a dispute.
arbitrator	= person appointed by two parties to settle a dispute.
archaeology	= study of ancient things, especially remains of pre-historic times.

A cog in a machine

(as part of a machine)



In an organisation every worker must be considered as important and not just a *cog in a machine*.

astronaut	= a person trained for space flight.
astronomy	= science of the heavenly bodies; science of the sun, moon, stars and planets.
astride	= with one leg on each side (of)
astray	= away from the right path.
atheist	= one who believes that there is no God.
autobiography	= the history of a man's life written by himself.
autocracy	= government by a ruler who has unlimited power.
aversion	= strong dislike.
aviary	= place for keeping birds.
aviation	= (art and science of) flying in aircraft.
avoid	= fight shy; keep away from.
bachelor	= an unmarried man.
bankrupt	= person who is unable to pay his debts in full; unable to pay one's debts.
bigot	= person who holds strongly to an opinion or belief in defiance of reason or argument.
best	= the highest in quality.
biography	= the history of (a person's) life.
bibliophile	= one who loves books.
	
bleat	= to cry like a sheep.
blunt	= without an edge; not sharp.
bookworm	= person who is very fond of reading books.
bonus	= payment is addition to what is usual, necessary or expected.
boom	= sudden increase in trade activity.

brittle	= hard but easily broken.
bureaucracy	= government by paid officials; the officials as a body.
cannibal	= a person who eats human flesh.
carefully	= with care; in a careful manner.
carelessly	= without care; in a careless manner.
carnivorous	= feeding on flesh, eating flesh.
catalogue	= list of books (or goods) in a special order.
century	= hundred years.
colleague	= person working at the same office, person working in the same institution.
connoisseur	= person with good judgement on matters in which taste is needed.
combustible	= likely to catch fire easily.
contagious	= (of disease) spreading by touch.
constant	= going on all the time, remaining unchanged.
contemporary	= one who lives at the same time, belonging to the same time.
continuously	= without a break; at a stretch.
continuous	= going on without break.
convalescent	= person who is recovering from illness; recovering from illness.
corpse	= the dead body of a person.
cosmonaut	= person trained in space flight.
cosmopolitan	= from all parts of the world; belonging to all parts of the world; free from national prejudices.
corridor	= long, narrow pass-age from which doors open into rooms or compartments; passage of a building.
critic	= person who points out merits and defects.
credulous	= ready to believe things; apt. to believe everything that is told.
dead letter	= letter claimed by nobody.
democracy	= government of the people, by the people, for the people, government

	by the elected representatives of the people.
detract	= take from; take away from.
dictionary	= book dealing with the words of a language, and arranged alphabetical order; book giving the meanings of the words of a language, arranged in alphabetical order.
die	= breathe one's last.
diverge	= spread out; get farther apart from a point.
double handed	= able to use both hands skilfully.
draw	= victory for neither side; equal scores for both sides.
eccentric	= not normal; a person with abnormal habits.
edible	= fit to be eaten.
efficacious	= producing the desired result.
egotist	= selfish person; person who talks about himself.
eligible	= fit to be chosen; having the right qualifications.
emigrant	= person who leaves his country to settle in another.
epilogue	= concluding part of a literary work.
escapist	= one who escapes from the realities of life.
establish	= set up, put on a firm foundation.
excursion	= pleasure trip by a number of persons; short journey made by a number of persons together for pleasure.
extempore	= (spoken or done) without previous thought or preparation; without notes.
fastidious	= not easily pleased; quick to find faults.
fatal	= causing death or disaster; that which causes death.
fatalist	= person who believes in fate.
feminist	= person who supports the movement for recognition of the claims of

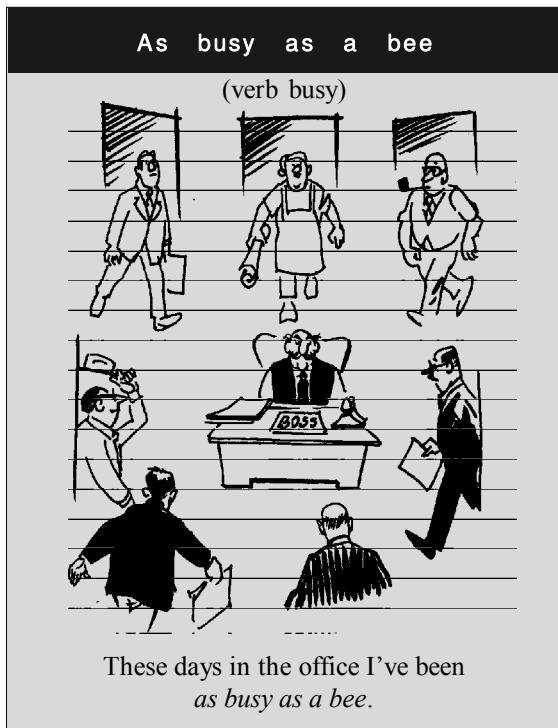
A taskmaster

(one who imposes a task or burden)

Our new manager is a great *taskmaster* and never allows us to sit idle for a minute.

women for rights (legal, political etc.) equal to those possessed by men.

fit	= well adapted; right and proper; cut out.
fleet	= number of ships under one commander; all the warships of a country; number of ships, air craft, buses etc. moving or working under one command or ownership.
fratricide	= wilful killing of one's brother or sister; person guilty of killing his own brother or sister.
furniture	= chairs, tables, cots and cupboards.
genocide	= extermination of a race or community by mass murder; murder of a whole community.
germicide	= substance that destroys germs.
granary	= storehouse for grain; a room where threshed corn is stored.
graduate	= person who has taken a university degree.
gratis	= free of charge
grocer	= shopkeeper who sells tea, sugar, butter, wheat, rice, pulses etc.
green grocer	= shopkeeper selling vegetables and fruit.



heir	= person with the legal right to receive property when the owner dies; son to receive property after his father's death.
hereditary	= passed on from parent to child, from one generation to the following generation.
hobby	= interesting occupation for one's leisure; not one's regular business; favourite pursuit apart from one's regular business.
homicide	= killing of a human being; person who kills a human being.
homogeneous	= formed of parts of the same kind.
honorary	= not paid; (post) for which there is no salary; (of a degree or rank) conferred as an honour, without the usual requirements.
hospitable	= eager to entertain guests.
host	= person who entertains guests.
horticulturist	= person who grows flowers and fruit.
hypocrite	= one who pretends to be virtuous or good.

- illegal = not legal; contrary to law.
- illegalle = difficult or impossible to read.
- ignorant = knowing little or nothing; without any knowledge.
- illiterate = with little or no education; unable to read or write.
- immigrant = person who comes to this country as a settler; foreigner who has settled in our country.
- immovable = that cannot be moved.
- immoral = contrary to morality; wicked and evil.
- immortal = living for ever; never forgotten.
- impeccable = incapable of doing wrong.
- impalpable = that cannot be touched or felt; not easily grasped by the mind.
- impassioned = full or deep feeling.
- impenetrable = that cannot be penetrated.
- impenetrable = that cannot be perceived; very slight or gradual.
- imperishable = that cannot perish; that will never pass away.
- impracticable = that cannot be put into practice.
- implacable = that cannot be appeased.
- implicit = implied though not plainly expressed.
- impotent = lacking sufficient strength to do something; unable to act; (of males) wholly lacking in sexual power.
- impregnable = that cannot be overcome or taken by force; able to resist all attacks.
- impudent = shamelessly rude; rudely disrespectful.
- improbable = not likely to happen, not likely to be true.
- impromptu = without preparation.
- improvident = not looking to future needs.
- impulsive = acting on impulse.
- inaccessible = that cannot be reached or entered.

inadmissible = that cannot be admitted or allowed
 inalienable = that cannot be given away or taken away.
 inaudible = that cannot be heard.
 inborn = possessed [by a person or animal] at birth; implanted by nature.
 incalculable = too great to be calculated; that cannot be calculated.
 incest = sexual intercourse between near relations (for example, between brother and sister)
 incredible = that which cannot be believed.
 inconceivable = that cannot be imagined; hard to believe.
 incompatible = opposed in character; unable to exist in harmony.
 incomprehensible = that cannot be understood.
 inconclusive = not decisive; not bringing a definite result.
 incontrovertible = that cannot be disputed.
 incorrigible = (of a person, his faults, etc) that cannot be corrected.
 incurable = that cannot be cured; a person who cannot be cured.
 indefatigable = that cannot be tired out, untiring.
 indelible = (of marks, stains, ink, etc) that cannot be rubbed out or removed; that cannot be blotted out or effaced.
 indescribable = that cannot be described.
 indestructible = that cannot be destroyed.

• indispensable = that cannot be dispensed with; absolutely essential.
 inedible = not suitable or qualified; who could not, according to the rules, be elected.
 ineligible = not suitable to be eaten; not fit to be used as food.
 inevitable = that cannot be avoided, bound to happen; that will definitely happen.
 inexplicable = that cannot be explained.
 infallible = incapable of making mistakes or doing wrong; (of methods, tests etc) never failing.
 infanticide = crime of killing an infant; the custom, among some uncivilized tribes, of killing unwanted new-born children.
 infectious = infecting with disease; (of disease) that can be spread by means of germs carried in the atmosphere or in the water.
 inferior = lower in rank, social position, importance, quality etc.
 indivisible = that cannot be divided.
 infidel = person with no belief in religion.
 inflammable = easily set on fire; that catches fire easily.
 inflexible = that cannot be bent or turned.
 inimitable = that cannot be imitated; too good or too clever to be imitated.
 insatiable = that cannot be satisfied; very greedy.
 insoluble = (of substances) that cannot be dissolved; (of problems) that cannot

- invalid = not valid, without legal effect; null and void.
- innocent = not guilty; harmless; knowing nothing of evil or wrong.
- invaluable = of value too high to be measured.
- invective = abusive language.
- inventory = detailed list of household goods, furniture, etc.
- invariable = never changing.
- invidious = likely to cause ill-feeling
- invincible = too strong to be overcome or defeated; that cannot be defeated.
- invisible = that cannot be seen.
- involuntary = done without intention; done unconsciously.
- invulnerable = that cannot be wounded or hurt.
- irascible = easily made angry.
- irreconcilable = (of persons) that cannot be reconciled; (of ideas, actions) that cannot be brought into harmony.
- irrecoverable = that cannot be recovered or remedied.
- irredeemable = (of paper currency) that cannot be exchanged for coins; that cannot be restored, reclaimed, saved.
- irrefutable = that cannot be proved false.
- irrelevant = not to the point; having nothing to do with.
- irremediable = that cannot be remedied.
- irreparable = (of a loss, injury etc) cannot be put right or restored.
- irrepressible = that cannot be held back or controlled.
- irreproachable = free from blame or fault.
- irrevocable = final and unalterable; that cannot be revoked.
- irritable = easily annoyed or made angry.
- itch = feeling or irritation on the skin, causing a desire to scratch.
- kennel = hut to shelter a dog; shelter for dog

	or dogs.
ketchup	= sauce made from tomato juice, mushroom etc.
kindness	= kind feelings; kind actions; kind nature.
knell	= sound of a bell rung at a funeral.
library	= a large collection of books; a building or a room for a collection of books.
linguist	= one who knows many languages.
lingerie	= women's underclothing.
lunar	= of the moon.
maiden speech	= speech made for the first time.
manuscript	= book or article written out by hand.
margin	= blank space round the printed or written matter on a page.
marital	= of a husband, of marriage.
maritime	= connected with the sea or navigation.
martial	= of war, associated with war.
martini	= cocktail made of gin, vermouth, bitters etc.
martyr	= person who is put to death or caused to suffer for his religious beliefs or for the sake of a great cause or principle, one who dies for a noble cause.
mascot	= person, animal, or object considered likely to bring good fortune.
massacre	= cruel killing of large numbers of people.
matricide	= killing of one's own mother; person guilty of killing one's own mother.
mercenary	= working only for money or other reward.

migratory	= having the habit of moving from one place to another in order to live there.
memorize	= learn by heart; commit to memory.
menu	= bill of fare; list of courses at a meal; list of food items available for dinner.
mimic (noun)	= person who is clever at imitating others, especially in order to make fun of their habits, appearance etc.
mimic (verb)	= to ridicule by imitating.
misanthrope	= person who hates mankind; person who avoids society.
monarchy	= government by a supreme ruler (king queen or emperor)
nineteen	= nineteen years old; nineteen years of age.
ninety	= ninety years old; ninety years of age.
nine	= nine years old; nine years of age.
nepotism	= the giving of special favour (especially employment) by a person in high position to his relatives.
notorious	= widely known for something bad.
objectionable	= likely to be objected to.
obliging	= willing to help.
obscene	= (of books, pictures etc) morally disgusting, likely to corrupt.
obsolete	= no longer used; out of date.

occasionally = now and then; from time to time, but not regularly.

octogenarian = person whose age is from eighty to eighty - nine.

oligarchy = government by a small group of all-powerful persons; country with such a government.

omnipotent = having infinite power; having unlimited power; all - powerful.

omnipresent = present everywhere.

omniscient = having infinite knowledge; all-knowing.

omnivorous = eating all kinds of food; reading all kinds of books (e.g. an omnivorous reader)

opaque = not allowing light to pass through; that cannot be seen through.

opponent = person against whom one fights, struggles, plays, games or argues.

optician = person who makes or sells eyeglasses.

optimist = person who look upon the bright side of things, who believes that all things happen for the best.

orphan = child who has lost one or both of its parents by death.

orator = person who makes speeches.

- outfit = all the clothing or articles needed for a purpose.
- outhouse = small building adjoining the main building.
- outlaw = (in olden times) person punished by being placed outside the protection of the law.
- output = quantity of goods etc. produced.
- outsize = (of clothes) larger than the usual size.
- outlive = live longer than; live till something is forgotten.
- outskirt = borders or outlying parts (of a town)
- overcharge = charge too high a price.
- overhear = to hear without the knowledge of the speaker or speakers.
- overwork = work too hard or too long.
- pamphlet = small paper - covered book, especially on a question of current interest.
- panacea = remedy for all diseases, troubles etc.
- parasite = animal or plant living on or in another and getting its food from it; person supported by another and giving him nothing in return.
- palmistry = art of telling a person's future by examining the lines on his palm.
- partisan = person devoted to a party, group, or cause.
- patricide = murder of one's father; person guilty of killing his own father.
- pedestrian = one who walks along the street.
- pessimist = person who looks upon the dark side of things; person believing that the worst thing is most likely to happen.
- philanthropist = person who loves mankind; person who helps others, especially those who are poor or in trouble.
- philatelist = person who collects postage stamps.
- physiology = science of the normal functions of living animals.
- physiotherapy = treatment of disease by means of massage.

picaresque	= (of a style of fiction) treating of the adventures of rogues and vagabonds.	•	red-tapisim	= excessive use of formalities in official or public business causing unnecessary delay; too much attention to rules and regulations.
pickpocket	= one who steals from other people's pockets.		primitive	= of the earliest times; of an early stage of social development; having undergone little development.
popular	= of or for the people; liked by the people; suited to the tastes and needs of common people.		privilege	= right or advantage available only to a person, class, or rank, or the holder of a certain position.
patrimony	= property inherited from one's father or ancestors.		quadruped	= four-footed animal.
portable	= that can be carried about easily from place to place.			
posthumous	= (of a child) born after the death of its father; coming or happening after death.			
postmortem	= medical examination made after death; medical examination of the body after death.			
polygamy	= custom having more than one wife at the same time.			
postpone	= put off until another time; put off.			
post-date	= put (on a letter, cheque etc.) a date later than the date of writing.			
posterity	= one's descendants; future generations.			
precedent	= earlier happening, decision etc. taken as an example or rule for what comes later.			
		•	red tape	= excessive use of formalities in public business; too much attention to rules and regulations.
			regicide	= crime of killing a king; person who kills, or takes part in the killing of, a king.
			republic	= country with a system of government in which the elected representatives of the people are supreme, with a non-hereditary head.
			resources	= wealth, supplies of goods, raw materials, etc. which a person of country has, or can use; ways and means.
			reformatory	= school or institution for reforming young offenders by special training.
			responsible	= morally liable for the carrying out of some duty; liable to be called upon to account; in a position where one has something in one's care and can be blamed for loss, failure, etc.
			retrospective	= looking back on past events.
			rigormortis	= stiffening of the muscles after death.
			sanatorium	= hospital for people with weak lungs or for convalescent people.



scattered	= lying in different directions; not situated together.
selfish	= thinking of one's own needs and welfare; interested mainly in one's own welfare and happiness; without any care for others.
sinecure	= position with salary, but without work or responsibility.
simultaneous	= happening or done at the same time.
simultaneously	= at the same time.
sociable	= fond of the company of others; showing friendliness.
solar	= of the sun.



spokesman	= person speaking on behalf of a group.
suicide	= crime of killing oneself; person who commits suicide.
suite	= a set of furnished rooms (a bed room, a sitting room and a bathroom).
supernatural	= beyond the powers of nature; of that which is not controlled or explained by physical laws.
synonym	= word with the same meaning as another in the same language.

dubious – doubtful, fishy, obscure

teetotaller	= person who abstains completely from alcoholic liquor.
tolerance	= quality of tolerating opinions, beliefs, customs, behaviour etc. different from one's own; the practise of allowing religious freedom; a broad outlook, broad minded attitude.
traitor	= person who betrays a friend; person who is disloyal to his own country and betrays it, person who is disloyal to a cause; one who works

against one's own country.
transparent = allowing light to pass through so that objects behind can be distinctly seen.
turncoat = person who deserts one party to join another, especially to win profit or advantage.
unanimous = in complete agreement; of one mind.
unanimously = with one voice; with the full agreement of all the members.
unavoidable = that cannot be avoided.
uncomfortable = not comfortable; feeling uncomfortable.
understand = make out; know these meaning of.
undervalue = to value at less than the true worth.
underwrite = undertake to bear all or part of possible loss.
unfrock = (of a priest) dismiss from the priesthood.
unilateral = done by one side or party only.
unimpeachable = that cannot be questioned or doubted.
unintelligible = that cannot be understood, difficult to understand.
understandable = that can easily be understood.
universal = belonging to all; affecting all, applicable to all.
unique = having no like or equal; being the only one of its sort.
utopian = attractive and desirable but impracticable.
vegetarian = person who does not eat meat.
verbose = using more words than are needed, containing too many words.
veteran = person who has had long experience, especially as soldier.
voluntary = doing or ready to do things willingly, without being compelled; done willingly.
voluntarily = of one's own free will; of one's own accord.
water proof = which does not let water through; through which water cannot pass.

whisper	= speak or say (something) using the breath but not the vocal chords; to tell (something) privately and secretly; to speak in a low voice.
widow	= a woman whose husband is dead.
widower	= a man whose wife is dead.
zoo	= a place where birds and animals are kept.
zoology	= study of the structure, forms and distribution of animals; study of animals.
acquit	= give a legal decision that (a person) is not guilty; declare (a person) not guilty, (e.g. He was acquitted of the crime. He was acquitted on two of the charges).
carefree	= without any care or worry; free from care. (care = worry, sorrow, anxiety, eg. He leads a care - free life.)
client	= person who gets help or advice from a lawyer or a professional man.
nurse	= person who looks after patients.
overheat	= to heat too much.
overeat	= to eat too much.
posthumously	= after one's death. (He was awarded Param Vir Chakra posthumously.)
rape	= to have sexual union with a woman by using force or threats.
seduce	= persuade (a person) to do something wrong or sinful.
spinster	= an unmarried woman.
virgin	= person who has not experienced sexual union.

CENTENARY

Centenary	-	100th anniversary
Sesquicentennial	-	150th anniversary
Bicentenary	-	200th anniversary
Tercentennial	-	300th anniversary
Quarter centenary	-	400th anniversary
Quin centenary	-	500th anniversary



EXERCISE

Direction: Choose the most suitable one word from the given alternatives.



ANSWERS

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

IDIOMS AND PHRASES

Above all (more than anything else)

He is *above all* an honest worker.

Above board (open, beyond suspicion)

His dealings are always fair and *above board*.

To add fuel to the fire (to make matters worse)

My father was angry with me about my result.
My request for pocket money *added fuel to the fire* of his anger.

To be after (to want, to try, to get something)

What are you *after* now?

After all (whatever else may be said against him)

You must help him, *after all* he is your friend.

All but (nearly, almost)

He had *all but* won the race when he slipped and fell down.

To drop or cast anchor (to make secure to stop)

After a stormy voyage the ship *cast anchor* at Mumbai.

To weigh anchor, (to start, to sail)

The ship *weighed anchor* for Kolkata at 6 a.m.

At best (at the most generous estimate)—Our new servant is *at best* a poor substitute for your earlier one.

At a stretch (continuously)

He cannot work for four hours *at a stretch*.

At bay (on the defensive)

Our dog kept the thieves *at bay* till we got up.

At all costs or at any cost (no matter what the cost)

The rich lady was determined to have the diamond necklace *at all costs*.

At all events (whatever may happen)

I must reach my destination *at all events*.

At a loss (unable to understand)

I am *at a loss* why my brother has not come as yet.

- **At arm's length** (at a distance)

We must keep dishonest people *at arm's length*.

At daggers drawn (at enmity)

Russia and China are now-a-days *at daggers drawn* with each other.

At death's door (at the point of death, close to death)

When the patient was *at death's door*, his near relatives began to cry.

At heart (in his true self)

He speaks bluntly, but is *at heart* a very sympathetic person.

At home (comfortable, welcome)

I felt quite *at home* in my new surroundings.

At one's best (showing one's best)

He is *at his best* only among his admirers.

At large (free, not confined)

The robbers are still *at large*.

At random (without any aim or order)

The robbers fired several shots *at random*, and escaped.

At stake (in serious danger)

My honour was *at stake*; so I resigned.

At length, (in detail)

He explained the case to me *at length*.

At sea (confused)

He is quite *at sea*; he does not know what to do next.

To have no backbone (to lack strength of character)

Many of our leaders *have no backbone*; they do not enjoy the trust and confidence of the people.

Bad blood (enmity)

Misunderstanding caused much *bad blood* between the two friends.

Bag and baggage (with all one's belongings)

He has left Delhi *bag and baggage*, as he intends to settle down in Agra.

To bandy words (exchange words in anger)

The two friends-*bandied words* over a trifle (a small and unimportant matter).

To bear in mind (remember)

He did not *bear in mind* my warning about his bad company. So he came to grief.

To bear with (agree, support)

I made a truthful statement; so I was sure my friend would *bear with* me at the time of the inquiry into the incident.

A beast of burden (an animal for carrying loads)

The mule is the best *beast of burden*.

A bed of thorns (full of difficulties and troubles)

Shelley, the poet, cried that his life was a *bed of thorns*.

A bed of roses (comfortable and enjoyable)

A politician's life is not a *bed of roses* nowadays.

To bell the cat (to do something risky or dangerous)

All of us agreed that we give the Principal a list of our demands as well as a notice of strike, but no one was willing to *bell the cat* (take the risk of going to the Principal).

To beggar description (difficult to describe)

The horrors of the Viet Nam war *beggar description*.

Behind the scenes (not in public)

Much was done *behind the scenes* before an agreement could be signed between India and Pakistan.

Behind time, (late)

Many trains are running *behind time* these days.

To bid fair (promises)

The business deal *bids fair* to be very profitable to us.

To bid adieu (to say farewell)

At last the time came to *bid adieu* to my relatives and friends; then I went on board the ship.

Teacher's pet (favourite)**To have seen better days** (to have been richer or more prosperous in the past)

He is hard up nowadays, but his way of life shows that he *has seen better days*.

To bide one's time (waiting for a favourable opportunity)

He is only *biding his time*, and then he will take his revenge.

A bird of prey (that kills and eats other creatures)

The eagle is a *bird of prey*.

A bird's-eye view (a broad and brief account)

- He gave me a *bird's-eye view* of the obstruction caused by the flood.
- This guide book gives only a *bird's-eye view* of the historical monuments here.

Black and white (in writing)

He gave his statement in *black and white*.

Black and blue (black and blue marks on the body resulting from beating or hitting)

The thief was caught by the people and beaten *black and blue*.

Blackmail (threats to get money forcibly from someone)

The wicked man tried to *blackmail* the rich lady.

To blow hot and cold (speaking inconsistently)

President Bhutto is always *blowing hot and cold*. It is not easy to read his mind.

Top of the class (intelligent)

Mary's *top of the class*.

To blow one's own trumpet (to praise oneself highly in public)

Our Union President is boastful, he is constantly *blowing his own trumpet*.

Blue Blood (aristocratic descent)

It is the duty of the men of *blue blood* to ensure the uplift of the masses.

To keep body and soul together (to keep alive)

He earns just enough *to keep body and soul together*.

A bone of contention (a cause of dispute)

Kashmir is still *a bone of contention* between India and Pakistan.

To the marrow of one's bone (completely, through and through)

He is a gentleman *to the marrow of his bone*.

To be born with a silver spoon in one's mouth (to be born of a rich family)

Pt. Nehru was *born with a silver spoon in his mouth*.

To be born under a lucky (or unlucky) star (to be always lucky or unlucky)

He was *born under a lucky star*; whatever work he takes up, brings him huge returns (profit).

A bosom friend (intimate, very dear friend)

My *bosom friend* knows all my secrets.

To break loose (to escape)

The criminal *broke loose* from police custody.

To break into (to make a forcible entry)

Thieves *broke into* my friend's house last night.

To break down (to begin to cry)

After Socrates had drunk the poison, his friends *broke down*.

To break open (to use force to open)

The thieves could not *break open* the safe.

To break the news (to disclose the news)

It was not easy *to break the news* of her son's death to her.

To break the ice (to start discussion)

Two strangers sat together a long time before one of them *broke the ice*.

To breathe one's last (to die)

The old man *breathed his last* peacefully.

To bring up (to look after one's growth)

He has to *bring up* a large family.

● **To bring down** (to reduce)

It is not easy *to bring down* the prices of everyday needs.

To build castles in the air (to think of imaginary schemes)

Children love to *build castles in the air*.

To burn a hole (to get spent)

Money quickly *burns a hole* through my brother's pocket. He can never save any.

To bury the hatchet (to forget enmity)

We all want Pakistan *to bury the hatchet* and live in peace with India.

Know-all (studious)

He is a *real know-all*.



a real know-all

By and by (soon, after a short while)

By and by the situation was normal again.

By chance (by accident, unexpectedly)

- (i) Many things happen in life *by chance*.
- (ii) Parents are *by chance*, friends by choice.

By dint of (as a result of)

He has reached his eminent position *by dint of* hard and honest work.

By fair means or foul (by hook or by crook)

He has decided to pass the examination *by fair means or foul*.

By means of (by using, through)

Thieves entered the house *by means of* a rope ladder.

By return of post (by the very next post)

He sent his reply to me *by return of post*.

By appointment (by previous arrangement)

He met the manager of our company *by appointment*.

To call a spade a spade (to speak bluntly or exactly as one thinks)

Honesty and boldness enable a man *to call a spade a spade*.

To call in question (to doubt)

Ramesh's honesty has been *called in question*.

To carry the day (to win a victory)

Our football team *carried the day* after playing an exciting game.

To carry out (to put into action)

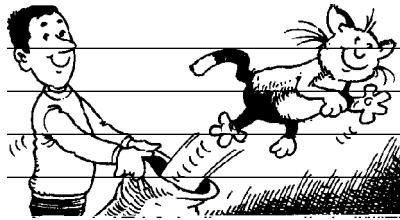
In the army, everyone has *to carry out* the orders of his superiors.

To carry conviction (to be convincing or easy to believe)

His account of the incident was too full of dramatic emotion *to carry conviction*.

To let the cat out of the bag (to disclose a secret)

He foolishly *let the cat out of the bag* when he was drunk, and brought disgrace upon himself.

**To catch a Tartar** (to deal with a very powerful opponent)

When the rulers of Pakistan tried to suppress the people of Bangladesh, they did not know they were trying *to catch a Tartar*.

To be caught napping (to be caught unawares)

When Pakistan attacked India our armed forces were not *caught napping*.

To be caught red-handed (caught while doing something wrong)

One of the thieves was *caught red-handed* as he was trying to escape through a window.

To be under a cloud (to be in disgrace, or out of the public eye)

Mr Ganesh has been *under a cloud* ever since he was caught manufacturing spurious drugs.

Chips of the old block (of like nature)

Mr Sharma and his wife are ill-natured, and their children are *chips of the old block*.

In cold blood (without provocation, planned and done without exciting passion)

A mad man has killed three persons *in cold blood*, as they were asleep at the time.

Cold reception (lacking in warmth and affection)

The Indian Hockey team was given a *cold reception* on their return home, as they had lost the Olympic title.

To come to light (to become known)

At last the head clerk's part in the loss suffered by the company *came to light*, and he was dismissed.

To come to a head (reached a critical point)

Within weeks matters *came to a head*, and the two brothers decided to live separately.

To come to grief (to fail)

He has *come to grief* through his laziness and folly.

To come to nothing (to end in smoke, to fail to be achieved)

My plans of going abroad have *come to nothing*.

To come round (to regain consciousness)

He *came round* two hours after the accident had taken place.

To curry favour (to flatter to gain favours)

Some clerks and peons try *to curry favour* with their superiors by doing odd jobs for them.

A cry in the wilderness (a voice or protest that is heeded by no one)

Our complaints against corrupt officers have been nothing more than *a cry in the wilderness*.

To cry over spilt milk (to complain about something that is beyond any cure)

Venu's children have gone astray because they were never given proper guidance. Now the parents are *crying over spilt milk*.

Lazy-bones (who is very lazy)

You have become a *lazy bones*.

**To cry for the moon** (to ask for something impossible)

A humble man's desire to become eminent in a democratic country is not a *cry for the moon*.

To dance attendance on a person (to be ready to do whatever the person wants)
Some people *dance attendance on their superiors* in the hope of getting promotion.

To be dead against (to be strongly opposed)
I am *dead against lazy* and dishonest people.

Bit of a big head (who thinks they are the best and says so)
John is a *bit of a big head*.



a bit of a big-head

At dead of night (very late at night)
I woke up at *dead of night* to find a stranger in my room.

To be dead certain (to be very sure)
I am *dead certain* of my brother's arrival today.

To deal in (to sell, to do business in)
My uncle *deals in* cloth.

To deal with (to treat)
I know how to *deal with* cheats.

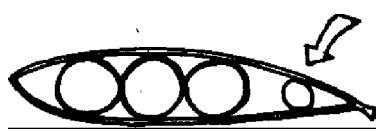
To dispense with (to give away, to do without)
I cannot *dispense with* my personal assistant.

To dispose of (to sell off)
My father wants to *dispose of* his bicycle.

To draw up (to make a plan)
He has *drawn up* a plan for our new business.

Odd-ball (peculiar strange)
She's a bit of an *odd-ball*

Odd-ball (peculiar strange)
She's a bit of an *odd-ball*



an odd-ball

To be all ears (to be quite attentive)
I am *all ears* when he was telling the story of his escape from robbers.

To eat humble pie (to accept a shameful position, to be humbled into a position of defeat)
The strikers had to *eat humble pie* when the unfairness of their demands was exposed by the management.

To eat one's words (to withdraw all that one has said)
The lawyer made the witness *eat his own words* during cross-examination in the court.

Middle of the road (very normal, no radical ideas)
My politics are very *middle-of-the-road*



middle - of - the - road

To end in smoke (to end without being fulfilled)
Rakesh's hopes of higher studies have *ended in smoke*.

Fair and square (honest)
I believe that a man should be *fair and square* in his dealings.

To fall flat (to have no effect)
My advice *fell flat* upon him.

To fall foul of (to get annoyed, to become displeased)
I will never like my superiors *to fall foul of* me through my folly or dishonesty.

To fall like a house of cards (to fall to pieces all at once)
His imaginary castles of a prosperous future *fell like a house of cards*, when his father died leaving the family in wretchedness.

To fall short (to be less, to decrease)
We *fell short* of money when we were shopping.

Over - the - top (very exaggerated in behaviour)
He is really *over - the - top*.



over - the - top

To fan the flame (to make more angry)
His rudeness fanned the *flame* of my anger.

A fancy price (a very high price)

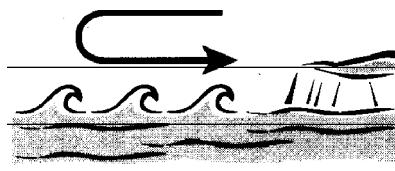
I paid a *fancy price* for this watch as I liked it so much.

To feather one's nest (to make oneself rich or strong in position)

Our leaders have no thought for the people; all their energies are directed towards *feathering their nest*.

Turning of the tide (change of situation)

The *tide has turned* for us; better days are ahead.

**A feather, in one's cap** (an honour or a distinction)

My brother's recent victory in the tennis match is yet another *feather in his cap*.

To feel the pulse (to guess the attitude)

A good public speaker must be able to *feel the pulse* of his listeners.

To fight shy of (to avoid)

There are many who *fight shy of* women's company.

To find fault with (to blame)

Suresh has the bad habit of *finding fault with* everyone.

To have (something) at one's finger's ends (to know completely)

I have the telephone numbers of my friends and relatives *at my fingers' ends*.

Fire and sword (destruction and death)

There was a time when powerful kings carried *fire and sword* through peaceful cities.

By fits and starts (irregularly)

If you work *by fits and starts* you will not succeed.

To play the game (to play one's part fairly)

Life teaches us that if you don't *play the game*, others also will not.

For fear of (because of the fear of)

I keep my money and valuables in a *safe, for fear of* being robbed.

Flesh and blood (human nature)

Flesh and blood cannot bear so much violence.

For the better (towards improvement)

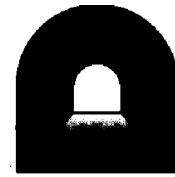
The patient has now taken a turn *for the better*.

For the sake of (for someone)

A dog will sacrifice his life *for the sake of its master*.

See light at the end of the tunnel (ray of hope)

We can see light at the end of the *tunnel at last*.

**For good** (for ever)

My father intends leaving Kolkata *for good*.

For better, for worse (whether it leads to good or to bad)

He has taken up another job, *for better, for worse*.

For nothing (no real purpose)

They fell out (fought) *for nothing*.

The game is not worth the candle (a work is not worth the effort it requires)

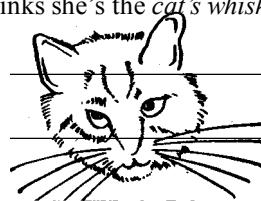
As his old bicycle was costing too much on repairs, he decided that *the game was not worth the candle*. So he bought a new bicycle.

A fool's paradise (an impossible dream world)

For long I lived in *a fool's paradise*, and then the hard struggle of life made me return to earth to face facts.

The cat's whiskers (thinks one's wonderful)

She thinks she's the *cat's whiskers*.



the cat's whiskers

The gift of the gab (fluency in speech)

Very few of our leaders have *the gift of the gab*. Most of them are very boring speakers.

To get rid of (to dispose of)

I want *to get rid of my old books*.

To give up (to leave)

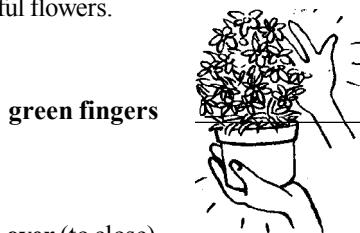
I cannot *give up smoking*.

To give vent to (to express, to give an outlet)

She *gave vent to* her pent up feelings the moment I spoke a few words of sympathy for her.

To have green fingers (good at gardening)

Geetha really has *green fingers*, see those beautiful flowers.

**To give over** (to close)

Our college *gives over* at 3 p.m.

Hard and fast (strict)

There are some *hard and fast* rules in every walk of life, and we must abide by them (follow them).

To grease the palm (to bribe)

Nowadays one cannot get anything done without *greasing the palm* of somebody or other.

The golden mean (a middle course)

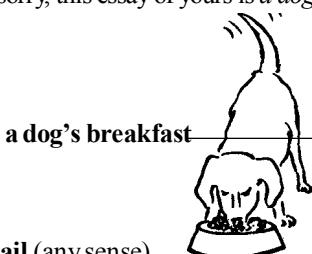
We must find out the *golden mean* between democracy and dictatorship.

To hang fire (to remain undecided or put off)

Our serious problems have been *hanging fire* for years while our leaders have remained busy playing their political games.

A dog's breakfast (very badly done)

I'm sorry, this essay of yours is *a dog's breakfast*.

**Head or tail** (any sense)

I could not make *head or tail* of his account of the accident.

To hold true or good (to be valid)

Your argument does not *hold good* in my case.

Heart bleeds (one suffers or feels unhappy)

My *heart bleeds* to hear what my parents have suffered during my absence.

High and low (people in high as well as humble position)

Gandhiji was loved and respected by all, *high and low*.

**To be on the ball** (knows a lot)

When it comes to grammar, she's really *on the ball*.

to be on the ball**Hold up** (an attempt at robbery)

There was a *hold up* at the bank close to our house, but the robbers could not get away with the loot.

**To hold back** (not to give some information)

I am sure he is not speaking the whole truth; he is *holding* (keeping) *back* something.

To hold a brief for (*to try to* justify or defend someone's actions)

I do not *hold a brief for* the strikers, but I feel that the government ought to fulfil most of their demands.

To hold one's tongue (to keep quiet)

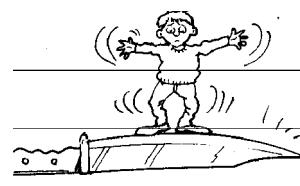
I told him to *hold his tongue* while I did the talking in his defence.

By hook or by crook (by fair means or foul)

He wants to pass the examination *by hook or by crook*.

Knife edge (in a very difficult situation)

The business is on a financial *knife edge* and may go bankrupt.

**Hue and cry** (noise)

The government wakes up only after people raise a great *hue and cry*.

In force (operative)

Orders under section 144 are *in force* in the city.

Hush money (money paid to hush up some matter so that it does not become public)
Most black-marketeers pay *hush money* to government servants.

To be ill at ease (uncomfortable)
The naughty boy felt quite *ill at ease* before the Principal.

To put a brave face (pretend happy about something)
He was disappointed about not getting the job.
But he's *put a brave face* on it.



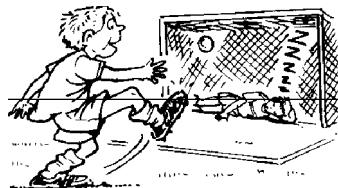
In the air (being talked about)
The possibility of the railwaymen going on strike is *in the air*.

In a body (all together)
The workers marched *in a body* to the manager's office.

In good faith (trusting)
I lent him ten rupees *in good faith* when he needed money, but now he denies that he owes anything.

In consequence of (as a result of)
He suffered much *inconsequence of* his youthful follies.

To be caught napping (catch unaware)
The soldiers were *caught napping* by the sudden attack.



In the nick of time (just in time)
He reached the station *in the nick of time*.

In a nutshell (in brief, or in a word)
To put it *in a nutshell*, the film was about two innocent children who helped the police in arresting a gang of smugglers.

● **In no time** (very quickly)
He was able to finish his home work *in no time*.

In one's favour (for one's benefit)
He drew a cheque for two hundred rupees *in my favour*.

In full swing (in full operation)
Our studies were hardly *in full swing* when there was a strike.

In one's teens (between 13 and 19 years of age)
He was *in his teens* when he lost his parents.

In season and out of season (at all times, right or not)
He tries to be humorous *in season and out of season*.

In the wake of (following close upon)
Shortage of all types of daily needs occurred *in the wake of the railwaymen's strike*.

In quest of (in search of)
Many American hippies have come to India *in quest of* spiritual peace.

To breathe down someone's neck (pay close attention to what some one's doing.)
Tom won't let John use the computer *without breathing down his neck*.



In the long run (in the end)
Truth will be victorious *in the long run*.

In broad daylight (in the day time)
My friend Ramu's house was burgled *in broad daylight*.

A jail bird (one who is jailed again and again)
Vikraman is *a jail bird*, he has been in and out of jail over six times.

Kith and kin (friends and relations)
He invited all his *kith and kin* to his wedding.

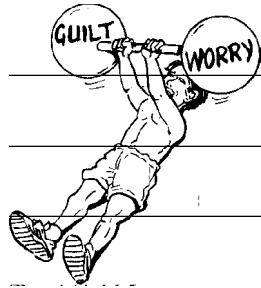
To know no bounds (to be without any limits or end)
My joy *knew no bounds* when I heard I had topped in my class.

To be on one's last legs (to be about to fall, end, or collapse)

It was clear to everyone that the Congress government in Gujarat was *on its last legs*.

To get it off the chest (to tell the feeling one is guilty about)

He wished he had never *got it off his chest*.



To lay heads together (to consult together)

The directors of the company *laid their heads together* to find a way of saving the company from disaster.

To lead someone by the nose (to lead someone with blind and unquestioning obedience)

His wife *leads him by the nose*. That is why everyone calls him hen-pecked.

To leave no stone unturned (to do all in one's power)

He *left no stone unturned* to get his son a job.

A laughing-stock (an object of fun and ridicule)

Ram Kumar is a *laughing-stock* to our class.

To let the grass grow under one's feet (to miss an opportunity)

A good businessman will not *let the grass grow under his feet*.

To let off steam (to give vent to their powerful feelings)

We organize many activities in our college where students can *let off their steam*.

The lion's share (the major part)

The strong boy of the class took *the lion's share* of the sweets at the picnic.

Loaves and fishes (rewards)

People suffer while ministers and leaders quarrel among themselves for the *loaves and fishes* of office.

The long and the short (a brief account, summary)

The long and the short of this matter is that we

must elect the officebearers of our association afresh.

Life and death struggle (a struggle whose failure could mean disaster)

The people of Bangladesh were engaged in a *life and death struggle* against the rulers of Pakistan.

To look for (to search for)

I am *looking for* my watch which I have mislaid somewhere.

To look daggers (to look angrily)

The man, who was hit by my scooter, *looked daggers* at me.

To lord it over (to domineer)

When he tried to *lord it over* me, I told him I was his room partner, not his servant.

To lose heart (to be discouraged)

We should never *lose heart*, however trying the circumstances.

Maiden speech (one's first speech)

His *maiden speech* was a complete failure. He cut a sorry figure by forgetting his points.

To make out (to understand)

I cannot *make out* anything of what he has written.

To give the cold shoulder (to deliberately ignore)

He just showed his annoyance by giving him the *cold shoulder*.



To make room for (give up position in favour of someone)

The old and incompetent must *make room for* the young and competent.

To make a clean breast of (to confess, admit)

The accused *made a clean breast of* his guilt in the court.

To make one's mouth water (to stimulate appetite)—

The wedding dinner *made my mouth water*.

To make both ends meet (to have two square meals a day)

My neighbour is too poor to *make both ends meet*.

A narrow escape or shave (a hair-breadth escape; escape by a very narrow margin)

It was a *narrow escape*; the bomb exploded only seconds after I had taken cover.



To make light of (to treat as if not serious)

He is a brave man who *makes light of his hardships*.

To mince matters (to say something mildly)

Our Principal does not like to *mince matters*; whatever he has to say he says it frankly, even bluntly.

To move heaven and earth (to try one's utmost)

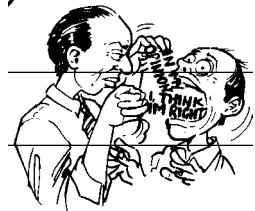
He *moved heaven and earth* to trace his lost son, but in vain.

To nip in the bud (to stop something before it can grow)

We must *nip bad habits in the bud*.

To ram something down some one's throat (forcing someone to listen to his opinions).

Tom knows he is in the wrong, but he wishes John wouldn't keep *ramming it down his throat* all the time.



Nook and corner or cranny (everywhere; every corner and opening)

I searched for my dictionary in every *nook and corner*, but could not find it.

Nothing short of (nothing less than)

Nothing short of deputy ministership will satisfy some politicians.

● **Now and then** (occasionally, from time to time)

Now and then a car passed by, otherwise the two of us were all by ourselves walking in the moonlight.

Null and void (cancelled)

The Supreme Court has declared our state's law on land holding *null and void*.

Of late (recently)

He has been rather cheerful *of late*.

Of one's own accord (of one's own free will)

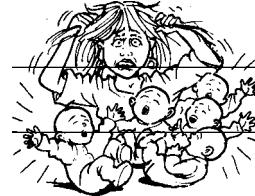
He has resigned his job of *his own accord*.

Of no avail (of no use)

My attempts to reform my brother were *of no avail*.

To tear / pull one's hair out (to get very upset about something)

The children are crying aloud, which made her *pulling her hair out*.



A man of few words (one who does not talk much)

Our Principal is a *man of few words*; he is always brief and to the point.

A man of his word (a man who keeps his promises)

Everybody says that my grandfather was a *man of his word*.

Off and on (irregularly, from time to time)

Ramesh comes to my house *off and on*.

On the eve of (the day before, just before)

The unwilling bride escaped from her house *on the eve of* her wedding.

On the stroke of (exactly at)

The lecturer reached the hall *on the stroke of* nine.

On the alert (watchful)

Our armed forces are *on the alert* against any surprise attack.

On the verge of (on the point of, very nearly)

She was *on the verge of* mental breakdown when she learnt about the death of her husband.

On the spur of the moment (done without previous planning)

My friend, Sunder, made some very clever remarks *on the spur of the moment* during the extempore debate.

To put in the picture (to explain the situation)

I'm glad she *put me in the picture* because now I can understand the way he is.



On the contrary (on the other hand)

Public servants are supposed to serve the people, *on the contrary*, they lord it over them as if the people were their servants.

On no account (not for any reason)

On no account I will let my friend down.

Once for all (finally)

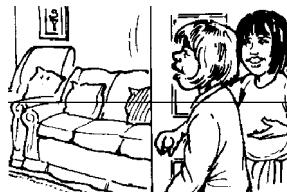
My father has told me *once for all* that if I fail in my class, he will not allow me to continue my studies.

Over and above (besides)

Over and above his clerical duty, Manzoor's father does some odd jobs to make an extra penny.

Make oneself at home (relax and be comfortable)

She invited the guest and said 'come in, *make yourself at home*'.



Over and over again (repeatedly)

Our English teacher keeps telling us *over and over again* that hard and honest work will always bear good fruit.

An open mind (a mind without prejudice, and willing to consider fresh or other ideas)

I have *an open mind* on the question of how much freedom should be allowed to the young.

● **An open secret** (something known to all, although a secret)

It is *an open secret* that my friend, Mahinder's marriage has failed.

An open question (an undecided question or problem)

- (i) Whether All India Radio should be controlled by a corporation is still *an open question*,
- (ii) Whether students should be allowed to have a voice in the appointment of teachers is *an open question*.

Out of sorts (unwell)

I am out of sorts today, and intend staying at home.

Out and out (completely)

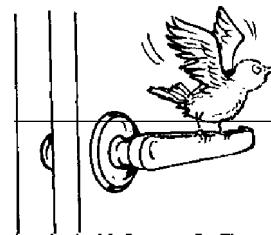
He is *out and out* a rascal.

Out of date (very old, obsolete)

My father wears *out of date* items of dress.

To fly off the handle (to be very angry)

Her father *flew off the handle* when she said she wasn't going to return to university.



Out of order (not in working condition)

Our ceiling fan is *out of order*.

Out of doors (in the open)

We played *out of doors* for a long time.

Out of harm's way (safe)

It is not easy to keep children completely *out of harm's way*.

Out of one's mind (insane, mad)

The news of his only son's death has made him go *out of his mind*.

Out of stock (not available for sale)

Our physics textbook is *out of stock* in all the bookshops in the city.

Over head and ears (completely)

He is *over head and ears* in debt.

Out of the wood (out of difficulties)

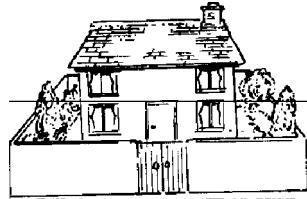
Our defence production has improved but we are not yet *out of the wood*.

Pass away (die)

Mahboob's father *passed away* last night.

To be as safe as houses (extremely safe)

She said that the details of the project will be *as safe as houses*.

**To pass for** (to appear, to pretend to look like)

The stranger to our city *passed for* a businessman, and cheated several persons.

To pay someone back in the same (or in his own) coin

(to treat another person as treated by him)
He was rude to me and I *paid him back in the same coin*.

To pick a quarrel (to start a quarrel)

I do not like to *pick a quarrel* with anyone.

To pick one's pocket (to steal from one's pocket)

Someone *picked my pocket* last month.

To play second fiddle (to take a subordinate position)

I like to lead; I do not like to *play second fiddle* to anyone.

To play truant (to keep away from school without the knowledge of one's parents)

Once I was caught *playing truant* from school. I promised that I would never do that again.

Point blank (bluntly, at close range)

- (i) He asked me *point blank* if I was thinking of getting married secretly.
- (ii) The gunman fired at his victim *point blank*.

The powers that be (persons in authority)

In our country *the powers that be* have little concern about the welfare of the people.

To put out (to extinguish)

He has *put out* the light.

To put in (contribute, add)

He has *put in* very little work.

To put off (to postpone)

Do not put off till tomorrow what you can do today.

To put in a word for (say something favourable to)

Had my boss not *put in a word for* me, I might not have been promoted.

Beyond question (above suspicion)

Mr. Vasu's integrity is *beyond question*.

To rack one's brains (to strain one's wits)

I racked my brains but could not find any way out of my dilemma (problem).

Rank and file (the important as well as the humble people)

The Prime Minister has appealed to the *rank and file* in the country, to strengthen the nation's economy in every possible way.

Ready money (cash)

I have hardly any *ready money* to pay my dues.

Red-tape (a rigid observance of rules and regulations)

Red-tape is very largely responsible for our slow progress.

A red-letter day (a memorable day)

Our Republic Day is-a *red-letter day* for us.

To be on the right side of sixty means to be under sixty years of age. *To be on the wrong side of thirty* means to be over thirty-**To set alarm bells ringing** (something that worries which is a sure sign of a problem)

The strange look she gave me *set alarm bells ringing*.

**To ran over** (to check)

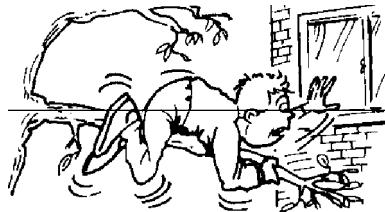
He *ran over* the figures quickly.

To be ran over (to knock down) —The child was *run over* by a car.**To run down** (to blame; to condemn)

It is far easier to *run down* others than to do better than they have done.

To save one's face (to save oneself from disgrace or shame)
An honourable compromise helped him *to save his face*.

To be / go out on a limb (doing something different from any one else or be alone and lack support)
The Minister risked his job by *going out on a limb* and criticising the proposals of the Prime Minister.



To keep a sharp look-out (to watch very closely)
The police *kept a sharp look-out* on the house of the smugglers.

To be in someone else's shoes (to be in another's position)
I would not like *to be in the shoes* of the labour officer in any mill.

A shooting pain (sharp pain coming and going quickly, or constant for a certain duration)
After I had fallen from the high wall I felt a *shooting pain* in my right leg.

To show a clean pair of heels (to escape)
The thieves *showed a clean pair of heels* when our two dogs went barking for them.

At sixes and sevens (in disorder)
When I found everything in my room *at sixes and sevens* I was sure my little sister had been there.

A sleeping partner (one who does not play an active part in business)
My father's *sleeping partner* gives him advice and money, while he does the rest.

A slip of the pen (a slight error in writing)
A slip of the pen cost him his job.

Small talk (talk about unimportant subjects)
Small talk kept us entertained during our train journey.

To stand in someone's way (to oppose someone)
My uncle will never *stand in someone's way* of progress.

● **To stand to reason** (to be reasonable)
It *stands to reason* that everyone should be guaranteed a minimum living standard.

To steal a march on (to go ahead)
India has *stolen a march on* many developing countries in respect of industrial production.

To steer clear of (to keep away safely)
I always try *to steer clear* of bad company.

At a stone's throw (quite near)
My house is *at a stone's throw* from my college.

To leave no stone unturned (to do one's utmost)
He *left no stone unturned* to get his sons good jobs.

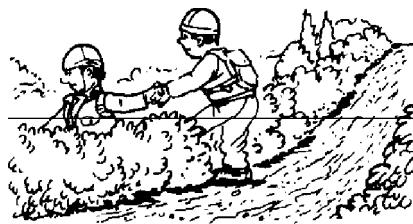
To be struck dumb (unable to say anything owing to astonishment)
I was *struck dumb* to hear that my friend, Madan, had been murdered in cold blood.

To take by storm (to capture after a sudden attack)
Our forces *took* the enemy stronghold *by storm*.

To take to one's heels (to run away)
The bad character *took to his heels* when some people ran after him.

To take the bull by the horns (to deal with a difficult problem or situation boldly)
The poor boy was always troubled by the rich bully. One day he *took the bull by the horns* and gave a sound thrashing to the rascal.

To lead someone astray (influence someone to be away from the main path)
John was a weak man easily *led astray* by others.



To take things easy (not to work hard)
Once a man begins *to take things easy*, hard work will become impossible for him.

To throw cold water upon (to discourage; to prevent something from being done)
My father has *-thrown cold water upon* my proposal for spending the summer vacation at Nainital.

To throw dust in one's eyes (to deceive)

Many beggars go about our country, *throwing dust in the eyes* of gullible people.

To turn over a new leaf (to change for the better)

After his marriage, he gave up bad company, and *turned over a new leaf*.

To talk shop (to talk about business)

It is improper to *talk shop* at tea or dinner parties.

To tell upon (to ruin)

Hard work has *told upon* his health.

To throw oil over the troubled waters (to pacify)

- (i) Dr H. Kissinger tried hard to *throw oil over troubled waters* in the Middle East.
- (ii) Gandhiji knew how to *throw oil over the troubled waters*, and make opponents sit and talk together.

To take time by the forelock (not to let an opportunity slip)

A resourceful man will always *take time by the forelock*.

Take your time (go at the speed you like)

Please *take your time* to do this work; I am not in a haste.

To and fro (in opposite directions)

The watchman kept on his beat *to and fro*.

To all appearance (seemingly)

To *all appearance* he is not guilty.

To kick the bucket (to die)

He's *kicked the bucket*.

**To a man** (to the last man)

The country rose *to a man* when Pakistan and China attacked India.

To the best of one's ability (as best as one could)

He worked *to the best of his ability*.

To one's heart's content (as much as one wishes)

I played *to my heart's content*.

To one's face (directly to someone)

I told him *to his face* what I thought of him.

To bite the dust (to die)

He's *bitten the dust*.

**To try one's luck or fortune** (to see if he would get success)

My father has started another business *to try his luck* there.

To turn the tables (to pay back in the same coin effectively and with success)— Critics wrote against the poet, Byron; then Byron *turned the tables* by ridiculing his critics in a poem.**Ups and downs** (changes in fortune)

A man sees many *ups and downs* in his life.

Under consideration (being taken into account, being looked into)

My application to my boss for long leave is still *under consideration*.

Under lock and key (safely locked away)

I keep all my valuable papers *under lock and key*.

To be up in arms (to rise in revolt)

Workers everywhere are *up in arms* against the managements, for higher wages and better service conditions.

Under one's breath (in a whisper)

He cursed his partner *under his breath*.

Under one's thumb (under one's complete control)

He is *under his wife's thumb*.

Under cover of (taking advantage of)

The thieves escaped *under cover of* darkness.

Under the very nose of (right in front of)

Many bad characters operate *under the very nose of* the police.

To be up and doing (to be active, doing)

We should be *up and doing* if we want the country to prosper.

To be under a cloud (under suspicion)

He has lived *under a cloud* ever since he was dismissed for dishonesty.

Up to (doing)

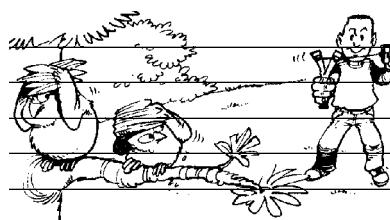
I cannot say what those children are now *up to*.

To be on the wane (declining)

Mr. Sasi's influence is *on the wane* now that he is no more powerful.

To kill two birds with one stone (to gain something more)

If you buy a fridge, you can fly to Dubai. It is like *killing two birds with one stone*.

**To wash one's hands off a business** (to separate oneself from a business)

I have *washed my hands off this business*.

To weather the storm (to successfully face a difficulty)

Our country has successfully *weathered* many a political *storm*.

To be well-to-do (to be wealthy)

My father is quite *well-to-do*.

A wet blanket (one who discourages others)

My father is a *wet blanket*; he never permits me to do as I like.

To be wide awake (to be quite alert)

I was *wide awake* all night after I had been awoken by my dog.

A wild goose chase (a foolish, profitless attempt)

By telling his sons that there was a treasure in their field, the old man put them on a *wild goose chase*.

With a view to (in order to)

He constructed a model *with a view to* making the building of a house a planned thing.

With open arms (warmly)

Indian troops were welcomed in Bangladesh *with open arms*.

Without fail (certainly)

He will come here *without fail*.

Without rhyme or reason

He became irregular in school *without rhyme or reason*.

To be at one's wit's end (to be too puzzled to know what to do)

When I saw a huge snake in my room, I was at my *wit's end*.

To pop the clogs (to die)

He's *popped his clogs*.

**A windfall** (unexpected and sudden good fortune)

His father's death has left him a *windfall*.

Back out. (Get out of an agreement, to fail to keep a promise).

- He promised to support our plan, but *backed out* at the last moment.
- We need you on our committee, and we will be very sorry if you *back out* and resign.

Bear down. (Overcome, defeat, move quickly towards)

- Our forces *bore down* all enemy resistance.
- The ship *bore down* upon the island from where distress signals were received.

Bear out. (To show to be true to witness, to confirm).

We had to call a witness to *bear out* our statement.

Bear up. (Keep one's spirits up under adversity).

It was only his strong will which made him *bear up* through trials and adversity.

Blow out. (Extinguish).

I told them to *blow out* the fire and go inside to bed.

Blow up. (To break or destroy by explosion, to shatter),

- Some anti-social elements tried to *blow up* the bridge near our house.

(b) His plans were all *blown up*.

Break down. (To become unusable because of breakage or after failure)

- (a) The machine *broke down* and the work had to be stopped.
- (b) His health *broke down*.

Break into. (To force an entrance into). Robbers *broke into* the bank.

Break out. (To begin and become noticeable)

- (a) An epidemic of measles *broke out* and the school had to be closed.
- (b) Sores *broke out* all over his body, causing him great pain.

Bring out. (To offer to the public by providing, publishing or selling)

Because of the break-down of electricity supply, no newspapers could be *brought out* today.

Bring up. (To take care of, to train)

- (a) Orphans are usually *brought up* by close relatives.
- (b) Their children were *brought up* to respect their elders.

Call for. (To need, to require)

- (a) Success in school *calls for* much hard study.
- (b) Your success *calls for* a celebration, so give us a party.

● **Call forth.** (Provoke)

The actor's excellent performance *called forth* loud applause from the audience.

Carry on. (To keep doing as before, continue)

- (a) The life-boat crew *carried on* their difficult task of rescuing the swimmers, although the sea was very rough.
- (b) The company *carried on* their business in an honest manner.

Call off. (Cancel)

As the chief actor was badly injured, the dramatic performance was *called off*.

Call on. (Visit)

The whole colony was on friendly terms because neighbours *called on* one another regularly.

Carry off. (To succeed in winning)

Atul *carried off* honours in Science

Carry out. (To put into action, execute)

Raman listened carefully, and *carried out* the teacher's instructions.

Carry through. (To keep from failing or stopping)

Raina makes many plans, but how many of them he will *carry through*, it is difficult to tell.

Cash in on. (To see a chance and profit by it)

Businessmen try to *cash in on* all opportunities for their profit.

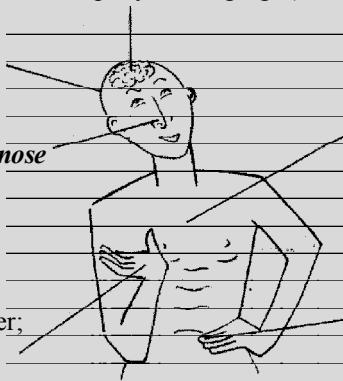
IDIOMS BASED ON NAMES OF THE PARTS OF THE BODY

I have got that song **on the brain!**
(just can't stop myself singing it)

He's made quite a bit of **headway**
with his maths lately.
(make progress)

We had to **pay through the nose**
for those tickets.
(pay a huge amount)

You've got **to hand it to** her;
she's a great singer.
(acknowledge/admit)



I hope you didn't mind me telling you.
I just had **to get it off my chest**.
(tell something that's been bothering
you a lot)

Oh, he's got **a finger
in every pie**.
(is involved in many
different things)

bring back / take back / give back / put back

- You can take my umbrella but please **bring it back**.
- I **took** my new sweater **back** to the shop. It was too small for me.
- I've got Diane's keys. I must **give them back** to her.
- I read the letter and then **put it back** in the envelope.

Catch on. (To comprehend; to catch the popular fancy)

The widely, advertised fashions *caught on*, and tailors did brisk business.

Come across. (To find or meet by chance)

After a long and arduous journey in the desert, the travellers were happy to *come across* an oasis.

Come in for. (To receive)

His conduct *came in* for much criticism.

Come off. (To take place),

- Did everything *come off* well?
- The picnic *came off* at last, after it had been postponed twice.

Cross out. (To draw a line through)

Don't *cross out* so many words, because it will make your work untidy.

Cut in. (Interrupt with a remark)

I was about to make my point when he *cut in* with a rude remark.

Fall upon. (To attack, to rush against, to devolve upon, to chance upon)

- The criminals were forced to *fall upon* their knees and beg forgiveness,
- Our forces *fell upon* the enemy by surprise and made short work of it.
- The tiger *fell upon* the farmer and killed him.

Cut out. (Suited to; fitted to)

That Shanti Kumar was *cut out* for the law, became clear when he took part in his college debates.

Draw out. (Of a Train etc.—move away from the platform)

As the bus was *drawing out* of the shed, it collided with a car.

- You can take my umbrella but please **bring it back**.
- I **took** my new sweater **back** to the shop. It was too small for me.
- I've got Diane's keys. I must **give them back** to her.
- I read the letter and then **put it back** in the envelope.

Do away with. (To put an end to)

The death penalty has been '*done away with*' in many European countries.

Draw up. (To plan, or prepare)

The contractor asked the workmen to *draw up* a list of their requirements.

Drop in. (To pay a short and unplanned visit)

I told him to *drop in* whenever he had time.

Drop out. (Stop, Leave)

In the middle of the race, Asheesh fell down and had to *drop out*.

Fall in with. (Agree to: comply with, be in accord with)

I am quite willing to *fall in with* any thing you suggest.

Fall off. (Decline in number or amount)

The economic crisis is responsible for a *falling off* in profits.

Fall out with. (Quarrel)

It is a great pity that you *fell out with* your brother. Who will help you now?

Fall through. (To fail, to be ruined)

The plan for the expedition *fell through* owing to lack of funds.

Get over. (Recover from)

My wife has *got over* the worst period of her illness.

Fill in. (To write words needed in blanks)

You should *fill in* all the blanks on an application form.

Hold out. (Resist)

- The swimmer tried to reach the shore, but was drowned when he could not *hold out*.
- The seige has lasted for a month, and the city could not *hold out* any longer.

Give in. (Stop arguing, and do as the other person wants)

After Sanjay's repeated requests for a bicycle, his father *gave in* and bought him one.

Flare up. It was an ugly sight to see *the flare-up* between the two groups which ended in serious injuries to four persons.

Get across. (To become clear)

The teacher tried to explain the problem, but the explanation did not *get across* to the class.

Get along. (To go or move away, make progress)

(a) The policeman told the boys on the street corner to *get along*.

(b) Atul is *getting along* well in school; he is learning more and more every day.

Get away with. (To do something bad or wrong, without getting caught or punished)

He is constantly late for work, yet nothing is ever said to him. I don't know how he *gets away with it*.

Get down to. (To get started on)

I must *get down to* my letter-writing today.

Get off. (Come down from)

Get off my chair, please.

Get on. (to manage)

He will *get on* in life, because he is clever.

Give off. (Send out)

The food is giving *off* a peculiar smell. Don't eat it.

Give out. (Make known)

Be careful not to give *out* the secret of the formula.

Go round. (Be enough)

If there are not enough chairs to *go round*, some of us will have to stand.

Go through. (to examine)

The clerk *went through* the accounts, and found them correct.

Give up. (to surrender)

Don't *give up*. Try and try again.

Go off. (Explode).

We were frightened by the noise of the guns when they *went off* during military exercises.

Hold back. (to restrain)

The angry customer *held back* payments for the goods supplied because they were badly damaged.

Hard up. (Without enough money).

Atul was *hard up* and asked Sanjay to lend him a hundred rupees.

Hold forth. (Make a speech)

The politician had been *holding forth* on the shortcomings of the younger generation for over an hour, and the audience became restless.

Hold on. (to wait a moment)

Hold on please! The telephone operator is connecting you with Delhi.

Hold up.

(a) The policeman *held up* the traffic to allow pedestrians to cross the road.

(b) "This is a *hold-up*", shouted the armed men who broke into the bank, brandishing their pistols.

Hunt down. (Pursue and find)

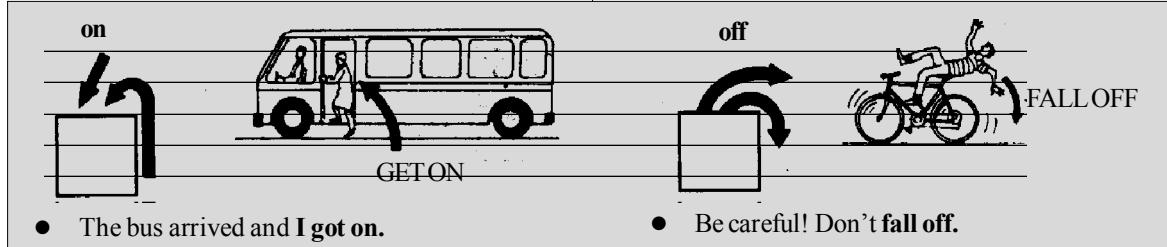
The hide-out of the robbers was discovered and the criminals were all *hunted down* and nabbed.

Hunt out. (Search for and find).

Although we tried to *hunt out* the valuable document from among the various files, we failed to find it.

Keep on. (To go ahead, not stop).

The neighbours asked them to stop making a noise, but they *kept* right on.



CLIMB OVER

round (or around)

TURN OVER

LOOK ROUND

- The wall wasn't very high, so we **climbed over**.
- **Turn over** and look at the next page.
- Somebody shout my name, so **Hooked round** (or **around**).
- We went for a long walk. After six miles we **turned round** (or **around**) and went back.

Knock down. (Hit with a vehicle and cause to fall).
When he regained his senses, he had no idea how he had got *knocked down* by a speeding truck.

Knock off. (Stop work).
At exactly five o'clock the men *knocked off* work for the day.

Keyed up. (Excited, nervous)
Sheela was all *keyed up* about her Examination.

Lash out. (To kick, attack).
The school newspaper *lashed out* at those students who had been rude to the visiting team.

Layoff. (Dismiss from work)
The factory was forced to *layoff* some men as its goods were not selling and it had suffered heavy losses.

Put Off. (Postpone)
Do not keep *putting off* your unpleasant works.
After all, you will have to do them sometime.

Lay by. (To save, especially a little at a time).
How wise you are! You have planned well and *laid by* money for your old age.

Lay down. (Prescribe, sacrifice)
(a) The boys had to abide by the rules *laid down* by the hostel management
(b) He *laid down* his life for his country.

Lay in. (Provide oneself with a stock of).
We have been advised to *lay in* reserve stocks of grain as famine is feared in the near future.

Lay out. (Spent a lot of money)
His friend has to *lay out* a large amount of money to bail him out of prison

Lay up. The farmer bought many more cows and would have to *lay up* a good stock of fodder to feed them.

Look up. (To seek and find)
Take this price list and *look up* the cost of the book you require.

Laid up with. I am *laid up* with (ill with) an attack of fever.

Leave off.
(a) Let us begin where we *left off* yesterday.
(b) At exactly five o'clock, employees *leave off the factory*.

Letdown. (Make somebody's spirits sink)
The members of the team must win the match and not *let down* the school.

Let off. (To excuse from penalty)
The boys were caught smoking in school; but the Principal *let them off* with a warning.

Look after. (To attend to or take care of)
I will take the responsibility and *look after* your son's interests.-

Look down on. (To think as less good)
Sheela *looked down* on her classmates because she was richer than they were.

Look forward to. (To expect)
I *look forward to* meeting you when you next happen to be at Allahabad.

Look up to. He is a very helpful man, and I really *look up* to him.

Make for. (To go forward, start in the direction of)
He *made for* the station and managed to catch the train.

Make off. (To go away, run away)
When the deer saw the hunter, it *made off* at once.

Make out. (To see, hear, or understand by trying hard).
The speaker could not be heard, so we could not *make out* what he was trying to explain.

Put by. (To save for the future)
I have a bit *put by* for my retirement.

Make over. (To change something from one owner to another owner)
He *made over* his flourishing business to his son, and retired to the countryside.

Make up. (Get or give back what is lost)
How can he ever *make up* for the loss of his son?

Pass off. (To go away gradually)
Our College elections *passed off* peacefully.

Pull through. (To help through, bring safely through a difficulty)
The Bank's generous loan *pulled* my father *through* his business trouble.

Put across. (To explain clearly, make oneself understood)
He knew how to *put* his ideas *across*.

Put down (Stop by force)
The General *put down* the rebellion with an iron hand.

Put on. (Switch on)
(a) Hurry up and *put on* the light.
(b) He *put on* a shirt before leaving his room.

Put out. (Extinguish)
(a) The fire brigade were still *putting out* small fires started by the plane crash.
(b) *Put out* the light.

Put up. (Provide for food and lodging)
As you have nowhere to stay, I can *put you up*.

- **Put up with** (Tolerate)
Control your temper, I cannot *put up with* it any longer.
- **Ride out.** (To survive safely, endure)
The captain ordered all sails lowered so that the ship could *ride out* the storm.
- **Rule out.** (To say that something must not be done)
The Prime Minister, Mrs. Indira Gandhi *ruled out* the division of Assam.
- **Run down.** (Criticize unkindly)
(a) Say what you like to me, but not *run me down* in public.
(b) He looks so *run down* after that illness.
- **Run out.** (Finish, exhaust)
When this type of battery *runs out*, it cannot be recharged.
- **Run over.** (Knock somebody down)
Look carefully before you cross the road to avoid getting *run over*.
- **Run through.** (Spend all that one has quickly and foolishly)
The boy confessed that he had *run through* his pocket money within three days of getting it.
- **Score out.** (Cancel something by drawing a line through)
The Captain of the team *scored out* the names of three players who had done badly in the recent matches.
- **Scour out.** (Rub the inside of something with a rough brush)
She burnt some sugar in a pan and to clean it she had to *scoured out* the pan.
- **See off.** (To go to say, or wave good-bye to)
The railway platform was crowded with the relatives and friends of the passengers whom

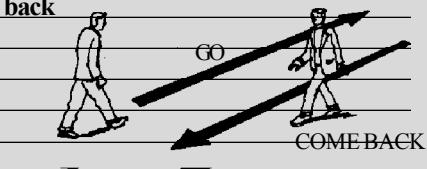


away or off

- The thief **ran away**. (or **ran off**)
- Ann got into the car and **drove away**. (or **drove off**)

be/go away (=in/to another place)

- Ann has **gone away** for a few days.

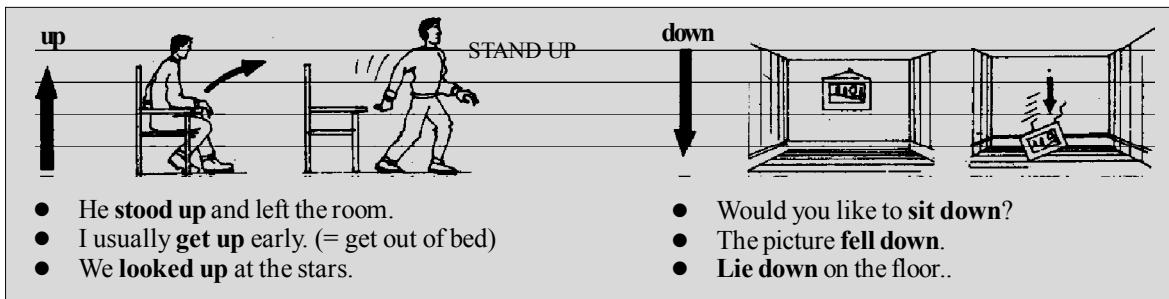


back

GO

COME BACK

- We were out for dinner and then **went back** to our hotel.
- Go away and don't **come back**!
- be back**
- Ann is away. She'll **be back** on Monday.



<p>they had come to <i>see off</i>.</p> <p>Set off. I was present when the members of the Himalayan team <i>let off</i>.</p> <p>See through. (Understand the true nature of somebody beneath) I can <i>see through</i> your sly scheme and will expose you.</p> <p>Set in. Winter has <i>set in</i> earlier this year.</p> <p>Set out. (Start) The explorers <i>set out</i> in search of two of their members who were missing.</p> <p>Set up. A new tradition was <i>set up</i> by the Principal, which won the favour of the students.</p> <p>Sort out. Now that summer has <i>set in</i>, I have to <i>sort out</i> my cotton clothes and put away the woollens.</p> <p>Stand by. He promised to <i>stand by</i> me through thick and thin.</p>	<p>Stand out. (Be conspicuous by contrast) His talents <i>stand out</i> in comparison with those of his friends.</p> <p>Take off. (Leave the ground) The aeroplane <i>took off</i> smoothly.</p> <p>Take down. ('To write or record what is said) I cannot understand your method of study because you rarely <i>take down</i> notes.</p> <p>Take in. (To deceive, cheat, befooled) Only a very simple person could be <i>taken in</i> by your disguise.</p> <p>Takeover. (Give into the custody of) The police <i>took over</i> the thief from the villagers who had caught him.</p> <p>Touch off. (Cause) His action has <i>touched off</i> a crisis.</p> <p>Turn down. (Refuse, reject) The Committee has <i>turned down</i> his application.</p>
---	---

3 *To put it in a nutshell*, this is a waste of time.

1 Who's going to *start the ball rolling*? 1

7 I hope they *get to the point* soon.

2 I want to *speak my mind* today.

4 Derek's so *long-winded*.

6 Iris always *talks rubbish*.

8 I hope Will speaks; he always *talks sense*.

5 I hope we *wrap up* the discussion by 12.30.

1. start the discussion	5. finish the discussion
2. say exactly what I think	6. say stupid things
3. say it in few words	7. come to the important part of the matter
4. say things in a long, indirect way	8. say intelligent, reasonable things

Turn in. (To give back, return)

You must *turn in* the library books you have borrowed, or you will be fined.

Turn off. (to stop)

Do not waste water, *turn off* the tap.

Talk rubbish (meaningless talk)

No one likes Ramu because he *talks rubbish*.

Turn on. (to start)

You may *turn on* the TV, but do not make it loud.

Turn out. (Produce)

The printing press *turns out* a thousand books an hour.

Turn over. (Hand over, surrender)

She *turned him over* to the police.

Wear off. (To lessen, become less little by little)

The people went home as the excitement of the

fire *wore off*.

Wear out. (To become useless from use or wear)

If you persist in kicking stones; you will *wear out* your shoes quickly.

Weigh down. (Make sad or low in spirits)

The anxiety of her child's serious illness *wore her down*.

Wind up. (To bring or to come to an end)

Having suffered heavy losses he decided to *wind up* his business.

Work off. (To get rid of an unpleasant feeling)

It is wise to *work off* one's irritation somehow, only then will there be tranquility.

Work out. (Calculate)

The accountant had to *work out* the profit and loss statement for the previous year.

**EXERCISE**

- Direction:** Choose the alternative which best expresses the meaning of the Idiom / Phrase given below.
1. At one's beck and call.
 - (a) Enjoying oneself without caring for others
 - (b) To be always at one's service
 - (c) To be under one's subjugation
 - (d) To be in an advantageous position
 2. Swan-song.
 - (a) Music as sweet as a song of birds
 - (b) A melodious song in praise of someone
 - (c) Praise of a woman by her lover
 - (d) Last work of a poet or musician before death.
 3. To play to the gallery.
 - (a) To work hard to achieve the best
 - (b) Trying to get appreciation from least intelligent people
 - (c) Use wrong means to achieve success
 - (d) To be able to do a work easily
 4. To break the ice.
 - (a) To start quarreling
 - (b) To end the hostility
 - (c) To start a conversation
 - (d) To end up partnership
 5. To oil the knocker.
 - (a) To instigate a person to do a job
 - (b) To do a work with increased pace
 - (c) To tip the office-boy
 - (d) To revive old enmity
 6. To cut the crackle.
 - (a) To humiliate
 - (b) To annoy someone
 - (c) To act in a friendly way
 - (d) To stop talking and start
 7. To take somebody for a ride.
 - (a) To provide entertainment
 - (b) To keep company
 - (c) To deceive or humiliate him
 - (d) To exploit a person
 8. To cool one's heels.
 - (a) To rest for sometime
 - (b) To give no importance to someone
 - (c) To remain in a comfortable position
 - (d) To be kept waiting for sometime
 9. By the rule of thumb.
 - (a) By the use of force
 - (b) By the use of trickery
 - (c) By cheating and deception
 - (d) By practical experience which is rather rough
 10. A fool's errand.
 - (a) A blunder
 - (b) An impossible task
 - (c) A useless undertaking
 - (d) None of these

**ANSWERS**

- | | | | | |
|--------|--------|--------|--------|---------|
| 1. (b) | 2. (d) | 3. (b) | 4. (c) | 5. (c) |
| 6. (d) | 7. (c) | 8. (d) | 9. (d) | 10. (c) |