

If you look at the list of names under contacts or list of applications in a mobile phone, you will find that they are arranged in a certain order. That order is called an alphabetic order, i.e. in the order of the alphabet.

The name starting with 'a' will appear first, then the word with 'b' and so on. The name starting with 'z' will appear last. Look at the list below. The names are put in alphabetic order.

Anil      Balendu      Chanchal      Deepak .....

In the same way

Adobe      BHIM      Calendar      Duo      Excel

The word Adobe comes before the word **BHIM** because A comes before B in the alphabet.

**BHIM** comes before Calendar because B comes before C and so on.

In the same way, the words in a dictionary are arranged in alphabetical order.

**A. Arrange each of these groups of words in alphabetical order.**

- |    |         |        |         |        |       |
|----|---------|--------|---------|--------|-------|
| 1. | Kayyum  | Ishita | Amit    | Rajpal | Pawan |
| 2. | bicycle | car    | scooter | jeep   | bus   |
| 3. | brinjal | onion  | tomato  | chilly | lime  |
| 4. | sole    | berry  | date    | lichi  | fig   |
| 5. | oak     | root   | pine    | gum    | bud   |

## More about Alphabetical Order

In the above words, the first letter of each one is different. So they have been arranged in an alphabetical order of the first letters.

What will we do when the first letter of each word is the same?

girl      goat      game      grapes      gun

In this case, we will arrange them according to their second letters.

as : game      girl      goat      grapes      gun

What will we do if the second and the first letters are the same?

as in : dial      dime      dig      die      dinner

Then, we will arrange them according to their third letters.

as : dial      die      dig      dime      dinner

### Look at some more examples

dog      doll      donkey      dove      down

(The first two letters are the same)

mar      mare      margin      mark      marry  
ban      band      bang      banjo      banner

good      goodbye      goodness      goods      goodwill

(The first four letters are the same)

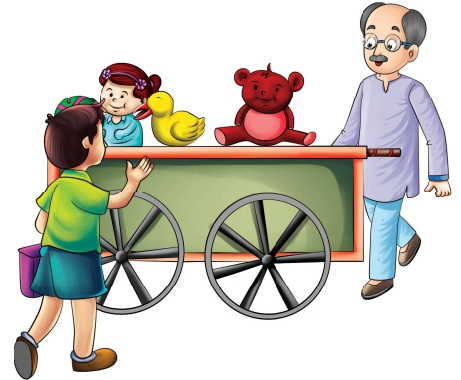
### B. Put these groups of words in alphabetical order.

- |           |         |          |       |       |
|-----------|---------|----------|-------|-------|
| 1. muse   | my      | mute     | mark  | mud   |
| 2. nickel | nicely  | nicotine | niche | nice  |
| 3. oak    | oasis   | oats     | oath  | oar   |
| 4. play   | plants  | plate    | plane | plank |
| 5. quay   | quality | quarrel  | quaff | quart |

**C. Look for adjectives from the words given below in the box.**

cheap busy cool dear loud wet lovely great

t	n	c	h	e	a	p	c
c	o	o	l	k	l	n	p
z	q	d	e	a	r	r	s
n	z	p	l	l	o	u	d
q	w	e	t	p	t	z	x
x	t	g	r	e	a	t	y
z	l	o	v	e	l	y	q
x	n	b	c	b	u	s	y



1. cheap

5.

2.

6.

3.

7.

4.

8.

**D. Complete the ladder with the opposites of adjectives given below :**

1. small

2. bad

3. wet

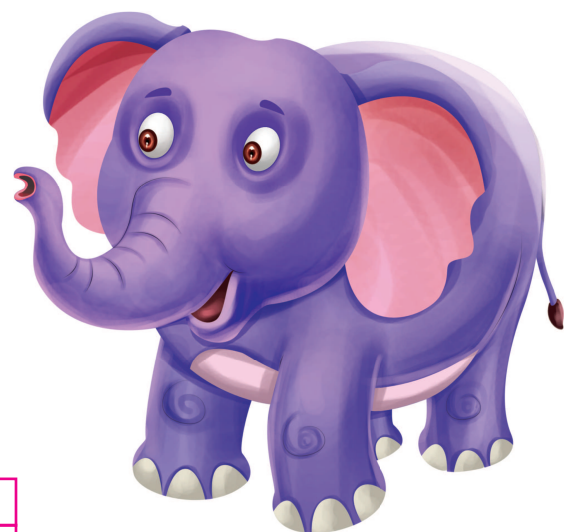
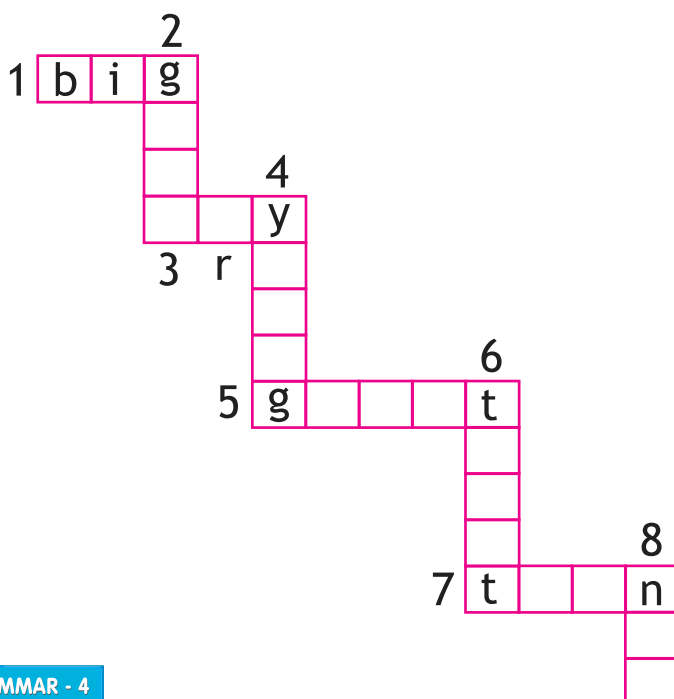
4. old

5. low

6. loose

7. thick

8. old



(i) Write the names of your ten friends in alphabetical order.

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(ii) Write the names of any ten fruits in alphabetical order.

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When we speak and write, we use words. Words are divided into eight classes. They are divided according to their work in a sentence. They are: noun, pronoun, adjective, verb, adverb, preposition, conjunction and interjection. They are called **PARTS OF SPEECH**.

### Noun

Look at the following sentences:

The teacher is teaching.

Where is my dog?

They live in Mathura.

This is my house.



The word **teacher** is the name of a person. The word **dog** is the name of an animal. **Mathura** is the name of a place. **House** is the name of a thing.

The words **teacher**, **dog**, **Mathura** and **house** are naming words. Naming words are called **NOUNS**.

**NOUN** is the name of a person, animal, place or thing.

Now look at these sentences :

Ram is a boy.

Shyam is a boy.

The word 'boy' can indicate any of the two boys. It is common to Ram and Shyam, so the word 'boy' is called **COMMON NOUN**.

On the other hand, we cannot address Ram as Shyam and Shyam as Ram. Thus, the words Shyam and Ram are **PROPER NOUNS**.

Words like **girl**, **mother**, **brother**, **uncle**, and **teacher** are common nouns.

Words like **Shekhar**, **Abdul**, **Tom**, **Mr Sharma** and **Mrs Gupta** are proper nouns.

Similarly, the names of places can be common nouns or proper nouns. For example, the word **city** is a common noun, while the word **Jaipur** is a proper noun.

**Common Nouns** are the names given in common to all people, places and things of the same kind. Proper Nouns are the names of particular people, places or things.

Below are some more examples :

The word **festival** is a common noun, while **Deepawali** is a proper noun.

The word **language** is a common noun, while **English** is a proper noun.

The word **month** is a common noun, while **October** is a proper noun.

The word **day** is a common noun while **Monday** is a proper noun.

**Note :** Proper Nouns begin with a capital letter.

**A. Underline the nouns in the following story and write them below.**

Gopal lived in Delhi. One night Gopal said to his new servant, Kuldeep, "Keep a bucket of hot water at the door in the morning." Next morning he found that there was cold water in the bucket.

Gopal became angry. He called his servant Kuldeep. The servant replied, "I put hot water in the bucket at night."

Common Nouns	Proper Nouns
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

**B. Complete the words in the square with the help of the clues. They are all nouns:**

1.	B	A						
2.	N	O						
3.	P	O						
4.	C	O						
5.	M	I						
6.	C	H						
7.	B	A						
8.	S	H						
9.	B	O						



**Clues**

1. A person who has no hair on his head.
2. We breathe with this
3. Most chips are made from this
4. Instrument to show directions
5. Woman who sells milk
6. Young ones of hens
7. A container for carrying things
8. We wear these on our feet
9. A deep round dish with a wide open top

## Pronoun

Look at these sentences :

I saw Ram. Ram was going home.

I saw Ram. He was going home.

In the first pair of sentences, we have repeated the noun **Ram**. In the second pair of sentences we have used the word **he** in place of the noun **Ram**. The second pair of sentences look better and are more readable.

We often use words like **he, she, they, it**, etc. in place of nouns. Such words are called **PRONOUNS**.

**PRONOUN** is a word used in place of a noun.

Shashi told me that she was waiting.

(-The pronoun **she** is used in place of the noun Shashi.)

Take this book. It is interesting.

(The pronoun **it** is used in place of the noun **book**.)

Where is Kamal? Usha wants to speak to him.

(The pronoun **him** is used in place of the noun, Kamal)



### C. What word is used in place of a noun.

Example

Where is Nikhil? Has he come?

he = Nikhil

1. Sunita is a nice girl. I like her.

\_\_\_\_\_

2. I don't eat tomatoes. They are sour.

\_\_\_\_\_

3. The students have come. They are in the class.

\_\_\_\_\_

4. Where is Annu? I want to talk to her.

\_\_\_\_\_

5. My father likes music. He plays the piano.

\_\_\_\_\_



#### D. Fill in the blanks with appropriate pronouns.

he                  she                  it                  them                  her                  him

1. Where is Mamta? Is \_\_\_\_\_ ready to come?
2. Look at that parrot. Isn't \_\_\_\_\_ lovely?
3. I don't like dogs. I am afraid of \_\_\_\_\_ .
4. This is my sister. Do you know \_\_\_\_\_?
5. My brother is a teacher. \_\_\_\_\_ likes his job.
6. I haven't seen your brother. Have you seen \_\_\_\_\_ any where?

#### Adjective

Read the following sentences :

An old woman is coming here.

This school was built in 1950.

There are ten students in the class.



The word **old** says what kind of woman is coming here. The word **this** says which school was built in 1950. The word **ten** says how many students there are. The words **old**, **this** and **ten** are adjectives.

**ADJECTIVE** is a word that tells us more about a noun or a pronoun.

We often put an adjective before a noun as in the above examples.

We can also put an adjective after a noun or pronoun, e.g.

The flower is beautiful. (The adjective **beautiful** says more about the noun **flower**.)

He is tired. (The adjective **tired** says more about the pronoun **he**.)

**E Underline the adjectives in the following sentences.**

1. A blind man is walking along the busy street.
2. Two men are running after a black dog.
3. I am tired and hungry.
4. They are Americans.
5. Little drops of water make the mighty ocean.

**F Write for the pictures. Choose from Box A and Box B.**

Adjectives		A	Nouns		B
	angry	round		weather	man
a +	<u>dirty</u>	cold	+	dog	<u>shirt</u>
	fat	thin		table	girl

1



2



3



A dirty shirt.

\_\_\_\_\_

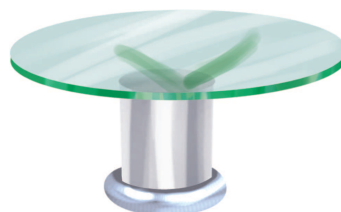
\_\_\_\_\_

4



\_\_\_\_\_

5



\_\_\_\_\_

6



\_\_\_\_\_

## Verb

A verb is mainly a doing word. It describes an action.

He **acts** in films. (The verb **acts** says what he does.)

Amit **talks** well. (The verb **talks** says what Amit does.)

The bird **flew** high. (The verb **flew** says what the bird did.)

A few verbs like be (= is/ am/ are, etc.), **become** and **seem** say what somebody or something is.

Anita is a simple girl.

It becomes hot in the day.

This seat seems better.



The verbs **have** (= have/has/ had) says what somebody or something possesses.

He has a computer.

### Note :

(i) A verb says what somebody or something does.

(ii) A verb can also say what somebody or something is or has.

The verbs in the above examples are made up of one word.

A verb may also be made up of two or more words.

**Example:** The light **has gone** out.

She **may be helping** her mother. (three words)

### G. Underline verbs in the following passage.

One day, a farmer was walking down the street in a small town. He came across a large stone in the middle of his path. The farmer complained, “Who could be so careless? Why does someone not remove it?” He went away complaining. The next day, the same thing happened with a milkman. He too went away grumbling but left the stone as it was. Then one day, a young man came across the stone. Worried that someone may fall over it and hurt himself, he removed the stone from the path. He noticed a piece of paper. He picked the paper and opened it. Inside was written, “You are the true wealth of this nation.”

## Adverb

**Definition :** Adverb is a word that adds more information to a verb, an adjective or another adverb. As :

Shyam runs **slowly**.

He walks very **carefully**.

## Kinds of Adverb

1. Adverb of Time - This indicates time. As :

Mohan came **late**.

I rise **early**.

2. Adverb of Frequency - This indicates frequency or occurrence of a work. As:

I have tea **twice** a day.

He **often** visits me on  
Sundays.

3. Adverb of Place - This indicates place. As :

He goes **there**.

Come **here**.

4. Adverb of Manner - This indicates the manner of the work. As :

The girl sang **sweetly**.

He speaks **clearly**.

5. Adverb of Degree/Quantity - This expresses quantity or weight. As :

He is rich **enough** to buy a car.

I am **fully** ready.

6. Adverb of Reason - This explains the reason or cause of the work. As :

He **therefore** left the school.

He is hence **unable** to go.

7. Adverb of Affirmation and Negation - This explains acceptance or rejection of any work. As :

**Yes**, he went there. (Affirmation)  
(Negation)

He will never see him.

8. Interrogative Adverbs - These are used for asking questions. As :

**When** will you go?

**Where** is Shyam?

## Exercise

**Find adverbs in following sentences :**

1. I have never seen a camel.
2. She was dressed in red.
3. You can do it better.
4. He was very pleased to see me.
5. The spider was trying to climb again.
6. They rise early.
7. I am quite sure about it.
8. You have heard about him before.
9. The patient is worse today.
10. Mohan arrived a few minutes ago.
11. We were warmly welcomed.
12. He was very angry.
13. Your watch is five minutes fast.
14. He lives somewhere here.
15. Rome was not built in a day.
16. Where is Mohan?
17. How many boys are there in the class?
18. This is the reason why I left.
19. I can hardly believe it.
20. Dont talk so loudly.