

Tenses

1

Marks : 4

Syllabus : Simple Present, Present Continuous, Present Perfect, Simple Past, Past Continuous, Past Perfect and Tense Showing Future Action

It is possible to study tenses well only when we are quite familiar with the knowledge of a model structure, vocabulary and the different parts of a sentence. It is so as tense functions a vital role to understand a language in the variety of sentences.

A basic model sentence is structured as following :-

Subject + Verb + Complement (SVC)

They go to school.

Let us understand these terms in detail –

(1) **Subject** – "A noun, noun phrase or pronoun representing the person or thing that performs the action of the verb, about which something is stated or, in a passive sentence, that is affected by the action of the verb is called subject."

Generally Noun, Pronoun or Adjective words act as a subject of an action. Subject may be singular or plural in number. The subject word in a sentence can be compared exactly like the head of a family or the engine of a train. In other words the subject word decides the use of verb or helping verb form in a sentence.

(2) **Verb** – "Words used for predicating (that is, saying something about some person or thing) are called verbs."

This is the most essential element in a sentence. There is no existence of a sentence without a verb. Due to its pivotal importance the verb has a quality of changeability, using which can generate various kinds of sentences and hence the language excels.

Kinds of Verbs :-

(1) On the basis of utility verbs can be subdivided under two major heads –

(a) **Main Verb** – Those action words which have both the individual meanings and identity are called main verbs.

e. g. appreciate your performance.

Here the word 'appreciate' does not change its meaning even when it is used as an individual word.

(b) **Helping verb or auxiliary** – Those words which in association with the main verbs provide a definite meaning and identification to the sentence are called helping verbs or auxiliaries.

e.g. She is reading a book.

In this sentence the word 'is' is a helping verb and its use with the main verb 'reading' shows the continuity of the action. This sentence is in the Present Continuous Tense form.

(2) On the basis of object the verbs are subdivided into two kinds –

(a) **Transitive Verb** – Those main verbs which are accompanied with some direct or indirect object or which affect something directly, or indirectly are called Transitive verbs.

e.g. A lecturer delivers lectures.

S V O

Here the verb 'delivers' is attached to the word 'lectures'. If the word 'lectures' is not used in the sentence, the meaning of the sentence remains unclear. So the use of the word 'lectures' (object) is quite obligatory here.

(b) **Intransitive Verb** – Those verbs which are not accompanied with any object whether direct or indirect or the verbs which do not affect anything directly or indirectly or the verbs whose effect is confined with the subject only are called Intransitive verbs.

e.g. Smita laughs.

In this sentence the verb 'laughs' is not attached to any object, yet the meaning of the sentence is clear. So 'laugh' is an example of the Intransitive verb.

(3) Verbs are classified as **Strong** and **Weak** according to the manner in which they form the Past Tense and the Past Participle.

(a) **Strong Verbs** – Such verbs whose three forms are quite different from each other, are called strong verbs. e.g.

Present form	Past form	Past Participle form
go	went	gone
write	wrote	written
ride	rode	ridden

(b) **Weak Verb** – These verbs have at least two forms same in spelling. e.g.

Present form	Past form	Past Participle form
cut	cut	cut
shut	shut	shut
cast	cast	cast
read	read	read
wish	wished	wished
clean	cleaned	cleaned

TENSE AND TIME

Time is a universal, non-linguistic concept with three divisions-present, past and future, by these we understand the correspondence between the form of the verb and our concept of time.

Time and Tense do not go altogether same. e.g.

1. The Prime Minister **visited** our city **last week**. (Past Tense, Past Time)

2. The Prime Minister **visits** our city **tomorrow**.

Or

The Prime Minister is **visiting** our city **tomorrow**. (Present Tense, Future Time)

3. Abhishek **has finished** his work. (Present Tense, Past Time)

4. Anurag **is practising** tennis **these days**. (Present Tense, Present Time)

5. The sun **rises** in the east. (Universal Truth)

1. I want a glass of water. (Immediate Present)

2. He leaves for Delhi next week. (Future Activity)

3. She goes to school everyday. (Present, Past and Future time, Present Tense)

4. Water boils at 100° centigrade. (belongs to all time)

Time can be measured in seconds, minutes, hours, days, months, years, decades, centuries and ages. One tense form can express past, present and future time.

Every verb has five forms. They are –

- | | | |
|----------------------------|-----------------------|--------------------------------|
| 1. Present Form | – I form | eg. write (V ₁) |
| 2. Past Form | – II form | eg. wrote (V ₂) |
| 3. Past Participle Form | – III form | eg. written (V ₃) |
| 4. Present Participle Form | – IV form (+ing form) | eg. writing (V ₄) |
| 5. to infinitive Form | – V form (to +verb) | eg. to write (V ₅) |

Out of these first three forms are required to be memorised well, as they are frequent in use.

Some important verbs forms are given here :-

Present	Past	Past Participle	Present Participle
arise	arose	arisen	arising
awake	awoke	awaken	awaking
be (is/am/are)	was, were	been	being
bear	bore	borne	bearing
become	became	become	becoming
begin	began	begun	beginning
bet	bet	bet	betting
bite	bit	bitten	biting
blow	blew	blown	blowing
break	broke	broken	breaking
bring	brought	brought	bringing
build	built	built	building
burn	burned/burnt	burned/burnt	burning
burst	burst	burst	bursting
buy	bought	bought	buying
catch	caught	caught	catching
choose	chose	chosen	choosing
cut	cut	cut	cutting
dig	dug	dug	digging
dream	dreamed/dreamt	dreamed/dreamt	dreaming
drive	drove	driven	driving
fall	fell	fallen	falling
feel	felt	felt	feeling
fight	fought	fought	fighting
find	found	found	finding
fly	flew	flown	flying
forget	forgot	forgotten	forgetting
forgive	forgave	forgiven	forgiving
freeze	froze	frozen	freezing

Present	Past	Past Participle	Present Participle
give	gave	given	giving
grow	grew	grown	growing
hang	hung	hung	hanging
hide	hid	hidden	hiding
hold	held	held	holding
hurt	hurt	hurt	hurting
keep	kept	kept	keeping
know	knew	known	knowing
lay	laid	laid	laying
lie	lay	lain	lying
lie	lied	lied	lying
learn	learned/learnt	learned/learnt	learning
leave	left	left	leaving
lend	lent	lent	lending
lose	lost	lost	losing
make	made	made	making
meet	met	met	meeting
pay	paid	paid	paying
put	put	put	putting
read	read	read	reading
ride	rode	ridden	riding
ring	rang	rung	ringing
sell	sold	sold	selling
send	sent	sent	sending
show	showed	showed/shown	showing
shut	shut	shut	shutting
sing	sang	sung	singing
sleep	slept	slept	sleeping
spend	spent	spent	spending
spread	spread	spread	spreading
swim	swam	swum	swimming
teach	taught	taught	teaching
tear	tore	torn	tearing
think	thought	thought	thinking
throw	threw	thrown	throwing
understand	understood	understood	understanding
weep	wept	wept	weeping
win	won	won	winning

TENSE

There are three tenses in English. 1. Present 2. Past 3. Future.

In order to show at what stage the action is, both the tenses are sub-divided into four heads. They are -

- | | |
|-----------------------------|-----------------------|
| 1. Indefinite (Simple) | 3. Perfect |
| 2. Continuous (Progressive) | 4. Perfect continuous |

PRESENT TENSE

1. The Present Indefinite Tense (Simple Present Tense)

We use this tense form to refer -

- (i) things that are always true.
- (ii) situations that exist now and will go on indefinitely for general time.
- (iii) habits or things that happen regularly.
- (iv) universal truth.

e.g. The sun rises in the east.
 He always comes here on Sundays.
 Seema and Renu are girls.
 I get up at 6 every morning

(A) Affirmative (Positive) Sentences

Pattern - Subject + V₁ / V₁ + s/es

- e.g.**
- | | |
|-----------------------------|------------------------------|
| 1. I learn my lesson. | 4. They learn their lessons. |
| 2. Sita sings a sweet song. | 5. He goes to school. |
| 3. You write a letter. | 6. We play hockey. |

Rule 1. 's' or 'es' is added to the first form of the verb when the subject is in the III person (He, She, It) and of Singular number. (as shown in sentence No. 2 and 5 above). Any singular noun subject is treated as a III person e.g. Sita, Car, Jaipur etc. (Except I which is I person)

Rule 2. If the subject of a sentence is in Plural number (We, They), the verb used will also be in plural form i.e. 's' or 'es' is not added to verbs. (See sentences No. 4 and 6 above)

Spelling Rules

Rule 3. 'I' and 'You' subjects do not take verbs with 's' or 'es'.

(See sentence No. 1 and 3 above)

Remember the following spelling rules while adding 's' or 'es' to the first form of the verb :

- (i) Add 'es' to the first form of verb if it ends in 'ch, sh, o, ss, zz or x.' e.g.

push	pushes	pass	passes	brush	brushes
cross	crosses	catch	catches	fix	fixes
watch	watches	buzz	buzzes	go	goes

- (ii) If a verb ends in 'y' and there is a consonant before 'y', then 'y' is replaced with 'i' and 'es' is added to the verb. **e.g.**

cry – cries fly – flies carry – carries

- (iii) But if there is a vowel (a,e,i,o,u) before 'y' then only 's' is added to the first form of the verb. as :- play- plays, obey-obeyes, enjoy-enjoys, buy – buys

- (iv) To all other verbs add only 's'. **eg.**

eats, asks, keeps, brings, swims, writes etc.

(B) Negative Sentences

Pattern - Subject + do/does + not + V₁

- | | |
|-------------------------------------|------------------------------|
| 1. I do not learn my lesson. | 5. You do not go to school. |
| 2. They do not play hockey. | 6. We do not read our books. |
| 3. He does not write a letter. | 7. He never tells a lie. |
| 4. Sita does not sing a sweet song. | |

Rule 1. In negative sentences 'does not' is used before the first form of verb with the III person singular subjects (He, She, It or any name of person, place or thing).

Do not use 's' or 'es' with the verbs, as shown in sentences 3 and 4 above.

Rule 2. 'do not' is used with the subjects plural in number (you, we, they), as shown in sentences 2, 5 and 6 above and with I person singular (I) as in sentence 1 above.

Rule 3. The word 'never' shows negativity in itself, so when using 'never' before a verb, do not use 'do/does not'. But verb takes its 's' or 'es' form. You may see sentence no. 7 above.

(C) Interrogative Sentences

Pattern - Do/Does + subject + V₁ ?

OR

Wh-Question Word + do/does + subject + V₁ ?

- | | |
|---------------------------------------|--|
| 1. <i>Does</i> he read a book ? | 6. When <i>does</i> he go to school ? |
| 2. <i>Do</i> I give you a pen ? | 7. How many <i>pencils do</i> they want ? |
| 3. <i>Does</i> your mother love you ? | 8. Who comes to your house daily ? |
| 4. Why <i>does</i> she come here ? | 9. <i>Does</i> she not write a letter ? |
| 5. Which <i>book do</i> you want ? | 10. Who <i>does not</i> like milk ? |

Rule 1. In Interrogative sentences 'Does' is used before the third person noun subjects in singular number and the first form of the verb does not have 's' or 'es'. (See sentences 1 and 3 above)

Rule 2. Before I, you, We, They and other subjects in plural number 'Do' is used and then verb in the first form is used. (See sentence No. 2 above)

Rule 3. Interrogative Sentences beginning with Question words like What, Where, Why, When, Where How etc. 'do or does' is used before the subject. (as shown in sentences 4 and 6 above)

Rule 4. If the wh-question words are used as adjective in the sentence then the concerning noun words may immediately follow them. (See sentences 5 and 7 above).

Rule 5. If the wh-question word itself functions as a subject, then it follows the main verb directly as shown in sentence No. 8 above. Do/does are not written in such situations.

Rule 6. Interrogative - Negative sentences can also be framed, following the rules given above, along with adding 'not' after the subject word as given in sentence No. 9.

Rule 7. Interrogative - Negative sentences beginning with wh-question words functioning as subject take 'do' or 'does' before 'not'. (For example see sentence No. 10 above)

Rule 8. Use the mark of interrogation (?) at the end of these sentences.

Different uses of the Present Indefinite Tense

This tense is used -

(a) to mention different universal/general truths :-

e.g. The sun rises in the *east*. *Water* boils at 100° c.

The earth *moves* round the sun. The stars *shine* at night.

- (b) to make statements of general nature :
 e.g. We *hear* with our ears. The rose *smells* sweet.
- (c) to express a habitual action :
 e.g. He often *comes* late. Hari never *goes* office late.
- (d) in newspaper headlines :-
 e.g. Two murderers *escape*.
- (e) to narrate different actions at the time of speaking :
 e.g. When the door *opens*, many people *enter* the hall.
- (f) to describe a pre-planned travel plan of near future which is based on certain schedule :
 e.g. We *leave* for Jaipur at 8:00 and *reach* there at 9:00.
 We *stay* there for two days and then *leave* for Kota.
- (g) to refer historic events :
 e.g. India *defeats* Pakistan in cricket.
 Now Akbar *calls* Birbal and *asks*
- (h) to show future time using 'when' :
 e.g. I shall do it when he *comes*.
 When I *finish* the letter, I will give it to you.
- (i) to mention a fixed programme with time table :
 e.g. The train *leaves* at 4:30 p.m.
 Classes *begin* next Monday.
- (j) in conditional sentences :
 e.g. If he *comes* to me, I shall help him.
 If she *sees* Kamal, she will tell him.
- (k) with certain verbs which are normally not used in the Present participle form (-ing) :
 e.g. I *love* you. To *say* 'I am loving you' is wrong.
- (l) to begin imperative sentences :
 e.g. *Work* hard.
Obey your elders
 Never *tell* a lie.

Mark of Identification :

We may identify the Tense of a sentence by the verb form used in it. But when we are asked to fill in the blanks with the correct form of the verb, we need to identify the tense examining the adverbials of time used in such sentences.

When the sentences contain the following 'Adverbs of time', they are usually in the Present Indefinite Tense.

(a) *always, often, sometimes, usually, generally, frequently, seldom, rarely, never, regularly, daily, occasionally.* (b) *every day/night/month/year etc.* (c) *each day/night/month/year etc.* (d) *on Sundays/Mondays.....* (e) *in the mornings/evenings etc.* (f) *once/twice ... a day/week/month etc.*

(Present Indefinite Tense) with verb 'write'**Chart of Simple Present**

Affirmative	Negative	Interrogative	Negative Interrogative
I write.	I do not write.	Do I write ?	Do I not write ?
We write.	We do not write.	Do we write ?	Do we not write ?
You write.	You do not write.	Do you write ?	Do you not write ?
They write.	They do not write.	Do they write ?	Do they not write ?
He/She/Ram writes.	He/She/Ram does not write.	Does he/she/Ram write ?	Does he/she/Ram not write ?

EXERCISE 1

Fill in the blanks with the verbs given in the bracket (make changes if needed) :

- Ratan usually.....up at 4 o'clock in the morning. (get)
- They often.....to the movies. (go)
- The sun.....in the west. (set)
- Every mother.....her children affectionately. (love)
- Neeraj.....games regularly in the morning. (play)
- He.....milk before going to bed. (take)
- Those who.....always succeed. (try)
- Birds usually.....nests in the trees. (make)
- The Prime Minister.....to our town on Thursday next. (come)
- Our brave soldiers always.....watchful eyes on the border. (keep)
- You sometimes somewhat perturbed. (seem)
- Lotus always in mud. (bloom)
- A philosopher everything with a different viewpoint. (view)
- history ever itself ? (repeat)
- all teachers inspiration in the students? (infuse)
- Two and two four. (make)
- Our deeds our destiny. (determine)
- Pakistani soldiers two Indian soldiers on the LOC. (behead)
- My brother seldom a coat in cold days. (wear)
- Monkeys nests. (not build)

2. The Present Continuous (Progressive) Tense

This tense describes an action in progress or the continuity of an action in the present time. In this the present participle (V_1) form of the verb (+ ing form) is used.

e.g. I am playing. You are playing. He is playing.

Spelling rules while adding 'ing' to the first form of a verb

- (i) If the verb ends with 'e' the final 'e' is dropped before adding -ing.

eg. come + ing = coming	take + ing = taking
write + ing = writing	move + ing = moving
Exceptions - dye + ing = dyeing	synge + ing = syngeing
see + ing = seeing	

(ii) When the verb contains one syllable and it ends in a consonant preceded by a vowel, consonant is doubled before adding 'ing'. e.g.

run + ing = running

cut + ing = cutting

sit + ing = sitting

drop + ing = dropping

Exceptions - Verbs ending with 'u, w, y and x' the above rule is not followed

e.g. grow + ing = growing

draw + ing = drawing

fix + ing = fixing

say + ing = saying

(iii) If the verb ends with 'ie', the final 'ie' is replaced by 'y' before adding -ing.

e.g. lie + ing = lying

die + ing = dying

tie + ing = tying

(iv) If the verb ends with 'l', preceded by a vowel, 'l' is doubled before adding -ing.

e.g. travel + ing = travelling

quarrel + ing = quarrelling

(A) Affirmative (Positive) Sentences

Pattern – Subject + is/am/are + V₁ + (ing).....

1. Mohan is writing a letter.

4. He is running in the field.

2. The girls are going to school.

5. The boys are playing a football match.

3. The carpenter is making a chair.

6. I am singing a song.

Rule 1. Use 'is' in the sentences which begin with He, She, It or a singular subject, as shown in sentences 1, 3 and 4 above.

Rule 2. Use 'are' in the sentences which begin with You, We, They, or a plural subject as shown in sentences 2 and 5 above.

Rule 3. Use 'am' when the subject is 'I' in a sentence. (See sentence 6 above)

(B) Negative Sentences

Pattern – Subject + is/am/are + not + V₁ + (ing).....

1. I am not reading a book.

4. Ram is not playing in the field.

2. She is not playing with her doll.

5. They are not going to the market.

3. The cow is not grazing grass.

Rule – The adverb 'not' is used just after is/am/are in the sentence.

(C) Interrogative Sentences

Pattern – Is/Am/Are + Subject + V₁ + (ing)..... ?

1- *Are* the girls *reading* in the room ?

6- Whose book *is* he *reading* now ?

2- *Is* the sun *rising* in the sky ?

7- What *are* you *doing* in the room ?

3- *Am* I *not writing* a letter ?

8- How many girls *are taking* part in the drama?

4- *Are* you *not going* to school today ?

9- How much milk *is* the child *drinking* ?

5- Why *are* you *going* there ?

10- Who *is* *beating* your servant ?

Rule 1. The helping verb Is/Am/Are is put in the beginning of the sentence. (See sentence No. 1, 2, 3 and 4 above)

Rule 2. If a question word like 'What, Where, When, Why etc. is to be used then is/am/are follows the question word. (See sentences 5 and 7 above)

Rule 3. With certain adjectival question words like 'How many, How much, whose' their relevant noun is also used before is/am/are. (See sentences 6, 8 and 9 above)

Rule 4. If the question word functions as a subject, then it is used in the beginning and then is/am/are follows. (See sentence No. 10 above)

Rule 5. In Negative - Interrogative sentences the word 'not' is added just before the main verb (ing form). (See sentences 3 and 4 above)

Rule 6. Use the mark of interrogation (?) at the end of the sentence.

Various Uses of the Present Continuous (Progressive) Tense Form

- (a) To describe an action in progress, whose beginning and completion are not known.
e.g. I am writing letters.
 The child is weeping.
 The birds are singing.
- (b) To describe an action in progress, but not necessarily at the time of speaking.
e.g. I am learning driving.
 He is writing a book on grammar.
 What are you doing these days.
- (c) To express action definitely planned for the near future. Words like 'tomorrow, next week' are also used here.
e.g. Hari is coming here next week.
 Are you flying to Germany tomorrow ?
- (d) To show changes, trends, developments, progress or a situation that is temporary or for a period of time around the present time.
e.g. He is spending the summer in Europe.
 Your handwriting is improving.
 The village is changing, but it is still undisturbed.
- (e) To express an action that has become a habit for doing it over and over again. It can also show a mood of irritation, if we use 'always' between the helping verb and main verb.
e.g. You are always speaking loudly.
 This scooter is always troubling me.
 She is always talking on the mobile phone.

Mark of Identification - (To solve 'All of the blanks' type exercises)

Some adverbials like still, in the present time, at this time, now-a-days, these days, this evening, now, today, at present clearly show the sentences are in the present continuous tense form.

Verbs normally not used in 'ing' form

Following verbs are generally not used in continuous form.

1. Verbs of perception showing the experience of sense organs.

I see a picture. (*Correct*)

I am seeing a picture. (*Incorrect*)

I hear a song. (*Correct*)

I am hearing a song. (*Incorrect*)

1. If the words 'see and hear' are used in -ing forms, they have quite different meanings-
 I am seeing my friend today. The judge is hearing the case.

2. Verbs showing feelings or state of mind eg. want, wish, desire, fear, like, dislike, believe, care, hate, love, hope, imagine, refuse, forgive etc.

She believes in God. (*Correct*)

She is believing in God. (*Incorrect*)

I hate you. (*Correct*)

I am hating you. (*Incorrect*)

3. Verbs showing mental process such as think, know, mind, remember, forget, understand etc.
I know you. (*Correct*) I am knowing you. (*Incorrect*)
4. Verbs showing possession. e.g. own, belong to, have, contain, possess etc.
He possesses a wide area of land. I have a dozen of horses.
This horse belongs to me.

EXERCISE 2

Fill in the gaps with the correct form of the verbs given in the bracket :

1. My father wears *dhoti* and *kurta* daily but he.....a white suit today. (wear)
2. She.....in her bed now. (sleep)
3. The sun.....behind the clouds now. (hide)
4. Suresh.....a lot these days. (earn)
5. The Education Minister.....this place next week. (visit)
6. She.....clothes at this time. (wash)
7. My younger brothers.....a factory these days. (run)
8. Look there ! They.....towards us. (come)
9. My mother.....food at this moment. (cook)
10. Yes, the match.....on and you can watch it on any TV. (go)
11. It, being Makar Sankranti today, a great number of kites in the sky. (hover)
12. The motor driver the horn for no reason. (honk)
13. Today's young generation inspiration from the books. (not gain)
14. his wounds rapidly ? (heal)
15. Who at present his duties in the true sense ? (carry out)

EXERCISE 3

(Mixed Present Indefinite/Present Continious Tense)

Fill in the gaps with the correct form of the verbs given in the bracket :

1. The schools never.....on Sundays but they.....today. (*open*)
2. My uncle seldom.....a hat but he.....one now. (*wear*)
3. My mother newspaper now, she always it at this time of the day. (*read*)
4. Ganpat usually at the front of the class, but today he in the last row. (*sit*)
5. Whyyou a coat this morning ? I never one till October. (*wear*)
6. My mother usually on the oiled stove but today she on the gas stove. (*cook*)
7. What you at this moment ? If you not anything, please help me. (*do*)
8. Ravi only newspapers, but this week he magazines as well. (*sell*)
9. I usually coffee but today I milk. (*drink*)
10. I football right now. (*play*)
11. I football on Saturdays. (*play*)

3. Present Perfect Tense

The present perfect tense form refers to an action or a process that has been completed in the present time.

Form : Subject + has/have + Past Participle (Verb III form)

eg. We have solved all the questions.
They have left for Jaipur just now.
She has written a story today.

(A) Affirmative (Positive) Sentences

Pattern – Subject + has/have + V₃

- | | |
|--|---|
| 1- Ram <i>has gone</i> to school. | 4- He <i>has killed</i> a snake. |
| 2- I <i>have sent</i> a letter to him. | 5- They <i>have learnt</i> all the lessons. |
| 3- You <i>have broken</i> his plate. | |

Rule — Use 'has' with He, She, It and other III person singular subjects, while 'have' is used with plural subjects such as We, They, You and I person singular subject I.

(B) Negative Sentences

Pattern – Subject + has/have + not + V₃

- | | |
|---|---|
| 1- She (He) <i>has not sung</i> the song. | 4- They <i>have not sold</i> the horse. |
| 2- The carpenter <i>has not made</i> the chair. | 5- We <i>have not seen</i> such type of animal. |
| 3- I <i>have not read</i> your letter. | |

Rule — In negative sentences 'not' is used after helping verb 'has/have'.

(C) Interrogative Sentences

Pattern – Has/Have + Subject + V₃ ?

- | | |
|--|---|
| 1. <i>Has</i> he <i>sold</i> his cow ? | 5. How many boys <i>have come</i> today ? |
| 2. <i>Have</i> you <i>learnt</i> your lesson ? | 6. Who <i>has not brought</i> his book ? |
| 3. Have I <i>not caught</i> a thief ? | 7. Where <i>has</i> the boy <i>run away</i> ? |
| 4. Why <i>have</i> you not <i>read</i> this book ? | 8. How <i>have</i> they <i>done</i> this ? |

Rule 1. Put 'Has or Have' in the beginning position. (See sentences 1, 2 above)

Rule 2. If a question-word such as What, Where, Why, How is to be used then 'has or have' will be used just after the question word. (See sentences No. 7 and 8 above)

Rule 3. In Interrogative - Negative sentences 'not' is used after the subject word. (See sentences 3 and 4 above)

Rule 4. Mark of interrogation (?) is used at the end of the sentence.



Various Uses of the Present Perfect Tense :

(a) To express an action that has been recently completed. Words like just, already, recently are used between the helping verb and the main verb in the sentence.

e.g. He has just gone out.
She has already explained her problem to me.

(b) To express an action that began in the past and still continues, use of 'since/for + time' is necessary to mention at the end of the sentence.

e.g. He has been here for two weeks. Mr Sharma has lived in Jaipur since 2005.

(c) To describe an action which is completed in the past, but its effect is in the present time.

e.g. He has cut his finger.

The Chetak Express has arrived.

(d) To describe a just occurred action the time of which is not given.

e.g. I have read the book.

Have you taken food ?

(e) To mention an incomplete time like this morning/afternoon/evening/week/month/year etc. The statement is made in the meantime, before the completion of time portion.

I haven't seen Ram this morning.

I have sipped four cups of tea today.

Mark of Identification - (To solve 'fill in the blanks' type exercise).

Adverbials such as today, this evening/week/month/year, just, till, now, already, recently, lately, not yet, so far, by now, always, never, ever, since, for etc. are used in the sentences showing the Present Perfect Tense.

EXERCISE 4

Put the verbs into the correct form (Present Perfect):

- I (not work) today.
- We (buy) a new lamp.
- We (not plan) our holiday yet.
- Where you(be) today ?
- He (write) five letters.
- She (not see) him for a long time.
- you (be) at school ?
- School (not start) yet.
- he (speak) to his boss ?
- No, he (not speak) yet.
- He(just arrive) from Mumbai.

EXERCISE 5

(Mixed Type)

Fill in the blanks with the correct form of the verbs given in the brackets (Only Present):

- Those boys their time for nothing. (waste)
- The cricket match on in the field. (go)
- Two and five seven. (make)
- The sun in the east. (rise)
- the cows grass ? (eat)
- You my book yet. (not return)
- My uncle just from his office. (arrive)
- It heavily. (rain)
- My brother seldom a coat in cold days also. (wear)
- They their house lately. (sell)

11. The Indian farmers commercial crops. (not grow)
 12. She the class today. (not attend)
 13. I over your proposal at this time. (think)
 14. Today Monday. (be)
 15. Please shut the door. The hot breeze (blow)

4. The Present Perfect Continuous Tense

This tense is used to describe an action that began in the past, is still continuing and may extend into future time. It is often used with the verbs which have the meaning of prolonged action. For example – rain, teach, play, live, read, sleep, stay, study, wait etc.

'Since and for' are used in this tense following time indicators.

'Since' is used to express a point of time in the past and till now. e.g. since morning, since Sunday, since 2002 etc.

'For' is used with a period of time. It denotes a length of time till now. e.g. for two hours, for many days/years etc.

Pattern : Subject + has/have + been + Present Participle of the verb (V + ing) + since/for +

e.g. She has been watching TV for two hours.

We have been working here since 3 o'clock.

Rule 1. Helping verb 'has been' is used with III person singular subjects– He, She, It any name/thing while 'have been' is used with plural subjects – We, They, you names and I person singular I.

Rule 2. In negative sentences 'not' is used between 'has/have' and 'been'.

e.g. He has not been living in this house for two years.

Rule 3. In Interrogative sentences has/have is used before the subject and 'been' is used after the subject, Mark of interrogation (?) is placed at the end of the sentence.

e.g. Have you been learning your lessons for two hours ?



The uses of the Present Perfect Continuous Tense –

- To denote an action which began in the past time and still continuing. The use of since / for/all with time is essential here. If time is not mentioned the sentence will show Present Continuous Tense.

e.g. It is raining.

It has been raining since morning.

- The Present Continuous tense form denotes the continuity of an action while the Present Perfect Continuous Tense indicates the continuity of an action which began at sometime in the past. e.g.

<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">I am reading. Present Continuous</div> <p style="text-align: center;">↓ <i>now</i></p> <ul style="list-style-type: none"> ● Don't laugh. I am standing. ● Look ! Somebody is sitting on the road. 	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">I have been reading. Present Perfect Continuous</div> <p style="text-align: center;">↓ <i>now</i></p> <ul style="list-style-type: none"> ● I have been standing so I am sitting now. ● Somebody has been sitting on the road for two hours.
---	---

3. The Present Perfect Tense form emphasizes the completion of an action while the Present Perfect Continuous Tense shows that the action is in progress and will continue in near future. e.g.

Present Perfect	Present Perfect Continuous
(i) The bicycle is OK now. I have repaired it.	(i) My hands are dirty. I have been repairing my bicycle.
(ii) This man has sold all the toys.	(ii) This man has been selling the toys for three hours.
(iii) I have drawn the picture.	(iii) I have been drawing the picture all day.

EXERCISE 6

Fill in the blanks with the correct form of the verbs given in the brackets :

- The cattle.....in the field since morning. (graze)
- Ramesh.....very hard for the last two days. (work)
- He.....medical treatment in a hospital since last Sunday. (take)
- Some kind-hearted people.....the orphans for the last two years. (feed)
- Mr Sharma..... a novel for two months. (write)
- She is tired because she..... for the entire morning. (work)
- I..... this book recently. (read)
- The train just..... . (leave)
- The Mumbai Mail already..... . (arrive)
- She a new car recently. (buy)
- My friends to folk songs on radio for a week. (listen)
- Ants already anthill in the corner of the courtyard. (build)
- she sweater for her son since last Sunday ? (knit)
- So far no one up for our help. (turn)
- Somebody just at the door. (knock)

PAST TENSE

1. The Past Indefinite Tense (Simple Past)

The Past tense refers to the events and actions that took place in an earlier time or in the past.

Form " Subject + V₂ (past form)

e.g. He gave me a pen yesterday. I lived in this house.

(A) Affirmative (Positive) Sentences

Pattern – Subject + V₂

- Mohan *went* to Delhi to see his father yesterday.
3. He *wrote* a letter to his father.
- We *learnt* our lesson.
4. The carpenter *made* a chair.

Rule 1. The Past form of the verb (V₂) is used with the all subjects.

Rule 2. There is no change in the verb form with the change in number or person of the subject.

(B) Negative Sentences**Pattern – Subject + did not + V₁**

1. He *did not play* hockey yesterday.
2. The boys *did not learn* their lesson.
3. I *never came* late.
4. The peon *did not ring* the bell.
5. She *did not write* a letter to her father.

Rule 1. To make negative sentences in the Simple Past Tense form 'did not' is used after the subject and the first form of verb is used there on. (See sentences 1, 2, 4 and 5 above)

Rule 2. The word 'never' is negative in itself, so 'did not' is not used, but the verb is used in the Past Form (V₂). *eg.* (See sentence No. 3 above)

(C) Interrogative Sentences**Pattern – Did + Subject + V₁**

1. *Did you go* to school ?
2. *Did your sister sing* a song yesterday ?
3. *Did Mohan not put* on his coat ?
4. *Did he not read* your letter ?
5. Why *did you not run* with me ?
6. Whose book *did you read* in the class ?
7. Where *did your brother go* yesterday ?
8. When *did Ram return* ?
9. How many boys *did not come* to the class ?
10. How much milk *did that baby drink* ?
11. Who *came* to your house yesterday ?

Rule 1. 'Did' is used in the beginning of the sentence and the verb used is in the first form (V₁) (See sentences 1, 2 and 3 above)

Rule 2. If there is a question word such as What, Where, Why, When etc. in the beginning then 'did' comes next and the subject is followed by the first form of verb as shown in sentences 7 and 8 above)

Rule 3. Some adjectival question words like 'How much, How many, Whose' take the relevant nouns with them before the helping verb 'did'. (as in sentences no. 6, 9 and 10)

Rule 4. When of the question word functioning as a subject is used in a sentence then 'did' is not used, but the verb is used is in the Past Form (V₂). (See sentence No. 11)

Rule 5. Interrogative Negative sentences are framed by adding 'not' just after the subject. (see sentences 3, 4 and 5)

Rule 6. Mark of interrogation (?) is put at the end of the sentence.

Chart of Simple Past (Past Indefinite Tense) with verb 'eat'

Affirmative	Negative	Interrogative	Negative Interrogative
I ate.	I did not eat.	Did I eat ?	Did I not eat ?
We ate.	We did not eat.	Did we eat ?	Did we not eat ?
You ate.	You did not eat.	Did you eat ?	Did you not eat ?
He ate.	He did not eat.	Did he eat ?	Did he not eat ?
She ate.	She did not eat.	Did she eat ?	Did she not eat ?
It ate.	It did not eat.	Did it eat ?	Did it not eat ?

The uses of the Simple Past Tense –

- To express an event which occurred at a particular point of time in the past.
e.g. He wrote a novel last year.
India became free in 1947.
- Habits of the past time, which do not exist now (in present time) can be expressed using 'used to':
e.g. When he was young, he used to play cricket.
- The past form of 'be' is was/were, which is used to ask or tell anything about someone.
She was an expert pilot. Was she an expert pilot ?
No, she wasn't an expert pilot.
- In Conditional Sentence, the simple past tense form is to show imagination.
If + past Indefinite + would/should + V₁
e.g. If I *had* money, I would buy a car.
If I *knew* his address, I would tell you.

Mark of Identification – (To solve 'fill in the blanks' type exercises).

Time adverbials such as 'last night/year/month/week, ago, long ago, back, just now, yesterday, in 2000 etc. are used in sentences to show the Simple Past Tense.

EXERCISE 7

Put the sentences into Past Tense :

- She wins the prize. She the prize.
- They eat food. They food.
- She goes home. She home.
- We do shopping. We shopping.
- She runs to school. She to school.
- I work hard. I hard.
- We buy a new car. We a new car.
- They leave the party. They the party.
- We collect coins. We coins.
- You cook to eat. You to eat.
- Peter eats a mango. Peter a mango.
- She has to wash it. She to wash it.
- The want to go home. They to go home.
- I close the windows. I the windows.
- She studies for a test. She for a test.

EXERCISE 8

Put the verbs into the correct tense :

- I (see) a lion in the forest.
- We (go) to meet my friend last night.
- He (lose) his mobile on the train yesterday.
- Ratan (buy) a new mobile phone last week.
- She (win) the match on Sunday.

6. Tom (steal) a book from the library.
7. I (write) a new story last year.
8. Hari (get) late in the prayer.
9. I (come) here in the morning.
10. Why you (call) me last night?
11. I was watching TV when my father (call) me.
12. Where you (see) him last ?
13. Where the child (drop) the ten-rupees note?
14. For what reason the boys (not play) well?
15. She cooked food and (serve) it to her children.

The Simple Past and the Present Perfect Tenses : Basic Difference

1. When an action has been completed in the past and the time is not mentioned, the Present Perfect tense is used. But when the time is mentioned, the Past Indefinite tense is used.
e.g. I have bought a new TV. I bought a new TV last week.
 He has written a letter, but He wrote a letter and posted it yesterday.
 he hasn't posted it.
2. If some action has been completed in the past but whose effect is still on the present time, then the Present Perfect Tense is used. But if the effect of the action is absent in the present time, the Past Indefinite Tense is used.
e.g. Sita has had an accident. Sita had an accident.
 (She is still in the hospital.) (She is quite well now.)
 I have lost my pen. I lost my pen and had to borrow Kavita's.
3. An action is completed in the Past and if there is some possibility of its beginning again, then the Present Perfect Tense is used, otherwise the statement is expressed in the Past Indefinite Tense.
 Chetan has written a number of dramas. Kalidas wrote a number of dramas.
 (He can write more as he is alive.) (No possibility of writing more now.)
4. When a statement is made within an unfinished time, it is in the Present Perfect Tense and if it is made after the completion of time period it is in the Past Indefinite Tense.
 I have taken a lot of tea today. I took a lot of tea yesterday.

Other examples :

Present Perfect	Past Indefinite
1. She has phoned me six times this morning. (saying at 11:00 a.m.)	1. She phoned me six times this morning. (saying at 2:00 p.m.)
2. Have you seen him this week ?	2. Did you see him last week ?
3. I have never played cricket in my life.	3. I didn't play cricket when I was at Kota.
Generally unfinished time is expressed by 'this morning/afternoon/week/month/year, today etc'.	The finished time can be expressed by 'yesterday, last week/month/year in in 2012 etc.

EXERCISE 9

Fill in the blanks with Present Perfect or Past Indefinite :

1. I a great film yesterday. (see)
2. you a new car ? (ever buy)
3. Sarita the flu last winter. (have)
4. A few days ago we to his uncle. (drive)
5. Last week my rabbit away. (run)
6. We a lot of shopping last Sunday. (do)
7. she to Nepal ? (ever be)
8. I him last Monday. (meet)
9. Bob well last night. (sleep)
10. They in Germany. (already arrive)

EXERCISE 10

Fill in the blanks with Present Perfect or Past Indefinite :

1. I in Jaipur for five years then went to Jodhpur. (live)
2. Someone my bike ! Now I'll have to walk home. (steal)
3. Ann reading the newspaper yet ? (not finish)
4. We football yesterday afternoon. (play)
5. The weather very pleasant last week. (be)
6. Where are the girls ? They yet. (not arrive)
7. Her friend is an actor. He in many movies. (act)
8. We our vacation in Kullu last summer. (spend)
9. His grandfather in April last year. (die)
10. I'm ready to go for shopping. I my homework. (just finish)

2. PAST CONTINUOUS TENSE

This tense denotes an action that was happening at some point of time in the past.

Pattern : Subject + was/were + v (ing)

e.g. I was playing football at this time yesterday.
They were swimming in the tank.

(A) Affirmative (Positive) Sentences

Pattern – Subject + was/were + V (ing)

- eg.**
1. I *was reading* my book.
 2. They *were playing* football.
 3. We *were learning* our lesson.
 4. You *were calling* my servant.
 5. She *was singing* a sweet song.

Rule 1. With singular noun subjects (He, She, It, I) the helping verb 'was' is used.

(See sentences 1 and 5 above)

Rule 2. When the subject is in plural, the helping verb 'were' is used.

(See sentences 2, 3 and 4 above)

(B) Negative Sentences**Pattern** – Subject + was/were + not + V (ing)

1. They *were not going* home.
2. Ram *was not jumping* over the wall.
3. We *were not sleeping* on the table.
4. I *was not going* to school.
5. He *was not buying* a cow.

Rule — In Negative sentences 'not' is added just after the helping verb 'was/were'.**(C) Interrogative Sentences****Pattern** – Was/Were + Subject + V (ing)?

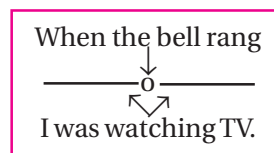
- 1- *Were* we *going* to the market ?
- 2- *Was* Mohan *abusing* his servant ?
- 3- *Were* those boys *not making* a noise ?
- 4- *Was* I *not going* with you ?
- 5- How many boys *were playing* in the field ?
- 6- Why *was* the farmer *not ploughing* his field ?
- 7- What *was* he *doing* in the room ?
- 8- Who *was weeping* in the class ?

Rule 1. The helping verb 'was/were' is used in the beginning of the sentence followed by the subject and V (ing). (See sentences 1, 2, 3 and 4 above)**Rule 2.** If a question word such as What, Where, Why, When etc. is to be used, then the helping verb 'was/were' follows the question word.

(See sentence No. 6 and 7 above)

Rule 3. With adjectival wh-question words like - How many, How much the relevant nouns are also used before 'was/were'. (as shown in sentence 5 above)**Rule 4.** If the question word itself is subject, then it follows was/were and V+ing. (See sentence No. 8)**Rule 5.** In Interrogative-Negative sentences 'not' is added just before the subject. (See sentences 3 and 4)**Rule 6.** Mark of interrogation (?) is put at the end of the sentence.**Various Uses of the Past Continuous Tense :**

1. To express an action that was happening in the past time -
e.g. He **was lying** in the sun.
2. To express an action that was happening in the past, the Past Continuous Tense is used, and in the meantime some other action took place, then that action is mentioned in the Past Indefinite form.



3. Generally 'while' is used to connect sentences showing two or more actions that were happening in the past. e.g.

I was reading a story while Hari was writing letters.

She was singing a song while her brother was playing the flute.

Similarly 'as' is also used with the Past Continuous tense.

e.g. As I was crossing the road, I stumbled.

As she was waiting for the train, she saw her mother coming towards her.

- To express an action that was continuous at a given point in the past time or between two extremities of the past time. e.g.

At 3:00 p.m. they were playing tennis.

Yesterday from 8 to 9 o'clock, I was reading a novel.

- To describe various events that happened in the past one by one.

My father was reading newspaper. My mother was preparing breakfast.

I was studying, Suddenly there was a knock on the door, I went to open the door

- To show regular developments without referring to time -

eg. It was getting darker.

The wind was rising high.

Mark of Identification – (To solve 'fill in the blanks' type exercises)

Generally adverbial phrases such as at that time, at that moment, those days, then, as, when etc are used to express the past continuous tense. When two sentences are connected with 'while' and if one of them is in the Past Continuous tense then the other one is also considered to be in the Past Continuous Tense.

EXERCISE 11

Fill in the blanks with Past Indefinite or Past Continuous :

- When I to school, I Jaya. (walk, see)
- When I in the kitchen, Maya (help, come)
- While she the soup, the children (cook, play)
- While they cards, the baby (play, sleep)
- When I in the garden, my uncleme . (work, call)
- Arvind TV, while Varsha and Rani football. (watch, play)
- When she her hair, the baby to cry. (wash, begin)
- A strong wind, when the plane (blow, land)
- When she tennis, it to rain. (play, begin)
- When I TV, the lights out. (watch, go)
- While Ram the piano, Sita to him. (play, listen)
- While Kavita up her room, Ravi his car. (tidy, wash)
- The boys in the garden, while she the flowers. (help, water)
- He Mary, when she through the park. (meet, walk)
- We computer games, while she a book. (play, read)

EXERCISE 12

Fill in the blanks with Past Indefinite or Past Continuous :

- They (play) cards, when the postman (come)
- I (sweep) the floor, when I a noise. (hear)

3. She (watch) TV, when the doorbell (ring)
4. We (hear) a cry and into the kitchen. (run)
5. When the phone (ring), my mother in the garden. (work)
6. Veena (take) a photo, when I (dance)
7. They (read) a book, when the lights off. (go)
8. While Gautam (repair) his bike, Ramesh computer games. (play)
9. We (talk) about the movie while we home. (walk)
10. They (forget) their lunch at home last Friday.

3. PAST PERFECT TENSE

This tense refers to an action or a process that has been completed in the past time. In a simple sentence we never use the Past Perfect Tense, unless it contains adverbials like already, before, never, still etc.

e.g. The guests had already taken tea.
She had never visited the Taj before.

(A) Affirmative (Positive) Sentences

Pattern – Subject + had + V₃

1. We *had reached* home before it rained.
2. The train *had started* before I reached the station.
3. She *had read* her book before she went to bed.
4. Ram went to school after he *had learnt* his lesson.

Rule : The singular as well as plural subjects take 'had' as a helping verb followed by the Past Participle form (III form) of the verb.

(B) Negative Sentences

Pattern – Subject + had + not + V₃

1. I *had not seen* this house before.
2. The patient *had not died* before the doctor came.
3. The thief *had not run away* before the police came.
4. The teacher *had not finished* the course before the examination began.

Rule — In Negative sentences 'not' is used just after the helping verb 'had'.

(C) Interrogative Sentences

Pattern – Had + Subject + V₃?

1. Had the bell *rung* before I reached the school ?
2. Had they *taken* their tea before the sun rose ?
3. Had we *not reached* the bus-stand before the bus started ?
4. How many children *had gone to bed* before the sun set ?
5. Which song *had* that girl *sung* before we came ?
6. Why *had* you *written* a letter before I went to bed ?
7. What *did* the patient *eat* after the doctor had gone ?

Rule 1. 'Had' is used in the beginning and before the subject. (See sentences 1, 2 and 3 above)

Rule 2. Interrogative sentences beginning with a question word take 'had' followed by the subject and third form of verb (V₃). (See sentence No 6 above)

Rule 3. Adjectival Question words like How many, How much, Which etc. take their related nouns with them before 'had'. (See sentences 4 and 5 above)

Rule 4. To make Interrogative Negative sentences 'not' is used after the subject. (See sentence No. 3 above)

Rule 5. Mark of interrogation (?) is put at the end of the sentence.



Different Uses of the Past Perfect Tense –

- When two inter-related actions happened in the past one after the other, then the action that took place before is mentioned in the Past Perfect Tense. The other action, which took place later on is expressed using the Past Indefinite Tense. To connect such sentences conjunctions like before, when, after, till, until etc are used

e.g. 1. They had practised before they did it.

OR

Before they did it, they had practised.

(Here the action of practising occurred earlier and the action of doing took place later on).

Some more examples are -

- He had seen the ball before he hit it.
- He had worked very hard before he finally won.
- He went out after the rain had stopped.

OR

After the rain had stopped he went out.

Note: (a) Generally the Past Perfect Tense is used in the sentence after the word "after".

After + Past Perfect + Past Indefinite

OR

Past Indefinite + after + Past Perfect

- (b) Normally the clause following the word 'before' is mentioned in the Past Indefinite tense form.

Past Perfect + before + Past Indefinite

OR

Before + Past Indefinite + Past Perfect

- (c) With 'till or until' the Past Perfect Tense is used and then the Past Indefinite Tense follows.

e.g. He did not move until I had asked him.

Nobody waited till I had finished my lunch.

Note : (a) When two actions were happening altogether at the same time in the past, The Simple Past Tense is used to express them in sentences.

e.g. As soon as he **saw** the police, he **ran away**.

- (b) Do not use the Past Perfect Tense, to express an individual action happened in the Past time.

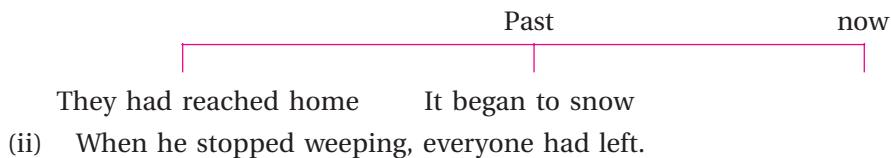
e.g. I **had finished** my work yesterday. (Incorrect)

I **finished** my work yesterday. (Correct)

2. While changing narrations from direct into indirect, the statements in the Simple Past Tense are converted into the Past Perfect tense form. **e.g.**
- (i) **Direct** : He said, "I **left** the school a few months ago."
Indirect : He said that he **had left** the school a few months before.
- (ii) **Direct** : Sita said, "I **have** already **read** this book."
Indirect : Sita said that she **had** already **read** that book.
3. With conditional sentences Type III unfulfilled conditions in the past time, the past perfect tense form is used.
 Pattern : If + Past perfect + would have/should have + V₃
- e.g.** If you had reached the station in time, you would have met your friend.
4. To express an unfulfilled wish of the past time, the Past Perfect Tense is used generally with the words like 'wish, would sooner, rather, if only, as if, as though etc. **e.g.**
- (i) I **wish** I **hadn't telephoned** her (= I am sorry I telephoned her).
 (ii) **If only** I **had seen** the thief (= but couldn't see).
5. If someone wants to know about an action that had already happened in the past time, the Past Perfect Tense is used.
 I apologized because I had forgotten my book.
6. To express an action that started before the other in the past time. **e.g.**

(a) Previous Action (Past Perfect) He had been ill for two days	Subsequent Action (Simple Past) when the doctor was sent for.
(b) Subsequent Action (Simple Past) The sheep fled in a great haste	Previous Action (Past Perfect) for a wolf had entered the field.

7. To express the completion of an action that took place in the past time before another action started. **e.g.**
- (i) By the time it began to snow, they had reached home.



EXERCISE 13

Fill in the blanks with Past Indefinite or Past Perfect Tense :

- After they(see) the Tower they (go) to Delhi.
- He (ask) me which animals I (hunt) in Africa.
- After Columbus (discover) America he (return) to Spain.
- Before they (move) to Udaipur they (sell) everything.
- After he (work) very hard he (fall) ill.
- She (open) the box after she (find) the key.

7. They (go) to a restaurant after they (sail).
8. When he (wash) the rice, he.....(boil) it.
9. After she (wash) the curtains she (clean) the windows.
10. They (go) for a sightseeing tour after the bus (arrive).
11. Before he (mow) the lawn he (pick) some roses.
12. When my friends.....(go), I (go) to bed.
13. They (drink) a cup of tea after they (finish) lunch.
14. He (ask) me for her telephone number before he (phone) her.
15. The hunter was surprised when the tiger.....(appear). He(never see) such a huge tiger before.

EXERCISE 14

Fill in the blanks with Past Indefinite or Past Perfect Tense :

1. John (play) with the children after he (have) dinner.
2. The farmer (harvest) the apples before he (take) them to his neighbour to make cider.
3. Last week Neha's uncle came to see her. He.....(just return) from a visit to Nepal.
4. After George (swallow) his medicine he (begin) to feel much better.
5. Before he (become) President he (work) as an actor.
6. The tourists (jump) into the pool as soon as they(unpack) their suitcases.
7. Atul was too late. The school bus (go).
8. He (work) as a tourist agent after he (finish) school.
9. After he (call) the police he (call) the ambulance.
10. We (leave) the cinema as soon as the movie (end).

Difference between the Present Perfect and the Past Perfect Tense

The Present Perfect Tense is used to express an action that began in the past and still continues in present or its effect is still there in present.

- (i) A: Who is that boy ?
B: I have never seen him.
- (ii) The room is dirty. Nobody has cleaned it for a long time.

The Past Perfect Tense is used to express an action that started in the past and completed also in the past time. It has no effect in the present time.

- (i) I didn't know who he was. I had never seen him.
- (ii) The room was dirty. Nobody had cleaned it for a long time.

EXERCISE 15

Fill in the blanks with the Present Perfect or Past Perfect :

1. They (go) on a trip to Jaipur before moving to Kota.
2. She (cut) her hair but she didn't like it.
3. Where you (be) ?
4. He (work) here since last spring when he had an accident.

5. He (not go) to Spain since 2014 but he did last year.
6. Someone (steal) my car.
7. They (not come) to his party because they were sick.
8. He (not teach) English since 2014 when he was asked to do so.
9. When I went to the car park, I found that someone (steal) my car.
10. The locals were amazed because they (never see) a horse before.

4. PAST PERFECT CONTINUOUS TENSE

This Tense is used to express an action that was continued in the past for a given period of time, 'Since or for' are used to show this time duration. 'Since' is used with a point of time while 'for' is used with a period of time.

1. Affirmative (Positive) Sentences

Pattern : Subject + had been + V₁ (ing) + object + for/since + time.

- eg. (i) He **had been studying** for two hours.
 (ii) I **had been walking** in the park **since** yesterday morning.
2. Negative sentences are framed using 'not' just after the helping verb 'had'.
eg. It had **not** been raining today since morning.
 3. In Interrogative sentences 'Had' is put in the very beginning of the sentence.
eg. Had your brother **been buying** toys for two hours yesterday ?



Use of the Past Perfect Continuous Tense form -

To express an action that began in the past time and remained continue in the past for a given time duration. Words like 'since/for/all' are added with time along with some other clauses belonging to the past time.

- e.g. When he came, I had been watching TV for two hours.
 When he came, I was very tired. I had been working all day.

EXERCISE 16

Fill in the blanks with the Past Perfect or the Past Perfect Continuous Tense.

1. We (cook) all day for the party that evening and by 9 o'clock we still weren't ready.
2. Radha (prepare) a beautiful meal for her guests and everybody enjoyed it.
3. When I reached there, he.....(sing) for two hours.
4. I knew she (do) the washing because when I reached there she was ready to go out.
5. By 11 o' clock the children (complete) their homework and were ready to go to bed.
6. The children (do) their homework and by 11 o' clock they still hadn't finished.
7. When I entered the office, I found that a clerk was sleeping. He (sleep) in the office all afternoon.
8. When it started raining, we (play) cricket for an hour.
9. I looked at her wondering because I (see) her before.
10. It was 6 p.m. and I was tired because I (work) hard all day.

The Present Perfect Continuous and the Past Perfect Continuous

Present Perfect Continuous Tense	Past Perfect Continuous Tense															
It expresses an action that began in the past and is still continuous in the present time. <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-top: 10px;"> She has been playing for two hours. </div>	It expresses an action that began in the past and remained continue in the past for a given time duration. <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-top: 10px;"> She had been playing for two hours. </div>															
<table style="width: 100%; border: none;"> <tr> <td style="text-align: left; width: 50%;">Past</td> <td style="text-align: right; width: 50%;">now</td> </tr> <tr> <td>★ My hands are dirty. I have been cooking food.</td> <td></td> </tr> <tr> <td>★ It has been raining for the last one hour.</td> <td></td> </tr> </table>	Past	now	★ My hands are dirty. I have been cooking food.		★ It has been raining for the last one hour.		<table style="width: 100%; border: none;"> <tr> <td style="text-align: left; width: 50%;"></td> <td style="text-align: right; width: 50%;">past</td> <td style="text-align: left; width: 50%;">now</td> </tr> <tr> <td></td> <td>★ My hands were dirty. I had been cooking food.</td> <td></td> </tr> <tr> <td></td> <td>★ On Monday it had been raining for the last one hour.</td> <td></td> </tr> </table>		past	now		★ My hands were dirty. I had been cooking food.			★ On Monday it had been raining for the last one hour.	
Past	now															
★ My hands are dirty. I have been cooking food.																
★ It has been raining for the last one hour.																
	past	now														
	★ My hands were dirty. I had been cooking food.															
	★ On Monday it had been raining for the last one hour.															

EXERCISE 17

Fill in the blanks with the Present Perfect Continuous or the Past Perfect Continuous Tense.

1. I was tired. I (work) all day.
2. We (wait) for your phone call all evening.
3. How long you (wait) here ?
4. I (stand) here since 9 o'clock.
5. She (learn) English for two months before she visited London.
6. It started raining yesterday and it (rain) ever since.
7. They (send) me message about it everyday for the last week.
8. A - I knew you (paint).
B - How did you know ?
9. Since when.....she.....(live) in this house ?
10. Before he came to film, he.....(act) on stage for five years.

EXERCISE 18

(Mixed Type)

Fill in the gaps with the correct form of the verbs given in the bracket :

- | | |
|--|------------|
| 1. Hari..... the game when I went to his house. | (play) |
| 2. When we reached his home, he..... plants. | (water) |
| 3. Sita..... her work before I went to her. | (complete) |
| 4. As soon as he saw the teacher, he..... away. | (run) |
| 5. When I went to Sita, she..... a letter. | (write) |
| 6. When we reached the hospital, the patient..... . | (die) |
| 7. If he..... me, I would have helped him. | (ask) |
| 8. If we..... early, we would have caught the train. | (leave) |
| 9. He said that hehis work. | (complete) |
| 10. He..... in Mumbai for ten years before 2017. | (live) |

FUTURE ACTION

Future is a time concept, which can be expressed using any of the following tense forms –

1. The Simple Present or Present Indefinite.
2. Will + infinitive (V₁) to show intention (not pre planned)
3. The Present Continuous Tense
4. The 'be + going to' form used for pre planned intention
5. The Simple Future in Future Indefinite
6. The Future Continuous
7. The Future Perfect
8. The Future Perfect Continuous

1. The Simple Present for Future Action

The use of Simple Present represents a marked future aspect of unusual certainty. It attributes to the future something of the positiveness one normally associates with present and past events.

e.g. Yesterday was Monday today is Tuesday and tomorrow is Wednesday.

The Simple Present can be used to express future action in the following situations.

(A) When a future action is according to some fixed time table.

e.g. Our school opens at 10.30 a.m.
I go to cinema tonight.

The above actions are a part of some impersonal plan. The doer of the action has no involvement.

While a personal plan can be denoted using the Present Continuous form.

e.g. I am going to cinema tonight. (It is my personal plan.)

(B) To make formal declarations related to a future plan.

e.g. Wall Mart opens a new store at Kota next week.
While using the Present Continuous tense, it is informal.

e.g. I am opening a new store at Kota next week.

(C) To express a future plan especially travel plans that include a series of future actions.

e.g. We leave at 7:00, arrive in Jaipur at 11:00 and take the train for Kota at 11:30

(D) With time clauses.

e.g. She will phone when she reaches home.

Wait here, until I return.

The teacher will be pleased when he hears this.

2. Will + infinitive (will + I form of Verb)

This form is used to express such future actions, whose execution is not pre-determined. These actions are not pre-planned also. They are spontaneous actions. e.g.

- (i) Son : The milk is boiling.
Mother : I will put out the stove.
- (ii) Waiter : What would you like to have ?
Customer : I will have a potato *paratha*.

But if the execution of the action is pre-determined the Present Continuous Tense is used. The use of will+infinitive will be wrong here. e.g.

The mother is putting out/going to put out the stove.

I am having/am going to have a potato *paratha*.

3. The Present Continuous for Future Action

(a) To express a future happening anticipated in the present. Its basic meaning is fixed/definite arrangement, plan or programme.

e.g. I am buying a new car next week.

She is seeing her dentist tonight.

(b) Some of the verbs (as given below) when used with the Present Continuous Tense form express a decision or plan without a definite arrangement.

(i) Verbs showing movements – e.g. go, come, arrive, reach, drive, sail, fly, start, travel etc.

(ii) Verbs showing position – e.g. stay, remain etc.

(iii) Verbs to indicate eat/drink – e.g. 'have', 'take'.

e.g. I am going home.

We are flying to New York.

She is staying at home.

He is not doing anything.

They are having a dinner today with us.

(c) Verbs which are normally not used into Continuous form, are used with the will + V₁ (Simple Future) only. e.g.

You will understand it tomorrow.

The principal will think over it.

Some more examples of will + infinitive and the Present Continuous are –

(a) A : Why are you holding a piece of paper ?

B : I am writing a letter to my friend Anil but I don't know his address.

A : Don't worry. I will tell you.

(b) A : I am about to fall asleep. I need to wake up !

B : I will get you a cup of coffee. That will wake you up.

(c) Kavita : Oh ! I have forgotten my fee at home.

Sita : Don't worry, I will lend you.

4. The 'be + going to' form used for intention

This construction denotes 'Future Fulfilment of the Present'. The 'be+going to' is used to express an intention to perform a future action. The intention is preplanned and the performer is ready to do the action. This phrase also indicates full possibility of the action in future time. Some of such situations are :-

(A) To express an action happening in the near future with time. e.g.

(i) I am receiving my mother at the station at 9.00.

(ii) I am going to receive my mother at the station at 9.00

In sentence (i) above, there is a fixed arrangement my mother knows it. While in sentence (ii) above, there is no fixed arrangement. My mother may surprise to see me there unexpectedly.

(B) The 'be + going to' phrase is always used to express pre-determined intentions and plans, while 'will + infinitive' form is used to express intentions which are not pre-determined. So when the performer is ready to do the action only 'be + going to' is used. e.g.

- (i) A : Why are you buying a soap ?
 B : I am going to wash my clothes.
- (ii) A : I am cooking rice but I don't know how to cook them ?
 B : Don't worry, I will teach you everything.

(C) Generally 'will + infinitive' is used with I person subject to express intention and with II and III person subjects normally 'be + going to' is used. e.g.

They are going to join American Institute.

He is going to join American Institute.

I will join American Institute.

(D) To express negative intention 'won't' is used with all the subjects which means refuse. e.g. He won't come.

EXERCISE 19

Fill in the blanks with Present Continuous or 'be going to' form of the verbs given in the brackets:

- I (play) tennis with Radha and Ravi.
- My father (have) by-pass surgery next week.
- It's very hot. I (turn) on the AC.
- I (have) some friends for dinner tomorrow.
- Ram: you (go) to school tomorrow ?
 Hari : Yes, I (go).
- I (get) my hair cut tomorrow.
- Our school (start) French next term.
- I (spend) a few days in Jaipur next month.
- Panchayat (build) a new school building here.
- He (leave) tomorrow.
- She (see) a dentist next week.

EXERCISE 20

Fill in the blanks with "be going to" or will + infinitive form :

- A : I can't hear that television !
 B : I (turn) it up so you can hear it.
- We are so excited about our trip to Uttar Pradesh. We (visit) Mathura, Agra and Vrindavan.
- After I pass 12th, I (attend) medical school and become a doctor. I have wanted to become a doctor since my childhood.
- A : The light has gone !
 B : So, it has. I (go) and start the generator.
- A : Have you bought a ticket for me ?
 B : Oh no ! I forgot. I (buy) one now.

6. I have bought a computer and I (learn) how to operate it.
7. A : I can't open this message.
B : I (call) my son. He (open) it for you.
8. You have bought a lot of vegetables. some guests (attend) the function ?
9. A : What are you going to do with that micro-wave oven ?
B : I (cook) some food for you.
10. You look tired. Sit down and I (get) you a cup of tea.
11. I haven't bought any wine because I (give) up drinking.

EXERCISE 21

Fill in the blanks with Present Indefinite or Present Continuous for Future Action :

1. I (take) my wife out for dinner tonight.
2. The 10:30 train (return) by 14:20.
3. The girls and I (go) out tonight.
4. At 7:00 a.m., we (leave) for Kota.
5. The return train (depart) one hour late.
6. We (see) each other sometime in the future.
7. The office (throw) a fare-well party for me.
8. They (have) a very small wedding on the beach.
9. Eating sandwiches everyday is boring, so I (eat) out today.
10. you (go) to the cinema tonight ?
11. I am bored with this T.V. programme. I wonder when it (finish) ?

'Will' or 'be + going to' to Express Prediction

Predictions are foretellings or thinking of what is going to happen in near future. These are not controlled by the doer of the action (subject). Both the forms can be used to express prediction.

- (i) J. K. Singh will be the next chairperson.

Or

J. K. Singh is going to be the next chairperson.

- (ii) Year 2022 will be a very interesting year.

Or

Year 2022 is going to be a very interesting year.

But both the forms have differences also –

(a) The use of 'be + going to' indicates that there are some hints that show the action will definitely take place. While the use of 'will' indicates the thinking or belief of the speaker not based on certain facts. *e.g.*

- (i) Look at those clouds ! It is going to rain.
- (ii) I think it will rain.

(b) Generally 'be + going to' is used to express near future, while 'will + infinitive' is used to express remote future. *e.g.*

This motor-cycle is going to breakdown. (due to careless handling)

This motor-cycle will break down. (A machine generally breaks down after a long time use.)

5. The Simple Future

There is no clear future tense in English corresponding to the time/tense relation for present and past. But for convenience will/shall + bare infinitive (V_1) first form of verb can be expressed as the Future Simple. It denotes actions or events that will happen after the present time i.e. in the future time.

(A) Affirmative (Positive) Sentences

Pattern – Subject + will/shall + V_1

1. I *shall write* a letter.
2. We *shall go* to school tomorrow.
3. You *will read* a book.
4. His father *will come* from Delhi tomorrow.
5. These boys *will play* football match on Monday.

'Shall' and 'will' are the closest approximation to a colourless, neutral future. 'will' for future can be used with all persons throughout the English-Speaking world, whereas 'Shall' (for I person) is largely restricted in the usage to Southern Br E. In India generally we are suggested to follow the Br E pattern.

Rule 1. The modal auxiliary verb 'shall' is used with 'I' and 'We' subjects and 'will' is used with all other subjects.

(B) Negative Sentences

Pattern – Subject + will/shall + not + V_1

1. I *shall not go* to Aligarh tomorrow.
2. The boys *will not sleep* in the day.
3. You *will not read* the book.
4. We *shall not play* a hockey match tomorrow.

Rule — In Negative sentences 'not' is used after the helping verb 'will/shall'.

(C) Interrogative Sentences

Pattern – Will/Shall + Subject + V_1 ?

1. *Will he give* you some pens ?
2. *Shall we eat* mangoes ?
3. *Will your brother not come* tomorrow ?
4. Which song *will Sita sing* ?
5. How many books *will he buy* ?
6. Where *shall we go* tomorrow ?
7. Who *will beat* your son ?

Rule 1. 'Will or Shall' is used in the beginning of the sentence. (as given in sentences 1 and 2 above)

Rule 2. If a question-word such as What, Where, When, Why is to be used in the beginning, then it follows 'will/shall' + V₁ (as shown in sentence 6)

Rule 3. Adjectival Question-words like How many, How much, Whose, Which take their related nouns also with them before 'will/shall'. (see sentences no 4 and 5 above)

Rule 4. A wh-Question word functioning as a subject itself, takes will/shall and V₁ directly. (as given in sentence 7 above.)

Rule 5. To make Interrogative Negative sentences 'not' is added just after the subject. (see sentences No. 3 above)

Rule 6. Mark of interrogation (?) is used at the end of the sentence.



Different uses of the Simple Future –

- To express pure future : When an event that is to take place in the coming time is not affected by willingness, intention or likelihood, it is called pure future.
e.g. Tomorrow is Monday.
 I shall be sixty next birthday.
 He will be eighty in June.
 How long will the work take ?
- To show habitual actions which probably will happen in the future.
e.g. Summer will come again.
 Monkeys will not build nests.
 People will plough their fields.
 We will take exam.
- To express the speaker's advice, suggestion, opinion etc. about someone's future.
e.g. She will get first division.
 We will find the teacher at home.
 My brother will sell his car.
- With conditional sentences Type 1 –
 Pattern : If + present clause + Future clause
e.g. If you come to me, I'll help you.
- To express future with time clause –
 Future + time clause in present
e.g. We'll go home when he comes.

EXERCISE 22

Fill in the blanks with Present Continuous or Simple Future :

- I (not reply) you unless you write to me.
- I(wait) here until she comes back.
- If you don't work hard you (not pass) this year.
- Our class (play) a friendly football match next Sunday.
- My mother (come) on Monday.
- She (go) again next Monday.
- He (know) about it tonight.
- You (believe) it when you see it.

9. I (have) my fan repaired next week.
10. The plumber (come) at 10:00 tomorrow.
11. I (catch) 11:30 train.
12. I have turned out the light. it (matter) ?
13. I (remember) you.
14. She (be) back by 10.30.
15. You (understand) when you are older.

6. The Future Continuous

The Future Continuous is used when we talk about an action or an event going on at a particular time or over a particular period in the future after the present time.

(A) Affirmative (Positive) Sentences

Pattern – Subject + will/shall + be + V₁ (ing)

1. I *shall be learning* my lesson.
2. She *will be writing* a letter.
3. The boys *will be playing* football.
4. The farmers *will be ploughing* their fields.
5. We *shall be coming* to your house.

Rule 1. 'Shall be' is used in I person subjects and 'will be' is used in II and III person subjects.

(B) Negative Sentences

Pattern – Subject + will/shall + not + be + V₁ (ing) ?

1. I shall *not be reading* in the class.
2. We shall *not be throwing* a ball.
3. She will *not be bringing* a cup of tea.
4. They will *not be teaching* the boys.
5. You will *not be going* to school at this time tomorrow.

Rule — In Negative sentences 'not' is used after the helping verb 'will/shall'.

(C) Interrogative Sentences

Pattern – Will/Shall + Subject + be + V₁ (ing) ?

1. *Will he be learning* his lesson ?
2. *Shall I be going* to my village on foot ?
3. *Will the child not be playing* with his toys ?
4. Where *will your father be going* tomorrow ?
5. Why *will he not be reading* his book ?
6. How many boys *will be sleeping* in the room ?
7. Who *will be playing* in the field ?
8. Who *will be coming* to school now ?

Rule 1. 'Will/Shall' is used in the beginning of the sentence to make Interrogatives. (see sentence No. 1 and 2 above)

Rule 2. A question word such as What, Where, Why, When etc. is used in the beginning of a sentence followed by will/shall+be+V(ing). (See sentence No. 4 above)

Rule 3. Adjectival wh-Question words like How many, How much, Whose, Which take their relevant nouns also with them before 'will/shall'.

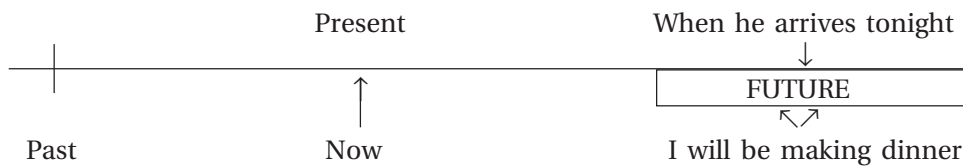
Rule 4. A wh-Question word functioning as a subject itself, takes will/shall + be just after it. (see sentences 7 and 8 above)

Rule 5. In Negative Interrogative sentences 'not' is used before 'be'. (see sentences 3 and 5 above)

Rule 6. Mark of interrogation (?) is put at the end of the sentences.

Uses of the Future Continuous Form –

(a) To express an action or an event that continues at a particular point of time in future. The action began earlier than the time of speaking and is expected to remain continue for sometime in future.



Imagine the activities of students going on in the class at 11:00 a.m.

Today at 11.00 a.m. Friday	The students are sitting in the class. They are studying their lessons.
Tomorrow at 11.00 a.m. Saturday	The students will be studying. The teacher will be teaching them.
The day after tomorrow at 11.00 a.m. Sunday	The students will not be doing anything. They will be watching T.V. programmes.

(b) To express future without intention – They do not have the performer's involvement. Such actions go on automatically.

- (i) I will be seeing Ms Rita tomorrow. We work in the same office.
- (ii) We will be travelling next Sunday at this time.

Future Continuous and Present Continuous (Differences)

Sentences in the Present Continuous Tense show arrangement of action while the sentences in Future Continuous show lack of intention and arrangement. e.g.

- (i) I am seeing Ms Rita tomorrow. (means I have an appointment with her)
- (ii) I will be seeing Ms Rita tomorrow. (may mean that it is a routine action, as both work in the same office)

Will + infinitive or Future Continuous

(i) Will + infinitive (V₁) expresses intention. The action is spontaneously decided.

- e.g. Customer : There is something in the milk.
Waiter : Don't worry. I'll get you another.

The future continuous lacks intention. It refers to an action happening in the future time.

e.g. Ratna : Are you coming to the cinema ?
Ratan : I'd love to, but I will be doing my home work then.

(ii) Will + infinitive may express invitation, request, or command but Future Continuous doesn't.

Will you have a drink, please ? (request)
Will you be helping me ? (an ordinary question)

EXERCISE 23

Fill in the blanks with will + infinitive or Future Continuous of the verbs given in the brackets.

- Anil : What are you doing next Sunday ?
Sunil : Oh, I (work) as usual. Sunday is a working day for me.
- Kamal : We have missed the train.
Naman : Never mind, we (walk)
- Teacher : Your hands are dirty.
Student : All right, I (wash) them.
- I (work) for Mittal Publishing House next week as their manager will be on leave.
- Mother : You have left the tap running.
Son : So, I have. I (turn) it off.
- Come on the gate, the train (pass) through a tunnel.
- Everything is ready. Our chief guest (arrive) any minute.
- She (come) if you ask her.
- That oak tree (still stand) here hundred years from now.
- I (send) message in code if you insist.

7. The Future Perfect

The Future Perfect is used to describe an activity or an event that will have been completed by a certain point of future time.

e.g. I shall have revised my books by the end of January.
He will have reached home by now.

(A) Affirmative (Positive) Sentences

Pattern – Subject + will/shall + have + V₃

- He *will have learnt* his lesson before you come.
- We *shall have taken* our food before it is seven.
- They *will have played* the match before the sun sets.
- I *shall have read* my book before you come.

Rule 1. If in a sentence two actions are to be described, then the earlier action will be expressed in the Future Perfect and the subsequent action will be in the Present Indefinite Tense.
(as given in all the sentences above)

Rules 2. 'Shall have' is used with I person subjects and 'will have' is used with all other subject words.

(B) Negative Sentences

Pattern – Subject + will/shall + not + have + V₃

- 1- She will not have written the letter before Hari comes.
- 2- The child will not have drunk milk before he sleeps.
- 3- I shall not have *done* my work before the teacher comes.

Rule — In Negative sentences 'not' is used after the helping verb 'will/shall'.

(C) Interrogative Sentences

Pattern – Will/Shall + Subject + have + V₃?

1. *Will* the boys *have played* the match before it is seven ?
2. *Shall* we *not have taken* the tickets before the train arrives ?
3. How many boys *will have come* here before the sun sets ?
4. Who *will have punished* your son before the teacher comes ?
5. Where *will* he *have gone* before it rains ?

Rule 1. 'Will or Shall' is used in the beginning of the sentence. (see sentences 1 and 2 above)

Rule 2. Question words like What, Where, Why, When etc. are used in the beginning of the sentence followed by will/shall + subject + have + V₃

Rule 3. Adjectival wh-Question words like How many, How much, Whose, Which take their relevant nouns with them and then will/shall + subject + have V₃ are used. (see sentence No. 3 above)

Rule 4. In Negative-Interrogative sentences 'not' is used after the subject word. (see sentence No. 3 above)

Rule 5. Mark of interrogation (?) is used at the end of the sentences.

 **Uses of Future Perfect –**

1. To describe an activity or an event that will have been completed by a certain point of time in the future.
e.g. He will have returned home by next month.
2. This form is used with time showing clauses. The clause used is in the Simple Present Tense.
e.g. When you come back, I shall have bought the book.

Mark of identification (To solve 'fill in the blanks' type exercises).

Generally these sentences have 'by + time' or by the end of (time) at the end. **e.g.**

They will have finished their work *by evening*.

We shall have made this building *by the end of March*.

8. The Future Perfect Continuous

This form is used to describe events or activities that have started and will continue to happen for a period of time or upto a point of time in the future. The beginning time of the activity is mentioned using since or for. **e.g.**

She will have been learning dancing for two hours.

We will have been living in this city for ten years by 2020.

(A) Affirmative (Positive) Sentences

Pattern – Subject + will/shall + have been + V₁ (ing) + since / for + time.

- 1- They will have been playing for two hours.
- 2- The boys will have been swimming in the pond since 4 o'clock.
- 3- We shall have been studying in this college for three years.

Rule 1. With I person subjects 'shall have been' is used and with all other subjects (II and III persons) 'will have been' is used.

Rule 2. To indicate the time of the activity since/for/all is used.

(B) Negative Sentences

Pattern – Subject + will/shall + not + have been + V₁ (ing) + since / for + time.

- 1- She *will not have been working* hard for two years.
- 2- You *will not have been suffering* from fever for two days.

Rule — In negative sentences 'not' is used after 'will/shall'.

(C) Interrogative Sentences

Pattern – Will/Shall + subject + have been + V₁ (ing) + since / for + time.?

- 1- *Shall we have been waiting* for him since morning ?
- 2- *Will that lazy boy have been sleeping* for two hours ?
- 3- *Will you not have been reading* for two days ?
- 4- Why *will they have been wasting* their time since 5 o'clock ?
- 5- How many boys *will have been making* a noise since noon ?
- 6- Where *will the boys have been playing* since 2 o'clock ?

Rule 1. The auxiliary verb 'Will/Shall' is used in the beginning of the sentence. (See sentences 1 and 2 above)

Rule 2. Question words such as What, Where, Why, When etc. are used in the beginning of the sentence followed by will/shall + subject + have been + V (ing) + since/for + time. (See sentences 4 and 6 above)

Rule 3. Adjectival wh-Question words like How many, How much, Whose, Which take their relevant nouns with them before 'will/shall'. (See sentence No. 5 above)

Rule 4. To make Negative-Interrogative sentences 'not' is used after the subject word. (See sentence No. 3 above)

Rule 5. Mark of interrogation (?) is put at the end of the sentences.

 **Uses of Future Perfect Continuous –**

This form is used to indicate the continuation of an action for a period or point of time in the future.

The use of 'since/for/all with time as well as by+time is given, then the time clause is in the Simple Present tense form.

i.e., By + time + Future Perfect Continuous + since/for+time

or Time clause in Present + Future Perfect Continuous + since/for + time

e.g. When he arrives here, they *will have been playing* since 3 o'clock.

By the end of this month we *shall have been working* here for two months.

EXERCISE 24

(Mixed Type)

Write the correct forms of the verbs given in the brackets in the spaces provide :

1. I to Mathura tomorrow. (go)
2. He on me next Sunday. (call)
3. If he works hard, he (pass)
4. When he meets you, he you. (love)
5. The library closed till the librarian comes. (remain)
6. She food at this time tomorrow. (cook)
7. We in our new house at this time next Sunday. (sit)
8. At this time the day after tomorrow, I my friends. (entertain)
9. My mother breakfast for us before the guest arrives. (prepare)
10. When you are in bed I at home. (be)
11. By tomorrow she her sums for ten days. (do)
12. By the end of this week, he a book for fifteen days. (write)
13. By the end of this month, I music for six months. (learn)
14. By the next Monday I at my uncle's house for two weeks. (stay)
15. More and more people by air in the days to come. (travel)

More About Verbs

 1. IMPERATIVES (Verb I Form)

Imperative sentences are orders. They express commands. Mostly they are used without subject words. The verbs are always in I form without endings for number or tenses.

e.g. Jump.

Be reasonable.

Put it on the table.

Rule 1. There is no tense distinction in such imperative sentences.

Rule 2. It is implied in the meaning of a command/order that the omitted subject of the imperative verb is the II person pronoun 'you'. This is confirmed by the occurrence of 'you' as subject of a following tag question Be quiet, will you ?

and by the occurrence of 'yourself' and of no other reflexive pronoun as object.

Behave yourself. (not Behave himself.)

Rule 3. Many times imperative sentences begin into 'please or kindly' also.

Rule 4. Negative imperatives are denoted by the use of 'Do not' in the beginning.

Rule 5. Some imperative sentences are addressed using 'Sir' or 'Madam' also.

Examples :

1. the window, please. (open)
2. a noise. (not make)
3. Mr Mohan, to the market and bring some fruits. (go)
4. Sir, me please. (help)
5. Kindly me leave for three days. (grant)

Ans : 1. Open 2. Do not make 3. go 4. help 5. grant

2. PASSIVE VOICE :

- (a) A transitive verb can also be used to make sentences in passive voice, where the performer or doer of the actions has less or no importance.
e.g. The lion was caught in a net.
- (b) Mostly the doer of the action is mentioned using 'by' at the end of the sentences in passive voice.
e.g. This cup is won by my son.
- (c) The sentences in passive voice always have some helping verb and the main verb will always be in the Past Participle (III Form) V_3 .

Examples :-

- | | | |
|---|--|-------------------|
| 1. The thief | yesterday. | (<i>arrest</i>) |
| 2. When they reached the place the chairs | . | (<i>remove</i>) |
| 3. A letter | by her yesterday. | (<i>write</i>) |
| 4. The water tank | before it was filled. | (<i>clean</i>) |
| 5. Gandhiji | dead by Godse. | (<i>shoot</i>) |
| 6. The freedom fighters..... | several times by the British Government. | (<i>arrest</i>) |

Ans : 1. was arrested. 2. were being removed. 3. was written. 4. had been cleaned. 5. was shot. 6. were arrested.

SOME MORE FACTS ABOUT VERBS

For using the correct form of verb and framing a correct sentence following points should also be kept in mind -

- The first form of the verb is used with phrases like 'had better, would rather and let';
e.g. You had better **wash** your face.
Let me **go**.
- Only infinite form (V_1) of a verb is used with 'to'. It does not change with the change in subject or tense.
e.g. He goes there to **read** newspapers.
He will go there to **read** newspapers.
He went there to **read** newspapers.
I shall go there to read newspapers.
In these sentences the verb 'to read' remains unchanged. Some verbs are used even without the use of 'to' also. e.g.
e.g. Please **help** me lift this box.
She **heard** me sing.
You **need** not worry.
Let me **read**.
- When the simple present tense form is used to show futurity, the verb I form is used with 'in case of, if, when, as soon as' etc. Add s/es to a verb if the subject is III person singular.
e.g. **In case** I **forget**, please remind me to clear your bill.
He will teach you **provided** you **pay** him the money he asks for.

4. The causative verbs (have, get, make, cause)- When an action is being done not by the performer or the doer itself, but get it done by someone else. It is expressed using causative verbs.

Pattern (a) Sub. + get/cause + doer + Infinitive + Object. (Active Form)

e.g. He **got** a workman to **whitewash** his house.
He **caused** a washerman to **wash** his clothes.

Pattern (b) Sub. + have/make + doer + Verb First Form + Object. (Active Form)

e.g. I **have** my sister **stitch** my shirt.
He **made** us **laugh** in the class.

Pattern (c) Sub. + get/have + Object + Third Form of the Verb + by (doer). (Passive Form)

e.g. She **had** her chair **repaired** by a carpenter.
I **got** my shoes **polished** by a cobbler.

5. The Present Participle form of the verb (verb+ing) V_4 is used with certain words like without, on, for, of, need, help, mind by, in, after, before, instead of etc.'

e.g. He ran **without stopping**. He kept **on singing**.
Her hair **needs cutting**. I do not **mind** your **smoking**.

6. Sentences with 'lest' have 'should + V_1 (First form) with all the kinds of subject words. e.g.

Work hard **lest** you **should fail**.
She was afraid lest he might drown.
She was worried lest he should tell the whole story.

EXERCISE 25

Fill in the gaps with the correct form of the verbs given in the brackets :

1. I have my clothes by my mother. (wash)
2. He ate all the fruits without..... . (stop)
3. She kept on.....clothes in her room. (stitch)
4. We heard her..... a song. (sing)
5. I requested him to let me..... my home. (go)
6. Rahul and Pramod.....real brothers. (be)
7. The thief entered the room and.....away all the ornaments. (take)
8. He went on.....the fence the whole day. (whitewash)
9. He could not help that side. (look)
10. Instead of his books, he gave them to Ram free of cost. (sell)
11. The train..... before I came. (stop)
12. He..... out just now. (go)
13. The farmer..... in the field. (work)
14. He..... an hour ago. (come)
15. He..... asleep while reading. (fall)
16. I shall see him when he (return)
17. A barking dog seldom (bite)
18. The Ganga in the Himalayas. (rise)
19. He..... newspapers in childhood. (sell)
20. I..... my homework before it was dark. (do)

PATTERN OR STRUCTURE OF TENSE FORMS

		Present	Past	Future
Indefinite	<i>Affirmative</i>	Subject+V ₁ /(V ₁ +s/es)...	Subject + V ₂	Subject + will / shall +V ₁
	<i>Negative</i>	Subject + do not/does not+V ₁ ...	Subject + did not + V ₁	Subject + will /shall + not + V ₁
	<i>Interrogative</i>	Do / Does + subject + V ₁ ... ?	Did + subject + V ₁ ...?	Will /Shall + subject+V ₁ ... ?
Continuous or Progressive or Imperfect	<i>Affirmative</i>	Subject+ is / am / are+V-ing	Subject + was /were+V-ing	Subject + will be / shall be+ V-ing
	<i>Negative</i>	Subject + is / am / are+not+V-ing	Subject + was /were+not+V-ing	Subject + will not / shall not + be+V-ing
	<i>Interrogative</i>	Is / Am / Are+ subject + V-ing... ?	Was /Were+subject+V-ing...?	Will /Shall + subject+ be+ V-ing... ?
Perfect	<i>Affirmative</i>	Subject+ has /have+V ₃	Subject + had+V ₃	Subject + will/shall + have+V ₃
	<i>Negative</i>	Subject + has /have+not+V ₃	Subject + had not+V ₃	Subject + will/shall +not+have+V ₃
	<i>Interrogative</i>	Has /Have+ subject + V ₃ ... ?	Had+subject+V ₃ ... ?	Will /Shall + subject+ have+V ₃ ... ?
Perfect Continuous	<i>Affirmative</i>	Subject+ has /have+been+V-ing	Subject + had been+V-ing	Subject + will/shall + have been+V-ing
	<i>Negative</i>	Subject+ has /have+not+been+V-ing	Subject + had not been+V-ing	Subject+ will/shall+not+have been+V-ing
	<i>Interrogative</i>	Has /Have+ subject +been+ V-ing... ?	Had+subject+been+V-ing... ?	Will /Shall + sub.+ have been+V-ing... ?

Some Short Cut Tricks for Correct Use of Verb Forms

1. Sentences with Adverbs of time-frequency such as 'always, often, seldom, frequently, usually, generally, occasionally, daily, weekly, everyday, once a day/week/month, on Sundays etc.' take the I form of Verb (V_1) + s/es (if applicable as per rules of Present Indefinite Tense).
 e.g. She always *comes* late.
 We *go* to movies on Sundays.
 I *take* tea twice a day.
2. The past time adverbials such as 'yesterday, last week/month/year, in 2016, ago, long ago, once upon a time etc' when used in sentences generally take II form of the verb (V_2). e.g.
 He *came* to see me every day lastweek.
 Last year she *wore* the same dress.
 Whenever I *went* to see him, he was out.
3. The adverbials related to present time e.g. now, still, at this time, at this moment, at present, today, now-a-days. Look! etc. when used in sentences they generally take the Present Continuous Tense form.
 e.g. She is still weeping.
 Look! The dog is chasing the cat.
 Today I am not going to school.
4. If conjunctions like 'when, while, as' etc are used to express two actions in a sentence, one action is in the Past Continuous Tense form.
 e.g. When I saw her, she was weeping.
 While she was studying, her brother was playing.
 As I was watching TV, I heard a loud noise.
5. If adverbs like 'just, already, yet, so far, recently, lately, till now, till, until, ever, never, since/for + time, are given in a sentence. it is in the Present Perfect Tense form. e.g.
 I have never seen an octopus. (octopus = a sea animal with eight arms)
 She has just gone out.
 He has already ordered for Pizza.
6. Two sentences when connected with words such as 'before or after', if one is in the Past Indefinite tense form, the other will always be in the Past Perfect tense form.
 e.g. (a) Past Perfect + before + Past Indefinite.
 I had turned on the light before I entered the house.
 (b) Past Indefinite + after + Past Perfect.
 I left the house after I had locked the door.
7. Words like next week/month/year, I guess, I think, probably, perhaps, I hope, I expect, I believe etc. if used in a sentence, take future Indefinite (will/shall+ V_1)
 e.g. I think it will rain soon.
8. If the decision of performing an action is taken spontaneously at the time of speaking, then 'will+ V_1 ' is to be used in the sentence.
 I am hungry. I will order Pizza.
9. Future activity to take place according to some fixed time table, takes Present Indefinite Tense form. e.g. Our school opens at 9:40 am.

10. Phrases like 'for a couple of years, all the while, this time, next week / month / year, in the future, in the next few days take continuous form showing future time.
e.g. This time next week I shall be teaching X class.
11. Use Future Perfect form in sentences which have by + time, in + time, before + present time. e.g. By the time next week, I shall have completed my revision.
12. Use of Perfect Continuous Tenses –

Present	Past	Future
since / for / all + time / time clause, (present time reference)	since / for / all + time and one more sentence in the past	since / for / all + time attached with by+time e.g.
I have been watching TV for two hours.	Indefinite tense form. eg. When the bell rang, I had been watching TV for two hours.	By the time she returns, I shall have been watching TV for two hours.

PRACTICE EXERCISE 1

Fill in the blanks with the correct form of the verbs given in brackets :

- I (finish) the work just now.
- The school (reopen) in July every year.
- The train (already depart).
- I shall teach him if he (come).
- Mother (just go) out.
- I (not see) him for a long time.
- He never (smoke).
- She habitually (come) late.
- He (write) a letter now.
- He (go) next month.
- By next July he..... (write) his second novel.
- She (go) to her mother every weekend.
- The dog (bark) at me.
- Mr Mittal.....(publish) a lot of books so far.
- I (take) tea without sugar.

PRACTICE EXERCISE 2

Fill in the blanks with the correct form of the verbs given in brackets :

- Nobody (live) in the house on warm evenings in the seacoast town of India.
- I have my job here, and Mama and I (talk) over it already.
- A vegetarian is a person who never (eat) meat.

4. My mother (be) seventy next month.
5. He (speak) English when he is in London.
6. Who..... (take) this letter to the post office ?
7. Superstitions (poison) and destroy all peace of mind.
8. He.....(not see) me before, so he did not recognize me.
9. No one who has faith in God (believe) in superstitions.
10. I think Britain is the only country which (not have) a written constitution.

PRACTICE EXERCISE 3

Fill in the blanks with the correct form of the verbs given in brackets :

1. The sun (rise) in the east and (set) in the west.
2. The students (play) cricket match every Sunday.
3. An honest person always (speak) the truth.
4. Every mother.....(love) her children affectionately.
5. That fool always (make) a mistake.
6. You know that an Englishman (think) himself quite the first person on the earth.
7. It is important that you (learn) to use your leisure time in a proper way.
8. Sports (play) an important part in the life of every growing boy and girl.
9. You had better.....(go) to your home.
10. Last night I(feel) pain in my stomach.

PRACTICE EXERCISE 4

Fill in the blanks with the correct form of the verbs given in brackets :

1. I..... (see) him somewhere before.
2. He (consult) the dictionary occasionally.
3. As he (cross) the road, he met with an accident.
4. We went home after we..... (finish) our homework.
5. He (come) to see me everyday last week.
6. After I (finish) my homework I went out to play.
7. I (wash) my hands when the phone rang.
8. I was tired as I (work) hard then.
9. By the next month I (buy) a new bike.
10. They (finish) the work when the teacher entered the class.
11. They (finish) the work when the teacher enters the class.
12. It rained heavily while the farmer (plough) his field.
13. The driver pushed the brake and the bus (stop)
14. She (go) to her parents within a week.
15. By next year they (complete) the bridge.

PRACTICE EXERCISE 5

(From the Textbook)

Fill in the blanks with the correct form of the verbs given in brackets :

1. In the world as we (grow) up, we see a great deal of violence.
2. The new culture (depend) on you.
3. Very few people in the world (enjoy) positive health.
4. We find that positive health (elude) many of us.
5. We need an (understand) of how our bodies function.
6. This (not mean) that we do not need medical care.
7. Nature (give) each animal the power to monitor its own body.
8. All carnivorous animals (eat) grass whenever they have diarrhoea.
9. When the stored grain was exhausted people (eat) *khejdi* pods.
10. Jambaji (want) the earth to be covered once again by an abundance of *khejdi*.
11. The news of this massacre (spread) rapidly.
12. For Swami events (take) an unexpected turn.
13. Father looked over the newspapers he (read) under the hall lamp.
14. You (think) you are wiser than the newspaper ?
15. Swami realized that the matter (go) beyond his control.

PRACTICE EXERCISE 6

(From the Textbook)

Fill in the blanks with the correct form of the verbs given in brackets :

1. Swami's father (sit) gloomily gazing at the newspaper on his lap.
2. If I don't sleep at once, I (perhaps die).
3. He covered himself with the blanket as if it (be) an armour.
4. We take roads as if they (be) especially meant for us only.
5. We (become) so immune against these ills that nobody sees to take a note of these.
6. When the date (arrive), everyone in the kingdom wanted to attend.
7. The day arrived. The people (stand) in every corner of the arena.
8. The princess (think) about this trial day and night for a long time.
9. The servant (do) as he was told.
10. The old gentleman remembered how he (find) the thief hiding his roof.
11. Usually my elder brother (not write) to me.
12. If I lagged behind he (ask).
13. Like a perfect gentleman, he (look) at the proceedings.

14. That night, I (sleep) in the passage room.
15. He moved the edge of the bench and (stare) in the darkness, something (move) down.

PRACTICE EXERCISE 7

Fill in the blanks with the correct form of the verbs given in brackets :

(Sec. Exam 2014)

1. The postman..... (deliver) the post by 11 am everyday.
2. While the doctor..... (examine) the patient, there was an uproar in the hall.
3. Priyanka..... (begin) to live in this locality recently.
4. Tomarrow is a holiday. The offices..... (remain) closed.
5. In her youth she..... (spend) hours standing before the mirror.
6. Bhima..... (throw) the ball so hard that all his companions failed to stop it.
7. The pilot came down after the plane.....(land).
8. Vivek with his friend lmtiyaz..... (go) to Indore by the night bus today.

(Sec. Exam 2015)

9. The Prime Minister (address) the people on the television yesterday.
10. We (see) a big snake on the ground while we were cleaning it.
11. The date of examination has been declared so the students (prepare) for it these days.
12. The farmer (divide) his property among his sons before he died.
13. The Principal (distribute) the annual prizes tomorrow.
14. Look ! An old man (run) after the bus to catch it.
15. Most of the people (worship) God daily before taking tea.
16. When the rain started we (stand) in the field.

(Sec. Exam 2016)

17. Ekta was reading the newspaper when Nidhi (enter)her room.
18. The Minister for Defence (congratulate) Dr Kalaam on the grand success of the missile.
19. Rajiv dropped his mobile while he (board)the bus.
20. Last Sunday when Kiran (cook) food in the kitchen one of her friends came to visit her.
21. Please avoid (talk) here. It is a library.
22. Neetu (complete) her painting before she went to market.
23. Priya left her home early in the morning today. Nobody (know) where she has gone.
24. 'Put on your helmets, you (go) to enter the danger-zone now' said the watchman.

(Sec. Exam 2017)

25. Hemant (come) here every week end.
26. You (not finished) the story yet.
27. Once upon a time there (be) a big banyan tree.
28. Ramesh (finish) this novel last night.
29. If you run fast, you (catch) the bus.
30. They (pay) their debts next week.
31. Students (read) English at this time tomorrow.
32. If Sheetal (invite) me, I would have attended her party.

(Sample Paper 2018)

33. She (cut) her finger while she (cut) vegetables.
34. Look ! A man (run) after a bus.
35. He (want) to catch it.

ANSWERS**Exercise 1**

1. gets, 2. go, 3. sets, 4. loves, 5. plays, 6. takes, 7. try, 8. make, 9. comes, 10. keep, 11. seem
12. blooms, 13. views, 14. Does, repeat, 15. Do, infuse, 16. make/makes, 17. determine
18. behead, 19. wears, 20. do not build.

Exercise 2

1. is wearing, 2. is sleeping, 3. is hiding, 4. is earning, 5. is visiting, 6. is washing, 7. are running, 8. are coming, 9. is cooking, 10. is going, 11. are hovering, 12. is honking, 13. is not gaining, 14. Are, healing, 15. is, carrying out.

Exercise 3

1. open, are opening, 2. wears, is wearing, 3. is reading, reads, 4. sits, is sitting, 5. are, wearing, wear, 6. cooks, is cooking, 7. are, doing, are, doing, 8. sells, is selling, 9. drink, am drinking, 10. am playing, 11. play.

Exercise 4

1. have not worked, 2. have bought, 3. have not planned, 4. have, been, 5. has written, 6. has not seen, 7. Have, been, 8. has not started, 9. Has, spoken, 10. has not spoken, 11. has just arrived.

Exercise 5

1. are wasting, 2. is going, 3. makes/make, 4. rises, 5. Do, eat, 6. have not returned, 7. has, arrived, 8. is raining, 9. wears, 10. have sold, 11. do not grow, 12. is not attending, 13. am thinking, 14. is, 15. is blowing.

Exercise 6

1. have been grazing, 2. has been working, 3. has been taking, 4. have been feeding,

5. has been writing, 6. has been working, 7. have read, 8. has, left, 9. has, arrived, 10. has bought. 11. have been listening, 12. have, built, 13. Has, been knitting, 14. has turned, 15. has, knocked.

Exercise 7

1. won 2. ate 3. went 4. did 5. ran 6. worked 7. bought 8. left 9. collected 10. cooked 11. ate 12. had 13. wanted 14. closed 15. studied.

Exercise 8

1. saw, 2. went, 3. lost, 4. bought, 5. won, 6. stole, 7. wrote, 8. got, 9. came, 10. did, call, 11. called, 12. did, see, 13. did, drop, 14. did, not play, 15. served.

Exercise 9

1. saw 2. Have, ever bought 3. had 4. drove 5. ran 6. did 7. Has, ever been 8. met 9. slept 10. have already arrived.

Exercise 10

1. lived 2. has stolen 3. Has, not finished 4. played 5. was 6. have not arrived 7. has acted 8. spent 9. died 10. have just finished.

Exercise 11

1. was walking, saw 2. was helping, came 3. was cooking, were playing 4. were playing, was sleeping 5. was working, called 6. was watching, were playing 7. was washing, began 8. blew, was landing 9. was playing, began 10. was watching, went 11. was playing, listened 12. was tidying, was washing 13. were helping, was watering 14. met, was walking 15. were playing, was reading.

Exercise 12

1. were playing, came 2. was sweeping, heard 3. was watching, rang 4. heard, ran 5. rang, was working 6. took, was dancing 7. were reading, went 8. was repairing, was playing 9. talked, were walking 10. forgot.

Exercise 13

1. had seen, went 2. asked, had hunted 3. had discovered, returned 4. moved, had sold 5. had worked, fell 6. opened, had found 7. went, had sailed 8. had washed, boiled. 9. had washed, cleaned 10. went, had arrived 11. mowed, had picked 12. had gone, went 13. drank, had finished 14. had asked, phoned 15. appeared, had never seen.

Exercise 14

1. played, had had 2. had harvested, took 3. had just returned. 4. had swallowed, began 5. became, had worked 6. jumped, unpacked 7. had gone. 8. worked, had finished 9. had called, called 10. left, ended.

Exercise 15

1. had gone 2. had cut 3. have, been 4. had worked 5. had not gone 6. has stolen 7. had not come 8. had not taught 9. had stolen 10. had never seen.

Exercise 16

1. had been cooking 2. had prepared 3. had been singing 4. had done 5. had completed
6. had been doing 7. had been sleeping 8. had been playing 9. had not seen 10. had been working

Exercise 17

1. had been working 2. have been waiting 3. have, been waiting 4. have been standing 5. had been learning 6. has been raining 7. had been sending 8. had been painting 9. has, been living, 10. had been acting.

Exercise 18

1. was playing, 2. was watering, 3. had completed, 4. ran, 5. was writing 6. had died, 7. had asked, 8. had left, 9. had completed, 10. had been living.

Exercise 19

1. am playing 2. is having 3. am going to turn 4. am having 5. Are, going, am going 6. am getting 7. is starting 8. am spending 9. is going to build 10. is leaving 11. is seeing.

Exercise 20

1. will turn, 2. are going to visit, 3. am going to attend. 4. will go, 5. will buy, 6. am going to learn 7. will call, will open, 8. Are, going to attend 9. am going to cook, 10. will get, 11. am going to give.

Exercise 21

1. am taking 2. returns 3. are going 4. leave 5. departs 6. are seeing 7. is throwing 8. are having 9. am eating 10. Are, going 11. does, finish.

Exercise 22

1. will not reply 2. shall wait 3. will not pass 4. is playing 5. is coming 6. is going 7. will know 8. will believe 9. am having 10. is coming 11. am catching 12. Will, matter, 13. shall remember 14. will be 15. will understand.

Exercise 23

1. will be working 2. will walk 3. will wash 4. will be working 5. will turn 6. will be passing 7. will be arriving 8. will come 9. will still be standing 10. will send.

Exercise 24

1. shall go 2. will call 3. will pass 4. will love 5. will remain 6. will be cooking 7. shall be sitting 8. shall be entertaining 9. will have prepared 10. will/shall be 11. will have been doing 12. will have been writing 13. shall have been learning 14. shall have been staying 15. will travel.

Exercise 25

1. washed, 2. stopping, 3. stitching, 4. sing, 5. go, 6. are, 7. took, 8. whitewashing, 9. looking, 10. selling, 11. had stopped, 12. has gone, 13. works, 14. came, 15. fell, 16. returns, 17. bites, 18. rises, 19. sold, 20. had done.

ANSWERS**Practice Exercise 1**

1. have finished, 2. reopens, 3. has already departed, 4. comes, 5. has just gone, 6. have not seen, 7. smokes, 8. comes, 9. is writing, 10. will go, 11. will have written, 12. goes, 13. is barking, 14. has published, 15. take.

Practice Exercise 2

1. lives, 2. have talked, 3. eats, 4. will be, 5. speaks, 6. will take, 7. poison, 8. has not seen, 9. believes, 10. does not have.

Practice Exercise 3

1. rises, sets, 2. play, 3. speaks, 4. loves, 5. makes, 6. thinks, 7. learn, 8. play, 9. go, 10. felt.

Practice Exercise 4

1. have seen, 2. consults, 3. was crossing 4. had finished, 5. came, 6. had finished, 7. was washing, 8. had worked, 9. shall have bought, 10. had finished, 11. will have finished, 12. was ploughing, 13. stopped, 14. will go, 15. will have completed.

Practice Exercise 5

1. grow, 2. depends, 3. enjoy, 4. is eluding, 5. understanding, 6. does not mean, 7. has given, 8. eat, 9. ate, 10. wanted, 11. spread, 12. took, 13. was reading, 14. think, 15. had gone.

Practice Exercise 6

1. sat, 2. shall perhaps die, 3. were, 4. were, 5. have become, 6. arrived, 7. were standing, 8. had thought, 9. did, 10. had found, 11. does not write, 12. would ask, 13. was looking, 14. slept, 15. stared, was moving.

Practice Exercise 7

1. delivers, 2. was examining, 3. has begun 4. will remain 5. spent / would spend, 6. threw, 7. had landed 8. is going 9. addressed 10. saw 11. are preparing 12. had divided 13. will distribute 14. is running 15. worship 16. were standing 17. entered 18. congratulated 19. was boarding 20. was cooking 21. talking 22. had completed 23. knows 24. are going 25. comes 26. have not finished 27. was 28. finished 29. may/will catch 30. are paying 31. will be reading 32. had invited. 33. cut, cutting 34. is running. 35. wants.



Clause

2

Marks : 3

Syllabus : Noun Clauses, Relative Clauses, Adverbial Clauses of Condition and Time.

According to class X syllabus, students are suggested to learn only four types of clauses i.e. noun clause, relative clauses, adverbial clauses of condition and time. These all are related to complex sentences.

So, it is necessary that we must know –

- (a) What is a simple sentence ? (b) What is a complex sentence ?

For examples –

- (1) I gave him a book. (2) She was playing football. (3) They will help us.

Definitions–

A simple sentence is a sentence which has only one finite verb, and may have a subject and a predicate.

In the above mentioned sentences, each sentence contains only one finite verb. That's why they are simple sentences.

A simple sentence is also known as clause.



Now observe the following sentences -

- (1) I told him then. (2) He was reading in the room.

with the use of connector, both the sentences can be rewritten as -

I told him when he was reading in the room.

Above mentioned sentence is a complex sentence. In this sentence 'I told him' is the Principal Clause because it provides a clear meaning.

And another clause 'When he was reading in the room' does not provide a clear meaning.

That is why it is called the sub-ordinate adverb clause because this clause works as an adverb for the Principal Clause.

Note : A Conjunction which is used to combine principal clause and sub-ordinate clause is known as sub-ordinate Conjunction such as 'when' used in the above mentioned sentence.

Definitions–

A complex sentence is a sentence which consists of two or more clauses.



Read the following sentences -

- (1) I know it. (2) The thief has escaped.

The second sentence 'the thief has escaped' is placed as an object to a verb and does the work of a noun. So it is a sub-ordinate clause. The clause 'I know' is the principal clause.

I know that the thief has escaped.

It is very easy to find out the number of clauses in a Complex sentence.

Or - The number of finite verbs = the number of clauses

Such as - I am writing a book.

In the above sentences only one finite verb is given (i.e. writing so, it is a simple sentence. But

"This is the boy who stole my pen."

In this sentence there are two finite verbs- 'is' and 'stole'. So, it contains two clauses with sub-ordinate conjunction 'who'.

(1) This is a boy. (Principal Clause) (2) Who stole my pen. (Sub-ordinate Clause)

In the same way-

" If you do not strike the iron while it is hot you cannot mould it"

Contains three finite verbs. So it has three clauses with two subordinate Conjunctions 'if' and 'while'.

How to Identify Principal Clause & Subordinate Clause

In a complex sentence, it is very easy to identify principal and sub-ordinate clauses.

Such as - She feels that we should buy a car.

A conjunction is used before a sub-ordinate clause whereas the principal clause does not carry any conjunction with it.

Other examples :

1.	I shall stay here <i>Principal clause</i>	until <i>Subordinating conjunction</i>	you come. <i>Subordinate clause</i>
2.	Mary was wearing a hat <i>Principal clause</i>	when <i>Subordinating conjunction</i>	the wind blew it away. <i>Subordinate clause</i>
3.	When <i>Subordinating conjunction</i>	we got home, <i>Subordinate clause</i>	night had already fallen. <i>Principal clause</i>
4.	That <i>Subordinating conjunction</i>	he will help me <i>Subordinate clause</i>	is uncertain. <i>Principal clause</i>

EXERCISE 1

Identify the main clause, the subordinate clause and the conjunction in each of the following sentences :

1. It depends on what you want.
2. Can you tell me when he left and where he has gone ?
3. I am proud that you have won.
4. Do whatever you like.
5. If you want to talk to me, please call me between 5 and 6.

(1) NOUN CLAUSE

A noun clause is a subordinate clause that can be used in one of the positions that is usually occupied by a noun/pronoun/noun phrase in a sentence – subject, object or complement.

 **Functions of Noun Clause**

(1) Subject to a Verb

1. What he said pleased me.
2. Where she is going is not known.
3. That he went there is uncertain.

In the above sentences, italicized words are sub-ordinate noun clauses. They act as objects in the given sentences.

Note :- Such clauses are always used before the principal clause.

(2) Object to a Verb

1. He told me *that he was going to Kolkata*.
2. I do not know *where he lives*.

In the above sentences, italicized words are sub-ordinate noun clauses. They act as objects in the given sentences.

Note :- Such clauses are often used after the principal clause.

(3) Object to a Preposition

1. Listen *to what your teacher says*.
2. It all depends *on how she does*.

In the above given sentences, italicized words are sub-ordinate noun clauses. They act as an object to a preposition (ie. on, to)

(4) Complement to a Verb

1. This is *what I want to say*.
2. Life is *what we make*.

In the above mentioned sentences, italicized words are sub-ordinate noun clauses. They are used as complement to a verb.

(5) Case in Apposition to a Noun or Pronoun

1. The news *that he died* is incorrect.
2. It is good *that he has come back*.

If any clause takes place to clarify the sense of a noun or a pronoun, it is called 'Case in Apposition to a Noun or Pronoun'. It can be such in the above mentioned sentences.

In sentence (1)- 'He died' is used for 'news' and in sentence (2)- 'he has come back' is used for it (pronoun).

Noun clause can be divided into two parts-

- (1) That-Noun Clause used to connect statements.
- (2) Question clause used to connect questions.

That-Noun Clause

Only statements are joined together by means of conjunction 'that' in such clauses.

(A) As a subject : That noun clause functions as a subject in a given sentence. Establish, prove, show, know and linking verbs 'be' is used as finite verbs in the following verbs.

He will tell lie.

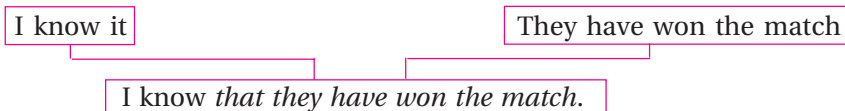
It is known to all.

That he will tell a lie is known to all.

Other examples From Text Book Page No. 114

- (i) *That the sun rises in the east* is a well known fact.
- (ii) *That snoking causes health disorders* has been established by science.
- (iii) *That the man is guilty* has been proved in the court.
- (iv) *That the train will be late* has been shown in the display chart.
- (v) *That the monsoon will be late* is sure.

(B) As a Direct Object : That-noun clause can be used as a direct object for transitive verbs.



In the above example -

'that they have won the match' - is that noun clause (sub-ordinate clause)

'I know' - is principal clause

Generally, it is seen that 'that noun clause' is used as an object of such verb that takes subjects like I and we. Examples- (from Text Book Page 114)

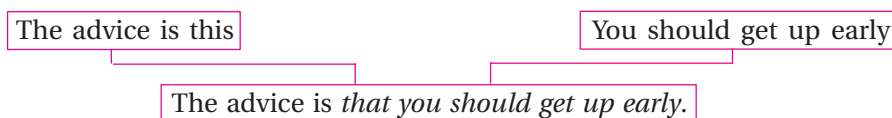
- (i) We believe *that the train will arrive on time.*
- (ii) We know *that the sun rises in the east.*
- (iii) We must accept the fact *that the pole star appears in the north.*
- (iv) We cannot disagree with the fact *that terrorism is a global issue.*
- (v) I admit *that the Indian economy is improving fast.*

That-noun clause can be used as an object of such verbs as prove, reveal, indicate, show etc. In this case, subject may be non-human.

Examples- (From Text Book Page 114)

- (i) The survey shows *that too much use of mobile phones is harmful.*
- (ii) Everything indicates *that prices of land property will come down.*

(C) As a Subject Complement : That noun clause is also used as a subject complement of linking verb 'be' (is, am, are, was, were) :



Other examples -

- (i) The fact is *that the sun rises in the East.*
- (ii) The factory workers say that their lives are in danger.

(D) As an Adjective complement : Sometimes that noun clause can also be used as an adjective complement.

We were glad *that everybody helped us.*

We can frame such structures using the following adjectives.

certain	confident	hopeful
shocked	glad	grateful

(E) As a Noun complement : That noun clause is also used with some abstract nouns. as:

- (i) The fear *that someone will beat him* is baseless.
- (ii) The hope *that we shall win* is not fulfilled.

EXERCISE 2

Combine sentences 'a' and 'b' in the following sentences in such a way that sentence 'b' is used as the 'that noun clause' at an appropriate position in sentence 'a' :

- a. I thought it
- b. You were coming tomorrow.

Ans. I thought that you were coming tomorrow.

- | | |
|-----------------------------|------------------------------------|
| 1. a. It has disturbed us. | b. She has failed in the exam. |
| 2. a. He believed it. | b. She could not do it. |
| 3. a. She said it. | b. She had looked into the matter. |
| 4. a. It is glad. | b. She has phoned me. |
| 5. a. I told her something. | b. They had gone yesterday. |
| 6. a. It was sad. | b. We had to do that. |
| 7. a. It is a fact. | b. The earth is round. |

Noun Clauses Derived from Questions

Question word noun clauses are divided into two parts :

(A) Wh - Clauses

(B) Yes - No Question Clauses

(A) Wh - Clauses

Some noun clauses are constructed by using interrogative wh-words like - What, where, when, how, why etc.

For example – Where are you going ?

It is an interrogative sentences with wh-question word 'where' : A sub-ordinate clause may be in the following manner :

I don't know *where* you are going.

(i) I never believed (when / where / what) you told her.

Ans. I never believed what you told her.

(ii) May I know (where / when / what) I can go home ?

Ans. May I know when I can go home ?

(iii) I don't know (whom / who / which) she is.

Ans. I don't know *who* she is



Other examples :

- (i) *Where he lives* is not known to me. (subject of a verb)
- (ii) I don't know *where he lives*. (object of a verb)
- (iii) *How they do* is not known to me. (subject of a verb)
- (iv) I don't know *how they do it*. (object of a verb)
- (v) I am ignorant of *what you say*. (object of the preposition after adjective)

(B) Yes-No Question Clauses

(i) Are you coming with me ? (ii) Can I leave office now ? (iii) Can you remember it ?

Above mentioned sentences are yes-no answer type questions. Such sentences are used to frame sub-ordinate clauses and they can be used as an object of a verb/subject of a verb. as-

(i) He asked me *if* I was going with him. (ii) Tell me *if* I can leave office now.

(iii) I wonder *if* you can remember it.



Other examples :

Subject of verb

- (i) *Whether he accepts the invitation or not* is uncertain.
- (ii) *Whether she says yes or no for marriage* depends on herself.
- (iii) *Whether we shall succeed or not* is unpredictable.

Note : Conjunction 'Whether' will be used in case 'or' is given in the sentences.

Object to verb

- (i) I don't know *whether/if the offices are open on Saturday.*
- (ii) We don't know *whether/if she is ill.*
- (iii) I don't know *whether she is ill or not.*

'If/whether' is used as an object of a verb in a subordinate clause but generally 'whether' is used as a subject of a verb to frame subordinate clause.

Noun Clauses with Imperatives

Generally imperative sentences show request, order, advice, demand, suggestion, proposal, recommendation etc. as -

The students urged that the exams should be postponed.

Note : • In the above sentence that noun clause is used.

- These sub-ordinate clauses are used as an object to a verb.



Other examples

- (i) The people demanded *that the terrorist should be punished.*
- (ii) The economist suggested *that GST bill should be passed in Parliament.*
- (iii) The court ordered that *the traitor should be executed.*

EXERCISE 3

Put the most suitable words in the blank spaces to complete the following sentences choosing from the bracket given against each blank space :

1. She is sure (that/where/which) he will make a mistake.
2. Do you want to know (where/how/why) the train comes late?
3. Do you know (what/if/which) he has passed the exam ?
4. Do you know (where/which/what) he lives?
5. (What/That/Which) he told a lie was his fault.
6. (What/That/Where) he will come with us is not sure.
7. Tell me (where/that/which) you have seen my purse.
8. Ask her (where/which/if) she is ready.
9. I would like to know (what/where/if) he was at home yesterday.
10. Ask the bus conductor (where/what/if) it is time for the bus to start.
11. I am sure (where/that/what) the train is going to depart.

EXERCISE 4

Put the most suitable words in the blank spaces to complete the following sentences choosing from the bracket given against each blank space :

1. (That/What/Which) you have committed a crime is clear.
2. I wonder (why/where/whose) house that is.
3. My teacher told me (who/that/whom) the earth moves round the sun.
4. Nobody doubts (whose/that/which) he is very sincere.
5. Can you tell me (who/that/whom) wrote the Ramcharitmanas ?
6. I will not forget (which/that/who) you are kind to me.
7. Tell me (that/if/who) you live in this house.

8. I believe (that/if/who) you have acted wrongly.
9. I don't know (that/who/if) they are.
10. I wonder (what/that/if) you will manage it.
11. (Which/That/Who) honesty is the best policy is known to all.

EXERCISE 5

Combine each of the following set of sentences into one complex sentence using Noun Clause :

1. He will make a mistake. She is sure of it.
2. Your opinion is not correct. Mohan is a thief.
3. That was his fault. He told a lie.
4. He will come with us. That is not sure.
5. I don't know. Will it rain ?
6. Good students work hard. It is true.
7. The train is going to depart. I am sure of it.
8. No one can doubt this fact. He is an intelligent student.
9. My father said something. I did not hear that.
10. How did you find my purse ? Can you tell me ?

EXERCISE 6

Combine each set of simple sentence into one complex sentence by using a Noun Clause:

1. It is clear. You have committed a crime.
2. The earth moves round the sun. My teacher told me.
3. He is very sincere. Nobody doubts it.
4. Who wrote the Ramcharitmanas ? Can you tell me ?
5. You are kind to me. I will not forget it.
6. He is very honest. I do not doubt it.
7. You have acted wrongly. I believe so.
8. The rains would come. That was our hope. Our hope was wrong.
9. Honesty is the best policy. That is known to all.
10. You told a lie. Do you accept it ?

ANSWERS**Exercise 1**

Principal Clause	Conjunction	Subordinate Clause
1. It depends on	what	you want
2. Can you tell me	when, where	(i) he left and (ii) he has gone
3. I am proud	that	you have won
4. Do	whatever	you like
5. please call me between 5 and 6	If	you want to talk to me

Exercise 2

1. That she has failed in the examination has disturbed us.
2. He believed that she could not do it.

3. She said that she had looked into the matter.
4. It is glad that she has phoned me.
5. I told her that they had gone yesterday.
6. It was said that we had to do that.
7. It is a fact that the earth is round.

Exercise 3

1. that 2. why 3. if 4. where 5. That 6. That 7. where 8. if 9. if 10. if 11. that.

Exercise 4

1. That 2. whose 3. that 4. that 5. who 6. that 7. if 8. that 9. who 10. if 11. That.

Exercise 5

1. She is sure that he will make a mistake. 2. Your opinion that Mohan is a thief is not correct.
3. That he told a lie was his fault. 4. That he will come with us is not sure. 5. I don't know if it will rain. 6. It is true that good students work hard. 7. I am sure that the train is going to depart. 8. No one can doubt that he is an intelligent student. 9. I did not hear what my father said. 10. Can you tell me how you found my purse ?

Exercise 6

1. That you have committed a crime is clear. 2. My teacher told me that the earth moves round the sun. 3. Nobody doubts that he is very sincere. 4. Can you tell me who wrote the Ramcharitmanas ? 5. I will not forget that you are kind to me. 6. I do not doubt that he is very honest. 7. I believe that you have acted wrongly. 8. Our hope that the rains would come was wrong. 9. That honesty is the best policy is known to all. 10. Do you accept that you told a lie ?

(2) RELATIVE CLAUSE

A clause that functions as an adjective is called an adjective clause or relative clause. An adjective clause/relative clause is often introduced by the relative pronouns who, whom, whose, which, what, where and that.

As -

- (i) This is **the camera which** I have recently bought.
- (ii) You can buy **the books that** you need.
- (iii) **The boy whom** you helped is very poor.
- (iv) **The man who** stole your purse has been arrested.

 **In the above mentioned examples :**

-which I have recently bought.
 -that you need.
 -whom you helped
 -who stole your purse
-] These all the relative clauses

Relative Clauses are of two types –

(1) Defining Clauses : If we omit the defining clause, the antecedent noun remains unspecified. In such clauses, we do not use comma between the relative clause and preceding noun.

My brother who lives in London visited us last week. [his only brother] (defining clause)
Here, defining clause is "Who lives in London".

It provides restrictive meaning to preceding noun. In other words.

If we omit the clause "who lives in London", it is not clearly explaining the antecedent.

(2) Non-defining Clauses : These clauses provide continuative meaning of the antecedent noun. Non-defining clauses are separated from its noun by a comma. The preceding noun is already definite and not at all essential in the sentences.

My brother, who lives in London, visited us last week.

(Non-defining Clause) (one of the brothers)

Relative Pronouns used as Defining Relative Clauses

	Subject	Object	Preposition	Possessive
For persons	who that	whom/who that	thatpreposition	whose
For things	which that	which that	thatpreposition	whose/ of which

Relative Pronouns used as Non-defining Relations clauses :

	for persons	for things
Subject	---, who --- ,	---, which ---,
Object	---, whom/who ---,	---, which ---,
Preposition	---, preposition + whom ---, or ---, whom --- preposition,	---, preposition + which ---, or ---, which --- preposition,
Possessive	---, whose ---,	---, of which/whose ---,

Use of Relative Pronouns when the blank space is provided in the sentences

Shortcuts

1. Use of Who

Answer will be 'who' in case the name of a person is given before the blank space provided in the sentence and verb is placed after the blank space.

or

Answer will be who if blank space is provided in the sentence between name of a person and the verb respectively.

Pattern : Person + + Verb

1. I know Mr Sharma, teaches you English.

Ans. who

2. The boy..... is standing there is my brother.

Ans. who

2. Use of Whom

Answer will be 'whom' if the name of a person is given before the blank space provided in the sentence and name of a person alongwith blank verb given after it.

Pattern : Person + + Subject (person) + Verb

1. The boy he gave money was very poor.

Person

Person + Verb

Ans. whom

2. The man I helped was in trouble.
 Person Person + Verb **Ans. whom**
3. The lady you talked with is my aunt.
 Person Person + Verb **Ans. whom**

3. Use of Whose

- We can use 'Whose' if the name of a person is given before the blank space provided in the sentence and (name of a thing + verb) or (thing + person + verb) or (Person + Person + verb) or (Person + verb) is given after the blank space.
- Pattern :** Person + thing + Verb
 Person + thing + person + Verb
 Person + person + person + Verb
 Person + person + Verb
- But be careful in understanding the difference between- 'Whose' & 'whom'.
- Not :** According to the meaning of the sentences given here- use here 'Whose' not 'Whom'.
1. The manshirt is blue is my uncle.
 Person (thing + verb) **Ans. whose**
2. The mancar you borrowed is my neighbour.
 Person (thing + person + verb) **Ans. whose**
3. The manson you taught is my uncle.
 Person (person + person + verb) **Ans. whose**
4. The boyfather is a doctor is my friend.
 Person (person + verb) **Ans. whose**

4. Use of 'Which'

- 'Which' is used if the name of a lifeless thing or animal is mentioned before the blank space provided in the sentence and 'noun or verb' is mentioned after the space (given).
- For example-
1. The dog.....bit you is his. **Ans. which**
2. The book.....Mohan gave me is yours. **Ans. which**
- Note :** Only 'Which' will be used if (the name of a thing/animal + preposition) is mentioned before the blank space provided in the sentence.
- For example :
1. The post forI was selected is temporary. **Ans. which**
2. I don't like the house in.....he lives. **Ans. which**

5. Use of 'What'

- We can use 'What' in case -
- (1) blank space is provided in the beginning of a sentence
 - (2) blank space is given after the verb (used)
 - (3) blank space is given after (Verb+object) and there is no antecedent given in the sentence.

For example -

- | | |
|---|-----------|
| 1. cannot be cured must be endured | Ans. What |
| 2. This is he likes (verb) | Ans. what |
| 3. Do you please. (verb) | Ans. what |
| 4. Give him he demands. (verb + obj.) | Ans. what |
| 5. Please tell me you need(verb + obj.) | Ans. what |

6. Use of 'When'

We use 'When' if the time is mentioned before the space provided in the given sentence.

For example -

- | | |
|---|-----------|
| 1. It was midnight the thief entered the house. | Ans. when |
| 2. It was Sunday we went on a picnic. | Ans. when |
| 3. It was 2016 my father purchased this house. | Ans. when |

7. Use of 'Where'

'Where' is used if the place/places related to a person, thing or activity is/are given before the blank space provided in the sentence. For example-

- | | |
|---|------------|
| 1. This is the temple Gandhiji was shot dead. | Ans. where |
| 2. This is the school I studied for five years. | Ans. where |
| 3. The house I am staying is very big. | Ans. where |

8. Use of 'Why'

'Why' is used if reason is given before the blank space provided in the sentence.

For example.

- | | |
|---|----------|
| 1. This is the reason he didn't come. | Ans. why |
| 2. This is the reason I called you. | Ans. why |

9. Use of 'That'

'That' can be used in place of who, whom or which.

Its use can be expressed in the following way :

(i) If the noun antecedent takes superlative degree of adjective with it before the blank space provided in the sentence.

For example : Mohan is the tallest boy reads in our school.

(ii) If the sentence is interrogative -

For example -

- | | |
|---|-----------|
| 1. Who is he troubles you ? | Ans. that |
| 2. What is it worries him so much ? | Ans. that |
| 3. Who is the man abuses you ? | Ans. that |
| 4. What is it you like ? | Ans. that |

(iii) If 'only, any, same, all, nothing, no one, nobody, anybody, anything, none, little etc.' are used before the space provided in the sentence. As -

- | | |
|--|-----------|
| 1. All glitters is not gold. | Ans. that |
| 2. This is the same person you beat. | Ans. that |

(iv) If 'person + thing' or 'person + animal' are mentioned before the blank space provided in the sentence and we have to select relative adjective for both of them. As :-

1. *The man and the dog* you see live the next door. Ans. that
2. The cowboy and his cow we see walking on the ground live in this village. Ans. that

(v) If the preposition is used after the verb of relative clause :

Such as -

1. I know the man **that** you are talking about. (Prep.)

If preposition is used before the relative clause or in the beginning of relative clause then 'whom' is used in place of 'that'. **E.g.**

1. I know the **man about** whom you are talking. (Prep.)
2. I know the house **that** he lives in. (Prep.)
3. This is the book **that** I told you about. (Prep.)

EXERCISE 1

Fill in the blanks with suitable Relative Pronouns given in the bracket :

1. The building (where/that/who) I live in was built in the 1920s.
2. That's Peter, the boy (who/which/whom) has just arrived at the airport.
3. Do you remember the name of the man (whom/whose/that) car you crashed into ?
4. I mean (that/which/what) I say.
5. The hotel (that/which/where) we stayed in was very good for the price.
6. This is the best book (that/which/whose) I've ever loved.
7. Mrs Richa, (that/who/whom) is a taxi driver, lives in a village.
8. Thank you very much for your e-mail (that/who/when) was very interesting.
9. The man (whose/which/that) father is a professor forgot his umbrella.
10. The children (whom/who/that) shouted in the street are not from our school.

EXERCISE 2

Fill in the blanks with when, where or why :

1. We visited the school my father taught.
2. I met her last year he came to my house.
3. We all looked at the place the fire had started.
4. I met him in the cafe he was working as a waiter.
5. Do you remember the time Vinod fell off his bicycle ?
6. Did they tell you the reason they were late ?
7. The cat sat on the wall it had a good view of the birds.
8. I'm talking about the time they didn't have cars.
9. Last year I spent my holiday in Spain, I met Shashi.
10. I couldn't understand the reason they were so rude.

EXERCISE 3

Fill in the blanks with suitable Relative Pronouns given in the brackets :

1. Do you remember the day (which/that/when) we bought it ?
2. The only present (that/whose/when) I didn't like was the gold ring.
3. We live in a city (when/which/where) new restaurants open every day.

4. This is the book (which/that/when) I told you about.
5. I saw the man (whose/who/whom) car you hit.
6. The tower (that/whose/where) blew down in the storm was over 10 years old.
7. Jodhpur is the city (where/that/which) I was born.
8. The photo (that/who/when) you are looking at was taken by my sister.
9. Do you know the woman (that/which/whose) son won the lottery ?
10. Jyoti Prakash will never forget the day (when/that/which) he passed his last exam.
11. This is the place (when/that/where) I hurt myself last week.

Combining two sentence by using Relative Pronouns

(A) The Use of Who/That (Defining)

Who : as the subject of the relative clause

Observe the following examples"

- (i) The woman is a doctor.
- (ii) She lives next door.

When both sentences are combined, they appear like this -

The woman (she lives next door) is a doctor.

Here, the woman and she are used for the same person where 'she' is the subject of the second sentence. So, relative pronoun 'Who' will be used.

The woman **who** lives next door is a doctor.

We can use 'that' also instead of 'who'.

The woman that lives next door is a doctor.

In this way, we can use 'that' in place of who, whom, which in defining clauses :

For example :

1. The dress which (that) you gave me is very nice.
2. The man who (that) came here was a burglar.
3. Unhappy is the man who (that) is greedy.

Other examples -

- (i) We know a lot of boys. They play here.
We know a lot of boys who/that play here.
- (ii) The boy is my brother. He is standing there.
The boy who/that is standing there is my brother.
- (iii) The boy is my son. He won the scholarship.
The boy who/that won the scholarship is my son.
- (iv) I work with a boy. He is sitting with Rahul.
I work with a boy who is sitting with Rahul.
- (v) The doctor wants to see you. He treated you.
The doctor who treated you wants to see you.
- (vi) The boy was punished. He was dishonest.
The boy who was dishonest was punished.

EXERCISE 4

Join the following pairs of sentences using who/that :

1. The girl lives near me. She found the dog.
2. The boy is my friend. He broke the chair.
3. The man came to see us. He lost his money.
4. The woman wants to see you. She saw the accident.
5. The man was caught by the police. The man stole the money.
6. The player was very happy. He scored the goal.
7. The man is my uncle. He told you about the fire.

(B) The Use of Whom/Who/That (Defining)

'Whom' : as an object of relative clause.

It can be replaced by who/that.

 **Observe the following examples -**

- (i) The woman was on holiday.
- (ii) I want to see her.

Above mentioned both sentences can be rewritten as -

The woman (I want to see her) was on holiday.

Here, 'her' is the object of second sentence and it is used for the word 'the woman' So, we will place here 'whom' instead of her.

'Whom' represents pronouns in accusative case like- me/us/you/him/then/her etc.

The woman whom I want to see was on holiday.

 **Other examples :**

- (i) A girl has written this letter. You selected her.
A girl – you selected *her* – has written this letter.
A girl *whom* you selected has written this letter.
- (ii) This is the boy. You beat *him*.
This is the boy – you beat *him*.
This is the boy *whom* you beat.
- (iii) A girl was sitting in the chair. I had gone to see her.
The girl – I had gone to see *her* – was sitting in the chair.
The girl *whom* I had gone to see was sitting in the chair.

In the above mentioned examples 'Whom' can be replaced by who/that. As -

- (i) The girl whom I had gone to see was sitting in the chair.
or The girl who I had gone
- or The girl that I had gone
- or The girl I had gone to see was sitting in the chair.
- (ii) This is the boy whom you beat.
or This is the boy who you beat.
or This is the boy that you beat.
or This is the boy you beat.

EXERCISE 5

Combine the following pairs of sentences using 'whom' :

1. The man is a beggar. You gave him money.
2. The girl is my daughter. You teach her.
3. The boy is very poor. She gave him some money.
4. This is the boy. All like him.
5. The man is my friend. You met him.
6. The writer was the only person. The conductor took him very friendly.
7. I know the boy. The Principal punished him.

(C) The Use of Which/That (Defining)

'Which/that' : as a defining relative pronoun for animals/things.

Which/that can be used for subject/object of a relative clause.

Such as :

- (i) Where is the cheese ? It was in the fridge.
Where is the cheese ? – **it** was in the fridge.
Where is the cheese **which/that** was in the fridge ?
- (ii) The dog was black. You bought it.
The dog you bought – **it** was black.
The dog **which/that** you bought was black.
- (iii) The dog is Mohan's. It bit you.
The dog – **it** bit you – is Mohan's.
The dog **which/that** bit you is Mohan's.

In example (1) and (2) which/that is used for object 'where' as in example (3) it is used for subject.

Note : It can also be omitted in case it is used only for object. As -

The dog which/that you bought was black. *or* The dog you bought was black.

EXERCISE 6

Join the following pairs of sentences using 'which' :

1. The boat is still at the bottom of the river. It sank yesterday.
2. The car was badly damaged. It hit the truck.
3. The dog had been chained up. It bit him yesterday.
4. The tree was very big. It fell on their house.
5. The dress was very nice. She made it last week.
6. The camera was very expensive. She bought it last month.
7. The grass was green. The cows were eating it.

(D) Position of Prepositions in Relative Clauses (Defining)

When any proposition is used before the object of a subordinate clause, it is placed before the relative pronoun after omitting the object.

..... Preposition + Relative Pronoun (whom/which)

- (i) The forest was full of wild animals. They went through it.

Some more examples

1. The man is my uncle. His shirt is red.
The man whose shirt is red is my uncle.
2. The sun gives us life. Its rays give us light also.
The sun whose rays give us light also gives us life.
3. The man is my neighbour. You borrowed his car.
The man whose car you borrowed is my neighbour.

To express possession

Note : We can use 'Whose' in place of 'of which' with animals/things.

EXERCISE 8

Join the following sentences using whose/of which :

1. The man wants to see you. His daughter is your student.
2. This is the man. His son is our college captain.
3. The girl is waiting outside. Her father gave you this letter.
4. This is the car. Its owner has disappeared.
5. The officer wants to give a party. His son has joined IIT Delhi.
6. I met a man. His leg was broken.
7. The teacher is very kind by nature. His knowledge is limitless.

(F) Use of When, Where, What and Why

(i) Use of When :

'When' is used in the sentences to show the meaning of at which time/at or during the time that/after/just after which etc.

If antecedent (of time) is used in the sentence, we use 'when' after it. As -

1. It was midnight *when* the thief entered the house.
2. It was Sunday *when* we went on a picnic.
3. It was 2006 *when* my father purchased this house.

Note : In the above sentences, Antecedents are- midnight, Sunday and 2006 respectively. So, 'When' is used just after them.

(ii) Use of Where :

'Where' is used in the sentences to show the meaning of the place at/in/to which, the place or situation in which etc. If any antecedent (of place) is mentioned in the given sentence, we use 'Where' just after it. As -

1. This is the temple *where* Gandhiji was shot dead.
2. This is the school *where* I read for five years.
3. The house *where* I am staying is very big.

(iii) Use of What :

'What' is used as nominative case as well as accusative case without any antecedent to show the meaning of that which/the thing which.

Note : 'What' is always used in singular. As -

1. What he says is true. (Subject)
2. I shall give what you like. (Object)
3. Do what I say. (Object)

4. I don't know what is happening there. (Object)

In the above given sentences, there is no antecedent of 'What'.

(iv) Use of Why :

'Why' is used to express reason.

1. This is the reason why he didn't come.
2. This is the reason why I called you.

EXERCISE 9

Join the following pairs of sentences using when, where, what or why :

1. Before 1990, I lived in a town. My father lived there.
2. This is the time. He will make you a call then.
3. 1947 was the year. India won freedom then.
4. Can you show me the school ? You teach there.
5. We visited the place. The accident had happened there.
6. Listen to that. Your father says that.
7. We remember the day. We first met then.

(G) Use of Who/Whom/Whose/Which/Where (Non-defining)

It has been explained that relative clauses are of two types :

- (i) Defining Relative Clause (ii) Non-defining Relative Clause

Till now we have read defining relative clauses.

There are following differences in both the clauses.

Defining Relative Clause	Non-defining Relative Clause
<p>1. Defining Relative clause relates us with a person or thing to whom we do not know.</p> <p>The man who is drinking coffee is an army officer. (The man is an army officer) Likewise</p> <p>(i) We know a lot of people who live in London.</p> <p>(ii) The man who is sitting in the library wants to see you. (any person)</p> <p>(iii) What is the name of the place where you spent your vacation ?</p> <p>(iv) We met some people whose car had broken down.</p>	<p>Non-Defining Relative clause does not relate us with any person/thing, but it provides us extra information regarding the familiar person/thing. Ram, who is drinking coffee, is an army officer.</p> <p>Here, since the name is given, therefore we are familiar with that person.</p> <p>(i) My brother Ganesh, who lives in London, is a doctor.</p> <p>(ii) Dr Paliwal, who is sitting in the library, wants to see you.</p> <p>(iii) I am going to Nainital, where my brother lives.</p> <p>(iv) Radha, whose car had broken down, was in a very bad mood.</p>
<p>(2) Comma is not used</p>	<p>In it, commas are used in the beginning as well as in the end of the clause as per requirement. See the examples (i), (ii), (iii)&(iv)</p>
<p>(3) We can use 'that' in place of 'Who/Whom/Whose'</p>	<p>'that' is not used.</p>

EXERCISE 10

Combine the following sentences using appropriate Relative Pronouns :

1. I met Meera. Her friends like dogs.
2. I met Dolly. Her request was for a sweet song.
3. I saw Sohan. He was a bus conductor.
4. This is Anil. All like him.
5. This is Ram. Your father was calling him.
6. Where is Dr Singh ? You were talking about him.
7. Mother told stories of Hari Ram. He used to cheer his soldiers.
8. Puneet is living with his uncle. His parents are in abroad.
9. Prachi is studying in Pune. She is my niece.
10. The Taj Mahal was built by Shah Jahan. It is exquisitely beautiful.

EXERCISE 11

Join the following sentences using suitable Relative Pronouns :

1. Pt Nehru was a great leader. He always thought of public welfare.
2. Akbar was kind enough. He loved all.
3. Sit down and listen to Mrs Rita. She has just come.
4. Hari is a painter. He lives in Jhalawar.
5. This is Geeta. Mohit loves her very much.
6. She is Anju. I gave her a watch.
7. Pinky is a nice girl. Someone beat her.
8. Saroj beat Ansul. I know him.
9. Kavita helped me. Her father is a police officer.
10. This is Mr Sharma. His son won scholarship last year.

EXERCISE 12

Combine each set of Simple Sentences into one Complex Sentence by using an Adjective Clause :

1. My brother will come from Delhi. I do not know the time.
2. The pen is mine. It is on the table.
3. Ramesh is a good boy. He belongs to a good family.
4. I have a dog. It is very faithful.
5. The boy is standing there. He is my brother.
6. He did not come to school today. Do you know the reason ?
7. Will you give me the watch ? It is on the table.
8. I bought a pen a few days back. I have lost it.
9. The book is in my hand. I like it most.
10. The doctor is famous. She visited him.

ANSWERS**Exercise 1**

1. that 2. who 3. whose 4. what 5. where 6. that 7. who 8. that 9. whose 10. who.

Exercise 2

1. where 2. when 3. where 4. where 5. when 6. why 7. where 8. when 9. where 10. why.

Exercise 3

1. when 2. that 3. where 4. that 5. whose 6. that 7. where 8. that 9. whose 10. when 11. where.

Exercise 4

1. The girl who found the dog lives near me. 2. The boy who broke the chair is my friend. 3. The man who lost his money came to see us. 4. The woman who saw the accident wants to see you. 5. The man who stole the money was caught by the police. 6. The player who scored the goal was very happy. 7. The man who told you about the fire is my uncle.

Exercise 5

1. The man whom you gave money is a beggar. 2. The girl whom you teach is my daughter. 3. The boy whom she gave some money is very poor. 4. This is the boy whom all like. 5. The man whom you met is my friend. 6. The writer was the only person whom the conductor took very friendly. 7. I know the boy whom the principal punished.

Exercise 6

1. The boat which sank yesterday is still at the bottom of the river. 2. The car which hit the truck was badly damaged. 3. The dog which bit him yesterday had been chained up. 4. The tree which fell on their house was very big. 5. The dress which she made last week was very nice. 6. The camera which she bought last month was very expensive. 7. The grass which the cows were eating was green.

Exercise 7

1. I don't remember the school in which I was taught. / I don't remember the school that I was taught in. 2. I got the job for which I had applied. / I got the job that I had applied for. 3. Who was that man with whom I saw you ? / Who was that man that I saw you with ? 4. Where is the doctor about whom you were talking ? / Where is the doctor that you were talking about ? 5. There is a cottage in which a saint lives. / There is a cottage that a saint lives in. 6. This is the pen for which I was looking. / This is the pen that I was looking for. 7. This is the man about whom I was talking. / This is the man that I was talking about.

Exercise 8

1. The man whose daughter is your student wants to see you. 2. This is the man whose son is our college captain. 3. The girl whose father gave you this letter is waiting outside. 4. This is the car of which owner has disappeared. 5. The officer whose son has joined IIT Delhi wants to give a party. 6. I met a man whose leg was broken 7. The teacher whose knowledge is limitless is very kind by nature.

Exercise 9

1. Before 1990, I lived in the town where my father lived. 2. This is the time when he will make you a call. 3. It was the year 1947 when India won freedom. 4. Can you show me the school where you teach ? 5. We visited the place where the accident had happened. 6. Listen to what your father says. 7. We remember the day when we first met.

Exercise 10

1. I met Meera, whose friends like dogs. 2. I met Dolly, whose request was for a sweet song. 3. I saw Sohan who was a bus conductor. 4. This is Anil, whom all like. 5. This is Ram, whom

your father was calling. 6. Where is Dr Singh, about whom you were talking ? 7. Mother told stories of Hari Ram who used to cheer his soldiers. 8. Puneet, whose parents are in abroad, is living with his uncle. 9. Prachi, who is my niece, is studying in Pune. 10. The Taj Mahal, which is exquisitely beautiful, was built by Shah Jahan.

Exercise 11

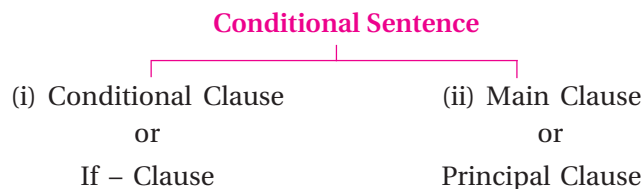
1. Pt Nehru, who was a great leader, always thought of public welfare. 2. Akbar, who loved all, was kind enough. 3. Sit down and listen to Mrs Rita, who has just come. 4. Hari, who is a painter, lives in Jhalawar/Hari, who lives in Jhalawar, is a painter. 5. This is Geeta, whom Mohit loves very much. 6. She is Anju, whom I gave a watch. 7. Pinky, whom someone beat, is a nice girl. 8. I know Ansul, whom Saroj beat. 9. Kavita, whose father is a police officer, helped me. 10. This is Mr Sharma, whose son won scholarship last year.

Exercise 12

1. I do not know the time when my brother will come from Delhi. 2. The pen which is on the table, is mine. 3. Ramesh, who belongs to a good family, is a good boy. **Or** Ramesh, who is a good boy, belongs to a good family. 4. I have a dog which is very faithful. 5. The boy who is standing there is my brother. 6. Do you know the reason why he did not come to school today ? 7. Will you give me the watch that is on the table ? 8. I have lost the pen which I bought a few days back. 9. The book which I like most is in my hand. 10. The doctor whom she visited is famous.

(3) ADVERBIAL CLAUSE OF CONDITION

Conditional sentences are framed out of two clauses.



Example- If you call him, he will come.

In the above sentence -

(1) Here 'If you call him' is, If-clauses or conditional clause or sub-ordinate clause

(2) He will come main clause or principal clause

(It expresses consequence/result condition)

Note : It is not necessary that the sentence structure will be in the form of (Conditional clause + Principal clause), instead it may be in this form also -

Principal Clause + Conditional Clause.

i.e. "If you call him, he will come" can be written as

He will come, if you call him.

We can express three types of conditions by means of conditional sentences :

(A) Open or Probable Conditions.

(B) Hypothetical, Unlikely, Improbable or Imaginary Conditions.

(C) Impossible or Unfulfilled Conditions.

(A) Open or Probable Conditions

(Type – I)

These sentences include conditions that are probable or likely to be fulfilled. So, they are called probable conditional sentences/open conditional sentences. As-

- (i) If you work hard, you will pass.
- (ii) If I go to Agra, I shall visit the Taj Mahal.
- (iii) If you run fast, you will catch the train.
- (iv) He will have a sunstroke, if he plays in the sun.
- (v) We shall get wet, if it rains.

In open conditional sentences, it is very clear that -

- (i) If clause consists present tense (Indefinite)
- & (ii) Main clause consists Future tense

Sentences structure- If + Present tense, followed by future tense

If main clause denotes possibility/permission/ability, may/can/must is used.

- (a) If + present + may/might (possibility)
If you call him, he may/might come.
- (b) If present may (permission)
If you complete your work, you may go home.
- (c) If + present + can (permission & ability)
If you bet, I can lift this.
- (d) If + present + must / should etc. (command, request or advice)
If you want to lose weight, you must eat less bread.
- (e) If + present + present (natural law, habitual reactions, general truth & for scientific fact)
If you heat butter, it melts.

EXERCISE 1

Fill in the blanks using correct tense and form of the verbs given in brackets :

- 1. If you.....(work) hard, you will get success.
- 2. If you (have) headache, you can take rest.
- 3. If you don't complete your home work, the teacher (punish) you.
- 4. If she (be) careless, she will hurt her finger.
- 5. If he (not work) hard, he will not get through.
- 6. They will get wet, if it (rain).
- 7. We (play) chess, if you come to my house tomorrow.
- 8. The water will suit the patient, if the water (be) fresh.
- 9. Plants grow quickly, if you (water) them.
- 10. I cannot understand you, if you (speak) Chinese.

(B) Hypothetical, Unlikely, Improbable or Imaginary Conditions

(Type – II)

This condition is also called 'unfulfilled condition of the present'. If clause presents unreal situations in the sentences of such conditions.

If clause is either contrary to the facts or unlike to happen.

If + Past tense, would / should + V₁

Sentence Pattern :

In such sentences :- If clause takes past tense and main clause is in the (would, should, could, might + V₁) form.

- (i) If I knew his address, I would give you.
- (ii) If I had money, I would lend you.
- (iii) If a ghost appeared here, all would flee away.

To present imagination contrary to known facts :

If + were , would/should..... is used such as -

- (i) If I were a bird, I would fly in the sky.
- (ii) If I were a lion, I would roar.
- (iii) Were I you, I would buy this.

EXERCISE 2

Fill in the blanks using correct form and tense of the verbs given in brackets :

1. I would lend you, if I(have) money.
2. If I were the Prime Minister, I(make) you the Home Minister.
3. I(read) this book, if I knew Chinese.
4. If I were you, I(help) her.
5. If he.....(work) hard, he would pass.
6. I would not do it, if I(be) you.
7. If I saw Radha, I (be) delighted.
8. The bridge.....(collapse), if a heavy truck went over it.
9. What would happen, if she.....(call) me ?
10. He(speak) to you, if he saw you.

(C) Impossible or Unfulfilled Condition

(Type – III)

This type of condition is also called 'unfulfilled condition of past'. The verb in the if-clause is in the past perfect tense and the verb in the main clause is in the perfect conditional. The time is past and the condition cannot be fulfilled because the action in the if-clause didn't happen.

As:-

- (i) If I had run fast, I would have caught the train.
- (ii) If Neeraj had worked hard, he would have succeeded.
- (iii) If the gardener had watered the plants, they would not have withered.

Note : We can use 'had' in place of 'If' in such type of conditional sentences. By doing so, meaning of sentence will not change.

Had he gone to Agra, he would have seen the Taj Mahal.

Sentence Structure -

If + Past perfect tense, would/should + have + V³ (perfece conditional)

EXERCISE 3

Fill in the blanks using the correct form and tense of the verbs given in brackets :

1. If she had caught the train, she.....(reach) in time.
2. You wouldn't have been hungry now, if you(take) lunch.
3. If I had known that you were ill, I(visit) you in the hospital.
4. You would have saved money, if you(buy) this bike last year.
5. If they had played better, they.....(win) the match.
6. If you (be) at the meeting, I should have seen you.
7. They would have heard better, if you (speak) louder.
8. It would have been better, if they (not come).
9. If he hadn't explained it to me, I (never understand).
10. She would have done it, if they (know) how to.

Shortcut

Type – I	Type – II	Type – III
<i>Open Condition</i>	<i>Imaginary Condition</i>	<i>Unfulfilled Condition</i>
If + Present tense, followed by future tense	If + Past Indefinite, followed by would/should+V ₁ (conditional)	If + Past Perfect, followed by would have/should have + V ₃ (perfect conditional)
If you call her, she will come.	If you called her, she would come.	If you had called her, she would have come.

Different Ways of Expressing Conditions

1. **By using 'Unless' in place of 'if not' :**
 If you do not work hard, you will not pass.
 Unless you work hard, you will not pass.
 We do not use 'not' in the clause in which 'unless' is used.
2. **The sentences which begin with the auxiliaries like 'should/were/had' they have the sense of condition. As -**
 - (i) **Should** you be feeling unwell, you may go.
 Or If you should be feeling unwell, you may go.
 - (ii) **Were** I a king, I would reward you.
 Or If I were a king, I would reward you.
 - (iii) **Had** I been at fault, I would have confessed it.
 Or If I had been at fault, I would have confessed it.
3. **By using Conjunctive Phrase (for example - 'in case')**
 It shows 'carefulness' towards some unwanted possibility. It is normally placed after the main clause and before the subordinate clause. It gives a reason for the action in the main clause.

main clause + in case + subordinate clause

(i) **Take** an umbrella in case it rains.

(ii) **Call** me in case you need my help.

4. By using Participle Phrases like - provided/provided that, on condition that, so long as” etc. to express strong conditions :

(i) **You** can use my bike so long as you don't give it to anybody else.

(ii) **Provided** you allow me, I shall speak to him.

5. By using Imperative Mood. As -

(i) **Work hard** and you will pass. *Or* If you work hard, you will pass.

(ii) **Neglect** your work and you will fail.

Or If you neglect your work, you will fail.

(iii) **Bring** your book or you will be turned out.

Or If you do not bring your book, you will be turned out.

6. By means of Interrogative sentences. Such as -

(i) **Will** you go there ? Then I will also go with you.

Or If you go there, I will also go with you.

(ii) **Have** you paid the cost ? Then take away the cycle.

Or If you have paid the cost, take away the cycle.

(iii) **Have** you paid your fare ? Then come in.

Or If you have paid your fare, come in.

7. By using Prepositional Phrase 'But for' with its object, As -

(i) **But for** your help, I should have been ruined.

= If it had not been your help, I should have been ruined.

(ii) **But for** the car we wouldn't be in time.

= If it weren't the car, we wouldn't be in time.

8. By using Phrase 'One more'. As :

(i) **One more** such loss and we are ruined.

(ii) **One more** absence and we shall be turned out of the class.

9. By using Suppose/Supposing : As -

Suppose/Supposing + past + past (to express impossible imagination)

Suppose/Supposing + present + future (imagination that can be fulfilled)

(i) **Suppose** you get a hundred rupee note, what will you do ?

= What will you do if you get a hundred rupee note ?

(ii) **Supposing** the plane came late, what would happen ?

= What would happen if the plane came late ?

10. By using Whether or = if or

As:- You will have to do it whether you are ready or not.

= You will have to do it if you are ready or not.

11. If only = to express wish, hope and regret. As -

- (i) If only + Present / Future = to express hope.
If only he comes in time. =
- (ii) If only + Past / Past Perfect = to express regret
If only she didn't come. =
- (iii) If only + would = to express wish
If only it would rain. = We wish it would rain.

12. By using Once, As :

Once you read this book, you will like it.
= If you read this book once, you will like it.

13. By using even if

As:- You must do it even if you are not ready.

14. By using Otherwise (expressing the meaning 'if this doesn't happen / didn't happen / hadn't happened') As:-

You must do it; otherwise I will punish you.

15. By using Let

As:- Let it be a cone.

It expresses imagination as well as instructions.

We can change a sentence into different conditional sentences in the following manner.

As- : (i) **If** you permit me, I shall go there.

(ii) **Unless** you permit me, I shall not go there.

(iii) **Supposing** you permit me, I shall go there.

(iv) **Provided** you permit me, I shall go there.

(v) **I** shall go there, in case you permit me.

(vi) **Permit** me and I shall go there.

EXERCISE 4

Write the correct form of the verbs given in brackets so as to complete the following Conditional Sentences :

1. If he to me, I shall give him a book. (come)
2. If you had enough money, you a moped. (buy)
3. If you had not gone by taxi, you the train. (miss)
4. If you practised hard, you the race. (win)
5. The milk will turn sour if you it at times. (not boil)
6. If you heat ice, it into water. (turn)
7. If you want to get success, you very hard. (work)
8. If she had come to me, I her a nice gift. (give)
9. If you insulted me, I you. (beat)
10. If you had said me, I meal for you. (cook)

EXERCISE 5

Write the correct form of the verbs given in brackets so as to complete the following Conditional Sentences :

1. If you.....him, he might come. (call)
2. He the tree if you had given him an axe. (cut)
3. Mamta good marks if you guided her. (get)
4. You would not have got wet if you an umbrella with you. (have)
5. The stranger could have been saved if someone treatment in time. (give)
6. If I wings, I would fly in the sky. (have)
7. If he had started earlier from his house he the train. (get)

EXERCISE 6

Fill in the blanks with correct form of the verbs given in brackets :

1. If you (find) a skeleton in the cellar, don't mention it to anyone.
2. If you pass your examination, we (have) a celebration.
3. What (happen) if I press this button ?
4. I should have voted for her if I (have) a vote then.
5. If you go to Paris, where you (stay).
6. If someone offered to buy you one of those rings, which you (choose).
7. The flight may be cancelled if the fog (get) thicker.

EXERCISE 7

Complete the conditional sentences. Decide whether to use Type I, II or III.

1. If I had time, I (go) shopping with you.
2. If you (speak) English, you will get along with them perfectly.
3. If they had gone for a walk, they (turn) the light off.
4. If she (come) to see us, we will go to the zoo.
5. I should have told you, if I (see) him.
6. Would you mind, if I (open) the window ?
7. If they (invite) me, I wouldn't have said no.

ANSWERS**Exercise 1**

1. work, 2. have, 3. will punish, 4. is, 5. does not work , 6. rains, 7. shall play, 8. is, 9. water, 10. speak.

Exercise 2

1. had, 2. would make, 3. would read, 4. would help, 5. worked, 6. were, 7. would be, 8. would collapse, 9. called, 10. would speak.

Exercise 3

1. would have reached, 2. had taken, 3. would have visited, 4. had bought, 5. would have won, 6. had been, 7. had spoken, 8. had not come, 9. would never have understood, 10. had known.

Exercise 4

1. comes, 2. would buy, 3. would have missed, 4. would win, 5. do not boil, 6. turns
7. must work, 8. would have given, 9. would beat, 10. would have cooked.

Exercise 5

1. call, 2. would have cut, 3. would get, 4. had, had 5. had given, 6. had, 7. would have got.

Exercise 6

1. find, 2. will have, 3. will happen, 4. had had, 5. will stay, 6. would choose, 7. gets.

Exercise 7

1. would go, 2. speak, 3. would have turned, 4. comes, 5. had seen, 6. opened , 7. had invited.

(4) ADVERBIAL CLAUSE OF TIME

Adverbial clauses of Time are introduced by subordinating conjunctions like *when, whenever, while, as, after, since, before, till*. As:-

- (i) I met Kavita *after she had taken food*.
- (ii) I have not seen him *since he left Mathura*.
- (iii) *While I was watching TV*, my brother was studying.

Above mentioned all the three sentences are complex sentences and italicized items in them are Adverbial Clauses of Time.

Position of Time Clauses :

- (i) After the Main Clause

As:- She phoned me *when I was not at home*.

- (ii) Before the Main Clause

After I had taken food, I went home.

- (iii) In the middle of the Main Clause

As:- His father, *when he was at Kota*, was a manager in Career Point.

Chief Conjunctions

Following conjunctions are used with time clauses -

when, whenever, as soon as, as long as, until (till) before, after, by the time, while, as, since, till, no sooner than, scarcely (hardly) when etc.

'Time clause' can never be mentioned in future tense. Whenever any sentence expressing future tense is used as a time clause, it is changed into present tense. **As -**

- (i) He will come. We will take food.
When he comes, we will take food.
- (ii) I will be at school. I will learn English.
When I am at school, I will learn English.

Use of Some important Subordinate Conjunctions

(A) When

- (1) (i) They were watching TV *when they heard the door bell*.

- (ii) She was cooking food *when the milkman called*.
 (iii) I was reading a novel *when someone called me*.
- (2) When second incident takes place after the first one -
 (i) *When the lights went out*, I lit some candles.
 (ii) *When the rain stops*, we will go out.
- (3) To express Past or past period of life -
 (i) *When I was a baby*, I was called Guddu.
 (ii) *When we lived in Kota*, we had three servants.
- (4) To express frequently repeated action -
 (i) *When my mother comes in my room*, I am studying.
 (ii) He was standing every time, *when his wife came in*.

(B) As

- (1) When two incidents take place at the same time -
 (i) *As you turn*, you will see me.
 (ii) *As I entered the room*, the phone started ringing.
 (iii) My mother slipped *as she was going downstairs*.
 (iv) He was seen *as he was climbing over the wall*.
- (2) As + a situation = because.
 (i) *As he was not there*, he didn't know anything.

(C) While

To express the durability of an action.

- (i) I met a lot of people *while I was on a holiday*.
 (ii) What did you say about me *while I was out* ?

(D) As soon as

When first action is over and second begins -

- (i) He saw me. He called me.
As soon as he saw me, he called me.
 (ii) Come back *as soon as you can*.

(E) No sooner.....than.

Pattern -

No sooner + H.V. + subject + M.V. ++ than + subject + verb

- (i) He saw me. He called me.
 No sooner did he see me than he called me.
 (ii) He had taken food. He began to feel drowsy.
 No sooner had he taken food than he began to feel drowsy.
 'Than' is always used with 'no sooner'

(F) Hardly / scarcely when.

It is used in the same way as 'no sooner..... than'

Pattern -

Hardly/Scarcely + H. V. + Subject + M. V. ... + when + Subject + Verb ...

Hardly/Scarcely had he taken food when he began to feel drowsy.
 'Hardly/scarcely' always takes 'when' as co-relative conjunction.

(G) Before

When one action is completed before the other one out of two actions.

Pattern — Past Perfect + before + Past Indefinite *Or*

Before + Past Indefinite + Past Perfect

(i) The patient had died before the doctor came. *Or*

Before the doctor came, the patient had died.

(ii) The film had started before we reached the theatre.

(H) After

When an action is completed after the other one out of two actions.

Pattern — After + Past Perfect + Past Indefinite. *Or*

Past Indefinite + after + Past Perfect.

(i) The patient died after the doctor had come.

(ii) After we had reached the station, the train departed.

(I) Since

It is used with perfect tenses : As -

(i) I haven't seen her *since I left school*.

(ii) He has been studying *since they came here*.

(J) Till/Until

(i) Wait here *till (until) the light changes to green*.

(ii) Don't move *until I say*.

There is no difference in the use of till and until.

Such as-

Do not go till I get ready. *Or* Do not go until I get ready.

(K) Some More Examples of Time Clauses

(i) I'll have completed it by the time you get back.

(ii) Now you tell it, I suppose I must have seen you somewhere before.

(iii) She has not phoned me since she went to Kota.

(iv) No sooner had he arrived than he demanded a meal.

(v) Scarcely had he left the house when we missed the train.

EXERCISE 1

Put the most suitable words in the space to complete the following sentences choosing from the bracket given against each space :

1. I will cook food (as soon as/till/before) I come home.
2. I want to finish my work (till/after/before) we go out.
3. She is going to look after the cat (as/before/while) I am away on holiday.
4. I'll send you e-mail (as soon as/while/till) I arrive.
5. We'll find a hotel (when/till/no sooner) we arrive in Mathura.
6. Don't cross the road (as/when/until) you see the red signal.
7. I'll give you a ring (when/before/until) we get back from our vacation.

EXERCISE 2

Put the most suitable words in the spaces to complete the following sentences choosing from the bracket given against each space :

1. (When/As/Since) I was much younger, I enjoyed camping out.
2. (After/As long as/Before) the man had stopped his car to help, Ramesh recognized him.
3. You seem happy (till/when/after) you help others.
4. (When/As/Since) the cat is away, the mice will play.
5. I will wash up (before/when/while) he goes to bed.
6. (No sooner/When/Hardly) it gets cold, I'll light the fire.
7. (When/Till/Then) the queen arrives, the audience will stand up.

EXERCISE 3

Combine the following sentences using the conjunction that is provided in the brackets :

1. She will give the children their dinner. He comes home. (before)
2. She will stay in bed. The clock strikes seven. (till)
3. She will go on. He tells her to stop. (until)
4. The lift will not start. You press that button. (until)
5. Rani studied very hard. She took the exam on Thursday. (before)
6. The door bell rang. Rani was taking a shower. (When)
7. Govind was backing His car into a parking space. He heard a crunch. (While)
8. I met him. I was in Udaipur. (When)
9. Anurag was thoroughly exhausted. He ran the Boston Marathon (26 miles). (after)
10. John was eating his dinner. He was watching the news on TV. (When or while)

EXERCISE 4

Combine the following sentences using the conjunction that is provided in the brackets :

1. Priya comes tonight. She will help you. (as soon as)
2. Only two hostages were released. The governor sent in food. (after)
3. We were all watching carefully. The two hostages walked out of the house. (while)
4. The governor's assistant grabbed the phone. It rang again. (after)
5. The kidnappers were angry. The governor didn't come to the phone in person. (when)
6. Chitra cried for weeks. Her mother died. (when or after)
7. Aamir was eating dinner. Kajol called to ask about the assignment. (when or while)
8. You seem very happy. You help other people. (where)
9. I was eating. I choked on a bone. (while)
10. Jack is seeing the doctor tomorrow. He will be all right. (as soon as)

EXERCISE 5

(Questions from Board Exams)

Put the most suitable words in the spaces to complete the following sentences choosing from the brackets given against each space :

(Sec. Exam 2013)

1. The moon was coming up in the east,(a)..... (at/over/behind) me and the stars were shining(b)..... (over/in/under) the clear sky above me. There wasn't a cloud in the sky. I was happy to be alone high up above the sleeping country side. I thought about my father(c)..... (who/which/whom) always supported me so that I(d)..... (must/shall/might) fulfil his dreams to become the best pilot.

(Sec. Exam 2014)

2. Join the following sentences using the given relative pronouns :
- (i) The woodcutter cut down the old tree.
The tree was planted by my grandfather. (which)
- (ii) Anil supported the movement.
The movement was started by his friend. (that)

(Sec. Exam 2015)

3. Join the following sentences using the given relative pronouns:
- (i) Rajveer helps the needy people.
He is liked by everybody. (who)
- (ii) My mother reads the book daily.
My uncle gave it to me. (which)

(Sec. Exam 2016)

4. Join the following sentences using the relative pronouns given in brackets :
- (i) The merchant cheated him.
He trusted the merchant very much. (who)
- (ii) The woman was selling balloons.
The police caught her. (whom)

(Sec. Exam 2017)

5. Join the following sentences using the relative pronouns given in brackets :
- (i) Abhijit lives in Jaipur.
His son is an engineer. (whose)
- (ii) All men and women took rest at school.
The school was situated in Indore. (which)
6. Join the following sentences using the relative pronouns/adverb given in brackets :
- (i) The boy was intelligent.
He topped the class. (who)
- (ii) This is the hotel.
We stayed here last month. (where)

ANSWERS

Exercise 1

1. as soon as 2. before 3. while 4. as soon as 5. when 6. until 7. when.

Exercise 2

1. When 2. After 3. when 4. When 5. before 6. When 7. When.

Exercise 3

1. She will have given the children their dinner before he comes home.
2. She will stay in bed till the clock strikes seven.
3. She will go on until he tells her to stop.
4. The lift will not start until you press that button.
5. Rani had studied very hard before she took the exam on Thursday. *Or*
Before Rani took the exam on Thursday, she had studied very hard.
6. When the door bell rang, Rani was taking a shower.
7. While Govind was backing his car into a parking space.
8. When I was in Udaipur, I met him.
9. Anurag was thoroughly exhausted after he had run the Boston Marathon. (26 miles)
10. While he was watching the news on TV, John was eating his dinner. *Or*
John was eating his dinner while he was watching the news on TV.

Exercise 4

1. As soon as Priya comes tonight, she will help you.
2. Only two hostages were released after the governor had sent in food.
3. The two hostages walked out of the house while we were all watching carefully.
4. The governor's assistant grabbed the phone after it had rung again.
5. The kidnappers were angry when the governor didn't come to the phone in person.
6. Chitra cried for weeks when her mother died. *Or*
Chitra cried for weeks after her mother had died.
7. Aamir was eating dinner when Kajol called to ask about the assignment. *Or*
Kajol called to ask about the assignment while Aamir was eating dinner. *Or*
While Aamir was eating dinner, Kajol called to ask about the assignment.
8. You seem very happy when you help other people.
9. While I was eating, I choked on a bone.
10. Jack will be all right as soon as he sees the doctor tomorrow.

Exercise 5

1. (a) behind (b) in (c) who (d) might
2. (i) The woodcutter cut down the old tree which was planted by my grandfather.
(ii) Anil supported the movement that was started by his friend.
3. (i) Rajveer, who helps the needy people is liked by everybody.
(ii) My mother reads the book daily which my uncle gave to me.
4. (i) He trusted the merchant who cheated him.
(ii) The woman whom the police caught was selling balloons.
5. (i) Abhijit, whose son is an engineer, lives in Jaipur.
(ii) All men and women took rest at school which was situated in Indore.
6. (i) The boy who topped the class was intelligent.
(ii) This is the hotel, where we stayed last month.

Miscellaneous Exercises

Practice Exercise 1

[Sentences from Textbook]

Join the following sentences using the adverbs given in brackets :

1. Spotlight shines on Historian. He is sitting at a table. (who)
2. The place is undoubtedly a crude refreshment stand. You find yourself in the place. (where)
3. I don't know. How can the Earthlings get those sandwiches down without water? (how)
4. I seem to recall it. The Earthlings did not listen to the sandwiches. (that)
5. Tell me that. What do you observe? (what)
6. You will have to consider the inward violence. You do not know it. (which)
7. You are young. You have to know all these things. (while)
8. You woke up this morning. Did you look out of the window? (when)
9. We feel secure. We are in a state of positive health. (when)
10. We should remember it. A contented mind and healthy living can help to keep us free from many diseases. (that)

Practice Exercise 2

[Sentences from Textbook]

Join the following sentences using the adverbs given in brackets :

1. We need an understanding. How do our bodies function? (how)
2. This does not mean it. We do not need medical care. (that)
3. Children cannot reach the level of their parents' ambition. They can suffer from tremendous frustration and stress. (when)
4. Jambaji was twenty-five years old. A great disaster overtook the whole region. (when)
5. The people had hacked and hacked the last bit of foliage from all the trees. They finally began to dry up. (which)
6. The stored grain was exhausted. People ate Khejadi pods and the flour of dried ber seeds. (when)
7. This too was exhausted. They tore the bark off the sangri trees. (when)
8. The workers got ready to cut the trees for fuel. They found that the Bishnols would not let them touch the trees. (as)
9. They begged. Their religion must not be desecrated. (that)
10. The trees will never be cut down if you do not cut down us first. (unless)

Practice Exercise 3

[Sentences from Textbook]

Join the following sentences using the adverbs given in brackets:

1. The Maharajah's men were now truly frightened. They had never imagined that things could come such a pass. (who)
2. The thousands upon thousands of blackbuck have all vanished without a trace. They once roamed the Indian plains. (that)
3. There is one ancient Khejadi tree. It escaped that massacre. (which)

4. It is an occasion. Every tree lover of India should witness it at least once in his lifetime. (which)
5. Father looked over the newspaper. He was reading it under the hall lamp. (which)
6. The paragraph described the fight the boy had with the tiger and his flight up a tree. He stayed there for half a day. (where)
7. Swami realized it. The matter had gone beyond his control. (that)
8. I shall not sleep. I shall perhaps die at once. (if)
9. You will not do it. I will make you the laughing-stock of your school. (if)
10. All three of them fell on the burglar. He lay amidst the furniture. (who)

Practice Exercise 4

[Sentences from Textbook]

Join the following sentences using the adverbs given in brackets :

1. Why don't you join the police? You are grown up. (when)
2. They forget it. They have paid for journey and not for spoiling the train. (that)
3. Added to this malady is the free movement of stray animals. They spoil the roads, houses, public places and hamper traffic. (who)
4. Long, long ago there lived a king. He was crude and very much like a savage. (who)
5. His personality was normally calm. Everything was in order. (when)
6. The criminal could not know. Which door was the lady behind? (which)
7. The semi barbaric king had a daughter. He loved her deeply. (whom)
8. The date arrived. Everyone in the kingdom wanted to attend. (when)
9. She also knew something. It made the whole process more complicated. (which)
10. You will go to pieces. Your mission in life is service of your fellow men. (whose)

Practice Exercise 5

[Sentences from Textbook]

Join the following sentences using the adverbs given in brackets :

1. The feast was over and guests had gone away. The man went towards the place where the gifts were. (when)
2. Then he looked at the man. He was hiding in the roof. (who)
3. The old man opened the box. He found inside it a precious pearl. (as)
4. The old gentleman remembered. How had he found the thief hiding in his roof? (how)
5. I reached my desk in the office My eyes stopped over a letter. (as)
6. It was my second brother. He was so particular and adamant about the division. (who)
7. It was generally late and dark. I returned from my studies then. (when)
8. He sometimes used to carry me on his shoulder. We are going to the fields for a stroll. (while)
9. You are my land. I could harvest everything in life from it. (where)
10. You will deny. I shall never show my face to you again. (if)

ANSWERS

Practice Exercise 1

1. Spotlight shines on Historian who is sitting at a table.

2. The place where you find yourself is undoubtedly a crude refreshment stand.
3. I don't know how the Earthlings can get those sandwiches down without water.
4. I seem to recall that the Earthlings did not listen to the sandwiches.
5. Tell me what you observe.
6. You will have to consider the inward violence which you do not know.
7. While you are young, you have to know all these things.
8. Did you look out of the window when you woke up this morning?
9. We feel secure when we are in a state of positive health.
10. We should remember that a contented mind and healthy living can help to keep us free from many diseases.

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1. We need an understanding how our bodies function.
2. This does not mean that we do not need medical care.
3. When the children cannot reach the level of their parents' ambition, they can suffer.
4. When Jambaji was twenty five years old, a great disaster overtook the whole region.
5. The people had hacked and hacked the last bit of foliage from all the trees which they finally began to dry up.
6. When the stored grain was exhausted, people ate kheajdi pods and the flour of dried ber seeds.
7. When this too was exhausted, they tore bark off the sangri trees.
8. As the workers got ready to cut the trees for fuel, they found that the Bishnois would not let them touch the trees.
9. They begged that their religion must not be desecrated.
10. The trees will never be cut down unless you cut down us first.

Practice Exercise 3

1. The Maharajah's men who had never imagined that things could come such a pass were now truly frightened.
2. The thousands upon thousands of blackbuck that once roamed the Indian plains have all vanished without a trace.
3. There is one ancient Khejadi tree which escaped that massacre.
4. It is an occasion which every tree lover of India should witness at least once in his lifetime.
5. Father looked over the newspaper which he was reading under the hall lamp.
6. The paragraph described the fight the boy had with the tiger and his flight up a tree where he stayed for half a day.
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1. Why don't you join the police when you are grown up?
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Practice Exercise 5

1. When the feast was over and guests had gone away, the man went towards the place where the gifts were.
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3. As the old man opened the box, he found inside it a precious pearl.
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5. As I reached my desk in the office, my eyes stopped over a letter.
6. It was my second brother who was so particular and adamant about the division.
7. It was generally late and dark when I returned from my studies.
8. While we are going to the fields for a stroll, he sometimes used to carry me on his shoulder.
9. You are my land from where I could harvest everything in life.
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