# Contents

#### Preface ix

# English vowel and consonant sounds xi Conventions and abbreviations used xii

## Part One

#### Chapter One

## Constructing the sentence

- A Finite clauses and simple sentences 1
- B The noun phrase 2
- C The verb phrase 8
- D Different functions of the noun phrase 21
- E Prepositional phrases 24
- F Adverb particles 27
- G Adjectives 29
- H Adverbials 30
- I Co-ordination 33
- J Types of clause structure 33
- K Types of question 35
- L Negation 38
- M Short responses 39
- N Exclamations 39

## Chapter Two

## Expanding the sentence

- A Co-ordinate clauses 40
- B Subordinate clauses 42
- C Noun clauses 43
- D Relative clauses 50
- E Adverbial clauses: time, place and manner 56
- F Other adverbial clauses 58
- G Cleft sentences 67
- H Length of sentences 67

#### Chapter Three

## Infinitive, -ing and -ed

- A The bare infinitive 69
- B The infinitive with to 70
- C The -ing participle and gerund 78
- D Infinitive or -ing? 81
- E The -ed participle 84

#### Chapter Four

## Condensing the sentence

- A Non-finite clauses 89
- B Verbless clauses 100
- C Replacement of a finite verb by a noun 101
- D Complex prepositional phrases 101
- E Pro-forms 102
- F Ellipsis 104

# Part Two

## Chapter Five

## The noun phrase (1): Nouns

- A Typical noun endings 107
- B Count nouns and mass nouns 109
- C Irregular plural of nouns 112
- D Nouns ending in -s 117
- E Collective nouns 119
- F Compound nouns, singular and plural 120
- G Plural of proper nouns 121
- H Nouns as modifiers of other nouns 121
- I The genitive 123
- J Male and female 125

## Chapter Six

# The noun phrase (2): Determiners and pronouns

- A Seven ways of using a determiner 126
- B Indefinite identifiers 129
- C Definite identifiers 133
- D Definite quantifiers 140
- E Indefinite quantifiers 140
- F Determiners which are either identifiers or quantifiers 142
- G Indefinite pronouns formed from some, any, every, no 146
- H Negation of determiners 148
- I Combinations of determiners 148
- J Modifiers of determiners 149

## Chapter Seven

## Adjectives

- A Form 151
- B Comparison 152

- C Adjectives in the noun phrase 156
- D Adjectives used predicatively 159
  Adjectives followed by prepositions etc. 161
- E Adjectives as head of a nominal group 165

## Chapter Eight

## Prepositional phrases and adverb particles

- A Prepositions and adverb particles expressing relationships in space 166
- B Prepositions expressing relationships in time 174
- C Prepositions with other meanings 177

## Chapter Nine

## The verb phrase (1): Form

- A Typical verb endings 184
- B Irregular verbs 185

## Chapter Ten

## The verb phrase (2): Verb patterns

- A Verb patterns 190
- B Infinitive or -ing: either possible but with different meanings 205
- C Alphabetical list of selected verbs, with the patterns in which they occur 207
- D Collocations with simple verbs 223

## Chapter Eleven

The verb phrase (3): The passive 226

#### Chapter Twelve

The verb phrase (4): Phrasal verbs 232

## Chapter Thirteen

## The verb phrase (5): Tense and aspect

- A Present and past tense, progressive and perfective aspect 241
- B Future 254
- C Future in the past 261
- D Sequence of tenses 262

## Chapter Fourteen

## The verb phrase (6): The modals

- A Primary uses 263
- B Secondary uses 273
- C Other modals 275

Chapter Fifteen

## **Adverbials**

- A Form 279
- B Adjuncts 281
- C Disjuncts and conjuncts 296

Appendix One

Summary of spelling rules 298

Appendix Two

Notes on punctuation and the use of capital letters 301

Bibliography 305

Index 307