

English Grammar

A Short Guide

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FURTHER READING

This is intended as a basic and simple guide to English grammar. For a more detailed introduction with exercises see J.R. Bernard's excellent book *A Short Guide to Traditional English Grammar* (Sydney: Sydney University Press, 1975) to which I am much indebted. For a longer study read Randolph Quirk and Sidney Greenbaum, *A University Grammar of English* (London: Longman, 1973) and for a very detailed, very complex (and very expensive) treatment of the subject see Randolph Quirk, Sidney Greenbaum, Geoffrey Leech and Jan Svartik, *A Comprehensive Grammar of the English Language* (London: Longman, 1985).

PARTS OF A WORD

A word can be divided into its STEM (the basic part of the word containing its meaning) and its INFLECTIONS (the endings added to indicate such things as that a noun is PLURAL or a verb is in the past tense).

Examples:	Stem:	dog walk
	Inflections:	s in dogs ed in walked

PARTS OF A SENTENCE

SUBJECT

The subject is the person, thing or topic which the sentence deals with. To discover the subject, ask **who** or **what** before the verb, e.g. in the sentence **The house stands on the hill**, *what* stands on the hill? Answer: **the house**.

Examples:	The house stands on the hill. It overlooks the plain.
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PREDICATE

The predicate is all of the sentence except the subject.

Examples:	The house stands on the hill . It overlooks the plain .
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OBJECT

The object is the person, thing or topic upon which the subject carries out the action of the verb. To discover the object, ask **who** or **what** after the verb, e.g. the house overlooks *what*? Answer: the plain.

Examples:	The house overlooks the plain . I see him clearly. He watches himself carefully.
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In some cases a whole clause can act as object.

Example:	He said that the Green Knight was really orange .
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Sometimes we apparently have two objects. Where one of these can alternatively be expressed by placing **to** before it, it is called the **indirect object**. For example, instead of **He gave me the book** we can say **He gave the book to me**. Here **the book** is the direct object and **me** the indirect object.

COMPLEMENT

After the verb **to be** there is no object since the noun which follows refers to the same thing as that which precedes the verb (the subject). The noun following the verb **to be** is called the complement.

Examples: I am **a man**.
 This is **the question**.

CLAUSE

There are two kinds of clauses: **principal** (or main) clauses, and **subordinate** (or dependent) clauses.

Principal Clauses

A group of words which includes a subject and a finite verb and makes a complete statement.

Examples: I am **a man**.
 The house **stands on the hill**.
 When I come home, I **will let the cat in**.

The following are **not** principal clauses because they do not make a complete statement which can stand by itself:

Which **is a problem**
That the house **is standing on the hill**
When I **come home**
The house **which stands on the hill**

Subordinate Clause

A group of words which includes a finite or non-finite verb but does not make a statement which stands by itself.

Examples: As soon as the Green Knight **entered the room** all were astounded.
 He said **that the Green Knight was really orange**.
 The house, **which stands on the hill**, is empty.

Subordinate clauses can be classified according to their function:

Adverbial Clause

Example: As soon as the Green Knight **entered the room**, all were astounded.

In this sentence the clause fulfills the same function as an adverb such as **immediately** in the sentence **immediately all were astounded**.

Noun Clause

Example: He said **that the Green Knight was really orange**.

The clause fulfills the same function as a noun such as **the words** in **He said the words**.

Relative Clause

Example: The house, **which stands on the hill**, is empty.

Relative clauses are adjectival in nature. The clause fulfills the same role as an adjective such as **high-placed** in the sentence **The high-placed house is empty**.

Clauses can also be classified by whether they contain a finite verb.

Finite Clause

A finite clause contains a finite verb and, usually, a subject. It can be a principal clause or a subordinate clause.

Examples: **They say nice things about you**. (principal clause)
When they say nice things about you they are not lying. (subordinate clause)

Non-Finite Clause

A non-finite clause contains a non-finite verb but does not contain a finite verb and cannot stand alone. A non-finite clause cannot be a principal clause. Non-finite verbs include participles and infinitives .

Examples: **Singing and dancing**, he moved slowly up the aisle.
He gave me an invitation **to bring you to the party**.
Having eaten all the cakes, he began to consume the biscuits.
Filled with joy, he left the room.

PHRASE

A phrase is group of words **without** a verb.

Examples: It is **on the hill**.
He went **over the sea**.

PARTS OF SPEECH

Examples:

house	noun
The house	article + noun
The house stands	article + noun + verb
The house stands firmly	article + noun + verb + adverb

The house stands firmly on the hill	article + noun + verb + adverb preposition + article + noun
The empty house stands on the hill	article + adjective + verb + adverb + preposition + article + noun
It stands on the hill	pronoun + verb + preposition + article + noun
Since it stands on the hill it overlooks the plain	conjunction + pronoun + verb + preposition + article + noun + pronoun + verb + article + noun

NOUN

Nouns can be thought of as 'names'; they denote things, people, abstract ideas.

Examples: The **house** is old.
 A **king** was here.
 Virtue is its own **reward**.
 Accidents will happen.

ARTICLE

The articles are: **the, a, an**. **The** is called the **definite article**; **a** (and **an**) is called the **indefinite article**.

VERB

A verb is a "doing word". It expresses the carrying out of an action. With an active verb this action is carried out by the subject.

Examples: It **stands**.
 I **am**.
 He **adjudicates** between the parties concerned.
 Alfred **burnt** the cakes.

With a passive verb the action is carried out upon the subject:

Examples: The cakes **were burnt** by Alfred.
 The Bible **is read** in many languages.

Verbs have various qualities:

Tense

This is the feature of the verb indicating when the action took place

Examples:	Present tense:	It stands
	Past Tense:	It stood
	Future Tense:	It will stand

Aspect

This is the feature of the verb which indicates whether the action is was or will be a completed one or a continuous one. If the verb is unmarked as to whether it is completed, 'perfect' or continuous, 'progressive', it is called **simple**. Hence we can draw up the following scheme:

Simple Present:	It stands
Simple Past:	It stood
Simple Future:	It will stand
Present Perfect:	It has stood
Past Perfect:	It had stood
Future Perfect:	It will have stood
Present Progressive:	It is standing
Past Progressive:	It was standing
Future Progressive:	It will be standing

The present perfect is often known simply as the **perfect** and the past perfect is sometimes called the **pluperfect**.

Voice

In English we have the active and the passive voice. In the active voice the subject carries out the action of the verb; in the passive the action of the verb is carried out upon the subject.

Examples:	Active:	I place
	Passive:	I am placed

A full complement of passive verbs exists in English. The passive is formed with the appropriate tense of the verb **to be** and the past participle.

Examples:	Present Progressive Passive:	I am being placed
	Past Perfect Passive:	I had been placed
	Future Perfect Passive:	I will be placed

Mood

There are three moods in English.

1. Indicative:

The **indicative** mood is the normal one in present-day English (PE):

Example: I was going to the pictures

2. Subjunctive:

The subjunctive mood is much rarer in PE; it expresses a hypothetical action.

Examples: If I were going to the pictures.
I wish I were going to the pictures.

3. Imperative:

The **imperative** mood expresses an order.

Example: Go to the pictures.

Finite and Non-Finite Verbs

Verbs are either **finite** or **non-finite**. Non-finite verbs do not include any indication of tense. One kind of non-finite verb is the **infinitive**. The infinitive is the basic form of the verb. It is often combined with **to** as in **I am going to stand here**. However the infinitive is not always preceded by **to**: in the sentence **I will stand** the infinitive is **stand**. Combined with **will** the infinitive **stand** makes the finite (future tense) verb **will stand**. Other non-finite parts of the verb are the participles. The present participle is the form of the verb used in constructions like:

I am **going**.
He is **combing** his hair.
They are **developing** rapidly.

The same form of the verb can also be used as a noun (in which case it is called a **gerund** or **verbal noun**):

Examples: **Developing** is not easy.
Walking is pleasant in the summer.

or as an adjective (in which case it is called a **gerundive** or **verbal adjective**):

Examples: The third world is made up of the **developing** countries.
She is a **growing** child.

The **past participle** is used in constructions like:

I have **walked**.
She has **grown**.
It has **developed** into a major argument.

This form is often the same in PE as the past tense (cf. I walked) but not always (cf. I grew). This also appears as an adjective:

A **grown** man

ADVERB

An adverb modifies a verb; it indicates how the action of a verb is carried out.

Examples: The house stands **firmly**.
 She speaks **well**.
 He dresses **beautifully**.

It can also modify an adjective or another adverb.

The house is **very** firm.
She answered **most** considerately.

PREPOSITION

A preposition connects a noun (with or without an article) or a pronoun to some other word. Prepositions are the "little words of English".

Examples: It stands **on** hills.
 The swagman jumped **into** the billabong.
 England is **over** the sea.
 She told the good news **to** him.

ADJECTIVE

An adjective qualifies a noun; it describes the attributes of a noun.

Examples: The house stands on the **high** hill.
 Precious purple prose provokes **profound** professors.

PRONOUN

Pronouns take the place of nouns.

Examples: **It** stands on the hill.
 I see **myself**.
 The house **which** stands on the hill overlooks the plain.
 That stands on the hill.
 What stands on the hill?

There are a number of different kinds of pronouns:

Personal Pronouns

These are divided into "persons" as follows:

	Singular	Plural
First person	I	we
Second person	you (thou)	you
Third person	he, she, it	they

The personal pronouns also include the **reflexive** and **emphatic** pronouns. These are the same in form but different in function. They are **myself, himself, themselves** etc.

Examples:	Reflexive:	I see myself . People help themselves .
	Emphatic:	I think myself that it is wrong. They themselves want to stay on.

Relative Pronouns

The relative pronouns are as follows:

	People	Things
Subject	who, that	which, that
Object	whom, that	which, that
Possessive	whose	whose

These are used in relative clauses such as:

Examples:	This is the man who saw me. This is the man whom I saw. This is the man whose house I saw. This is the man that I saw. This is the house that Jack built.
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Demonstrative Pronouns

These are:	This these That those
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Examples:	This is the house. That is the question.
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They are also used as demonstrative adjectives:

Examples:	This man is green. That house is red.
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Interrogative Pronouns

These are used in questions:

	People	Things
Subject	who	what, which

Object	whom, who	what, which
Possessive	whose	

Examples: **Who(m)** did you see?
Who is that man?
Which is the right way?
Who(m) did you speak to?

What and **which** can be also used as interrogative adjectives in which case they can be applied to people.

Examples: **Which** house stands on the hill?
Which Prime Minister was drowned?
What sweet do you recommend?

CONJUNCTIONS

Some conjunctions are **coordinating** (i.e. joining elements of the same kind) like **and** or **but**.

Examples: It stands on the hill **and** overlooks the plain.
I say this **but** she says that.

Other conjunctions are **subordinating** (i.e. joining a subordinate clause to a main clause) like **when because, since, as**.

Examples: **Since** it stands on the hill it overlooks the plain.
Although I say this she says that.
When Gawain saw the Green Knight he did not show that he was afraid.