

THE EIGHT PARTS OF SPEECH

There are eight parts of speech in the English language: noun, pronoun, verb, adjective, adverb, preposition, conjunction, and interjection. The part of speech indicates how the word functions in meaning as well as grammatically within the sentence. An individual word can function as more than one part of speech when used in different circumstances. Understanding parts of speech is essential for determining the correct definition of a word when using the dictionary.

1. NOUN

- **A noun is the name of a person, place, thing, or idea.**

man... Butte College... house... happiness

A noun is a word for a person, place, thing, or idea. Nouns are often used with an article (*the, a, an*), but not always. Proper nouns always start with a capital letter; common nouns do not. Nouns can be singular or plural, concrete or abstract. Nouns show possession by adding 's. Nouns can function in different roles within a sentence; for example, a noun can be a subject, direct object, indirect object, subject complement, or object of a preposition.

*The young **girl** brought me a very long **letter** from the **teacher**, and then she quickly disappeared. Oh my!*

See the TIP Sheet on "Nouns" for further information.

2. PRONOUN

- **A pronoun is a word used in place of a noun.**

She... we... they... it

A pronoun is a word used in place of a noun. A pronoun is usually substituted for a specific noun, which is called its antecedent. In the sentence above, the antecedent for the pronoun *she* is the girl. Pronouns are further defined by type: personal pronouns refer to specific persons or things; possessive pronouns indicate ownership; reflexive pronouns are used to emphasize another noun or pronoun; relative pronouns introduce a subordinate clause; and demonstrative pronouns identify, point to, or refer to nouns.

*The young girl brought **me** a very long letter from the teacher, and then **she** quickly disappeared. Oh my!*

See the TIP Sheet on "Pronouns" for further information.

3. VERB

- **A verb expresses action or being.**

jump... is... write... become

The verb in a sentence expresses action or being. There is a main verb and sometimes one or more helping verbs. ("She *can sing*." *Sing* is the main verb; *can* is the helping verb.) A verb must agree with its subject in number (both are singular or both are plural). Verbs also take different forms to express tense.

*The young girl **brought** me a very long letter from the teacher, and then she quickly **disappeared**. Oh my!*

See the TIP Sheet on "Verbs" for more information.

4. ADJECTIVE

- **An adjective modifies or describes a noun or pronoun.**

pretty... old... blue... smart

An adjective is a word used to modify or describe a noun or a pronoun. It usually answers the question of which one, what kind, or how many. (Articles [a, an, the] are usually classified as adjectives.)

*The **young** girl brought me a very **long** letter from the teacher, and then she quickly disappeared. Oh my!*

See the TIP Sheet on "Adjectives" for more information.

5. ADVERB

- **An adverb modifies or describes a verb, an adjective, or another adverb.**

gently... extremely... carefully... well

An adverb describes or modifies a verb, an adjective, or another adverb, but never a noun. It usually answers the questions of when, where, how, why, under what conditions, or to what degree. Adverbs often end in -ly.

*The young girl brought me a **very** long letter from the teacher, and **then** she **quickly** disappeared. Oh my!*

See the TIP Sheet on "Adverbs" for more information.

6. PREPOSITION

- **A preposition is a word placed before a noun or pronoun to form a phrase modifying another word in the sentence.**

by... with.... about... until

(by the tree, with our friends, about the book, until tomorrow)

A preposition is a word placed before a noun or pronoun to form a phrase modifying another word in the sentence. Therefore a preposition is always part of a prepositional phrase. The prepositional phrase almost always functions as an adjective or as an adverb. The following list includes the most common prepositions:

*The young girl brought me a very long letter **from the teacher**, and then she quickly disappeared. Oh my!*

See the TIP Sheet on "Prepositions" for more information.

7. CONJUNCTION

- **A conjunction joins words, phrases, or clauses.**

and... but... or... while... because

A conjunction joins words, phrases, or clauses, and indicates the relationship between the elements joined. Coordinating conjunctions connect grammatically equal elements: and, but, or, nor, for, so, yet. Subordinating conjunctions connect clauses that are not equal: because, although, while, since, etc. There are other types of conjunctions as well.

*The young girl brought me a very long letter from the teacher, **and** then she quickly disappeared. Oh my!*

See the TIP Sheet on "Conjunctions" for more information.

8. INTERJECTION

- **An interjection is a word used to express emotion.**

Oh!... Wow!... Oops!

An interjection is a word used to express emotion. It is often followed by an exclamation point.

*The young girl brought me a very long letter from the teacher, and then she quickly disappeared. **Oh my!***

part of speech	function or "job"	example words	example sentences
<u>Verb</u>	action or state	(to) be, have, do, like, work, sing, can, must	EnglishClub is a web site. I like EnglishClub.
<u>Noun</u>	thing or person	pen, dog, work, music, town, London, teacher, John	This is my dog . He lives in my house . We live in London .
<u>Adjective</u>	describes a noun	good, big, red, well, interesting	My dogs are big . I like big dogs.
<u>Determiner</u>	limits or "determines" a noun	a/an, the, 2, some, many	I have two dogs and some rabbits.
<u>Adverb</u>	describes a verb, adjective or adverb	quickly, silently, well, badly, very, really	My dog eats quickly . When he is very hungry, he eats really quickly.
<u>Pronoun</u>	replaces a noun	I, you, he, she, some	Tara is Indian. She is beautiful.
<u>Preposition</u>	links a noun to another word	to, at, after, on, but	We went to school on Monday.

part of speech	function or "job"	example words	example sentences
<u>Conjunction</u>	joins clauses or sentences or words	and, but, when	I like dogs and I like cats. I like cats and dogs. I like dogs but I don't like cats.
<u>Interjection</u>	short exclamation, sometimes inserted into a sentence	oh!, ouch!, hi!, well	Ouch! That hurts! Hi! How are you? Well , I don't know.

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Unit - 1 Stock Phrases

Form : Stock Phrases

Function : Greetings

I. Warm-up

How would you say "Good morning!" in the following situations? Act it out with a friend.

- When you meet your teacher/boss.
- When you meet a friend whom you haven't seen for a long time.
- When you meet a small child.
- When you meet someone who borrowed Rs. 100/- from you but has not returned it so far.
- When you talk to a stranger on the telephone.

II. Role play the following dialogues

- S : Hello! Good morning! This is Swetha Nitin. May I speak to Ms. Anitha Roy?

A : Hi! Good morning Swetha! How are you? What a lovely surprise!

S : I'm fine, thank you.
- A : Hello! May I speak to Prof. Dayanand please?

B : How many times should I tell you this is not Prof. Dayanand's number? Will you please stop harassing me?

A : I'm really sorry. It was a mistake.

c. Mother : Did you say "thank you" to Mary aunty when you left the birthday party?

Rina : Sorry Mom! I didn't.

Mother : But I told you to thank her. Why didn't you?

Rina : Well Renu said "thank you" to aunty. But aunty said "please don't mention it."

Mother : So what?

Rina : So I thought I should also not mention it!

d. Rob : See you later, teacher.

Teacher : Rob, you should not say that to your teacher.

Rob : Cheerio teacher.

Teacher : Even that is not correct.

Rob : Please tell me what I should say!

Teacher : Say Good bye! That's proper.

Rob : Thanks a lot madam. Good bye.

III. Grammar

A. Function: In English we use stock phrases to establish social contact and relationships.

- Greetings : Good morning! Good afternoon! Good evening! Good night! Hello! Hi! Hiya!
- Enquiries : How do you do? How are you? How are things?
- Thanks : Thank you! Thanks very much. Many thanks.
- Response to thanks : You are welcome. Please don't mention it. Thank you too.

- Leave taking: Bye. Good bye. Cheerio. See you later. So long.

B. Form: While using greetings on various occasions we need not worry too much about grammar, for we generally use set phrases.

- i. For example, we always say *Good Morning!* This consists of Adjective + Noun. But we never say *Bad morning!* *Happy morning!* *Cheerful morning!* etc. We only change the greeting according to the time of the day.

Remember: We say Good Night! only when we take leave of a person at night.

- ii. Enquiries take the form of questions beginning with 'How'.

e.g. *How do you do?*

Sometimes we can also use statements.

e.g. *Hope all is well with you.*

I trust you are keeping well.

- iii. 'Thank you' actually means 'I thank you.' But we omit the 'I' in practice.

- iv. There are again set ways of responding to thanks.

e.g. *You are welcome.* (to thank me)

Here you accept the thanks graciously.

e.g. *Please don't mention it.*

Here you are a bit shy and try to be modest.

- v. 'Good bye' is a shorter form of 'God be with you'. On very informal occasions we shorten it even further to 'Bye'. Depending on the closeness of relationships we use phrases like 'See you later'; 'Cheerio' etc.

IV. Task 1

a. Fill in the blanks with appropriate stock phrases.

1. _____! Have you had your lunch?
Not yet. Would you like to join me?
2. The watch you gave me for my birthday is beautiful. _____
3. How nice meeting you! _____? How do you do?
4. I must go now. _____
5. _____! This is 28142119. What can I do for you?
_____! Could you connect me to Mr. Suresh,
please?

b. Match the stock phrases with appropriate situations.

Good night!	You accept a friend's thanks graciously.
Hi! What a pleasant surprise!	You are meeting a friend after a long time.
Thanks a lot for your company.	You spilt coffee on your friend's new dress.
Nice meeting you!	You express gratitude to a friend.
I'm really sorry!	A very close friend meets you unexpectedly after a long time.
You are welcome.	You are taking leave of a friend at 9.00 p.m.
How are things?	When you meet a friend.

c. What is wrong in the following conversations? Rewrite them in the correct form.

1. Good night! How are you?
Fine thank you!
2. How do you do, Sam?
I'm doing well, Jane.

3. I thank you very much.
Don't thank me. I don't like it.
4. Hi Professor! Good morning!
Good afternoon!
5. I'm sorry I'm late.
Please don't mention it.

Task 2

a. Nina and Neha are meeting each other one year after they left college. Complete their conversation using appropriate stock phrases from the list below.

- Thank you How are things with you? Please don't mention it
 Bye Thanks very much. How are you?
 Hi Many thanks I'm sorry

- Nina : _____ Neha! _____?
 Neha : I'm fine, _____ Nina. And _____?
 Nina : As happy as I can be. By the way _____ for the lovely book you sent me for my birthday.
 Neha : Did you like it? _____ I sent it a bit late.
 Nina : Oh, I enjoyed it thoroughly! It was very thoughtful of you. _____ once again!
 Neha : _____
 Nina : Okay, I must hurry. _____ for now. See you later.

b. Complete the telephone conversation between Dr. Reddy and his patient Asha.

Asha : _____ could I speak to Dr. Reddy please?

Dr. R : _____ This is Dr. Reddy speaking.

Asha : _____ Dr. Reddy. Could you please give me an appointment?

Dr. R : _____ I can't meet you immediately. I'm going out of town and will be back on Saturday afternoon.

Asha : Could I meet you on Saturday afternoon?

Dr. R : That would be fine.

Asha : _____ doctor. Very kind of you.

c. Complete the following conversation between Professor Ramkumar and his old student Ravi who meets him after five years.

Ravi : Good morning Sir. I wonder if you remember me. I'm Ravi who studied here five years ago.

Ramkumar : _____?

Ravi : Fine, thank you Sir.

Ramkumar : _____?

Ravi : At present I'm on holiday. I work as a teacher in Singapore. Here's a small gift from me.

Ramkumar : _____

Ravi : Not at all. I owe a lot to you. Thank you so much.

Ramkumar : _____

Ravi : I must leave now. Nice meeting you, Sir.

Ramkumar : _____! _____!

V. Writing

Task 3

Write dialogues for the following situations. Each dialogue should consist of ten exchanges. Remember to use the appropriate stock phrases in your dialogue.

a. Write a telephone conversation between Mr. Dinesh and the receptionist at Hotel Blue Park. Mr. Dinesh wants accommodation in the hotel for three days. You may begin and end as follows.

Mr. Dinesh : Hello, is that Hotel Blue Park?

Receptionist : Yes, Sir. Good morning. What can I do for you?

Mr. Dinesh : Thanks a lot. I'll be there on Monday morning.

b. Megha goes to the railway station to see off her friend Monisha. There she unexpectedly meets her school friend Mrinal. Write the conversation between them.

c. Write a humorous conversation between Suresh who does not know how to use stock phrases and his teacher who patiently teaches him the correct usage.

Just a thought!

Do you know the three most beautiful words in English? They are PLEASE, THANK YOU and SORRY. Say them as often as you can. You will win many friends and become very popular!

Unit - 2

Questions and Statements

Form : Questions and Statements
Function : Making Enquiries and Gathering Information

I. Warm-up

Work in groups. Prepare a quiz of ten questions on India. Keep the answers ready. Shoot the questions at the group next to you.

II. Role play the following dialogues

a. *Sahana and Saritha are planning to buy a gift for their friend Smitha who is leaving shortly to the US for her studies. They discuss what would be the ideal gift for her.*

Sahana : Saritha, what would be a useful gift for Smitha? Do you know if she needs something?

Saritha : I am not sure really. Would a travelling bag be a good idea?

Sahana : I think she has already bought some bags.

Saritha : Oh, then we have to think of something else. How about a good dictionary? I remember her saying that she wanted to get one before she left.

Sahana : Did she? Then why don't we go to the book store now?

Saritha : Sure. Give me a minute. I'll get my bag and umbrella.

b. *Meena is making arrangements to visit her grandmother in Kerala. She talks to her room-mate Selvi about her trip.*

Meena : Selvi, I am really _____ I am making this trip. It's been months since I saw my grandmother.

Selvi : Where does she live?

Meena : She's in Calicut with my uncle.

Selvi : Isn't that the place where Vasco-da-gama landed?

Meena : You are right. You paid attention in the geography classes I suppose!

Selvi : I sure did. When are you leaving?

Meena : This weekend. I'll be back before Diwali though.

Selvi : That's good. I don't like being alone here.

c. *Dimple asks her friend Ramya for some beauty tips.*

Dimple : Hi Ramya! You look lovely as always. How do you get this glow on your face?

Ramya : Simple Dimple! I drink plenty of water.

Dimple : Just water makes you glow? I am sure there is something else you do!

Ramya : I eat the right food too. No chips. No cakes and no ice-cream!

Dimple : But I love chips! Do you do any exercises?

Ramya : I do some yoga regularly.

Dimple : That's the secret! I just read that yoga keeps you young!

Ramya : Now you can look young too!

III. Grammar

A. Form

1. **Questions:** Questions can be both positive and negative.

Positive	Negative
<i>Did you meet your friend?</i>	<i>Don't you like ice-cream?</i>
<i>Can I borrow your book?</i>	<i>Mustn't you save some money?</i>
<i>Does she know about the meeting?</i>	<i>Won't you come with me?</i>

- Some questions begin with a *wh*-word. They are called *wh*-questions.

What are you reading?

Where were you?

- Some questions can be answered with *yes* or *no*. They are called *yes/no* questions.

Did she meet the doctor?

Have you met the publisher?

- If there is an auxiliary verb (*be*, *do*, *have*, *can*, *will*, etc.), we put it in front of the subject.

Have you read this book?

Why are they not coming to the party?

- If there is no other auxiliary verb, we make a question by putting *do* or *does* (present simple), or *did* in front of the subject.

Does she know the train leaves early in the morning?

When did they arrive?

Question Words with Examples

Question word	Example
Where	<i>Where do you live?</i>
Who	<i>Who are you?</i>
When	<i>When do you get up?</i>
What	<i>What are you doing?</i>
Why	<i>Why do you smoke?</i>
Whose	<i>Whose book is this?</i>
Which	<i>Which bus do you take to school?</i>
How	<i>How old are you?</i>

2. **Statements:** Like questions, statements too can be positive or negative.

Positive	Negative
<i>She will buy the house.</i>	<i>She will not buy the house.</i>
<i>I can attend the meeting.</i>	<i>I cannot attend the meeting.</i>
<i>We love to travel.</i>	<i>We never go for movies.</i>

In a positive statement, the subject is followed by the verb.

Ravi was listening to the song.

Meera loves to cook.

When we add the word *not* to the form of *be* (*is*, *are*, *was*, *were*) or to the auxiliary verb (*will*, *have* etc.), the sentence becomes negative.

Ravi was not listening to the song.

Manoj does not play tennis.

Contracted form of the verb can be used in speaking and informal writing.

Radha wasn't listening to the song.

Jai isn't playing today.

B. Function: When looking for information and giving answers both *wh-* and *yes/no* questions are used. The questions and statements can be both negative and positive depending on the information given.

Example

Seema : Can I borrow your dictionary for a minute?

Rani : Yes, of course you may.

Seema : Where did you buy this latest edition?

Rani : I don't really know. It was a gift from my English teacher.

Seema : Isn't there a book store in the campus?

Rani : Yes, there is a shop called Gurunath where you can find all kinds of books.

Seema : Where is Gurunath?

Rani : It is just behind the Central Library. You can't miss it.

Seema : Can we go there now?

Rani : I am afraid not. It closes by 5 p.m. and it is already 6.

Seema : Oh! Maybe tomorrow then?

Rani : Yes of course.

IV. Task I

a. Frame questions for the underlined part.

e.g.: Ramu plays only cricket.
What does Ramu play?

1. Jamuna is writing a letter.
2. Ramya speaks five languages.
3. German is an easy language.
4. The students are in the auditorium.
5. She walks home from school.
6. Gautam has a farm house in Delhi.
7. Harini drinks only tea.
8. Devaki did not go to school because she was sick.
9. We are going to Singapore next year.
10. The train will arrive now.

b. Match the questions with appropriate answers.

1. Where have you been?	Oh, I don't want to talk about it
2. How was the test?	I am always free.
3. Can you tell me where the post office is?	I wish I knew!
4. When can I meet you?	Just lazing around
5. Who is that pretty girl?	Maybe a fortune!
6. How much does that car cost?	I am sorry! I have no idea

c. Correct the following questions.

e.g.: What time now?
What's the time now?

1. When comes the train?
2. Watch you movies?
3. Speak you English?

4. Who piano plays?
5. You got two sisters?
6. India won the match?
7. Do you can remember your old friends?
8. Why you not post the letter?
9. How many questions you given?
10. Think you not that you should improve your English?

d. Complete the following sentences.

1. I'd like to know how much _____.
2. She wondered whether _____.
3. Neither Sheila nor _____.
4. Whenever we tried _____.
5. Before every test I _____.
6. I usually _____.
7. I have no _____.
8. When I was at school _____.
9. I had an excellent _____.
10. Whatever happens _____.

Task 2

a. Kavya and Rishi are at a restaurant. They are about to order lunch. Complete the conversation which they have with the waiter.

- Waiter : Good afternoon. May I take your order?
 Kavya : _____?
 Waiter : We have okra and drumstick soup.
 Rishi : Don't you have any non-vegetarian soup?
 Waiter : Sure _____.
 Rishi : That's nice. I would like to have some chicken soup please. Kavya, _____.
 Kavya : I think I will try the okra soup. It sounds interesting.
 Waiter : _____?

Kavya : I love the French fries you serve as appetizers Rishi, _____?

Rishi : _____.

Waiter : So your order is -

- 1 okra soup
- 1 chicken soup
- 1 plate French fries
- 1 plate pepper mushroom.

Kavya : We will decide on the main course by the time the soup arrives.

Waiter : That won't be long. Thank you.

b. Complete the following conversation between two strangers in a train.

Abida : _____?

Sumi : I think it reaches Coimbatore very early in the morning. I am not sure.

Abida : Do you live in Coimbatore?

Sumi : _____.

Abida : That's nice. Where does your aunt live?

Sumi : _____.

Abida : I live in Ganapathy Nagar too. What a coincidence!

Sumi : _____?

Abida : Don't worry. I'll take you there. My father will receive me at the station.

c. Complete the conversation between Rani and her son Rahul who is just leaving for college.

Rani : Rahul, your breakfast is getting cold.

Rahul : Just a moment mother. _____?

Rani : It's your favourite 'appam and stew'.

Rahul : Lovely! _____?

- Rani : Of course I would love to pack some for Rajesh. Won't Sunil, your other friend also love to have some?
- Rahul : That would be great. _____?
- Rani : It's in your room. _____?
- Rahul : I should be back by 4 p.m.
- Rani : _____?
- Rahul : No, my piano master is not in town.

V. Writing

Task 3

Write dialogues for the following situations using appropriate questions and statements.

- a. Write a conversation between an English teacher and a student who wishes to improve her speaking skills.

Beena : Good morning madam. I want to improve my speaking skills before I leave this college.

Teacher : _____

Beena : _____

Teacher : _____

- b. Write a conversation between two friends who are planning their future.

Rekha : How soon the four years have gone by!

Radha : _____

Rekha : _____

Radha : _____

- c. Write a conversation between two women who think they have met somewhere, but are not very sure about it. Add some humour!

- d. You have just arrived at the Chennai airport and would like to know the way to a hotel in Egmore. You are asking a security officer to guide you about:

1. The distance from the airport to Egmore.
2. How you can reach there.
3. The frequency of bus services in the city.
4. The main tourist attractions.

Just a thought!

Which is the road to success?

I wish I knew!

In the journey of life how do I find peace?

Maybe you should stop asking so many questions!

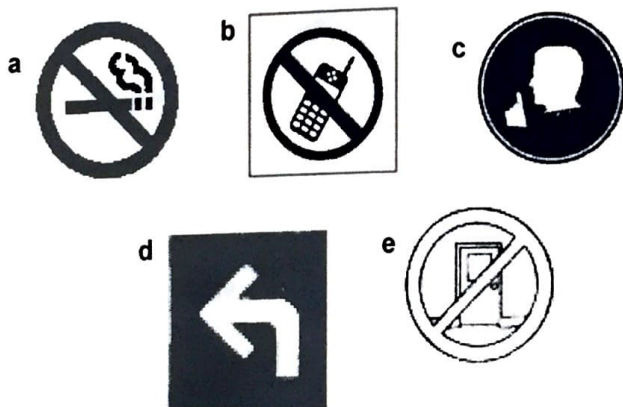
Unit - 3

Imperatives

Form : Imperatives
Function : Commands and Requests

I. Warm-up

Look at these common signs that you come across everyday and say what they mean.



e.g. a. *Do not smoke here./No smoking*

II. Role play the following dialogues

- a. Hotel guest : Get me a taxi, please.
Hotel travel desk: Sure, Sir. Where do you want to go?
Hotel guest : To Citi Centre.
Hotel travel desk: Fine, Sir. Please be seated. The taxi will arrive shortly.
Hotel guest : Thank you.

- b. Computer Science
teacher : Click the left mouse button.
Student : Like this?
Computer Science
teacher : Yes. Choose Save from the menu bar.
Student : Ok.
Computer Science
teacher : That's it. You have saved the file.
- c. Mother : Don't drink that milk! It is hot.
Child : Ouch! I burnt my tongue.
Mother : Wait. Let me cool it for you.
- d. Teacher : Class, open your textbooks.
Student : Which page ma'am?
Teacher : Page 30.
Student : Can I read the first paragraph?
Teacher : Sure. Go ahead.

III. Grammar

A. Function

We use imperatives for different reasons.

- To give instructions.
Turn left at the end of the road.
Enter the password.
- To give warnings.
Be careful! The vessel is hot.
Look out! There's a bee in your hair.

- To give advice.

*Carry some cash. They may not accept credit cards.
Never be late for an appointment.*

- To ask people to do things.

*Help me carry this box.
Open the window, please.*

- To make offers.

*Please have some coffee.
Shall I make some tea?*

- To wish people good things.

*Have a nice time.
Take care of yourself.*

B. Form

1. Positive Imperative

- The form of the verb does not change.

Open your books.

- Other words are added to give more information or to make the meaning clearer.

Help me! Help me with my homework.

- 'Please' is added to make it more polite.

Please keep quiet.

- The name of a person can be added to identify the person being spoken to.

Rema, come here.

Note: We can make the imperative 'more polite' by adding 'do'.

Do be quiet.

Do come.

Do sit down.

2. Negative Imperative

- We add 'don't' before the verb.

Don't be late for the exam.

- 'Do not' is used formally and in official notices and documents.

Do not drink and drive.

IV. Task I

a. Match the words in the two columns to make imperatives.

- | | |
|-------------|---------------------------------|
| 1. Don't | a. your project work. |
| 2. Switch | b. left at the end of the road. |
| 3. Let's | c. open the door. |
| 4. Complete | d. come in. |
| 5. Do | e. on the lights, please. |
| 6. Turn | f. go for a movie! |

b. Choose the best sentence that answers the question.

- Which flight do you think I should take?
 - Take the early one. It's very convenient.
 - Speak to me later, please.
- What time should I get there?
 - Stop worrying and get on with your life.
 - Don't come early. The meeting never starts on time.
- We're off to Thailand on Saturday.
 - Enjoy yourselves.
 - Don't think twice; it's all right.
- How do I reach the post office?
 - Reach fast.
 - Take the first left.

5. How does this coffee machine work?
- Don't leave without saying goodbye!
 - Insert the token in the slot and press the button.
- c. Pick a word or phrase from the box and use it to replace the underlined words in the sentence without changing the meaning.

Give me Take Go Arrive early Remember Save

- Help him! He's drowning.
- Pass the salt, please.
- Turn right at the end of the corridor.
- Don't forget to take warm clothing.
- Catch the first flight in the morning.
- Don't be late. The movie starts at 6 o'clock.

Task 2

- a. Here are some instructions to make dosa. Put them in the correct order.

1.	Serve the dosa with chutney and sambar.
2.	Heat a frying pan until it is hot.
3.	Turn the dosa when golden brown and cook the other side.
4.	Spoon in the paste onto a frying pan and spread it in a circular motion.
5.	Make a paste with 250 g. soaked rice and 50 g dal and a little bit of salt.

- b. Rohit is at the doctor's. He wants to improve his health. Complete the doctor's instructions to Rohit.

_____ weight.
 _____ exercise.
 _____ smoking.
 _____ lots of water.

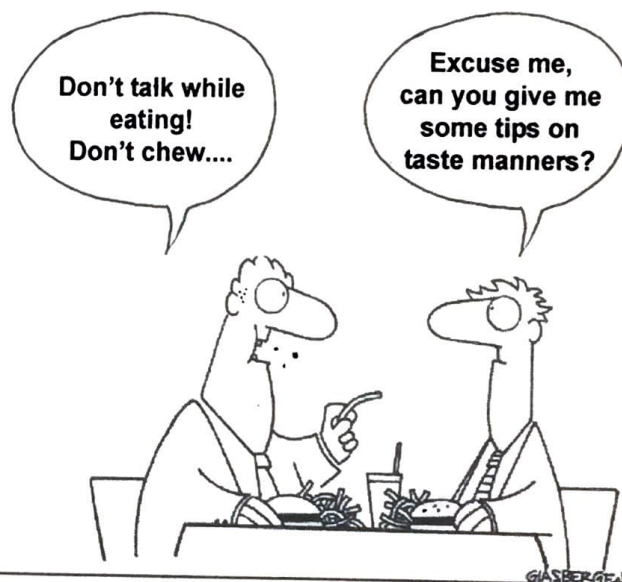
_____ red meat.
 _____ salt and sugar.
 _____ calm.
 _____ get angry and stressed.
 _____ for 8 hours.

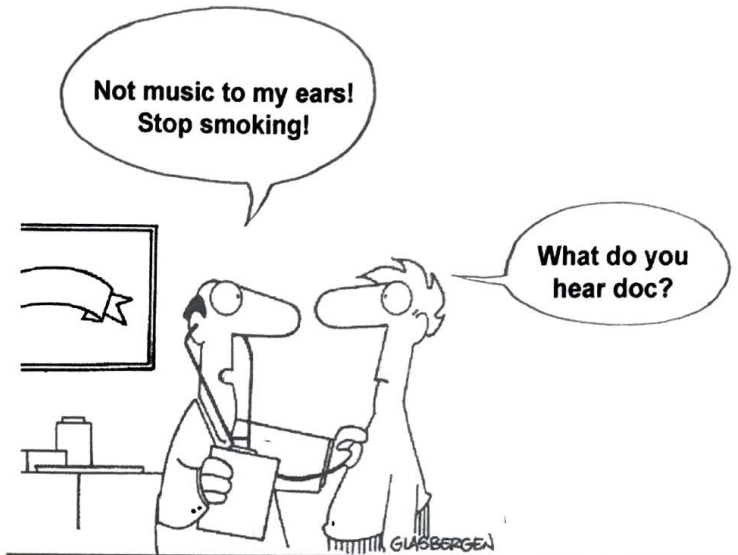
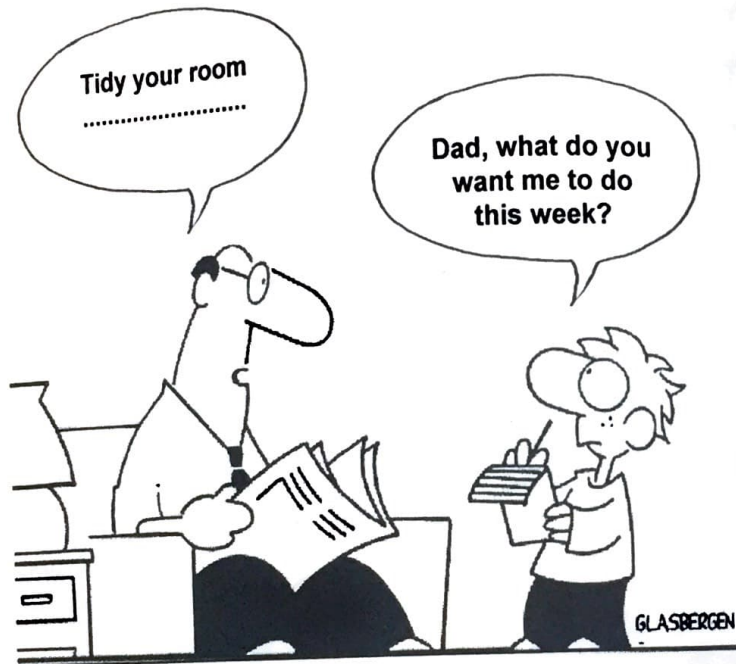
Don't/ Drink/ Stay/ Sleep/ Do/ Lose/ Quit/ Reduce/ Avoid

V. Writing

Task 3

Write dialogues for the following cartoons using imperatives.





Just a thought!

The four imperatives of leadership according to Stephen R Covey—

- inspire trust
- clarify purpose
- align systems
- unleash talent