



DAILY PRACTICE EXERCISES IN BASIC ENGLISH RULES

1	Nouns A noun names a person, animal, place, or thing.
2	Identifying Kinds of Nouns Nouns may be either common or proper, concrete or abstract.
3	Pronouns 1. Personal pronouns refer to people. 2. Indefinite pronouns do not express a fixed amount or definite person. 3. Interrogative pronouns introduce questions. 4. Demonstrative pronouns point out.
4	Reflexive and Intensive Pronouns Reflexive and intensive pronouns are personal pronouns combined with "self." Reflexive pronouns refer back to the subject. Intensive pronouns are used for emphasis.
5	Verbs Verbs show action or state of being.
6	Transitive Verbs Transitive verbs require direct objects. Transitive verbs show action.
7	Intransitive Verbs An intransitive verb does not require a direct object to complete its meaning.
8	Identifying Transitive and Intransitive Verbs Transitive verbs require direct objects. Intransitive verbs do not.
9	Linking Verbs Linking verbs connect the subject with its predicate noun or adjective. They are intransitive.
10	From Active to Passive Voice The passive verb consists of a form of the verb "be" plus the past participle.
11	Identifying Voice A verb is in active voice when the subject does the action. A verb is in passive voice when the subject receives the action.
12	Particples Particples are verb-adverb combinations which are equivalent to a single verb.
13	Adjectives An adjective is a word that describes a noun. It may tell which one, what kind or color, or how many.
14	Adverbs An adverb is a word that tells when, where, why, or how.
15	The Conjunctive Adverb The conjunctive adverb is used to connect main clauses. It is set off by a comma.
16	Conjunctions Conjunctions connect words, phrases, and clauses. Coordinating conjunctions connect units of equal grammatical rank. Correlating conjunctions are pairs of coordinating conjunctions. Subordinating conjunctions introduce dependent clauses.
17	Prepositions Prepositions show word relationships. They introduce prepositional phrases.
18	Prepositional Phrases A prepositional phrase begins with the preposition and ends with the object of the preposition.
19	Interjections Interjections are words that express an emotion. Weak interjections are followed by commas. Strong interjections are followed by exclamation points.
20	Identifying the Eight Parts of Speech 1. Noun — names person, place, or thing. 2. Pronoun — takes place of a noun. 3. Verb — shows action or state of being. 4. Adjective — describes nouns. 5. Adverb — tells when, where, why, or how. 6. Conjunction — connects words, phrases, or clauses. 7. Preposition — shows word relationships. 8. Interjection — shows emotion.
21	Appositives An appositive is a word that identifies, explains, or clarifies its antecedent. The antecedent appears directly in front of the appositive.
22	Restrictive and Nonrestrictive Appositives Restrictive appositives are essential to the meaning of the sentence. They are not set off by commas. Nonrestrictive appositives are not essential to the meaning of the sentence. They are set off by commas.
23	The Declarative Sentence The declarative sentence makes a statement. It ends with a period.
24	The Interrogative Sentence The interrogative sentence asks a question. It ends with a question mark.
25	The Imperative Sentence The imperative sentence makes a command. It ends with a period.
26	The Exclamatory Sentence The exclamatory sentence expresses strong emotion. It ends with an exclamation point.
27	Punctuating the Different Sentences Statements and commands end with periods; questions end with question marks; exclamations end with exclamation points.
28	Identifying the Different Sentences The four kinds of sentences are declarative, interrogative, imperative, and exclamatory.
29	The Independent Clause The independent clause is a group of related words that contain a subject and a predicate. The independent clause can stand alone as a simple sentence.
30	The Dependent Clause The dependent clause is a group of related words that contain a subject and a predicate, however, the clause can not stand alone as a simple sentence.
31	S-V Agreement The subject and verb should agree in person and number.
32	N-V The N-V pattern consists of a subject and its predicate.

33	The Direct Object The direct object follows a transitive verb and answers the question "who" or "what."
34	Retained Objects The retained object follows a passive verb and answers the question "who" or "what."
35	Distinguishing Between Direct Objects and Retained Objects The direct object follows the transitive verb and answers the question "who" or "what." The retained object follows the passive verb and answers the question "who" or "what."
36	N-V-N The N-V-N sentence pattern consists of a subject, a transitive verb, and a direct object.
37	The Predicate Adjective The predicate adjective follows the linking verb and describes the subject.
38	N-LV-ADJ The N-LV-ADJ pattern consists of a subject, a linking verb, and an adjective that describes the subject.
39	The Predicate Noun The predicate noun follows the linking verb and renames the subject.
40	Distinguishing Between Predicate Adjectives and Predicate Nouns A predicate adjective follows a linking verb and describes the subject. A predicate noun follows the linking verb and renames the subject.
41	N-LV-N The N-LV-N pattern consists of a subject, a linking verb, and a noun that renames the subject.
42	The Indirect Object The indirect object falls between the transitive verb and the direct object. It answers the question "to whom" or "for whom."
43	N-V-IO-DO The N-V-IO-DO pattern consists of a subject, a transitive verb, an indirect object, and a direct object.
44	The Objective Complement The objective complement is a noun or adjective that follows the direct object and renames or describes the direct object.
45	N-V-DO-OC The N-V-DO-OC pattern consists of a subject, a transitive verb, a direct object, and an objective complement.
46	Identifying Complements The five sentence complements are direct objects, predicate adjectives, predicate nouns, indirect objects, and objective complements.
47	Identifying Sentence Patterns The six basic sentence patterns are N-V, N-V-N, N-LV-N, N-LV-ADJ, N-V-IO-DO, and N-V-DO-OC.
48	The Infinitive The infinitive consists of the preposition "to" plus the present tense form of the verb.
49	The Infinitive Phrase The infinitive phrase begins with the infinitive and ends with the object of the infinitive.
50	Infinitives Used as Nouns The infinitive or infinitive phrase may function the same as a noun.
51	Infinitives Used as Adjectives The infinitive or infinitive phrase may function as an adjective.
52	Infinitives Used as Adverbs The infinitive or infinitive phrase may function as an adverb.
53	The Split Infinitive For clarity in meaning, it is best to avoid splitting the infinitive.
54	Gerunds The gerund is a verb form which ends in "ing" and functions as a noun.
55	The Gerund Phrase The gerund phrase consists of the gerund, its complement, and modifiers.
56	The Possessive Before Gerunds The possessive form of a noun or pronoun is used before a gerund.
57	Gerunds Used as Subjects The gerund or gerund phrase may function as the subject of a sentence.
58	Gerunds Used as Direct Objects The gerund or gerund phrase may function as the direct object of the sentence.
59	Identifying the Function of a Gerund The gerund may function as the subject, the direct object, the predicate noun, or the object of the preposition.
60	Participles The participle is a verb form which can function as an adjective. The present participle ends in "ing." The form of the past participle varies with each verb.
61	The Participial Phrase The participial phrase contains the participle, its complement, and modifiers.
62	Introductory Participial Phrases Introductory participial phrases are set off by commas.

63	Antecedents of Participial Phrases The antecedent of a participial phrase is the word to which the phrase refers.
64	Identifying Gerunds and Participles Gerunds are verb forms which function as nouns. Participles are verb forms which function as adjectives.
65	Identifying Verbals Infinitives, gerunds, and participles are verbals.
66	The Noun Clause A dependent clause may function as a noun.
67	Noun Clauses Used as Subjects The noun clause may function as the subject of the sentence.
68	Noun Clauses Used as Direct Objects The noun clause may function as the direct object of a sentence.
69	Noun Clauses Used as Objects of the Preposition The noun clause may function as the object of the preposition.
70	Identifying the Function of a Noun Clause The noun clause may function as the subject, the direct object, or the object of the preposition.
71	The Adjective Clause A dependent clause may function as an adjective.
72	Antecedents of Adjective Clauses The antecedent of an adjective clause is the noun to which the clause refers.
73	Clauses Omitting Introductory Words The word introducing a noun or adjective clause may sometimes be omitted.
74	The Adverb Clause The dependent clause may function as an adverb.
75	Introductory Adverbial Clauses The introductory adverbial clause is set off by a comma.
76	Identifying Clauses Dependent clauses may function as nouns, adjectives, or adverbs.
77	Restrictive and Nonrestrictive Clauses Restrictive clauses are essential to the meaning of the main clause. Nonrestrictive clauses are not essential to the meaning of the main clause.
78	Simple Sentences A simple sentence contains a subject, a predicate, and/or modifiers. It is an independent clause.
79	Compound Sentences A compound sentence is two independent clauses (simple sentences) joined by a coordinating conjunction.
80	Complex Sentences A complex sentence contains an independent clause plus one or more dependent clauses.
81	Compound-Complex Sentences The compound-complex sentence contains two independent clauses plus one or more dependent clauses.
82	Identifying the Kinds of Sentences Four kinds of sentences are simple, compound, complex, and compound-complex.
83	The Negative Transformation Any statement can be transformed into a negative one by adding a negative.
84	The Question Transformation Any statement can be transformed into a question.
85	Word Order The word order determines the meaning of the sentence.
86	End of Sentence Punctuation Statements and commands end with periods, questions end with question marks, exclamations end with exclamation points.
87	Capitalization Capitalize the following: proper nouns; titles before names; the first word of a sentence; titles of books, plays, movies, and songs; the word "I."
88	Using the Comma Commas are used after introductory elements, between main clauses, between items in a series, and before and after nonrestrictive elements.
89	Using the Colon and the Semicolon Use the colon (:) to introduce a formal list. Use the semicolon (;) to separate main clauses or to separate items of equal grammatical rank.
90	Writing Direct Quotations Quotation marks are used to set off exact words of a speaker. Periods and commas are always placed inside quotation marks. Question marks go inside quotation marks when they apply only to the quoted matter.
91	Using the Apostrophe The apostrophe is used to form contractions and to show possession.
92	Hyphenation Words should be divided only between syllables.
93	Using the Correct Word Many words sound alike and/or have similar meanings, but they are not the same.
94	Synonyms Synonyms are words with similar meanings.
95	Antonyms Antonyms are words with opposite meanings.
96	Recognizing Synonyms and Antonyms Synonyms are words with similar meanings. Antonyms are words with opposite meanings.

CONTENTS