DISTINCTION IN ENGLISH LANGUAGE

SECONDARY SCHOOL

COMPREHENSIVE MODULE

ENGLISH STRUCTURE

FORM I & II

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English Structure

Preface

English Grammar is a module which contains a description of the rules of the English Language. English Language teaching and learning has always been interesting and challenging. It is for this reason that this module has been developed and published in order to directly benefit the learners and enhance best results. This module will be of great help to the learners and teachers of the English Language for effective teaching and effective learning.

The junior Secondary School Syllabus English grammar is presented in the form of **outcomes** and stated in **result terms**. **Outcomes** are precise statements which state what learners have to do in order to show that they have learnt what is being taught. The **specific outcomes** are followed by the **content** in the form of **knowledge**, **skills** and **values** which learners must master in order to achieve the desired outcomes. The teacher's task is to provide **effective learning experiences** and **activities** that will enable the learners achieve the planned results.

The best way to prepare for English Language Examination is to **read as much as possible and to read every day**. This will help you develop your vocabulary and help you to become familiar with the language structure.

Remember that although your parents, guardians and teachers are all spurring you on, you are the one writing the exams and how well you perform ultimately depends on you and the effort you put in. Adopt a positive attitude towards learning as this will influence how you approach the exams. **Remember your attitude determines your altitude.**

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UNIT 1: Parts of Speech

Parts of speech are the basic types of words that English Language has. In order to understand English grammar explanations and use the right word form in the right place, one has to recognize how the target word functions in the parts of the speech. The way a word is used in a sentence determines the part of speech it has. These parts of speech include the following:

Name	Example
1.Nouns	Kenya, Peter, book, car, house, umbrella etc.
2.Pronoun	I, He, she, we, our, us, it, his, hers, theirs etc.
3.Verbs	go, come. Sit, sing, cook, drive, run, write etc.
4.Adverbs	Quickly, slowly, well, wisely, rudely, fairly etc.
5.Adjectives	Tall, big, small, red, green, old, wise etc.
6.Articles	A, the ,an
7.Prepositions	In, of, on, at, under, etc.
8.Conjunction	But, and, because etc.
9.Interjections	Stop! Oh my God! Etc.

1. Nouns

A noun is a naming word. Nouns are used to name either persons, animals, places, collection of persons, qualities, conditions, actions or things. For example, **house girl**, **book**, **Nairobi**, **tree**, **Lusaka**, **James**, **school**, **kindness** etc.

Types of Nouns

• Proper noun

A proper noun is a particular name of a person or thing. The names of people, title of books, countries, school, towns and many others are examples of proper nouns.
Some examples of proper nouns are, Lusaka, James, London. Proper nouns begin with capital letters.

Task1

Underline the proper noun in each of the following sentences:

a) Appolo Milton Obote was the president of Uganda.
b) The headteacher of our school is Mr. Peter Mbewe.

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c) Nairobi is the capital city of Kenya.
d) Lake Victoria is the largest lake in East Africa.
e) The bible is the commonest book.
f) Lusaka is the capital city of Zambia.
g) The Nile is the longest river in Africa.
h) The university of Zambia is the biggest university in Zambia
i) Mount Kilimanjaro is the tallest mountain in Kenya. Sudan is the biggest country in Africa.

Task 2

Give an example of a proper noun of the following;

a) a town ……
b) a language ……
c) a district ……
d) a radio station ……..
e) a river …….

- ## Common nouns

Common nouns are used to name one class of people, place or things. For example, **tree**, **girl**, **town**, **song**, **potato**, and so on. Examples of common nouns are **book**, **pen**, **country**, **lake**, **school** etc.

- ## Abstract nouns

These are the nouns that cannot be seen or counted.
Examples of abstract nouns are **beauty**, **width**, **joy**, **bravery**, **sadness**, **honesty happiness**, **heat**, **poverty**, **anger**, **darkness**, **bitterness ability**, **curiosity**, b**oredom**, **confusion**, **cleanliness**, **depth**, **behavio**r, **love** etc.

- ## Collective nouns

These nouns stand for a group of things or individuals. We call them collective nouns because they name collections of things/individuals. The following are some of the examples of collective nouns: **a gang of thieves**, **a flock of sheep, a team of oxen**, **a troop of lions**, **a swarm of bees**, **a set of furniture**, **a forest of trees**, **a crown of people**, **a choir of singers**, **a mob of people**, **a bouquet of flowers**, **a fleet of cars**, **a flight of birds** etc.

Task 3
Complete each of the following sentences below by inserting the noun formed from the verb in the brackets.

a) The …… to the theatre was crowded with people. (enter)
b) The classroom was filled with the …….. of children**.** (Laugh)
c) Their …… Is eagerly waited for (marry)

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d) The Pupils ……. At the speech day was excellent. (behaviour)
e) The northern …….. was led by Kony. (rebel)
f) The …….. of the new moon was followed by a heavy rainfall. (appear)
g) My …….. to the post office was not received. (apply)
h) When ten is divided by two, you get no …….. (remainder)
i) The headteacher gave a heavy …….. to the late comers. (punish)
j) The newspaper published wrong ……. Information about the death of the army commander.(inform)

2. Pronoun

A pronoun is a word that is used in place of a noun. Pronouns help us avoid making unnecessary repetitions.

Kinds of pronouns

- **Personal pronouns**

They are called personal pronouns because most of them are substitutes for nouns that name them. Since a personal pronoun is a noun is a noun that refers to the person speaking, the person spoken to, or the person or things or place spoken about, they have the following classes:

(a) **First person pronoun**:	**I**, **my**, **mine**, **me**, **we**, **our**, **ours**, **us**. These pronouns refer to the person (people) speaking.
(b) **Second person pronoun**:	**You**, **your**, **yours**. These pronouns refer to the person that are spoken to.
(c) **Third person pronoun**:	**He**, **his, him**, **she**, **her**, **hers**, **they**, **their**, **theirs**, **them**, **its**, **it**. These refer to the persons, people or something that is being talked about.

Task 1

Use the right pronoun from the brackets to complete each of the sentences below:

a) Peter bought…….for his father. (them, they)
b) We visited …….. Last week. (her, she)
c) The police sent …… to prison.(he, him)
d) The headteacher thanked ……. For helping. (us, we)
e) Call my sister and …….. (I, us)

- **Possessive pronoun**

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Possessive pronouns are words which show ownership. The following are examples of possessive pronoun: **my**, **mine, his**, **her**, **hers, its**, **you**r, **yours**, **our**, **ours**, **their**, **theirs.**

Task 1

Use the correct word from the brackets to complete the sentences below.

a) Give me …… plate (your, you're)
b) The flat iron has lost …….. handle. (its, it's)
c) The dog stole …… meat. (there, their)
d) …….. a very tricky move. (its, it's)
e) Is this …….car? (your, you're)

- **Relative pronoun**

A relative pronoun is that pronoun that begins a subordinate clause and relates to another idea in the sentence. The following are examples of relative pronouns:

That, **who**, **whose**, **whom**, **which**

How to use relative pronoun:

Who refers to persons.

Which refers to persons or things

That refers to person, animal, or things.

Whose and **whom** are used to refer to people.

Examples:

a) I saw a man **who** saved the girl from the lion. (person)
b) **That** dog is the one which barked at us.(things)
c) I cannot remember the book **that** I promised to lend you. (things)
d) I met a Dutch **whose** name was Adams. (person)
e) Lazarus is a careless boy **whom** I dislike most.(person)

Task 1

Complete the sentences below with the correct relative pronouns from the brackets.

a) From (which, what, that) book shop did you buy that book.
b) That is the man (who, which, whose) cat was stolen.
c) May you suggest a day (that, which, when) we can meet?
d) What is the name of the school (which, where, that) your brother goes to?
e) Dis he communicate to you the proposal (that, which, when) he wanted to present to the management committee?

Task 2

Join the following pairs of sentences with the right relative clause.

a) Our teacher has a car. He comes from Ndola.
b) He went to the furniture shop. You told him about.

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c) This is Mandela National stadium. There are always international football matches played from here.
d) When did Musa die? Does anyone know?
e) Let us propose the time. Let us meet for the disco dance.

Task 3.

Complete the following sentences with the correct word.

a) That is the teacher …….. teaches us mathematics.
b) This is the cow …… that we bought from Kenya.
c) …… Car was it?
d) I injured my leg …….. got broken last week.
e) Denis is a careless pupil ……. I hate very much.

- **Reflexive pronoun**

Reflexive pronouns can also be called **Reflexives** or **compound Personal pronouns.** They show that the action is being done or has been done on the person or on the same person doing the action. These pronouns use the word "**self**" in singular and "**selves**" in plural. For example; **himself**, **herself**, **myself**, **yourself**, **itself**, **ourselves**, **yourselves** and **themselves**.

Examples on the use of relative pronoun.

a) I bought it **myself**.
b) We did it **ourselves**.
c) He gave her the new orders **himself**.
d) She has just been given a watch that winds **itself**.
e) The dog inured **itself**.
f) She did it **herself**.
g) You must do the work **yourself**.
h) The teacher said we must do the exercise **ourselves**.

Task 1.

Use reflexive pronouns to complete the following sentences.

a) I always look …… in the mirror before I go to work.
b) We often help …… in times of danger.
c) You should serve …….. First.
d) He nearly hit ……..with a hammer.

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e) They have just invented aeroplanes that fly ……
f) You shouldn't praise …….
g) She did it …….
h) One is always expected to love …….
i) One can easily deceive ……..that one's work is perfect.
j) They had to blame …….for failing to score.

3. Verbs

A verb is a doing word. It tells us what a noun is **doing**, **does, did**," or **has done.**
Therefore verbs are action words. Furthermore, a verb is word that expresses time while showing an action, a condition or the fact that something exists.
Forms of verbs

a) Regular verbs

These are verbs that have their past and past participle tenses changed by adding – **ed** or – **d**

Examples:

Present	**Past**	**Past participle (with: has, have, had)**
Look	Looked	looked
Open	opened	opened
Cook	cooked	cooked
Work	worked	worked
Walk	walked	walked
Talk	talked	talked
move	moved	moved
jump	jumped	jumped
pick	picked	picked
pack	packed	packed
care	cared	cared
behave	behaved	behaved
arrive	arrived	arrived
Use	used	used
advise	advised	advised
allow	allowed	allowed
Live	lived	lived
hope	hoped	hoped
dance	danced	danced

Some verbs have their past and past participle tenses changed by doubling the last consonant letters after which, you add – ed. Commonly, this rule applies to verbs that end with a consonant but before that ending consonant, there must be a single vowel.

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Examples:

Present	**Past**	**Past participle**
admit	admitted	admitted
Stop	stopped	stopped
Fit	fitted	fitted
mop	mopped	mopped
clap	clapped	clapped
map	mapped	mapped
prefer	preferred	preferred

In order to form past tense and past participle of the verbs which end with '**y'** have the **'y'** dropped and then add '**ied**' but the letter before **'y'** must be a consonant.

Examples:

cry	cried	cried
marry	married	married
carry	carried	carried
study	studied	studied
hurry	hurried	hurried
copy	copied	copied

Except; fly – flew – flown

b) Irregular verbs

These are the verbs whose past and past participle have no uniform order.

Present	**Past**	**Past participle**
am	was	been
eat	ate	eaten
draw	drew	drawn
drink	drank	drunk
come	came	come
buy	bought	bought
bring	brought	brought
dig	dug	dug
lay	laid	laid
lead	led	led
lend	lent	lent
lose	lost	lost
light	lit	lit
pay	paid	paid

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run	ran	run
see	saw	seen
learn	learnt	learnt
sell	sold	sold
send	sent	sent
shake	shook	shaken
shoot	shot	shot
shut	shut	shut
sleep	slept	slept
speak	spoke	spoken
stand	stood	stood
steal	stole	stolen
swim	swam	swum
take	took	taken
tell	told	told
think	thought	thought
throw	threw	thrown
weave	wove	woven
weep	wept	wept
win	won	won
withdraw	withdrew	withdrawn
write	wrote	written
tear	tore	torn
teach	taught	taught
cut	cut	cut
Do	did	done
drive	drove	driven
fight	fought	fought
find	found	found
cost	cost	cost
burn	burnt	burnt
bleed	bled	bled
bite	bit	bitten (bit)
fall	fell	fallen
bend	bent	bent
blow	blew	blown
catch	caught	caught
choose	chose	chosen
break	broke	broken
Fly	flew	flown
feed	fed	fed
forgive	forgave	forgiven

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get	got	got
give	gave	given
grow	grew	grown
have	had	had
Hear	heard	heard
hide	hid	hidden
meet	met	met
mistake	mistook	mistaken
put	put	put
read	read	read
ride	rode	ridden
ring	rang	rung
hurt	hurt	hurt
keep	kept	kept
kneel	knelt	knelt
know	knew	Known.

c) Infinitive verbs

This form of verbs is formed by adding **'to'** in front of them.

The following are examples of infinitive verbs:

I. eat ……..to eat
II. buy ……..to buy
III. sleep ……..to sleep
IV. write …… to write
V. sit ……..to sit
VI. in order ……..in order to

d) Linking verbs or helping verbs.

Linking verbs don't show action. They merely connect or join together two words that belong together in meaning. They are also called **helping** or **auxiliary verbs.** Therefore all forms of '**be'** are linking verbs. '**be**' is a linking verb from which we get the following forms: **is**, **am**, **are**, **was**, **were**, **has, have** and **had.**

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e) Modal verbs

These are special groups of verbs which usually go before the main verb. They are also called; **modals**, **modal auxiliary** or **modal auxiliary verbs**. These verbs include the following:

can	may	must	shall	will	Need
could	might	Ought to	should	would	Used to

Task 1

Use the correct verb in the brackets to complete the sentences below:

a) The baby was (**lying, laying**)

b) We (**laid, lay**) in our dormitories the whole day.

C) He told (**lies, lay**) to us.

d) The trophy has been (laid, lain) in the headteacher's office since last term.

Task 2

Complete the sentences below using the past tense of the verbs in the brackets

a) Joseph …… the school bell. (ring)
b) The girls …….. their work in time. (do)
c) Paul ……. All her sweets at once. (eat)
d) John …… from his home to the school. (ride)
e) The instructor …….. us military science. (teach)
f) James …… the finest picture in the whole class. (draw)
g) My mother …….. the best meal last evening. (cook)
h) Yesterday the soloist …….. Very well. (sing)
i) The headteacher punished the …….. Boy. (teach)
j) My brother …… his car at a very cheap price. (buy)

Task 3.

Change all the verbs from the past tense to present simple tense.

a) I went to the party and eat many things.
b) Josephine sold all her property and paid all her creditors.
c) As the teacher entered the classroom, the learners left.
d) After the football match, Amos felt tired and went to bed.
e) He shot him at close range.

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f) The hunted lion hid in the bush for three hours.
g) Moses crept upstairs and lay on the bed.
h) As Patricia grew up, she lent to tell lies.
i) The thief was arrested by the police officer.
j) I broke the cup which my mother bought.

4. Adjectives

An adjective is a word that describe a noun or a pronoun.

Examples of adjectives:

a) a **red** dress
b) the **black** car
c) the **old** books
d) an **important** guest
e) an **interesting** novel
f) a **wise** man
g) the **small** pens
h) a **dirty** home

The words in bold are the adjectives in the above sentences. They are describing the nouns; **dress**, **car**, **books**, **guest**, **novel**, **man**, **pens** and **home**. They are answering the questions; What is the noun like? What sort of thing is it? The noun that is being described comes last.

- ## Order of adjectives

In case where there is more than one adjective before a noun in a sentence, the order is as follows:

a) **1st adjective:** the one that describes the **number**. (quantity)
b) 2nd adjective: the one that describes **the size** and **shape**.
c) 3rd adjective: the one that describes **age.**
d) 4th adjective: the one that describes **colour**
e) 5th adjective: the one that describes where the noun **comes from(origin)**
f) 6th adjective: the one that describes what is **made of.**
g) 7th adjective: the one that describes **what it is for.**

Some guidelines concerning comparison

a) Adjectives that end in **'e'** like late, simple, just add **'er'** or **'est'** e.g. **simpler**, **simplest.**
b) Some adjectives that end in consonants like. m, d, b, t, n, g, and so on just have the consonants doubled and add **'er'** or **'est'** for example, **big**, **bigger**, **biggest**.
c) Longer adjectives or adjectives having more than one syllable like **important**, **exciting**, use **'more'** or **'most'**, for example, **more exciting**, **most exciting**.

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d) Some adjectives that end in **'-y'** like happy, you change **'y'** to **'I'** and add **'er'** or **'est' for example happy, happier, happiest.**
e) Some adjectives are irregular and therefore have no formula. One has to just learn them sensibly.
f) We sometimes use **'than'** after a comparison e.g. Nairobi city is bigger than Jinja municipality.
g) We can also use 'as ….. as' when comparing two things which are the same e.g. Nicholas is as bright as Pamela.

Examples on order of adjectives.

a) A three legged round old table.
b) A small young brown Indian girl.
c) A black German golden watch.
d) A twenty page old red sports book.
e) A small yellow car.
f) A red Tanzanian woolen blanket.

Form of adjectives

Most adjectives can be expressed in three degrees:

a) **Positive degree**: This is used when no comparison is made.
e.g. **John is a tall boy**.
b) **Comparative degree**: This is when two persons or things are compared,
e. g. **Peter is taller than John.**

c) **Superlative degree**: This is used when comparing more than two persons or things, e.g **Joseph is the tallest of the three boys**.

Examples on comparison of adjective

Positive	**Comparative**	**Superlative**
Big	bigger	Biggest
small	smaller	Smallest
Tall	taller	Tallest
hot	hotter	Hottest
simple	simpler	Simplest

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easy	easier	Easiest
good	better	Best
Bad	worse	Worst
Far	farther	Farthest
late	later	Latest
cheap	cheaper	Cheapest
dirty	dirtier	Dirtiest
hard	harder	Hardest
important	more important	most important
interesting	more interesting	most interesting
expensive	more expensive	Most expensive

Task 1.

Complete the sentences below by inserting the correct degree of the adjectives in the brackets.

a) This is the ……book in the library. (big)
b) Moses is …….. than Patrick. (handsome)
c) Lusaka central prison is …… prison in Zambia. (old)
d) The president sat on the …….. chair in the theatre. (comfortable)
e) Today's weather is ……..than yesterday's. (bad)
f) Weather reports say it is the ……. we have had for nine years. (bad)
g) Social Studies is …… than Science. (interesting)
h) Donald Trump is the ……. President in the world. (famous)
i) This head prefect is the …… we have ever had. (polite)
j) My neighbour said that his animals were …….. than mine. (fat)
k) Justin is the …… boy in class. (brilliant)
l) Susan is …….. than Sarah. (beautiful)
m) This is the …… story of the year. (good)
n) The boy chose the cake which looked the …… (sweet)
o) James is ……. than Joseph in mathematics. (good)
p) Watson is the ……. boy in class. (intelligent)
q) Air transport is the …… mode of transport. (fast)
r) He is …… than me. (handsome)
s) Mary is …….. cleaver than Martha. (cleaver)
t) Town life is …… than village life. (expensive)

Task 2

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Re- write the following sentences with the correct order of the adjective.

a) The president bought a (fat, four legged) cow.
b) John owns the (plastic, yellow, Japanese) container
c) We walked the (long, dusty, difficulty) journey.
d) He married a (big, brown, young) lady.
e) She has an (old, torn, cotton) dress

Proper adjectives

A proper adjective is an adjective that is formed from a proper noun and a proper adjective must begin with a capital letter.

Proper noun	Proper Adjective	Proper noun	Proper Adjective
Africa	African	Holland	Dutch
Angola	Angolan	Iraq	Iraqi
America	American	Ireland	Irish
Australia	Australian	Jamaica	Jamaican
Belgium	Belgian	Kenya	Kenyan
Britain	British	Liberia	Liberian
Burundi	Burundian	Malawi	Malawian
Benin	Beninian	Nigeria	Nigerian
Burkina Faso	Burkinabe	Norway	Norwegian
Cameroon	Cameroonian	Portugal	Portuguese
Chad	Chadian	China	Chinese
Congo	Congolese	Spain	Spanish
Cyprus	Cypriot	Italy	Italian
Denmark	Danish	South Africa	South African
Egypt	Egyptian	Sudan	Sudanese
England	English	Switzerland	Swiss
Finland	Finish	Thailand	Thai
France	French	Tanzania	Tanzanian
Gabon	Gabonese	Uganda	Ugandan
Germany	German	Rwanda	Rwandan
Greece	Greek	Zambia	Zambian

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Re- write each sentence below by inserting an appropriate adjective in the spaces provided.

a) A ……. lion ate the school boy.
b) The ……. child put her fingers in a dog's mouth.
c) Many …….. pupils were given …….. prizes.
d) The …… man cannot run very fast.
e) The …… pupil failed the examination.

5. Adverbs.

An adverb is a word that tells us more about a verb, an adjective or another adverb. The bolded words in the examples below are adverbs.

a) Grace is **extremely** beautiful.
b) Musa talks **loudly**.
c) I slept **well** last night.
d) The chief walks very **slowly.**
e) The workers are **highly** motivated.

Other examples of adverbs;

a) wisely
b) rudely
c) neatly
d) fairly
e) highly
f) mainly
g) gently
h) certainly
i) carelessly
j) positively
k) fast
l) well
m) often
n) seldom
o) soon
p) now
q) carefully
r) able
s) wholly
t) grateful

Most adverbs are formed from adjectives by simply adding (ly)

Examples

adjective	**Adverb**	**adjective**	**adverb**
clear	**Clearly**	grateful	**Gratefully**
proud	**proudly**	careful	**carefully**
quick	**Quickly**	equal	**equally**
poor	**Poorly**	practical	**practically**
fair	**Fairly**	accidental	**accidentally**
cheap	**cheaply**	skilful	**skilfully**
clever	**cleverly**	royal	**royally**
plain	**Plainly**	annual	**annually**
sudden	**suddenly**	mental	**mentally**
anxious	**anxiously**	hopeful	**hopefully**

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angry	**Angrily**	lazy	**lazily**
lucky	**Luckily**	noisy	**noisily**
steady	**steadily**	hungry	**hungrily**
easy	**Easily**	merry	**merrily**
heavy	**Heavily**	clumsy	**clumsily**

○ UNIT 2: TENSES

A tense is the changing of a verb according to time. We have three main tenses; namely **Present Simple Tense**, **Past Simple Tense** and **Future Simple Tense**.

- ### Present Simple Tense

  This tense is used when referring to actions which happens everyday, always, weekly, monthly, generally and so on. The doing words (verbs) which are used in this tense depend on the names of things or persons (nouns) or pronouns used in the sentences as a subject.

Examples;

a) She **teaches** well.
b) He **reads** news once a week.
c) They **get** their lunch from the hotel.
d) You often **preach** in the church.
e) I **get up** early in the morning everyday.
f) Alice **carries** her bag everyday.
g) The cow **feeds** on grass.
h) He **writes** his homework everyday.
i) The baby **drinks** milk everyday.
j) He **eats** a banana every morning.

Task 1

Use the verbs in the brackets to complete the sentences below.

a) She …… to me once a week. (write)
b) Amos …….. English very well. (speak)
c) You always …….. church service. (attend)

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d) I …….. Mathematics to Science. (prefer)
e) They normally …… meat on Sundays. (eat)
f) Her uncle …….. blue shirts. (likes)
g) We …….. Biology once a week. (learn)
h) Lillian and Sarah …… netball in the school team. (play)
i) It rarely …….. in August. (rain)
j) The houseboy …… our rabbits. (feed)

Task 2

Change the bold words into the singular and make any other necessary changes.

a) **We** go to watch a film everyday.
b) **They** eat their food from the nearby hotel.
c) The **Americans** have a lot of riches.
d) **They** look after their grandfather.
e) **We** enjoy learning Mathematics.
f) The **children** play with their teachers.
g) All **the learners** are very good in Mathematics.
h) **Our teachers** are very kind to us.
i) **We shall** work hard to obtain good grades in all the subjects.
j) **We know** he loves us**.**

- ## Present Continuous Tense.

  This tense is used to express actions that are taking place now and those, which will happen in future. Singular nouns and pronouns use '**is**' as a linking verb. The main verb in the sentence is the present participle. Plural nouns use '**are**' as linking verbs and a present participle as the main verb in the sentence.

Examples

a) Baker is eating food
b) She is bringing it now.
c) I am revising my science notes.
d) I am going to buy a car next week.
e) They are sitting for the financial examination tomorrow.
f) The president is flying to USA tomorrow.
g) They are writing their grade 12 final examinations.
h) We are sweeping our classrooms.
i) He is washing his clothes.

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Task 1.

Re- write the following sentences in the present continuous tense.

a) Ezra buys milk from the milkman.
b) The children fetch water.
c) He collects all our books.
d) The farmer harvests his crops.
e) My brother makes pots out of clay.
f) The market vendors do not sell clothes.
g) He writes his homework alone.
h) She reads the newspaper everyday.
i) My mother cooks nsima everyday.
j) My father drives very fast.

Task 2

Use the words in brackets correctly to complete the sentences in the present continuous tense.

a) I …… not going to school (be)
b) They are …… Very fast. (run)
c) Musa is …… to me. (lie)
d) Why are you …… your friend? (hit)
e) He …… A letter now. (write)
f) The oxen …….. grazing.(be)
g) They are …….. Very well. (dance)
h) We are …….. new things everyday.(learn)
i) Mr. Benson is …… hard for the family. (work)
j) She is …… her best to please her husband. (do)

- **Present Perfect Tense.**
  This is a tense that deals with actions which have just taken place. We use the auxiliary verb '**has**' in case where the subject is singular. For plural nouns and pronouns we use '**have**'. The main verb in the sentence is in the past participle. That is **'has'/ 'have plus a past participle verb**. The adverbs; **ever**, **today**, **never**, **since**, **jus**t, **now**, **already** are commonly used in the present perfect tense.

Examples:

a) Tom has never been to school.

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b) I have already finished my work.
c) She has just eaten food.
d) They have been married since last year.
e) He has come back today.
f) She has eaten my sugar cane.
g) The farmers have grown maize.
h) They have taken their books.
i) We have never been to Lusaka.
j) The nurse given me an injection.

Task 1. Change the following sentences from the given tense to the present perfect tense.

a) Peter is preparing for his trip to London.
b) She is teaching English.
c) The pastor preaches to his congregation.
d) He is sweeping the school compound.
e) The learners are having lunch.
f) We are playing football.
g) We take the books to the library.
h) Samuel is reading the newspaper.
i) She cleans the blackboard.
j) The trader is selling salt.
k) Harriet is wearing a blue dress.
l) Charles rides a bicycle.
m) The new girl is doing her homework.
n) The visitors are coming.
o) The grow beans in their garden.
p) The farmer is harvesting his crops.
q) My mother is feeding the baby.
r) Harrison is singing well.
s) The Zambia National Soccer team plays well.
t) He eats too much food.

- ## Present Perfect Continuous Tense.

We use auxiliary verbs **'has'** and **'have'** plus **'been'** as an auxiliary past participle and **'ing'. For** and **since** can also be used.

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'**For**' is used when the length or period of time is indicated. E.g. two hours, three days, weeks, ten years.

'**Since**' is used when a point or particular period of time from which an action started to exist is given/mentioned. E.g. nine o'clock, Monday, last week, last term and so on.

Examples:

a) We **have been** learning English since morning.
b) She **has been** eating for half an hours.
c) He **has been** repairing the bicycle since yesterday.
d) They **have been** dancing since morning.
e) I **have been** waiting for her since three o' clock.

Task 1

Use the words in brackets correctly to complete each of the following sentences in the present perfect continuous tense.

a) They …… since morning. (dance)
b) She ……. a soldier since she left university.(be)
c) I …… for my mother for three hour. (wait)
d) He …… that shop since his father died. (keep)
e) We ……in the United States for ten years. (be)
f) He …….. since last night. (sleep)
g) They ……for the last one hour. (shop)
h) AIDS …….. killing people since 1980. (be)
i) She …… from malaria since Monday. (suffer)
j) He …… Since his youth. (box)

- ## Past Simple Tense.

This tense is concerned with past events that are not related to the present. In this tense, no auxiliary or helping verb is used before the main verb in a sentence.

Examples:

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a) He **looked** at me.
b) Jacob **borrowed** a book from me.
c) The dog **barked** at the young boy.
d) They **stopped** playing with us.
e) He **preferred** singing to dancing.
f) My balloon **burst** last Friday.
g) My father **hit** my sister.
h) Patricia **put** her book in the shelf last night.
i) I **saw** some prisoners escaping from the prison.
j) Mary **bought** a new car.

Task 1

Use the verbs given in the brackets correctly to complete each sentence in the past simple tense.

a) I ……with him to the disco dance last Saturday.(go)
b) She …… me a note book. (give)
c) He ……. Some money to the school. (lend)
d) They …… their examinations a few days ago. (Begin)
e) We …… in Lake Victoria last Christmas. (swim)
f) I …….. them the truth. (tell)
g) We …….. him very much. (understand)
h) A wasp …… her baby. (sting)
i) They …….. a lot of food at the wedding party. (eat)
j) I …….. at it yesterday. (look)
k) He …….. To Zambia after his overthrow. (flee)
l) Jane ……her work two hours ago. (finish)
m) She …… a car last week. (buy)
n) It …….. heavily last night. (rain)
o) We ……. a loin yesterday. (see)
p) He ……. to hand in his book for marking. (forget)
q) She …… the president last Monday. (meet)
r) I ……. That novel last Monday. (read)
s) The woodman …….. Down the tallest tree. (cut)
t) He …….. Me at the end of the term. (punish)

- **Past Continuous Tense.**

This tense is used in the following ways:

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- to show that two actions were happening at the same time.
- to show that an action was going on when another one happened.
- to show that an activity was continuous over a period of time.
- in this tense we use 'was'/ 'were' plus a verb in the continuous form (ending in('-ing')
- '**was**' is used with singular noun or pronoun while '**were**' is used with plural noun or pronoun.

Examples:

a) We were cleaning the compound while the teachers were supervising us.
b) Justin was doing his homework while Joseph was playing football.
c) The teacher was teaching while the learners were sleeping.
d) As I was going to school, it started raining.
e) My mother was preparing supper when the sisters arrived.
f) He was beating his sister when his uncle came.
g) We were revising our notes all night.
h) My sister was arranging her books all day.

Task 1.

Change the verbs in the brackets in the following sentences below to the past continuous tense.

a) Alice ……. with her friends when the teacher called her.(play)

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b) We …….. our cassava garden while our mother was picking coffee. (weed)
c) As I ……. through the bush, I stepped on a snake. (walk)
d) Laura ……. for his friend when they knocked him down.(wait)
e) Peter and Paul …… cards all day. (play)
f) I fell down while I ……. to school. (run)
g) As we ……., the visitors left.(dance)
h) Last week the pupils …….. their examinations. (write)
i) The headteacher ……..when the inspector of schools arrived.(teach)
j) They …….. the T.V when the power went off. (watch)
k) The boys …….. Slashing while the girls were ……. Digging. (to be)
l) When I met her, she ……. A basket. (carry)
m) Mulenga …….. a bicycle when I met him. (ride)
n) The baby …… by the time its mother came back. (cry)
o) When they entered, we ……. Our prayers. (say)

- **Past Perfect Tense.**

This tense is used to show that one event happened before another in the past. It is also used to indicate that an event took place before a certain fixed time.

- We use '**had**' as helping verb in the past perfect tense.
- The main verb used is the past participle form – e.g**. written**, **broken**, **seen**, **eaten** and so on.
- Therefore we use '**had**' plus **a verb in the past participle form.**

Examples:
a) He **had** fallen asleep when the food was brought.
b) I **had** left for India when my father died.
c) They **had** taken all the money.
d) The children shouted after the teacher **had** left the class.
e) By December last year, I **had** bought a computer.

Task 1

Fill in the blank spaces with the correct form of the **past perfect tense** of the verbs in bracket.
a) The boy refused to admit that he …….. the money. (steal)
b) My father wanted to know who …….. the letter. (bring)

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c) We …….. our work by lunch time. (complete)
d) By the time we went to bed, we …….. our prayers. (say)
e) The concert …….. when we entered the theatre. (begin)
f) She …….. to bed when the robbers broke into the house. (go)
g) Peter ……..two goals by the time the match ended. (score)
h) We reached the station when the train …….. left. (leave)
i) I …….. Her since she left. (not write)
j) Who …… Without the teacher's permission? (went)
k) Cate …… before her mother returned. (bath)
l) The children said that they …….. A ghost. (see)
m) We bought more sweets after you …….. (leave)
n) What …… to you last night? (happen)
o) Justine …….. French before he went to France. (Learn)

- **Past Perfect Continuous Tense.**

In this tense, the helping verbs used are '**had been**' and the main verb ends in – '**ing**'

Examples:

a) He **had been** dancing for seven minutes.
b) The learners **had been** making a lot of noise.
c) They **had been** sweeping the classroom.
d) The timekeeper **had been** sweeping ringing the bell.
e) The players **had been** playing for two hours.
f) Michael **had been** writing for four hours.
g) They **had been** eating for one hour.
h) The mother **had been** nursing her baby for one week
i) I **had been** revising for my exams for two weeks.
j) Sarah **had been** singing the national anthem.

Task 1

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Put the following sentences into the past perfect continuous tense.

a) He writes to his father.
b) They are weaving baskets.
c) Musa went to Nairobi
d) Someone has knocked at the door.
e) The children have done the exercise.
f) Ezra was opening the box.
g) They were asking us for some help.
h) We talked to the doctor.
i) That dog was barking at me.
j) Hakim is speaking to the minister.
k) The teacher has explained to us.

- ## Future Simple Tense.

  We use the future simple tense for actions or events that will take place in future.
  - We use '**will**' and '**shall**' as helping verbs.
  - We use '**will**' with pronouns '**he**' '**she**' '**they**' '**you**' '**it**' plus singular and plural nouns.
  - We use 'shall' with pronouns '**I**' and '**we**'
  - Another way of expressing the future tense is by using '**going to**'

Examples:

a) I shall come back tomorrow afternoon.
b) We shall meet next week.
c) He will be punished next week.
d) They will eat Irish potatoes on Monday.
e) You will see the doctor later.
f) Carol will get the prize next term.
g) The children will complete their work later.
h) I am going to buy a new book after classes.
i) Are you going to sweep the classroom in the evening?

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Task 1

Use the verbs in the brackets to complete the following sentences in the future simple tense.

a) Joan ……. us next Sunday. (visit)
b) Mother ……. care of our uncle's wife. (take)
c) I …….. my homework after supper. (do)
d) The teachers …… harder next term. (work)
e) We ……the village meeting. (attend)
f) I …….. that place next year. (leave)
g) The baby …… with the house girl. (stay)
h) We …… some beans tomorrow. (buy)
i) I ……. for my final examinations next year. (sit)
j) The farmer …… all the seeds. (sow)

Task 2

Change the following sentences into the future simple tense.

a) We lost our money.
b) They are sitting in the shade.
c) Nathan has received a big prize.
d) My father paid for the lost property.
e) We asked many questions.
f) He prepares our meals at school.
g) They were learning French last year.
h) Janet is riding a bicycle.
i) Jane's aunt sent her a present.
j) He had seen the preacher.

- **Future Continuous Tense.**

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This tense is used to indicate that an activity will be going on for a period of time in the future. We use helping verbs '**will be**' or '**shall be**' in addition to a main verb ending in – '**ing**'.

Examples:

a) We shall be leaving for Nairobi next week.
b) I shall be sitting for my final examinations next month.
c) The teacher will be marking our books in the evening.
d) They will be going for a walk after lunch.
e) You will be receiving a prize at the end of the year.
f) She won't be seeing us for several days.

Task 1

Change the verbs in brackets below into the future continuous tense.

a) They …… the zoo at the end of the second term. (visit)
b) Our staff meeting …… place in the afternoon. (take)
c) The bus …… At exactly 7;30 hours (leave)
d) We …… A lot of work next week. (do)
e) Father …… Sugar when he comes. (buy)
f) I …… My parents during the vacation. (help)
g) The doctor …… You after lunch. (examine)
h) We …… the concert next Saturday. (enjoy)
i) Angela …… In the house next July. (live)
j) The boy …… the blackboard after the lesson. (clean)

- ## Future Perfect Tense.

This tense indicates that an event or action will be already done by a certain fixed period of time in future. We use '**shall have**' or '**will have**' as helping verbs.

Examples:

a) By next week, we shall have received the letter.
b) The bus will have arrived by 08:00hours.
c) They will have completed the work by the end of the lesson.
d) By this time tomorrow, I shall have reported to the teacher.
e) By the end of the term, we shall have known how good he is.

Rewrite the following sentences by changing the verbs in the brackets into the future perfect tense.

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a) We …… about it by next term (learn)
b) The train …….. by six o'clock. (leave)
c) By the end of the year, they …… all the information about him. (get)
d) The patients …….. before next week. (recover)
e) By tomorrow, I …….. the exercises. (do)
f) We …… The play in the next thirty minutes. (finish)
g) The bank …… by 3 o'clock. (close)
h) By the beginning of the year, they …….. back. (fly)
i) Mary …… before she leaves the university. (marry)
j) Before tomorrow, he …… visit me. (visit)
k) We …… the doctor by lunch time. (see)
l) By 2030, the government …… Illiteracy. (eradicated)

- **Future Perfect Continuous Tense.**

  The helping verb used in this tense are:
  - '**Shall have been**' plus a verb in the continuous form.
  - '**will have been**' plus a verb in a continuous form.

Examples:

a) Next week Thursday, I shall have been staying with my aunt for a week.
b) When they beat her again, she will have been crying for the fifth time.
c) By next week, I shall have been staying with my aunt for a week.
d) By October, Susan will have been attending church services for two months.
e) By 10:00 hours a.m. my sister will have been eating for two hours.

Task 1

Change the verbs in the brackets into the future perfect continuous tense.

a) By next year, he …….. for a year. (school)
b) By the time you come, I …… For two hours. (read)
c) When the bell goes, we ……for the teacher for thirty minutes. (wait)
d) By mid- March, they ……..for two months. (learn)
e) Juliet …… Water for 20 minutes by lunch time. (fetch)
f) By the time the minister arrives, all the people ……up for a long time. (stand)
g) If she comes again, she …… us for the second time. (visit)
h) By the end of this year, he …… this class for six years. (teach)
i) We …… to the teacher for half an hour by the end of the lesson. (listen)
j) By evening, we …….. for seven hours. (play)

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○ UNIT3: Preposition

Prepositions are short words that are used after verbs, adjectives or nouns so as to show a relationship between the subject and the object of the sentence. The following are the common words and their prepositions:

The following are examples of preposition

of, from, at, to, for, about, in, on, with, into, upon, by, upon, by, through, out, under, against, away, along, since, down, besides, round.

word	**preposition**	**word**	**preposition**
accustomed	to	capable	of
agree	to	care	for
acquainted	with	comply	with
ashamed	of	composed	of
afraid	of	confidence	in
abstain	from	congratulate	for/on/upon
amazed	at	concerned	with
astonished	at	concentrate	on
account	for	conscious	of
anxious	for/about	consist	of
absent	from	cope	With/upon
abide	by	deal	with
absorb	in	depend	on
ask	for	deprive	of
bow	to	die	in/from/of
benefit	from	different	from
believe	in	divide	into
borrow	from	dressed	in
choose	from	excel	In/at
call	fo/on	exchange	for

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word	preposition	word	preposition
escape	from	prevent	from
familiar	With/to	protest	against
fail	in	provide	with
fond	of	proud	of
friendly	to	recover	from
fall	of	patient	with
get rid	of	related	to
go	to/by/through/on	rely	on
Good	at	reply	to
grateful	to	restrain	from
guard	against	run	after
guilty	of	save	from
heal	from	shake	with
indifferent	to	smile	at
independent	from	speak	to/against
insist	on	stare	at
interested	in	struggle	with/for
jealous	of	succeed	in
jump	over	suffer	from
knocked	down	suitable	for
laugh	at	superior	to
lean	against	supply	with
lend	to	surprised	at
leave	for	suspected	of
live	at/in	thirsty	of
look	out/for/at/after	translate	into
married	to	tremble	with
match	To/along	wait	for
nominate	to	walk	along/across
object	to	warn	against
occupied	with	watch	out
opposite	to	weak	in
ought	to	withdraw	from
participate	in	wonder	at
pass	by/away	write	to/in/about
point	at/to/out		
popular	with		
postpone	to		

Task 1

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Insert the correct preposition in the following sentences.

a) My father died …… cancer.
b) The thief jumped …….. the wall fence.
c) Cain was jealous …….. of his brother Abel.
d) He is interested …….. Reading news papers.
e) I prefer tea …… coffee.
f) Mubita was guilty …….. murder.
g) I do not believe …… life after death.
h) James is proud …….. His mother.
i) Most women don't listen …….. radio programme
j) Our teacher was tired …… going to town every week.
k) I never waited …… Tom.
l) The manager was accused …….. corruption.
m) The religious leaders don't agree ……. the politicians.
n) The headteacher congratulated the school football team …… its success.
o) Girls are normally good …….. Mathematics.
p) I borrowed one thousand kwacha ……from Timothy.
q) The glass of water was full ……. poison.
r) John is fond …….. beating his friends.
s) The car knocked …… two pupils last week.
t) Mary got married ……. Andrew.

Task 2

Use **for**, s**ince**, **on**, **in**, **by** or **at** in the blank spaces of the following sentences.

a) We study mathematics …… the evening.
b) The gulf war started …… 1986.
c) She has been in USA …… nine months now.
d) I have been sick …….. Last Monday.
e) They have lived in South Africa …….. a year.
f) She passed …… by me at the constitutional square.
g) He will have died …… next week.
h) It has rained …… three hours.
i) She will be here ……. next week.
j) Our school opened ……. 1967.

o UNIT4: Question tags

A question tag is a short question that comes at the end of a statement. We use it to turn a statement into a question. There are two types of question tags.

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When the statement is **affirmative** or **positive**, the question tag is in **negative**

Example:

He is sick**, isn't he?**

They are early**, aren't they?**

He didn't eat the food, **did he?**

When the statement is **negative**, the question tag is **affirmative** or **positive.**

Example:

They don't eat pork, **do they?**

She doesn't write well**, does she?**

He doesn't know how to read, **does he?**

A question tag consists of a helping verb**.** Such verbs include **can, do, have, must,** and so on and a preposition such as **I, he, she, they, we, it, will** and so on and a pronoun such as I, he, she, they, we and it.

Example:

He can drive me, **can't he?**

You don't have money, **do you?**

The helping verb in the first part of the sentence is the same as the one in the question tag. This is the case even if the helping verb has been left out in the first statement.

Example:

He does play football, **doesn't he?**

He plays football, **doesn't he?**

There are some special forms of helping verbs. These include I am, used to, shall/will, need and needn't.

Example:

I am going with you, **aren't I?**

I am not going with you, **am I?**

Shall/will

Example:

Let us sit down, **shall we?**

Get me that chair, **will you?**

Whenever question and answer tag are used, **the tenses** used must be closely as shown in the following examples

You write neatly, **don't you?**

They are writing English, **aren't they?**

They have helped him before, **haven't they?**

Mary went to the disco dance last night, **didn't she?**

Peter had not finished before twelve o'clock, **had he?**

The teachers were marking books, **weren't they?**

She will wait for you, **won't she?**

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Task 1

Add question tags to the following statements:

a) You can't play chess, ……..?
b) My mother cooks well, ……?
c) They were singing the national anthem, ……?
d) We are early for the concert,……..?
e) He is a short boy, ……?
f) They will get their first degrees next year, ……..?
g) The house girl does not speak English, ……..?
h) Our teacher did not teach last week, ……..?
i) He will not give me some money, ……?
j) We know what we did, ……..?

Task 2

Add question tags to the following statements:

a) He is still sleeping, ……?
b) You go to UNZA, ……?
c) We won't be late, ……?
d) You wouldn't like to invite my brother, ……?
e) This won't work, ……?
f) You have a lot of brothers, ……?
g) She has a young baby, ……?
h) They lived in Zambia,……?
i) You are very excited, ……..?
j) We are learning English, ……..?

○ Unit 5: Active and Passive voice

In active voice, we begin the sentence with the **subject** while in passive we begin the sentence with the **object.** The voices change according to the tense used. Therefore, we are going to look at them in each and every tense so that it can be well mastered.

- **Present Simple Tense**

a) Jonathan plays football. (active)
   Football is played by Jonathan. (passive)
b) The doctor warns me against smoking cigarettes.(active)
   I'm warned against smoking cigarettes by the doctor. (passive)
c) Lions eat other animals. (active)
   Other animals are eaten by lions. (passive)
d) Someone beats Allen on the head. (active)

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Allen is beaten by someone on the head. (passive)

e) The teacher is writing a letter. (active)
A letter is written by the teacher. (passive)

- **Present continuous tense**

a) Jonathan is playing football. (active)
Football is being played by Jonathan. (passive)

b) They are beating me. (active)
I am being beaten by them. (passive)

c) Fred is cleaning the school. (active)
The school is being cleaned by Fred. (passive)

d) The teacher is teaching the class. (active)
The class is being taught by the teacher. (passive)

e) She is washing the plates. (active)
The plates are being washed by her. (passive)

- **Present Perfect Tense**

a) Moses has played football. (active)
Football has been played by Moses. (Passive)

b) They have eaten food. (active)
Food has been eaten by them. (passive)

c) It has broken the cup. (active)
The cup has been broken by it. (passive)

d) I have taught them. (active)
They have been taught by me. (passive)

e) My father has punished them. (active)
They have been punished by my father. (passive)

- **Past Simple tense**

a) Alan played football yesterday. (active)
Football was played by Alan yesterday. (passive)

b) The lion killed a baby. (active)
The baby was killed by the lion. (passive)

c) Mary bought a dress for me. (active)
A dress was bought for me by Mary. (passive)

d) They write two books. (active)
Two books were written by them. (passive)

e) She cooked the nsima. (active)
The nsima was cooked by her. (passive)

- **Past continuous tense**

a) Moses was playing football. (active)
Football was played by Moses. (passive)

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b) I was teaching mathematics. (active)
Mathematics was taught by me.(active)
c) He was repairing the bicycle. (active)
The bicycle was repaired by him. (active)
d) They were eating sweets. (active)
The sweets were being eaten by them. (passive)
e) My mother was washing my clothes. (active)
My clothes were washed by my mother. (passive)

- **Past perfect tense**

a) Samson had played football. (active)
Football had been played by Samson. (passive)
b) The headman had killed the zebra. (active)
The zebra had been killed by the headman. (passive)
c) I had written a letter. (active)
A letter had been written by me. (passive)
d) The policeman had broken into the house. (active)
The house had been broken into by the policeman. (passive)
e) The headteacher had punished the naughty boys. (active)
The naughty boys had been punished by the headteacher.

- **Future simple tense**

a) Moses will play football tomorrow. (active)
Football will be played tomorrow by Moses. (passive)
b) They will guide us. (active)
We will be guided by them. (passive)
c) He will learn English language
English Language will be learnt by him. (passive)
d) I will ask the president a few questions. (active)
A few questions will be asked by him. (passive)
e) The doctor will operate on me tomorrow. (active)
I will be operated on by the doctor tomorrow. (passive)

- **Future perfect tense**

a) Moses will have played football. (active)
Football will have been played by Moses. (passive)
b) Before the end of the week, he will have repaired the bicycle. (active)
The bicycle will have been repaired before the end of the week by him. (passive)
c) By this time next year, they will have built a new house. (active)
A new house will have been built by this time next year by them. (passive)
d) By the end of June, they will have taken all her books. (active)
All her books will have been taken by them by the end of June. (passive)

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e) By the end of December, learners will have written their examinations.
   Their examination will have been written by them by the end of December. (passive)

Task 1

Change the following sentences into passive form of the present simple tense.

a) I love Judith.
b) Lions eat meat.
c) Mary learns mathematics.
d) She plays netball.
e) We sing the song.
f) They drink milk.
g) The doctor warns him against smoking.
h) Cars carry people and goods.
i) Jane sleeps on the bed.
j) The learners write homework every day.

Task 2

Change the following sentences into passive form of the present continuous tense.

a) I am writing a letter.
b) She is reading a novel.
c) They are carrying a dead body.
d) We are resting under a tree.
e) He is listening to music.
f) They are repairing a radio.
g) I am revising my science notes.
h) The teacher is teaching us.
i) She is giving us prizes.
j) We are playing volleyball.

Task 3

Change the following sentences into the passive form of the present perfect tense.

a) He has taken a ring
b) They have learnt English.
c) We have spoken Latin.
d) The snake has eaten the rat.
e) We have played football.
f) The baby has broken the pot.
g) Mary has read the book.
h) Peter has cleaned the classroom.
i) Daddy has paid my school fees in full.
j) My brother has eaten all the oranges.

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Task 3

Re- write the following sentences into the passive voice using the past simple tense.

a) James broke the glass yesterday.
b) He stole our books.
c) The boy ate an orange.
d) Abraham put more salt in the soup.
e) The girls took my information.
f) We need some advice.
g) He gave me a Christmas Card.
h) My wife lost my money.
i) They greeted us.
j) They need some advice.

Task 4

Re-write the following sentences into the passive voice using the past continuous tense.

a) The cat was eating rats.
b) The dog was tearing off some meat.
c) Simon was closing the brief case.
d) Moses was taking pencils out of the cupboard.
e) The teacher was ringing the bell.
f) Her mother was sending him to a boarding school.
g) I was coaching the girls some football tricks
h) We were spending a lot of money.
i) That woman was telling us some news.
j) Her father was sewing her dress.

Task 5

Change the following sentences into the passive form of the past perfect tense.

a) Jane had seen the robbers.
b) I had cut down the tree.
c) Edward had stolen the money.
d) The pupils had eaten apples.
e) The dog had taken the chick.
f) He had killed the motorist.
g) She had spotted the car.
h) The Europeans had fooled us.
i) My brother had hidden it under the bed.
j) They had gone by plane.

Task 6

Change the following sentences into active form of the future simple tense.

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a) The ball will be taken by them.
b) We will be beaten by him.
c) It will be carried by us.
d) Many questions will be answered by me.
e) All the crops will be swept by the rains.
f) Science will be taught by the headteacher.
g) She will be written to by her.
h) We will be guided by them.
i) They will be awarded by the president.
j) They will celebrate Christmas.

Task 7

Re-write the following sentences according to the instructions given in the brackets.

a) By October, we shall have learnt a lot of French.
   Begin: ……
b) By next week, he will have done a lot of work.
   Begin: ……
c) Before we come back, will my sister have eaten the food?
   Begin: will the food ……
d) By this time next year, they will have built a new house.
   Begin: A new house ……..
e) By next week, he will have taught us verbs.
   Begin: We ……..

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○ UNITY 6: Conjunctions

A conjunction is a joining word. It can also be defined as a '**linking word**'.

Types of conjunctions

a) Coordinating conjunctions

These are linking words, which join together sentences of the same weight.
The following are examples of **but**, **yet**, **or**, **and**, **like**, **with**, **both**

Examples

1. Musa **and** Ali are going to school.
2. The dog **and** the cat drink milk.
3. Janet **and** Sarah are my friends.
4. The teacher **and** the pupils are going on a tour.
5. The boys **and** the girls do their work well.
6. The teacher came late **yet** he arrived earlier than some pupils.
7. He will go **or** they will come for him.
8. We tried to serve his life **but** failed.
9. The drink was **both** sour and expired.
10. David **or** Joseph can go to the market.

Task 1

Join the following sentences using: **but**, **yet**, **or**, **and**, **both** as the case may be.

a) Peter is a lazy pupil. Mary is a lazy pupil.
b) She came. It rained heavily.
c) May be Paul stole it. John stole it.
d) The fruit was juicy. The fruit was delicious.
e) Stella is a bright pupil. Irene is a bright pupil.
f) I eat bread. I don't enjoy bread.
g) We tried to look for the way. We did not succeed.
h) She is my guardian. She is my benefactor.
i) He passed it. He was sick.
j) My parents were absent. I had to go.

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Task2

Fill in the blank spaces below with the most suitable conjunction.

a) Daddy bought the bag …… put in the car.
b) She looked for her mother …… she could not find her.
c) You need not come with us …… you will be later too.
d) The night was very cold …… it is summer.
e) He didn't know how to play football …… volley ball.
f) Sarah bent her dress …….. she had been warned to be careful with the pressing iron.
g) Let us sit down……. He will see us.
h) We are flying to Nairobi …… Mombasa.
i) Brenda prepared the tea ……. She missed it.
j) I will sit for Mathematics …… Science examination at 14:00hours.

b) Subordinating conjunction

These conjunctions join together sentences that are not of the same strength. They are sometimes referred to as adverbial conjunctions. Examples of subordinating conjunctions: **because**, **although**, **since**, **while**, **wherever**, **despite**, **though**, u**nless** and **whenever**.

Examples of sentences joined together with subordinating conjunctions.

1. Because

a) Betty was poor. She was unemployed.
Betty was poor because she was unemployed.
b) Daniel is sick. He drank unboiled water.
Daniel is sick because he drank unboiled water.
c) Josephine is an orphan. Her parents died.
Josephine is an orphan because her parents died.

2. Despite

a) Susan is active. She is not liked by her teacher.
Despite Susan's activeness, she is not liked by her teacher.
b) He is wealthy. He does not own a car.
Despite his wealthy, he does not own a car.
c) He is qualified. He cannot find a job.
Despite his qualification, he cannot find a job.

3. Although

a) She is Ugandan. She does not speak any Ugandan language.
Although she is Ugandan, she does not speak any Ugandan language.
b) She failed her exams. She had copied.

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She failed her exams although she copied.

c) He is a comedian. He is not a happy man.
   Although he is a comedian, he is not a happy man.

4. Unless

a) If she does not score good marks, she will not go to the university.
   Unless she scores good marks, she will not go to the university.
b) If he misses the train, he will go by bus.
   Unless he misses the train, he will not go by bus.
c) If he doesn't work hard, he will fail the exams.
   Unless he works hard, he will fail the exams.

Task 1

Join the following sentences as instructed without changing the meaning.

a) Peter is inactive. He did not eat lunch.(join using because)
b) She fell down. The land was slippery. (join using because)
c) I went with an umbrella. It was threatening to rain. (join using because)
d) Some Africans are poor. They work hard. (Re-write using although)
e) Although he is cruel, he rarely beats his children. (Re-write using despite)
f) They were sure of their answers. They were wrong. (Re - write using although)
g) Although they were sincere, nobody believed them. (Re - write using despite)
h) He is crying. His mother has died. (join using because)
i) He did not will the election. He was not popular. (join using because)
j) They lost the game. They did not have game plan. (join using because)

Task 2

Re- write the following sentences using "unless"

a) If my brother buys a car, I shall learn how to drive.
b) He will go abroad for studies if the government offers him a scholarship.
c) If I get paid, I will send your school fees.
d) She would not punish me, if she were my mother.
e) The soldiers will win the battle if they are well organized.
f) If she does not work hard, she will not pass.
g) If we finish the exams in time, I will go back home today.
h) Our district will become a desert if we continue cutting down trees.
i) We shall suffer from malaria if we don't sleep under a treated mosquito net.
j) Patience will be late for school if she does not wake up early.
k) If we don't invite the comedian, he will not come.
l) If I am given enough text books, I shall pass the final exams.
m) If I work very hard, I will be rich.

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n) The farmers will have a good harvest if there will be enough rains.
o) She will be promoted if she works hard.

5. since and for

"**since**" is used when a point of time from which an action began is given. The present perfect tense is always used when an action is still existing. For example

a) They have been playing football since morning.
b) They have played netball since morning.
c) I have not seen her since last week.
d) Joseph has not eaten anything since yesterday.
e) She has been a doctor since 1999.

"**for**" is always used when the length of time an action has spent in existence is indicated. For example

a) They have played for two hours
b) I have not seen him for three days.
c) Joseph has not eaten for eight hours.
d) My father has not been working for one month.
e) The workers have not been paid for five months.

Task1

Complete the following sentences using "for" or "since"

a) It has been raining ……. morning.
b) They waited …….. two hours to meet you.
c) Juliet has lived in South Africa …….. twenty years.
d) I haven't been to town …… yesterday.
e) Jane has been siting there ……. More than an hour.
f) My brother has been away …… Friday.
g) He stayed behind in the house ……. Last year.
h) Peter has been in hospital …… last year.
i) Judith has been away …… a week.
j) We have been travelling …… last month.
k) We have been learning ……07:00hours.
l) He has been painting that house …… yesterday.
m) They have been to America ……. Seven years.
n) I have been teaching …….1998.
o) We have been eating beef …….. Monday.

○ UNIT 7: Correlative conjunction

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These are conjunctions that have a mutual relationship. Such conjunctions go hand in hand. They are also referred to as simply **correlatives.**

Examples:

so ……that…….
such a ……that…….
in spite of ……..
no sooner …… than ……
either ……..or ……..
neither ……or ……..
enough ……..to ……..
not only …….. But also ……
because of ……
scarcely …….. when ……
hardly …….. When ……
in order to ……
prefer ……to ……
as ……as ……
As well as ……

'**so….. that**' and '**such a …….. that**'

a) He was a rich man. He bought the whole village.
   He was so rich a man that he bought the whole village
   He was such a rich man that he bought the whole village.
b) He was very popular gentleman. He was elected the president.
   He was so popular that he was elected the president.
   He was such a popular gentleman that he was elected the president.
c) The woman was very old. She could not walk on her own.
   The woman was so old that she could not walk on her own.
   She was such an old woman that she could not walk on her own.

Task 1.

Join the following sentences using either (so … that or such …. that)

a) He revised very hard. He passed well.
b) The day was very hot. We could not rest in the house.
c) Peter is very tall. He can touch the ceiling.
d) The food was very cold. Nobody could eat it.
e) The examination was very difficult. Most of the pupils failed them.
f) The school is very old. It may fall down any time.
g) The bicycle is very cheap. Everybody can buy it.
h) Tom is very tall. He cannot sleep on that bed.

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i) That novel is very difficult. Nobody can understand it.
j) He was very intelligent. He got the bursary from the district.

In spite of

Examples:

a) In spite of his riches, he was not selected.
   In spite the fact that he was rich, he was not elected.
b) He dropped out of school in spite of his cleverness.
   He dropped out of school in spite the fact that he is clever.
c) In spite of her beauty, she was not married.
   In spite the fact that she was beautiful, she was not married.

Task 1

Join the following sentences using '**in spite of**'

a) He is very rich. He does not pay school fees for his children.
b) She is good at Mathematics, she cannot draw an acute angle.
c) She comes late. She follows what the teacher teaches.
d) He is a handsome boy. Girls don't like him.
e) It was a very stormy rainfall. No tree fell down.

No sooner ……. Than

This conjunction is used to show the shortest possible time something happened. That is **as soon as**, **shortly after**, **immediately**, and so on.

No sooner comes at the beginning of the sentence.

No sooner is used to show what happened soonest after the other.

The verb after **No sooner had** should be in the past participle form e.g. gone**,** broken, gone, etc.

Examples:

a) As soon as the president arrived, it started raining.

   No sooner had the president arrived, than it started raining.

b) Immediately he switched on the lights, the thief entered the house.

   No sooner had he switched on the light, than the thief entered the house.

c) As the teacher left the classroom, the children started shouting.

No sooner had the teacher left the classroom, than the children started shouting.

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Task 1.

Re – write the following sentences using 'no sooner than'

a) As soon as she opened the door, she saw a snake.
b) The soldiers stood stiff as soon as they saw their commander.
c) As soon as the president arrived, the national anthem was sang.
d) When the baby saw her lost mother, it started crying.
e) As he switched on the TV, he got a serious electric shock.
f) She gave me an invitation card, as soon as she saw me.
g) Immediately he went to bed, he fell asleep.
h) He died instantly after being gunned down.
i) He reported them to the headteacher as soon as he came back.
j) Immediately the robbers entered the border, the army ambushed them.

Either ……. or……

This conjunction is used to show that one of the things will happen. It is used in the affirmative. However, '**either**, which is not followed by '**or**' can be used to mean '**both**'

Examples:

a) He must laugh. He must cry.
   He must either laugh or cry.
b) They must win. They must be defeated.
   They must either win or be defeated.
c) They may go and watch the movie. They may stay at home.
   They will either go and watch a movie or stay at home.
d) There are flowers on both side of the house
   There are flowers on either side of the road.
e) They planted trees on both sides of the road
   They planted trees on either side of the road.
f) I can write well using both hands.
   I can write well using either hands.

Task 1

Re- write the following sentences using 'either'.

a) The teacher teaches both classes well.
b) They told us to line up on both sides of the road.
c) Martha has cleared both rooms.
d) They planted trees on both sides of the street.
e) I can play football with both legs.

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f) She put books on both sides of the table.
g) Irene can use both hands equally well.
h) He has written in both books.
i) They picked fruits from both trees.
j) She has ear-rings on both ears.

Neither ……..nor

This conjunction is used to show that none of the two will happen. It is used in negative.

Examples:

a) He did not greet the visitors. He did not smile at them.
   He neither greeted the visitors nor smiled at them.
b) She cannot fly. She cannot swim.
   She can neither fly nor swim.
c) They never accepted. They never refused to attend the party.
   They neither accepted nor refused to attend the party.
d) Peter did not go to school. Mary did not go to school.
   Neither Peter nor Mary went to school.
e) The teacher has not come. The pupil has not come.
   Neither the teacher nor the pupil has come.
f) He doesn't eat. He doesn't drink.
   He neither eats nor drinks.
g) Moses does not play football. Michael does not play football.
   Neither Moses nor Michael plays football.
h) Mandela does not drive. Obama does not drive.
   Neither Mandela nor Obama drives.
i) The visitors did not greet. The hosts did not greet.
   Neither the visitors nor the hosts greeted.
j) He didn't eat. He didn't drink.
   He either ate nor drunk.

Task 1

Join the following sentences using "either…or" and "neither … nor"

a) He did not play. He did not warm up.
b) The baby drank the milk. Adam drank it.
c) He failed mathematics. He did not pass English.
d) It is not deep. It is not salty.
e) It could not sleep. It could not bark.
f) She did not greet us. She did not give us drinks.
g) They will win. They will lose.

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h) She will die. She will survive.
i) Her mother doesn't read. She doesn't write.
j) Tom is watching TV. He is listening to music.
k) It could not fly. It could not move.
l) They will come early. They will come late.
m) They did not understand the speech. They did not welcome it.
n) They will win the battle. They will lose the battle.
o) In the month of Ramadan, he does not eat. He does not drink.

Enough ……. to

Enough is usually used after an adjective or an adverb.
Examples:

a) He ran fast. He won the race.
He ran fast enough to win the race.
b) The wind was very strong. It blew off the roof of his house.
The wind was strong enough to blow off the roof of his house.
c) The shopkeeper was very foolish. He did not serve any money.
The shopkeeper was not wise enough to save any money.
d) He has enough video tapes to keep him busy.
e) Tom is very young. He can't go to school.
Tom is not old enough to go to school.

Task 1

Join the following sentences using "enough"

a) Master is very strong. He will lift it alone.
b) Diana is clever. She will get six points.
c) He understands Science. He will be able to pass it.
d) She came late. She missed the first examination.
e) This food is not ready. We can't eat it.
f) The ditch was very deep. It broke her leg.
g) He is very skilled. He can repair a computer.
h) Tina speaks Kiswahili very well. The soldier understood her.

Too…….to

This correlation is used in sentences with a negative idea.

Examples:

a) That lady is very fat. She cannot run.
That lady is **too** fat **to** run.
b) He is unsteady. He cannot pass the examinations.

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She is **too** unsteady **to** pass the examinations.

c) It is too hot. We cannot walk to the railway station.
   It is **too** hot for us **to** walk to the rail way station.
d) The box is very heavy. Aida cannot lift it.
   The box is **too** heavy for Aida **to** lift.

Task 1

Re-write the following sentences using "too…to"

a) Peter is very young. He cannot carry a jerrycan of water.
b) Mathematics is very hard. I failed to pass it.
c) The block is very heavy. Mary cannot carry it.
d) It was very dark last night. We could not see the thief.
e) The tree is very big. Young boys can't climb it.
f) A hare is very fast. It can't be caught by a dog.
g) It is very cold at night. You can't go out without a coat.
h) The tea was so hot that we cannot drink it.
i) The roof is very high. Rita cannot catch it.
j) The letter was very difficult. None of us could read and understand it.

Not only …….. but also.

Examples:

a) The goat is sick. It has a broken leg.
   The goat is not only sick but also has a broken leg.
   Not only is the goat sick but also has a broken leg.
b) The thieves stole his money. They killed him.
   The thieves not only stole his money but also killed him.
   Not only did the thieves steal his money but also killed him.
c) Cows provide us with milk. They give us hides.
   Cows provide us not only with milk but also hides.
   Not only do cows provide us with milk but also hides.

Task1

Join the following sentences using "not only…. But also"

a) The soldier shot him. He killed him.
b) They watched the play on the stage. They watched the play on the big screen.
c) He ate beef. He ate chicken.
d) Tom is a teacher. He is a lawyer.

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e) Forests give us timber. They give us herbs.
f) She respects her teacher. She respects her class monitor.
g) He caned the thief. He handed him over to the police.
h) The snake bit him. It killed him.
i) The letter was read to him. It was translated to him.
j) The girl is lazy. She does not care.

Because of

Examples:

a) She was punished. She was late.
   She was punished because of being late.
b) He is liked by most pupils. She is well behaved
c) He is not active in class. He does not eat lunch.

He is not active in class because of not eating lunch.

Task 1

Join the following sentences by using "because of"

a) They will become popular. They are honest.
b) She grew very fast. She was taking a lot of fat.
c) He came late. It was raining.
d) They went with their bottled water. The game parks lack clean water.
e) Paul got a lot of prizes. He writes well.
f) He does not go to school. His father is poor.
g) He likes bread. It is an energy giving food.
h) They will be elected. They gave them money.
i) Mary did not a first grade. She missed the first examination.
j) The tree fell on his roof. It was near the house.

Scarcely …. When and hardly ….when

"Scarcely" and "hardly" are used with negative adverbs. They are also used to mean that there is almost nothing.

Examples:

a) Scarcely had the dust settled down when another accident took place.

   Hardly had the dust settled down when another accident took place.

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b) There is scarcely any water in the pot.
c) There is hardly any water in the pot.

Task 1

Complete the following sentence below in any meaningful way.

a) Hardly had the teacher left the classroom ……..
b) Scarcely had he got the prize ……
c) There was hardly ……
d) There is scarcely ……..
e) There was hardly any money ……..
f) There is scarcely any sugar ……..
g) There was hardly …… in the bank ……
h) Hardly had we finished the exercise ……..
i) Hardly had the guest arrived ……..
j) Scarcely had they beaten the drums ……

In order to/ so as/ so that

The above conjunctions have the same meaning. They are used when one wishes to state the reason for doing something.

Examples:

a) He washes cars in order to money for school fees.
b) He washes cars so as to get money for school fees.
c) He washes cars so that he can get money for school fees.

Task 1

Re- write the following sentences in three different ways using:

"**In order to**", "**so as**" and "**so that**"

a) The thief broke the doors. The wanted to steal his TV set.
b) She carried a lot of food. He wanted to have enough for his journey.
c) She didn't want to be seen. She hid her face.
d) He drinks milk daily. He goes to the bar.
e) He sat behind the bars. He wanted to learn from the prisoners.
f) Peter sold off his land cheaply. He wanted to buy a car.
g) She wore a beautiful dress because she wanted to win the beauty contest.
h) For the sake of getting a first grade, he read his notes through out the night.
i) Mother saved some money. Her intention was to buy a car.
j) I iron my uniform. I want to look smart.

Prefer …to

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The word "**prefer**" is used to mean "**liking more than**" liking better than. It is used when one has to choose one item from another.

Examples:

a) Mike likes rice more than millet.
   Mike prefers rice to millet.
b) I like English more than Mathematics.
   I prefer English to mathematics.
c) Pupils like day schools more than boarding schools
   Pupils prefer day schools to boarding schools.
d) Jane liked reading better than writing.
   Jane preferred reading to writing.

Re-write the following sentences using "prefer….to"

a) Babies like soft solid foods more than milk.
b) She likes singing more than dancing.
c) I like rural life but I like town life more.
d) I like poems but I like riddles very much.
e) Jimmy likes tea more than coffee.
f) My father likes goat meat more than pork.
g) She likes netball more than classwork.
h) Andrew enjoys volleyball more than darts.
i) Europeans like wild animals more than domestic ones.
j) My mother likes potatoes more than rice.

"as… as"

This conjunction is used when comparing things or people.

a) Sylvia is tall. Pauline is tall.
   Sylvia is as tall as Pauline.
b) This room is big. That room is small.
   That room is not as big as this one.
c) Martin is two metres tall. Mark is one and half metres tall.
   Mark is not as tall as Martin.
d) Mary is very beautiful. Mary's mother is very beautiful.
   Mary is as beautiful as her mother.

Task 1

Join the following sentences using …..as …..as / not as…..as.

a) Isaac is very clever. Moses is very clever.
b) My father is tall, my mother is taller.
c) Your bed is four feet wide. My bed is two and half feet wide.
d) Nathan was very fast. David was very fast.

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e) The boys were very active. The girls were more active.
f) Daniel is very brave. He is like a lion.
g) Joshua is very hardworking. He is like his father.
h) Ruth is bright. Her elder sister Betty is brighter.
i) Kennedy is kind. I am also kind.
j) Jackson is a canning boy. He is like a fox.

UNIT 8: Conditional Sentences

A conditional sentence (clause) is a sentence that expresses a wish, a desire or a possibility. Conditional sentences (clauses) contain the word '**if'** or '**unless**'. They are called conditional sentences because a certain condition is supposed to be fulfilled in order for an action to take place. For example, **Tom will go to the university if he passes well**. This sentence means that Tom will only go to the university on condition that he passes well.

Conditional sentences consist of two parts:

- The main clause that tell us about the action of the sentence.
- The subordinate clause (if – clause) that depend on the main clause.

There are three types of conditional sentences namely; **Type1, Type2, and Type3.**

- Likely conditionals
- Unlikely conditionals
- Impossible conditionals

For example:

Type 1: If A **happens**, B **will** happen.

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Type 2: If A **happened**, B **would** happened.

Type 3: If A **had happened**, B **would have** happened

In if (1) We use **present simple tense** in the **if clause** and the **future simple tense** in the main clause. (If + present simple tense + future simple tense)

Examples:

a) If Peter comes, I will tell him a story.
b) If we do not complete the work, mother will punish us.
c) If Joseph comes, we shall go together.
d) If I go to London, I will study law.

Join the following sentences using if (1)

a) I will not pay you. First show me the book.
b) He will not survive. He misbehaves.
c) My friend will visit me. Her parents will allow her.
d) He will learn. He listens to his teachers.
e) My father will buy a radio. We shall be happy.
f) I shall work hard. My teacher will buy me a present.
g) If I were God. All the sinners will be punished.
h) The farmers will plant their crops. It rains.
i) You are lazy. You will die a poor person.
j) You are a thief. You will be arrested one day.

In if (2) the condition cannot be fulfilled at all. It is just day dreaming. We use the **past simple tense** in the **if clause** and the condition in the main clause. (If + past simple tense + condition.

Examples:

a) If I were you, I wouldn't eat snakes
b) If I went to London, I would study law.
c) If I were a rich, I would marry a queen.
d) If I were a teacher, I would not beat the pupils.

Change the following sentences into If (2)

a) If she writes to me, I will be very happy.
b) The girls will sweep the class if the teacher tells them.
c) If she does not come, we shall go there.
d) Patience will bring me some mangoes if I sent her.
e) David will ring me if he gets a mobile phone.
f) If it rained today, my mother will sow her beans.

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g) If my problem is solved, I will grow fat.
h) They will not go to school if we don't pay their school fees.
i) Those boys will fetch water if they came back early.
j) If the bank is open, I will withdraw some money.

In if (3) the condition cannot be fulfilled. One is just imagining what would have happen if a certain condition had not been fulfilled. We use the 'past perfect' in the if clause and 'would have' + a past participle in the main clause. (If + past perfect) + (would have), should have, could have, might have.

Examples:

a) If I had eaten, I wouldn't have felt hungry.
b) If she had seen me, she would have reported.
c) If the thief had seen the policeman, he would have run away.
d) If I had sat for the final examination, I would have passed.

Task 1

Change the following sentences into If (3)

a) If he shot at the thieves, they would fear.
b) If she drives fast, she would arrive early.
c) We will not attend classes if the headteacher dies.
d) If Mary got married, she would be more responsible.
e) I would tell him if I met him today.
f) Daddy will not give me a price if I don't pass well.
g) If Moses builds a new house, he will leave the city.
h) They would not attend the burial if they were not informed.
i) I would not go with them if they did not pay for my transport.
j) If I died, I would resurrect.

UNITY 9: Direct and Indirect Speech

Direct Speech

This is the speech which gives the actual words of the speaker.

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Guide lines on the use of direct speech.

a) Only the exact words of a speaker are enclosed in the quotation marks (" ") For example: "Are you going with me?" asked Sarah.
b) When the sentence begins with the speech tag, a comma is placed before the actual words of the speaker so as to separate them. For example: Susan said, "My mother went to town."
c) When the sentence begins with the very words of the speaker and the speech tag comes after, a full stop is put at the end. For example: "My mother went to town," said Susan.
d) After the quotation marks, the first letter should be capital. For example: "Run to school," said the mother.

Examples:

a) Moses said, "I am very hungry."
b) "We are coming" said Juliet.
c) "Why are you crying? The teacher asked me.
d) "I will report the matter to the police" said the driver.

Indirect Speech

This speech just reports what the speaker says or said. It does not show the actual words of a speaker but only the information said. This speech is also referred to as the "**reported speech**"

Guide lines on the use of the indirect speech.

a) Quotation marks are not used, for example

Direct: "I want food" said Peter.

Indirect: Peter said that he wanted food.

b) We always use the word '**that**' after the speech tag though it can be left out.

e.g. Jane said that she was bathing. Or Jane said she was bathing.

c) If the speech tag is in the present simple tense, the tense does not change, for **examples,**

Direct: Allan says, "I must pass my exams."

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Indirect: Allan says that he has to pass his exams.

Direct: “I don’t eat beans,” he says.

Indirect: He says that he doesn’t eat beans.

d) When the speech tag is in the past tense, the tense is changed, for example,

Direct: Allan said, “I must pass my exams.”

Indirect: Allan said that he had to pass his exams.

Direct: “I don’t eat beans,” he said.

Indirect: He said that he didn’t eat beans.

e) When talking about things that are universal truth, the tense does not change even if the speech tag is in the past tense. For example;

Direct: “The moon appears at night,” said the teacher.

Indirect: The teacher said that the moon appears at night.

Direct: Mother said “The sun sets in the west.”

Indirect: Mother said that the sun sets in the west.

Direct: the teacher said, “Water is colourless.”

Indirect: The teacher said that water is colourless.

Different words change from direct speech to indirect speech.

Direct speech	**Indirect speech**
now	them
today	that day
tomorrow	the following day/ the next day
yesterday	the previous day/the day before
in two days time	two days later
last week	previous week
next week	following week
next Monday	following Monday
next day	following day
ago	before
two years ago	two years before
here	there
these	those
this	that
will	would

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shall	should
can	could
must	had to
must not	Was not to/were not to
come	Go/went

How pronouns change from direct to indirect speech.

direct	indirect
you	him/her/they
us	them
I	him/her
our(s)	their(s)
me	her/him
my	hers/his
we	they

Changes of tense from direct to indirect speech.

I. Present simple tense changes to past simple tense.

Examples:

a) Direct: "We do our work," said the pupils.
   Indirect: The pupils said that they did their work.
b) Direct: Joan said, "She buys sweets."
   Joan said that she bought sweets.

II. Present continuous tense changes to past continuous tense.

Examples:

a) Direct: "He is abusing me." Said Arthur.
   Indirect: Arthur said that he was abusing him.
b) Moses said, "I am doing my homework".
   Moses said that he was doing his homework.

III. Present perfect tense changes to past perfect tense.

Examples:

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a) Direct: Iren said, “We have bought sugarcane.”
   Indirect: Iren said that they had bought sugarcane.
b) Direct: The teacher said, “I have taught you for a long time.”
   Indirect: The teacher said that he had taught us for a long time.

IV. Present perfect continuous tense changes to past perfect continuous tense.

Examples:

a) Direct: “He has been playing football,” said Josephine.
   Indirect: Josephine said that he had been playing football.
b) Direct: “We have been washing our clothes.” said the girls.
   Indirect: The girls said that they had been washing their clothes.

V. Past simple tense change to past perfect tense.

Examples:

a) Direct: “I broke my friend’s ruler,” said my brother.
   Indirect: My brother said that he had broken his friend’s ruler.
b) Direct: “I met him near the main road,” said Rosina.
   Indirect: Rosina said that she had met him near the main road.

VI. Past continuous tense change to the past perfect continuous tense.

Examples:

a) Direct: “We were riding bicycles,” said the boys.
   Indirect: The boys said that they had been riding bicycles.
b) Direct: “She was lying to me.” Said Ruth.
   Indirect: Ruth said that she had been lying to her.

VII. Past perfect remains unchanged.

Examples:

a) Direct: “I had taken my watch for repair,” said my father.
   Indirect: My father said that he had taken his watch for repair.
b) Direct: “We had played all our games,” said the captain.

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Indirect: The captain said that they had played all their games.

VIII. Future simple tense changes "**will**" or "s**hall**" to "**would**" or "**should**"

Examples:

a) Direct: "He will marry me," said Racheal.
   Indirect: Racheal said that he would marry her.
b) Direct: "We shall go there next week," said the nurse.
   Indirect: The nurse said that they would go there the following week.

Indirect questions.

Examples:

a) Direct: "what is your name?" he asked
   Indirect: He asked what my name was.
b) Direct: "When are you going back?" he asked
   Indirect: He asked when I was going back.
c) Direct: "Why are you late today?" asked the teacher.
   Indirect: The teacher asked why I was late that day.
d) Direct: "Are you going with us?" mother asked him.
   Indirect: Mother asked him if/whether he was going with them.
e) Direct: Musa said, "Did you get your letter James?"
   Indirect: Musa asked James if/whether he had got his letter.

Indirect orders and requests.

When changing direct orders and requests to indirect speech, we always use words like; r**equested**, **ordered**, **told** and so on.

Examples:

a) Direct: "Get out of the room!" mother ordered me.
   Indirect: Mother ordered me to get out of the room.
b) Direct: "Help me with a red pen please," she requested me.
   Indirect: She requested me to help her with a red pen.
c) Direct: The doctor said to me, "Come back tomorrow,"
   Indirect: The doctor told me to go back the following day.

Task 1

Change the following sentences to reported speech.

a) "I am very tired," said Tom.
b) The pupils said, "We shall go back tomorrow."

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c) The president said, “all the pupils will study free of charge.”
d) “My uncle has gone to South Africa,” said Percy.
e) “Are you married?” asked the tourist.
f) The children said, “We have not understood.”
g) “We play every evening,” said Solomon.
h) She says, “I like Irene.”
i) “The world is round,” said the teacher.
j) “We often visit our aunt,” said the teacher.
k) “Don’t come late tomorrow,” said the teacher on duty.
l) The new teacher said, “You must hand in your books now.”

Task 2

Punctuate the following sentences correctly.

a) Where is my bag asked Betty.
b) John said I am thirteen years old.
c) She is still bathing said Catherine.
d) Is she still working asked Samson.
e) Go back and bring the money he ordered me
f) Don’t abuse your friends the teacher shouted at us
g) I want to go with you said the little boy.
h) David said my book has been stolen
i) Helen asked has she given you my book
j) The children said we are very thirsty.

○ UNITY 10: Punctuation marks

Punctuation marks help the writer to make his message clear and make the reader understand what the writer means. These punctuation marks include the following:

a. Comma (,)

This mark is used in the following ways:

a) It is used to set off the name of the person addressed, for example, why don’t you follow us Peter?
b) Expressions like: on the other hand, however, additionally, on top of that, for instance, by the way, furthermore, and so on are followed by the comma.

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c) When listening a number of things, for example, He bought a pen, pencil, book and a bag.
d) It is used in an address or date, for example,
Popular Junior School,
P.O. Box 125,
Lusaka.
e) We use a comma after yes or no at the beginning of a sentence for example, No, thank you. Yes, I shall go.

b. Full stop (.)

a) A full stop is put at the end of a complete sentence, for example, Ndola is the cleanest city in Zambia.
b) It is used in abbreviations. For example, P.S.V,R.E.B, MRS., DR.

c. Semi- colon (;)

A semi colon is normally a strong comma.
a) It is used to separate coordinating parts of a sentence when they have commas within them, for example, for more beans, potatoes,, rice and cooking oil. Go to the store; pantry; and garage.

d. Colon (:-)

a) It is used to introduce a list of things. E.g Lusaka has the following districts: Lusaka, Kafue, Chirundu, Chongwe and chinyunyu.
b) We use it after a salutation of a business letter e.g dear Mr Mangaani.

e. Quotation marks (“ “)

These marks are used to enclose words of a direct speech, for example, “sit down please,” said the teacher.

f. Question mark (?) This mark is used after a direct question for example, Who is the president of the World Health Organisation?

g. Dash (-) It is used to show a sentence that is incomplete, for example I would like to –

h. Hyphen (-)

a) It is used to join compound words, for example, the commander – in- chief, guest of honour.

i. Brackets ({ })

They enclose words which have been put in an article by a reporter or editor. For example, The president said that Rwandan are lucky {all his listeners kept quiet.}

j. Exclamation mark (!)

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This mark is used to show surprise, admiration or fear. It is an expression of strong and sudden emotion, example,

a) Oh my God!
b) Tom why did you kill that dog!

k. Apostrophe (')

This mark is used in the following cases.

a) To replace an omitted letter e.g. can't, it's, won't
b) To indicate ownership or possession e.g. the child's, John's Zambia's

l. Capital letters

Capital letters are used in any of the following cases:

a) At the beginning of every sentence e.g. We shall come tomorrow.
b) At the beginning of every direct quotation e.g. Mary said, "I will do it tomorrow".
c) All proper nouns e.g. Zambia, Malawi, October, Joseph and so on.
d) Pronoun 'I'
e) For titles used before proper noun, for example, Doctor Moses Ali, Sir Albert Cook.

Task 1

Punctuate the following sentences

a) Where is she going
b) I wont go to Ndola said mary
c) Do you remember where she lives
d) I wanted to see them said the headteacher
e) Jesus loves us a lot
f) The English say practice makes perfect
g) We learn maths,science and English at st peters primary school
h) Oh I have broken her arm
i) Was she present last week
j) I once lived in Nigeria and Tanzania

Task 2

Change the following sentences into reported speech. Start with the speech tag

a) "Where is kelvin?" asked Moses

Moses asked where……

b) " Who was the first woman in space?" asked Mwale

Mwale asked who …….

c) Sitali asked, "Was the Skylab America's first space station?"

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Sitali asked if …….

d) "How long did the astronauts of Apollo 11 spend in space?" asked Julia.

Julia asked how long ……

e) "Are you learning about the Space Race?" Father asked me.

Father asked me if we ……

f) "Can space shuttles be reused?" asked Martha

Martha asked if …….

g) "I was very tired," she said.

She said that she ……

h) Josephine said, "I am a nurse and work in a hospital.

Josephine said that …….

i) "Where did you spend your holidays last year?" my teacher asked me.

My teacher asked me ……..

j) "I cannot drive them home tomorrow," he said.

He said that ……

Unit 11: Examination questions

Structure

Test 1

Read the following questions. Choose the letter of the correct answer.

1. He ……. much of the time in hospital when he was young.
   A. will
   B. spend
   C. spent
   D. spends
2. It is now ten years……. they left Zimbabwe.
   A. when
   B. until
   C. since
   D. before

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3. Your daughter cooks very nice meals, ……?
   A. isn't he?
   B. not so?
   C. shouldn't he?
   D. doesn't she?

4. The journey was …….boring that I feel asleep.
   A. so
   B. too
   C. very
   D. such
5. Ten boys shared all the oranges …… themselves.
   A. between
   B. to
   C. among
   D. for
6. The pot was covered …….. a big lid.
   A. with
   B. by
   C. over
   D. in
7. Hardly had the bell rung ……. the lights were switched off.
   A. than
   B. then
   C. later
   D. when
8. When my father visited the village, he went ……..
   A. hunting
   B. for hunting
   C. on hunting
   D. to hunting
9. After the accident, the old man ……. Helpless in a pool of blood.
   A. laid
   B. lay
   C. layed
   D. was laying
10. Had the patient been taken to hospital, he ……. Survived.

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A. was going to
B. would be
C. would have
D. will be

11. I wish my father ……. attend the Kulamba ceremony.
A. will
B. would
C. can
D. may

12. Neither Martha nor Elizabeth …….. selected to grade 10.
A. are
B. are both
C. is
D. they are

13. James always behaves well ……..
A. in the public
B. in public
C. in a public
D. into public

14. I'm afraid my teacher will …….. my request.
A. turn out
B. turn off
C. turn away
D. turn down

15. We failed to …….. the fire which gutted our classroom.
A. put out
B. put off
C. put down B. talk
D. put up

16. The two girls sat down to ……. about their journey.
A. discuss
C. plan
D. mention

17. My mother gave me …… as a present for doing very well in my grade 9 examinations.
A. a beautiful, big, blue, Collins dictionary.
B. big, Collins, blue, beautiful dictionary
C. a blue, big, beautiful, Collins dictionary
D. a big, beautiful, blue, Collins dictionary

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18. Their classroom is ……. of them all.
    A. more cleaner
    B. the cleanest
    C. the most cleaner
    D. the most clean
19. Jacob was ……. a nice suit at the wedding last Saturday.
    A. having
    B. putting on
    C. wearing
    D. having on
20. She doesn't take sugar in her coffee, ……?
    A. didn't she
    B. does she
    C. doesn't she
    D. isn't it
21. Mrs. Phiri ……. home when the rains began.
    A. is walking
    B. walks
    C. is walking
    D. was walking
22. The shop was so hot and crowded ……. people that my sister nearly fainted.
    A. by
    B. of
    C. with
    D. in
23. You are not clever, …….?
    A. not so?
    B. isn't it?
    C. aren't you?
    D. are you?
24. If you had gone to Luangwa National Park, you …… the elephants.
    A. would have seen
    B. could see
    C. would see
    D. may have seen
25. Not until the farmers sell their produce …….
    A. will they pay back the loans
    B. they will pay back the loans
    C. they will not pay back the loans
    D. would they pay back the loans

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26. He bought a ……
A. pair of trouser
B. pair of trousers
C. pairs of trouser
D. pairs of trousers

27. I prefer mathematics …… science.
A. better than
B. like
C. than
D. to

28. Our plane landed ……. Kenneth Kaunda International Airport just before midnight.
A. in
B. at
C. to
D. on

29. He ……. the examination if he studied harder.
A. would pass
B. will pass
C. will have passed
D. would have passed

30. My sister, …… husband is a driver, is studying engineering.
A. whose
B. whom
C. his
D. her

Test 2a

In the following passage, some of the words have been left out. In each space, write ONE word which is the most suitable. The first one has been done for you as an example.

UNARMED COMBAT

The ancient art of unarmed combat, called judo or ju-jitsu, is thought to have (EXAMPLE) <u>come</u> from Japan. However, some experts think it was the Chinese (1) ……. first thought it up centuries ago.

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Today, judo (2) …….. a popular world- wide sport but it was once a way of fighting to death without weapons.
Judo was introduce in Britain when a Japanese man (3) ……..Yukio Tani went there. He toured music halls to entertain people with (4) ……. Skills.
Judo still uses many Japanese words. Judo is practiced (5) …….. a mat called a 'tatami'. The practice hall (6) ……..the mats are laid out is called a 'dodo'. A person who practices judo is called a 'judoka', and the special outfit worn (7) ……. doing judo is called a judogi. A judogi is always off-white and loose fitting. The trousers (8) ……. Short and held up with a cord. No zips are allowed. The one-piece jacket has no seams to tear (9) ……..
Each judoka (10) …….. a coloured belt that shows what standard a judoka has reached. Senior Grades are called 'dan' and wear a black belt.
The belt for novices is white. Then, leading (11) ……. To the black belt, come yellow, orange, green, blue, and brown.
A judo session always starts (12) …….. the judoka bowing to each (13).This is done(14) ……. Striking the mat with your arm before the full weight of your body hits (15) …….. ground.
To learn judo properly, you (16) …….. once a way of fighting to death!
Judo means 'gentle way'. Its message is that no (18) …….. and nothing is too big a challenge (19) ……. You are determined and set about (20) ……. task calmly, carefully and thoughtfully.

Test 2b

In the following passage, some words have been left out. In each space write the ONE word which is the most suitable. The first one has been done for you.

READING CULTURE IN ZAMBIA

What has happened to the reading culture in Zambia?
I was born in one of the rural (example) areas of Zambia. I started Grade one (1) …… the age of 7.
I had a very good teacher who made sure that (2) …….. was no dull moment (3) …….. her class. I personally ……. (4) able to read fluently and confidently in the second term(5) …….. the first grade. Our teacher used to give (6) …… readers to take home and read them.
When I went to secondary school, our (7) ……. of English used to give us readers and would check how (8) …….. words we could read per minute. She taught us to avoid (9) …….. reading habits. She would ensure that we read (10) ……. minimum of 20 readers a term.
(11) …… a result of this, even during holidays we read a lot. Some of us who

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(12) …… not have readers in our homes, would read whatever we found such as magazines, newspapers, Bibles and so on. I used to see elderly people (13) ……. a lot too.
Sad to say that the reading culture in Zambia is now 'dead'. In the year 2000, I (14) ……. from Chingola (15) …….. Lusaka to visit a relative. Believe it or not I was the (16) …… one who had a book to read during the five hour (17) ……. A few passengers just read parts of newspaper. (18) …….. is not surprising that we have low reading levels in our country today.
(19) ……. parents and teachers do not read. (20) …….. then is going to help and encourage children to read.

Test 3

In each of the following questions, re-arrange the words and phrases to make a correct sentence

1. bed
   I
   tired
   So
   was
   went
   I
   19:00hours
   at
   that
   to
   ……
2. Better
   Mathematics
   Is
   at
   Mary
   than Juliet
   ……
3. a kid
   baby

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goat is
called
a
……

4. town
   of
   my
   father
   is out
   ……
5. slowly because
   the
   he
   old
   tired
   man
   was
   walked
   ……
6. killed
   the
   mr.
   lion
   Mulenga
   Fierce
   ……
7. waiting
   for
   last
   been
   since
   I have
   You
   week
   ……
8. doors
   at
   knocking

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who
is
the
……

9. she
   to
   explained
   matter
   the
   me
   ……
10. bananas
    to
    prefers
    he
    oranges
    ……

Part 3. Re- writes

1. A. He asked when the patient would be discharged.

   B. He asked …….

2. A. People should obey the law, otherwise, they may be arrested.

   B. If ……..

3. A. They appeared to have had a fight.

   B. It appeared ……..

4. A. The motor bike is beyond repair.

   B…….. is the motor bike repairable.

5. A. She despises her grandfather.

   B. She looks ……

6. A. It was the type of house you wanted. Add a question tag.

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B. …….. ?

7. A. As one grows older, one becomes more tolerant.

   B. The older ……

8. A. The inexperienced motorist increased speed only when the road ahead was quite clear.

   B. Not until ……

9. A. She will not come to the party if you do not invite her.

   B. Rewrite using provided ……

10. A Joseph played so well that everyone was astonished

    B. To …….

11. A. The patient should not on any account take more than one tablet at a time.

    B. On …….

12. A. It is very unlikely that the bridge will collapse.

    B. For …….

13. A. I came in order to discuss my problem with the personnel manager.

    B. Rewrite …… with a view ……..

14. A. The minister did not make such a remark at any point in his speech.

    B. At no point ……

15. A. They were relieved to hear that their children had arrived safely.

    B. To their ……

16. A. He has rarely worked so hard.

    B. Rarely …….

17. A. It thundered dreadfully, but the rain did not come.

    B. In spite of ……

18. A. Although it was raining heavily we managed to win the match.

    B. Notwithstanding ……..

19. A. Everyone thought that the beggar was blind.

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B. The beggar ……..

20. A. There are five parts in his section.

B. Use comprises……

21. A. I can give you money but Sitwala can give you even more.

B. Sitwala …….

22. A. Danny likes soccer. Tabo also likes soccer.

B. Both ……..

23. A. Who is the boy to whom you were talking?

B. Rewrite to end ……to

24. A. It is six years since I entered school.

B. Rewrite to end ……ago.

25. A. The independence of Zambia was brought about by Dr. Kaunda.

B. It was ……

26. A. He fell into contempt only by foolish behavior.

B. Only ……

27. A. Let us go to the hospital……?

B. Add a question tag.

28. A. the constable said, “I’m looking into the matter,”

B. End …….. into.

29. A. She is a very good swimmer, she will not drown in the lake.

B. Combine the two sentences ending …… to drown in a lake.

30. A. “I am afraid I will fail the examination,” said john.

B. John …….

31. A. She did not just succeed in the examination but also won the first prize in Physics.

B. Not only …….

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32. A. After Monde had heard the news of her mother's sickness, her employer allowed her to go to Kalabo.

    B. Hearing …….

33. A. David poisoned the rats because they had eaten all the food.

    B. The rats, having ……

34. A. We were glad we had gone to the cinema in spite of getting caught in a thunderstorm.

    B. Although ……..

35. A. It is senseless to water the garden when it is raining.

    B. Watering …….

36. A. She would rather pay the fine than be imprisoned.

    B. She would prefer ……

37. A. Do you have anything to say, we shall stop the meeting now.

    B. Unless …….

38. A. Everyone agreed that they should convene an emergency meeting.

    B. It was …….. convened.

39. A. He returned to his desk and found his books missing.

    B. Replace found with find. …….

40. A. "I am a busy man and I cannot go on advising you on the same issue" said the boss to his assistant.

    B. The boss told …….

41. A. I shall allow you to attend the class only after you have settled the outstanding school fees.

    B. Only after ……

42. A. We have bought this property in order to sell it at a profit.

    B. Use …….. with a view to.

43. A. Do you know the departure time of the copperbelt mail bus?

    B. Replace departure by depart. ……

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44. A. Respectfully notify our customers that they may not bring dogs into the supermarket.

B. Our customer ……

45. A. Some pupils are not used to hard work.

B. Finish …… working hard.

46. Your brother cannot do such a mean thing.

B. Use …….. incapable.

47. A. he managed to persuade her to marry him.

B. he succeeded ……..

48. A. Everybody who asks for me should be told that I have gone to see a friend.

B. Should anybody ……..

49. A." Don't carry the baby like that. It is dangerous," my sister advised her neighbour.

B." it is dangerous ……, " my sister advised her neighbour.

50. A. it is not necessary to complain about education standards.

B. There is ……..

51. A. "Will you please tell me who has stolen my pen?" the teacher asked the class.

B. The teacher ……

52. A. Once you leave school you can no longer be treated as a child.

B. Not until ……..

53. A. They were greatly inspired by the coming of the president.

B. The coming of the president gave them ……

54. A. You can say anything about me. I will never stop my good habit.

B. Whatever ……..

55. A. She is not bothered by anything other than her husband.

B. The only ……

56. A. after preaching the sermon the pastor sat down and looked at his audience.

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B. Having ……

57. A. we were finally recognized as national heroes.

B. We finally …… as national heroes.

58. A. I do not like the way he looks at me.

B. I can't stand his ……

59. A. People should not spend quarrelling after losing their loved ones.

B. It is …….

60. A. He liked her the first day he saw her.

B. He couldn't help …….

61. A. After doing their homework the children went out to play.

B. Their homework ……

62. A. Mary did not know that the bucket was broken; otherwise she would not have gone to the river.

B. Had Mary ……

63. A. She said she could give me a new book.

B. She agreed ……

64. A. The bridegroom dismissed the invited guest and then went to look for the bride.

B. Having ……

65. A. She is very hungry. She can swallow an elephant.

B. She is so ……

66. A. The boys started throwing stones into the river as soon as their father left them.

B. No sooner …….

67. A. Harare is the biggest city in Zimbabwe. It is the capital of the country as well.

B. Besides ……

68. A. The patient did not stop smoking until the doctor told him to.

B. Not until …….

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69. A. “What is wrong with you today” my aunty wanted to know.

B. “What has come …… today? My aunty wanted to know.

70. A. The boys didn’t work hard otherwise they wouldn’t have failed the test.

B. If only ……..

71. A. Mr. Sitali was looking for his pen when he found the money.

B. While ……

72. Because of the type of person she is. She will not tell anybody about it.

B. Being ……

73. A. I paid a lot of money for this car but it has already broken down.

B. This car, for ……

74. A. Everyone who passes through this school knows your history.

B. Your history ……

75. A. Kasempa lifted the huge stone effortlessly.

B. Kasempa lifted the huge stone without ……

76. A. The dragon looked at the small girl and smiled.

B. Looking ……

77. A. They have very little food at home.

B. They do not ……

78. A. The thief said he did not steal the bicycle.

B. The thief denied ……

79. A. Her family lived in a three bedroomed house.

B. Her family lives ……

80. A. I like yellow more than any colour.

B. Of all the colours ……

81. A. The news of her husband’s coming was received with great excitement.

B. The news that ……

82. A. I was not allowed to go to school because I was sick.

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B. I was prevented ……

83. A. The collage was closed because there were no lecturers.

B. The collage …… of lecturers.

84. A. Lean on me and I will take care of you.

B. Unless …….

85. A. My uncle comes home drunk almost every day.

B. Seldom ……

86. A. John comes late very morning.

B. It is john's ……

87. A. You will not get anywhere if you don't follow my instructions.

B. As long as ……

88. A. My father is both a politician and a business man.

B. Apart from ……..

89. A. I do not know how to ride a bicycle.
B. I wish ……..

90. A. The principal could not be moved by any argument.

B. No amount ……

91. A. "I don't like the way he looks at me." Jane said.

B. Jane said that ……

92. A. The soloist had flu. Nevertheless, she sang very well.

B. Regardless ……..

93. A. "You will fail your examinations if you do not work hard."

B. The teacher told the pupils ……

94. A. You are the craziest person I have ever met.

B. I have not met ……..

95. A. They tried more and more but achieved less and less.

B. The more ……

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96. A. Mundia has never known such happy moments in her life before.

B. Never ……

97. A. The conference delegates left without bothering to discuss important issues.

B. The conference delegates did not ……

98. A. The Americans succeeded in landing on the moon.

B. The Americans managed ……

99. A. What do you think about nurses who go on strike?

B. What do you make ……..

100. A. The opposition parties were allowed to hold rallies.

B. The opposition parties were given ……

- **Unit 13: Answers.**

Test 1

1. C	11. A	21. D
2. C	12. C	22. C
3. D	13. B	23. D
4. A	14. D	24. D
5. C	15. A	25. A
6. A	16. B	26. B
7. D	17. D	27. D
8. A	18. B	28. B
9. A	19. C	29. A
10. C	20. B	30. A

Test 2

In the following passage, some of the words have been left out. In each space, write the ONE word which is the most suitable. The first one has been done for you as an example.

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UNARMED COMBAT

1. who
2. is
3. called
4. judo
5. on
6. where
7. when
8. are
9. them
10. has
11. on
12. with
13. other
14. by
15. the
16. need
17. was
18. one
19. when
20. Your

Test 23

In the following passage, some of the words have been left out. In each space write the ONE word which is the most suitable. The first one has been done for you.

READING CULTURE IN ZAMBIA

1. at
2. there
3. in
4. was
5. of
6. us
7. teacher
8. many
9. bad
10. a
11. as
12. did
13. read
14. on
15. from
16. only
17. journey
18. it
19. many
20. Who

Test 4

In each of the following questions, re- arrange the words and phrases to make a correct sentence.

1. I was so tired that I went to bed at 19:00hours.
2. Mary is better than Juliet at mathematics.

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3. A baby goat is called a kid.
4. My father is out of town.
5. The old man was walking slowly because he was tired.
6. Mr. Mwamba killed the fierce lion.
7. I have been waiting for you since last week.
8. Who is knocking at the door?
9. She explained the matter to me.
10. He prefers bananas to oranges.

Test 5

Re- writes

1. He asked “When will be the patient discharged?”
2. If people do not obey the law, they will be arrested
3. It appears they had a fight.
4. In no way is the motorbike repaired.
5. She looks down upon her grandfather.
6. It was the type of house you wanted, wasn’t it?
7. The older one grows the more tolerant one becomes.
8. Not until the road ahead was quite clear did the inexperienced motorist increased speed.
9. Provided you invite her, she will come to the party.
10. To everyone’s astonishment Joseph played so well.
11. On no account should the patient take more than one tablet at a time.
12. For the bridge to collapse like that is very unlikely.
13. I came here with the view to discussing my problems with the personnel manager.
14. At no point did the minister make such a remark in his speech.
15. To their relief they heard that their children had arrived safely
16. Rarely has he worked so hard.
17. Inspite of the dreadful thunder, the rain did not come.
18. Notwithstanding the heavy rains, they managed to win the game.
19. The beggar was thought to be blind.
20. This question comprises five sections
21. Sitwala can give you more money than I can.

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22. Both Danny and Tabo like soccer.
23. Who is the boy you were talking to.
24. I entered school five years ago.
25. It was Dr. Kaunda who brought about the independence of Zambia.
26. Only by foolish behavior did he fall into contempt.
27. “Let us go to the hospital,” shall we?
28. The constable said that the matter was being looked into.
29. She is too good a swimmer to drown in a lake.
30. John doubted his passing the examinations.
31. Not only did she succeed in examination but also won the first prize in physics.
32. Having heard the news of her mother’s sickness, Monde was allowed by her employers to go to Kalabo.
33. The rats, having eaten all the food were poisoned by David.
34. Although we were caught in the thunderstorm. We were glad we had gone to the cinema.
35. Watering the garden when it is raining is senseless.
36. She would prefer paying a fine to being imprisoned.
37. Unless you have something more to say we will stop the meeting now.
38. It was agreed that an emergence meeting should be convened.
39. He returned to his desk only to find his book missing.
40. The boss told his assistant that he was a buzy man and that he could no longer keep advising him on the same issue.
41. Only after you have settled the outstanding fees shall I allow you to attend classes.
42. We have bought this property with a view to selling it at a profit.
43. Do you know the time when the Copperbelt bus will depart?
44. Our customers are respectively notified that they may not bring dogs into the supermarket.
45. Some pupils are not used to working hard.
46. Your brother is incapable of doing such a mean thing.
47. He succeeded in persuading her to marry him.
48. Should anybody ask for me they should be told that I have done to see a friend.
49. It is dangerous to carry the baby like that, my sister advised her neighbor.
50. There is no need of complaining about education standard.
51. The teacher asked the class to tell him who had stolen his pen.
52. Not until you leave school will you stop being treated (like) as a child.
53. The coming of the president gave them great inspiration.
54. Whatever you say about me will not stop my good habit.
55. The only thing that bothers her is her husband.
56. Having preached the sermon, the pastor sat down and looked at his audience.
57. We finally received/ got recognition as national heroes.

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58. I can't stand his way of looking at me.
59. It is pointless/useless/ not advisable for people to spend time quarrelling after losing their loved ones.
60. He couldn't help liking her the first day he saw her.
61. Their homework done, the children went out to play.
62. Had Mary known that the bucket was broken, she would not have gone to the river.
63. He agreed to give me a new book.
64. Having dismissed the invited guest, the bridegroom went to look for the bride.
65. She is so hungry that she can swallow an elephant.
66. No sooner had their father left them that the boys started throwing stones in the river.
67. Besides being the capital of Zimbabwe, Harare is also the biggest city in the country.
68. Not until the doctor told him to, did the patient stop smoking.
69. "What has come of you today?" my uncle wanted to know.
70. If only the boys had worked hard, they wouldn't have failed the test.
71. While looking for his pen, Mr. Sitali found the money.
72. Being the type of person she is, she will not tell anybody about it.
73. This car, for which I paid a lot of money has already broken down.
74. Your history is known by everyone who has past through this school.
75. Kasempa lifted the huge stone without effort.
76. Looking at the small girl, the dragon smiled.
77. They do not have enough food at home.
78. The men could not finish the job because they were disorganised.
79. Her family lives in a three bedroomed house.
80. Of all the colours yellow is my favorite colour.
81. The news that her husband was coming was received with great excitement.
82. I was prevented from going to school because I was sick.
83. The collage was closed for luck of lecturers.
84. Unless you lean on me, I will not take care of you.
85. Seldom does my uncle come home sober.
86. Its John's habit to come late every morning.
87. As long as you don't follow my instructions, you will not get anywhere.
88. Apart from being a politician, my father is also a business man.
89. I wish I knew how to ride a bicycle.
90. No amount of argument could move the principle.
91. Jane said that she did not like the way he looked at her.
92. Regardless of having a flu, the soloist sang very well.
93. The teacher told the pupils that they would fail their examinations if they did not work hard.
94. I have not met anyone as crazy as you are.

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95. The more they tried the less they achieved.
96. Never had Mundia known such happy moments in her life.
97. The conference delegates did not bother to discuss important issues before they left.
98. The Americans managed to land on the moon.
99. What do you make of nurses who go on strike?
100. The opposition parties were given permission to hold rallies.

SOME GRAMMARTIC DEFINITIONS or EXPRESSIONS;

- **Words are** building blocks of a language.
- **A sentence** is a group of words that expresses a complete thought.
- **A simple sentence** is a sentence that has one clause and can stand alone.
  Example: Joseph is reading.
- **A compound sentence** is a sentence that has two or more main clauses joined by conjunctions.
  Example: Joseph is reading, but Peter is playing the piano and Moses is playing football.
- **A complex sentence** is a sentence that has one main clause and at least one subordinate clause.
  Example: Although they should be doing their homework, the boys are playing football.
- **A paragraph** is a group of sentences with one idea.
- **Proper nouns** name a particular person, place or things. They begin with a capital letter. Example: Peter, Lusaka, Zambezi River.
- **Common nouns** name things you can see, hear, smell or touch.
  Example: teacher, song, house, potato etc
- **Collective nouns** refer to a collective of things. They take a singular verb form.
  Example: committee, herd, gang etc
- **Abstract nouns** name qualities or states. Example: beauty, childhood.
- **A pronouns is a word** used in place of a noun. Example (I, we, me, us, you, he, she, it they, him, her, it, them).
- **A verb** is a doing word or a word that shows action in a sentence. Example: (eat, write, drive, cook, smile, sweep, etc)

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- **An adverb** is a word that tells you more about a verb, an adjective or an adverb. Examples: (kindly, quickly, slowly, lovely, smartly, etc)
- **An adjective** is a word that describes a noun. Example: (big, red, clever, short, fat etc)
- **Prepositions** show how one thing is related to another in terms of place, direction or time. Examples: (on, at, of, to, under, etc)
- **Interjections**: (oh!, wow!, hey!, What a surprise! etc)
- **Determiners**: (a, an, the)
- C**onjunctions**: (and, but, although, because, etc.)
- **A phrase** is a group of words with no verb.
- **A clause** is a group of words that has a subject and a verb.
- **A relative clause** is a subordinate clause that provides more information about someone or something mentioned in the main clause.
- **Phrasal verbs** are verbs which have prepositions or adverts attached to them. They acquire the meaning which is different from the ordinary meaning.

SOME IDIOMATIC EXPRESSIONS

Expression	**Meaning**	**Examples**
ask around	to ask different people	If you are not sure, **ask around** and see if someone can help you.
back up	to support	My friend always **backs** me **up** when I need help.
blow up	to explored	My father **blew up** when he heard what we had done.
break down	to break to feel very upset and sad	Our car **broke down** on the way to school yesterday. She **broke down** and cried when she heard the sad news.
break in	to rob	The burglars **broke into** the school last night.

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bring up	to raise or look after	Our parents are responsible for **bringing** us **up**.
call on	to visit	The pastor **calls on** all the people who go to church.
catch up	to find out about things you have missed	If you are sick you have to **catch up** with your work when you go back to school.
clean up	to clean	They had to **clean up** the mess they made.
dress up	to dress in smart or special clothes	We always **dress up** for birthday parties.
eat out	to go to the restaurant to eat.	On Fridays we sometimes **eat out**.
fill in	to complete	Do you know how to **fill in** this form
get along with	to be friends with	He **gets along** with most of the other girls and boys in the class.
give away	to give something free of charge	The shop is giving away a bar of soap to everyone who buys two towels.
give up	to stop doing something	I **gave up** doing Maths problem because I did not understand what to do.
leave behind	to forget to take something with you	I **left** my book **behind** when I rushed off to school this morning.
let down	to disappoint	She did not want to **let down** her family, so she worked hard.
look after	to take care of	My grandmother **looked after** me when I was young.
look out	to be careful	**Look out!** There is a snake in the grass.
put off	to delay doing something	He **put off** doing his homework and now he has to work late at night.
Put on	to wear	What can I **put on** today?
Spell out	to explain	My mother **spelled/ spelt out** what would happen if I did not study hard.
take after	to be like someone else	My sister **takes after** my aunt. They both have long noses.
take off	to get undressed	I take off my clothes before I have a bath.

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