FOR ALL CLASSES



UPKAR'S

General ENGLISH GRAMMAR

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Dr. Ramphal Nain

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General ENGLISH GRAMMAR

By

Dr. Ramphal Nain

Ch. Charan Singh Haryana Agricultural University

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UPKAR PRAKASHAN, AGRA-2

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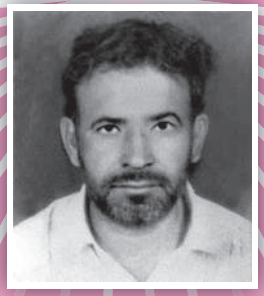
Dedicated
to
My Beloved Brother



Sh. PREM SINGH

Preface

It is with a sense of pride and pleasure that I am putting this ***General English Grammar*** into the hands of my dear students. The teaching of grammar must be interesting and exciting. I have made an attempt in this direction. The book will meet the needs of students of all classes and of those who are desirous of learning English language. It aims at giving the readers a proper and in depth understanding of correct and good English. I have tried my best to impart comprehensively knowledge of the grammar to the keen learners.

The main features of this book are :—

1. There is an extensive treatment of each topic with a variety of questions covering all units of grammar including sentences, tenses, articles, adjectives, adverbs, verbs, subject-verb-agreement, non-finites, nouns, pronouns, prepositions, conjunctions, interjections, narrations, voices, question tags, punctuation, word confusion, clauses, syntheses and transformation of sentences.
2. The book attempts to systematically introduce concepts, define them and then give detailed guidelines for using the main rules of that concept. Each rule is followed by examples depicting its usage. Emphasis has also been placed on explaining troublesome grammatical aspects and on showing how to avoid typical mistakes with a certain usage.
3. The exercises for practice are adequate, simple, varied, well selected and carefully graded.
4. The language used in this book is simple and idiomatic. Hindi equivalents of grammatical terms have been given to facilitate the study of English grammar by comparison and contrast.
5. The style of the book is almost accessible to the students of all I. Q.'s. The new terms and concepts, however, have been explained wherever necessary so as to acquaint the reader with the emerging trends in the study of grammar.
6. ***General English Grammar*** is the result of my hardworking, which lasted for more than five years. I have consulted several encyclopedias, dictionaries and reference books in the preparation of this grammar. I hereby acknowledge my indebtedness to all of them.

I am extremely thankful to my elder brother **'*Shri Prem Chand*'** who helped me a lot in the compilation of this book. I wish to record my gratitude to my mother **'*Smt. Mainkur Devi*'**, father **'*Shri Surat Singh*'** and wife **'*Smt. Darshna*'** for their unstinted support.

I am sure that this book will prove its worth quite soon by its wide and warm acceptance. I shall deem my labour amply rewarded if the book proves useful for my young readers. Any constructive suggestion for further improvement will be welcomed and gratefully acknowledged by the author.

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Contents

Chapter 1.	Basic Concept	3–4
Chapter 2.	Pronunciation	5–14
Chapter 3.	The Sentence	15–19
Chapter 4.	Subject and Predicate	20–22
Chapter 5.	The Phrase and the Clause	23–23
Chapter 6.	Parts of Speech	24–27
Chapter 7.	The Tense	28–29
Chapter 7.1.	Present Indefinite Tense	30–33
Chapter 7.2.	Present Continuous Tense	34–39
Chapter 7.3.	Present Perfect Tense	40–43
Chapter 7.4.	Present Perfect Continuous Tense	44–46
Chapter 7.5.	Past Indefinite Tense	47–49
Chapter 7.6.	Past Continuous Tense	50–52
Chapter 7.7.	Past Perfect Tense	53–56
Chapter 7.8.	Past Perfect Continuous Tense	57–59
Chapter 7.9.	Future Indefinite Tense	60–62
Chapter 7.10.	Future Continuous Tense	63–65
Chapter 7.11.	Future Perfect Tense	66–68
Chapter 7.12.	Future Perfect Continuous Tense	69–71
Chapter 8.	The Sequences of Tenses	72–74
Chapter 9.	Articles	75–91
Chapter 10.	Adjectives	92–113
Chapter 11.	Adverbs	114–131
Chapter 12.	Verbs	132–153
Chapter 13.	Modals	154–166
Chapter 14.	Phrasal Verbs	167–176
Chapter 15.	Non-Finites	177–183
Chapter 16.	The Participle	184–188
Chapter 17.	The Gerund	189–192
Chapter 18.	Question Tags	193–197
Chapter 19.	Syntax : Subject-Verb Agreement	198–207
Chapter 20.	Interjections	208–210
Chapter 21.	The Noun	211–236
Chapter 22.	The Pronoun	237–246

Chapter 23.	Prepositions	247–272
Chapter 24.	Conjunctions	273–290
Chapter 25.	Determiners	291–297
Chapter 26.	Direct and Indirect Speech	298–320
Chapter 27.	Active and Passive Voices	321–339
Chapter 28.	Punctuation and Capital Letters	340–350
Chapter 29.	Words Which Commonly Confuse	351–363
Chapter 30.	Synonyms and Antonyms	364–371
Chapter 31.	More About Clauses	372–382
Chapter 32.	Synthesis of Sentences	383–393
Chapter 33.	Transformation of Sentences	394–402
Chapter 34.	Use of Verb 'Is, Am, Are, Was, Were, Has, Have, Had, Do, Does, Did'	403–405
Chapter 35.	Use of It and There	406–407
Chapter 36.	Daily Use Sentences	408–415
Chapter 37.	Proverbs	416–426
	KEY TO EXERCISES	427–456

General English Grammar



1. Basic Concept

IN THIS SECTION

I. ALPHABET **II. LETTERS** **III. WORD**
IV. VOCABULARY **V. SYLLABLES**

I. ALPHABET

The complete set of letters in a language is called the alphabet.

अंग्रेज़ी में कुल 26 **वर्ण** (Letters) **होते हैं जिन्हें** Alphabet **कहते है। इनमें** 5 vowels (A, E, I, O, U) **और** 21 consonants **कहलाते हैं।**

II. LETTERS

हिंदी भाषा में जिन्हें हम *वर्ण* कहते हैं वे अंग्रेज़ी भाषा में *Letters* **कहलाते हैं।**

ये *Letters* **दो भागों में बाँटे जा सकते हैं—** A. Vowels (**स्वर**) B. Consonants (**व्यंजन**)

A. Vowels : The letters which are pronounced with open mouth allowing the free flow to the air are called vowels.

जिन Letters **का उच्चारण किसी अन्य** Letters **की सहायता के बिना किया जा सके,** *vowels* **कहलाते हैं।**

B. Consonants : The letters which are pronounced by stopping the air flowing freely through the mouth are called consonants.

उपरोक्त पाँच *Vowels* **को छोड़कर बचे हुए इक्कीस** Letters *Consonants* **कहलाते हैं। इनका उच्चारण** *Vowels* **की सहायता के बिना नहीं किया जा सकता।**

Note– W **और** Y *semi vowels* **कहलाते हैं। ये स्थिति अनुसार** Vowel **और** Consonant **दोनों ही तरह से प्रयोग किये जाते हैं।**

III. WORD

(Any meaningful combination of letters signifying an object, an action or a modifying or qualifying expression is called a word.)

Letters **को आपस में मिलाकर लिखने से, जब उस अक्षर समूह का कोई अर्थ बनता है, तो उसे शब्द** (word) **कहते हैं। एक** word **के लिए कम-से-कम एक** vowel **और एक** consonant **का होना आवश्यक होता है। यदि** vowel **न हो, तो उसकी ध्वनि वाला** consonant **होना चाहिए; जैसे—**boy, cat, school, man etc.

Exceptions : *A, I, O* **जैसे** words, **में एक ही** Letter **है, जो इस नियम के** Exceptions **हैं।**

IV. VOCABULARY

The stock of words in a language is known as the vocabulary.

किसी भाषा के शब्दों के भण्डार को Vocabulary **कहते हैं।**

V. SYLLABLES

किसी word **का उच्चारण करने में उस** word **का जितना भाग एक बार में बोला जाता है उसे** syllable **कहते हैं। एक** word **में एक या अधिक** syllables **हो सकते हैं; जैसे—**

1. **एक** syllable : you, go
2. **दो** syllables : fa – ther, wa – ter
3. **दो से अधिक** syllables : beau – ti – ful, po – ssi – bi – li – ty

❋ ❋ ❋



2 Pronunciation

IN THIS SECTION

I. VOWELS (A, E, I, O, U) II. CONSONANTS II. SILENT LETTERS
IV. HOW TO SPELL A PARTICULAR WORD

PRONUNCIATION

अंग्रेजी भाषा में 5 vowels और 21 consonants होते हैं। प्रत्येक वर्ण का उच्चारण विभिन्न प्रकार के शब्दों में अलग तरह से होता है। शब्दों का सही उच्चारण करने के लिए निम्नलिखित नियमों का पालन करना अति आवश्यक है :–

I. VOWELS (A, E, I, O, U)

1. A का उच्चारण

a =	**अ**	Anil	अनिल		Ankit	अंकित	
		Amit	अमित		Anuradha	अनुराधा	
a =	**आ**	after	आफ्टर	बाद में	war	वार	युद्ध
		small	स्माल	छोटा	car	कार	गाड़ी
a =	**ए**	bay	बे	खाड़ी	say	से	कहना
		date	डेट	दिनांक	bake	बेक	पकाना
a =	**ऐ**	cat	कैट	बिल्ली	map	मैप	मानचित्र
		mad	मैड	पागल	lad	लैड	लड़का
a =	**एअ**	mare	मेअर	घोड़ी	dare	डेअर	दु:साहस करना
		rare	रेअर	विरला	fare	फेअर	भाड़ा
a = एऽ a के बाद consonant हो तथा उसके बाद e हो, तो a का दीर्घ उच्चारण (एऽ) होता है।							
		page	पेऽज	पृष्ठ	name	नेऽम	नाम
		cage	केऽज	पिंजरा	sale	सेऽल	बिक्री
aa =	**आ**	bazaar	बाज़ार	बाज़ार	baa	बा	मिमियाना
ai =	**ए**	aim	एम	उद्देश्य	pain	पेन	दर्द
		ail	एल	कष्ट देना	aid	एड	मदद
ai =	**एय**	air	एअर	वायु	pair	पेयर	जोड़ा
ao =	**एओ**	aorta	एओर्ता	महाधमनी	aorist	एओरिस्ट	अनिश्चित भूतकालिक क्रिया

au =	**ऑ**	daughter	डॉटर	बेटी	author	ऑथर	लेखक
		aught	ऑट	कुछ भी	auto	ऑटो	अपने आप
ay =	**ए**	stay	स्टे	ठहरना	say	से	कहना
		pay	पे	वेतन	day	डे	दिन

2. E का उच्चारण

e =	**अ**	early	अर्ली	समय से पहले	earth	अर्थ	धरती
		entirely	अन्टायरली	पूर्णतया	ergo	अर्गो	इसलिए
e =	**आ**	eye	आई	आँख	eyrie	आइरी	शिकारी पक्षी का घोंसला
		eyas	आइअस	बाज़ का अशिक्षित बच्चा			
e =	**इ**	before	बिफोर	पहले	pear	पियर	नाशपती
		rear	रियर	पिछला भाग	effect	इफैक्ट	प्रभाव
e =	**ए**	beg	बेग	भीख मांगना	net	नेट	जाल
		less	लेस	कम	neck	नेक	गर्दन
e =	**ई**	be	बी	होना	she	शी	वह (स्त्रीलिंग)
		he	ही	वह (पुल्लिंग)	we	वी	हम
ea = ई	**ea का उच्चारण 'ई' होता है परन्तु यहाँ उच्चारण दीर्घ नहीं होता।**						
		mean	मीन	अर्थ देना	beat	बीट	पीटना
		read	रीड	पढ़ना	tea	टी	चाय
ee = ई	**'ई' दीर्घ उच्चारण होता है।**						
		bee	बी	मधुमक्खी	keen	कीन	तीव्र
		feel	फील	स्पर्श			
eis = आइ		either	आइदर	दो में से एक या दोनों	neither	नाइदर	दोनों में से कोई नहीं
		height	हाइट	ऊँचाई			
ei =	**ए**	eight	एट	आठ	weight	वेट	वजन
		freight	फ्रेट	भाड़ा			
eo =	**इऑ**	Geography	जिऑग्राफी	भूगोल	eon	इऑन	कल्प, युग
	इअ	meteor	मीटिअर	टूटता तारा, उल्का			
eu =	**यू**	Europe	यूरोप	यूरोप	euphony	यूफनी	मधुर ध्वनि, नाद
ew = इयू	**ew का उच्चारण 'यू' होता है, इससे पहले का consonant संक्षिप्त उच्चारण देता है।**						
		new	न्यू	नया	Jew	ज्यू	यहूदी
		few	फ्यू	कुछ	dew	ड्यू	ओस

SILENT E

निम्नलिखित कुछ परिस्थितयों में 'e' silent रहता है।

यदि किसी शब्द के अंत में 'e' और उससे पहले consonant हो तथा इस consonant से पहले 'a, i, o' अथवा 'u' vowels हों, तो 'e' का उच्चारण नहीं होता। लेकिन इससे पहले लगे Vowels का उच्चारण कुछ लम्बा हो जाता है।

(i) a + consonant + e						
	same	सेऽम	वही	Rate	रेऽट	दर
	wave	वेऽव	तरंग	tape	टेऽप	फीता
	स्पष्टता के लिए देखिए—					
	tap	टैप	नली	rat	रैट	चूहा
(ii) i + consonant + e						
	wine	वाइऽन	मदिरा	kite	काइऽट	पतंग
	mine	माइऽन	मेरा	site	साइऽट	स्थान
	स्पष्टता के लिए देखिए—					
	win	विन	जीतना	sit	सिट	बैठना
(iii) o + consonant + e						
	note	नोऽट	नोट	pope	पोऽप	प्रधान पादरी
	nose	नोऽज	नाक	rose	रोऽज	गुलाब का फूल
	स्पष्टता के लिए देखिए—					
	not	नॉट	नहीं	pop	पॉप	पटाक की ध्वनि
(iv) u + consonant + e						
	rule	रूल	नियम	tube	ट्यूब	नली
	June	जून	जून (महीना)	cube	क्यूब	घन

3. I का उच्चारण

i = इ i का छोटा उच्चारण 'इ'						
	kill	किल	मारना	pin	पिन	पिन
	bill	बिल	बिल	sin	सिन	पाप
i = ई i का बड़ा उच्चारण 'ई'						
	idiom	ईडियम	मुहावरा	idiot	ईडियट	मूर्ख
i = आइ	child	चाइल्ड	बच्चा	find	फाइन्ड	पाना
	kind	काइन्ड	प्रकार	mind	माइन्ड	मस्तिष्क
i = अ	first	फर्स्ट	प्रथम	shirt	शर्ट	कमीज
	birth	बर्थ	जन्म	firm	फर्म	कम्पनी
i = आय	fire	फायर	आग	hire	हायर	किराए पर लेना
	wire	वायर	तार	tire	टायर	थकना
ia = इय	guardian	गर्जियन	संरक्षक			
ia = इया	Asia	एशिया	एशिया			
ia = आय	diamond	डायमंड	हीरा			
ie/ei = ई ie या ei का उच्चारण 'ई' होता है।						
	receive	रिसीव	लेना	believe	बिलीव	विश्वास करना
	relieve	रिलीव	कार्यमुक्त करना	deceive	डिसीव	धोखा देना

4. O का उच्चारण

o =	**अ**	come	कम	आना	ton	टन	टन
		done	डन	किया	son	सन	पुत्र
o =	**ऑ**	dog	डॉग	कुत्ता	shot	शॉट	गोली मारी
		not	नॉट	नहीं	dot	डॉट	बिंदु
o =	**ओ**	home	होम	घर	cold	कोल्ड	ठंडा
		post	पोस्ट	डाक	old	ओल्ड	पुराना
oo =	**उ**	book	बुक	पुस्तक	took	टुक	लिया
		cook	कुक	पकाना	good	गुड	अच्छा
	ऊ	boot	बूट	जूता	boon	बून	वरदान
		soon	सून	जल्दी	roof	रूफ	छत
ou =	**आव**	sour	सावर	खट्टा	hour	आवर	घंटा
		gourd	गावर्ड	लौकी			
oy =	**वाय**	boy	ब्वाय	लड़का	joy	ज्वाय	खुशी
		toy	ट्वाय	खिलौना	voyage	वायेज	जलयात्रा
ow =	**ओ**	bow	बो	इंद्रधनुष	show	शो	दिखाना
		grow	ग्रो	उगना	row	रो	पंक्ति
	आऊ	cow	काऊ	गाय	now	नाऊ	अब
		how	हाऊ	कैसे	fowl	फाऊल	पक्षी
ou =	**आउ**	foul	फाउल	गंदा			
ou =	**ओ**	pour	पोर	उडेलना			
ou =	**अ**	touch	टच	छूना			
ou =	**ऊ**	tour	टूर	दौरा			

5. U का उच्चारण

u =	**अ**	but	बट	परंतु	fun	फन	मजाक
		hut	हट	झोंपड़ी	curd	कर्ड	दही
u =	**उ**	put	पुट	रखना	bull	बुल	बैल
		pull	पुल	खींचना	full	फुल	भरा हुआ
u =	**ऊ**	june	जून	जून महीना	rule	रूल	नियम
		jute	जूट	पटसन	ruth	रूथ	दया
u = यू u का उच्चारण 'यू' होता है, इससे पहले का consonant संक्षिप्त उच्चारण देता है।							
		cute	क्यूट	सुंदर	tube	ट्यूब	नली
		tune	ट्यून	धुन	duty	ड्यूटी	कर्त्तव्य
u = यो u का उच्चारण 'यो' होता है, इससे पहले का consonant संक्षिप्त उच्चारण देता है।							
		sure	स्योर	निश्चय	cure	क्योर	उपचार
		pure	प्योर	शुद्ध	lure	ल्योर	फुसलाना
ua =	**आ**	guard	गार्ड़	संरक्षक			
ua =	**वा**	guava	ग्वावा	अमरूद			

ua =	**वे**	quake	क्वेक	कांपना	suave	स्वेव	सौम्य
ue =	**यू**	due	ड्यू	उचित			
ue =	**यूइ**	fuel	फ्यूइल	ईंधन			
ue =	**ऊ**	glue	ग्लू	सरेस			
ue =	**ऐ**	guest	गैस्ट	मेहमान			
ui =	**इ**	build	बिल्ड	बनाना			
ui =	**ऊ**	juice	जूस	रस			
ui =	**यि**	guilt	गिल्ट	अपराध			
uo =	**ऑय**	buoy	बॉय	तैरती वस्तु			
uu =	**यूअ**	vacuum	वैक्यूअम	शून्य			

6. Y का उच्चारण

Y है तो consonant परंतु कहीं कहीं पर यह semi-vowel 'ई' के रूप में काम करता है।

y =	**ई**	policy	पालिसी	नीति	year	ईअर	साल
		hasty	हेस्टी	जल्दी	icy	आइसी	बर्फीला
y =	**आइ**	type	टाइप	प्रकार	cry	क्राई	चीख
		cyclone	साइक्लोन	चक्रवात	fry	फ्राई	तलना
y =	**आय**	typhoid	टायफाइड	मियादि बुखार	pyre	पायर	चिता
		tyre	टायर	टायर	tyrant	टायरैंट	अत्याचारी

II. CONSONANTS

1. C का उच्चारण

(i) c = स

c के बाद e, i और y हों, तो c का उच्चारण 'स' होता है।

niece	नीस	भतीजी	nice	नाइस	अच्छा
cease	सीज	रुकावट	peace	पीस	शांति
cinema	सिनेमा	चलचित्र	circus	सर्कस	सर्कस
city	सिटी	बाहर	citizen	सिटीजन	नागरिक
cycle	साइकिल	साइकिल			

(ii) c = क

c के बाद a, o, u, k, r और l हों, तो c का उच्चारण 'क' होता है।

cat	कैट	बिल्ली	cabinet	कैबिनिट	मंत्रिमंडल
colour	कलर	रंग	cow	काउ	गाय
cut	कट	काटना	cup	कप	कप
lock	लॉक	ताला	cock	कोक	मुर्गा
crow	क्रो	कौआ	craft	क्राफ्ट	कला
clean	क्लीन	स्वच्छ	class	क्लास	कक्षा

(iii) c = श

c के बाद ia हों, तो c का उच्चारण 'श' होता है।

social	सोशल	सामाजिक	musician	म्यूजिशियन	संगीतज्ञ
facial	फ़ेशियल	मुख सम्बन्धी	racial	रेशियल	वंश सम्बन्धी

(iv) c = 'च', 'क' और 'श'

c के बाद h हो, तो c का उच्चारण 'च', 'क' और 'श' होता है।

च	chair	चेयर	कुर्सी	fetch	फैच	जाकर लाना
	touch	टच	छूना	chess	चैस	शतरंज
क	chemist	कैमिस्ट	औषधि विक्रेता	chorus	कोरस	गायकदल
	cholera	कॉलरा	हैजा	Christ	क्राइस्ट	ईसा मसीह
श	machine	मशीन	मशीन	chicane	शिकेन	धोखा देना
	chef	शैफ	प्रधान रसोइया	charlatan	शार्लटन	नीम हकीम

2. G का उच्चारण

(i) g = ग

g का सामान्य उच्चारण 'ग' होता है।

gun	गन	बंदूक	leg	लैग	टांग
get	गैट	प्राप्त करना	pig	पिग	सूअर

(ii) g = ज

g के बाद e हो, तो g का उच्चारण 'ज' होता है।

page	पेज	पृष्ठ	general	जनरल	साधारण
gem	जैम	मणि	sage	सेज	पंडित

(iii) g = ज

g के बाद i हो, तो g का उच्चारण 'ज' होता है।

gin	जिन	एक प्रकार की शराब	giant	जाइन्ट	दानव
magician	मैजिशियन	जादूगर	ginger	जिंजर	अदरक

3. S का उच्चारण

(i) s = ज

यदि किसी शब्द के अंत में s से पहले be, g, gg, ge, oe, ie, ee और y हो, तो s का उच्चारण 'ज' होता है।

tribes	ट्राइब्ज	जातियाँ	tubes	ट्यूब्ज	नलियाँ
bags	बेग्ज	थैले	rags	रेग्ज	चीथड़े
eggs	ऐग्ज	अण्डे	pegs	पेग्ज	खूंटियाँ
pages	पेजिज	पृष्ठों	ages	ऐजिज	युग
heroes	हीरोज	नायक	mangoes	मैंगोज	आम
armies	आर्मीज़	सेनायें	flies	फलाईज	मक्खियाँ
rupees	रुपीज	रुपए	employees	एम्पलाईज	कर्मचारीगण
toys	ट्वाएज	खिलौने	boys	ब्वाएज	लड़के

(ii) s = स

s से पहले f, p, pe, और te हो, तो s का उच्चारण 'स' होता है।

roofs	रूफ्स	छत	hoofs	हूफ्स	खुर
caps	कैप्स	टोपियाँ	tops	टॉप्स	चोटियाँ
ropes	रोप्स	रस्से	hopes	होप्स	आशाएँ
kites	काइटस	पतंगें	flutes	फ्लूट्स	बांसुरियाँ

(iii) s = श

s के बाद ia और ion हो, तो s का उच्चारण 'श' होता है।

Asia	एशिया	एशिया	Eurasia	यूरेशिया	यूरेशिया
aggression	अग्रैशन	हमला	tension	टेंशन	तनाव

4. T का उच्चारण

(i) t = ट

t का सामान्य उच्चारण 'ट' होता है।

cat	कैट	बिल्ली	team	टीम	टीम
try	ट्राइ	कोशिश करना	tea	टी	चाय

(ii) t = श

t के बाद ia, ie और io हो, तो t का उच्चारण 'श' होता है।

initial	इनिश्यल्ज	आद्यवर्ण	distortion	डिस्टार्शन	विकृति
patient	पेशैन्ट	मरीज	ratio	रेशो	अनुपात

(iii) t = च

t के बाद ure हो, तो t का उच्चारण 'च' होता है।

nature	नेचर	प्रकृति	picture	पिक्चर	तस्वीर
culture	कलचर	संस्कृति	capture	कैप्चर	पकड़ना

(iv) t = 'द' या 'थ'

t के बाद h हो, तो t का उच्चारण प्रायः 'द' या 'थ' होता है।

द	this	दिस	यह	that	दैट	वह
थ	three	थ्री	तीन	theme	थीम	विषय

(v) t = च

s के बाद tion हो, तो t का उच्चारण 'च' होता है।

question क्वैस्चन प्रश्न

III. Silent Letters

1. 'B' Silent

(i) m के बाद b हो, तो 'b' प्रायः silent रहता है।

thumb	थम	अंगूठा	lamb	लैम	मेमना
comb	कोम	कंघा	dumb	डम	गूँगा

(ii) t से पहले b हो, तो 'b' प्रायः silent रहता है।

doubt	डाउट	संदेह	doubtful	डाउटफुल	संदेहजनक
debt	डेट	ऋण	doubtless	डाउटलैस	निःसंदेह

2. 'C' Silent

s के बाद प्रयोग किया गया 'c' प्रायः silent रहता है।

science	साइंस	विज्ञान	scene	सीन	दृश्य
scent	सैंट	इत्र	schedule	शैड्यूल	कार्यक्रम

3. 'D' Silent						
g से पहले d हो, तो 'd' प्रायः silent रहता है।						
	edge	ऐज	किनारा	ridge	रिज	पर्वतपृष्ठ
	budget	बजट	बजट	bridge	ब्रिज	पुल
4. 'G' Silent						
(i) n से पहले g हो, तो 'g' प्रायः silent रहता है।						
	sign	साइन	चिह्न	reign	रैन	शासन
	feign	फेन	ढोंग रचना	assign	एसाइन	देना
(ii) किसी शब्द के अन्तिम अक्षर gh, ght हों, तो 'gh' प्रायः silent रहता है।						
	high	हाइ	ऊँचा	sigh	साई	आह
	fight	फाइट	युद्ध	light	लाइट	रोशनी
5. 'H' Silent						
यदि Vowel से पहले h लगा हो, तो ऐसा 'h' प्रायः silent रहता है।						
	hour	आवर	घंटा	heir	एयर	उत्तराधिकारी
	honour	आनर	इज्जत	humble	अम्बल	विनम्र
6. 'K' Silent						
n से पहले k हो, तो 'k' प्रायः silent रहता है।						
	knowledge	नोलेज	ज्ञान	knife	नाइफ़	चाकू
	knee	नी	घुटना	knock	नॉक	खटखटाना
7. 'L' Silent						
(i) m से पहले l हो, तो 'l' प्रायः silent रहता है।						
	palm	पाम	हथेली	alms	आम्झ़	भिक्षा
	calm	काम	शांत	balm	बाम	मरहम
(ii) f से पहले l हो, तो 'l' प्रायः silent रहता है।						
	half	हाफ	आधा	calf	काफ	बछड़ा
(iii) k से पहले l हो, तो 'l' प्रायः silent रहता है।						
	talk	टाक	बातें करना	folk	फोक	जनसमूह
	walk	वाक	चलना	chalk	चॉक	खड़िया
(iv) d से पहले l हो, तो 'l' प्रायः silent रहता है।						
	would	वुड	will की Past form	should	शुड	shall की Past form
	could	कुड	can की Past form			
8. 'N' Silent						
m के बाद n हो, तो 'm' प्रायः silent रहता है।						
	autumn	आटम	पतझड़	column	कॉलम	कालम

9. 'P' Silent

(i) n से पहले p हो, तो 'p' प्रायः silent रहता है।

pneumonia	न्यूमोनिया	निमोनिया	pneumatics	न्यूमैटिक्स	वायुशास्त्र

(ii) s से पहले p हो, तो 'p' प्रायः silent रहता है।

psychology	साइकोलोजी	मनोविज्ञान	psalm	साम	भजन

10. 'Q' Silent

q कभी भी अकेला नहीं लिखा जाता। इसके साथ हमेशा u मिलेगा। यह 'qu' क्व की ध्वनि देता है।

quick	क्विक	शीघ्र	quest	क्वेस्ट	खोज
queen	क्वीन	रानी	quail	क्वेल	बटेर

11. 'T' Silent

(i) किसी शब्द में t के बाद 'ch' हो, तो 't' प्रायः silent रहता है।

catch	कैच	पकड़ना	match	मैच	खेल
fetch	फैच	जाकर लाना	watch	वॉच	घड़ी

(ii) किसी शब्द का अन्तिम अक्षर ten हो, तो 't' प्रायः silent रहता है।

listen	लिसन	ध्यान से सुनना	hasten	हेसन	जल्दी करना
often	ओफन	प्रायः	soften	सॉफन	कोमल होना

12. 'U' Silent

(i) g तथा अन्य vowels के बीच प्रयोग हुआ 'u' प्रायः silent रहता है।

guard	गार्ड़	चौंकीदार	guest	गैस्ट	अतिथि
guess	गैस	अनुमान लगाना	guile	गाइल	छल कपट

(ii) किसी शब्द के अंत में ugh या ught हों, तो 'u' प्रायः silent रहता है।

laugh	लॉफ	हँसना	caught	कॉट	पकड़ा गया
though	दो	यद्धपि	bought	बॉट	खरीदा

(iii) किसी शब्द के अंत में 'gue' हो, तो 'u' प्रायः silent रहता है।

plague	प्लेग	महामारी	tongue	टँग	जीभ

13. 'W' Silent

(i) यदि w और r इक्ट्ठे हों और w पहले हो, तो 'w' प्रायः silent रहता है।

wrap	रैप	लपेटना	wrong	राँग	गलत

(ii) यदि s के बाद w हो, तो 'w' प्रायः silent रहता है।

answer	आन्सर	उत्तर	sword	सोर्ड़	तलवार

IV. How To Spell A Particular Word

a	b	c	d	e	f	g	h	i	j
अ	ब	स, क	ड, द	इ, े	फ	ज, ग	ह	ि, इ	ज
k	l	m	n	o	p	q	r	s	t
क	ल	म	न	ओ, ो	प	क्व	र	स	ट, त

u उ, ु	v व	w व	x क्स	y य	z ज़				
a अ	aa आ	i इ	ee ई	u उ	oo ऊ	e ए	ai ऐ	o ओ	au औ
an अं	ah अः								

मात्राएं—

ा a	ि i	ी ee	ु u	ू ou	े e	ै ai	ो o	ौ au	an	: ah	
क K	का Ka	कि Ki	की Kee	कु Ku	कू Koo	के Ke	कै Kai	को Ko	कौ Kau	कं Kan	कः Kah

क Ka	ख Kha	ग Ga	घ Gha	ङ Nga
च Cha	छ Chha	ज Ja	झ jha	ञ Na
ट Ta	ठ Tha	ड़ Da	ढ़ Dha	ण Na
त Ta	थ Tha	द Da	ध Dha	न Na
प Pa	फ Pha	ब Ba	भ Bha	म Ma
य Ya	र Ra	ल La	व Va	
श Sha	ष Sha	स Sa	ह Ha	
क्ष Ksha	त्र Tra	ज्ञ Gya		

❋ ❋ ❋



3. The Sentence

IN THIS SECTION

I. SENTENCE **II. THE KINDS OF SENTENCES**

I. SENTENCE

(A group of words, which makes complete sense, is called a sentence.)

शब्दों का समूह जिसका पूर्ण अर्थ (Complete Sense) निकले Sentence कहलाता है। Sentence के मुख्य तीन भाग होते हैं—1. Subject 2. Verb 3. Object.

Sentence =	Subject +	Verb +	Object.
	(a) She	is reading	a newspaper.
	(b) Ram	was	a great leader.
	(c) He	is going	to school.
	(d) Mohan	is	our headmaster.

Simple Statement बनाने के लिए निम्नलिखित 5 मुख्य Structures का प्रयोग किया जाता है—

A.	SUBJECT +	VERB
	(a) My legs	are aching.
	(b) Something	happened.
	(c) Birds	fly.
	(d) Fire	burns.

B.	SUBJECT +	VERB +	OBJECT
	(a) I	need	a rest.
	(b) Five people	are moving	the piano.
	(c) Sita	has lost	her book.
	(d) We	should help	the poor.

C.	SUBJECT +	VERB +	COMPLEMENT
	(a) This piano	is	heavy.
	(b) It	was	a big problem.

नोट : Complement कोई adjective (*e.g.* heavy) भी हो सकता है अथवा Noun Phrase (*e.g.* a big problem) भी। Complement प्राय: verb 'to be' के बाद आता है। इसके अतिरिक्त यह appear, become, get, feel, look, seem, stay और sound आदि verb के बाद भी आ सकता है; जैसे—

(a) He *became* a soldier. (b) Ram *looks* sad.

D.	SUBJECT +	VERB +	ADVERBIAL
	(a) It	is	on my foot.
	(b) Their house	is	nearby.

नोट : Adverbial कोई Prepositional Phrase (*e.g.* on my foot) अथवा Adverb (*e.g.* nearby) भी हो सकता है।

E.	SUBJECT +	VERB +	OBJECT +	OBJECT
	(a) I	lent	him	my book.
	(b) Ram	gave	Sita	a present.

EXERCISE 1.

Look at each italicised phrase and say what part of the sentence it is : subject, verb, object, complement or adverbial.

1. The toy is *beautiful.*
2. She made *me* angry.
3. Her house is *nearby.*
4. The lame man *slipped.*
5. Ram is having *a great time*.
6. Sita *had* an accident.
7. *The weather* is marvelous.
8. She is *on a farm.*
9. I like *this picture.*
10. I keep my room *clean.*

II. THE KINDS OF SENTENCES

Meaning या Sense के आधार पर Sentences पाँच प्रकार के होते हैं:-

1. Assertive Sentence (कथनात्मक वाक्य)

2. Interrogative Sentence (प्रश्नवाचक वाक्य)

3. Imperative Sentence (आज्ञासूचक वाक्य)

4. Exclamatory Sentence (विस्मयसूचक वाक्य)

5. Optative Sentence (इच्छार्थक वाक्य)

1. ASSERTIVE/DECLARATIVE SENTENCE

ये वाक्य किसी स्थिति का बोध कराते हैं अर्थात् सूचना देते हैं।

(A declarative sentence can be either positive or negative.)

एक घोषणात्मक वाक्य सकारात्मक भी हो सकता है और नकारात्मक भी।

ऐसे वाक्यों को दो भागों में बाँटा गया है–

A. Affirmative Sentence

B. Negative Sentence

A. Affirmative Sentence

(When the statement is positive and affirms something, it is called affirmative sentence. It asserts and declares something. It starts with a capital letter and ends with a period/ full stop.)

ये वाक्य किसी कार्य के होने की सूचना देते हैं; जैसे–

(a) I go to school. (b) Spring comes after winter.

उपरोक्त वाक्य कथन को व्यक्त करते हैं। ये कुछ कहते हैं तथा किसी चीज़ की घोषणा करते हैं। ये सभी घोषणात्मक वाक्य हैं। ऐसे वाक्य बड़े अक्षर से आरंभ होते हैं तथा पूर्ण विराम चिन्ह से इनका अंत होता है।

B. Negative Sentence

(When the statement is negative and denies something, the sentence is called negative. The most common way to negate a sentence is by inserting 'not' in the verb phrase.)

(i) इन वाक्यों से किसी कार्य के न होने की सूचना मिलती है। किसी वाक्य को नकारात्मक बनाने के लिए verb phrase के बीच not लगाया जाता है; जैसे–

(a) I do *not* go to school.

(b) Spring does *not* come before winter.

(ii) Negative Sentences में *not* या *n't* हमेशा auxiliary verb के बाद आते हैं। यदि एक से अधिक auxiliary verbs हैं, तो not का प्रयोग प्रथम auxiliary के बाद किया जाता है; जैसे–

(a) You should *not* have bothered.

(b) This plate has *not* been washed.

(iii) *not* या *n't* का प्रयोग main verb के बाद भी किया जाता है; जैसे—

(a) The photos are *not* ready yet.
(b) It is *not* very warm in here.

(iv) No के साथ भी नकारात्मक वाक्य बनाए जा सकते हैं; जैसे—

(a) Music is *not* allowed after ten.
(b) *No* music is allowed after ten.

(v) केवल noun या noun + adjective से पहले no का प्रयोग हो सकता है, Verb के साथ नहीं; जैसे—

(a) The shops are *no* open. (incorrect)
(b) The shops are *not* open. (correct)

(vi) Never के साथ भी नकारात्मक वाक्य बनाए जा सकते हैं। Never का अर्थ है—not ever (कभी नहीं); जैसे—

(a) He *never* comes on time.
(b) Ram *never* tells a lie.

2. INTERROGATIVE SENTENCE

(A sentence that asks a question is called an interrogative sentence. It starts with a capital letter and ends with a question mark.)

ऐसे वाक्य जो प्रश्न पूछने के लिए प्रयोग होते हैं, Interrogative sentences कहलाते हैं। ऐसे वाक्यों के अंत में प्रश्नवाचक चिह्न (Sign of Interrogation = ?) लगाया जाता है।

ये वाक्य तीन प्रकार के होते हैं—

A. Yes/ No Questions :

Auxiliary verbs से प्रारंभ होने वाले प्रश्नवाचक वाक्य—

ऐसे प्रश्नवाचक वाक्य जो auxiliary verbs से शुरू होते हैं, उनका जवाब Yes या No में दिया जा सकता है; जैसे—

(a) Ram : *Do* you know me ?
(b) Mohan : Yes, I know you.
(c) Ram : *Is* he your brother ?
(d) Mohan : No, he is not my brother.

B. Wh-Questions :

(Wh-questions cannot be answered with 'Yes' or 'No'. These start with a question word such as why, which, where, who, what etc.)

Wh-how से शुरू होने वाले प्रश्नवाचक वाक्यों में कुछ Question words का प्रयोग किया जाता है। ये words– how, what, when, where, who, whose, why और which आदि हो सकते हैं। ऐसे प्रश्नवाचक वाक्य जिनमें question words के साथ auxiliaries का प्रयोग हो उनका जवाब Yes या No में नहीं दिया जा सकता, बल्कि पूर्ण वाक्य के साथ देना पड़ता है; जैसे—

(a) Ram : *What* is your name ?
Mohan : My name is Ram.
(b) Ram : *Who* has stolen my book?
Mohan : Shyam has stolen your book.

C. Interronegative Sentence :

(We make a question negative by putting *n't* after the auxiliary.)

ऐसे वाक्य जिनमें question के साथ-साथ नकारात्मक भाव भी प्रकट होता हो Interronegative sentences कहलाते हैं। किसी भी वाक्य को auxiliary के बाद not लगाकर interronegative में बदला जा सकता है; जैसे—

(a) *Have* you done it yet ? (interrogative)
(b) *Haven't* you done it ? (interronegative)
(c) What went wrong ? (interrogative)
(d) What *didn't* go wrong ? (interronegative)

3. IMPERATIVE SENTENCE

(An imperative sentence expresses a command, a request or an advice.

It starts with a capital letter and ends with a period. The most typical and most commonly used imperatives are second person imperatives, and these do not have a subject.)

ये वाक्य आदेश (Command or Order), प्रार्थना (Request), सुझाव (Suggestion), परामर्श (Advice) और निषेध (Prohibition) आदि के भाव प्रकट करते हैं। Imperative sentences के अंत में Full stop (.) लगाया जाता है।

याद रखें— Imperative sentences हमेशा Present Indefinite Tense से शुरू होते हैं। ऐसे वाक्यों में Subject 'You' प्रायः लुप्त रहता है, पूरा वाक्य ही Predicate होता है; जैसे—

(a) Look at the map.
(b) Work hard to pass.
(c) Please bring me a glass of water.
(d) Let him play.
(e) Do not make a noise.

Imperative Sentences बनाने के नियम—

1. ये वाक्य Verb की First Form से शुरू होते हैं।

2. नकारात्मक वाक्यों में Verb से पहले Do not या Never का प्रयोग किया जाता है।

(a) *Do not* play on the road.
(b) *Never* tell a lie.

Note– यदि contrast/emphasis को प्रकट करना हो, तो subject 'you' का प्रयोग किया जा सकता है; जैसे—

(a) *You* do as you are told.
(b) *You* wash the dishes today and I'll wash them tomorrow.

3. Always का प्रयोग वाक्य के आरंभ में किया जाता है; जैसे—

(a) *Always* speak the truth.
(b) *Always* show humility to the guests.

4. कभी-कभार third person के subjects भी imperative sentences में देखने को मिलते हैं; जैसे—

(a) *Children* keep quiet.
(b) *Those* who want to go to the exhibition stand aside.

5. यदि imperatives को more persuasive बनाना हो, तो do का प्रयोग किया जाता है; जैसे—

(a) *Do* sit down.
(b) *Do* let's have tea now.

6. ऐसे imperative sentences जिसमें first और third person का प्रयोग दिखाना हो अथवा वाक्य के आरंभ में '*आओ*' या '*चलो*' हो या वाक्य के अंत में '*दो*' हो, तो *Let* का प्रयोग किया जाता है। Let का अर्थ होता है—अनुमति देना। Let के बाद हमेशा Pronoun का Objective case लगाएं; जैसे—

(a) *Let* me go, please.
(b) *Let*'s get the work done.
(c) *Let*'s go out for a walk.

4. EXCLAMATORY SENTENCE

(An exclamatory sentence expresses a sudden strong feeling of joy, sorrow, wonder or anger etc. It starts with a capital letter and ends with an exclamation mark.)

A. ये वाक्य आश्चर्य (Wonder), शोक (Sorrow), खुशी (Joy) और प्रशंसा (Applause) के भाव प्रकट करते हैं।

Exclamatory sentences के अंत में Sign of Exclamation (!) लगाया जाता है; जैसे—

(a) Hurrah! I have stood first.
(b) What a beautiful stroke it was!
(c) How pretty she looks in this dress!
(d) How fast he drives!

B. कभी-कभी इन वाक्यों में Verb का प्रयोग भी नहीं होता; जैसे—

(a) What a shame!

(b) What a pleasant day !

5. Optative Sentence

(An optative sentence expresses a wish, prayer or a desire.)

Optative sentences 'good wishes, desires' और 'curse' आदि के भाव प्रकट करते हैं। ऐसे वाक्यों से कामना, आशीर्वाद, शाप आदि का बोध होता है; जैसे—

(a) May God bless him with a son!

(b) Long live our nation!

Optative Sentences बनाने के नियम—

1. 'भगवान् करे' के लिए May का प्रयोग किया जाता है। इसके लिए याद रखें—

May + Pronoun 'you' + Verb I + !

जैसे—

(a) *May* you live long!

(b) *May* you succeed in the examination!

2. 'मेरी इच्छा है कि' के लिए I wish का प्रयोग का प्रयोग होता है और यहाँ I के साथ was की बजाए were का प्रयोग किया जाता है; जैसे—

(a) *I wish* I were a bird !

(b) *I wish* I were a millionaire !

3. I wish के स्थान पर Would that का प्रयोग भी किया जाता है; जैसे—

(a) *Would that* my brother were alive !

(b) *Would that* I not wasted my money !

Exercise 2.

State which of the following sentences are assertive/ interrogative/ imperative/ exclamatory etc.:-

1. Be brave.
2. It rained heavily last night.
3. What day will it be tomorrow?
4. How difficult the question was!
5. O for a car!
6. When will you go to Delhi?
7. He lost all his property.
8. What a fierce beast it is!
9. The stranger hit the dog.
10. Who is your headmaster?

Exercise 3.

State which of the following sentences are assertive/ interrogative/ imperative/ exclamatory etc.:-

1. The chief was not caught.
2. Do not make a noise.
3. May God help you!
4. Need he come here?
5. Alas! I am undone.
6. May you live long!
7. Whose book is this?
8. Give up smoking.
9. What a pity!
10. Has he passed?

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4. Subject & Predicate

IN THIS SECTION

I. SUBJECT **II. PREDICATE** **III. OBJECT**

Sentence की संरचना– 1. Subject 2. Predicate

(Every sentence, usually consists of a Subject, that can be either a Noun or Pronoun, a Verb and an Object.)

I. SUBJECT

(The part which names the person or thing we are speaking about is called the subject of the sentence.)

A. वाक्य में जिसके बारे में कोई बात कही गई हो या वाक्य में जो कार्य करता हो, वह Subject होता है; जैसे–

(Subject)		(Predicate)
(a) Sita	+	is reading a news paper.
(b) Ram	+	writes a letter.

उपरोक्त वाक्यों में 'Ram, Sita' 'subject' के रूप में प्रयोग किए गए हैं।

B. Subject के लिए Noun अथवा Pronoun का प्रयोग किया जाता है जो एकवचन या बहुवचन रूप में होते हैं।

C. Subject एक या एक से अधिक शब्दों से बना हो सकता है। वाक्य में कई बार Subject के साथ और भी शब्द जुड़े होते हैं जो Subject की विशेषता बताते हैं। ये शब्द Articles, Determiners और Adjectives में से कोई भी हो सकते हैं।

D. कई बार वाक्य में Subject के स्थान पर It, There, Infinitive, Gerund और Clause जैसे शब्द भी प्रयोग होते हैं; जैसे–

	Subject के स्थान पर प्रयुक्त शब्द
(a) *It* is 9 O' clock.	Pronoun (IT)
(b) *Walking* is good for health.	Gerund (Walking)
(c) *Where he goes* is not known.	Clause (Where he goes)
(d) *To err* is human.	Infinitive (To err)
(e) *There* was a cat there.	Introductory adverb (There)

E. जो शब्द या शब्दों के समूह Subject के अर्थ में विशेषता प्रकट करें, वे Enlargement of Subject कहलाते हैं। इन्हें Adjunct भी कह सकते हैं; जैसे–Honest men are respected everywhere. यहाँ 'Honest' enlargement of subject है।

II. PREDICATE

(Predicate tells us about the action or state of the subject in a sentence.)

A. Predicate लैटिन भाषा से लिया गया शब्द है, जिसका अर्थ है 'to proclaim' अर्थात् वाक्य में Subject के बारे में जो कुछ कहा जाए वह Predicate कहलाता है। वाक्य की Verb और Object मिलकर Predicate बनाते हैं।

Subject	Predicate
(a) Ram	has done his work.
(b) Dogs	bark.
(c) We	read our books.
(d) They	play.

B. कुछ वाक्यों में Predicate की Verb के पीछे कथन के अन्य भाग भी होते हैं, जिन्हें Other Parts of Speech कहते हैं। ये शब्द noun, pronoun, adjective, complement, infinitive, gerund और adverb हो सकते हैं; जैसे—

(a) The houses are for sale.	complement– for sale
(b) I spoke well.	adverb– well
(c) I enjoy writing.	gerund– writing
(d) I like to write.	infinitive– to write

C. जो शब्द Predicate की विशेषता प्रकट करें, वे Extension of Predicate कहलाते हैं। इन्हें Adverbial adjunct भी कह सकते हैं; जैसे—

Read this book *again and again.*

यहाँ 'again and again' enlargement of predicate है।

III. OBJECT

A. वाक्य में जिस पर कार्य किया जाए वही object होता है। अर्थात् जिस उद्देश्य के लिए कार्य होता है, वह Object कहलाता है; जैसे—

Subject		Verb		Object
(a) Sita	+	is reading	+	a newspaper.
(b) Ram	+	writes	+	a letter.

B. जो शब्द या शब्दों के समूह Object के अर्थ में विशेषता प्रकट करें, वे Enlargement of Object कहलाते हैं; जैसे—उपरोक्त दोनों वाक्यों में *'a'* enlargement of object है।

EXERCISE 4.

Separate the *subject* and the *predicate* in each of the following sentences:

1. The cat is sitting in the basket.
2. The storm blew at night.
3. He played his part well.
4. It was a nice show.
5. The doctor is feeling his pulse.
6. The owl is an ugly bird.
7. You can meet him tomorrow.
8. He made me angry.
9. The homeless slave ran into the forest.
10. Bitter is the fruit of sin.

EXERCISE 5.

Separate the *subject* and the *predicate* in each of the following sentences:

1. Children are playing in the ground.
2. His father is a teacher.
3. The new teacher teaches well.
4. The old house is near the bus-stand.
5. The table is made of wood.
6. Our school closes at 5 p.m.
7. Gandhiji preached non-violence.
8. Union is strength.
9. That girl helped me.
10. Sweet are the uses of adversity.

EXERCISE 6.

Column A has the subjects while column B, the predicates. Match a suitable predicate against each subject and form a sentence :

A	B
(a) The moon	is the best policy.
(b) The milk	comes from the rain.
(c) Your brother	comes from the sun.
(d) Jumped down Prince	asked me a question.
(e) Diamond	made me happy.
(f) Honesty	shines with sunlight.
(g) All energy	has turned sour.
(h) All water	speaks English very well.
(i) The teacher	into the well.
(j) The news	cuts diamond.

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5. The Phrase & The Clause

IN THIS SECTION

I. PHRASE **II. CLAUSE**

Basic Formation of a Sentence:

1. Phrase वाक्यांश 2. Clause उपवाक्य

I. PHRASE

(A group of words, which makes sense, but not complete sense is called a phrase.)

शब्दों का ऐसा समूह जिससे पूरा अर्थ नहीं निकलता है अर्थात् जो अधूरा अर्थ (incomplete meaning) दर्शाए 'phrase' कहलाता है; जैसे—

(a) He writes a letter *in the classroom.* (b) They killed a lion *in the jungle.*

(c) You sing a song *for your friends.* (d) I throw stones *into the lake.*

उपरोक्त वाक्यों में italicised words 'phrases' को दर्शाते हैं।

नोट–विस्तृत जानकारी के लिए More About Clauses नामक Chapter पढ़ें।

II. CLAUSE

(A group of words which forms part of a sentence, and contains a subject and a predicate, is called a clause.)

वाक्य में शब्दों का ऐसा समूह जिसका अपना Subject और अपना Predicate हो, Clause कहलाता है; जैसे—

(a) She has a chain *of gold.*

(b) She has a chain *which is made of gold.*

पहले वाक्य में '*of gold*' phrase को दर्शाता है परंतु दूसरे वाक्य में '*which is made of gold*' एक Clause को प्रकट करता है।

विस्तृत जानकारी के लिए More About Clauses नामक Chapter पढ़ें।

EXERCISE 7.

Choose *phrases* and *clauses* in the following sentences :

1. You will get your money *whenever you want.*
2. The cat is sleeping *under the table.*
3. This is the place *where I live.*
4. We cannot leave *till it stops raining.*
5. It was a sunset *of great beauty.*
6. The sun rises **in the east.**
7. There came a giant *to my door.*
8. I know *that he is a rogue.*
9. No one knows *who he is.*
10. They sat *on a wall.*

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6. Parts of Speech

IN THIS SECTION

I. NOUN II. PRONOUN III. ADJECTIVE IV. VERBS
V. ADVERB VI. PREPOSITION VII. CONJUNCTION VIII. INTERJECTION

PARTS OF SPEECH

(Partition of a sentence according to its uses is called 'parts of speech'.)

Sentence के शब्दों को रूप (Form), प्रयोग (Usage) तथा बनावट (Structure) के आधार पर आठ भागों में बाँटा गया है, जिन्हें Parts of Speech (शब्द भेद) कहते हैं। ये Parts of Speech हैं—

1. Noun (संज्ञा)
2. Pronoun (सर्वनाम)
3. Adjective (विशेषण)
4. Verb (क्रिया)
5. Adverb (क्रियाविशेषण)
6. Preposition (संबंधसूचक)
7. Conjunction (संयोजक)
8. Interjection (विस्मयसूचक)

I. NOUN

(A noun is a naming word. All that we can see, feel or think is a noun.)
Or (A noun is a word used to name a person, place, thing or an idea.)

व्यक्ति, स्थान अथवा वस्तु का नाम Noun कहलाता है। इसके अतिरिक्त जो शब्द गुण (quality), कार्य या अवस्था (state/ condition/ position/ attitude) को प्रकट करें वे भी Nouns कहलाते हैं।

A. व्यक्ति (person): Ram, Sita; जैसे—
(a) *Ram* is my best friend.
(b) *Sita* is sewing.

B. स्थान (place): India, Delhi, village; जैसे—
(a) I live in my *village*.
(b) *India* is a large country.

C. वस्तु (thing): chair, pen, ball; जैसे—
(a) This is a *chair*.
(b) It is her *pen*.

D. पशु (Animal): elephant, horse; जैसे—
(a) This is my *horse*.
(b) The *buffalo* is a domestic animal.

E. गुण (quality/ concept): wisdom, honesty, bravery, beauty; जैसे—
(a) *Honesty* is the best policy.
(b) *Beauty* needs no ornaments at all.

F. कार्य (action): smoking, race, obedience; जैसे—
(a) *Smoking* is injurious to health.
(b) *Jogging* is a good exercise.

G. अवस्था (condition/ state): childhood, poverty, health; जैसे—
(a) A government tries hard to eradicate poverty.
(b) Rest relaxes body.

II. PRONOUN

(A word that is used in place of a 'noun' is called a pronoun.)

Pronoun दो शब्दों से मिलकर बना है- Pro + Noun (Pro का अर्थ है- for और Noun का अर्थ है संज्ञा) अत: Noun के स्थान पर जो शब्द प्रयोग किया जाए वह Pronoun कहलाता है।

	A	B
(a)	*Ram* is my friend.	'*Ram*' -noun
	He is the monitor of our class.	'*He*' -pronoun
(b)	The *table* is made of costly wood.	'*Table*' -noun
	It is the one I like.	'*It*' -pronoun

उपरोक्त Table में, 'Ram' और 'table' nouns है, जिनके स्थान पर 'He' और 'It' का प्रयोग किया गया है, जो pronouns हैं।

III. ADJECTIVE

(An adjective adds some meaning to a noun or pronoun.)

जो शब्द Noun अथवा Pronoun के गुणों (Qualities), परिमाण (Quantity) और संख्या (Numbers) की जानकारी देते हैं, Adjectives कहलाते हैं; जैसे—

(a) The *lazy* dog cannot play.
(b) Do you take bath in *cold* water?
(c) You must not ignore the *poor* students.
(d) Neeta is a *young* girl.

उपरोक्त वाक्यों में 'lazy, cold, poor' और 'young' शब्दों से Noun के गुण-दोष और रंग आदि का बोध होता है। अत: ये शब्द adjectives हैं।

IV. VERBS

(A verb is a word that tells about the action or state of subject, object (agent) etc.)

Or (A word which is used for saying something about some person or thing is called verb.)

जो शब्द वाक्य में होना, रखना या कार्य का बोध कराएं, Verbs कहलाते हैं।

Verb शब्द लैटिन भाषा के Verbum शब्द से बना है। Verb का अर्थ है- a word (एक शब्द)

प्रत्येक वाक्य में Verb का होना आवश्यक है; जैसे—

(a) I *bought* a watch.	(action)
(b) The girl *wrote* a letter to her cousin.	(action)
(c) Kolkata *is* big city.	(state)
(d) Iron and copper *are* useful metals.	(state)

उपरोक्त Sentences में 'bought, wrote, is' व 'are'Verbs हैं।

V. ADVERB

(The words which modify verbs, adjectives, or other adverbs are called adverbs.)

जो शब्द किसी verb, adjective या adverb की विशेषता बताएं, Adverbs कहलाते हैं।

Adverb का अर्थ केवल क्रियाविशेषण ही नहीं होता। इसका यह नामकरण सही नहीं है क्योंकि Adverb वाक्य में verb के अतिरिक्त अन्य parts of speech को भी modify करता है।

अत: Adverb वह शब्द है जो—

A. किसी क्रिया (verb) की विशेषता बताता है; जैसे—

(a) He runs *fast*. (adverb-*fast*, verb-runs)
(b) She always comes *late*. (adverb-*late*, verb-comes)

B. किसी विशेषण (adjective) की विशेषता बताता है; जैसे—

(a) You are *absolutely* right. (adverb-*absolutely*, adjective-right)

(b) He is *really* sincere. (adverb-*really*, adjective-sincere)

C. किसी क्रियाविशेषण (adverb) की विशेषता बताता है; जैसे—

(a) He addressed me *very* politely. (adverb- *very*, adverb-politely)

(b) She speaks quite *softly*. (adverb-*softly*, adverb-quite)

NOTE :–

Adverb वह शब्द भी है जो—

(i) किसी संबंधवाचक अव्यय (preposition) की विशेषता बताता है; जैसे—

(a) The bird flew *exactly* over his head. (adverb- *exactly*, preposition- over)

(b) His mischief was *decidedly* above the average. (adverb- *decidedly*, preposition- above)

(ii) किसी संयोजक (conjunction) की विशेषता बताता है; जैसे—

(a) The train left *just* before I had reached the station. (adverb- *just*, conjunction-before)

(b) He became lame *simply* because he had copied a bad thing. (adverb-*simply*, conjunction-because)

(iii) किसी (phrase) की विशेषता बताता है; जैसे—

(a) *Luckily*, Ram escaped unhurt. (adverb- *Luckily*, phrase- Ram escaped unhurt)

(b) She will not read *all* through her novel. (adverb- *all*, phrase- through her novel)

(iv) Sentence की विशेषता प्रकट करने वाले Adverbs– probably, certainly, fortunately, luckily और surely आदि हैं; जैसे—

(a) *Fortunately* the baby is saved. (adverb- *Fortunately*)

(b) *Probably* you are wrong. (adverb- *probably*)

(v) सामान्यतया noun या pronoun की विशेषता बताने का काम adjectives करते हैं परंतु कुछ ऐसे adverbs हैं जो यहाँ तक कि noun या pronoun की विशेषता भी बताते हैं। ये adverbs हैं- almost, even और only; जैसे—

(a) *Only* Ram has passed. (adverb- *Only*, noun-Ram)

(b) *Only* they can save you. (adverb- *Only*, pronoun-they)

VI. PREPOSITION

(A preposition is a word which shows the relation of a noun or a pronoun with another words in a sentence.)

जो शब्द Noun या Pronoun से पहले जुड़कर sentence के अन्य शब्दों के साथ उनका संबंध स्थापित करे वह Preposition कहलाता है; जैसे—at, in, for, under, above, over, against, on, like etc.

ये वाक्य देखें—

(a) Gita sits *under* the tree. (b) The earth revolves *round* the sun.

(c) He is *in* the playground. (d) He advised us and went *on*.

उपरोक्त वाक्यों में 'under, round, in' और 'on' Prepositions हैं।

जिस noun या pronoun से पूर्व Preposition का प्रयोग हुआ है, वे nouns या pronouns उस Preposition के objects कहलाते हैं।

VII. CONJUNCTION

(A word that joins two or more words, phrases, clauses or sentences is called a conjunction.)

A. जो शब्द दो या दो से अधिक शब्दों (words), उपवाक्यों (clauses), वाक्यांशों (phrases) या वाक्यों (sentences) को जोड़ें, Conjunctions कहलाते है। इन्हें Sentence Linkers भी कहा जा सकता है; जैसे—

(a) Sita *and* Gita are waiting for you.

(b) I met him near the temple *and* under the tree.

(c) He always creates problem *because* he is a cheat.
(d) Ram is studying *but* his brother is wasting his time.
(e) Who is stronger *than* an elephant?
(f) We waited *until* he returned.

उपरोक्त Sentences में 'and, but, because, than' और 'until' – Conjunctions हैं।

Note:- Preposition और Conjunction में क्या अंतर है?

(i) Preposition :

Preposition के साथ phrase लगा होता है; जैसे–

The sun rises in the east.

इस वाक्य में *in the east* एक phrase है और *in* एक preposition है।

(ii) Conjunction :

Conjunction के साथ Clause लगा होता है; जैसे–

I have helped you because you are honest.

इस वाक्य में *because you are honest* एक clause है और *because* एक conjunction है।

VIII. INTERJECTION

(Interjection is a word that helps us to throw our sudden feeling out that we have inside our heart or in our sentiment.)

A. Interjection = Inter + Jectus, inter का अर्थ है—मध्य और jectus का अर्थ है—फेंका हुआ अर्थात् 'Something thrown in between' इस प्रकार interjection वह शब्द है जो वाक्य में डाल दिया गया हो और जो वाक्य का आवश्यक अंग न हो।

B. जो शब्द खुशी या गम, डर या हैरानगी जैसे अचानक हृदय से निकलने वाले उद्‌गारों (sudden feeling) को प्रकट करें, Interjections कहलाते हैं। ऐसे शब्दों के बाद sign of exclamation (!) लगाया जाता है। ये शब्द sentence में अन्य शब्दों के साथ किसी प्रकार का संपर्क नहीं रखते हैं। इनका वाक्य के Grammatical Strucutre से कोई संबंध नहीं होता है। ये तो सिर्फ़ मस्तिष्क में अचानक उठी तीव्र भावना को प्रकट करते हैं। इन्हें कभी-कभी Filled Pause भी कहा जाता है; जैसे—

(a) *Hurrah* ! we have won the match.
(b) *Ah* ! you have betrayed me.

उपरोक्त Sentences में 'Hurrah' व 'Ah' – Interjections हैं।

C. यह कोई आवश्यक नहीं है कि केवल अकेला शब्द ही 'Interjections' के रूप में प्रयोग हो सकता है। निम्नलिखित Parts of speech का समूह भी 'Interjections' की तरह प्रयोग किया जा सकता है।

(a) You call her innocent !
(b) What a shameful act it is!

EXERCISE 8.

Write in the brackets the name of the parts of speech which are italicised :

1. He *is* a teacher in a school.
2. You must not ignore the *poor* student.
3. Children are reading *carefully*.
4. He passed *because* he worked hard.
5. *India* is a large country.
6. He sang a song *properly*.
7. The books are where you left *them*.
8. *Alas*! he is dead.
9. I made a good *choice*.
10. I killed a lion *with* a gun.

❋ ❋ ❋



7. The Tense

IN THIS SECTION

I. TENSE CHART **II. FORMATION OF SENTENCES**

TENSE

(Tense is that characteristic of a verb which tells us the time of an action or state of being.)

Tense कार्य के काल की जानकारी देता है। निम्नलिखित कुल 12 Tenses होते हैं—

I. TENSE CHART

S.No.	Name of the Tense	हिंदी के वाक्य के अंत में	Helping Verbs	Form of Verb
1.	Present Indefinite	ता है, ती है, ते हैं	Hidden in verb (do/ does)	Ist/Ist+s or es
2.	Present Continuous	रहा है, रही है, रहे हैं	is/ am/ are	Ist + ing
3.	Present Perfect	चुका है, चुकी है, चुके हैं	has/ have	III rd
4.	Present Perfect Continuous	से रहा है, से रही है, से रहे हैं	has been/ have been	Ist + ing
5.	Past Indefinite	आ, ई, ए, ता था, ते थी, ती थी	Hidden in verb (did)	II nd
6.	Past Continuous	रहा था, रही थी, रहे थे	was/ were	Ist + ing
7.	Past Perfect	चुका था, चुके थे, चुकी थी	had	III rd
8.	Past Perfect Continuous	से रहा था, से रही थी, से रहे थे	had been	Ist + in
9.	Future Indefinite	गा, गे, गी	will/ shall	Ist
10.	Future Continuous	रहा होगा, रही होगी, रहे होंगे	will be/ shall be	Ist + ing
11.	Future Perfect	चुका होगा, चुकी होगी, चुके होंगे	will have/ shall have	III rd
12.	Future Perfect Continuous	से रहा होगा, से रही होगी, से रहे होंगे	will have been/ shall have been	Ist + ing

II. FORMATION OF SENTENCES

A.	Positive Form : Subject + Helping Verb + Verb + Object.
B.	Negative Form : Subject + Helping Verb + not + Verb + Object.
C.	Interrogative Form : Helping Verb + Subject + Verb + Object?
D.	Interrogative Negative Form : Helping Verb + Subject + not + Verb + Object? Or Helping Verb + n't + Subject + Verb + Object?

1. **Present Indefinite Tense में यदि Subject III rd Person Singular Noun (He, She, It) or any name हो, तो verb की Ist Form के साथ s या es लगाया जाता है।**
2. **Past Indefinite Tense के Negative or Interrogative होने से did के आने पर verb की Ist Form का प्रयोग किया जाता है।**
3. **नहीं वाले वाक्यों में Helping verb के साथ not का प्रयोग होता है।**
4. **प्रश्नवाचक वाक्यों में Subject से पहले Helping verb का प्रयोग किया जाता है।**
5. **वाक्य में निश्चित समय के लिए Since तथा अनिश्चित समय के लिए For का प्रयोग होता है।**

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7.1. Present Indefinite Tense

PRESENT INDEFINITE TENSE

Present Indefinite को Simple Present भी कहा जाता है।

पहचान–

जिस वाक्य के अंत में ता है, ते हैं, ती है आए, वह वाक्य Present Indefinite Tense का वाक्य कहलाता है; जैसे–वह स्कूल जाता है।

A. POSITIVE FORMS

I/ you/ we/ they go
he/ she/ it goes

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + Verb I + (s/ es) + Object.

Present Indefinite Tense के साधारण वाक्यों में Verb की First Form का प्रयोग होता है। Third person singular में Verb के साथ s या es का प्रयोग किया जाता है; जैसे–

(a) वह स्कूल जाता है।	He goes to school.
(b) वह स्कूल जाती है।	She goes to school.
(c) मैं स्कूल जाता हूँ।	I go to school.
(d) हम स्कूल जाते हैं।	We go to school.
(e) तुम स्कूल जाते हो।	You go to school.
(f) वे स्कूल जाते हैं।	They go to school.

B. NEGATIVE FORMS

I/ you/ we/ they do not go OR don't go
he/ she/ it goes does not go OR doesn't go

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + do/ does + not + Verb I + Object.

Present Indefinite Tense के नकारात्मक वाक्यों में do not, does not का प्रयोग किया जाता है। Third Person singular में does not का प्रयोग किया जाता है; जैसे–

(a) वह स्कूल नहीं जाता है।	He does not go to school.
(b) वह स्कूल नहीं जाती है।	She does not go to school.
(c) मैं स्कूल नहीं जाता हूँ।	I do not go to school.
(d) हम स्कूल नहीं जाते हैं।	We do not go to school.
(e) तुम स्कूल नहीं जाते हो।	You do not go to school.
(f) वे स्कूल नहीं जाते हैं।	They do not go to school.

NOTE :–

Do not ये दो शब्द हैं। अत: इन्हें हमेशा अलग-अलग लिखें, परंतु Don't एक शब्द है, इसे हमेशा इकट्ठा लिखें।

C. INTERROGATIVE FORMS

Do I/ you/ we/ they go ?
Does he/ she/ it go ?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Do/ Does + Subject + Verb I + Object + ?

(a) क्या वह स्कूल जाता है ?	Does he go to school ?
(b) क्या वह स्कूल जाती है ?	Does she go to school ?
(c) क्या मैं स्कूल जाता हूँ ?	Do I go to school ?
(d) क्या हम स्कूल जाते हैं ?	Do we go to school ?
(e) क्या तुम स्कूल जाते हो ?	Do you go to school ?
(f) क्या वे स्कूल जाते हैं ?	Do they go to school ?

D. INTERROGATIVE NEGATIVE FORMS

Do I/ you/ we/ they not go OR Don't I/ you/ we/ they go?
Does he/ she/ it not go OR Doesn't he/ she/ it go?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Do/ Does + Subject + not + Verb I + Object + ?

Or

Don't/ Doesn't + Subject + Verb I + Object + ?

(a) क्या वह स्कूल नहीं जाता है ?	Does he not go to school ?
(b) क्या वह स्कूल नहीं जाती है ?	Does she not go to school ?
(c) क्या मैं स्कूल नहीं जाता हूँ ?	Do I not go to school ?
(d) क्या हम स्कूल नहीं जाते हैं ?	Do we not go to school ?
(e) क्या तुम स्कूल नहीं जाते हो ?	Do you not go to school ?
(f) क्या वे स्कूल नहीं जाते हैं ?	Do they not go to school ?

Note:- Verb के साथ es का प्रयोग कब किया जाएगा?

(i) es तभी लगता है जब Verb के अंतिम अक्षर s, ss, sh, ch, j, o और z हों; जैसे—
go - goes, kiss – kisses, search – searches, fetch – fetches, clash – clashes, quiz – quizzes, pass- passes, wash - washes, catch - catches, do - does, mix -mixes etc.

(ii) यदि Verb का अंतिम अक्षर 'y' हो तथा इससे पहले कोई consonant हो, तो y को i में बदल कर es लगाते हैं; जैसे- cry – cries, fly – flies, try – tries, verify – verifies, hurry - hurries, copy – copies etc.

(iii) यदि Verb का अंतिम अक्षर 'y' हो तथा इससे पहले कोई Vowel (a, e, i, o, u) हो, तो y को i में नहीं बदला जाता है; जैसे— stay - stays, enjoy - enjoys etc.

E. USES

Present Indefinite Tense का प्रयोग

(i) HABITUAL ACTIONS

Present की आदत बताने वाले वाक्यों के लिए; जैसे—

(a) Cats drink milk.	(b) I like music.
(c) She smokes in the garden.	(d) I always work at night.

(ii) PERMANENT ACTIVITY

वर्तमान् के किसी स्थायी कार्य (permanent activity) के लिए; जैसे—

(a) He works in this office. (b) They live in a very nice flat.

(iii) WITH 'ADVERBS' OR 'ADVERB PHRASES'

निम्नलिखित adverbs/ adverb phrases के साथ Present Indefinite का प्रयोग होता है।

always, daily, generally, never, normally, rarely, seldom, occasionally, sometimes, often, usually, every week, every year, on Sundays, twice a year etc.

जैसे—

(a) My father never drinks coffee. (b) I go to church on Sundays.

(c) Ram never tells a lie. (d) Shyam often comes late.

(e) They visit zoo every Saturday.

(iv) WITH 'TIME CLAUSES'

जैसे—

(a) Whenever it rains the roof leaks. (b) When you open the door a light goes on.

(v) WITH VERB 'SAY'

जो बात छपी या print में आ गई है, उसको बताने के लिए Present Indefinite Tense का प्रयोग होता है। इसके अतिरिक्त Quotations आदि को भी Present Indefinite में लिखा जाता है; जैसे—

(a) Ram says, "Birds fly and fish swim."

(b) The Bible says, "Love of money is the root cause of all evils."

(c) Plato says : God is great.

(vi) IN 'NEWPAPER HEADINGS'

Newspaper की headlines में भी सामान्यतया Present Indefinite का ही प्रयोग होता है; जैसे—

(a) PEACE TALKS FAIL. (b) MASS MURDERER ESCAPES

(vii) IN 'NOTICES'

The notice indicates : No talking.

(viii) FOR 'DRAMATIC NARRATIVE'

ऐतिहासिक घटनाओं को वर्तमान् में प्रकट करने अथवा नाटकीय ढंग से वर्णन करने के लिए Present Indefinite Tense का प्रयोग किया जाता है; जैसे—

(a) Laxmi Bai now rides a horse and leads her army.

(b) Alexander now leads his men through the Ganges region.

(ix) COMMENTARIES

Commentaries में Present Indefinite का प्रयोग होता है; जैसे—

Sita takes the ball again, and she throws it into the basket.

(x) FOR A PLANNED FUTURE

यदि भविष्य की योजनाएँ, कार्यक्रम और निर्णय (plan, programme, decision) एक Time table की तरह सुनिश्चित हैं, तो Future Indefinite Tense की बजाए Present Indefinite Tense का प्रयोग कर सकते हैं; जैसे—

(a) I start my new job on Monday.

(b) What time do you finish work tomorrow?

(c) Our school opens in the month of April.

(d) I begin practice next week.

(xi) TIME TABLE AND DAILY ROUTINE

(a) Train leaves at midnight. (b) I get up early for morning walk.

(c) The plane takes off at 9 a.m. (d) All trains stop here.

(xii) WITH 'STATE VERBS'

निम्नलिखित कुछ Verbs का प्रयोग सामान्यतया Present Indefinite में ही करना उचित रहता है।

be, believe, belong, consist of, contain, depend on, deserve, exist, hate, know, like, love, matter, mean, own, need, prefer, remember, resemble, seem, understand etc.

जैसे—

(a) We hear, she is going to Canada next year.
(b) I see him enjoying the picnic.
(c) I love you.
(d) The farmers owns the land.

(xiii) 'CONDITIONAL SENTENCES'

Compound Sentences में (जब भविष्य की दो घटनाओं का जिक्र हो)

निम्नलिखित Temporal Conjunctions– after, as soon as, before, until, when, if, till, unless, even if, in case, as etc. के बाद Future Tense का प्रयोग नहीं किया जाता। इस प्रकार के वाक्यों में main clause यद्यपि Future Indefinite Tense में होता है लेकिन subordinate clause के लिए Present Tense का ही प्रयोग होता है; जैसे—

(a) He will stay here *until you come back*.
(b) We shall go out *when the rain stops*.
(c) He will run away *as soon as you see him*.
(d) *If it rains* she will not come.

(xiv) UNIVERSAL AND GENERAL TRUTH

शाश्वत सत्य (universal truth), चिरन्तन सत्य (eternal truth) और सिद्धांत (principle) के लिए; जैसे—

(a) Water boils at 100º Celsius.
(b) The earth revolves round the sun.
(c) Paper burns easily.
(d) The moon shines brightly.

(xv) IN PHRASES LIKE 'I promise/ I agree/ I refuse/ I forgive'

जैसे—

(a) I promises I will pay you back.
(b) It is all right. I forgive you.

(xvi) EXCLAMATORY SENTENCES

Here और there वाले exclamatory sentences में भी Present Indefinite का प्रयोग किया जाता है; जैसे—

(a) Here he comes !
(b) There he lives !

* * *



7.2. Present Continuous Tense

PRESENT CONTINUOUS TENSE

पहचान–

जिस वाक्य के अंत में *रहा है, रहे हैं, रही है* आए, वह वाक्य Present Continuous Tense का वाक्य कहलाता है; जैसे–वह स्कूल जा रहा है।

A. POSITIVE FORMS

I am going OR I'm going
you/ we/ they are going OR you/ we/ they're going
he/ she/ it is going OR he/ she/ it's going

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + is/ am/ are/ + (Verb I + ing) + Object.

Present Continuous Tense के साधारण वाक्यों में Subject के साथ Helping verb- is/ am/are का प्रयोग किया जाता है और Verb की First Form के साथ ing लगाई जाती है।

He, She, it, Name (Singular Number Third Person) के साथ 'is' और I के साथ 'am' तथा We, you, they और Plural Number के साथ 'are' का प्रयोग किया जाता है; जैसे–

(a) मैं स्कूल जा रहा हूँ।	I am going to school.
(b) वह स्कूल जा रहा है।	He is going to school.
(c) वह स्कूल जा रही है।	She is going to school.
(d) हम स्कूल जा रहे हैं।	We are going to school.
(e) तुम स्कूल जा रहे हो।	You are going to school.
(f) वे स्कूल जा रहे हैं।	They are going to school.

B. NEGATIVE FORMS

I am not going OR I'm not going
you/ we/ they are not going OR you/ we/ they aren't going
he/ she/ it is not going OR he/ she/ it isn't going

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + is/ am/ are/ + not + (Verb I + ing) + Object.

Present Continuous Tense के नकारात्मक वाक्यों में Helping Verb- is/ am/ are के बाद not का प्रयोग किया जाता है; जैसे–

(a) मैं स्कूल नहीं जा रहा हूँ।	I am not going to school.
(b) वह स्कूल नहीं जा रहा है।	He is not going to school.
(c) वह स्कूल नहीं जा रही है।	She is not going to school.

(d) हम स्कूल नहीं जा रहे हैं। We are not going to school.
(e) तुम स्कूल नहीं जा रहे हो। You are not going to school.
(f) वे स्कूल नहीं जा रहे हैं। They are not going to school.

C. INTERROGATIVE FORMS

Am I going ?
Are you/ we/ they going ?
Is he/ she/ it going ?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Is/ Am/ Are + Subject + (Verb I + ing) + Object + ?

Present Continuous Tense के प्रश्नवाचक वाक्यों में Subject से पहले Helping Verb- *is/ am/ are* का प्रयोग किया जाता है; जैसे—

(a) क्या मैं स्कूल जा रहा हूँ ? Am I going to school ?
(b) क्या वह स्कूल जा रहा है ? Is he going to school ?
(c) क्या वह स्कूल जा रही है ? Is she going to school ?
(d) क्या हम स्कूल जा रहे हैं ? Are we going to school ?
(e) क्या तुम स्कूल जा रहे हो ? Are you going to school ?
(f) क्या वे स्कूल जा रहे हैं ? Are they going to school ?

D. INTERROGATIVE NEGATIVE FORMS

Am I not going?
Are you/ we/ they not going ? OR Aren't you/ we/ they/ going?
Is he/ she/ it not going OR Isn't he/ she/ it going?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Is/ Am/ Are + Subject + not + (Verb I + ing) + Object + ?
OR
Isn't/ Aren't + Subject + (Verb I + ing) + Object + ?
जैसे—

(a) क्या मैं स्कूल नहीं जा रहा हूँ ? Am I not going to school ?
(b) क्या वह स्कूल नहीं जा रहा है ? Is he not going to school ?
(c) क्या वह स्कूल नहीं जा रही है ? Is she not going to school ?
(d) क्या हम स्कूल नहीं जा रहे हैं ? Are we not going to school ?
(e) क्या तुम स्कूल नहीं जा रहे हो ? Are you not going to school ?
(f) क्या वे स्कूल नहीं जा रहे हैं ? Are they not going to school ?

NOTE :–

ING का प्रयोग करते समय निम्नलिखित बातों का ध्यान रखें—

1. **ing जोड़ने पर Verb का अंतिम अक्षर e हटाएं; जैसे— come + ing = coming, take + ing = taking, drive + ing = driving. *Exception* - be + ing = being**
2. **ing जोड़ने पर Verb के अंतिम अक्षर ee, oe और ye में कोई परिवर्तन न करें; जैसे— agree + ing = agreeing, shoe + ing = shoeing, eye + ing = eyeing, see + ing = seeing.**
3. **ing जोड़ने पर Verb के अंतिम अक्षर ie को y में बदलें; जैसे— die + ing = dying, lie + ing = lying परंतु अंतिम अक्षर y को न बदले; जैसे— hurry + ing = hurrying**

4. ing जोड़ने पर Verb के अंतिम अक्षर से पहले यदि एक Vowel है तो अंतिम अक्षर को डबल करें। ध्यान रखें w, r और y को डबल नहीं किया जाता; जैसे— sit + ing = sitting, win +ing = winning, put + ing = putting. *Exception*–pardoning, ironing, opening, burning
5. अंतिम अक्षर c वाले Verb में ing जोड़ने पर c के तुरंत बाद k लिखें; जैसे— mimic + ing = mimicking.

E. USES

Present Continuous Tense का प्रयोग

(i) FOR AN ACTION HAPPENING NOW

ऐसे कार्य के लिए जो at the time of speaking जारी हैं और कार्य पूरा नहीं हुआ है अर्थात् इस क्षण जारी (immediate present now) हो; जैसे—

(a) The sun is rising in the east.
(b) He is still waiting for you.
(c) You are creating problem at this moment.
(d) Why are you sitting at my desk ?

(ii) ACTION NOT AT THE MOMENT OF SPEAKING

ऐसे कार्य के लिए जो वर्तमान् में जारी है लेकिन यह आवश्यक नहीं है कि इस क्षण भी जारी हो अर्थात् at the time of speaking नहीं हो रहे होते लेकिन Regular process में लगातार हो रहे हों; जैसे—

(a) Ram is reading in 10th class.
(b) I am quite busy these days. I am doing a course at college.

(iii) IMMEDIATE PLANS

निकट भविष्य के निश्चित Programme के लिए; जैसे—

(a) I am going to Delhi tonight.
(b) Are you doing anything tomorrow afternoon?
(c) Yes, I am playing tennis with Ram tomorrow.
(d) What time are you meeting Mohan tomorrow?

ऐसे वाक्यों से कार्य करने के इरादे intention या संभावना likelihood का बोध होता है। इस प्रकार के वाक्यों में Time of Action अवश्य लिखना चाहिए अन्यथा वर्तमान् और भविष्य में भ्रम हो सकता है। ध्यान रखें—come और go वाले वाक्य Time of action के बगैर भी लिखे जा सकते हैं।

(a) What are you doing next Sunday?
(b) I am going to the seaside.

(iv) FOR REPEATED AND CONTINUOUS ACTIONS

Gita is always losing his keys.

ऐसी structure का केवल affirmative sentence में प्रयोग होता है।

Always का Very often और too often के अर्थ में Present Continuous में प्रयोग किया जाता है; जैसे—

(a) Ram is always inviting friends here. (very often)
(b) I am always making that mistakes. (too often)

Always के साथ Present Continuous Tense का प्रयोग ऐसे कार्य के लिए किया जाता है, जो व्यक्ति आदतन दूसरों की इच्छा के विपरीत बार-बार (frequently) करता है; जैसे—

(a) He is always complaining.
(b) She is always abusing others.

(v) FOREVER

Forever के साथ Present Continuous Tense का प्रयोग ऐसे कार्य के लिए किया जाता है, जो व्यक्ति आदतन दूसरों की इच्छा के विपरीत बार-बार (frequently) करता है; जैसे—

You are forever finding faults with others.

(vi) NOW-A-DAYS

Now, now-a-days, these days, still और at present के साथ Present Continuous Tense प्रयोग किया जाता है।

(a) *At present* I am reading.
(b) He is writing a book *now-a-days*
(c) He is teaching French and learning Greek *these days*.
(d) It is *still* raining.
(e) She said, "I am going *now*."

VERBS NOT USED IN CONTINUOUS TENSES

कुछ Verbs एक स्थायी कार्य को व्यक्त करती हैं। इनका सामान्य अर्थ में Continuous Tense में प्रयोग नहीं किया जाता है। इन्हें State Verbs कहा जाता है। ये Verbs हैं—

1. **Verbs of Perception (अनुभूति की क्रियाएँ) :** see, hear, smell, taste, feel.
2. **Verbs of Appearance (प्रतीत होने वाली क्रियाएँ) :** look, resemble, seem, appear.
3. **Verbs of Emotion (भाव प्रधान क्रियाएँ) :** want, desire, wish, hate, hope, like, refuse, believe, doubt, mind, care, detest, adore, appreciate, admire, fear, expect.
4. **Verbs of Thinking (चिंतन की क्रियाएँ) :** think, suppose, agree, consider, trust, remember, forget, know, understand, perceive, realise, recollect.
5. **Verbs of Possession (स्वामीत्व क्रियाएँ) :** belong, owe, own, possess, contain, have.

उपरोक्त क्रियाएँ अर्थ परिवर्तन के साथ निम्नलिखित प्रकार से Present Continuous Tense में प्रयुक्त की जा सकती हैं—

1. FEEL

(i) Feel के बाद ऐसा adjective हो जो subject के emotion, physical or mental condition को प्रकट करे, तो आमतौर पर Simple tenses का प्रयोग किया जाता है परंतु continuous tense का भी प्रयोग किया जा सकता है; जैसे—

(a) How do you feel? (correct) (b) How are you feeling? (correct)
(c) I feel better. (correct) (d) I am feeling better. (correct)

(ii) Feel का अर्थ यदि कुछ समझने से संबंधित है, तो Continuous का प्रयोग हो सकता है; जैसे—

The doctor was feeling his pulse.

(iii) Feel का अर्थ यदि छू कर ढूँढने से संबंधित है, तो Continuous का प्रयोग हो सकता है; जैसे—

I was feeling for the keyhole in the dark.

परंतु Feel का अर्थ यदि (Feel = sense) महसूस करने से संबंधित है, तो Continuous का प्रयोग नहीं हो सकता है; जैसे—

(a) Are you feeling the house shaking? (incorrect)
(b) Don't you feel the house shaking? (correct)

(iv) (Feel = think) सोचने से संबंधित है, तो Continuous का प्रयोग नहीं हो सकता है; जैसे—

(a) I am feeling you are wrong. (incorrect)
(b) I feel you are wrong. (correct)

(v) Feel जब link verb के रूप में प्रयुक्त हो, तो Continuous का प्रयोग नहीं हो सकता है; जैसे—

(a) The water is feeling cold. (incorrect) (b) The water feels cold. (correct)

कभी-कभी Feel का बगैर अर्थ प्रभावित हुए Simple or Continuous दोनों में प्रयोग हो सकता है; जैसे—

(a) We feel a bit sad. (correct) (b) We are feeling a bit sad. (correct)

2. LOOK

(i) Look जब link verb के रूप में प्रयुक्त हो, तो Continuous का प्रयोग नहीं हो सकता है; जैसे—

(a) That bread is looking good. (incorrect)

(b) That bread looks good. (correct)

(ii) Look जब look on (= consider), look up to (= respect) और look down on (= despise) के अर्थ में प्रयोग हो तो Continuous का प्रयोग नहीं हो सकता है।

परंतु Look जब look at, look for/in/into/out, look on (= watch) के अर्थ में प्रयुक्त हो तो Continuous का प्रयोग हो सकता है; जैसे—

(a) I am looking for my glasses.

(b) Ram is looking out for a better job.

(iii) कभी-कभी Look का बगैर अर्थ प्रभावित हुए Simple or Continuous दोनों में प्रयोग हो सकता है; जैसे—

(a) You look well.

(b) You are looking well.

3. SMELL

(i) Smell जब perceive a scent/an odour के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग नहीं हो सकता है; जैसे—

(a) I am smelling gas. (incorrect)

(b) I smell gas. (correct)

(ii) Smell जब sniff at के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

Why are you smelling the milk? Is it sour ?

4. TASTE

(i) Taste जब link verb के रूप में प्रयुक्त हो, तो Continuous का प्रयोग नहीं हो सकता है; जैसे—

(a) That tea is tasting bitter. (incorrect)
That tea tastes bitter. (correct)

(b) These oranges are tasting sour. (incorrect)
These oranges taste sour. (correct)

(ii) Taste जब to test the flavour of के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

(a) He was tasting the pudding to see if it was sweet enough.

(b) She is tasting the sauce to find out whether it is tasty or not.

5. SEE

(i) See जब meet by appointment/ interview के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

(a) I am seeing him tomorrow morning. (I have an appointment with him.)

(b) The Director is seeing the applicants this evening.

(ii) See जब visit (usually as a tourist) के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

Ram is seeing the town/ the sights.

(iii) See जब see about (= make arrangements or enquires), see to (= arrange), see somebody out, see somebody to और see someone off के अर्थ में प्रयोग हो, तो Continuous का प्रयोग हो सकता है; जैसे—

(a) I am seeing about a work permit for you.

(b) The electrician is here. He is seeing to the fault in our power supply.

(c) Gita is seeing us off at the station.

6. HEAR

Hear जब listen formally के अर्थ में प्रयोग हो, तो Continuous का प्रयोग हो सकता है; जैसे—

The court is hearing evidence this morning.

7. THINK

(i) जब think 'विश्वास' के अर्थ में प्रयुक्त न हो, तो प्रायः think को निम्नलिखित प्रकार से लिखा जाता है; जैसे—

(a) You look serious. What are you thinking about?

(b) I am thinking about the play we saw last night.

(ii) जब think का प्रयोग 'opinion asked for' के रूप में हो, तो continuous tense का प्रयोग न करें; जैसे—

(a) What are you thinking of it? (incorrect)
What do you think of it? (correct)

(b) What are you thinking of the idea? (incorrect)
What do you think of the idea? (correct)

8. ASSUME

(i) 'Assume' जब accept as a starting point के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

I am assuming that you have time to do a lot of research.

(ii) 'Assume' जब power/ control of a country या organization के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

The new government is assuming power at once.

9. EXPECT

Expect जब await के अर्थ में प्रयुक्त हो, तो Continuous का प्रयोग हो सकता है; जैसे—

(a) I am expecting a letter.

(b) Sita is expecting a baby in June.

* * *



7.3. Present Perfect Tense

PRESENT PERFECT TENSE

पहचान–

जिस वाक्य के अंत में चुका है, चुके हैं, चुकी है अथवा या है, ये हैं, ई है आए, वह वाक्य Present Perfect Tense का वाक्य कहलाता है; जैसे– वह स्कूल जा चुका है।

A. POSITIVE FORMS

I/you/we/they have gone OR I/ you/ we/ they've gone
he/ she/ it/ has gone OR he/ she/ it's gone

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + has/ have + Verb III + Object.

Present Perfect Tense में Verb की Third Form का प्रयोग किया जाता है।

Helping Verb 'has' का प्रयोग Singular Number Third Person; जैसे– He, She, it, or any name आदि के साथ होता है जबकि have का प्रयोग I, You, We, they or Any Plural Subjects के साथ किया जाता है; जैसे–

(a) मैं स्कूल जा चुका हूँ।	I have gone to school.
(b) वह स्कूल जा चुका है।	He has gone to school.
(c) वह स्कूल जा चुकी है।	She has gone to school.
(d) हम स्कूल जा चुके हैं।	We have gone to school.
(e) तुम स्कूल जा चुके हो।	You have gone to school.
(f) वे स्कूल जा चुके हैं।	They have gone to school.

B. NEGATIVE FORMS

I/you/we/they have not gone OR I/ you/ we/ they haven't gone
he/ she/ it/ has not gone OR he/ she/ it hasn't gone

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + has/ have + not + Verb III + Object.

जैसे–

(a) मैं स्कूल नहीं जा चुका हूँ।	I have not gone to school.
(b) वह स्कूल नहीं जा चुका है।	He has not gone to school.
(c) वह स्कूल नहीं जा चुकी है।	She has not gone to school.
(d) हम स्कूल नहीं जा चुके हैं।	We have not gone to school.
(e) तुम स्कूल नहीं जा चुके हो।	You have not gone to school.
(f) वे स्कूल नहीं जा चुके हैं।	They have not gone to school.

C. INTERROGATIVE FORMS

(a) Have I/you/we/they gone?
(b) Has he/ she/ it/ gone?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Has/ Have + Subject + Verb III + Object + ?

जैसे–

(a) क्या मैं स्कूल जा चुका हूँ ?	Have I gone to school ?
(b) क्या वह स्कूल जा चुका है ?	Has he gone to school ?
(c) क्या वह स्कूल जा चुकी है ?	Has she gone to school ?
(d) क्या हम स्कूल जा चुके हैं ?	Have we gone to school ?
(e) क्या तुम स्कूल जा चुके हो ?	Have you gone to school ?
(f) क्या वे स्कूल जा चुके हैं ?	Have they gone to school ?

D. INTERROGATIVE NEGATIVE FORMS

Have I/you/we/they not gone OR Haven't I/you/we/they gone?
Has he/ she/ it/ not gone OR Hasn't he/ she/ it/ gone?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Has/ Have + Subject + Verb III + Object + ?

जैसे–

(a) क्या मैं स्कूल नहीं जा चुका हूँ ?	Have I not gone to school ?
(b) क्या वह स्कूल नहीं जा चुका है ?	Has he not gone to school ?
(c) क्या वह स्कूल नहीं जा चुकी है ?	Has she not gone to school ?
(d) क्या हम स्कूल नहीं जा चुके हैं ?	Have we not gone to school ?
(e) क्या तुम स्कूल नहीं जा चुके हो ?	Have you not gone to school ?
(f) क्या वे स्कूल नहीं जा चुके हैं ?	Have they not gone to school ?

E. USES

Present Perfect Tense का प्रयोग

(i) EVENT A MOMENT BEFORE

The bus has arrived a few minute before.

(ii) ANYTHING HAPPENED IN PAST

ऐसे कार्यों के लिए Present Perfect का प्रयोग होता है, जो Past में पूरे हो चुके हैं परंतु उनका प्रभाव वर्तमान् में महसूस हो रहा है; जैसे–

(a) He has eaten food. His stomach is paining.
(b) She has done a crime. Now she is under police custody.

Present Continuous का प्रयोग recently, already, just, yet, not yet, always, ever, never, upto now, today, often, several times, lately, so far, a few hours, this week और this year इत्यादि शब्दों के साथ किया जाता है।

(iii) RECENTLY

(a) He has *recently* passed the M.B.A. exam.
(b) She has arrived *recently*.

(iv) ALREADY

(a) He has *already* done his home work.
(b) You have *already* completed your work.

(v) JUST

ऐसे कार्य के लिए जो अभी-अभी पूरा हुआ हो; जैसे—

(a) He has *just* gone out.
(b) She has *just* finished his work.
(c) I have *just* had an idea.
(d) They have *just* left the place.

(vi) YET

Yet का प्रयोग Negative and Interrogative Sentences के अंत में होता है; जैसे—

(a) Has your course started *yet*?
(b) It is ten O' clock and you have not finished breakfast *yet*.
(c) He has not come *yet*.
(d) *Have* you done it yet?

(vii) EVER, NEVER

हम Ever और Never को Present Perfect के साथ प्रयोग कर सकते हैं; जैसे—

(a) Have you ever been to Japan?
(b) You have never given me flowers before.

(viii) TODAY, THIS YEAR etc.

Present Perfect Tense का today और phrases जैसे— this morning/ this evening/ this week और this year आदि के साथ तभी प्रयोग करें जब ये Periods बोलने के वक्त समाप्त न हुए हों; जैसे—

(a) I have drunk four cups of tea today.
(b) Have you had a holiday this year?

(ix) FOR, SINCE

हम For और Since के साथ Present Perfect का प्रयोग कर सकते हैं; जैसे—

(a) We have lived here for ten years.
(b) She has not visited us since June.

(x) FIRST TIME, SECOND TIME etc.

This is the first/ second/ third time आदि से शुरू होने वाले वाक्यों मे Present Perfect का प्रयोग किया जाता है; जैसे—

(a) This is the first time that I have heard his song.
(b) This is the second time Ram has forgotten to give me a message.

(xi) THIS IS THE BEST/ WORST etc.

This is the best/ worst आदि के साथ शुरू होने वाले वाक्यों मे Present Perfect का प्रयोग किया जाता है; जैसे—
This is the best whisky, I have ever drunk.

(xii) THIS IS THE ONLY

This is the only के साथ शुरू होने वाले वाक्यों मे Present Perfect का प्रयोग किया जाता है; जैसे—
This is the only book I have written.

(xiii) IT IS

It is के साथ इस प्रकार से Present Perfect का प्रयोग होता है; जैसे—

It is two years since I have seen him.

(xiv) LETTER

Letter लिखने में Present Perfect का प्रयोग किया जाता है; जैसे—

(a) I have carefully considered your request and have decided to take the action as per following.
(b) We have carefully considered the report which you sent us on 31 July, and have decided to take the following action.

(xv) PAST ACTIONS

भूतकाल के कार्य के लिए बातचीत प्राय: Present Perfect से शुरू की जाती है; जैसे—
Where have you been?

(xvi) CONDITIONAL CLAUSE

Conditional Clause के साथ Present Perfect का प्रयोग Future को दर्शाता है; जैसे—
I cannot decide until I have discussed the matter with my brother.

(xvii) ADVERBS OF PAST TENSE

Past tense के Adverbs : last night/ year/ month/ week, short while ago, yesterday, day before yesterday आदि का प्रयोग Present Tense में नहीं किया जाता है।

Present perfect tense के वाक्यों में किसी भी ऐसे शब्द/शब्द समूह का प्रयोग न करें जिससे Past tense का बोध होता हो; जैसे—

He has gone a week ago. (incorrect)

He went a week ago. (correct)

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7.4. Present Perfect Continuous Tense

PRESENT PERFECT CONTINUOUS TENSE

पहचान—

जिस वाक्य के अंत में से-रहा है, से-रहे हैं, से-रही है आए, वह वाक्य Present Perfect Continuous Tense का वाक्य कहलाता है; जैसे—वह तीन साल से स्कूल जा रहा है।

A. POSITIVE FORMS

I/ we/ you/ they/ have been going OR I/ we/ you/ they've been going
he/ she/ it has been going OR he/ she/ it's been going

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + has/ have + been + (Verb I + ing) + Object + since/ for + ….

Present Perfect Continuous Tense के वाक्यों में Verb की First Form के साथ ing लगाई जाती है।

Has been का प्रयोग Singular Number Third Person (He, She, It, Name,) के साथ और Have been का प्रयोग I एवं II Person तथा Plural Subject के साथ किया जाता है।

जैसे—

(a) मैं सोमवार से स्कूल जा रहा हूँ।
I have been going to school since Monday

(b) वह तीन साल से स्कूल जा रहा है।
He has been going to school for three years.

(c) वह सुबह से स्कूल जा रही है।
She has been going to school since morning.

(d) हम एक सप्ताह से स्कूल जा रहे हैं।
We have been going to school for a week.

(e) तुम नौ बजे से स्कूल जा रहे हो।
You have been going to school since 9 O' clock.

(f) वे जनवरी 2005 से स्कूल जा रहे हैं।
They have been going to school since January 2005.

नोट—ऐसे वाक्यों में समय दर्शाने के लिए For और Since का प्रयोग किया जाता है। विस्तृत जानकारी के लिए Prepositions नामक Chapter पढें।

B. NEGATIVE FORMS

I/ we/ you/ they/ have not been going OR I/ we/ you/ they haven't been going
he/ she/ it has not been going OR he/ she/ it hasn't been going

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + has/ have + not + been + (Verb I + ing) + Object + since/ for + ….

Not का प्रयोग पहली helping verb- *has/ have* के बाद किया जाता है।

जैसे–

(a) मैं सोमवार से स्कूल नहीं जा रहा हूँ।
I have not been going to school since Monday.

(b) वह तीन साल से स्कूल नहीं जा रहा है।
He has not been going to school for three years.

(c) वह सुबह से स्कूल नहीं जा रही है।
She has not been going to school since morning.

(d) हम एक सप्ताह से स्कूल नहीं जा रहे हैं।
We have not been going to school for a week.

(e) तुम नौ बजे से स्कूल नहीं जा रहे हो।
You have not been going to school since 9 O' clock.

(f) वे जनवरी 2005 से स्कूल नहीं जा रहे हैं।
They have not been going to school since January 2005.

C. INTERROGATIVE FORMS

Have I/ we/ you/ they/ been going?
Has he/ she/ it been going?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Has/ Have + Subject + been + (Verb I + ing) + Object + since/ for + …?

Present Perfect Continuous Tense के प्रश्नवाचक वाक्यों में Subject से पहले has/ have का प्रयोग किया जाता है; जैसे–

(a) Have I been going to school since Monday?
क्या मैं सोमवार से स्कूल जा रहा हूँ?

(b) Has he been going to school for three years?
क्या वह तीन साल से स्कूल जा रहा है?

(c) Has she been going to school since morning?
क्या वह सुबह से स्कूल जा रही है?

(d) Have we been going to school for a week?
क्या हम एक सप्ताह से स्कूल जा रहे हैं?

(e) Have you been going to school since 9 O' clock?
क्या तुम नौ बजे से स्कूल जा रहे हो?

(f) Have they been going to school since January 2005?
क्या वे जनवरी 2005 से स्कूल जा रहे हैं?

D. INTERROGATIVE NEGATIVE FORMS

Have I/ we/ you/ they/ not been going? OR Haven't I/ we/ you/ they/ been going?
Has he/ she/ it not been going ? OR Hasn't he/ she/ it been going?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Has/ Have + Subject + not + been + (Verb I + ing) + Object + since/ for + …?

E. USES

Present Perfect Continuous Tense का प्रयोग

(i) ACTION BEGAN IN PAST AND IS STILL GOING ON

ऐसे कार्य के लिए जो past में शुरू हुआ और अब भी जारी है; जैसे–

(a) I have been living here for a month.
(b) She has been studying for two hours.
(c) He has been playing since morning.
(d) We have been reading this lesson for the last week.
(e) I have been working hard for the examination for one month.

(ii) FOR REPEATED ACTIONS

Present Perfect Tense द्वारा दर्शाए गए Repeated actions को Present Perfect Continuous में भी बताया जा सकता है; जैसे—

Present Perfect	Present Perfect Continuous
(a) I have written five letters since morning.	I have been writing letters since morning.
(b) I have knocked five times.	I have been knocking for five minutes.

ध्यान रखें— Present perfect continuous ऐसे कार्यों को दर्शाता है जो बगैर किसी रुकावट के चल रहे हैं। इसका प्रयोग हम ऐसे वाक्यों में नहीं करते जिनमें किसी कार्य को कितनी बार किया गया अथवा कितने कार्य किए गए की जानकारी दी गई हो।

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7.5. Past Indefinite Tense

PAST INDEFINITE TENSE

Past Indefinite को Simple Past भी कहा जाता है।

पहचान—

जिस वाक्य के अंत में आ, ए, ई अथवा या, ये, ई आए, वह वाक्य Past Indefinite Tense का वाक्य कहलाता है; जैसे—वह स्कूल गया।

A. POSITIVE FORMS

I/we/ you/ he/ she/ they/ it went

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + Verb II + Object.

Past Indefinite Tense के सभी प्रकार के साधारण वाक्यों में Verb की Second Form का प्रयोग किया जाता है; जैसे—

(a) वह स्कूल गया।	He went to school.
(b) वह स्कूल गई।	She went to school.
(c) मैं स्कूल गया।	I went to school.
(d) हम स्कूल गए।	We went to school.
(e) तुम स्कूल गए।	You went to school.
(f) वे स्कूल गए।	They went to school.

नोट—केवल मात्र यही एक प्रकार का ऐसा Tense है जिसके साधारण वाक्यों में हमेशा Verb की Second Form का प्रयोग किया जाता है बाकी अन्य किसी भी Tense में Verb की Second Form का प्रयोग नहीं होता है।

B. NEGATIVE FORMS

I/we/ you/ he/ she/ they/ it did not go OR didn't go

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + did + not + Verb I + Object.

Past Indefinite Tense के नकारात्मक वाक्यों में 'did not' के साथ Verb की First Form का प्रयोग किया जाता है; जैसे—

(a) वह स्कूल नहीं गया।	He did not go to school.
(b) वह स्कूल नहीं गई।	She did not go to school.
(c) मैं स्कूल नहीं गया।	I did not go to school.
(d) हम स्कूल नहीं गए।	We did not go to school.
(e) तुम स्कूल नहीं गए।	You did not go to school.
(f) वे स्कूल नहीं गए।	They did not go to school.

C. INTERROGATIVE FORMS

Did I/we/ you/ he/ she/ they/ it go ?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Did + Subject + Verb I + Object + ?

जैसे–

(a) क्या वह स्कूल गया?	Did he go to school?
(b) क्या वह स्कूल गई?	Did she go to school?
(c) क्या मैं स्कूल गया?	Did I go to school?
(d) क्या हम स्कूल गए?	Did we go to school?
(e) क्या तुम स्कूल गए?	Did you go to school?
(f) क्या वे स्कूल गए?	Did they go to school?

D. INTERROGATIVE NEGATIVE FORMS

Did I/we/ you/ he/ she/ they/ it not go?

OR

Didn't I/we/ you/ he/ she/ they/ it go?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Did + Subject + not + Verb I + Object + ?

जैसे–

(a) क्या वह स्कूल नहीं गया?	Did he not go to school?
(b) क्या वह स्कूल नहीं गई?	Did she not go to school?
(c) क्या मैं स्कूल नहीं गया?	Did I not go to school?
(d) क्या हम स्कूल नहीं गए?	Did we not go to school?
(e) क्या तुम स्कूल नहीं गए?	Did you not go to school?
(f) क्या वे स्कूल नहीं गए?	Did they not go to school?

E. USES

Past Indefinite Tense का प्रयोग

(i) ACTIONS COMPLETED IN PAST

ऐसे कार्यों के लिए past indefinite tense का प्रयोग किया जाता है जो किसी निश्चित समय पर भूतकाल में पूर्ण हो गए हों।

1. ऐसे past के लिए जब time दिया गया हो; जैसे–

(a) He came yesterday. (b) She came last night.

(c) We met them yesterday. (d) Prem died in 2005.

2. ऐसे past के लिए जब time पूछा गया हो।

When… ? या What time… ? पूछने के लिए Past Indefinite Tense का प्रयोग करें; जैसे–

(a) When did they arrive?

(b) What time did you finish your work?

3. ऐसे past के लिए जब time नहीं दिया गया हो।

ऐसे कार्य जिसमें कार्य पूर्ण होने का समय नहीं दिया गया हो तथा जो भूतकाल में किसी निश्चित समय पर संपन्न हो गए हों; जैसे–

(a) Ram bought a pen. (b) How did you get your present job?

(ii) FOR A PAST HABIT

Past की आदत बताने वाले वाक्यों में भी Present Indefinite की तरह प्रायः always, daily, everyday, every month, every year, never और once a (week, month, year) शब्दों का प्रयोग किया जाता है; जैसे—

(a) I never smoked in life.
(b) He always came to see me.
(c) He never missed the train.
(d) I studied many hours everyday.

(iii) USED TO

Past की आदत बताने के लिए used to का भी प्रयोग होता है; जैसे—

(a) Gandhiji used to walk in the morning.
(b) He used to smoke ten cigarettes daily.

(iv) IN CONDITIONAL SENTENCES

वर्तमान् की unfulfilled wish, condition और desire को व्यक्त करने के लिए as if, as though, I wish, if, if only, it is high time और it is time शब्दों का प्रयोग किया जाता है। इनके साथ भी Past Indefinite Tense का प्रयोग होता है; जैसे—

(a) I wish I were the C.M. of Haryana.
(b) If I had a map I would have give it to him.
(c) It is time (that) you went to the station.
(d) I wish I were a bird.

(v) IN

In के बाद यदि time period, all my life, all my career है, तो Past Indefinite Tense का प्रयोग होता है; जैसे—

(a) I worked here in 1998. (b) I worked here in all my life.

(vi) BEFORE

यदि भूतकाल की दो क्रियाओं का क्रम स्पष्ट हो, तो दोनों घटनाओं में भूतकाल का प्रयोग हो सकता है विशेष तौर पर जबकि ऐसे वाक्यों में conjunction 'before' का प्रयोग हुआ हो। ऐसे दो कार्य sequence में होते हैं। एक के बाद दूसरा समाप्त हो जाता है; जैसे—

(a) He had taken his dinner before he went to sleep.
(b) The patient had died before the doctor arrived.
(c) The people had dispersed before the Minister came.
(d) I had changed my dress before I went to bed.

(vii) TWO ACTIONS IN A SEQUENCE

यदि दो कार्य एक के बाद दूसरा एक Sequence में पूर्ण हुए हों, तो दोनों वाक्यों में Past Indefinite का प्रयोग किया जाता है; जैसे—

(a) When he opened the window, the bird flew out.
(b) When the play ended, the audience went home.

(viii) ADVERBS OF TIME FOR PAST TENSE

निम्नलिखित ऐसे शब्द/शब्द समूह हैं जो Past tense को दर्शाते हैं—

a few moments (minutes/ days/ weeks/ months) ago, a moment ago, last night/ evening/ week/ year/ winter/ spring, the other day, yesterday, the other morning; जैसे—

(a) The annual function of the school was held yesterday.
(b) She came to Delhi three years ago.

NOTE–up to now, so far, yet आदि Adverbs of Time का Past Indefinite Tense में प्रयोग नहीं होता है।

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7.6. Past Continuous Tense

PAST CONTINUOUS TENSE

पहचान—

जिस वाक्य के अंत में रहा था, रहे थे, रही थी आए, वह वाक्य Past Continuous Tense का वाक्य कहलाता है; जैसे—वह स्कूल जा रहा था।

A. POSITIVE FORMS

I/ he/ she/ it was going
we/ you/ they were going

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + was/ were + (Verb I + ing) + Object.

Past Continuous Tense के साधारण वाक्यों में Verb की First Form के साथ ing लगाई जाती है। Singular Subject के साथ helping verb 'was' और Plural Subject के साथ 'were' का प्रयोग किया जाता है; जैसे—

(a) मैं स्कूल जा रहा था।	I was going to school.
(b) वह स्कूल जा रहा था।	He was going to school.
(c) वह स्कूल जा रही थी।	She was going to school.
(d) हम स्कूल जा रहे थे।	We were going to school.
(e) तुम स्कूल जा रहे थे।	You were going to school.
(f) वे स्कूल जा रहे थे।	They were going to school.

B. NEGATIVE FORMS

I/ he/ she/ it was not going OR I/ he/ she/ it wasn't going
we/ you/ they were not going OR we/ you/ they weren't going

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + was/ were + not + (Verb I + ing) + Object.

जैसे—

(a) मैं स्कूल नहीं जा रहा था।	I was not going to school.
(b) वह स्कूल नहीं जा रहा था।	He was not going to school.
(c) वह स्कूल नहीं जा रही थी।	She was not going to school.
(d) हम स्कूल नहीं जा रहे थे।	We were not going to school.
(e) तुम स्कूल नहीं जा रहे थे।	You were not going to school.
(f) वे स्कूल नहीं जा रहे थे।	They were not going to school.

C. INTERROGATIVE FORMS

Was I/ he/ she/ it going ?
Were we/ you/ they going ?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Was/ Were + Subject + (Verb I + ing) + Object + ?

जैसे—

(a) क्या मैं स्कूल जा रहा था ?	Was I going to school ?
(b) क्या वह स्कूल जा रहा था ?	Was he going to school ?
(c) क्या वह स्कूल जा रही थी ?	Was she going to school ?
(d) क्या हम स्कूल जा रहे थे ?	Were we going to school ?
(e) क्या तुम स्कूल जा रहे थे ?	Were you going to school ?
(f) क्या वे स्कूल जा रहे थे ?	Were they going to school ?

D. INTERROGATIVE NEGATIVE FORMS

Was I/ he/ she/ it not going ? OR Wasn't I/ he/ she/ it going ?
Were we/ you/ they not going ? OR Weren't we/ you/ they going ?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Was/ Were + Subject + not + (Verb I + ing) + Object + ?

जैसे—

(a) क्या मैं स्कूल नहीं जा रहा था ?	Was I not going to school ?
(b) क्या वह स्कूल नहीं जा रहा था ?	Was he not going to school ?
(c) क्या वह स्कूल नहीं जा रही थी ?	Was she not going to school ?
(d) क्या हम स्कूल नहीं जा रहे थे ?	Were we not going to school ?
(e) क्या तुम स्कूल नहीं जा रहे थे ?	Were you not going to school ?
(f) क्या वे स्कूल नहीं जा रहे थे ?	Were they not going to school ?

E. USES

Past Continuous Tense का प्रयोग

(i) PAST ACTIONS

Past continuous tense का प्रयोग बीते समय में कुछ देर तक चल रहे किसी कार्य को बताने के लिए किया जाता है। कार्य होने का समय दर्शाया भी जा सकता है और नहीं भी; जैसे—

(a) He was writing a letter yesterday evening.
(b) I was reading a book at 8 a.m.
(c) They were playing football.
(d) He was looking ill yesterday.

(ii) TWO ACTIONS IN PAST

जब past में दो घटनाएँ एक साथ जारी हों। एक साथ दो कार्य होते रहने की स्थिति में दोनों कार्यों के लिए Past Continuous का प्रयोग किया जाता है।

(a) While she was dancing, he was singing.
(b) While mother was bathing, sister was cooking.

(iii) WITH ALWAYS

किसी व्यक्ति के Past की ऐसी आदत जो दूसरों के लिए नाराज़गी, चिड़चिड़ाहट आदि का कारण बनी हों; जैसे—

(a) He was always grumbling.
(b) They were always abusing others.

NOTE–

जब किसी लंबे समय तक होने वाले कार्य के मध्य में कोई नया कार्य हो जाए, तो नए कार्य के लिए Past Indefinite का प्रयोग किया जाता है; जैसे–

(a) When I arrived, my wife was washing her clothes.

(b) When I saw her, she was dancing.

ध्यान रखें– सामान्य रूप से जब एक कार्य पूर्ण हो गया हो तथा दूसरा कार्य चल रहा हो, तो when का प्रयोग होता है। जब दोनों कार्य साथ-साथ जारी रहते हैं, तो while का प्रयोग होता है।

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7.7. Past Perfect Tense

PAST PERFECT TENSE

पहचान—

जिस वाक्य के अंत में चुका था, चुके थे, चुकी थी अथवा या था, ये थे, ई थी आए, वह वाक्य Past Perfect Tense का वाक्य कहलाता है; जैसे— राम के आने से पहले मैं स्कूल जा चुका था।

A. POSITIVE FORMS

I/ we/ you/ he/ she/ they/ it had gone

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + had + Verb III + Object

Past Perfect Tense के वाक्यों में Helping Verb 'had' के साथ Verb की Third Form का प्रयोग किया जाता है; जैसे—

(a) राम के आने से पहले मैं स्कूल जा चुका था।

I had gone to school before Ram came.

(b) राम के आने से पहले वह स्कूल जा चुका था।

He had gone to school before Ram came.

(c) राम के आने से पहले वह स्कूल जा चुकी थी।

She had gone to school before Ram came.

(d) राम के आने से पहले हम स्कूल जा चुके थे।

We had gone to school before Ram came.

(e) राम के आने से पहले तुम स्कूल जा चुके थे।

You had gone to school before Ram came.

(f) राम के आने पहले वे स्कूल जा चुके थे।

They had gone to school before Ram came.

B. NEGATIVE FORMS

I/ we/ you/ he/ she/ they/ it had not gone

OR

I/ we/ you/ he/ she/ they/ it hadn't gone

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + had + not + Verb III + Object

जैसे—

(a) राम के आने से पहले मैं स्कूल नहीं जा चुका था।

I had not gone to school before Ram came.

(b) राम के आने से पहले वह स्कूल नहीं जा चुका था।
He had not gone to school before Ram came.
(c) राम के आने से पहले वह स्कूल नहीं जा चुकी थी।
She had not gone to school before Ram came.
(d) राम के आने से पहले हम स्कूल नहीं जा चुके थे।
We had not gone to school before Ram came.
(e) राम के आने से पहले तुम स्कूल नहीं जा चुके थे।
You had not gone to school before Ram came.
(f) राम के आने पहले वे स्कूल नहीं जा चुके थे।
They had not gone to school before Ram came.

C. INTERROGATIVE FORMS

Had I/ we/ you/ he/ she/ they/ it gone?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Had + Subject + Verb III + Object + before + Past Indefinite?

जैसे–

(a) क्या राम के आने से पहले मैं स्कूल जा चुका था?
Had I gone to school before Ram came?
(b) क्या राम के आने से पहले वह स्कूल जा चुका था?
Had he gone to school before Ram came?
(c) क्या राम के आने से पहले वह स्कूल जा चुकी थी?
Had she gone to school before Ram came?
(d) क्या राम के आने से पहले हम स्कूल जा चुके थे?
Had we gone to school before Ram came?
(e) क्या राम के आने से पहले तुम स्कूल जा चुके थे?
Had you gone to school before Ram came?
(f) क्या राम के आने पहले वे स्कूल जा चुके थे?
Had they gone to school before Ram came?

D. INTERROGATIVE NEGATIVE FORMS

Had I/ we/ you/ he/ she/ they/ it not gone?
OR
Hadn't I/ we/ you/ he/ she/ they/ it gone?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Had + Subject + not + Verb III + Object + before + Past Indefinite ?

जैसे–

(a) क्या राम के आने से पहले मैं स्कूल नहीं जा चुका था?
Had I not gone to school before Ram came?
(b) क्या राम के आने से पहले वह स्कूल नहीं जा चुका था?
Had he not gone to school before Ram came?
(c) क्या राम के आने से पहले वह स्कूल नहीं जा चुकी थी?
Had she not gone to school before Ram came?
(d) क्या राम के आने से पहले हम स्कूल नहीं जा चुके थे?
Had we not gone to school before Ram came?

(e) क्या राम के आने से पहले तुम स्कूल नहीं जा चुके थे?
Had you not gone to school before Ram came?

(f) क्या राम के आने पहले वे स्कूल नहीं जा चुके थे?
Had they not gone to school before Ram came?

E. USES

Past Perfect Tense का प्रयोग

(i) TWO ACTIONS

Past Perfect Tense का प्रयोग प्राय: ऐसे कार्यों के लिए किया जाता है जो भूतकाल में पूर्ण हो गए थे। सामान्यतया भूतकाल में जब दो कार्य एक के बाद दूसरा पूर्ण हो गया हो, तो पहले पूर्ण कार्य के लिए Past Perfect Tense और दूसरे पूर्ण कार्य के लिए Past Indefinite Tense का प्रयोग किया जाता है; जैसे—

1. BEFORE

1.1 Sentence Structure :

Subject + had + Verb III + Object + before + Past Indefinite

(a) I had written the letter before he arrived.

(b) The students had left the class before he reached college.

1.2 Sentence Structure :

Before + Subject + had + Verb III + Object + Past Indefinite

(a) Before we had finished our meal he ordered us back to work.

(b) Before we had walked ten miles he complained of sore feet.

2. WHEN

Sentence Structure :

When + Subject + had + Verb III + Object + Past Indefinite

(a) When she had shut the window we opened the door of the cage.

(b) When we had locked all the rooms we left the house.

3. AFTER

Sentence Structure :

Past Indefinite+ after + Subject + had + Verb III + Object

(a) He reached the station, after the train had arrived.

(b) They ran out to play after they had completed their class work.

4. AS

Sentence Structure :

As + Subject + had + Verb III + Object + Past Indefinite

As she had completed her study, she went to the college.

5. AS SOON AS

Sentence Structure :

As soon as + Subject + had + Verb III + Object + Past Indefinite

As soon as they had finished their class work they ran out to play.

6. TILL/ UNTIL

Sentence Structure :

Past Indefinite + till/until + Subject + had + Verb III + Object

(a) He refused to go to school till he had seen all pictures.

(b) He did not wait till I had finished my work.

(ii) ONE ACTION

Past Perfect का प्रयोग दो भूतकाल की घटनाओं में ही हो ऐसा नहीं है। यह Past Perfect का सामान्य प्रयोग है। अत: ध्यान रखें Past Perfect का प्रयोग ऐसे वाक्यों में भी होता है जिनके दो भाग नहीं होते; जैसे—

(a) He had already informed me.
(b) I had never been to Delhi before.
(c) She had not told me about you before.
(d) Had Ram written a book?

(iii) EXPECT, HOPE etc.

Past Perfect का प्रयोग Expect, hope, intend, mean, suppose, think तथा want आदि क्रियाओं के साथ ऐसी Past इच्छाओं, आशाओं और कल्पनाओं के बारे में किया जाता है जो पूर्ण नहीं हुई; जैसे—

(a) I had hoped that you would get here. (but you did not get)
(b) I had intended to go to USA last year. (but I couldn't go)

(iv) UNFULFILLED WISH

Past की unfulfilled wish, condition और desire आदि को प्रकट करने के लिए I wish, if, as if तथा as though के साथ Past Perfect Tense का प्रयोग किया जाता है। इस तरह के वाक्य स्पष्ट करते हैं कि कार्य हुआ नहीं; जैसे—

(a) I wish I had passed in the first division.
(b) I wish he had seen me earlier.

(v) CONDITIONAL SENTENCES

Sentence Structure :

If + Subject + had + Verb III + … + would have + Verb III + ….

निम्न प्रकार के Conditional Sentences में भी Past Perfect का प्रयोग किया जाता है; जैसे—

(a) If I had come on time, I would have caught the train.
(b) If he had informed me, I would have gone there positively.

इस तरह के वाक्य भी स्पष्ट करते हैं कि कार्य नहीं हुआ।

नोट:— उपरोक्त वाक्यों को इस तरह से भी लिखा जा सकता है-

(a) Had I come on time, I would have caught the train.
(b) Had he informed me, I would have gone there positively.

(vi) SINCE / FOR

Past Perfect का प्रयोग ऐसे actions के लिए since/ for के साथ किया जा सकता है जो वक्ता के बोलते समय से पहले भूतकाल में शुरू हो चुके थे; जैसे—

Ram had been a soldier since he was eighteen.

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7.8. Past Perfect Continuous Tense

PAST PERFECT CONTINUOUS TENSE

पहचान—

जिस वाक्य के अंत में से-रहा था, से-रहे थे, से-रही थी आए, वह वाक्य Past Perfect Continuous Tense का वाक्य कहलाता है; जैसे—वह तीन साल से स्कूल जा रहा था।

A. POSITIVE FORMS

I/ we/ you/ he/ she/ they/ it had been going
OR
I/ we/ you/ he/ she/ they/ it'd been going

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + had + been + (Verb I + ing) + Object + since/ for + ….

Past Perfect Continuous Tense के वाक्यों में Verb की First Form के साथ ing लगाई जाती है। ऐसे वाक्यों में helping verbs 'had been' का प्रयोग किया जाता है; जैसे—

(a) मैं सोमवार से स्कूल जा रहा था।
I had been going to school since Monday.

(b) वह तीन साल से स्कूल जा रहा था।
He had been going to school for three years.

(c) वह सुबह से स्कूल जा रही थी।
She had been going to school since morning.

(d) हम एक सप्ताह से स्कूल जा रहे थे।
We had been going to school for a week.

(e) तुम नौ बजे से स्कूल जा रहे थे।
You had been going to school since 9 O' clock.

(f) वे जनवरी 2005 से स्कूल जा रहे थे।
They had been going to school since January 2005.

B. NEGATIVE FORMS

I/ we/ you/ he/ she/ they/ it had not been going
OR
I/ we/ you/ he/ she/ they/ it hadn't been going

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + had + not + been + (Verb I + ing) + Object + since/ for + ….

Past Perfect Continuous Tense के नकारात्मक वाक्यों में not का प्रयोग पहली helping verb 'had' के बाद किया जाता है; जैसे—

(a) मैं सोमवार से स्कूल नहीं जा रहा था।
I had not been going to school since Monday.
(b) वह तीन साल से स्कूल नहीं जा रहा था।
He had not been going to school for three years.
(c) वह सुबह से स्कूल नहीं जा रही थी।
She had not been going to school since morning.
(d) हम एक सप्ताह से स्कूल नहीं जा रहे थे।
We had not been going to school for a week.
(e) तुम नौ बजे से स्कूल नहीं जा रहे थे।
You had not been going to school since 9 O' clock.
(f) वे जनवरी 2005 से स्कूल नहीं जा रहे थे।
They had not been going to school since January 2005.

C. INTERROGATIVE FORMS

Had I/ we/ you/ he/ she/ they/ it been going?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Had + Subject + been + (Verb I + ing) + Object + since/ for + …?

Past Perfect Continuous Tense के प्रश्नवाचक वाक्यों में Subject से पहले केवल पहली helping verb 'had' का प्रयोग किया जाता है; जैसे–

(a) क्या मैं सोमवार से स्कूल जा रहा था?
Had I been going to school since Monday?
(b) क्या वह तीन साल से स्कूल जा रहा था?
Had he been going to school for three years?
(c) क्या वह सुबह से स्कूल जा रही थी?
Had she been going to school since morning?
(d) क्या हम एक सप्ताह से स्कूल जा रहे थे?
Had we been going to school for a week?
(e) क्या तुम नौ बजे से स्कूल जा रहे रहे थे?
Had you been going to school since 9 O' clock?
(f) क्या वे जनवरी 2005 से स्कूल जा रहे थे?
Had they been going to school since January 2005?

D. INTERROGATIVE NEGATIVE FORMS

Had I/ we/ you/ he/ she/ they/ it not been going?
OR
Hadn't I/ we/ you/ he/ she/ they/ it been going?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Had + Subject + not + been + (Verb I + ing) + Object + since/ for + …?

जैसे–

(a) क्या मैं सोमवार से स्कूल नहीं जा रहा था?
Had I not been going to school since Monday?
(b) क्या वह तीन साल से स्कूल नहीं जा रहा था?
Had he not been going to school for three years?
(c) क्या वह सुबह से स्कूल नहीं जा रही थी?
Had she not been going to school since morning?

(d) क्या हम एक सप्ताह से स्कूल नहीं जा रहे थे?
Had we not been going to school for a week?

(e) क्या तुम नौ बजे से स्कूल नहीं जा रहे रहे थे?
Had you not been going to school since 9 O' clock?

(f) क्या वे जनवरी 2005 से स्कूल नहीं जा रहे थे?
Had they not been going to school since January 2005?

E. USES

Past Perfect Continuous Tense का प्रयोग

Past Perfect Continuous का Past Perfect से वही संबंध है जो संबंध Present Perfect Continuous का Present Perfect से है।

(i) Point of time/ period of time

ऐसे कार्यों के लिए Past Perfect Continuous Tense का प्रयोग किया जाता है जो Past में किसी Point of time/ period of time से लगातार जारी थे; जैसे—

(a) Ram had been lying there for an hour.
(b) He had been working since morning.

(ii) Repeated actions

Past Perfect के Repeated actions को भी Past Perfect Continuous में व्यक्त किया जा सकता है; जैसे—

(a) He had tried five times to contact him.
He had been trying to contact him.

(b) She had tried many times to get the job there.
She had been trying to get the job there.

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7.9. Future Indefinite Tense

FUTURE INDEFINITE TENSE

पहचान—

जिस वाक्य के अंत में गा, गे, गी आए, वह वाक्य Future Indefinite Tense का वाक्य कहलाता है; जैसे— वह स्कूल जाएगा।

A. POSITIVE FORMS

I/ we shall go OR I'll/ we'll go
you/ he/ she/ they/ it will go
OR
you'll / he'll / she'll / they'll / it'll go

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + will/ shall + Verb I + Object.

Future Indefinite Tense के वाक्यों में Verb की First Form के साथ helping verb 'will' का प्रयोग होता है। ध्यान रखें भविष्य के सामान्य कार्यों के लिए First Person के साथ shall का प्रयोग किया जाता है; जैसे—

(a) मैं स्कूल जाऊँगा।	I shall go to school.
(b) हम स्कूल जाएँगे।	We shall go to school.
(c) वह स्कूल जाएगा।	He will go to school.
(d) वह स्कूल जाएगी।	She will go to school.
(e) तुम स्कूल जाओगे।	You will go to school.
(f) वे स्कूल जाएँगे।	They will go to school.

B. NEGATIVE FORMS

I/ we/ shall not go OR I/ we/ shan't
You/ he/ she/ they/ it will not go
OR
You / he / she / they / it won't go

ध्यान रखें— will not को संक्षिप्त रूप में won't (वुडनोट) लिखा जाता है।

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + will/ shall + not + Verb I + Object.

जैसे—

(a) मैं स्कूल नहीं जाऊँगा।	I shall not go to school.
(b) हम स्कूल नहीं जाएँगे।	We shall not go to school.
(c) वह स्कूल नहीं जाएगा।	He will not go to school.

(d) वह स्कूल नहीं जाएगी। She will not go to school.
(e) तुम स्कूल नहीं जाओगे। You will not go to school.
(f) वे स्कूल नहीं जाएँगे। They will not go to school.

C. INTERROGATIVE FORMS

Shall I/ we go ? OR Will I/ we go?
Will you/ he/ she/ they/ it go?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Will/ Shall + Subject + Verb I + Object + ?

Future Indefinite Tense के प्रश्नवाचक वाक्यों में Subject से पहले shall/ will का प्रयोग किया जाता है; जैसे—

(a) क्या मैं स्कूल जाऊँगा? Shall I go to school?
(b) क्या हम स्कूल जाएँगे? Shall we go to school?
(c) क्या वह स्कूल जाएगा? Will he go to school?
(d) क्या वह स्कूल जाएगी? Will she go to school?
(e) क्या तुम स्कूल जाओगे? Will you go to school?
(f) क्या वे स्कूल जाएँगे? Will they go to school?

D. INTERROGATIVE NEGATIVE FORMS

Shall I/ we not go ? OR Shan't I/ we go?
Will I/ we not go ? OR Won't I/ we go?
Will you/ he/ she/ they/ it not go? OR Won't you/ he/ she/ they/ it/ go?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Will/ Shall + Subject + not + Verb I + Object + ?

जैसे—

(a) क्या वह स्कूल नहीं जाएगा? Will he not go to school?
(b) क्या वह स्कूल नहीं जाएगी? Will she not go to school?
(c) क्या तुम स्कूल नहीं जाओगे? Will you not go to school?
(d) क्या वे स्कूल नहीं जाएँगे? Will they not go to school?

E. USES

Future Indefinite Tense का प्रयोग

(i) FUTURE ACTIONS

भविष्य में संपन्न होने वाले कार्यों के लिए; जैसे—

(a) He will write a letter.
(b) We shall buy a pen.

(ii) CLAUSES OF CONDITIONAL

(a) If I drop this glass it will break.
(b) When it gets warmer the snow will start to melt.
(c) I shall start my work as she comes.
(d) We shall move as soon as the taxi arrives.

(iii) FOR FUTURE HABTITUAL ACTIONS

ऐसी भविष्य की घटनाओं के लिए, जो हम समझते हैं कि सामान्य रूप से घटित होंगी; जैसे—

(a) People will make plans.
(b) Birds will build nests.

(iv) SPEAKER'S OPINION ABOUT THE FUTURE

(a) They will probably wait for us.
(b) I am sure he will come back.

(v) NEWSPAPERS

(a) The Chief Minister will open the new heliport tomorrow.
(b) The fog will persist in all areas.

(vi) NEXT + POINT OF TIME

(a) Next Sunday, he will solve the problem.
(b) Next week, I shall pay you the rest amount.

(vii) IN + PERIOD

(a) They will finish their duties in three hours.
(b) My brother will return your book in a month.

नोट—

Shall और Will से संबंधित विस्तृत जानकारी के लिए Modals नामक Chapter पढ़ें।

निम्नलिखित Sentence Structures से भी Future actions व्यक्त किए जा सकते हैं; जैसे—

(i) GOING TO

Going to का प्रयोग सामान्यतया ऐसी स्थिति में किया जाता है जब कार्य के शीघ्र संपन्न होने को व्यक्त करना हो; जैसे—

(a) He is going to do his duty.
(b) You are going to help him.
(c) She is going to inform him.
(d) We are going to buy a new car.

(ii) ABOUT TO

(a) The train is about to start.
(b) The President is about to come.
(c) The shop is about to close.

(iii) PRESENT INDEFINITE

हम Present Indefinite Tense वाले वाक्यों से भी Future action को व्यक्त कर सकते हैं; जैसे—

(a) The boys start school on Tuesday.
(b) I leave tonight.
(c) The President visits Haryana tomorrow.

(iv) IS/ AM/ ARE + TO + VERB I

(a) He is to finish his work. उसे अपना कार्य समाप्त करना है।
(b) She is to sing a song. उसे एक गाना गाना है।

ऐसे वाक्य जहाँ 'जाना, करना' आदि आए उनके लिए उपरोक्त sentence structure का प्रयोग किया जाता है।

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7.10. Future Continuous Tense

FUTURE CONTINUOUS TENSE

पहचान—

जिस वाक्य के अंत में रहा होगा, रहे होंगे, रही होगी आए, वह वाक्य Future Continuous Tense का वाक्य कहलाता है; जैसे— वह स्कूल जा रहा होगा।

A. POSITIVE FORMS

I/ we shall be going
you/ he/ she/ they will be going

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + will/ shall + be + (Verb I + ing) + Object.

इस तरह के वाक्यों में will/ shall be के बाद Verb की First Form के साथ ing लगायी जाती है।

जैसे—

(a) मैं स्कूल जा रहा हूँगा।	I shall be going to school.
(b) हम स्कूल जा रहे होंगे।	We shall be going to school.
(c) वह स्कूल जा रहा होगा।	He will be going to school.
(d) वह स्कूल जा रही होगी।	She will be going to school.
(e) तुम स्कूल जा रहे होंगे।	You will be going to school.
(f) वे स्कूल जा रहे होंगे।	They will be going to school.

B. NEGATIVE FORMS

I / we shall not be going OR shan't be going
you/ he/ she/ they will not be going OR won't be going

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + will/ shall + not + be + (Verb I + ing) + Object.

not का प्रयोग पहली helping verb 'shall/ will' के बाद किया जाता है।

जैसे—

(a) मैं स्कूल नहीं जा रहा हूँगा।	I shall not be going to school.
(b) हम स्कूल नहीं जा रहे होंगे।	We shall not be going to school.
(c) वह स्कूल नहीं जा रहा होगा।	He will not be going to school.
(d) वह स्कूल नहीं जा रही होगी।	She will not be going to school.
(e) तुम स्कूल नहीं जा रहे होंगे।	You will not be going to school.
(f) वे स्कूल नहीं जा रहे होंगे।	They will not be going to school.

C. INTERROGATIVE FORMS

Shall/ I / we be going ?
Will you/ he/ she/ they/ they/ be going ?

प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :

Will/ Shall + Subject + be + (Verb I + ing) + Object + ?

प्रश्नवाचक वाक्यों में Subject से पहले shall/ will का प्रयोग किया जाता है।

जैसे–

(a) क्या मैं स्कूल जा रहा हूँगा ?	Shall I be going to school ?
(b) क्या हम स्कूल जा रहे होंगे ?	Shall we be going to school ?
(c) क्या वह स्कूल जा रहा होगा ?	Will he be going to school ?
(d) क्या वह स्कूल जा रही होगी ?	Will she be going to school ?
(e) क्या तुम स्कूल जा रहे होंगे ?	Will you be going to school ?
(f) क्या वे स्कूल जा रहे होंगे ?	Will they be going to school ?

D. INTERROGATIVE NEGATIVE FORMS

Shall I/ we/ not be going OR Shan't I/ we be going?
Will you/ he/ she/ they not be going
OR
Won't you/ he/ she/ they be going?

नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :

Will/Shall + Subject + not + be + (Verb I + ing) + Object?

जैसे–

(a) क्या मैं स्कूल जा रहा हूँगा ?	Shall I be going to school ?
(b) क्या हम स्कूल जा रहे होंगे ?	Shall we be going to school ?
(c) क्या वह स्कूल जा रहा होगा ?	Will he be going to school ?
(d) क्या वह स्कूल जा रही होगी ?	Will she be going to school ?
(e) क्या तुम स्कूल जा रहे होंगे ?	Will you be going to school ?
(f) क्या वे स्कूल जा रहे होंगे ?	Will they be going to school ?
(g) क्या वे स्कूल जा रहे होंगे ?	Will they be going to school ?

E. USES

Future Continuous Tense का प्रयोग

(i) FUTURE ACTIONS

ऐसे कार्य के लिए जो Future में जारी रहेंगे; जैसे–

(a) He will be writing some letters tomorrow.
(b) They will be preparing for their exam.

(ii) FUTURE CONTINUOUS

Normal Course में होने वाले कार्य के लिए Future Continuous Tense का प्रयोग होता है; जैसे–

(a) Shyam will be seeing the Secretary tomorrow. हो सकता है Shyam Secretary के कार्यालय में ही कार्य करता हो।

अन्य वाक्य देखें–

(b) We shall be trying to get the contract.
(c) She will be returning back from her office.

NOTE–

एक Planned Action या Arrangement जो पहले से ही तय हो उसके लिए Present Continuous Tense का प्रयोग होता है। निम्नलिखित वाक्य में Ram ने पहले से ही Secretary से मिलने की अनुमति ले रखी है; जैसे–
Ram is seeing the Secretary tomorrow.

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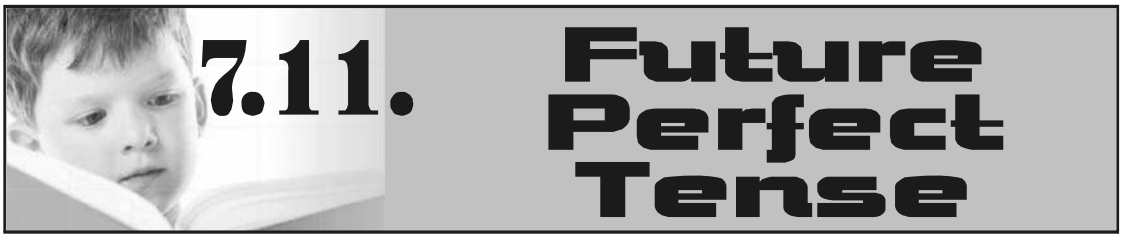

7.11. Future Perfect Tense

FUTURE PERFECT TENSE

पहचान–

जिस वाक्य के अंत में चुका होगा, चुके होंगे, चुकी होगी अथवा चुकेगा, चुकेंगे, चुकेगी अथवा या होगा, ये होंगे, ई होगी आए, वह वाक्य Future Perfect Tense का वाक्य कहलाता है; जैसे– राम के आने से पहले मैं स्कूल जा चुका हूँगा या राम के आने से पहले मैं स्कूल जा चुकुँगा।

A. POSITIVE FORMS

I/ we/shall have gone
you/ he/ she/ they/ it will have gone

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + will/ shall + have + Verb III + Object.

ध्यान रखें- यहाँ time दर्शाने के लिए 'by' का प्रयोग होता है।

Future Perfect Tense में Verb की Third Form से पहले will have का प्रयोग किया जाता है। First Person के साथ shall have का प्रयोग किया जाता है; जैसे–

(a) राम के आने से पहले मैं स्कूल जा चुका हूँगा।
I shall have gone to school before Ram came.

(b) राम के आने से पहले वह स्कूल जा चुका होगा।
He will have gone to school before Ram came.

(c) राम के आने से पहले वह स्कूल जा चुकी होगी।
She will have gone to school before Ram came.

(d) राम के आने से पहले हम स्कूल जा चुके होंगे।
We shall have gone to school before Ram came.

(e) राम के आने से पहले तुम स्कूल जा चुके होंगे।
You will have gone to school before Ram came.

(f) राम के आने पहले वे स्कूल जा चुके होंगे।
They will have gone to school before Ram came.

B. NEGATIVE FORMS

I/ we/ shall not have gone OR I/we shan't have gone
you/ he/ she/ they/ it will not have gone OR won't have gone

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + will/ shall + not + have + Verb III + Object.

Not का प्रयोग हमेशा पहली helping verb-will/ shall के बाद किया जाता है; जैसे–

(a) राम के आने से पहले मैं स्कूल नहीं जा चुका हूँगा।
I shall not have gone to school before Ram came.

(b) राम के आने से पहले हम स्कूल नहीं जा चुके होंगे।
We shall not have gone to school before Ram came.
(c) राम के आने से पहले तुम स्कूल नहीं जा चुके होंगे।
You will not have gone to school before Ram came.
(d) राम के आने से पहले वह स्कूल नहीं जा चुका होगा।
He will not have gone to school before Ram came.
(e) राम के आने से पहले वह स्कूल नहीं जा चुकी होगी।
She will not have gone to school before Ram came.
(f) राम के आने पहले वे स्कूल नहीं जा चुके होंगे।
They will not have gone to school before Ram came.

C. INTERROGATIVE FORMS

Shall I/ we have gone ?
Will you/ he/ she/ they/ it have gone?
प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :
Will/ shall + Subject + have + Verb III + Object ?
ऐसे वाक्यों में Subject से पहले will/ shall का प्रयोग किया जाता है; जैसे–
(a) क्या राम के आने से पहले मैं स्कूल जा चुका हूँगा ?
Shall I have gone to school before Ram came ?
(b) क्या राम के आने से पहले वह स्कूल जा चुका होगा ?
Will he have gone to school before Ram came ?
(c) क्या राम के आने से पहले वह स्कूल जा चुकी होगी ?
Will she have gone to school before Ram came ?
(d) क्या राम के आने से पहले हम स्कूल जा चुके होंगे ?
Shall we have gone to school before Ram came ?
(e) क्या राम के आने से पहले तुम स्कूल जा चुके होंगे ?
Will you have gone to school before Ram came ?
(f) क्या राम के आने पहले वे स्कूल जा चुके होंगे ?
Will they have gone to school before Ram came ?

D. INTERROGATIVE NEGATIVE FORMS

Shall I/ we not have gone ?
Will you/ he / she/ they/ it not have gone ?
Or
Won't you/ he/ she/ they/ it have gone ?
नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :
Will/ shall + Subject + not + have + Verb III + Object ?
(a) क्या राम के आने से पहले मैं स्कूल नहीं जा चुका हूँगा ?
Shall I not have gone to school before Ram came ?
(b) क्या राम के आने से पहले वह स्कूल नहीं जा चुका होगा ?
Will he not have gone to school before Ram came ?
(c) क्या राम के आने से पहले वह स्कूल नहीं जा चुकी होगी ?
Will she not have gone to school before Ram came ?
(d) क्या राम के आने से पहले हम स्कूल नहीं जा चुके होंगे ?
Shall we not have gone to school before Ram came ?

(e) क्या राम के आने से पहले तुम स्कूल नहीं जा चुके होंगे?
Will you not have gone to school before Ram came ?

(f) क्या राम के आने पहले वे स्कूल नहीं जा चुके होंगे?
Will they not have gone to school before Ram came ?

E. USES

Future Perfect Tense का प्रयोग

(i) TWO ACTIONS

यदि वाक्य में एक अन्य वाक्य जुड़ा है तो जो कार्य पहले पूर्ण होगा, उसमें Future Perfect का प्रयोग होता है एवं जो कार्य बाद में पूर्ण होगा उसमें Present Indefinite का प्रयोग होता है; जैसे—

(a) He will have left before you go to see him.
(b) The Principal will have started before I reach there.

(ii) WITH TIME EXPRESSION

ऐसे कार्य के लिए जो future में किसी निश्चित समय या किसी अन्य कार्य के होने तक पूरा हो चुका होगा। ऐसे वाक्यों में time को अवश्य दर्शाया जाता है। ध्यान रखें कि time के आगे केवल BY का ही प्रयोग करें; जैसे—

(a) They will have arrived here by this time tomorrow.
(b) He will have completed this project by next year.
(c) Ram will have bought books for me by 2 O' clock.
(d) Sita will have corrected the mistakes by next Sunday.

(iii) ASSUMPTIONS

यह अनुमान के लिए कि कोई व्यक्ति किसी चीज़ के बारे में जानता होगा। इस tense के द्वारा मान्यताएँ (assumptions) अथवा संभावनाएँ (probabilities and likelihood) भी प्रकट होती हैं। ऐसे कार्यों के लिए जिनके बारे में हम यह समझते हैं कि उसका ज्ञान उसे पहले से ही होगा। इस तरह के वाक्य, जो वस्तुत: किसी Future Action को नहीं दर्शाते हैं, बल्कि Speaker की assumptions के अनुसार, अन्य की जानकारी हो चुकने की संभावना बताते हैं; जैसे—

(a) You will have heard the name of Gandhiji.
(b) You will have heard about the accident by this time.
(c) He will have passed his M.A. by then.
(d) She will have read the newspaper so far.

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7.12. Future Perfect Continuous Tense

FUTURE PERFECT CONTINUOUS TENSE

पहचान—

जिस वाक्य के अंत में से-रहा होगा, से-रहे होंगे, से-रही होगी आए, वह वाक्य Future Perfect Continuous Tense का वाक्य कहलाता है; जैसे—वह तीन साल से स्कूल जा रहा होगा।

A. POSITIVE FORMS

I/ we shall have been going

You/ he/ she/ they/ it/ will have been going

साधारण वाक्यों (Affirmative Sentences) के लिए Sentence Structure :

Subject + will/ shall + have + been + (Verb I + ing) + Object + since/ for + ….

Future Perfect Continuous Tense के वाक्यों में Verb की First Form के साथ ing लगाई जाती है।

First Person Pronoun के साथ ऐसे वाक्यों में shall have been का प्रयोग किया जाता है। अन्य सभी Persons के साथ will have been का प्रयोग किया जाता है; जैसे—

(a) मैं सोमवार से स्कूल जा रहा हूँगा।
I shall have been going to school since Monday.

(b) हम एक सप्ताह से स्कूल जा रहे होंगे।
We shall have been going to school for a week.

(c) वह तीन साल से स्कूल जा रहा होगा।
He will have been going to school for three years.

(d) वह सुबह से स्कूल जा रही होगी।
She will have been going to school since morning.

(e) तुम नौ बजे से स्कूल जा रहे होगे।
You will have been going to school since 9 O' clock.

(f) वे जनवरी 2005 से स्कूल जा रहे होंगे।
They will have been going to school since January 2005.

B. NEGATIVE FORMS

I/ we/ shall not have been going OR I/ we/ shan't have been going you/ he/ she/ they/ it will not have been going OR won't have been going

नकारात्मक वाक्यों (Negative Sentences) के लिए Sentence Structure :

Subject + will/ shall + not + have + been + (Verb I + ing) + Object + since/ for + ….

not का प्रयोग हमेशा पहली helping verb 'shall/ will' के बाद किया जाता है।

(a) मैं सोमवार से स्कूल नहीं जा रहा हूँगा।
I shall not have been going to school since Monday.

(b) हम एक सप्ताह से स्कूल नहीं जा रहे होंगे।
We shall not have been going to school for a week.
(c) वह तीन साल से स्कूल नहीं जा रहा होगा।
He will not have been going to school for three years.
(d) वह सुबह से स्कूल नहीं जा रही होगी।
She will not have been going to school since morning.
(e) तुम नौ बजे से स्कूल नहीं जा रहे होगे।
You will not have been going to school since 9 O' clock.
(f) वे जनवरी 2005 से स्कूल नहीं जा रहे होंगे।
They will not have been going to school since January 2005.

C. INTERROGATIVE FORMS

Shall I/ we have been going ?
Will You/ he/ she/ they/ it/ have been going ?
प्रश्नवाचक वाक्यों (Interrogative Sentences) के लिए Sentence Structure :
Will/ Shall + Subject + have + been + (Verb I + ing) + Object + since/ for + …?
जैसे–
(a) क्या मैं सोमवार से स्कूल जा रहा हूँगा ?
Shall I have been going to school since Monday ?
(b) क्या हम एक सप्ताह से स्कूल जा रहे होंगे ?
Shall we have been going to school for a week ?
(c) क्या वह तीन साल से स्कूल जा रहा होगा ?
Will he have been going to school for three years ?
(d) क्या वह सुबह से स्कूल जा रही होगी ?
Will she have been going to school since morning?
(e) क्या तुम नौ बजे से स्कूल जा रहे होगे ?
Will you have been going to school since 9 O' clock ?
(f) क्या वे जनवरी 2005 से स्कूल जा रहे होंगे ?
Will they have been going to school since January 2005 ?

D. INTERROGATIVE NEGATIVE FORMS

Shall I/ we not have been going? OR Shan't I/ we have been going?
Will you/ he/ she/ they/ it/ not have been going ?
OR
Won't you/ he/ she/ they/ it/ have been going ?
नकारात्मक प्रश्नवाचक वाक्यों (Interrogative Negative Sentences) के लिए Sentence Structure :
Will/ Shall + Subject + not + have been + (Verb I + ing) + Object + since/ for + …?
जैसे–
(a) क्या मैं सोमवार से स्कूल नहीं जा रहा हूँगा ?
Shall I not have been going to school since Monday ?
(b) क्या हम एक सप्ताह से स्कूल नहीं जा रहे होंगे ?
Shall we not have been going to school for a week ?
(c) क्या वह तीन साल से स्कूल नहीं जा रहा होगा ?
Will he not have been going to school for three years ?

(d) क्या वह सुबह से स्कूल नहीं जा रही होगी ?
Will she not have been going to school since morning ?
(e) क्या तुम नौ बजे से स्कूल नहीं जा रहे होगे ?
Will you not have been going to school since 9 O' clock ?
(f) क्या वे जनवरी 2005 से स्कूल नहीं जा रहे होंगे ?
Will they not have been going to school since January 2005 ?

E. USES

Future Perfect Continuous Tense का प्रयोग

इस Tense का प्रयोग ऐसे कार्यों के लिए होता है जो कुछ समय तक प्रगति में होंगे और ये भविष्य में समाप्त होंगे। वैसे इस Tense का प्रचलन ज़्यादा नहीं है।

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8. The Sequences Of Tenses

IN THIS SECTION

I. SUBORDINATE CLAUSE **II. THE SEQUENCE OF TENSES**

The Sequences of Tenses (कालों का अनुक्रम)

I. SUBORDINATE CLAUSE

(a) We know *that the bridge was unsafe*.
(b) He failed *because he did not work hard.*
(c) She replied *that she felt better.*
(d) He saw *that the clock had stopped.*

उपरोक्त वाक्यों में subordinate clause को टेढ़े अक्षरों में दिखाया गया है। Sequences of tenses से सम्बन्धित निम्नलिखित नियम समझने से पहले विद्यार्थी को वाक्य की Main verb का ज्ञान होना आवश्यक है। ऐसा clause जो अपना अर्थ प्रकट करने के लिए दूसरे clause पर निर्भर हो, Dependent clause/ subordinate clause कहलाता है।

नोट–विस्तृत जानकारी के लिए More About Clauses नामक Chapter पढें।

Subordinate Clause की Verb का Tense, Principal Clause की Verb के Tense के अनुसार होता है। इस नियम को Sequences of Tenses कहते हैं।

II. THE SEQUENCE OF TENSES

Tense of verb in main clause		Tense of verb in subordinate clause
Present	He says *that she will come tomorrow*.	Future Simple
Past	She thought *that it would rain*.	Conditional
Present	She sees *that she has made a mistake*.	Present Perfect
Past	She saw *that she had made a mistake*.	Past Perfect
Present	I work so hard *that I am always tired.*	Present
Past	I worked so hard *that I was always tired.*	Past
Present Perfect	She has done all *that is necessary*.	Present
Past Perfect	She had done all *that was necessary*.	Past
Present	She says *that she is going to write the letter.*	Present continuous
Past	She said *that she was going to write the letter.*	Past continuous

A. Principal Clause की Verb का Tense यदि Present या Future में हो, तो Subordinate Clause की Verb, वाक्य के भाव के अनुसार किसी भी Tense में हो सकती है; जैसे–

(a) He says *that he learns his lesson daily.*
(b) He thinks *that he wrote a letter.*
(c) He thinks *that he will learn his lesson daily.*

(d) He will think *that he writes a letter*.
(e) He will think *that he wrote a letter*.
(f) I shall know *what he will have done*.

परंतु यदि Subordinate Clause में कोई Purpose या Condition हो, तो उसमें Present Tense ही आएगा; जैसे—

(a) I work hard *so that I may pass*.
(b) I shall work hard *so that I may pass*.
(c) We eat so *that we may live*.
(d) I shall nurse her *so that she may live*.

EXCEPTIONS

(i) यदि Subordinate Clause, 'if, till, as soon as, when, unless, before, until, even if और as' इत्यादि से शुरू हो एवं principal clause में verb, future tense की हो, तो subordinate clause की verb, present indefinite tense में होगी। इसे हम ऐसे भी कह सकते हैं कि यदि वाक्य conditional है, तो subordinate clause प्रायः present tense में ही होगा न कि future में; जैसे—

(a) You will catch the train *if run fast*.
(b) I shall be right glad *if you come*.
(c) We shall not go to market *if it rains*.
(d) I shall wait *till he comes*.
(e) We will start *as soon as the taxi arrives*.
(f) I shall help him *even if he does not ask me*.

(ii) यदि वाक्य if, till, when, unless और as इत्यादि से शुरू हो, तो इनके साथ Present Indefinite का प्रयोग होगा तथा Principal Clause में Future का प्रयोग होगा; जैसे—

(a) *If she comes*, we shall accompany her.
(b) *When he comes*, I shall start.
(c) *Till he comes*, we will wait here.
(d) *As they telephone you*, you must inform the police.

B. Principal Clause की Verb का Tense यदि Past में हो, तो Subordinate Clause की Verb भी Past Tense में ही होगी; जैसे—

(a) He told me *that he had written a letter*.
(b) She said *that she wanted money*.
(c) I found out *that he was guilty*.
(d) He replied *that he would come*.

EXCEPTIONS

(i) यदि Subordinate Clause में किसी प्रकार की सार्वभौमिक सच्चाई (Universal Truth) है अथवा रोज़मर्रा की आदत (Habitual Fact) है, तो उसका Tense हमेशा Present Tense में ही रहेगा चाहे Principal Clause की Verb का Tense, Past में भी क्यों न हो; जैसे—

1. **Universal Truth**
   (a) The old man said that union is strength.
   (b) He said that honesty is the best policy.
2. **Geographical Truth**
   (a) The teacher said that the earth revolves round the sun.
   (b) The teacher said that the sun rises in the east.
3. **Habitual Fact**
   (a) We said that we do not drink daily.
   (b) He told me that his mother goes out for a walk daily.

(ii) यदि Principal Clause में past tense हो, तो adverb clause of place, reason और comparison तथा adjective clause में वाक्य के भाव के अनुसार कोई भी Tense आ सकता है; जैसे—

(a) Your brother requested her more *than I do*. **(comparison)**
(b) He went to Delhi *where his brother is employed*. **(place)**
(c) She did not accompany us *because she cannot walk*. **(reason)**
(d) He helped me more *than he helps or helped or will help you*. **(comparison)**
(e) My friend loved me more *than I love him*. **(comparison)**

(iii) Lest के साथ 'should' या 'might' तथा 'as if' और 'as though' आदि के साथ 'were' का प्रयोग होता है; जैसे—

(a) She walks carefully *lest she should fall down*.
(b) I worked hard *lest I should fail*.
(c) He talks *as if he were mad*.
(d) She scolded me *as if I were her servant*.

(iv) यदि Subordinate Clause 'कारण या स्थान' प्रकट करे या Adjective Clause में हो, तो इसकी Verb वाक्य के भाव के अनुसार किसी भी Tense में जा सकती है; जैसे—

(a) I did not see the man *who manages the shop*.
(b) I saw a man *who sells books*.
(c) The police caught a man *who steals bicycles*.
(d) I bought a buffalo *which gives milk*.

EXERCISE 9.

Fill in the blanks with appropriate tense of verb :

1. The boss thinks that Ram ……. hard. (works, worked, will work)
2. He saw that that his watch had …….(stop/ stopped)
3. She said that God ……. in the poor. (resides/ resided)
4. Galilio found that the Earth ……. round the sun. (moved/ moves)
5. We eat food so that we ……. live.(may/ might)
6. The priest said that all men ……. mortal. (were/ are)
7. Answer the question before you ……. further. (proceed/ proceeded)
8. She will nurse her husband that he may ……. (live/ lived)
9. She scolded me as if I ……. her servant. (was/ were)
10. We saw that the peon ……. stopped the his work. (have/ had)
11. I say that Ramesh ……. not come.(will/ would)
12. We thought that it ……. rain. (may/ might)
13. I wished that I ……. a millionaire. (was/ were)
14. She loved you better than she ……. me. (loves/ loved)
15. If you work hard you ……. pass. (will/ would)

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9. Articles

IN THIS SECTION

I. KINDS OF ARTICLES II. USE OF INDEFINITE ARTICLES ('A' AND 'AN')
III. USE OF DEFINITE ARTICLE 'THE'
IV. OMISSION OF ARTICLES (ZERO ARTICLES) V. POSITION OF ARTICLES

ARTICLES

(The words *a* or *an* and *the* are called articles. They come before nouns.)

जो शब्द किसी Noun के आगे लगकर sentence में उस Noun के महत्व को दर्शाते हैं, Articles कहलाते हैं। वाक्यों में articles का प्रयोग भाषा को सशक्त एवं प्रभावशाली बनाता है। Modern Grammar के अनुसार articles एक प्रकार के Determiners हैं।

I. KINDS OF ARTICLES

Articles दो प्रकार के होते हैं—

A. Indefinite Articles- a, an
(*A* and *an* are called the indefinite articles.)
B. Definite Articles- the
(*The* is called the definite article, because it normally points out some particular person or thing.)

II. USE OF INDEFINITE ARTICLES ('A' AND 'AN')

1. a/an का प्रयोग अनिश्चित (Indefinite) Singular Noun से पूर्व किया जाता है। इसी कारण a/ an को Indefinite Articles कहा जाता है।
2. जिस शब्द से पूर्व a/ an का प्रयोग करना है, यदि उस शब्द के प्रथम उच्चारण की ध्वनि (First sound of pronunciation) हिंदी वर्णमाला के स्वर (vowel) से उच्चारित है तो an का प्रयोग होगा, अन्यथा a का प्रयोग होगा।
3. शब्द का प्रथम Letter क्या है? यह महत्वपूर्ण नहीं है, महत्वपूर्ण है— उसके उच्चारण की प्रथम ध्वनि।

अंग्रेज़ी भाषा में मात्र 5 स्वर A, E, I, O, U माने गए हैं। उच्चारण की सुविधा को ध्यान में रखते हुए यह नियम बनाया गया है कि consonant sound के पहले a और vowel sound के पहले an का प्रयोग होना चाहिए क्योंकि vowel-vowel का उच्चारण कठिन होता है; जैसे— elephant का उच्चारण अंग्रेज़ लोग इस प्रकार से नहीं कर पाते— a elephant (a + e दोनों vowels हैं; परंतु elephant का उच्चारण अंग्रेज लोग इस प्रकार से आसानी से कर सकते हैं— an elephant (वे an का उच्चारण नहीं करते बल्कि an elephant को a + nelephant बोलते हैं।) किसी शब्द का पहला sound consonant है या vowel, इसकी जाँच उस शब्द का हिंदी उच्चारण लिखकर की जा सकती है; जैसे— M.A. एम. ए.; *एम* का पहला अक्षर *'ए'* हिंदी का vowel है, जबकि University यूनिवर्सिटी का पहला अक्षर *'यू'* हिंदी का consonant है।

1. USE OF 'A'

1. यदि शब्द के प्रथम उच्चारण की ध्वनि (First sound of pronunciation) हिंदी वर्णमाला के व्यंजन (consonant) से उच्चारित है, तो a का प्रयोग होगा; जैसे—

a boy, **a** reindeer, **a** woman, **a** yard, **a** horse, **a** hole, **a** man.

(a) She reads ***a*** novel.
(b) We saw ***a*** horse.
(c) Look through ***a*** hole.
(d) ***A*** man is known by the company he keeps.

2. ऐसे शब्द (words) जिनका प्रथम अक्षर चाहे vowel भी हो परंतु प्रारंभिक उच्चारण में वह vowel का उच्चारण न देता हो, के आगे a का प्रयोग किया जाता है। ऐसी singular noun से पहले भी a लगाया जाता है जो e या u या eu से आरंभ होती है और जिसका उच्चारण consonant 'य' की ध्वनि से होता है; जैसे—

a European, **a** uniform, **a** union, **a** unique person, **a** united action, **a** university student, **a** usage, **a** useful thing etc.

(a) My brother is ***a*** university student.
(b) I have ***a*** European friend.
(c) I have bought ***a*** uniform.
(d) He is professor in ***a*** university.

3. जो शब्द o से शुरू होता है और जिसका उच्चारण consonant 'व' की ध्वनि से होता है; जैसे—

a one-eyed man, **a** one-rupee note, **a** one-sided decision, **a** one-sided game.

(a) We have ***a*** one-rupee note.
(b) I saw ***a*** one-eyed man crossing the bridge.
(c) This is ***a*** one-sided game.

4. कोई के अर्थ में a का प्रयोग; जैसे—

(a) There was ***a*** king.
(b) ***A*** thief entered our house.

5. किसी जाति विशेष को व्यक्त करने के लिए Singular Countable Noun से पूर्व a का प्रयोग किया जाता है; जैसे—

(a) ***A*** peacock is a bird.
(b) ***A*** man went out with the dog.
(c) ***A*** child needs love.
(d) ***A*** car must be insured.

6. Numeral Sense (संख्या) में एक का बोध कराने के लिए a का प्रयोग किया जाता है; जैसे—

(a) There are seven days in ***a*** week.
(b) Twelve months make ***a*** year.
(c) ***A*** bird in the hand is worth two in the bush.

7. With Certain Numbers

मात्रा का बोध कराने के लिए कुछ expressions में **a** का प्रयोग किया जाता है; जैसे—

a hundred, **a** thousand, **a** million, **a** lot of, **a** couple, **a** great many, **a** dozen, **a** great deal of

I have purchased ***a*** dozen eggs.(परंतु one dozen भी संभव है।)

1/3, 1/4, 1/5 आदि के साथ प्रायः ***a*** लिखा जाता है; जैसे—

a third, **a** quarter etc. (परंतु *one* भी संभव है।)

8. जब abstract noun का प्रयोग a kind of quality के अर्थ में हो; जैसे—

He has ***a*** working knowledge of grammar.

9. जब uncountable noun को countable noun के रूप में प्रयोग किया जाए; जैसे—

Let's have ***a*** smoke.

10. जब किसी Proper Noun का प्रयोग Common Noun के अर्थ में किया जाता है; जैसे—
A Daniel (a very wise judge) came to judgement.

11. Noun के पहले यदि common noun, possessive case में हो, तो article लगता है; जैसे—
(a) This is ***a*** girl's frock.
(b) This is ***a*** boys' hostel.

12. Half से पहले जब half के बाद पूरी संख्या हो; जैसे—
1.5 kilos = one and a half kilo or kilos or a kilo and a half
लेकिन 0.5 kg = half a kilo यहाँ half से पहले **a** नहीं होगा।
यद्यपि a + half + noun कभी-कभी लिखना संभव है; जैसे—
a half-holiday, a half-portion, a half-share
Time बताते समय half के साथ **a** नहीं लगाया जाता परंतु quarter से पहले **a** का प्रयोग करना चाहिए; जैसे—
a quarter to four; **a** quarter past eight.

13. Before Mr/ Mrs/ Miss + surname :
किसी व्यक्ति के नाम के अलावा कुछ और जानकारी न हो; जैसे—
A Mr. Verma saw me yesterday.

14. सामान्य रूप से Proper Noun से पूर्व a/ an का प्रयोग नहीं होता है लेकिन निम्नलिखित परिस्थिति में Proper Noun से पूर्व a का प्रयोग किया जाता है; जैसे—
This book is written by ***a*** Ram.
यहाँ Ram वक्ता के लिए अनजान है। यह पुस्तक किसी 'राम' नाम के व्यक्ति ने लिखी है जो कि वक्ता के लिए अनजान है।

15. किसी विशिष्ट व्यक्ति की विशेषताओं के संबंध में किसी अन्य व्यक्ति को पहचान दी जाए, तो a का प्रयोग किया जाता है; जैसे—He is ***a*** Gandhi. (As great as Gandhi)

16. ऐसे वाक्य जहाँ हैरानगी के भाव प्रकट हों, उनमें प्रयुक्त Noun जो countable है और एकवचन है, के नाम के आगे a का प्रयोग किया जाता है; जैसे—
(a) What ***a*** pretty girl !
(b) What ***a*** grand building !
(c) Such ***a*** long queue !

17. 'प्रतिमाह' या 'प्रति किलो व प्रति दर्जन' के संदर्भ में a का प्रयोग किया जाता है; जैसे—
I earn Rs. twenty thousand ***a*** month.
10 p **a** kilo, 10 p **a** dozen, four times **a** day. (यहाँ **a** का अर्थ है- per)

18. यदि Adjective से पहले so, as, too, how और quite हो, तो उसके बाद a आता है; जैसे—
(a) Ram is not so big ***a*** fool as you think.
(b) It is too heavy ***a*** parcel for me to carry.

19. किसी विशेष प्रकार की car/ bus के पहले article 'a' का प्रयोग अवश्य होता है; जैसे—
They came in ***a*** big red bus.

20. यदि colour का नाम एक Adjective की तरह किसी countable noun के साथ प्रयुक्त हुआ है, तो article लगेगा; जैसे—
I have ***a*** red pen.

21. ऐसे Nouns और Noun Phrases जो single परंतु unspecified person या thing को प्रकट करते हों, के आगे a का प्रयोग करना चाहिए; जैसे—
A man crossed the busy road carelessly.

22. Many, rather, quite और such के बाद यदि Singular Noun हो, तो उसके पूर्व a का प्रयोग होता है; जैसे—
Many **a** woman would welcome such ***a*** chance.

23. निम्नलिखित शब्दों को ध्यान से देखें। इन सभी के आगे article 'a' का प्रयोग होता है; जैसे—

a house, **a** historical, **a** novel, **a** humble person, **a** husband, **a** heinous crime, **a** hotel, **a** young man, **a** ewe, **a** university, **a** unity, **a** union, **a** eulogy, **a** one rupee note, **a** one eyed man, **a** uniform, **a** useful book, **a** unique decision, **a** united front, **a** unified plan, **a** USA allay, **a** forest officer, **a** member of Parliament, **a** B.A., **a** European, **a** usage etc.

24. कुछ Phrases में a का प्रयोग याद रखें—

to be in **a** hurry, to be in **a** temper, to catch cold or **a** cold, to have **a** cold, to have **a** mind, to have **a** pain/ **a** headache/ **a** fever, to have **a** weakness/ taste for, to make **a** fire, to make **a** noise, to run **a** temperature, to take **a** fancy, to take **a** liking to, in **a** fix, in **a** nutshell, make **a** foot, keep **a** secret, as **a** rule, at **a** discount, at **a** stone's throw, **a** short while ago, at **a** loss, to have **a** drink, go for **a** walk, have **a** good education, make **a** fool, tell **a** lie, take **a** bath, half **a** kilo, **a** matter of choice etc.

जैसे—

(a) Never tell ***a*** lie. (b) Don't make ***a*** noise.

2. USE OF 'AN'

1. ऐसे शब्द (words) जिनका प्रथम अक्षर vowel हो व प्रारंभिक उच्चारण में vowel का उच्चारण देते हों, के आगे *an* का प्रयोग किया जाता है; जैसे—

an ostrich, ***an*** umbrella, ***an*** ass, ***an*** enemy, ***an*** orange, ***an*** egg etc.

(a) ***An*** ostrich has two toed feet.
(b) I have ***an*** umbrella.
(c) He eats ***an*** egg daily.
(d) He is ***an*** actor.

2. ऐसे शब्द (words) जिनके प्रारंभिक उच्चारण में vowel का उच्चारण निकले, परंतु प्रथम अक्षर चाहे vowel भी न हो के आगे *an* का प्रयोग किया जाता है; जैसे—

(a) Ram is ***an*** M.LA.
(b) Shyam is ***an*** S.P.

3. ऐसे शब्द (words) जिनका प्रथम अक्षर h हो व प्रारंभिक उच्चारण में 'ह' का उच्चारण न देता हो, के आगे *an* का प्रयोग किया जाता है; जैसे—

an heir, ***an*** honest, ***an*** hour etc.

(a) Come after ***an*** hour.
(b) He is ***an*** heir of his father's property.

4. निम्नलिखित शब्दों को ध्यान से देखें। इन सभी के आगे article '*an*' का प्रयोग होता है; जैसे—

an hour, ***an*** hourly meeting, ***an*** hour's day break, ***an*** honour, ***an*** honourable person, ***an*** honest man, ***an*** heir, ***an*** hormonium, ***an*** F.O., ***an*** M.L.A., ***an*** M.P., ***an*** IAS/ IPS/ ILO, ***an*** SHO/ SDO/ SP, ***an*** M.A./ M.Sc./ M.com., ***an*** FIR, ***an*** NCC officer, ***an*** x-ray machine, ***an*** archer, ***an*** element, ***an*** interviw etc.

5. कुछ Pharases में *an* का प्रयोग याद रखें—

to have ***an*** eye to, to take ***an*** interest in.

3. OMISSION OF 'A' / 'AN'

निम्नलिखित परिस्थितियों में a/ an का प्रयोग न करें।

1. किसी भी Plural Noun से पूर्व; जैसे-

plural of a dog is *dogs*, plural of an egg is *eggs*,

2. Proper Noun से पूर्व।

3. सामान्यतया Uncountable Nouns से पूर्व a/ an का प्रयोग नहीं किया जाता है; जैसे— accommodation, baggage, luck, news, permission, progress, scenery, weather, traffic, knowledge, music, milk, home work, stone, brick, wine, beauty, information etc.

नोट–विस्तृत जानकारी के लिए The Noun नामक Chapter पढ़ें।

जैसे–

(a) No *news* is good news.

(b) The wall is made of *stone* and *brick*.

Note– ऐसी Noun से पूर्व जब a/ an का प्रयोग करना पड़ जाए, तो इन्हें कुछ शब्दों की सहायता से Countable बनाया जा सकता है; जैसे–

(a) I have ***a*** piece of bread.

(b) He gave me ***a*** piece of information.

4. Inchoative Verb 'Turn' का जब Noun के साथ प्रयोग किया जाता है, तो Noun से पूर्व a/ an का प्रयोग नहीं किया जाता; जैसे–Is it wise for a great General to turn *politician*?

5. भोजन के नाम के आगे; जैसे–

(a) I was invited to dinner. (at their house, in the ordinary way)

परंतु जब special भोजन हो, तो article का प्रयोग होता है; जैसे–

(a) I was invited to ***a*** dinner given to welcome the new President.

(b) He gave me ***a*** good breakfast.

4. A/ An / One

जहाँ a, an 'one' की weakend forms हैं वहीं 'the' that की weakened form है।

(Use of a/ an in the sense of 'one' is common before fractions.)

(a) ***A*** third of the students are absent today.

(b) Fill ***a*** quarter of the glass.

(In these examples, ***'a'*** can be replaced with 'one', without any change in meaning.)

But ***an*** actress does not mean one actress.

She wanted to be ***an*** actress.

1. जब time, distance और weight आदि को मापा या गिना जाता है तो एकवचन के लिए हम a/ an या one का प्रयोग कर सकते हैं; जैसे–

a/one pound, a/one million pounds

परंतु The rent is ₹ 1000 ***a*** week. (यहाँ a के स्थान पर one का प्रयोग नहीं हो सकता है।)

2. One + noun का अर्थ है- one only/ not more than one. परंतु a/ an ऐसा अर्थ नहीं देते हैं; जैसे–

(a) ***A*** shotgun is no good. (It is the wrong sort of thing.)

(b) ***One*** shotgun is no good. (I need two or three.)

5. One का Special प्रयोग

1. another/ others के साथ

(a) *One* girl wanted to play, another/ others wanted to read.

(b) *One* day he wanted his breakfast early, another day he wanted it late.

2. day/ week/ month/ year/ summer/ winter इत्यादि से पहले

(a) *One* day a telegram arrived.

(b) *One* winter the snow fell early.

3. भविष्य में किसी दिन के अर्थ में

One day you will be sorry you behaved her so badly.

4. A/ an और one का Pronoun के रूप में प्रयोग

One का a/ an की तरह Pronoun के रूप में प्रयोग होता है; जैसे–

Did you get a ticket ? Yes, I managed to get *one*.

5. One का plural 'some' भी हो सकता है; जैसे–

Did you get tickets ? Yes, I managed to get *some*.

III. Use of Definite Article 'The'

1. Anaphoric Use

***the* के प्रयोग को anaphoric use कहा जाता है। anaphora का अर्थ है— to carry back (पीछे की ओर जाना) जब countable noun का पहली बार जिक्र होता है तब उसके आगे a, an का प्रयोग होता है परंतु जब दूसरी बार उसी noun की चर्चा होती है तो उसके आगे *the* का प्रयोग होता है; जैसे—**

(a) I have an apple. *The* apple is sweet.
(b) Where is *the* magazine you got from me?
(c) This is *the* girl whom you met yesterday.
(d) His car struck a tree; you can still see the mark on *the* tree.

यहाँ *'the'* का प्रयोग पूर्वचर्चित Noun के लिए हुआ है। अत: *the* का प्रयोग उस noun से पूर्व किया जाता है, जो निश्चित है, विशेष है या जिसकी चर्चा पूर्व में की जा चुकी है। *the* को इसीलिए Definite Article कहा जाता है।

2. *the* का प्रयोग singular, plural, व सभी genders के आगे हो सकता है; जैसे—

the boy	*the* girl	*the* day
the boys	*the* girls	*the* days

3. जो adjective, noun के रूप में प्रयोग हो उसके आगे *the* का प्रयोग किया जाता है। *the* लगाने पर adjective पूरे समुदाय को दर्शाता है; जैसे—

(a) *The* rich are not always happy.
(b) *The* rich should help *the* poor.
(c) *The* poor are generally trustworthy.
(d) Jindal opened many schools for *the* blind and *the* limping children.

4. Proper Noun के बाद जब Adjective उसी Noun को Qualify करता है अर्थात् किसी व्यक्ति के नाम के साथ जुड़े विशेषण से पहले प्राय: *the* लगता है; जैसे—

Alexander *the* Great; Napolean, *the* Warrior; Ivan, *the* Terrible.

5. Singular countable noun के आगे जो पूरे वर्ग को प्रकट करे; जैसे—

(a) *The* cow is a useful animal.
(b) *The* tiger is a fierce animal.
(c) *The* banyan is a kind of big tree.

Note– Man और woman के आगे article नहीं लगता है जबकि इनका प्रयोग व्यापक अर्थ में होता है; जैसे—

(a) Man is the only animal that uses fire.
(b) Woman is man's mate.

ध्यान रखें— आजकल a man और a woman या (men और women) का अधिक प्रयोग होता है।

6. जब common noun के आगे same का अर्थ देना हो, तो *the* का प्रयोग किया जाता है; जैसे—

(a) This is *the* man the police wanted.
(b) This is *the* pateint the doctor treated.

7. Comparative Degrees के parallel construction में *the* का प्रयोग किया जाता है; जैसे—

(a) *The* more he gets, *the* more he wants.
(b) *The* sooner he completes, *the* better it is.
(c) *The* higher we go; *the* cooler it is.
(d) *The* more *the* merrier.

8. Comparative Degrees से पहले, यदि उसके साथ of the two का प्रयोग हो, तो *the* का प्रयोग किया जाता है; जैसे—

(a) Which is *the* lesser of the two evils?
(b) This book is *the* better of the two.

9. Comparison करने के लिए same के साथ *the* का प्रयोग होता है; जैसे—

(a) Your shirt is *the* same as mine.
(b) This is *the* same pen that I wanted.

10. सभी Superlative Degrees के आगे *the* का प्रयोग किया जाता है; जैसे—

(a) He is *the* best student in our class.
(b) An owl has *the* largest eyes.

नोट— यदि superlative degree 'most' का प्रयोग very के अर्थ में हो, तो *the* का प्रयोग नहीं होता है; जैसे—
She is *a* most beautiful girl.

11. यदि morning, afternoon और evening के आगे every, last अथवा next न लगे हों, तो इनके आगे *the* का प्रयोग होता है; जैसे—

(a) Taking a nap in *the* afternoon in summer refreshes people.
(b) The few girls who were present in *the* morning have run away.

12. महीनों की तिथि के आगे; जैसे—
the 2nd of January, *the* 4th of March.

13. Ordinal numbers (जब शब्दों में हों) के आगे; जैसे—

(a) All *the* students of *the* tenth class were present.
(b) *The* second lesson of this book is very difficult.

लेकिन Cardinals जैसे- one, two, three … के आगे *the* नहीं लगता है।

14. Whole शब्द के पहले *the* का प्रयोग होता है; जैसे—

(a) *The* whole colony was flooded with water.
(b) She sold *the* whole milk.

15. All, both व half के बाद *the* का प्रयोग होता है; जैसे—

(a) All *the* world knows this.
(b) Both *the* sons are married.
(c) Half *the* apples are rotten.
(d) She dropped all *the* milk.

ध्यान रखें— यदि all, both और half को Noun से पहले प्रयोग किया गया हो, तो article *'the'* को Noun से तुरंत पहले लिखा जाता है।

16. निम्नलिखित सभी के नाम के आगे *the* का प्रयोग किया जाता है।

(i) जो वस्तुएँ Unique हैं उनसे पूर्व *the* का प्रयोग होता है; जैसे— खगोलीय पिण्ड व ग्रह आदि।
(planets or heavenly bodies, *the* sun, *the* moon, *the* earth, *the* world, *the* universe etc.)
जैसे—

(a) *The* earth revolves round *the* sun. (b) *The* sun shines brightly.
(c) *The* sun sets in the west. (d) *The* sun rises in the east.

लेकिन Heaven, Hell और God के पूर्व *the* नहीं लगता है; जैसे—

(a) God resides in heaven.
(b) Go to hell.
(c) Better reign in hell than serve in heaven.

(ii) भौगोलिक दिशा—East, West, North और South के साथ *the* का प्रयोग होता है; जैसे—

(a) The sun sets in *the* west.
(b) Sri Lanka lies to *the* south of India.

लेकिन 'दिशाओं' के साथ किसी Place का नाम जुड़ा हो तो *the* नहीं लगता है। इसी तरह Northern, Southern, Eastern और Western से पूर्व *the* नहीं लगता है; जैसे—

(a) Rajasthan is in *Western* India.
(b) Israel is in *West* Asia.
(c) A large part of *North* America experiences bitter winters.

जब 'दिशा' का प्रयोग Adverbs के रूप में हो, तो articles का प्रयोग नहीं होता है; जैसे—
Turn east when you reach the crossing.

(iii) Sky से पूर्व *the* लगता है; जैसे—

(a) *The* sky is dark.

(b) The birds fly in *the* sky.

(iv) Environment से पूर्व *the* लगता है; जैसे—

We must do something to protect *the* environment.

(v) नदी (Rivers) के आगे; जैसे—

the Ganga, *the* Godawari, *the* Nile, *the* Amazon, *the* Ravi, *the* Thames.

(a) Allahabad stands on *the* Ganga.

(vi) सागर; जैसे—

the Arabian Sea, *the* Red Sea. *the* Mediterranean Sea, *the* Black Sea.

(a) Water pollution is a serious problem in *the* Mediterranea sea

लेकिन 'sea' के साथ निम्नलिखित परिस्थितियों में *the* नहीं लगेगा; जैसे—

(a) We go to sea as sailors.

(b) He is at sea now-a-days. (on a voyage)

(vii) महासागरों के आगे; जैसे—

the Indian ocean, *the* Atlantic Ocean, *the* Pacific ocean

The Indian Ocean is rich in fish but has less commercial fishing activity than either *the* Pacific or *the* Atlantic.

(viii) केवल पर्वत श्रेणी (mountain ranges) या श्रृंखलाबद्ध पहाड़ के आगे; जैसे—

the Himalayas; *the* Vindhyachal, *the* Andes.

The Himalayas are the highest mountains in the world.

(ix) केवल द्वीपसमूह (group of islands) के आगे *the* लगता है; जैसे—

the Andamans, *the* west Indes.

(x) Gulfs के आगे; जैसे—

the Arabian Gulf, *the* Persian Gulf.

(xi) खाड़ी के आगे; जैसे—

the Bay of Bengal, *the* Gulf of Mexico.

(xii) रेगिस्तान (Deserts) के आगे; जैसे—

the Kalahari desert, the Sahara desert.

(xiii) नहरों (Canals) के आगे; जैसे—

the Upper Jhelum Canal, *the* Suez canal.

(xiv) हवाओं (Winds) के आगे; जैसे—

the Monsoon winds, *the* West Winds, *the* cold winds.

(xv) घाटी (Valleys) के आगे; जैसे—

the Doon Valley, *the* Kashmir Valley

(xvi) *the* का प्रयोग Plural Islands के साथ होता है; जैसे—

the Canary Islands, *the* Laccadiv Islands.

(xvii) यदि 'Space' जगह के अर्थ में प्रयुक्त हुआ है, तो *the* का प्रयोग होता है; जैसे-

He tried to park his car there but *the* space was too small.

लेकिन यदि Space का अर्थ 'अंतरिक्ष' से है, तो *the* नहीं लगता है; जैसे—

There are lacs of stars in space.

(xviii) पवित्र ग्रंथ (Holy books) के आगे; जैसे—

the Gita, *the* Ramayana, *the* Vedas, *the* Kuran, *the* Bible.

(a) *The* Ramayana is a sacred book.

(b) He can cite many verses from *the* Gita.

लेकिन Valmiki's Ramayan, Banbhat's Kadambiri और Homer's Iliad जैसी
स्थिति में *the* का प्रयोग नहीं होता है।

(xix) जहाजों, के आगे; जैसे—*the* Vayudoot, *the* Titanic.

(xx) समाचार-पत्र (Newspapers and other periodicals) के आगे; जैसे—
the Dainik Bhaskar, *the* Tribune, *the* Hindustan Times., *the* Statesman etc.
(a) He has found a job as deputy editor in '*The* Statesman'.
(b) I read '*The* Tribune' daily.

(xxi) प्रसिद्ध इमारत अथवा ऐतिहासिक भवन, स्थान के आगे; जैसे—
the Taj Mahal, *the* Char Minar, *the* Red Fort, *the* Zoo, *the* Golden Temple of Amritsar.
(a) Have you seen the *the* Char Minar?
(b) *The Taj Mahal* stands on the bank of Yamuna.

(xxii) *The* का प्रयोग Countries के Plural Names के साथ होता है; जैसे—
the Andamans, *the* East Indies, *the* West Indies, *the* Netherlands, *the* Nicobars.

Note– (i) *The* का प्रयोग Country के singular name के पहले नहीं होता है लेकिन यदि Country के नाम के साथ Republic, Kingdom और States जुड़े हों, तो *the* का प्रयोग इनसे पूर्व किया जाता है; जैसे—
The Republic of Ireland, *The* United States, *The* United Kingdom.
(ii) Punjab के आगे *the* का प्रयोग होता है। इसका कारण यह है कि Descriptive geographical names के आगे *the* का प्रयोग होता है। यदि किसी देश या प्रांत का नाम वहाँ की राजनैतिक या भौगोलिक परिस्थितयों की तरफ इशारा करे तो *the* का प्रयोग किया जाता है; जैसे— Punjab पंज और आब अर्थात् पाँच दोआबों के बीच की जगह से बना है।
(iii) निम्नलिखित ऐसे देश हैं जो भौगोलिक क्षेत्र से विकसित हुए हैं। इनके आगे article *the* लग भी सकता है और नहीं भी; जैसे—
Ivory Coast or *the* Ivory Coast
Yemen or *the* Yemen
Sudan or *the* Sudan

(xxiii) धर्म व सम्प्रदाय के साथ *the* का प्रयोग होता है; जैसे—
The Hindus, *the* Hinduism, *the* Muslims, *the* Sikhs.
(a) I read the Ramayana, holy book of *the* Hindus.
(b) *The* Sikhs fought *bravely*.

(xxiv) ऐतिहासिक घटनाओं के आगे; जैसे—
the Independence Day, *the* Republic Day.

IV. Omission of Articles (Zero Articles)

जहाँ Articles नहीं लगता

1. **सामान्यतया Proper Noun के आगे article नहीं लगता; जैसे— Paris is a beautiful city. लेकिन यदि Proper Noun का प्रयोग Common Noun की तरह किया जाए तो article लगेगा; जैसे—**
Chandigarh is *the* Paris of India.
2. **जब किसी noun के पहले proper noun's हो, तो article नहीं लगता है; जैसे—**
This is Ram's car.
3. **जब किसी Abstract Noun द्वारा Feeling या Emotions को कथन की तरह व्यक्त किया जाता है, तो उसके आगे article नहीं लगता है; जैसे—**
(a) Honesty is *the* best policy.
(b) Virtue is its own reward.

4. यदि Abstract Noun द्वारा जब किसी जीव या वस्तु की Qualities से संबंध स्थापित किया जाए, तो Article लगता है; जैसे—

(a) He has *the* cunningness of a crow.

(b) He possesses *the* swiftness of a tiger.

इसी प्रकार Abstract Noun जब specified/ particularised हो जाएं, तो *the* का प्रयोग किया जाता है; जैसे—

The honesty shown by the servant was praised by all.

5. Uncountable nouns (abstract, material, proper) के आगे article नहीं लगता है परंतु यदि noun के आगे कोई preposition आ जाए, तो ये निश्चित countable noun बन जाती हैं और इनके आगे *the* लगाया जाता है; जैसे—

The milk in the cup is meant for tea.

6. Material Nouns के आगे article नहीं लगता है; जैसे—

(a) Gold is costly.

(b) Silver is lighter than Iron.

7. जब Common Noun का प्रयोग विस्तृत अर्थ में किया जाता है, तो *the* नहीं लगता है; जैसे—

(a) Fish live in water.

(b) Birds fly in the sky.

8. Vocative Case में Common Noun से पहले article नहीं लगता है; जैसे—

What are you talking, man ?

9. Parliament, Congress, Paradise और Councils के नाम से पहले *the* नहीं लगता है; जैसे—

I shall raise this issue in Parliament.

10. निम्नलिखित Idioms/ Phrases में प्रयोग होने वाली nouns के पहले article नहीं लगता है; जैसे—

(i) to go to school/ bed/ church/ college/ court/ home/ hospital/ market/ prison.

इस प्रकार School, Church और Market आदि से पूर्व article '*the*' का प्रयोग उस स्थिति में नहीं किया जाता, जब इन स्थानों में जाने का उद्देश्य, वही हो, जिसके लिए इनका निर्माण किया गया है; जैसे—

(a) I go to school at 8 a.m.

(b) We learnt English at school.

(c) I go to church on Sundays.

लेकिन यदि इन स्थानों पर जाने का उद्देश्य अन्य हो अर्थात् जब वहाँ होने वाली सामान्य गतिविधि की बजाए निश्चित स्थान, भवन या वस्तु की तरह इनका जिक्र किया गया हो, तो इनके पहले *the* लगाया जाता है; जैसे—

(a) He went to *the* school to meet his class teacher.

(b) I went to the hospital to see my father.

(ii) all day, all night, at church, at college, at dawn, at fault, at hand, at home, at night, at noon, at school, at sight, at dinner, at sun set.

(iii) day by day, face to face, from hand to mouth, hand in hand, hand to hand, part and parcel, side by side.

(iv) go/ travel/ come/ journey by post, by road/ land, by sea/ air/ bus/ ship/ plane, by train/ steamer.

(v) for favour, for fear, for leave, for payment, for sale.

(vi) in bed, in confusion, in crisis, in debt, in detail, in difficulty, in fact, in favour of, in front of, in hand, in prison, in jail, in trouble.

(vii) on demand, on duty, on earth, on foot, on leave, on payment, on sale, on strike, on horseback.

(viii) under consideration, under ground, under trial.

(ix) write in ink.

(x) by name, by water

11. कुछ ऐसे Phrases में जहाँ Transitive Verb के बाद उसका Object प्रयुक्त हो, तो article का प्रयोग नहीं होता है; जैसे— to take offence, to catch fire, to leave home, to give ear, to bring word, to lay siege, to lose heart, to send word, to take breath, to give battle, to set foot, to strike out etc.

ध्यान रखें निम्नलिखित परिस्थितियों में भी Articles नहीं लगता है—

1. **appoint, crown, elect और make का प्रयोग यदि दो objects लेने वाली verb के रूप में हो, तो article नहीं लगता; जैसे—**
   (a) We made him leader.
   (b) They made him king.

नोट—कुछ विद्वानों ने इस तथ्य का भी उल्लेख किया है कि appoint, crown, elect, declare, make और nominate के बाद आने वाली Nouns के आगे article नहीं लगता है; जैसे—
   (a) He was appointed chairman.
   (b) He was crowned king.
   (c) He was elected MLA.
   (d) He was nominated secretary.
   (e) He was declared captain of our team.

2. **द्रव्य/पदार्थ, भोजन (lunch, dinner, breakfast) के नामों के पहले article नहीं लगता है; जैसे—**
   (a) Breakfast is ready now.
   (b) He was invited to dinner.
   (c) I could not have breakfast this morning.
   (d) We enjoyed lunch at a five star hotel.

   परन्तु विशेष प्रकार के भोजन का बोध हो या खाने के नाम के साथ Adjective लगा हो अथवा खाना Particular हो गया हो, तो article लगता है; जैसे—
   (a) She arranged *a* nice dinner.
   (b) She always complains of having to eat *a* cold breakfast.

3. **बीमारियों के नाम के पहले article नहीं लगता है; जैसे—**
   (a) She had an attack of headache.
   (b) He died of cholera.
   (c) I am suffering from fever.
   (d) Malaria is caused by a mosquito.

   Note– यदि Diseases का नाम Plural में हो तो the लगता है; जैसे—
   (a) *The* measles is a contagious disease.
   (b) Get the child inoculated against *the* mumps.

4. **रंग के नाम के आगे article नहीं लगता है; जैसे—**
   He likes Red and White colour.

5. **भाषाओं के नाम के आगे article नहीं लगता है; जैसे—**
   I can speak Hindi, but I can't speak English.

याद रखें—English का अर्थ है— अंग्रेजी भाषा परन्तु *the* English का अर्थ होता है- अंग्रेज लोग।

6. **कुछ Titles जैसे— Emperor Ashoka, President Kalam, Queen Victoria और Captain Cook के साथ article 'the' नहीं लगता है। *'The* Emperor Ashoka' कहना गलत है लेकिन the का प्रयोग title '*The* Duke of York' के साथ किया गया है।**

7. **Plural Noun से पूर्व article का प्रयोग तब नहीं किया जाता, जब Plural Noun किसी वर्ग को व्यक्त करता है; जैसे—**
   (a) Doctors are paid more than teachers.
   (b) Bankers are generally honest.

8. **Noun + number के आगे article का प्रयोग न करें; जैसे—**
   (a) Our train leaves from Platform 4.
   (b) I need shoes in size 7.

9. रोमन अंकों के आगे the नहीं लगता है; जैसे—Edward I, George III, George VI.

10. सामान्यतया watch television में television से पूर्व the नहीं लगता है, परन्तु *the* radio लिखा जाता है; जैसे—
(a) I watch the news on television.
(b) She does not watch television at night.
(c) He is listening to *the* radio.
(d) Sita never listens to *the* radio.

11. कुछ दुकान, होटल, बैंक और चर्च आदि के नाम किसी व्यक्ति के नाम से शुरू होते हैं जिन्होंने इनका संचालन किया है। इनका अंतिम अक्षर 's या s होता है। इनके आगे the का प्रयोग नहीं होता; जैसे—
Mc donalds, Ram's Guest House, St John's Church, St Paul's Cathedral.

12. कुछ संस्था व भवनों के नाम दो शब्दों में होते हैं। पहला शब्द प्रायः किसी व्यक्ति/ स्थान का नाम होता है। अतः इनके आगे the का प्रयोग नहीं होता; जैसे—
Cambridge University, London Zoo, Dehli Airport, Victoria Station, Jai Singh Palace, Indira Gandhi Airport, Edinburgh Castle, Diwan Palace.
परन्तु हम *the* White House, *the* Royal Palace, *the* Char Minar, *the* Red Square और *the* Taj Mahal कह सकते हैं क्योंकि White, Royal, Char, Red और Taj किसी व्यक्ति अथवा स्थान के नाम नहीं हैं।

13. Airlines के नाम के आगे the नहीं लगता है; जैसे—
British Airways.

14. Company के नाम के आगे the नहीं लगता है; जैसे—
Sony, Kodak, Fiat, British, IBM etc.

15. विषयों के नाम पूर्व सामान्यतया articles का प्रयोग नहीं होता है; जैसे—
(a) I am good at English.
(b) I secured 90% marks in Mathematics.

16. जब Type of, kind of अथवा sort of से भेद/प्रकार का बोध हो, तो इनके बाद में आने वाली noun के आगे article नहीं लगता है; जैसे—
(a) I do not like this type of man.
(b) What kind of dress do you like ?
परन्तु जब इनसे विशेष गुण अथवा योग्यता का बोध हो, तो article लगता है; जैसे—
What kind of *an* artist is he ?

17. जब noun, countable हो और plural रूप में अनिश्चित (indefinite) हो, तो article नहीं लगता है; जैसे—
(a) Children dislike milk.
(b) Computers work on electricity.
परन्तु इनका Specification करते समय the लगाया जाता है; जैसे—
(a) Where are *the* children who played the match?
(b) Why have you sold *the* computers I purchased the last week?

18. यदि Superlative degrees से पहले Possessive adjectives (my, his, your आदि) हों, तो इनके बाद आने वाली noun के आगे article नहीं लगता है; जैसे—
He is my best friend.

19. Work के साथ सामान्यतया the नहीं लगता है; जैसे—
(a) He is at work.
(b) He is on his way to work.

20. Town का प्रयोग जब Speaker के Town के अर्थ में हो, तो the नहीं लगता है; जैसे—
We go to town sometimes to meet our mother.

21. यदि Nature का अर्थ 'प्रकृति' है, तो the नहीं लगता है; जैसे—
If you interfere with nature you will suffer for it.

22. खेलकूद के नामों के पहले article नहीं लगता है; जैसे—
(a) I play football. (b) He plays golf.

23. पर्व या ऋतु के नाम के पहले article नहीं लगता है; जैसे—
(a) He goes to Shimla in spring and stays at home in winter.
(b) She is planning to visit her parents in summer.

24. Time of day के पूर्व the का प्रयोग निम्न परिस्थिति में नहीं होता है; जैसे—
We travelled mostly by night.

25. Apposition में प्रयुक्त हुए Title आदि से पहले article नहीं लगता है; जैसे—
Atal Bihari Vajpai, Prime Minister of India.

26. शहर के नाम के आगे article नहीं लगता है; जैसे—Delhi, Hisar

27. Distributive adjectives 'each, every, either' और 'neither' आदि के बाद आने वाली noun के आगे article नहीं लगता है; जैसे—
(a) I know each boy.
(b) Every person must do his study.

28. जो पहाड़ एकवचन में हो वहाँ the नहीं लगता है; जैसे— Everest, Mount Abu, Etna.

29. जब noun का प्रयोग जोड़े (pair) में हो तब article नहीं लगता है; जैसे—
arm in arm, brother and sister, father and son, from door to door, from village to village, husband and wife, neck and neck.
(a) They enquired from *door to door*.

V. Position of Articles

1. Article 'noun' से पहले लगता है; जैसे—*a* book, *a* chair.

2. जब एक से अधिक nouns का प्रयोग हो, तो प्रत्येक के पहले article लगता है; जैसे—
There are several things on this table – *a* book, *a* pen and *an* ink-pot.

3. जब एक से अधिक noun/ adjective अलग-अलग व्यक्ति/ वस्तुओं का बोध कराएं, तो प्रत्येक के आगे article लगता है; जैसे—*a* red and *a* blue pencil. (two pencils)

4. जब एक से अधिक noun/ adjective एक ही व्यक्ति/ वस्तु का बोध कराएं तब सिर्फ़ पहले Noun के आगे article लगता है; जैसे—
(a) *A* black and white horse is grazing in the field. (one horse)
(b) *The* king and philosopher was present. (one king)
(c) *The* Secretary and Manager is absent. (one person)
(d) This is *an* English and Hindi dictionary. (one book)

5. यदि noun के साथ adjective हो, तो article को adjective से पहले लिखा जाता है; जैसे—
a good book, *a* three legged chair.

6. Many, such और what से पहले article नहीं लगता, इनके बाद लगता है; जैसे—
many *a* man, such *a* man, what *a* place.

7. यदि noun/ pronoun के पहले adverb/ adjective हो, तो a/ an का प्रयोग सबसे नजदीकी आने वाले शब्द के अनुसार होता है; जैसे—He is *an* honest boy.

8. यदि noun के साथ adjective हो और साथ में adverb भी हो, तो article, adverb से पहले लिखा जाता है; जैसे—
Sita is an extremely beautiful girl.

9. यदि किसी adjective से पहले as/ how हो, तो 'article' adjective के बाद लगता है; जैसे—
as bad *a* man as he, how good *a* book, how fine *a* picture.

10. यदि किसी adjective से पहले so/ too का प्रयोग हो, तो article को adjective से पहले भी रख सकते हैं व बाद में भी; जैसे—

(a) so serious *an* attempt/ *a* so serious attempt
(b) too exact *an* answer/ *a* too exact answer.

EXERCISE 10.

Filling the blanks with appropriate articles :

1. A man went out with ……. dog.
2. Please give me ……. ice-cream.
3. ……. next train will reach at 6 p.m.
4. Akbar was ……. famous king.
5. Ram is ……. honest boy.
6. Kalidas is ……. Shakespeare of India.
7. ……. man is known by the company he keeps.
8. I have a potato and ……. onion.
9. Shut ……. window.
10. The Punjab Mail is ……. fast running train.

EXERCISE 11.

Filling the blanks with appropriate articles :

1. I have sent for ……. operator.
2. The sun sets in ……. west.
3. At least ……. hundred persons were arrested.
4. It was ..... exciting match.
5. We should help ……. poor.
6. He is ..... poor man.
7. ……. ox was grazing in the field.
8. A dog is ……. faithful animal.
9. The Taj is ..... historical building.
10. Who is ……. best player in your team?

EXERCISE 12.

Filling the blanks with appropriate articles :

1. He is ……. tallest boy in our class.
2. He is professor in ……. university.
3. It is ……. umbrella.
4. ……. Golden Temple is a Gurudwara.
5. Ram is reading ……. book.
6. Ram is ……. M.Sc. in biology.
7. Kashmir is ……. Switzerland of India.
8. Mohan is ……. good singer.
9. Do you take ……. egg in breakfast?
10. The camel is ……. ship of desert.

EXERCISE 13.

Filling the blanks with appropriate articles :

1. I have ……. European friend.
2. He is ……. able man.
3. This is ……. person who makes kites.
4. What ……. fool he was!

5. Our Principal is ……. honourable lady.
6. Allahabad stands on ……. Ganga.
7. He is ……. honourable man.
8. She is ……. M.P.
9. ..... Ekta Express arrives here at 4.30.
10. You talk like ……. Member of Parliament.

EXERCISE 14.

Filling the blanks with appropriate articles :

1. Ram is ……. honest man.
2. ……. water in that stream is very cold.
3. Life is not ……. bed of roses.
4. My brother is ……. M.A.
5. Honesty is ……. best policy.
6. ……. year has twelve months.
7. He was killed in ……. accident.
8. ……. Ramayana is holy book.
9. It is ……. useful apple.
10. He is ……. officer.

EXERCISE 15.

Filling the blanks with appropriate articles :

1. ……. ostrich is a huge bird.
2. Gopal fell from ..... moving bus.
3. He came back in ……. hour.
4. Keep to ……. left.
5. Yesterday I saw ……. girl in the market.
6. I saw ……. elephant.
7. ……. cow is a gentle animal.
8. I saw ……. one eyed man crossing the bridge.
9. Sita passed the night in ……. inn.
10. I want to eat ……. orange.

EXERCISE 16.

Filling the blanks with appropriate articles :

1. Two of ……. trade seldom agree.
2. My brother is ……. S.H.O. in Haryana.
3. ……. lion is a beast of prey.
4. This is ……. one sided game.
5. She is ……. honorary member.
6. ……. bravery of Jats is well known.
7. I have got ……. headache.
8. I have bought ……. inkpot.
9. Both ……. brothers are intelligent.
10. What ……. pity!

EXERCISE 17.

Filling the blanks with appropriate articles :

1. I saw ……. axe in the forest.
2. The Himalayas are ..... highest mountains in the world.
3. Mohan bought ..... pen and a pencil from the market.
4. I have been waiting for you for half ……. hour.
5. There is ……. university in London.
6. What ……. fine catch!
7. Yesterday ……. old man died.
8. He is ……. best boy in the class.
9. We went to ……. hostel.
10. It is ……. umbrella.

EXERCISE 18.

Filling the blanks with appropriate articles :

1. I have lost ……. book I bought from Delhi.
2. They were in ……. hurry.
3. Sita is ……. prettiest girl in our school.
4. ……. sun rises in the east.
5. Man is ……. social being.
6. A ship sank into ……. Indian Ocean.
7. Show me ……. watch which you bought last week.
8. Gopal is ..... brave boy.
9. Bombay is ……. biggest city of India.
10. ……. students of this class are obedient.

EXERCISE 19.

Filling the blanks with appropriate articles :

1. This is ……. beautiful flower.
2. ……. price of this book is two rupees.
3. My sister is studying in ……. U.S.A.
4. Ram reads ……. Tribune.
5. ……. climate of Chandigarh suits me.
6. ..... Andamans are a group of Islands.
7. I have lost ……. five rupee note.
8. Have you read ……. last poem?
9. I read ……. Dainik Bhaskar.
10. I have lost ……. pen I bought yesterday.

EXERCISE 20.

Filling the blanks with appropriate articles :

1. ……. Yamuna is a holy river.
2. ..... Bible is a holy book of Christians.
3. I have bought ……. uniform.
4. Chandigarh is the capital of ……. Punjab.

5. Always speak ……. truth.
6. ……. Man is mortal.
7. …….silver is good conductor of electricity.
8. Never tell ……. lie.
9. ……. eagle has strong wings.
10. ……. French are very polite.

EXERCISE 21.

Filling the blanks with appropriate articles :

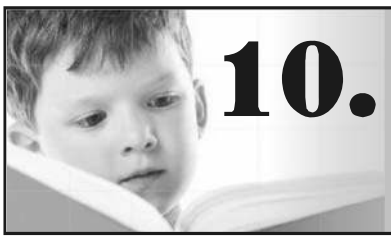
1. India got freedom on ……. 15th of August.
2. ……. gold is a precious metal.
3. Horse is ……. noble animal.
4. English is spoken by ……. English.
5. I know ……. man who came here last night.
6. ……. Himalayas are the highest mountains.
7. ..... dog is a faithful animal.
8. ……. Ram works hard to pass the examination.
9. ……. mother loves her child.
10. Shatabadi Express is ……. fastest train.

EXERCISE 22.

Filling the blanks with appropriate articles :

1. ……. Hindus read the Gita.
2. Is the Principal sitting in ..... office?
3. ……. virtue is its own reward.
4. I read ..... Hindustan Times.
5. I like this book ……. most.
6. ……. rich exploit the poor.
7. ……. Paris is a beautiful city.
8. Open ……. door.
9. ……. horse is a gentle animal.
10. He came here all of ……. sudden.

❊ ❊ ❊



10. Adjectives

IN THIS SECTION

I. ADJECTIVE
II. KIND OF ADJECTIVES
III. DEGREES OF ADJECTIVES
IV. CORRECT USE OF SOME ADJECTIVES
V. POSITION OF ADJECTIVES

I. ADJECTIVE

(An adjective is a word which adds something to the meaning of noun or pronoun.)

Noun या Pronoun की विशेषता बताने वाले शब्दों को adjectives कहते हैं; जैसे—

(a) Ram has a *black* pen.
(b) The dog is *white*.
(c) It was a *poor* attempt.
(d) He has *enough* money.
(e) *These* photographs are yours.
(f) Jind is a *small* town.
(g) He did not eat *any* bread.

उपरोक्त वाक्यों में black, white, poor, enough, these, small और any शब्दों से Noun के गुण-दोष और रंग आदि का बोध होता है। अतः ये शब्द adjectives हैं।

II. KIND OF ADJECTIVES

1. **Adjective of quality (गुणवाचक विशेषण)**
2. **Adjective of quantity (परिणामवाचक/ मात्रावाचक विशेषण)**
3. **Adjective of number (संख्यावाचक विशेषण)**
4. **Demonstrative Adjectives (संकेतवाचक या निर्देशक विशेषण)**
5. **Distributive Adjectives (प्रत्येकसूचक विशेषण)**
6. **Interrogative Adjectives (प्रश्नवाचक विशेषण)**
7. **Possessive Adjectives (संबंधवाचक विशेषण)**
8. **Emphasising Adjectives (ज़ोर डालने वाले विशेषण)**
9. **Exclamatory Adjectives (विस्मयसूचक विशेषण)**

1. ADJECTIVES OF QUALITY

(It shows the kind of a person, an animal, a place or a thing.)

ये adjectives किसी व्यक्ति, पशु, स्थान या वस्तु के गुण या अवगुणों को बताते हैं।

कुछ adjectives of quality पढ़िए—

bad, beautiful, circular, clever, dry, golden, good, great, handsome, heavy, intelligent, kind, long, lovely, ripe, sharp, short, small, square, tall etc.

जैसे—

(a) These are *ripe* mangoes.
(b) He is a *handsome* man.
(c) This *circular* road will lead to the bus stand.
(d) The pilgrims met many *kind* persons on the way.
(e) The *beautiful* landscapes of hilly regions attract tourists.
(f) Ram is my *fast* friend.

उपरोक्त sentences में ripe, handsome, circular, kind, beautiful और fast– Adjectives of quality हैं। ये adjectives 'OF WHAT KIND? का उत्तर देते हैं।

Proper Adjectives

ये adjectives वास्तव में adjective of quality के अंतर्गत ही आ जाते हैं क्योंकि ये Proper noun से बनते हैं; जैसे— America– American, India – Indian. देखें ये वाक्य—

(a) *Indian* farmers are hardworking.
(b) *American* books are not liked in other countries.

2. ADJECTIVES OF QUANTITY

(It shows how much of a thing is meant.)

ये adjectives वस्तुओं के परिमाण को बताते हैं।

कुछ adjectives of quantity पढ़िए—

a great deal of, a lot of, any, enough, few, little, lots of, many, much, one, plenty of, some, twenty, whole, all.

जैसे—

(a) *All* the money we had is spent.
(b) There is *little* milk in the jug.
(c) I have *some* money.
(d) She ate the *whole* loaf.
(e) They have *much* work to do.

उपरोक्त sentences में All, little, some, little, whole, और much– Adjectives of quantity हैं। ये adjectives 'HOW MUCH?' का उत्तर देते हैं।

3. ADJECTIVES OF NUMBERS OR NUMERAL ADJECTIVES

(These show how many persons or things are meant, or in what order a person or thing stands.)

ये adjectives व्यक्तियों तथा वस्तुओं की संख्या या क्रम को बताते हैं।

कुछ adjectives of numbers पढ़िए

A. Definite Number Adjectives

(i) Cardinal Numeral Adjectives– one, two, three, four etc. जैसे—

(a) *Five* men were swimming in the river.
(b) *Two* aeroplanes carried few passengers.
(c) There are *seven* days in a weak.
(d) They have *four* children.

उपरोक्त sentences में Five, two, seven, और four– Adjectives of Numbers हैं।

(ii) Ordinal Numeral Adjectives– first, second, third, fourth etc. इनके आगे the का प्रयोग होता है। इनके बाद singular noun लगती है; जैसे—

(a) The *first* man in the *second* row is my brother.
(b) March is the *third* month of the year.

उपरोक्त sentences में First, Second और Third– Adjectives of Numbers हैं।

(iii) Multiplicative Adjectives– single, double, triple etc.

ध्यान रखें—

1. निम्नलिखित Definite Numerals (निश्चित संख्या) के बाद of नहीं लगता, सीधा noun लगता है; जैसे—

a dozen, a hundred, a thousand, a million

(a) We have *a dozen* pens. (b) He has *a hundred* cows.

उपरोक्त sentences में dozen और hundred– Adjectives of Numbers हैं।

2. यदि definite numerals के पहले a नहीं हो, तो उनसे अनिश्चित संख्या का बोध होता है, ऐसी स्थिति में of का प्रयोग अवश्य होता है; जैसे—

a lakh of men, a pair of shoes, a couple of hours.

(a) We have *dozens of* pens.

(b) He has *hundreds of* cows.

उपरोक्त sentences में dozens और hundreds– Adjectives of Numbers हैं।

B. Indefinite Number Adjectives

a good many, a great, a great deal of, a lot of, enough, lots of, many, many a, numerous, plenty of, several, some, various etc.

जैसे—

(a) *Some* boys are playing.

(b) I have *many* friends.

(c) On *several* occasions, I advised him to be careful.

(d) *Some* men are rich.

(e) *Many* boys came in the meeting.

(f) There are *several* errors in your story.

उपरोक्त sentences में some, many, और several– Adjectives of Numbers हैं।

ये adjectives 'HOW MANY?' का उत्तर देते हैं।

4. DEMONSTRATIVE ADJECTIVES

(These point out which persons, places or things are meant.)

ये adjectives व्यक्ति, स्थान या वस्तुओं की ओर संकेत करते हैं।

(i) Definite Demonstrative Adjectives

जैसे— such, that, the other, the same, these, this, those etc.

(a) *That* boy is my friend.

(b) *Those* stories are quite interesting.

(c) *These* boys indulge in such nonsense things.

(d) *These* questions are out of syllabus.

(e) Give me *this* pen.

उपरोक्त sentences में that, those, these और this – Demonstrative adjectives हैं।

(ii) Indefinite Demonstrative Adjectives

a, a certain, an, another, any, certain, other, some, that, this etc.

इनके बाद हमेशा singular countable noun आती है; जैसे—

a certain boy (न कि a certain boys)

5. DISTRIBUTIVE ADJECTIVES

(These show that persons or things are taken singly or separately.)

जो Adjectives किसी वर्ग की प्रत्येक वस्तु या व्यक्ति को प्रकट करें Distributive Adjectives कहलाते हैं। ये distribution को प्रकट करते हैं, जैसे—

(a) *Each* beggar was given alms.

(b) *Each* girl will make a speech.

(c) There are trees on *either* side.
(d) *Neither* answer is right.

उपरोक्त sentences में each, either और neither– Demonstrative adjectives हैं।

6. INTERROGATIVE ADJECTIVES

(These adjectives are used with nouns to ask questions.)

ये adjectives, Noun के साथ लगकर प्रश्न पूछने का कार्य करते हैं; जैसे—

(a) *Which* book is yours?
(b) *Which* road should we take to reach the railway station?
(c) *Which* way will you go?
(d) *Whose* phone is this?

उपरोक्त sentences में which और whose–Interrogative adjectives हैं।

7. POSSESSIVE ADJECTIVES

(The adjectives which show possession or relationship are called possessive adjectives.)

ये adjectives स्वामित्व (possession) या संबंध (relationship) प्रकट करते हैं।

ये कुछ possessive adjectives हैं—

my, our, your, his, her, their, its.

जैसे—

(a) *Our* dog has bit *their* rabbit.
(b) That is *their* school.
(c) *Her* purse was lost.
(d) The rose has *its* own fragrance.
(e) *My* village is not backward.

उपरोक्त sentences में our, that, her, its और my – Possessive adjectives हैं।

ये adjectives 'WHOSE?' का उत्तर देते है।

Note–

HIS : इस वाक्य में his का प्रयोग देखें— His uncle is a doctor. (possessive adjective)

his का प्रयोग possessive pronoun व possessive adjective दोनों रूप में हो सकता है; जैसे—

(a) This is *his* book. (Possessive adjective)
(b) This book is *his*. (Possessive pronoun)

Possessive Adjectives and Possessive Pronouns :

Possessive Adjectives का प्रयोग Noun के पहले तथा Possessive Pronouns का प्रयोग Verb के बाद होता है; जैसे—

(a) This is *my* book. (Possessive adjective)
(b) This book is *mine* (Possessive pronoun)

EXERCISE 23.

Find out the adjectives from the sentences given below and tell their kinds also :

1. That was indeed a wise step.
2. I could not get any taxi.
3. Those bananas are ripe.
4. He has lost all his wealth.
5. Her sister is clever.
6. It was your own idea.
7. Some people are very rich.
8. What a snowfall!

9. He is own master in his work.
10. Whose purse has been picked?

EXERCISE 24.

Find out the adjectives from the sentences given below and tell their kinds also :

1. I like such flowers.
2. Several passengers died in the accident.
3. Every person must do his duty.
4. Which saree do you like?
5. The Chinese language has hundreds of characters.
6. What a mistake!
7. How many students are there in your class?
8. Either boy will solve this sum.
9. This is the very place where I met her.
10. Their ideas are impractical.

III. DEGREES OF ADJECTIVES

1. Three Degrees

A. Positive Degree

(It is used to qualify one person, place or thing. No comparison is made in positive degree of adjective.)

जब Adjective तुलनात्मक न हो, यहाँ एक व्यक्ति या वस्तु के गुणों की चर्चा होती है; जैसे—

(a) Gita is a *tall* girl.
(b) He is a *wise* man.
(c) Ram's apple is *sweet*.
(d) Shyam is an *intelligent* lad.

उपरोक्त Sentences में 'tall, wise, sweet' और 'intelligent'-positive degree के adjectives हैं।

Positive degree में adjective की First Form का प्रयोग किया जाता है।

B. Comparative Degree

(It is used to compare two persons, places or things.)

जब Adjective केवल दो में तुलनात्मक हो, यहाँ दो व्यक्ति या वस्तुओं के गुणों की तुलना होती है; जैसे—

(a) Ram is *taller* than Gita.
(b) Delhi is *colder* than Calcutta.
(c) Hari's apple is *sweeter* than Rama's.
(d) This house is *older* than that.
(e) You are *better* than her.

उपरोक्त Sentences में 'taller, colder, sweeter, older' और 'better' comparative degree के adjectives हैं।

Comparative degree में adjective की Second Form का प्रयोग किया जाता है।

C. Superlative Degree

(It is used when more than two persons, places or things are compared. It is the highest degree of comparison.)

जब Adjective समूह में तुलनात्मक हो, यहाँ दो से अधिक व्यक्ति या वस्तुओं के गुणों की तुलना होती है; जैसे—

(a) Gita is the *tallest* girl in the class.
(b) Shyam's apple is the *sweetest* of all.
(c) Reeta is the *most charming* of all the sisters.
(d) America is the *biggest* country in the world.

उपरोक्त Sentences में 'tallest, sweetest, most charming' और 'biggest' superlative degree के adjectives हैं।

Note:–

1. Superlative degree से पहले article 'the' का प्रयोग किया जाता है।
2. Superlative degree में adjective की Third Form का प्रयोग किया जाता है।

2. Formation of Comparative and Superlative Degrees

Rule 1. er, est जोड़कर

Positive	Meaning	Comparative	Superlative
Bitter	कड़ुवा	Bitterer	Bitterest
Black	काला	Blacker	Blackest
Bold	साहसी	Bolder	Boldest
Brief	संक्षिप्त	Briefer	Briefest
Bright	चमकीला	Brighter	Brightest
Calm	शांत	Calmer	Calmest
Clean	स्वच्छ	Cleaner	Cleanest
Clever	चतुर	Cleverer	Cleverest
Cold	ठंडा	Colder	Coldest
Dear	प्यारा	Dearer	Dearest
Deep	गहरा	Deeper	Deepest
Gay	खुश	Gayer	Gayest
Great	महान	Greater	Greatest
Hard	कठोर	Harder	Hardest
High	ऊँचा	Higher	Highest
Keen	तीक्ष्ण	Keener	Keenest
Kind	दयालु	Kinder	Kindest
Light	हल्का	Lighter	Lightest
Near	समीप	Nearer	Nearest
Poor	निर्धन	Poorer	Poorest
Proud	घमंड़ी	Prouder	Proudest
Rich	धनी	Richer	Richest
Short	छोटा	Shorter	Shortest
Small	छोटा	Smaller	Smallest
Strong	बलवान्	Stronger	Strongest
Sweet	मीठा	Sweeter	Sweetest
Tall	लम्बा	Taller	Tallest
Weak	कमजोर	Weaker	Weakest
Wild	क्रुर	Wilder	Wildest
Young	छोटा	Younger	Youngest

Rule 2. अंत में e हो, तो r, st जोड़कर

Positive	Meaning	Comparative	Superlative
Able	योग्य	Abler	Ablest
Brave	बहादुर	Braver	Bravest
Fine	बढ़िया	Finer	Finest

Large	विशाल	Larger	Largest
Noble	कुलीन	Nobler	Noblest
Pure	शुद्ध	Purer	Purest
True	सत्य	Truer	Truest
Wise	बुद्धिमान्	Wiser	Wisest

Rule 3. अंतिम अक्षर y हो और y से पहले consonant हो, तो y को i में बदलें फिर er, est लगाएं।

Positive	**Meaning**	**Comparative**	**Superlative**
Dry	शुष्क	Drier	Driest
Early	सवेरे	Earlier	Earliest
Easy	आसान	Easier	Easiest
Happy	प्रसन्न	Happier	Happiest
Healthy	स्वस्थ	Healthier	Healthiest
Heavy	भारी	Heavier	Heaviest
Jolly	विनोदी	Jollier	Jolliest
Lazy	आलसी	Lazier	Laziest
Merry	आनंदित	Merrier	Merriest
Pretty	सुंदर	Prettier	Prettiest
Wealthy	धनाड्य	Wealthier	Wealthiest

Rule 4. अंतिम अक्षर vowel हो, तो अंतिम अक्षर को Double करके er est लगाएं।

Positive	**Meaning**	**Comparative**	**Superlative**
Big	बड़ा	Bigger	Biggest
Fat	मोटा	Fatter	Fattest
Fit	योग्य	Fitter	Fittest
Hot	गरम	Hotter	Hottest
Red	लाल	Redder	Reddest
Sad	उदास	Sadder	Saddest
Thin	पतला	Thinner	Thinnest
Wet	गीला	Wetter	Wettest

Rule 5. डिग्री से पहले more, most जोड़कर

Positive	**Meaning**	**Comparative**	**Superlative**
active	फुर्तिला	more active	most active
beautiful	सुंदर	more beautiful	most beautiful
careful	सावधान	more careful	most careful
cheerful	प्रसन्न	more cheerful	most cheerful
difficult	कठिन	more difficult	most difficult
diligent	परिश्रमी	more diligent	most diligent
foolish	मूर्ख	more foolish	most foolish
harmful	हानिकारक	more harmful	most harmful
honest	ईमानदार	more honest	most honest
important	आवश्यक	more important	most important
Industrious	परिश्रमी	more industrious	most industrious

intelligent	बुद्धिमान्	more intelligent	most intelligent
interesting	रोचक	more interesting	most interesting
obedient	आज्ञाकारी	more obedient	most obedient
popular	लोकप्रिय	more popular	most popular
powerful	शक्तिशाली	more powerful	most powerful
urgent	आवश्यक	more urgent	most urgent
useful	उपयोगी	more useful	most useful

Rule 6. See the changes.

Positive	**Meaning**	**Comparative**	**Superlative**
Bad	बुरा	worse	worst
Far	दूर	farther	farthest
Far	दूर	further	furthest
Good	अच्छा	better	best
Late	देर, बाद	later, latter	last, latest
Little	अल्प	less, lesser	least
Much	बहुत सा	more	most
Nigh	समीपवर्ती	nigher	nighest
Near	समीप	nearer	nearest, next
Old	बड़ा, बूढ़ा	older, elder	oldest, eldest
Out	बाहर	outer, utter	outermost, utmost
Up	ऊपर	upper	uppermost, upmost

नोट— पहले nigh, nigher, nighest, fore और utter आजकल प्रयोग नहीं होते हैं।

EXERCISE 25.

Supply the correct form of the adjectives given in the brackets :

1. Abdul is ……. than I am. (strong)
2. Which of these two pens is …….? (good)
3. Anil is the ……. boy in the class. (clever)
4. Iron is ……. any other metal. (useful)
5. He is ……. than she is. (intelligent)
6. Ours is the ……. house in the street. (late)
7. Silver is ……. than gold. (light)
8. He is ……. than I expected. (late)
9. It was the ……. day of the season. (cold)
10. Hari is ……. (wise)

IV. CORRECT USE OF SOME ADJECTIVES

1. LITTLE, A LITTLE, THE LITTLE

मात्रा दर्शाने के लिए little, a little, the little का प्रयोग किया जाता है।

A. Little

(i) Little का अर्थ है— 'थोड़ा/ अधिक नही'। 'कुछ नहीं' को दर्शाने के लिए *little* का प्रयोग किया जाता है। इसका प्रयोग Negative में किया जाता है; जैसे—

(a) There is *little* water in the bucket.

(b) He has *little* commonsense.

(c) Gita has *little* time. She cannot complete the home-work
(d) She has *little* appreciation of beauty.

(ii) कुछ Adverbs जैसे— so, too, very आदि से *little* को modify किया जा सकता है; जैसे—

(a) There is too *little* ice cream in the refrigerator.
(b) There is very *little* space left in the suitcase.

B. A Little

A Little का अर्थ है- 'कुछ थोड़ा सा, हालांकि अधिक नही'। 'कुछ' को दर्शाने के लिए a little का प्रयोग किया जाता है। इसका प्रयोग Positive में किया जाता है; जैसे—

(a) The calf is made to drink *a little* milk.
(b) *A little* care save the accident.
(c) There is *a little* hope of his success.
(d) I have *a little* money in my pocket.

C. The Little

The Little का अर्थ है— 'अधिक नही बल्कि समूची मात्रा'। 'जो कुछ थोड़ा सा' को दर्शाने के लिए the little का प्रयोग किया जाता है। इसका प्रयोग पूर्वचर्चित वस्तुओं की ओर संकेत करता है; जैसे—

(a) I have lost *the little* money I had earned.
(b) *The little* money I saved is spent.
(c) *The little* information I had was disbelieved.
(d) I spent *the little* money I had.

EXERCISE 26.

Fill in the blank with *little, a little, the little* :

(a) We got ……. by our efforts.
(b) Gita spent ……. time to do the home-work.
(c) Gita has ……. time. She can complete the home-work.
(d) ……. knowledge is dangerous thing.
(e) ……. information he had was not quite reliable.

2. FEW, A FEW, THE FEW

संख्या दर्शाने के लिए few, a few, the few का प्रयोग किया जाता है।

A. Few

(i) Few का अर्थ है— 'कुछ अर्थात् नहीं के बराबर'। इसका प्रयोग नकारात्मक अर्थ में होता है; जैसे—

(a) I have *few* books.
(b) *Few* boys can solve this sum.
(c) *Few* boys got first division.
(d) *Few* girls can keep a secret.

(ii) कुछ Adverbs जैसे— so, too, very, extremely, fairly, relatively, how, next और first से few को modify किया जा सकता है; जैसे—

(a) Delhi has very *few* picnic spots.
(b) There are too *few* books of good kind in this library.

B. A few

A few का अर्थ है— 'कुछ'। इसका प्रयोग सकारात्मक अर्थ में होता है; जैसे—

(a) I have *a few* books.
(b) *A few* students can write English.
(c) Ram stayed with me for *a few* days.
(d) I am happy. I have *a few* friends.

C. The few

The few का अर्थ है— 'अधिक नहीं परंतु समूची संख्या'। जो कुछ थोड़ा सा अर्थात् 'जो कुछ होता है' को दर्शाने के लिए the few का प्रयोग किया जाता है; जैसे—

(a) I have read *the few* books I had.
(b) He has deserted *the few* friends he had.
(c) I lost *the few* shirts I had.
(d) *The few* friends he had were arrested.

EXERCISE 27.

Fill in the blanks with *few, a few, the few* :

1. ……. boys who were present in the morning have run away.
2. He makes ……. mistakes.
3. ……. clothes he had were all torn.
4. I stayed with her for.....days.
5. The cobbler earns ……. rupees daily. So he often goes without food.
6. The cobbler has earned ……. rupees today. So he enjoys a nice meal.
7. I spoke ……. words.
8. ……. students got distinction.
9. The cobbler bought food from……. rupees he earned.
10. ……. men are free from faults.

3. SOME, ANY

A. Some

(i) परिमाण व संख्या दर्शाने के लिए 'कुछ' के अर्थ में Affirmative sentences में some का प्रयोग होता है; जैसे—

(a) There is *some* water in the pot.
(b) I have *some* friends here in this town.
(c) *Some* hats were displayed at the exhibition.
(d) I shall buy *some* pens.

(ii) Some जब परिमाण का बोध करवाए, इसके साथ Singular noun लगती है।

(a) I have *some* food.
(b) I shall lend you *some* money.

(iii) Some जब संख्या का बोध करवाए, तो इसके साथ Plural noun लगती है।

(a) *Some* men are foolish.
(b) The teacher presented us *some* gifts.

(iv) Some of का प्रयोग गिने जाने वाले (countable) और न गिने जाने वाले (uncountable) दोनों प्रकार के nouns के साथ होता है; जैसे—

(a) *Some of* us played football.
(b) *Some of* his poetry is good.

B. Any

(i) Any का प्रयोग 'कुछ' के अर्थ में Negative तथा Interrogative sentences में होता है; जैसे—

(a) Is there *any* water in the pot?
(b) Have you *any* spare pen?
(c) There are not *any* boy in this room.
(d) Do you have *any* book on grammar?

(ii) Any का गुण *not* से, तो प्रकट किया जा सकता है परंतु *no* से नहीं। इसका कारण यह है कि *no* और *any* दोनों adjectives हैं और दोनों एक साथ Noun का गुण नहीं बता सकते। अत: दोनों का एक साथ प्रयोग नहीं हो सकता है; जैसे—

I have *no* any money. (incorrect)

I have *no* any book. (incorrect)
I have *not* any money. (correct)
I have *not* any book. (correct)

ध्यान रखें—'NO ANY' कोई phrase नहीं है।

(iii) Not any से वाक्य आरंभ नहीं करना चाहिए; जैसे—

Not any book be should taken without proper permission. (incorrect)
No book should be taken without proper permission. (correct)

(iv) Hardly के साथ any लगाया जाता है; जैसे—

(a) I have *hardly any* time. (b) He has *hardly any* sugar left.

No ('no' expresses a stronger negative idea than 'not a/ any'.)

Adjective के रूप में no का अर्थ है— not any, इसका प्रयोग uncountable nouns तथा singular और plural दोनों countable nouns के साथ किया जा सकता है; जैसे—

(a) There was no money in the pocket. (b) I have got no letters for you.

EXERCISE 28.

Fill in the blanks with *some, any, none of* :

1. The police gave him ……. punishment.
2. I shall not buy ……. pen.
3. Have you bought ……. pen?
4. There is ……. water in the pot.
5. ……. of these books is not useful.
6. There are ……. boys in this room.
7. Have you ……. food?
8. Did you see ……. eagles?
9. There are not ……. letters for you.
10. I have ……. mangoes.

4. MUCH, MANY, MANY A, A GREAT MANY, A GOOD MANY, SEVERAL

A. Much

(i) Much का अर्थ है— 'अधिक'। परिमाण/ मात्रा (quantity) को प्रकट करता है। Much का प्रयोग uncountable nouns के लिए किया जाता है; जैसे—

(a) *Much* work is yet to be done.
(b) Was there *much* rain last evening?
(c) There is *much* pollution in Delhi.
(d) We have *much* amount to spend on clothing.
(e) He was lean in his youth, but has put on *much* weight now.
(f) Small investors have shown *much* interest in the scheme.

(ii) Affirmative sentences में *Much* के स्थान पर a great deal of, a lot of और plenty of का प्रयोग किया जाता है; जैसे—

(a) I bought *plenty of* milk.
(b) They have *a lot of* money or *plenty of* money.

B. Many

(i) Many का अर्थ है- 'बहुत से'। यह वस्तुओं की संख्या (number) बताता है। *Many* का प्रयोग countable nouns के लिए किया जाता है। इसके बाद हमेशा plural verb और plural noun का प्रयोग होता है; जैसे—

(a) *Many* people came to see the fair.
(b) There are *many* flower plants in the park.
(c) I have *many* friends.
(d) There are not *many* jobs for the unskilled men.

जब 'many' subject का part हो, तो इसके बाद plural verb का प्रयोग होता है।

(e) *Many* students in our class have won prizes.

(f) *Many* shops are closed today.

(iii) Much/ many का प्रयोग साधारणतया negative and interrogative sentences में होता है; जैसे—

(a) I have not *much* money. (b) Have you *many* friends?

C. Many a

***Many a* है तो singular परंतु यह अर्थ plural का देता है। Many a का अर्थ है— 'बहुत से'। यह भी वस्तुओं की संख्या बताता है परंतु इसके बाद singular verb और singular noun का प्रयोग होता है; जैसे—**

(a) *Many a* student is absent today.

(b) *Many a* flower fades unseen.

D. A great many, A good many :

A great many और A good many बड़ी संख्या को दर्शाते हैं; जैसे-

(a) The new law will solve the problems of *a great many* people.

(b) A few failed, but *a good many* students performed brilliantly.

E. Several

'दो से अधिक परंतु ज़्यादा नहीं' के लिए several का प्रयोग किया जाता है। यह अनिश्चित छोटी संख्या को दर्शाता है; जैसे—

(a) *Several* members cast the vote against President of the committee.

(b) He carried off *several* prizes last year.

(c) There are *several* mistakes in your book.

(d) This matter will take *several* hours.

EXERCISE 29.

Fill in the blanks with *much, many, several* :

1. My brother gave me ……. advice.
2. He did not make ……. mistakes.
3. ……. man has sacrificed his life for the country.
4. ……. men have gathered to see the match.
5. I have spent ……. vacation here.
6. ……. work is yet to be done.
7. ……. people came to see the fair.

5. ALL, WHOLE

All से 'मात्रा' और 'संख्या' का व Whole से केवल 'मात्रा' अथवा 'परिमाण' का बोध होता है। All के बाद और Whole से पहले the लगता है।

A. All

All का अर्थ है— total entity or extent of; the total number, amount or quantity.

(i) *All* जब 'परिमाण' का बोध कराए, इसके साथ singular noun लगती है; जैसे—

(a) Not *all* his poetry is good.

(b) She dropped *all* the milk.

(ii) जब All संख्या का बोध कराए, इसके साथ plural noun लगती है; जैसे—

(a) *All* men are mortal.

(b) *All* members were present at the meeting.

(iii) All किसी भी नकारात्मक Verb का Subject नहीं हो सकता; जैसे—

(a) *All* children do *not* like going to school. (incorrect)

(b) *All* thieves do *not* like speak truth. (incorrect)

B. Whole

(a) She sold the *whole* milk. (b) The *whole* material was destroyed.

EXERCISE 30.

Fill in the blanks with *all, whole* :

1. ……. the friends went on a tour.
2. The ……. story is false.
3. At my words, he lost ……. patience.
4. ……. birds fly in the sky.
5. The ……. of Kashmir was run over by tribal men in 1947.
6. ……. the officers attended the meeting.
7. ……. the apples are rotten.
8. The ……. country felt shocked at his death.

6. EACH, EVERY

Each, every के साथ singular noun का प्रयोग होता है और verb भी singular ही लगती है। यदि every के बाद two, three, four आदि का प्रयोग हो, तो इनके बाद वाला noun, plural होगा।

A. Each

(i) दो या दो से अधिक व्यक्ति या वस्तुओं के लिए *each* का प्रयोग किया जाता है जबकि समूह में निश्चित संख्या हो; जैसे—

(a) *Each* boy of this class has a red pen.
(b) The teacher will punish *each* of you.
(c) *Each* of the boys has an apple.
(d) *Each* student of the class answered the question.

(ii) Adjective के रूप में *each* का प्रयोग singular countable nouns के साथ होता है; जैसे—

(a) *Each* member was allowed to speak.
(b) *Each* farmer was promised a loan.

(iii) Each का प्रयोग personal pronouns से पहले नहीं होता है; जैसे—

(a) *Each* you will have to pay the fine. (incorrect)
(b) *Each* of you will have to pay the fine. (correct)

(iv) Each का प्रयोग negative sentences में नहीं होता है; जैसे—

Each computer was not checked. (incorrect)

इस वाक्य को निम्नलिखित प्रकार से लिखा जा सकता है; जैसे—

(a) *Neither/ no* computer was checked.
(b) *Not* all computers were checked.
(c) *Some* computers were not checked.

B. Every :

दो से अधिक व्यक्ति या वस्तुओं के लिए *every* का प्रयोग किया जाता है जबकि समूह में अनिश्चित संख्या हो; जैसे—

(a) India expects *every* man to do his duty.
(b) *Every* man is loyal to the country.
(c) *Every* person has to get what he wants.
(d) *Every* boy will wear white dress.

1. Every का प्रयोग प्रायः singular countable nouns के साथ होता है।

2. Every *pronoun* नहीं है।

3. Every के बाद *the* नहीं लगता है।

नोट— All का प्रयोग देखें—

1. All का प्रयोग plural countable nouns और uncountable nouns दोनों के साथ होता है।

2. All *pronoun* भी है और *adjective* भी।

3. All के बाद *the* लग सकता है।

EXERCISE 31.

Fill in the blanks with *each, every* :

1. ……. of the four absentees will be punished.
2. The Principal has expelled ……. of the five late-comers.
3. You have borrowed money from ……. teacher.
4. ……. person must do his duty.
5. ……. beggar was given alms.
6. ……. seat was occupied.

7. ELDER, ELDEST, OLDER, OLDEST

A. Elder, Eldest

इनका प्रयोग केवल मनुष्यों के लिए होता है; जानवर व और चीज़ो के लिए नहीं।

(i) Elder का प्रयोग एक ही परिवार के अधिक उम्र वाले लोगों के लिए होता है। हम कह सकते हैं कि *elder, eldest* शब्द age की बजाए seniority को प्रकट करते हैं। तुलना करते समय Elder के बाद than नहीं लगता, बल्कि to लगता है। Eldest का अर्थ है 'सबसे पहले पैदा हुआ'; जैसे—

(a) My *elder* brother loves me.
(b) Ram is *elder* to Shyam.
(c) The *eldest* was only eight years old.
(d) Suman is my *eldest* daughter.

(ii) Noun के रूप में *elder* का प्रयोग plural में होता है किंतु older का नहीं; जैसे—

Respect your elders. (correct)
Respect your olders. (incorrect)

B. Older, Oldest

इनका प्रयोग मनुष्य, जानवर और चीज़ो के लिए भी कर सकते हैं।

अन्य व्यक्तियों या वस्तुओं को उम्र में बड़ा दिखाने के लिए, Older प्रयोग किया जाता है। older के बाद than का प्रयोग होता है; जैसे—

(a) This is the *oldest* temple in Delhi.
(b) Who is the *oldest* member in the family?
(c) Ram is *older* than his friend.
(d) Your watch is *older* than mine.

EXERCISE 32.

Fill in the blanks with *elder, eldest, older, oldest* :

1. Mohan is my ……. brother.
2. They lost their ……. daughter.
3. It is the ……. school of the area.
4. I am ……. than Ramesh by two years.
5. This is the ……. building in the city.
6. Is your elder brother the ……. member in the family?

8. LATER, LATEST, LATTER, LAST

Later, latest, latter, last समय, स्थिति व क्रम दर्शाने के लिए प्रयोग होते हैं।

A. Later (अधिक देर से) Later शब्द late की comparative degree है। इसका Comparative Degree के रूप में 'समय की देरी' को दर्शाने के लिए प्रयोग किया जाता है; जैसे—

(a) I reached the school *later* than Shyam.
(b) Ram visited me in the *later* part of the day.

B. Latest (नवीनतम, अब तक)

Latest का Superlative Degree के रूप में 'अब तक कौन?' अथवा 'किस स्थिति में है?' के लिए प्रयोग किया जाता है। यह earliest का विपरीतार्थक है और time का अर्थ प्रकट करता है; जैसे—

(a) What is the *latest* news of elections?
(b) What is the *latest* news about him?
(c) This is the *latest* book of the writer.
(d) Have you heard the *latest* news?

C. Latter (दो व्यक्तियों/पदार्थों में से वह जिसका बाद में वर्णन किया गया हो) Latter का प्रयोग किसी व्यक्ति अथवा वस्तु की स्थिति (position) और क्रम (order) को बताने के किया जाता है। यह former का विपरीतार्थक है; जैसे—

(a) Shakespeare and Milton are great poets but I prefer the former to the *latter*.
(b) Ram narrated two tales but I found the *latter* more interesting.
(c) The *latter* chapters of the novel are interesting.
(d) Mohan and Shyam are friends. The *latter* is my brother.

D. Last (अंतिम, सबसे आखिर वाला)

Last स्थान या क्रम (order) का अर्थ प्रकट करता है। यह first का विपरीतार्थक है; जैसे—

(a) What is the *last* day for fee collection?
(b) The *last* batsman played extremely well.
(c) The *last* bus leaves at 11.30 at night.
(d) The *last* train of the day has been cancelled.

EXERCISE 33.

Fill in the blanks with *later, latest, latter, last* :

1. What is the ……. information?
2. We could travel by car or train – the ……. would be quicker.
3. I have written the ……. chapter of this book.
4. What is the ……. score?
5. Her name was ……. in the list.
6. We shall meet him ……. .
7. He chose the ……. option.
8. The ……. boy is the thief.

9. NEAREST, NEXT

A. Nearest

Nearest सबसे नजदीक (Distance) का अर्थ प्रकट करता है; जैसे—

(a) Which is the *nearest* market from your home?
(b) I took shelter in the *nearest* house.
(c) My house is located *nearest* to the railway station.
(d) I got admission in the *nearest* school.

B. Next

Next स्थिति या क्रम 'direct succession in series' का बोध कराता है। अगला, इसके बाद, क्रम या स्थिति (order/ position) का अर्थ प्रकट करता है। यह निकटतम बाद वाले समय, व्यक्ति या वस्तु का बोध कराता है; जैसे—

(a) I sat *next* to my friend.
(b) Mr. Ram is the *next* speaker.
(c) My brother lives in the *next* house.
(d) They are our *next* door neighbours.

EXERCISE 34.

Fill in the blanks with *nearest, next* :

1. Mumbai is the seaport ……. to Europe.
2. Send the ……. man.
3. Where is the ……. phone box ?
4. I missed one train but caught the ……. .
5. We took the thief to the ……. police-station.
6. My house is located ……. to the church.

10. SUPERIOR, INFERIOR, JUNIOR, SENIOR

साधारणतया comparative degree के बाद than का प्रयोग किया जाता है परंतु *Superior*, *inferior*, *junior senior, prior, anterior* और *posterior* के बाद to लगाया जाता है। ये केवल Comparative Degree दिखाने के लिए प्रयोग किए जाते हैं। इनका प्रयोग हमेशा Positive Degree में होता है; जैसे—

(a) Cotton is *inferior* to silk.
(b) He is *superior* to you.
(c) This building is *superior* to that.
(d) This wood is *inferior* to that.
(e) You are *junior* to me in service.
(f) Her marriage was *prior* to her mother's death.

Note–

उपरोक्त 7 Adjectives लैटिन भाषा से लिए गए हैं। इनका प्रयोग Comparative adjectives की तरह होता है। इसके अतिरिक्त निम्नलिखित 5 Adjectives और भी हैं जिन्हें लैटिन भाषा से लिया गया है—

Interior, exterior, ulterior, major और *minor*

इनका प्रयोग केवल Positive adjective के रूप में होता है; जैसे—

(a) The *interior* wall of the house is made of wood; the exterior walls are of stone.
(b) His age is a matter of *minor* importance.

EXERCISE 35.

Fill in the blanks with *superior, inferior, junior, senior* :

1. Ram is ……. to Shyam in intelligence.
2. She is ……. to all his colleagues.
3. This pen is …….to that.
4. That cloth is …….to this.
5. He is …….to me in age.

11. EITHER, NEITHER, BOTH

A. Either

'दोनों में से कोई एक या फिर दोनों', के लिए *either* का प्रयोग किया जाता है। *either*, positive है; जैसे—

(a) *Either* book will be useful.
(b) He said that he would *either* fight or resign.

***Either* का अर्थ 'दोनों' तब होता है, जब एक भाग दूसरे का पूरक (complement) होता है; जैसे—**

(a) There were trees on *either* side of the road.
(b) Students are standing on *either* bank of the river.
(c) Do you like his two songs? No, I did not like *either* (of them).

B. Neither

***Neither*, negative है। 'दोनों में से कोई एक भी नहीं' के लिए *neither* का प्रयोग किया जाता है। यह singular verb लेता है। यह Pronoun और Adjective दोनों का कार्य करता है। *Neither* को वाक्य के आरंभ में लगाना ज़्यादा बेहतर समझा जाता है; जैसे—**

(a) *Neither* party won the match.
(b) *Neither* of them drinks coffee.
(c) *Neither* gives the answer.
(d) *Neither* of the mangoes is ripe.

किसी प्रश्न का नकारात्मक उत्तर अकेले *neither* से भी दिया जा सकता है; जैसे—

प्रश्न : Which did you buy ?

उत्तर : *Neither.*

C. Both

जिस चीज़ के स्वाभाविक रूप से दो भाग नहीं होते, उनके साथ 'दोनों' के अर्थ में *both* का प्रयोग किया जाता है। *Both* का प्रयोग केवल plural nouns के साथ होता है; जैसे—

(a) His *both* sons passed with good marks.
(b) *Both* men fell to their feet.

***Both* का प्रयोग प्राय: negative sentences के साथ नहीं होता है, ऐसे वाक्यों में *neither-nor* का प्रयोग किया जाता है; जैसे—**

(a) *Both* Ram and Shyam did not win any prize. (incorrect)
(b) *Neither* Ram nor Shyam won any prize. (correct)

***Both* से पहले 'the' का प्रयोग नहीं होता है; जैसे—**

(a) The *both* children have gone to bed. (incorrect)
(b) *Both* children have gone to bed. (correct)

EXERCISE 36.

Fill in the blanks with *either, neither, both* :

1. ……. girl solve this sum.
2. ……. statement is true.
3. ……. boys arrived at the party.
4. ……. countries will have to be convinced.
5. He gave me two bats. ……. bat was good.

12. FEWER, LESS, LESSER

A. Fewer

Fewer 'संख्या' का अर्थ प्रकट करता है। इससे number का बोध होता है। यह Plural Noun के साथ प्रयोग होता है; जैसे—

(a) *Fewer* buses are available now.
(b) There are no *fewer* than five chairs in this room.

B. Less

Less 'मात्रा/ परिमाण' का अर्थ प्रकट करता है। इससे quantity/ size का बोध होता है। यह धन, गुण, कीमत और degree की ओर संकेत करता है; जैसे—

(a) I have *less* time these days.
(b) He possesses no *less* than five acres of land.

वाक्य में definite numeral adjective + plural noun रहने पर *fewer* के बदले less का प्रयोग होता है; जैसे—

(a) I have to pay ten rupees *less* now.
(b) No *less* than fifteen people telephoned.

C. Lesser

***Lesser* 'कम महत्वपूर्ण' का अर्थ प्रकट करता है। इससे less important/ less serious का बोध होता है। इसमें double comparative है; जैसे—**

(a) Which is the *lesser* of the two evils?
(b) Many *lesser* leaders were present in the function.

EXERCISE 37.

Fill in the blanks with *few, less, lesser* :

1. There was ……. reason to disbelieve him.
2. No ……. than five students were present in the class.
3. ……. workers, less is the production.
4. The rope on the table is ……. than 50 feet.
5. Many ……. speakers also came to speak.

13. MORE, MOST

A. More

***More* शब्द much और many की comparative form है। इसका प्रयोग uncountable और plural countable nouns के साथ होता है; जैसे—**

(a) *More* seeds will be needed this year.
(b) I would prefer someone with *more* experience for the job.

***More* को some, any, no, much, many, even और still से modify भी किया जा सकता है; जैसे—**

(a) Can I have some *more* salt?
(b) No *more* books are needed.

***More* …than या *more* than का प्रयोग comparison के लिए किया जाता है; जैसे—**

(a) I cannot do *more* than this.
(b) They spend much *more* money than you think they do.

B. Most

***Most* शब्द much और many की superlative form है। इसका प्रयोग uncountable और plural countable nouns के साथ होता है; जैसे—**

(a) The winner gets the *most* money.
(b) *Most* children like chocolates.

EXERCISE 38.

Fill in the blanks with *more, most* :

1. As the film went on, it became ……. and more boring.
2. Paris is ……. interesting than New York.
3. This is the ……. difficult sum in the whole book.
4. He is ……. intelligent than his brother.
5. Many people attended the party, but ……. were boring.

V. POSITION OF ADJECTIVES

1. Adjectives का प्रयोग दो तरह से होता है—

A. Attributively use – जब adjective को noun से पहले रखते हैं; जैसे—

(a) This is a *useful* book.
(b) It was a *stormy* night.
(c) She is simple, *adoring* woman.
(d) He plays only *indoor* games.

Adjectives जिनका attributively use होता है—adoring, atomic, belated, bridal, cardiac, chequered, commanding, east, greenhouse, indoor, institutional, investigative, judicial, lone, maximum, neighbouring, occasional, south, underlying, undue, west etc.

B. Predicatively use– जब adjective को noun के बाद रखते हैं।

जैसे—

(a) The baby is *asleep*.

(b) The boy is *awake*.
(c) The doctor are working hard to keep him *alive*.
(d) They look *alike*.

Adjectives जिनका Predicatively use होता है— afraid, alike, alive, alone, apart, ashamed, asleep, awake, aware, content, glad, ill, ready, sure, unable, well etc.

Note–

Proper Adjectives और Adjective of quality का प्रयोग दोनों तरह से होता है।

2. **'Comparatively' और 'relatively' शब्दों के बाद positive degree के adjectives प्रयोग में आते है; जैसे—**
(a) The weather is comparatively *hot* today.
(b) Ram is comparatively *poor* in English.
(c) This book is relatively *cheap*.
(d) I am comparatively *well* today.

3. **एक से ज़्यादा adjectives को हमेशा noun के पीछे रखा जाता है; जैसे—**
A man, young, strong, and brave.
A girl, intelligent and beautiful, won the race.

4. **किसी पदवी (Title) के लिए प्रयोग होने वाला adjective सदा noun के बाद आता है; जैसे—**
Alexander the Great; Louis the Ill etc.

5. **यदि किसी वाक्य में Definite Numerals का प्रयोग करना हो, तो इनको निम्नलिखित क्रम में सजाया जाता है—**
ordinal + cardinal + multiplicatives
जैसे— The *first five single* rooms.

6. **यदि किसी वाक्य में आवश्यकता पड़ने पर Definite/ Indefinite Numerals का प्रयोग करना पड़ जाए, तो इनको इस क्रम में रखा जाता है—**
Indefinite Numerals + Definite Numerals; जैसे—
many single rooms
many first students
various single rooms

7. **Possessive adjective को numerals के बाद रखा जाता है; जैसे—**
All *his* books are missing.

8. **यदि comparative degree के पहले the नामक article लग जाए, तो उसके बाद of the two अवश्य आता है; जैसे—**
This book is the better of the two.

9. **एक ही व्यक्ति या वस्तु के गुणों की तुलना की जाए, तो adjective के पहले more/ less का प्रयोग किया जाता है। than के बाद वाला adjective, positive degree में रहता है; जैसे—**
Ram is more *brave* than *good*.

10. **बहुत से adjectives को and से जोड़ा जाए, तो सभी को एक ही degree में रखा जाता है; जैसे—**
bolder and braver, good and wise, better and wiser, best and wisest.
Ram is *bolder* and *braver* than Mohan.

11. **Quality से सम्बधित Adjective को be, seem, appear और look (= seem, appear) के बाद रखा जा सकता है। दो adjectives को एक साथ दर्शाने के लिए उनके बीच and का प्रयोग होता है। यदि दो से अधिक adjectives का प्रयोग हो, तो and को अंतिम दो Adjectives के बीच रखा जाता है; जैसे—**
(a) The house looked large and inconvenient.
(b) The weather was cold, wet and windy.

12. **Circular, complete, entire, ideal, impossible, preferable और universal आदि Adjectives की तुलनात्मक degree नहीं होती है।**

13. Former, latter, upper, inner, outer, elder, hinder और utter आदि Comparative degree के Adjectives आजकल Positive degree में प्रयोग होते हैं और इनसे पहले to या than नहीं लगता; जैसे—

(a) Ram and Shyam are two friends; the *former* is very clever.

(b) He is an *utter* failure in business.

14. Size और Length के Adjectives प्राय: Shape और Width के Adjectives से पहले रखे जाते हैं; जैसे—

a big round table, a tall thin girl, a long narrow street.

15. जब दो रंगों के लिए Adjectives का प्रयोग करना हो, तो उनके बीच and का प्रयोग किया जाता है; जैसे—

a black and white dress; a red, white and green flag.

अत: a long black dress को a long and black dress मत लिखें।

16. Be, become, get और seem आदि Verbs का प्रयोग करते समय ध्यान रखें—'Adjective' इनके बाद लगाया जाता है; जैसे—

(a) Be careful! I am tired and I am getting hungry.

(b) As the film went on, it became more and more boring.

17. दो Adjectives का एक साथ प्रयोग न करें।

more better, most best. (incorrect)

18. comparative को ज़ोरदार 'emphatic' बनाने के लिए भूलकर भी very का प्रयोग न करें। यदि ज़ोरदार बनाना हो, तो much, far, by far, far and away और still का प्रयोग करें; जैसे—

This book is *still* better.

19. Any, such, the other और the same के बाद singular व plural दोनों प्रकार की countable nouns का प्रयोग किया जा सकता है; जैसे—such a book या such books.

20. Certain, other, these और those के बाद हमेशा plural countable noun आती है; जैसे— certain radios (न कि certain radio)

21. Singular noun के छिप जाने पर than के बाद that of तथा plural noun के छिप जाने पर those of का प्रयोग किया जाता है। जब दो व्यक्तियों/ वस्तुओं के लिए comparative degree का प्रयोग हो, तो एक व्यक्ति/ वस्तु को than के पहले और दूसरे को than के बाद रखा जाता है; जैसे—

(a) The climate of Shimla is *better* than that of Delhi.

(b) The roads of Delhi are *wider* than those of Shimla.

22. Fore, in, out, beneath, up शब्द Positive degree में तो Adverb होते हैं परंतु Comparative और Superlative degree में Adjective बन जाते हैं; जैसे—

(a) He has a girl by his *former* wife.

(b) What are the radii of the *inner* and the *outer* circles?

(c) I live in the *upper* storey of the house.

23. Degreeless Adjectives– absolute, American, annual, atomic, blind, blue, botanical, chemical, chief, circular, complete, dead, dumb, entire, excellent, extreme, full, golden, head, impossible, Indian, lunar, major, matchless, milky, monthly, oblong, parallel, perfect, rectangular, right, round, solar, spherical, square, triangular, unique, universal, unmatched, unparalleled, whole, wrong.

ये सभी शब्द स्वरूप में तो positive degree हैं किंतु, अर्थ में superlative degree को प्रकट करते हैं। इन्हें Non-gradable adjectives भी कह सकते हैं— जिसकी श्रेणी या मात्रा न हो सके; जैसे—Her beauty is unmatched. (उसकी सुन्दरता अतुलनीय है।) अत: इनके आगे न तो more लगाकर comparative और न ही most लगाकर superlative degree बनाया जाता है। ऐसे adjectives को degreeless adjectives भी कहा जा सकता है।

याद रखें— आजकल full–fuller–fullest, perfect–more prefect–most perfect का प्रयोग होने लगा है।

EXERCISE 39.

Fill in the blanks with appropriate adjectives :

1. Please give me ……. water. (some, any)
2. He drank ……. the water. (all, whole)
3. She is senior ……. me. (than, to)
4. I have invited all ……. friends I have (the few, a few, few)
5. ……. knowledge is a dangerous thing. (little, the little, the little)
6. This matter will be discussed again in the ……. meeting. (near, next)
7. I love very ……. (much, many)
8. Has he money ……. to buy a car? (enough, much)
9. ……. man should do his best. (each, every)
10. My brother is ……. to me. (elder, older)

EXERCISE 40.

Fill in the blanks with appropriate adjectives :

1. This is the ……. technology in the field of computer science. (last, latest)
2. He reached the meeting ……. (last, latest)
3. My friend lives in the ……. house. (next, nearnest)
4. He sold ……. the apples. (whole, all)
5. This is the ……. hospital to my school. (next, nearest)
6. There is no ……. than five kilos of rice. (less, fewer)
7. ……. of the girls had a book. (every, each)
8. ……. man bathes in the tank. (much, many a)
9. He has ……. influence on his children. (little, few)
10. He showed ……. courage in the battle field. (many, much)

EXERCISE 41.

Fill in the blanks with appropriate adjectives :

1. Ram is our ……. manager. (former, foremost)
2. Wordsworth was the ……. romantic poet. (former, foremost)
3. He could not speak any ……. (further, farther)
4. He could not go any ……. (further, farther)
5. ……. work left yesterday had been completed. (the little, a little)
6. A good man has ……. enemies. (the few, few)
7. We live in a ……. house. (mutual, common)
8. He found ……. party acceptable. (either, neither)
9. ……. of the two candidates can be selected. (either, neither)
10. I cannot accept your ……. assurance. (oral, verbal)

EXERCISE 42.

Fill in the blanks with appropriate adjectives :

1. ……. persons donated their blood. (few, a few)
2. Go a little ……. and you will see a turn. (further, farther)
3. Paris is ……. interesting than New York. (more, most)
4. ……. men were present in the meeting. (some, any)
5. ……. are successful in life. (few, a few)
6. The ……. you go down the hill, the more beautiful will be the view. (further, farther)
7. This is the ……. difficult sum in the whole book. (most, more)
8. Have you ……. money? (some, any)

9. I cannot lend you ……. flour. (some, any)
10. London is the ……. city in the world. (larger, largest)

EXERCISE 43.

Fill in the blanks with appropriate adjectives :

1. How ……. money do you need? (many, much)
2. Is your car ……. to mine? (more superior, superior)
3. He is better educated than ……. other man. (any, some)
4. The ……. poem is difficult. (latest, last)
5. He gave me ……. advice. (much, many)
6. I am not as ……. as you. (tall, taller)
7. Ram's cakes taste ……. than mine. (better, best)
8. Who is ……., you or he? (late, latter)
9. Ram is the ……. boy in the class. (eldest, oldest)
10. Gita is the ……. girl in her class. (taller, tallest)

EXERCISE 44.

Fill in the blanks with appropriate adjectives :

1. This is the ……. of the two books available. (best, better)
2. The ……. news was broadcasted two minutes ago. (last, latest)
3. This is the ……. temple. (oldest, eldest)
4. ……. information I could get was not enough. (little, the little)
5. She is ……. of the two girls. (cleverer, cleverest)
6. This is the ……. news I received. (latest, last)
7. I prefer tea ……. coffee. (than, to)
8. The ……. class was absent. (all, whole)
9. This book is ……. than the other. (costly, costlier)
10. Clouds float in the sky because they are ……. than the air. (light, lighter)

EXERCISE 45.

Fill in the blanks with appropriate adjectives:

1. I am senior ……. him. (than, to)
2. I have never seen ……. situation than this. (more worse, worse)
3. Is he your ……. brother? (older, elder)
4. He has ……. very good friends. (many, some)
5. There was not the ……. excuse for the mistake. (slighter, slightest)
6. He did not come for his ……. test. (verbal, oral)
7. Calcutta is ……. from the equator than Colombo. (further, farther)
8. ……. student is industrious. (many, many a)
9. I want ……. milk. (some, little)
10. There is ……. time now left. (few, little)

❋ ❋ ❋



11. Adverbs

IN THIS SECTION

I. ADVERB **II. KINDS OF ADVERBS**
III. FUNCTIONAL TYPES OF ADVERBS IV. ADVERB : DEGREE OF COMPARISION
V. USE OF SOME ADVERBS **VI. POSITION OF ADVERBS**
VII. CONFUSION : ADVERB / ADJECTIVE

I. ADVERB

(An adverb is a word which modifies the meaning of a verb, an adjective or another adverb.)

II. KINDS OF ADVERBS

विभिन्न प्रकार के Adverbs वाक्य में जिस प्रकार के कार्य संपन्न करते हैं, उसी के अनुसार उनका नाम रखा गया है। कार्य की स्थिति व रूप के अनुसार यह पता लगाया जा सकता है कि किस प्रकार के Adverbs का वाक्य में प्रयोग किया गया है। इसी आधार पर Adverbs को निम्नलिखित भागों में बाँटा गया है; जैसे—

A. Simple Adverbs सरल क्रियाविशेषण

B. Interrogative Adverbs प्रश्नवाचक क्रियाविशेषण

C. Relative Adverbs संबंधवाचक क्रियाविशेषण

D. Adverbs of Affirmation and Negation स्वीकारसूचक एवं निषेधसूचक क्रियाविशेषण

1. Simple Adverbs

(A simple adverb is an adverb that modifies a verb etc. in a simple way.)

Simple Adverbs वाले वाक्य साधारण वाक्य होते हैं। Simple Adverb का प्रयोग वाक्य के शुरू में, बीच में अथवा अंत में कहीं भी हो सकता है। ये कुछ Verbs को केवल modify करते हैं। ये न तो किसी प्रकार का प्रश्न पूछते हैं और न ही ये connective का कार्य करते है। इसीलिए ये simple adverbs कहलाते हैं; जैसे—

(a) Come *here*, Ram.
(b) She wept *bitterly*.
(c) He gets up *early*.
(d) The cat walks *slowly*.

उपरोक्त sentences में 'here, bitterly, early' और 'slowly' -Simple adverbs हैं।

2. Interrogative Adverbs

(When adverbs are used in asking questions, they are interrogative adverbs.)

ये Adverbs प्रश्न पूछने के लिए प्रयुक्त होते हैं। इनका प्रयोग वाक्य के शुरू में होता है; जैसे—

(a) *Where* are you going?
(b) *What* is your father?
(c) *When* does the show start?
(d) *How* does the machine work?
(e) *How* high is the Taj Tower?
(f) *Why* are you late?

उपरोक्त sentences में 'where, what, when, how' और 'why' Interrogative adverbs हैं।

Interrogative sentences के लिए प्रयोग किए जाने वाले मुख्य Adverbs–

what when, where, why, how, how far, how long, how many, how much, how of ten etc.

3. Relative Adverbs

(The relative adverbs not only modify verbs, adjectives or other adverbs but also, join, sentences. Like relative pronouns they have antecedents which may be either expressed or understood.)

ये Adverbs, antecedent के साथ relations को प्रकट करते हैं। यदि वाक्य में antecedent नहीं है, तो Adverb एक Relative adverb नहीं है बल्कि वह एक interrogative adverbs हो सकता है। Relative adverbs वाला वाक्य complex sentence होता है। Relative adverbs का प्रयोग वाक्य के बीच में होता है।

ये adverbs दो sentences को जोड़ते हैं और अपने से पहले प्रयुक्त हुए Noun की ओर संकेत करते हुए time, place, reason, manner स्पष्ट करते हैं; जैसे—

(a) I do not remember *where* I placed the book.
(b) I know the time *when* he will come here.
(c) Do you know the *reason* why he comes here?
(d) This is the *reason* why he left.
(e) Do you know the time *when* the Rajdhani Express arrives ?
(f) She does not know *how* he solved the sum.
(g) Show me the house *where* she was assaulted.

उपरोक्त sentences में 'where, when, why' और 'how' –Relative adverbs हैं।

Relations के लिए प्रयोग किए जाने वाले मुख्य Adverbs–

when, where, why, what, how, whatever, whither, wherever, whence etc.

4. Adverbs of Affirmation and Negation

(An adverb of affirmation is an adverb that affirms a statement or fact.
An adverb of negation is an adverb that negates a statement.)

ये Adverbs कथनात्मक भाव को प्रकट करते हैं; जैसे—

(a) *Surely* you are right.
(b) I do *not* know her.
(c) She *certainly* went.
(d) He will *not* go there.
(e) I *never* said so.
(f) *Yes*, I can climb up the tree.

उपरोक्त sentences में 'surely, certainly' और 'yes' –Adverbs of affirmation हैं जबकि 'not' और 'never' - Adverbs of negation हैं।

Adverbs of Affirmation or Negation के लिए प्रयोग किए जाने वाले मुख्य Adverbs- certainly, definitely, never, no, not, surely, truly, yes etc.

III. Functional Types of Adverbs

1. Adverbs of Time
2. Adverbs of Place/ Position
3. Adverbs of Manner, Quality, or State
4. Adverbs of Number and Frequency
5. Adverbs of Degree/ Extent
6. Adverbs of Cause or Reason
7. Adverbs of Effect or Result
8. Adverbs of Purpose

9. Adverbs of Concession or Contrast
10. Adverbs of Condition
11. Adverbs of Extent
12. Adverbs of Comparison

1. Adverbs of Time

(An adverb of time tells us at what time or when an action is done.)

A. ये Adverbs 'कार्य के संपन्न होने के समय' को प्रकट करते हैं; जैसे—

(a) He bathes *daily*.
(b) I shall go *tomorrow*.
(c) She came here *late*.
(d) My eleder brother died three years *ago*.

उपरोक्त sentences में 'daily, tomorrow, late, yesterday' और 'ago' -Adverbs of time हैं।

B. मुख्य Adverbs of time– after, ago, already, always, at present, before, daily, directly, early, immediately, just, last month/year, late, lately, now, recently, shortly, soon, still, then, today, tomorrow, yesterday, yet etc.

C. Time के लिए प्रयोग किए जाने वाले adverbs, प्रश्न When ? का उत्तर देते हैं।

2. Adverbs of Place/ Position

(An adverb of place tells us where an action is done.)

A. ये Adverbs 'कार्य के स्थान' को प्रकट करते हैं; जैसे—

(a) Go *there*.
(b) Ram will come *here*.
(c) My sister is going *out*.
(d) The baby is playing *inside*.

उपरोक्त sentences में 'there, here, out' और 'inside' - Adverbs of place/ position हैं।

B. मुख्य Adverbs of place–

above, anywhere, somewhere, away, backward, below, down, elsewhere, everywhere, far, beside, forward, here, hither, in, indoor, inside, near, out, outdoor, outside, there, thither, up etc.

C. Place के लिए प्रयोग किए जाने वाले Adverbs, प्रश्न Where ? का उत्तर देते हैं। Where का अर्थ है— In what place ?

3. Adverbs of Manner, Quality, or State

(An adverb of manner tells us how an action is done.)

A. ये Adverbs 'कार्य किस प्रकार संपन्न हुआ' को प्रकट करते हैं; जैसे—

(a) I write *neatly*.
(b) Read *slowly*.
(c) She sang *beautifully*.
(d) This essay is *well* written.

उपरोक्त sentences में 'neatly, slowly, beautifully' और 'well' –Adverbs of manner हैं।

B. मुख्य Adverbs of Manner– badly, beautifully, bravely, carefully, certainly, clearly, easily, fast, fluently, hard, ill, legibly, neatly, quickly, slowly, so, loudly, swiftly, tastefully, thus, well etc.

C. Manner के लिए प्रयोग किए जाने वाले Adverbs, प्रश्न How ? का उत्तर देते हैं। How का अर्थ है— In what way?

4. Adverbs of Number and Frequency

(An adverb of time tells us how often an action is done.)

A. ये Adverbs 'कार्य कितनी बार हुआ' को प्रकट करते हैं; जैसे—

(a) Ram has not seen Shyam *once*.

(b) *Always* speak the truth.
(c) She *seldom* comes here.
(d) I have told him *twice*.

उपरोक्त sentences में 'once, always, seldom' और 'twice' - Adverbs of number हैं।

B. Number और Frequency के लिए प्रयोग किए जाने वाले मुख्य Adverbs- again, always, frequently, never, often, rarely, scarcely, secondly, seldom, annually, constantly, continuously, daily, fortnightly, generally, hourly, monthly, normally, occasionally, often, periodically, regularly, repeatedly, sometimes, usually, weekly, yearly, once, twice, thrice etc.

C. Number/ Frequency के लिए प्रयोग किए जाने वाले Adverbs, प्रश्न How many times? का उत्तर देते हैं।

How many times? का अर्थ है— कितनी बार ?

5. Adverbs of Degree/ Extent

(An adverb of degree tells us how much something is done.)

A. ये Adverbs, 'degree या quantity' को प्रकट करते हैं; जैसे—

(a) He is *very* strong.
(b) You are *quite* right.
(c) I was *hardly* ready when he arrived.
(d) The mangoes were *almost* ripe.

उपरोक्त sentences में 'very, quite, hardly' और 'almost' - Adverbs of degree/ intensity हैं।

B. Adverbs of Degree or Intensity or Quantity or Range or Extent के लिए प्रयोग किए जाने वाले मुख्य Adverbs– almost, altogether, any, as, completely, enough, fairly, far, fully, hardly, much, more, most, partly, perfectly, pretty, quite, rather, scarcely, so, sufficiently, too, very, wholly, badly, barely, deeply, entirely, greatly, just, nearly, only, really, slightly etc.

C. ये adverbs प्रश्न How much ? How far ? To what extent ? का उत्तर देते हैं।

6. Adverbs of Cause or Reason

(An adverb of reason tells us why an action is done.)

A. ये Adverbs 'कार्य के कारण' को प्रकट करते हैं; जैसे—

(a) She failed *since* she had been ill.
(b) We missed the train *as* we were late.
(c) He was, *hence*, divided towards other party.
(d) He, *therefore,* will be happy to see you.

उपरोक्त sentences में since, as, hence और therefore- Adverbs of reason/ result हैं।

B. मुख्य Adverbs of reason–since, as, for, why because etc.

7. Adverbs of Effect or Result

(An adverb of effect tells us the result of an action.)

ये Adverbs 'कार्य के परिणाम' को प्रकट करते हैं; जैसे—

(a) She *therefore* left school.
(b) I am *hence* unable to bear the expense.
(c) They are *hence* unable to refute the charge.
(d) Consequently, he met with a defeat.

उपरोक्त sentences में therefore, hence और consequently- Adverbs of effect/ result हैं।

8. Adverbs of Purpose

(An adverb of purpose tells us an expression of purpose.)

A. ये Adverbs 'कार्य के उद्देश्य' को प्रकट करते हैं; जैसे—

(a) He went to the bank *in order to* draw some money.

(b) I work hard *so that* I may pass.

उपरोक्त sentences में 'in order to' और 'so that' - Adverbs of purpose हैं।

B. मुख्य Adverbs of purpose–for, in order to, so that, with a view to, with the intention to, with the purpose of etc.

9. Adverbs of Concession or Contrast

(An adverb of contrast tells us an expression of concession or contrast.)

A. ये Adverbs 'कार्य की विषमता' को प्रकट करते हैं; जैसे—

(a) *Though* he works hard, he has little hope of success.

(b) *Although* he is rich, he is honest.

उपरोक्त sentences में 'though', और 'although' –Adverbs of concession/ contrast हैं।

B. मुख्य adverbs of concession or contrast–all the same, although, ever if, granting that, however, though, yet etc.

10. Adverbs of Condition

(An adverb of condition tells us an expression of condition.)

A. ये Adverbs 'कार्य की दशा, स्थिति, अवस्था और शर्त' को प्रकट करते हैं; जैसे—

(a) *Had* you run fast, you would have won the race.

(b) *If* you go to the market, bring a pen for me.

उपरोक्त sentences में 'had' और 'if' –Adverbs of condition है।

B. मुख्य Adverbs of condition– as long as, condition that, if, if not, provided that, supposing that, unless आदि हैं।

11. Adverbs of Extent

(An adverb of extent tells us an expression of extent.)

A. ये Adverbs 'कार्य के विस्तार या हद' को प्रकट करते हैं; जैसे—

(a) So far as I could see, there was nothing but sad.

(b) *The* faster you go, *the* sooner you could get to the house.

(c) *The* higher we go, *the* cooler it is.

(d) *The* more you work, *the* more you get.

उपरोक्त sentences में 'so far as' और 'the— the' Adverbs of extent है। इस बात का ध्यान रखें– यहाँ 'the - the' article की तरह प्रयोग नहीं किया गया है बल्कि ये old demonstrative pronoun है जिनका adverb के रूप में प्रयोग किया गया है।

B. मुख्य adverbs of extent–as far as, so far as etc.

12. Adverbs of Comparison

(An adverb of comparison tells us an expression of comparison.)

A. ये Adverbs तुलना को प्रकट करते हैं; जैसे—

(a) He is *more* intelligent than his brother.

(b) I work *more* than you do.

उपरोक्त sentences में 'more' और 'than' - Adverbs of comparison हैं।

B. मुख्य Adverbs of comparison–

as– as, less than, more than, so – as, the least, the most etc.

EXERCISE 46.

Choose the adverb in following sentences and mention its kind :

1. Come in.
2. The Sikhs fought bravely.
3. They were fully prepared.
4. Finally, he had to give in.
5. Wasted time never returns.
6. The bird flew away.
7. You often make mistakes.
8. I am so glad.
9. She visited the zoo in order to make her happy.
10. I always keep my word.
11. Ram read clearly.
12. Never tell a lie.
13. She therefore discontinued his studies.
14. We eat so that we may live.
15. I have met him before.

IV. ADVERB : DEGREE OF COMPARISON

Adjective की तरह Adverb की भी तीन तुलनात्मक Degrees होती हैं—

1. Positive Degree 2. Comparative Degree 3. Superlative Degree

Rule 1. : 'er' व 'est' जोड़कर—

Positive	Comparative	Superlative
Fast	Faster	Fastest
Hard	Harder	Hardest
Long	Longer	Longest
Near	Nearer	Nearest
Slow	Slower	Slowest
Soon	Sooner	Soonest

Rule 2. : 'More' व 'Most' जोड़कर—

कुछ Adverbs जिनके अंत में 'ly' होता है, के साथ more और most लगाकर comparative व superlative degree बनाई जाती है।

Positive	Comparative	Superlative
Carefully	More carefully	Most carefully
Clearly	More clearly	Most clearly
Easily	More easily	Most easily
Honestly	More honestly	Most honestly
Slowly	More slowly	Most slowly
Swiftly	More swiftly	Most swiftly
Skillfully	More skillfully	Most skillfully
Quickly	More quickly	Most quickly

Rule 3 : निम्नलिखित Adverbs की तुलनात्मक Degrees के लिए कोई निश्चित नियम नहीं है—

Positive	Comparative	Superlative
Bad	Worse	Worst
Far	Farther	Farthest

Forth	Further	Furthest
Ill	Worse	Worst
Little	Less	Least
Late	Later	Last
Much	More	Most
Good	Better	Best

V. Use of Some Adverbs

1. SINCE

Since से जब time का बोध होता है तब इसका प्रयोग preposition, conjunction और adverb के रूप में होता है। Adverb के रूप में since 'तब से' 'from then' का अर्थ प्रकट करता है; जैसे—

(a) I have been reading *since* 5 O' clock.

(b) They have been playing *since* 7 O' clock.

2. LATE, LATELY

Late का अर्थ है 'देर से' (after the fixed time) और इसका प्रयोग adjective तथा adverb दोनों के रूप में होता है; जैसे—

(a) You are *late*. (adjective)

(b) He came *late* last night. (adverb)

किंतु lately का अर्थ है 'हाल ही में' (recently) होता है और इसका प्रयोग सिर्फ़ adverb के रूप में होता है; जैसे—

(a) He has reached *lately*.

(b) She has finished her work *lately*.

ध्यान रखें— lately के साथ Present Perfect Tense का प्रयोग होता है।

3. JUST

Just का प्रयोग 'एक क्षण पहले' (a moment ago) के अर्थ में adverb of time के रूप में होता है। Just के साथ सामान्यतया Present Perfect Tense का प्रयोग होता है; जैसे—

(a) He has *just* gone out.

(b) I have *just* had dinner.

'एकदम सही समय' के लिए Just का प्रयोग simple past में किया जा सकता है; जैसे—

(a) I *just* caught the train.

(b) They *just* managed to leave.

'अभी-अभी बजे हैं' का अर्थ भी Just से प्रकट किया जा सकता है; जैसे—

(a) It has *just* struck five. अभी-अभी पाँच बजे हैं।

(b) It has *just* struck two. अभी-अभी दो बजे हैं।

4. JUST NOW

(i) Just now का प्रयोग वर्तमान् में पूर्ण होने वाले कार्य के लिए होता है। ऐसी स्थिति में इसका प्रयोग Present Perfect Tense में होता है; जैसे—

(a) He has gone *just now*.

(b) I have arrived *just now*.

(ii) Just now 'कुछ समय पहले' (a short time ago) या एक क्षण पहले (a moment ago) के अर्थ में भी होता है। ऐसी स्थिति में इसका प्रयोग Past Indefinite Tense में होता है; जैसे—

(a) They left home *just now*.
(b) Did you hear a noise *just now*?

(iii) किंतु just now का प्रयोग 'इस क्षण' (at this moment) के अर्थ में भी होता है; जैसे—I am busy *just now*.

5. PRESENTLY

Presently का प्रयोग future action के लिए होता है। Presently का अर्थ है—शीघ्र (soon), अभी (at present); जैसे—

(a) He is *presently* busy.
(b) He will come back *presently*.
(c) I shall give some money *presently*.

6. DIRECT, DIRECTLY

Direct का अर्थ है- सीधा (straight); जैसे—

(a) I went *direct* to my house.
(b) I am coming *direct* from Delhi.

Directly का अर्थ है- शीघ्र ही (at once); जैसे—

(a) They went to their room *directly*.
(b) The soldier jumped into the well *directly* to save a child.

7. EARLY

Early का प्रयोग adjective तथा adverb दोनों ही रूपों में होता है। इसका अर्थ है—'किसी की शुरूआत के तुरन्त बाद'; जैसे—

(a) Are you an early riser? (adjective)
(b) We started early. (adverb)

Early का प्रयोग 'नियत समय से पहले' के अर्थ में भी होता है; जैसे—

(a) He arrived *early* at the meeting.
(b) The chief guest came *early*.

8. SOON

Soon का प्रयोग after a point of time 'एक खास समय के तुरन्त बाद' के अर्थ में होता है; जैसे—

(a) He came to see me *soon* after Ram arrived.
(b) The judge pressed the bell and the peon *soon* appeared.

9. QUICKLY

Quickly कार्य की गति को प्रकट करता है; जैसे—

(a) Come and see us *quickly*.
(b) Please do the repair *quickly*.

10. RECENTLY

Recently का अर्थ है 'हाल ही में'। याद रखें- recently के साथ Present Perfect व Past Indefinite दोनों Tenses का प्रयोग हो सकता है; जैसे—

(a) She came *recently*.
(b) They have arrived *recently*.

11. AT PRESENT

At present का अर्थ है 'अब, इस समय' (at the present time) और इसका प्रयोग Present Tense में होता है; जैसे—

(a) *At present* he is at home. (b) *At present* I am reading.

12. BEFORE

Before का अर्थ 'पहले' (formerly) होता है इसका प्रयोग Past Indefinite व Present Perfect दोनों Tenses में हो सकता है; जैसे—

(a) She never saw you *before*. (b) I have visited this place *before*.

13. AGO

Ago से समय का बोध होता है। Ago का प्रयोग हमेशा Past Indefinite Tense में होता है, अत: किसी भी time expression के साथ यदि ago का प्रयोग है, तो इसका अर्थ है कि वह वाक्य Past Indefinite Tense में होगा। ध्यान रखें ago का प्रयोग Present Perfect Tense के साथ नहीं हो सकता; जैसे—

(a) He came a week *ago*. (b) It happened long *ago*.

Since और ago का एक दूसरे के लिए Adverb के रूप में प्रयोग किया जा सकता है; जैसे—

(a) I received your progress report a few days *since*.

(b) I received your progress report a few days *ago*.

14. TOO

(i) Too आवश्यकता से अधिक (more than required) का अर्थ प्रकट करता है। too से दोष का बोध होता है। यह अतिशयता (excess) को दर्शाता है। इसका प्रयोग unpleasant adjectives के साथ होता है; जैसे— too hot, too cold, too bad, too dull, too fat, too naughty, too wicked etc.

अत: too glad, too happy, too healthy, too pleased आदि कहना गलत है।

(ii) 'I am *too* glad to meet you' का अर्थ है 'मैं आपसे मिलकर इतना खुश हूँ जितना कि नहीं होना चाहिए'। इस वाक्य में 'बहुत' का अर्थ प्रकट करने के लिए very के स्थान पर too का प्रयोग गलत है, अत: यह वाक्य ऐसे होना चाहिए-

I am *very* glad to meet you.

(iii) 'Too + to infinitive' कार्य न होने का कारण बताता है; जैसे—

(a) It is *too* hot to go out.

(b) It is *too* hot to play football.

(c) The old man is *too* weak to walk.

(d) It is *too* cold to go for a walk today.

(iv) Too ——— to पर आधारित वाक्यों में too के अर्थ के अनुसार pleasant adjectives का प्रयोग भी हो सकता है; जैसे—

(a) He is *too* intelligent to be cheated.

(b) This news is *too* good to be true.

(v) Too का अर्थ 'भी' (= also) होता है; जैसे—

(a) I lost my pen and book *too*.

(b) He was fined *too*.

(vi) इन वाक्यों को देखें- यहाँ too अत्यधिकता दर्शाता है; जैसे—

(a) It is *too* cold today.

(b) The house is *too* small for me.

15. VERY, MUCH

(i) Very का प्रयोग Positive degree के Adverbs/ Adjectives से पहले होता है; जैसे—very good, very wise, very lucky, very honest.

(a) Smoking is *very* harmful.

(b) Ram is a *very* handsome boy.

(ii) Much का प्रयोग Comparative degree के Adverbs/ Adjectives से पहले होता है;
जैसे—much better, much happier, much luckier, much more honest, much wiser.
(a) Ram is *much* better than Mohan.
(b) You look *much* happier today.
(iii) Very या much का प्रयोग superlative degree के साथ होता है, किंतु क्रम ध्यान में रखें—
the + very + superlative जबकि much + the + superlative क्रम रहता है; जैसे—
(a) You are *the very smartest* player in the team.
(b) This is *the very best* way to proceed.
(c) You are *much the smartest* player in the team.
(d) Ram is *much the best* boy in the school.
(iv) Much का प्रयोग past participle से पहले होता है; जैसे—
much admired, much amazed, much grieved, much surprised, much confused etc. जैसे-
(a) He was *much confused* to read my letter.
(b) Sita is *much interested* in you.
(v) Very का प्रयोग Present Participle के पहले होता है; जैसे—very challenging, very daring, very encouraging, very entertaining, very interesting etc.
(a) The match is *very interesting*.
(b) This is a very *amusing information*.
ध्यान रखें— प्रायः very का प्रयोग past participle से पहले नहीं होता है परंतु निम्नलिखित past participles से पहले very का ही प्रयोग होता है; जैसे—
very contented, very dejected, very delighted, very discontented, very drunk, very limited, very tired, very annoyed, very bored, very disappointed, very grieved, very pained, very pleased, very satisfied, very shocked, very surprised, very worried etc.
जैसे—
(a) I was *very* delighted to hear the news of my success.
(b) I was *very* pleased to hear this news.
(c) I am *very pleased* with you.
(d) He was *very delighted* to see me.
(e) He was *very tired*.
Note–
ध्यान रखें—pleased के पहले very का प्रयोग तभी होता है जब pleased का अर्थ glad या happy आदि हो।

VERY MUCH

(i) Very much 'पूर्ण रूप से' का अर्थ प्रकट करता है। इसका प्रयोग comparative degree के पहले हो सकता है;
जैसे— very much better, very much wiser, very much luckier etc.
Ram is *very much* better than Shyam.
(ii) प्रायः सकारात्मक वाक्यों में very much का प्रयोग होता है, जबकि नकारात्मक वाक्यों में much का ही प्रयोग होता है; जैसे—
(a) I love her *very much*. I do not love her *much*.
(b) He works *very much*. He does not work *much*.
ध्यान रखें— 'very' कभी किसी verb को modify नहीं करता है।

16. MUCH TOO, TOO MUCH

Much too व too much दोनों 'इतना अधिक जितना नहीं होना चाहिए' एक समान अर्थ प्रकट करते हैं परंतु इनके प्रयोग में अंतर है।
Adjective या Participle से पहले much too तथा Noun से पहले too much का प्रयोग किया जाता है; जैसे—
(a) *Too much* of anything is bad. (too much के बाद Noun)

(b) There is *too much* of noise. (too much के बाद Noun)
(c) It is *much too* painful. (much too के बाद adjective)
(d) She is *much too* small for a bride. (much too के बाद adjective)

17. ONLY TOO

Only too का अर्थ है- very, इसका प्रयोग pleasant/ unpleasant adjectives दोनों के साथ होता है; जैसे-

(a) I am only too glad to receive your letter. इसका अर्थ है– I am very glad to receive your letter.
(b) Your performance is only too bad. इसका अर्थ है– Your performance is very bad.

18. HARD, HARDLY

Hard का अर्थ है 'कठिन' (very much) और इसका प्रयोग adjective तथा adverb दोनों के रूप में होता है; जैसे–

(a) It is a *hard* job. (adjective)
(b) This is a *hard* sum. (adjective)
(c) Students work *hard* near the examination. (adverb)
(d) He works *hard* all day. (adverb)

किंतु hardly का अर्थ है 'करीब-करीब न के बराबर' (rarely) और इसका प्रयोग सिर्फ़ adverb के रूप में होता है; जैसे–

(a) She *hardly* comes to me.
(b) He *hardly* works at night.

19. ENOUGH

(i) यह 'पूर्ण/ उचित मात्रा' का अर्थ प्रकट करता है। Adverb के रूप में Enough का प्रयोग adjective/ adverb के बाद होता है; जैसे–

(a) He is rich *enough* to buy a new car.
(b) She was strong *enough* to work.

(ii) Adjective के रूप में Enough का प्रयोग Noun से पहले होता है; जैसे–

(a) I have *enough* patience; I can do it.
(b) He has *enough* money to spend and spare.

Note–

Enough का adjective और adverb दोनों तरह से प्रयोग होता है; जैसे–

(a) We have food *enough* to last a week. (adjective)
(b) She sings well *enough* (adverb)

20. QUITE

Quite 'पूर्णतया' (entirely) का' अर्थ प्रकट करता है; जैसे-

(a) He was *quite* tired.
(b) Her works is *quite* satisfied.

Quite पसंद आने योग्य (fairly) का अर्थ प्रकट करता है; जैसे–

(a) This is *quite* a big hall.
(b) She is *quite* a tall girl.

21. MOST, MOSTLY, ALMOST

Most का अर्थ है-सबसे अधिक। Most, *pronoun, adjective* और *adverb* के रूप में प्रयोग किया जा सकता है; जैसे–

(a) Many people attended the party, but *most* were boring. (Pronoun)
(b) *Most* people at the party were boring. (Adjective)

(c) This time, she donated *most* generously for the war fund. (Adverb)

Mostly का अर्थ है-अधिकांश भाग; जैसे—

(a) The players were *mostly* from rural area.

(b) The audience consisted *mostly* of boys.

Almost, केवल *Adverb* के रूप में प्रयोग किया जा सकता है; जैसे—

(a) We have *almost* completed our homework. (Adverb)

(b) I have *almost* written an essay.

22. FREE, FREELY

Free का अर्थ- नि:शुल्क (Without any cost) जबकि Freely का अर्थ- स्वतंत्र रूप से (independely); जैसे—

(a) I got this book *free*.

(b) You can move *freely* now.

23. FAIRLY, RATHER

किसी adjective/ adverb की पसंद प्रकट करने के लिए fairly और नापसंद के लिए rather का प्रयोग होता है। इसे हम ऐसे भी कह सकते हैं- Fairly का प्रयोग good sense में होता है जबकि rather का प्रयोग bad sense में होता है; जैसे—

(a) Milk is *fairly* hot. (correct)

(b) The weather is *rather* hot. (correct)

(c) Milk is *rather* hot. (incorrect)

(d) The weather is *fairly* hot. (incorrect)

24. YES, NO, NOT

Yes के बाद Subject + auxiliary का प्रयोग स्वीकारात्मक उत्तर के लिए करें। Affirmative sentences में yes का प्रयोग किया जाता है; जैसे—

(a) Are you well ? *Yes*, I am.

(b) Do you know him ? *Yes,* I do.

No एक Adjective भी है और Adverb भी। Adverb के रूप में No का अर्थ है- 'not at all' या 'not in any degree' No का प्रयोग Noun से पहले होता है।

ध्यान रखें— No का प्रयोग noun, adjective (सिर्फ़ positive व comparative degrees) और adverb (सिर्फ़ comparative degree) के पहले होता है; जैसे—

(a) He has *no* pen. (pen – noun)

(b) He has *no* good pen. (good –adjective of positive degree)

(c) He has *no* better pen. (better –adjective of comparative degree)

(d) This train will carry there *no* sooner than the bus. (sooner –adverb of comparative degree)

Not एक Adverb है। Not का प्रयोग helping verbs के बाद किया जाता है; जैसे—

(a) I have *not* any book.

(b) She does *not* have any idea.

(c) I can *not* go there.

कुछ verbs- believe, think, expect, suppose और afraid के साथ Not का प्रयोग निम्नलिखित तरीके से भी हो सकता है—

(a) Will she co-operate you? I believe *not*.

(b) Can you help me? I am afraid *not*.

25. SELDOM

Seldom के बाद or never या if ever का प्रयोग होता है; जैसे—

(a) She *seldom* or never tells a lie. (b) He *seldom* if ever helps the poor.

26. EVEN

ऐसे वाक्य जहाँ यह बोध होता हो कि जो कार्य हुआ है या होने वाला है, वह आशा के विपरीत है वहाँ भी 'का अर्थ प्रकट करने के लिए even का भी प्रयोग किया जाता है; जैसे—

(a) Ram can't *even* speak.
(b) He can't *even* walk.

27. THOUGH

Though 'adverb' के रूप में भी प्रयोग होता है; जैसे—

I am not good at reasoning but I can help you with your geography, *though*, if you want.

VI. POSITION OF ADVERBS

1. सामान्य नियम यह है कि Adverb जिस शब्द के अर्थ में वृद्धि (modify) करे Adverb को उसी शब्द के पास रखना चाहिए। इस प्रकार से Adverb को तीन स्थान मिल सकते हैं; जैसे—

(a) आरंभ में — *How* are you ?
(b) मध्यम में — I *never* smoke.
(c) अंत में — He came *here*.

2. Adverb का स्थान बदल जाने से उसके अर्थ में काफ़ी बदलाव आ जाता है। निम्नलिखित वाक्यों में only का स्थान बदलने से अर्थ परिवर्तन देखें।

(a) *Only* I saw Ram's bag.	केवल मैंने, राम का थैला देखा। किसी और ने नहीं।
(b) I saw Ram's bag *only*.	मैंने, केवल राम का थैला देखा। और कुछ नहीं।
(c) I saw Ram's *only* bag.	मैंने राम का, केवल थैला देखा। जो उसके पास था।
(d) I saw *only* Ram's bag.	मैंने केवल राम का, थैला देखा। किसी और का नहीं।
(e) I *only* saw Ram's bag.	मैंने राम का थैला, केवल देखा। छूआ नहीं।

नोट—

निम्नलिखित शब्दों को (स्थान बदलने के आधार पर) Adverbs/ Adjectives के रूप में प्रयोग किया जा सकता है—

back, bad, better, bright, cheap, clean, dead, deep, direct, easy, enough, even, fair, far, fast , free, high, late, little, long, loose, loud, much, only, right, rough, sharp, slow,. smooth, straight, tight, well, wide, worse, wrong etc.

जैसे—

(a) *Only* he sings well. (adjective)
(b) He *only* sings well. (adverb)
(c) He went to the *back* entrance. (adjective)
(d) Go *back* (adverb)
(e) Ram is our *fast* bowler. (adjective)
(f) Ram can bowl *fast*. (adverb)
(g) He is not *better* than a fool. (adjective)
(h) He knows me *better* than you. (adverb)

अत: word का प्रयोग देखकर ही यह बताया जा सकता है कि किस part of speech के रूप में शब्द का प्रयोग किया गया है।

3. Adverbs of manner और Adverbs of place को सामान्यतया Verb के बाद रखा जाता है। यदि Verb के बाद Object भी है तो ये Adverbs, Object के बाद रखे जाते हैं, जैसे—

(a) He has seen me *somewhere*.
(b) I could not find my book *anywhere*.
(c) He went *there*.
(d) She speaks English *fluently*.
(e) They wrote it *carefully*.

4. Adverb of time का प्रयोग भी सामान्यतया Verb के बाद होता है; जैसे—

(a) She came *yesterday*. (b) He has arrived *recently*.

5. Adverbs of Number– hardly, rarely, scarcely, always, seldom, never, often, daily, generally, almost, just, nearly और already आदि verb 'to be' के बाद और main verb से पहले रखे जाते हैं; जैसे—

(a) You are *always* right.
(b) He *seldom* comes here.
(c) You are *never* on time.
(d) He has *just* arrived.

have to और used to 'helping verbs' अपने से पहले adverb का प्रयोग प्रस्तुत करती हैं; जैसे—

(a) We *always* have to wait a long time for the bus.
(b) I *often* have to go to school on foot.

Note–

Hardly का स्थान दोनों तरह से ठीक है; जैसे—

(a) He ate *hardly* anything. or
(b) He *hardly* ate anything.

6. Adverb of Degree (almost, quite, just, too, nearly) को Adjective/ Adverb से पहले रखते हैं; जैसे—

(a) His answer is *quite* wrong.
(b) It is *too* hot to go out.

7. यदि Verb एक ही शब्द है तो Adverb को verb से पहले रखा जाता है; जैसे—

(a) Ram *always* goes to work by car.
(b) I cleaned the house and *also* cooked the dinner.

8. यदि Verb दो या दो से अधिक शब्दों से बनी हो तो Adverbs को हमेशा पहली Verb के बाद रखा जाता है; जैसे—

(a) I can *never* remember his name.
(b) Ram does not *usually* smoke.
(c) Your car has *probably* been stolen.
(d) You will *certainly* miss the train.

9. यदि Verb की प्राथमिकता दर्शानी हो, तो Adverbs को auxiliary verbs से पहले भी प्रयोग किया जा सकता है; जैसे—

(a) I *always* do forget to bring the watch.
(b) You *often* comes without intimation.
(c) He *always* does come late.
(d) I *already* have written the letter.

10. Adverb का प्रयोग intransitive verb के बाद होता है; जैसे—

She writes *well*.
Ram died *calmly*.

कुछ transitive verbs देखने में, तो Active Voice की तरह लगती हैं परंतु उनसे अर्थ Passive का निकलता है। ऐसी verb के बाद Adjective अथवा Adverb का प्रयोग वाक्य के अर्थ पर निर्भर करता है।

यदि वाक्य में verb के Subject का गुण बताना हो, तो verb के बाद Adjective लगाएं; जैसे—

This sofa feels *soft*.

यदि वाक्य में उसी verb का ही गुण बताना हो, तो verb के बाद Adverb लगाएं; जैसे—

This book sells *well*.

11. Arrive, come और go आदि verbs of movement हैं। इनके साथ सबसे पहले adverb of place फिर adverb of manner का प्रयोग होता है; जैसे—

The students went home *quickly*.

12. Even और only को उस शब्द से पहले रखना चाहिए जिसके लिए इनका प्रयोग किया जाता है; जैसे—

(a) He cannot write *even* correct English.
(b) I have *only* one bag.
(c) I solved *only* three sums.
(d) She has slept *only* two hours.

13. किसी एक वाक्य में एक से अधिक Adverbs का क्रम इस प्रकार से होता है—MPT–123

Adverb of Manner	Adverb of Place	Adverb of Time
M	P	T
1	2	3

जैसे—

(a) She sang *perfectly in the town hall last night.*
(b) You spoke *slowly at the meeting yesterday.*
(c) She is crying *loudly at the field now.*
(d) He was going to *directly Delhi yesterday.*

यदि एक से अधिक Adverbs of time का प्रयोग हो, तो सबसे पहले, सबसे छोटा time, फिर उससे बड़ा time तथा फिर सबसे बड़े time को लिखा जाता है; जैसे—

(a) I was born at *5 O' clock in the morning on Monday in 1971.*
(b) He arrived here at *6 O' clock in the evening on Sunday.*

14. सामान्य हालत में adverb को object से पहले नहीं रखा जाता है किंतु object के बाद यदि who, which और that clause हो या किसी और ढंग से object का विस्तार कर दिया गया हो, तो adverb का प्रयोग object के पहले भी होता है; जैसे—

(a) He rewarded *liberally* all those who had worked for him.

15. कई बार हम किसी वाक्य को पूरा दोहराने की बजाए केवल is/ will/ did आदि का प्रयोग करते हैं। इस प्रकार के वाक्यों में Adverbs का स्थान नोट करें—

(a) He always says he will not be late but he *always* is. (= he is always late)
(b) I have never done it and I *never* will. (= I will never do it)

16. Still और already का प्रयोग प्राय: वाक्य के बीच में होता है। कुछ स्थिति में already का प्रयोग वाक्य के अंत में भी हो सकता है; जैसे—

(a) Are you here *already*?
(b) It is *still* raining.

17. Adverb के पहले Preposition का प्रयोग सामान्यतया नहीं किया जाता है; जैसे—

(a) He listened to me with *carefully*.
यह वाक्य गलत है क्योंकि adverb से पहले with का प्रयोग किया गया है।

18. Infinitive को तोड़कर adverb का प्रयोग नहीं करना चाहिए क्योंकि इससे split infinitive का दोष आता है; जैसे—

(a) He asked me to *carefully* do it.
यह वाक्य गलत है। इसे ऐसे लिखें—
(b) He asked me to do it *carefully*.

19. यदि किसी वाक्य में last year, yesterday अथवा last evening आदि adverbs/adverbial phrases का प्रयोग करना हो, तो उस वाक्य को हमेशा Past Indefinite Tense में ही रखें; जैसे—

(a) I passed the examination *last* year.
(b) I came here *last* evening.

20. Else के साथ हमेशा 'but' adverb का प्रयोग अवश्य होता है; जैसे—

(a) Go anywhere else *but* Delhi.
(b) Call him anything else *but* dog.

VII. Confusion : Adverb/ Adjective

1. Already, All ready

Already (= before) एक adverb है; जैसे—

He is *already* late.

All ready (= quite ready) एक adjective phrase है; जैसे—

The participants were *all ready* to answer the questions.

2. Altogether, All together

Altogether (= completely) एक adverb है; जैसे—

The house was *altogether* destroyed by the earthquake.

All together (= everyone in a group) एक adjective phrase है; जैसे—

They went on a strike *all together*.

3. Sometimes, Some time

Sometimes (= at any specified time) एक adverb है और adjective भी; जैसे—

You can come here *sometimes* tomorrow.

Some time (= a period of time) एक phrase है; जैसे—

My brother spends *some time* with me everyday.

4. Enough

Enough एक adverb है और adjective भी; जैसे—

(a) This dress is good *enough* for me.

(b) It was fair *enough* that you expressed your dissent.

5. Real, Really

Real एक adjective है; जैसे—

This collar is made of *real* leather.

Really एक adverb है; जैसे—

We *really* enjoyed the film.

6. Sure, Surely

Sure एक adjective है; जैसे—

India is *sure* to win the match.

Surely एक adverb है; जैसे—

Surely I would help you.

7. Good, Well

Good प्रायः adjective की तरह ही प्रयोग होता है; जैसे—

They are a *good* team.

Good का Corresponding adverb 'well' होता है; जैसे—

He plays violin *well*.

8. Very

Very एक adverb है और adjective भी; जैसे—

(a) After days of search, the police found the *very* suspect they were looking for. (Adjective)

(b) The cat moved *very* slowly. (adverb)

9. Both Adverb as well as Adjective

ध्यान रखें— कुछ शब्द Adverb और Adjective दोनों तरह से प्रयोग किये जाते हैं; जैसे— fast, only, hard और back. इनसे सम्बन्धित वाक्य देखें—

Adverb	Adjective
1. I ran *fast*.	2. I am a *fast* runner.
2. I have *only* two bags.	2. I am the *only* son of my parents.
3. Come *back*.	3. You should not enter from the *back* door.
4. I work *hard*.	4. I am a *hard* worker.

10. Adverbs and Adjectives

Adverbs का Adjectives से सीधा संबंध होता है क्योंकि बहुत से Adverbs 'Adjectives' के साथ -ly, -ily जोड़कर बनाए गए है। लेकिन ऐसा नहीं है कि सभी Adverbs के अंतिम अक्षर -ly आदि हों। निम्नलिखित कुछ ऐसे adjectives हैं जो ly पर समाप्त होते हैं; जैसे—

costly, cowardly, deadly, friendly, lively, likely, lonely, ugly, unlikely, leisurely, homely etc.

EXERCISE 47.

Fill in the blanks with appropriate adverbs :

1. The shepherd shouted ……. (loud, loudly)
2. We ……. ever meet now. (hard, hardly)
3. The annual examination is coming ……. (near, nearly)
4. She was ……. sorry to hear the sad news. (quite/ too)
5. Long long ……. there ruled a king. (before/ ago)
6. The bell has ……. been rung. (immediately, just)
7. ……. she has lost something. (perhaps/ probably)
8. This is the ……. book I want to read. (too/ very)
9. I came here a year ……. (ago/ back)
10. The room is ……. for us. (large enough/ enough large)

EXERCISE 48.

Fill in the blanks with appropriate adverbs :

1. You are ……. tired. (quite/ very)
2. She is doing ……. well at her job. (too/ very)
3. I played hockey ……. (ago, before)
4. She has been married ……. (late/ lately)
5. She is ……. ugly. (rather, fairly)
6. He is ……. healthy. (too/ very)
7. Is he honest? ……. , he is. (of course/ certainly)
8. I am ……. serious about my health. (most, mostly)
9. The flight will arrive ……. (just now/ shortly)
10. I am ……. pleased to meet you. (very/ too)

EXERCISE 49.

Fill in the blanks with appropriate adverbs :

1. He lost ……. his security. (too, even)
2. The books in my library are ……. novels. (most, mostly)
3. I shall be only ……. proud to a friend you. (too, very)
4. This book is ……. interesting. (much/ very)
5. It is ……. a good day. (fairly, rather)
6. I feel ……. disappointed. (much/ very)
7. He is ……. weak to lift the box. (too/ very)
8. Do not talk ……. loud. (very/ so)
9. A car goes ……. than a bicycle. (fast, faster)
10. I am ……. satisfied with his work. (very/ much)

EXERCISE 50.

Fill in the blanks with appropriate adverbs :

1. This bag is ……. heavy for me to carry. (too/ very)
2. She sings ……. (good/ well)
3. They walk very ……. (fast/ faster)

4. He is feeling ……. today. (very better, much better)
5. I bought a pen and an inkpot ……. (too, even)
6. This is the reason ……. she committed suicide. (because/ why)
7. He stood first because he works ……. (hard/ hardly)
8. Her health is ……. too good for her age. (no, none)
9. You cannot win the race ……. you run fast. (until, unless)
10. We slept ……. after the tiring journey. (sound/ soundly)

EXERCISE 51.

Correct the following sentences :

1. I take generally my breakfast at 8 a.m.
2. I seldom or ever refused the leave.
3. I only solved two sums.
4. Breathe deeply when you walk.
5. He has often to go by train.
6. I met none else than your real sister.
7. I have not pen with me.
8. Ram loves his son only too much.
9. I do not know to swim.
10. He will today go to Delhi.

EXERCISE 52.

Correct the following sentences :

1. She mostly touched the line.
2. I went directly to Delhi.
3. In this situation, you should go directly to the Principal.
4. She arrived yesterday in the night.
5. That day he arrived lately.
6. He has returned back from Delhi.
7. I shall be back just now.
8. I looked all places.
9. I cannot find it here. Why do not you look here?
10. The European Union are deadly against the imposition of sanctions on Iraq.

EXERCISE 53.

Correct the following sentences :

1. Repeat again what you have said.
2. Mr. Ram recently lived here, before leaving Germany.
3. We could have found the place more easily with a map.
4. To be successful; firstly, you should be regular, and secondly hard working.
5. We explained briefly our plans to the chairman.
6. He was fortunately not present when the chairman came.
7. Honestly speaking, I do not like him very much.
8. I surely, do not want to speak to him again.
9. I am very busy today. Certainly we can go out tomorrow.
10. Ram has stayed in the city for five years. He knows the city well clearly.

❋ ❋ ❋



12. Verbs

IN THIS SECTION

I. VERB **II. KINDS OF VERBS**
III. KIND OF PRINCIPAL VERBS **IV. KIND OF HELPING/ AUXILIARY VERBS**
V. USES OF PRIMARY HELPING VERBS **VI. CAUSATIVE VERBS**
VII. CONJUGATION OF VERBS **VIII. VERBS OFTEN CONFUSED**

I. VERB

जो शब्द वाक्य में होना, रखना या कार्य का बोध कराएं, Verbs कहलाते हैं।

(A word which is used for saying something about some person or thing is called verb.)

Verbs का वर्गीकरण देखें—

A. Main Verbs	1. Intransitive	
	2. Transitive	(i) Mono-transitive
		(ii) Di-transitive
B. Helping Verbs	1. Primary helping verbs	
	2. Modals	

II. KINDS OF VERBS

Verbs are of two kinds :

1. Principal or Main Verbs
2. Helping or Auxiliary Verbs

1. Main Verb

(A *principal verb* is the verb that can express an action or a fact all by itself without the help of any other verb.) **वह Verb जो अन्य Verb की सहायता के बगैर किसी कार्य अथवा तथ्य को स्वयं व्यक्त कर सके Main Verb कहलाती है; जैसे—**

(a) Rajesh *plays* hockey.
(b) Gita *reads* her book.
(c) The postman *brought* me a letter.
(d) How do you *feel* ?

उपरोक्त वाक्यों में 'plays, reads, brought' और 'feel' *main verbs* हैं।

2. Auxiliary Verb

(An *auxiliary verb* is the verb that helps a principal verb to form its tense, mood or voice etc.) **वाक्य में ऐसी Verbs, जो Main Verb की tense बनाने में सहायता करें, helping verbs कहलाती हैं। इन्हें auxiliary verbs भी कह सकते हैं। साधारण वाक्य में ये verbs हमेशा Main Verb से पहले आती हैं। वास्तव मे ये verbs, main verb के Tense (काल), Mode (कार्यविधि) या Voice (वाच्य) आदि को बदलने के लिए प्रयोग की जाती हैं।**

(a) She *is* singing a song.
(b) Ram *has* done his home-work.
(c) *May* I come in Sir ?
(d) I *shall* help you.

उपरोक्त वाक्यों में 'is, has, may' और 'shall' *auxiliary verbs* हैं।

Some common auxiliary verbs :

1. be 2. have 3. do 4. can 5. may 6. must 7. need 8. used to 9. will 10. shall 11. ought to 12. dare.

III. KIND OF PRINCIPAL VERBS

1. Transitive Verb 2. Intransitive Verb
3. Defective Verb 4. Incomplete Verb

1. Transitive Verb

(A verb which requires an object after it to complete its meaning is called a transitive verb.) **ऐसी Verb जिसके बाद Object आता है, transitive verb कहलाती है।**

A transitive verb is a verb that denotes an action which passes over from the doer or subject to the object)

इसके साथ आने वाले complement को objective complement कहा जाता है; जैसे—

We *elected* him *President*.

यहाँ 'President' objective complement है।

Transitive Verbs दो प्रकार की होती हैं—

A. Mono – Transitive Verbs

जो Verbs एक Object लेती हैं, वे Mono-Transitive Verbs कहलाती है; जैसे—

(a) He *betrayed* you.
(b) Ram *admires* you.
(c) I *read* a book.
(d) The boy *kicks* the football.

उपरोक्त sentences में 'betrayed, admired, read' और 'kicks' – Transitive verbs हैं।

B. Di – Transitive Verbs

जो Verbs दो Objects लेती हैं, वे Di-Transitive Verbs कहलाती है; जैसे—

I presented her a golden watch.

इस वाक्य में 'presented' Di–transitive verb है तथा 'a golden watch' Direct object है और 'her' Indirect object है।

कुछ Verbs हैं, जो Mono और Di – Transitive दोनों तरह से प्रयोग हो सकती हैं; जैसे—

I told a story.

यहाँ told एक Mono - Transitive Verb है।

I told her a story.

यहाँ told एक Di - Transitive Verbs है।

किसी वाक्य में यदि दो object हैं, तो **वे person व thing के रूप में होंगे। *person* हमेशा indirect तथा *thing* direct object होगा। 'You' Subject और Object दोनों के लिए प्रयोग किया जाता है।**

Note–

निम्नलिखित ऐसी Verbs हैं, जो Mono तथा Di - Transitive Verbs के रूप में प्रयोग हो सकती हैं।

appoint, ask, bring, buy, cause, choose, cook, deny, do, elect, envy, fetch, get, give, had, leave, lend, make, offer, order, pass, pay, present, promise, reach, read, save, sell, send, show, spare, strike, take, teach, tell, throw, wish, write etc.

2. Intransitive Verb

(A verb which does not require an object to complete its sense is called an intransitive verb. It makes complete sense by itself.)

ऐसी Verb जिसके बाद Object नहीं आता है, intransitive verb कहलाती है।

(An intransitive verb is a verb that denotes an action which does not pass over to an object)

जैसे—

(a) Birds *fly*. (b) Rivers *flow*.

(c) He *sat* down. (d) Ram is *coming*.

उपरोक्त sentences में 'fly, flow, sat' और 'coming' – Transitive verbs हैं।

Note– किसी Verb को Transitive या Intransitive कहना गलत होगा। बल्कि यह कहना ज्यादा अच्छा रहेगा कि Verb का transitively या intransitively प्रयोग हुआ है; जैसे—

	Transitive Verb	Intransitive Verb
(a)	The boy *ran* a race.	The boy *ran*.
(b)	The peon is *ringing* bell.	The bell is *ringing*.
(c)	The driver *stopped* the bus.	The bus *stopped* suddenly.
(d)	I *feel* a severe pain in my abdomen.	How do you *feel*?
(e)	The donkey *kicks* the baby.	The buffalo never *kicks*.

इससे निष्कर्ष निकलता है कि कुछ verbs का प्रयोग transitive और intransitive दोनों रूपों में होता है।

नोट— come, go, fall, die, sleep, lie etc. ऐसी Verbs हैं, जिनका कभी भी Transitive Verbs के रूप में प्रयोग नहीं हो सकता।

EXERCISE 54.

Identify the verbs in the following sentences. Write 'T' for transitive and 'In' for intransitive :

1. I spoke the truth.
2. Ram hits a ball.
3. The bell rang loudly.
4. The sun sets in the west.
5. The ship sank rapidly.
6. He told me a secret.
7. The lion killed a lamb.
8. The boy laughs loudly.
9. The child weeps.
10. I spoke haughtily.
11. Roses smell sweet.
12. He writes me a letter.

3. Defective Verb

(A *defective verb* is the verb that cannot be used in all tenses and mood etc.) **ऐसी Verb जो अन्य Verbs की तरह सभी Tenses और mood में प्रयोग नहीं हो सकती। Defective verbs कहलाती हैं। ये दोनों तरह की Verbs (Transitive और Intransitive) होती हैं; जैसे—**

Some Defective Verbs :

will, shall, can, may, must, need, dare, ought (to), used (to)

नोट—विस्तृत जानकारी के लिए Modals नामक Chapter पढ़ें।

4. Incomplete Verb

(An *incomplete verb* is the verb that needs some word or words to complete its predicate)

ऐसी Verb जिसे predicate को पूरा करने के लिए किसी दूसरे शब्द/शब्दों की ज़रूरत पड़े, Incomplete Verb कहलाती है। ये दोनों तरह की Verbs (Transitive और Intransitive) होती हैं जो object लेने के बाद भी अपना पूर्ण अर्थ प्रकट नहीं कर पाती। इन्हें अर्थ पूरा करने के लिए अन्य word/words की मदद लेनी पड़ती है। इसी कारण से इन्हें incomplete verbs कहते हैं।

जैसे—

(a) We *elected* him secretary. (b) The cat *became* mad.

(c) Quinine *tastes* bitter. (d) The police *found* him guilty.

उपरोक्त वाक्यों में 'elected, became, tasted' और 'found' *incomplete verbs* हैं।

ऐसी verbs का अर्थ पूरा करने के लिए जो शब्द उनके बाद लगाए जाते हैं, वे उनके complements (पूरक) कहलाते हैं। Complements दो प्रकार के होते हैं—

A. Subjective Complement

जो Complement वाक्य के Subject का वर्णन करे; जैसे—

(a) The water *is* cold.
(b) Ram *is* a teacher.
(c) Sita *looks* happy.
(d) Sarla *is* active.

appear, become, come, feel, get, go, grow, look, remain, run, seem, taste, smell और turn आदि सभी incomplete verbs हैं।

B. Objective Complement

जो Complement वाक्य के Object का वर्णन करे; जैसे—

(a) I *appointed* Ram my secretary.
(b) His parents *named* him Shyam.
(c) You *made* me perfect.
(d) The Congress *elected* Mrs. Sonia their leader.

appoint, call, choose, consider, elect, fill, find, keep, make, name, take और wish आदि सभी Incomplete verbs हैं।

Note– Verbs of complete predication:

ऐसी Verbs जो किसी दूसरे शब्द के बिना भी subject को predicate कर ले, उन्हें Verbs of complete predication कहते हैं; जैसे—

I go to school.

यहाँ 'go' verb of complete predication है क्योंकि 'I go' के भी अर्थ बनते हैं।

IV. KIND OF HELPING/ AUXILIARY VERBS

Helping verbs दो प्रकार की होती हैं—

1. Primary helping verbs 2. Modal Verbs

1. Primary Helping Verbs

वाक्य में ऐसी helping verbs जो Subject के अनुसार ही प्रयोग हो सकें, Primary helping verbs कहलाती हैं। इन्हें auxiliary verbs भी कहा जाता है। ये verbs 'Main Verb' की help करते समय यह स्पष्ट नहीं कर पाती कि कार्य किस ढंग या तौर-तरीके अथवा रीति-रिवाज़ से हो रहा है। ये Verbs इस तथ्य को प्रकट नहीं कर पाती कि वाक्य में आदेश दिए गए हैं या अनुमति ली गई है। ये तो Subject के वचन, लिंग, और Subject किस Pronoun का Person है, आदि बातों को विशेष रूप से ध्यान में रखती हैं और Grammar के नियमों का पालन करती हुई वाक्य में अपना उपयुक्त स्थान ग्रहण कर लेती हैं। ये Verbs हैं; जैसे—

be, is, am, are, was, were, been
do, does, did
has, have, had
shall, should
will, would

2. Modals Verbs

can, could, may, might, shall, should, will, would, must, need not, dare not, used (to), ought (to).

वाक्य में ऐसी helping verbs जो Subject से प्रभावित नहीं होती हैं तथा Main Verb की help करने के साथ-साथ कार्य के ढंग (manner), अवस्था, प्रवृति, कर्तव्य और योग्यता आदि को प्रकट करें, modals कहलाती हैं।

नोट- विस्तृत जानकारी के लिए Modals नामक Chapter पढें।

V. Uses of Primary Helping Verbs

1. Short forms of Auxiliary Verbs

Auxiliaries	I	he	she	it	you	we	they
'm = am	I'm						
's = is, has		he's	she's	it's			
're = are					you're	we're	they're
've = have	I've				you've	we've	they've
'll = will	I'll	he'll	she'll		you'll	we'll	they'll
'd = would or had	I'd	he'd	she'd		you'd	we'd	they'd

is और are की निम्नलिखित negative form हो सकती हैं—

he isn't	she isn't	it isn't	or	he's not	she's not	it's not
you aren't	we aren't	they aren't	or	you're not	we're not	they're not

2. Primary helping verbs का प्रयोग करते समय कुछ आवयश्यक बातें इस प्रकार से हैं—

1. साधारण वाक्य में ये helping verbs हमेशा Main Verb से पहले आती हैं।
2. नकारात्मक वाक्य में helping verbs के बाद not का प्रयोग किया जाता है।
3. नकारात्मक वाक्य में यदि दो helping verbs का प्रयोग हो रहा है, तो not का प्रयोग पहली helping verb के बाद किया जाता है।
4. प्रश्नवाचक वाक्य में helping verb हमेशा Subject से पहले प्रयोग होती है।
5. Will, would, shall, should ऐसी helping verbs हैं जो Primary helping verbs के साथ-साथ Modals के रूप में भी कार्य करती हैं।
6. Active voice में Verb 'to be' के बाद main verb के साथ ing का प्रयोग होता है; जैसे—
   He is going to school.
7. Passive voice में 'to be' के बाद हमेशा verbs की third form का प्रयोग होता है; जैसे—
   Many books are stolen everyday.
8. Do के सभी रूपों के साथ verb की First form का प्रयोग होता है; जैसे—
   (a) She does not write to me.
   (b) They do not make any mistake.
   (c) He did not come here.
9. Have के सभी रूपों के साथ verb की third form का प्रयोग होता है; जैसे—
   (a) Ram has reached the conclusion.
   (b) I have done it.
10. Helping verbs के बाद main verb की किसी भी form का प्रयोग किया जा सकता है।
11. Helping verb 'to be', have और do का प्रयोग main verb के रूप में भी किया जा सकता है।
12. Helping verbs, subject के number, gender या person के अनुसार बदलती रहती हैं।

नोट— 1. विस्तृत जानकारी के लिए Use of Verb 'Is, Am, Are, Was, Were, Has, Have, Had, Do, Does, Did' नामक Chapter पढें।

2. Action Verbs, Auxiliary Verbs और Linking Verbs अन्तर देखें—

A. Main/ Principal Verbs

जो Verbs *action* को प्रकट करें; जैसे—

(a) Ram *typed* the letter.
(b) He *teaches* in a school.
(c) The package was *mailed* by her.

B. Auxiliary Verbs

Auxiliary verb का प्रयोग main verb के साथ दो या दो से अधिक शब्दों के रूप में होता है;

जैसे—

(a) I *am* writing a letter.

(b) He *was* playing football.

C. Linking Verbs

जो Verbs 'condition' अथवा 'state' प्रकट करें। Linking verb का प्रयोग एक शब्द के रूप में होता है। ये verb हैं- 'to be', feel, appear, look, sound, act, become, grow etc.

जैसे—

(a) I *am* a doctor.

(b) He *was* sad.

(c) They *look* happy.

(d) He *feels* helpless.

(e) My friend *appeared* disturbed.

VI. Causative Verbs

प्रेरणार्थक क्रियाएँ

1. यदि विशेष Verbs– Get, Cause, Make, Help और Have को वाक्य का अर्थ प्रकट करने वाली मुख्य Verb से पहले लगा दिया जाए, तो ये Verb उस वाक्य को प्रेरणार्थक वाक्य बना देती हैं। ऐसे वाक्यों में काम करने वाला व्यक्ति कोई दूसरा होता है जो छिपा रहता है। इस प्रकार से ये पाँच Verbs वाक्य की Verb को Causative Verbs में बदल देती हैं; जैसे—

(a) I shall finish this work. मैं यह काम समाप्त *कर* दूँगा।

इस वाक्य का प्रेरणार्थक वाक्य बनता है-

(b) I shall *have* this work finished. मैं यह काम समाप्त *करवा* दूँगा।

2. प्रेरणार्थक वाक्य बनाने के लिए याद रखें—

Sentence Structure : Subject + Verb + Object + Verb

1. Get और have के साथ Verb की 3rd Form का प्रयोग करें

2. Make और help के साथ Verb की 1st Form का प्रयोग करें

3. Cause के साथ To-infinitive का प्रयोग करें

A. किसी दूसरे से कोई काम करवाने के अर्थ में

(i) To have something done by someone else के अर्थ को प्रकट करने के लिए have तथा get के साथ Verb की 3rd form का प्रयोग किया जाता है।

(ii) Get अथवा have के रूप को वाक्य के Tense के अनुसार बदल दिया जाता है।

Sentence Structure : Subject + get/ have + Direct Object + Verb III

जैसे—

(a) I got this house built by him. मैंने यह घर उससे बनवाया।

(b) He will have his house whitewashed. वह अपने घर की सफेदी करवाएगा।

(c) I got the house cleared by him. मैंने उससे घर की सफ़ाई करवाई।

(d) Get this letter signed by the President. इस पत्र पर प्रधान जी के हस्ताक्षर करवाओ।

B. किसी आदमी से कोई काम करवाने का कारण बनने के अर्थ में

(i) Cause somebody to do something या किसी चीज़ के घटने का कारण बनने (cause something to happen) के अर्थ को प्रकट करने के लिए make तथा cause के साथ Verb की पहली Form का प्रयोग किया जाता है।

(ii) Make तथा cause के रूप को वाक्य के Tense के अनुसार बदल दिया जाता है।

(iii) ध्यान रखें— cause के साथ to–infinitive लगती है।

Sentence Structure : Subject + Make + Noun/ Pronoun + Verb I

Or

Subject + Cause + Noun/ Pronoun + to + Verb I

जैसे—

(a) He made me do all the sums. उसने मुझसे सारे प्रश्न हल करवाए।

(b) He caused me to do all the sums. उसने मुझसे सारे प्रश्न हल करवाए।

(c) I made the horse run fast. मैंने घोड़े को तेज़ दौड़ाया।

(d) He caused her to weep. उसने उसे रुला दिया।

VII. Conjugation of Verbs

(i) Tense के अनुसार Forms बदलने के आधार पर Verbs तीन Forms होती हैं। इसे Conjugation of Verbs कहते हैं।

1. First Form/ Present Tense
2. Second Form/ Past Tense
3. Third Form/Past Participle

1. First form का प्रयोग—

A. These days, everyday और now-a-days के साथ First form का प्रयोग किया जाता है; जैसे—

(a) She *comes* in time these days.
(b) He *gets* up early now-a-days.
(c) I do not *drink* everyday.

B. आदत (habit) प्रकट करने में; जैसे—

(a) He *drinks* daily.
(b) We *go* for a walk daily.

C. Universal truth विश्वव्यापक सच्चाई बताने में; जैसे—

(a) The sun *rises* in the east.
(b) Earth *revolves* round the sun.

D. Modals के साथ First form का प्रयोग होता है; जैसे—

(a) You may *go* now.
(b) You will *do* it.

E. Imperative sentences में First form का प्रयोग होता है; जैसे—

(a) Always *speak* the truth.
(b) Never *tell* a lie.

F. Do, does, did वाले वाक्यों में First form का प्रयोग होता है; जैसे—

(a) I do not *play* football.
(b) I did not *go* there.
(c) She does not *go* there.
(d) Ram did not *finish* his home work.

G. To के बाद verb की हमेशा First form ही लगती है; जैसे—

(a) She wants to *live* here.
(b) You have to *go* now.

H. Let, आज्ञा, आदेश, प्रार्थना, संबोधन आदि वाले वाक्यों में First form लगती है; जैसे—

(a) Let us *go* there. (b) Let us *play* together.

2. Second Form का प्रयोग

A. Past Indefinite Tense के साधारण वाक्यों में Verb की second form का प्रयोग किया जाता है।

B. जिन वाक्यों में Yesterday हो, तो उनमें Second form का प्रयोग होता है; जैसे—

(a) He *taught* me a lesson yesterday.
(b) She *came* here yesterday.

C. Last वाले वाक्यों में Second form लगती है; जैसे—

She *came* late last night.

D. Ago वाले वाक्यों में Second form लगती है; जैसे—

(a) He *met* me long ago.
(b) Long-long ago there *lived* a saint in the city.
(c) He *went* a week ago.
(d) My elder brother *died* three years ago.

E. As soon as वाले वाक्यों में Second form लगती है; जैसे—

(a) As soon as I *reached* home, the rain *stopped*.
(b) As soon as the thief *saw* the police, he *ran away*.

F. यदि past में दो काम हुए हों, तो बाद वाले काम के लिए Second form का प्रयोग किया जाता है; जैसे—

(a) The train had left before he *reached* the station.
(b) The patient had died before the doctor *came*.

3. Third Form का प्रयोग

A. Has, have, had के बाद Third form का प्रयोग होता है; जैसे—

(a) I have *done* my home-work.
(b) She has *played* the game.
(c) He had *won* the match.
(d) They have *arrived* here.

B. Passive voice में Third form का प्रयोग होता है; जैसे—

(a) A letter is *written* by me.
(b) The river is being *crossed* by them.
(c) A car has been *bought* by us.
(d) The play was *liked* by all.

Note:– First Form + ing का प्रयोग

A. Passive voice को छोड़कर Verb 'to be' (is, am, are, was, were, be, been) के साथ verb + ing का प्रयोग होता है; जैसे—

(a) He is *going* to school.
(b) They are *crossing* the river.
(c) She was *playing* football.
(d) They were *running*.

B. जिन वाक्यों में been के साथ since/ for का प्रयोग हुआ हो, verb + ing का प्रयोग होता है; जैसे—

(a) I shall have been *working* for three days.
(b) Ram has been *playing* since morning.

(ii) रूप के आधार पर Verbs को तीन भागों में बाँटा गया है—

जब Verbs की First Form को Second या Third Form में बदला जाता है तो इनके रूप में कुछ परिवर्तन होता है। जहाँ कुछ Verbs में तो सिर्फ़ उनके अंदर के Vowels बदलते हैं वहीं अन्य Verbs में अलग से नए अक्षर जुड़ जाते हैं। इस प्रकार जिस विधि से Verb की Forms बदलती हैं उसके अनुसार Verbs को तीन भागों में बाँटा जा सकता है—

1. Strong Verbs 2. Weak Verbs 3. Mixed Verbs

1. Strong Verbs

(Strong verbs form their past tense by changing the inside vowel of their present tense without adding '–ed, -d,' or '–t' to the present)

जब Verbs की First Form का Second या Third Form में बदला जाता है तो इनके सिर्फ़ अंदर के Vowels बदलते हैं। ऐसी Verbs के साथ अन्य किसी प्रकार के अक्षर नहीं लगते। इस प्रकार की Verbs – Strong Verbs कहलाती हैं; जैसे—

begin, began, begun; come, came, come; ring, rang, rung etc.

2. Weak Verbs

(Weak verbs form their past tense by adding '–ed, -d, -t' to the present with or without change of vowel in the body of the word.)

A. जब Verbs की First Form को Second या Third Form में बदला जाता है, तो इनके अंदर के Vowels बदलें या न बदलें परंतु ऐसी Verbs के साथ अन्य अक्षर ed, d, t आदि ज़रूर लगते हैं। इस प्रकार की Verbs –Weak Verbs कहलाती हैं; जैसे—

bring, brought, brought; laugh, laughed, laughed; leave, left, left etc.

B. जब Verbs की First Form को Second या Third Form में बदला जाता है, तो कुछ Verbs अपने अंदर के Vowels में कटौती करके Forms बदलती हैं। इस प्रकार की Verbs भी Weak Verbs ही कहलाती हैं; जैसे—

feed, fed, fed; meet, met, met; shoot, shot, shot etc.

C. जब Verbs की First Form को Second या Third Form में बदला जाता है, तो कुछ Verbs अपने अंदर न तो किसी प्रकार के परिवर्तन की अनुमति देती हैं और न ही अन्य किसी प्रकार के अक्षर इनके साथ लगते हैं अर्थात् इनकी तीनों Forms एक समान रहती हैं। इस प्रकार की Verbs भी Weak Verbs ही कहलाती हैं; जैसे—

Put, put, put; cut, cut, cut etc.

3. Mixed Verbs

जब Verbs की First Form को Second या Third Form में बदला जाता है, तो ये Verbs कुछ हद तक strong और कुछ हद तक weak verbs जैसा व्यवहार करती हैं। ऐसी Verbs को Mixed Verbs कहते हैं; जैसे—

do, did, done; wake, woke, woke etc.

1. STRONG VERBS

A. जहाँ Past Participle बनाते समय 'n' नहीं जोड़ा जाता है।

1st Form	Meaning	2nd Form	3rd Form
abide	टिकना, टिकाना	abode	abode
awake	जागना	awoke	awoke
become	होना	became	become
begin	आरंभ होना	began	begun
cling	चिमटना	clung	clung
come	आना	came	come
dig	खोदना	dug	dug
fight	लड़ना	fought	fought
find	पाना	found	found
grind	पीसना	ground	ground
hold	पकड़ना	held	held
ring	बजना, बजाना	rang	rung
run	दौड़ना	ran	ran
shine	चमकाना	shone	shone
shoot	गोली मारना	shot	shot
sing	गाना	sang	sung
sit	बैठना	sat	sat
slide	फिसलना	slid	slid
sling	फेंकना	slung	slung
slink	चुपके से आना	slunk	slunk

spin	कातना	spun, span	spun
spit	थूकना	spat	spat, spit
spring	उछलना	sprang	sprang
stand	खड़ा होना	stood	stood
stick	चिपकना	stuck	stuck
sting	डंक मारना	stung	stung
stink	बदबूदार	stank	stank
string	पिरोना	strung	strung
swim	तैरना	swam	swum
swing	झूलना	swung	swung
win	जीतना	won	won
wind	चाबी देना	wound	wound
wring	निचोड़ना	wrung	wrung

B. जहाँ Past Participle बनाते समय 'n, ne' या 'en ' जोड़ा जाता है।

1st Form	Meaning	2nd Form	3rd Form
arise	उठना	arose	arisen
bear	जन्म देना	bore	born
bear	सहना	bore	borne
beget	प्रजनन करना	begot	begotten
behold	देखना	beheld (=indebted, obliged)	beheld, beholden
bid	आज्ञा देना	bade, bid	bidden, bid
bind	बाँधना	bound	bound, bounden
bite	काटना	bit	bitten
blow	बहना	blew	blown
break	तोड़ना	broke	broken
chid	डाँटना	chid (or chided)	chidden, chid
choose	चुनना	chose	chosen
cleave	फाड़ना	cleft, clove	cleft, cloven
do	करना	did	done
draw	खींचना	drew	drawn
drink	पीना	drank	drunk, drunken
drive	चलाना	drove	driven
eat	खाना	ate	eaten
fall	गिराना	fell	fallen
fly	उड़ना, उड़ाना	flew	flown
forbear	से दूर रहना	forbore	forborne
forbid	मना करना	forbade	forbidden
forget	भूल जाना	forgot	forgotten
forsake	छोड़ देना	forsook	forsaken
freeze	जम जाना	froze	frozen

get	पाना	got	got, gotten
give	देना	gave	given
grow	उगना, उगाना	grew	grown
hide	छुपना, छुपाना	hid	hidden
know	जानना	knew	known
lie	लेटना	lay	lain
mistake	गलती होना	mistook	mistaken
ride	सवारी करना	rode	ridden
rise	उठना, उगना	rose	risen
see	देखना	saw	seen
sew	सिलाई करना	sewed	sewn, sewed
shake	हिलना, हिलाना	shook	shaken
shrink	सिकुड़ना	shrank, shrunk	shrunk, shrunken
sink	डूबना	sank	sunk, sunken
slay	वध करना	slew	slain
smite	प्रहार करना	smote	smote, smitten
speak	बोलना	spoke	spoken
steal	चुराना	stole	stolen
stride	सुलझाना	strode	stridden
strike	हड़ताल करना	struck	struck, stricken
strive	प्रयास करना	strove	striven
swear	शपथ लेना	swore	sworn
take	लेना	took	taken
tear	फाड़ना	tore	torn
thrive	फलना-फूलना	throve	thriven
throw	फेंकना	threw	thrown
tread	चलना	trod	trodden
wake	जागना, जगाना	woken	waked, woken
wear	पहनना	wore	worn
weave	बुनना	wove, weaved	woven, weaved
write	लिखना	wrote	written

Note :–

(i) कुछ forms जैसे- bounden, cloven, drunken, gotten, shrunken, stricken (पीड़ित) और sunken आदि अब केवल Verbal Adjectives की तरह प्रयोग होती हैं न कि Past Participles; जैसे—

Past Participles	Verbal Adjectives
(a) She has *bound* herself to them for a period of two years.	It is our *bounden* to obey our parents.
(b) He has *drunk* liquor.	Ram was killed in a *drunken* brawl.
(c) I have *got* it somehow or other.	The ill-*gotten* wealth spoils a man.
(d) Being a woolen garment it has *shrunk* in hot water.	The old man had *shrunken* cheeks and *sunken* eyes.
(e) The ship has *sunk*.	They have succeeded in salvaging in *sunken* ship.

(ii) Beholden शब्द का प्रयोग केवल archaic language (पुराकालीन) में ही होता है। यहाँ इसका अर्थ obliged (एहसान करना) होता है; जैसे—

We are much beholden to you.

(iii) Bid की past tense और past participle form 'bid' तभी प्रयोग की जाती हैं जब bid का अर्थ 'बोली लगाना' (to offer a price at an auction) हो।

(iv) किसी खास Verb के बदले किसी अन्य Verb का प्रयोग नहीं करना चाहिए क्योंकि इससे वाक्य meaningful नहीं हो पाता; जैसे—

He rose a problem. लिखना गलत है, इसे ऐसे लिखें—He raised a problem.

2. WEAK VERBS

A. जहाँ केवल '–d' जोड़ा जाता है।

1st Form	Meaning	2nd Form	3rd Form
abuse	गाली देना	abused	abused
admire	प्रशंसा करना	admired	admired
advise	शिक्षा देना	advised	advised
arrive	पहुँचना	arrived	arrived
bake	पकाना	baked	baked
bathe	स्नान करना	bathed	bathed
behave	व्यवहार करना	behaved	behaved
believe	विश्वास करना	believed	believed
change	बदलना	changed	changed
close	बंद करना	closed	closed
complete	पूरा करना	completed	completed
confuse	उलझा देना	confused	confused
dance	नाचना	danced	danced
deceive	धोखा देना	deceived	deceived
decide	निर्णय लेना	decided	decided
decorate	सजाना	decorated	decorated
desire	इच्छा करना	desired	desired
die	मरना	died	died
divide	बाँटना	divided	divided
dye	रंगना	dyed	dyed
examine	जाँचना	examined	examined
face	सामना करना	faced	faced
fine	जुर्माना करना	fined	fined
flee	भागना	fled	fled
graze	चरना	grazed	grazed
hate	घृणा करना	hated	hated
improve	सुधारना	improved	improved
invite	निमंत्रण देना	invited	invited
judge	न्याय करना	judged	judged

lie	झूठ बोलना	lied	lied
like	पसंद करना	liked	liked
live	रहना	lived	lived
love	प्यार करना	loved	loved
move	हिलना	moved	moved
name	नाम रखना	named	named
oppose	विरोध करना	opposed	opposed
praise	प्रशंसा करना	praised	praised
prepare	तैयार करना	prepared	prepared
promise	वचन देना	promised	promised
prove	सिद्ध करना	proved	proved
raise	उठाना	raised	raised
receive	प्राप्त करना	received	received
refuse	इंकार करना	refused	refused
save	बचाना	saved	saved
tie	बाँधना	tied	tied
use	प्रयोग करना	used	used
waste	नष्ट करना	wasted	wasted

B. जहाँ केवल '–ed ' जोड़ा जाता है।

1st Form	**Meaning**	**2nd Form**	**3rd Form**
act	काम करना	acted	acted
add	जोड़ना	added	added
allow	आज्ञा देना	allowed	allowed
answer	उत्तर देना	answered	answered
appear	प्रकट करना	appeared	appeared
appoint	नियुक्त करना	appointed	appointed
arrest	गिरफ्तार करना	arrested	arrested
Ask	पूछना	asked	asked
attack	आक्रमण करना	attacked	attacked
bark	भौंकना	barked	barked
beg	भीख माँगना	begged	begged
bless	आशीर्वाद देना	blessed	blessed
boast	डींग मारना	boasted	boasted
boil	उबालना	boiled	boiled
borrow	उधार लेना	borrowed	borrowed
call	पुकारना	called	called
check	रोकना	checked	checked
clean	साफ़ करना	cleaned	cleaned
climb	चढ़ना	climbed	climbed
collect	इकट्ठा करना	collected	collected

complain	शिकायत करना	complained	complained
consult	परामर्श लेना	consulted	consulted
cook	पकाना	cooked	cooked
count	गिनना	counted	counted
cover	डकना	covered	covered
cross	पार करना	crossed	crossed
crow	बांग देना	crowed	crowed
defeat	हराना	defeated	defeated
discover	खोज करना	discovered	discovered
drown	डूबना	drowned	drowned
earn	कमाना	earned	earned
employ	नौकर रखना	employed	employed
enter	प्रवेश करना	entered	entered
explain	समझाना	explained	explained
Fail	असफल होना	failed	failed
fear	ड़रना	feared	feared
fill	भरना	filled	filled
finish	समाप्त करना	finished	finished
float	तैरना	floated	floated
gather	इकट्ठा करना	gathered	gathered
hang	फाँसी देना	hanged	hanged
heal	स्वस्थ करना	healed	healed
help	सहायता करना	helped	helped
honour	सम्मान करना	honoured	honoured
join	मिलाना	joined	joined
jump	कूदना	jumped	jumped
kill	मारना	killed	killed
laugh	हँसना	laughed	laughed
listen	ध्यान देना	listened	listened
look	देखना	looked	looked
melt	पिंघलना	melted	melted
mend	सुधारना	mended	mended
mix	मिलाना	mixed	mixed
need	ज़रूरत होना	needed	needed
obey	आज्ञा मानना	obeyed	obeyed
open	खोलना	opened	opened
order	आदेश देना	ordered	ordered
peep	झाँकना	peeped	peeped
plant	पौधा लगाना	planted	planted
play	खेलना	played	played

plough	खेत जोतना	ploughed	ploughed
pluck	तोड़ना	plucked	plucked
pray	प्रार्थना करना	prayed	prayed
preach	शिक्षा देना	preached	preached
prevent	रोकना	prevented	prevented
pull	खींचना	pulled	pulled
punish	दंड देना	punished	punished
push	धक्का देना	pushed	pushed
rain	वर्षा होना	rained	rained
reach	पहुँचना	reached	reached
remember	याद करना	remembered	remembered
repair	मुरम्मत करना	repaired	repaired
resign	त्यागपत्र देना	resigned	resigned
rest	आराम करना	rested	rested
return	लौटाना, लौटना	returned	returned
roar	गरजना	roared	roared
saw	आरे से चीरना	sawed	sawed
select	छाँटना	selected	selected
stay	ठहरना	stayed	stayed
talk	बातें करना	talked	talked
touch	छूना	touched	touched
trust	विश्वास करना	trusted	trusted
wait	प्रतीक्षा करना	waited	waited
walk	चलना	walked	walked
wander	घूमना	wandered	wandered
wash	धोना	washed	washed
watch	निगरानी करना	watched	watched
wish	चाहना	wished	wished
wonder	हैरान होना	wondered	wondered
work	काम करना	worked	worked
wound	घायल होना	wounded	wounded
yield	उत्पन्न करना, उपज देना	yielded	yielded

Note:– किसी खास Verb के बदले किसी अन्य Verb का प्रयोग नहीं करना चाहिए क्योंकि इससे वाक्य meaningful नहीं हो पाता; जैसे—

Who invented radium? लिखना गलत है, इसे ऐसे लिखें— Who discovered radium ?

C. जहाँ केवल '–ed ' जोड़ा जाता है और Verb के अंतिम अक्षर को double रूप में लिखा जाता है।

1st Form	अर्थ	2nd Form	3rd Form
clap	ताली बजाना	clapped	clapped
dip	गोता लगाना	dipped	dipped
knit	बुनना	knitted	knitted

nip	काटना	nipped	nipped
quarrel	झगड़ना	quarrelled	quarrelled
slip	फिसलना	slipped	slipped
stop	रोकना	stopped	stopped
travel	यात्रा करना	travelled	travelled
worship	पूजा करना	worshipped	worshipped
wrap	लपेटना	wrapped	wrapped

D. जहाँ केवल '–ed ' जोड़ा जाता है और Verb के अंतिम अक्षर y को i में बदला जाता है।

1st Form	**अर्थ**	**2nd Form**	**3rd Form**
carry	ले जाना	carried	carried
copy	नकल करना	copied	copied
cry	चिल्लाना	cried	cried
dry	सुखाना	dried	dried
marry	विवाह करना	married	married
multiply	गुणा करना	multiplied	multiplied
reply	उत्तर देना	replied	replied
study	पढ़ना	studied	studied
try	प्रयत्न करना	tried	tried

E. अन्य Weak Verbs इस प्रकार से हैं–

1st Form	**अर्थ**	**2nd Form**	**3rd Form**
bleed	रक्त बहना	bled	bled
breed	जन्म देना	bred	bred
bring	लाना	brought	brought
build	बनाना	built	built
burn	जलना, जलाना	burnt, burned	burnt, burned
buy	खरीदना	bought	bought
catch	पकड़ना	caught	caught
creep	रेंगना	crept	crept
deal	व्यापार करना	dealt	dealt
dwell	निवास करना	dwelt	dwelt
feed	खिलाना	fed	fed
feel	अनुभव करना	felt	felt
keep	रखना	kept	kept
kneel	घुटनों के बल चलना	knelt	knelt
lead	मार्ग दिखाना	led	led
learn	सीखना	learnt, learned	learnt, learned
leave	छोड़ना	left	left
lend	उधार देना	lent	lent
lose	खोना	lost	lost
make	बनाना	made	made

mean	अर्थ लगाना	meant	meant
meet	मिलना	met	met
pay	चुकाना	paid	paid
seek	ढूंढ़ना	sought	sought
sell	बेचना	sold	sold
send	भेजना	sent	sent
shoe	तली लगाना	shoe	shoe
sleep	सोना	slept	slept
smell	सूँघना	smelt, smelled	smelt, smelled
spell	अर्थ होना	spelt	spelt
sweep	झाड़ू देना	swept	swept
teach	पढ़ाना	taught	taught
tell	बताना	told	told
think	सोचना	thought	thought
weep	रोना	wept	wept

F. ऐसी Weak Verbs जिनकी सभी Forms एक जैसी होती हैं।

1st Form	**अर्थ**	**2nd Form**	**3rd Form**
bet	शर्त लगाना	bet	bet
bid	बोली देना	bid, bade	bid, bidden
broadcast	प्रसारण	broadcast	broadcast
burst	फटना	burst	burst
cast	डालना	cast	cast
cost	मूल्य लगाना	cost	cost
cut	काटना	cut	cut
hit	प्रहार करना	hit	hit
hurt	पीड़ा देना	hurt	hurt
let	देना	let	let
put	रखना	put	put
quit	त्यागना	quit	quit
read	पढ़ना	read	read
rid	छुटकारा दिलाना	rid	rid
set	अस्त होना	set	set
shed	गिराना	shed	shed
shut	बंद करना	shut	shut
slit	चीरना	slit	slit
split	फाड़ना	split	split
spread	फैलना, फैलाना	spread	spread
thrust	ठूँसना	thrust	thrust
wed	से विवाह करना	wed	wed

3. Mixed Verbs :

1st Form	अर्थ	2nd Form	3rd Form
awake	जागरूक होना	awoke (awaked)	awoke (awaked)
crow	काँव-काँव करना	crew (crowed)	crowed
do	करना	did	done
hang	फाँसी देना, लटकाना	hung (hanged)	hung (hanged)
thrive	फलना-फूलना	throve (thrived)	thriven (thrived)
wake	जागना	woke (waked)	woke (waked)

Note–

(i) ABOUT SOME VERBS

याद रखें निम्नलिखित कुछ verbs के विभिन्न रूपों को।

1st Form	अर्थ	2nd Form	3rd Form
bear	जन्म देना	bore	born
bear	ढोना, सहना	bore	borne
find	पाना	found	found
found	नींव डालना	founded	founded
hang	फाँसी लटकाना	hanged	hanged
hang	लटकाना	hung	hung
lay	अण्डे देना	laid	laid
lay	लेटाना, डालना	laid	laid
lie	झूठ बोलना	lied	lied
lie	लेटना	lay	lain
raise	खड़ा करना, उठाना, किसी मुद्दे को उठाना	raised	raised
rise	उठना, उगना	rose	risen

(ii) कुछ ऐसी Main Verbs जिनके दो past participle रूप हैं–

First Form	Second Form	Third Form	Third Form
bind	bound	bound	bounden
cleave	cleft/ clove	cleft	cloven
drink	drank	drunk	drunken
get	got	got	gotten
grave	graved	graved	graven
melt	melted	melted	molten
seethe	seethed	seethed	sodden
shear	sheared	sheared	shorn
shrink	shrank	shrunk	shrunken
sink	sank	sunk	sunken
strike	struck	struck	stricken

(iii) ये Verbs दोनों रूप में होती हैं– regular/ irregular

burn	burned or burnt
dream	dreamed or dreamt
lean	leaned or leant
learn	learned or learnt

smell	smelled or smelt
spell	spelled or spelt
spill	spilled or spilt
spoil	spoiled or spoilt

इसलिए हम कह सकते हैं—

(a) I leant out of the window. or I leaned out of the window.

(b) The dinner has been spoilt. or The dinner has been spoiled.

VIII. Verbs Often Confused

1. AFFECT, EFFECT

A. Affect एक verb है। Affect का अर्थ होता है- 'to influence/ pretend/ excite feelings'; जैसे—

(a) This decision will *affect* the whole country. (influence)

(b) I was greatly *affected* by the sad news. (feelings were excited)

(c) Ram affected madness to avoid punishment. (pretend)

B. Effect शब्द verb के साथ-साथ noun के रूप में भी प्रयोग होता है।

Noun की तरह प्रयोग होने पर Effect का अर्थ होता है— 'result'; जैसे—

Overwork will have an evil *effect* on your health.

Verb की तरह प्रयोग होने पर Effect का अर्थ होता है— 'to bring about/ to obtain a result'; जैसे— You can *effect* a change with peaceful methods also.

2. BORN, BORNE

A. Borne का अर्थ होता है— 'bring forth/ carry burdens/ tolerate sufferings'; जैसे—

He has *borne* all these troubles patiently.

B. Born 'to come into the world' अर्थ में' born का प्रयोग करें। इसका सिर्फ़ Passive voice वाक्यों में ही प्रयोग होता है; जैसे—

He was *born* in 2005.

3. DENY, REFUSE, DECLINE

A. Deny का अर्थ होता है— 'to say that some thing is not true/ to contradict a statement'

किसी तथ्य को सत्य न मानना अथवा किसी कथन का विरोध करना; जैसे—

(a) Ram *denied* that he was a thief.

(b) She *denied* that she had stolen the purse.

Refuse का अर्थ होता है— 'not to agree to a suggestion/ request or to reject some request', सुझाव/ प्रस्ताव से असहमत होना अथवा प्रार्थना ठुकराना; जैसे—

(a) Shyam *refused* to go to school.

(b) She *refused* to help her friend.

B. Decline का अर्थ होता है—'not to accept an invitation or proposal'

निमंत्रण या प्रस्ताव को स्वीकार न करना; जैसे—

My friend *declined* my invitation to dinner.

4. EXPECT, HOPE, TRUST

A. Expect का अर्थ होता है- 'the belief that a thing is probable whether it is desired or not'; जैसे—

(a) I am *expecting* a letter from my friend.

(b) I *expected* a good performance from you.

B. Hope का अर्थ होता है— 'to anticipate an event as pleasurable'; जैसे—

(a) I *hope* India will win this prize.

(b) I *hope* you will pass this time.

C. Trust का अर्थ होता है— 'to have faith in or to hope earnestly'; जैसे—

(a) *Trust* in God and do the right.

(b) Could I *trust* that betrayer, again?

5. FALL, FELL

A. Fall का अर्थ होता है—'to come down/ to go down', इसकी past form 'fell' होती है। यह एक intransitive verb है अर्थात् जिसका object न हो; जैसे—

(a) Prices are sure to *fall* soon.

(b) He held my hand lest I should *fall*.

B. Fell का अर्थ होता है—to strike down/ to bring down'; जैसे—

(a) The baby *fell* from the roof.

(b) The roof *fell* down.

6. FOUND

A. Found का अर्थ होता है—'to get something/ to discover something', यह 'find' की past form है; जैसे— find, found, found

(a) I have *found* my lost watch.

(b) He *found* a five rupee note lying on the road.

B. Found का अर्थ 'laying down the foundation' भी होता है, यह 'found' की present form है; जैसे— found, founded, founded.

(a) Babar *founded* the Mughal Empire.

(b) Islam was *founded* by Mohammed the Prophet.

7. HANGED, HUNG

A. Hanged का अर्थ जब—'death by putting a rope round one's neck'(फाँसी पर लटकाना) हो, तो hang की past forms 'hanged, hanged' का प्रयोग किया जाता है; जैसे—

(a) The murderer was *hanged*.

(b) Billa and Ranga were *hanged*.

B. जब Hang का अर्थ—'support from above' (टांगना) हो, तो hang की past forms 'hung' का प्रयोग किया जाता है; जैसे—

(a) I *hung* my coat on a chair.

(b) She *hung* her saree on a peg.

8. HEAR, LISTEN

A. Hear का अर्थ होता है— सुनना; जैसे—

(a) Can you *hear* my voice?

(b) Suddenly I *heard* a noise.

B. Listen का अर्थ होता है—'hearing attentively'(ध्यान से सुनना); जैसे—

(a) *Listen* to me.

(b) *Listen* to your teacher in the class.

9. LIE, LAY

A. जब Lie का अर्थ होता है—'झूठ बोलना' 'saying untrue things' तो इसकी past form 'lied, lied' होती है। यह एक intransitive verb है अर्थात् जिसका object न हो; जैसे—

(a) You will just *lie* about it.

(b) They *lied* us about their native place.

B. जब Lie का अर्थ होता है—'to put oneself flat on a horizontal surface/ in a resting position' तो इसकी past form 'lay, lain' होती है; जैसे—

(a) I *lay* on my bed.
(b) The traveller *lay* down on the ground.

C. जब Lay का अर्थ होता है—'placing something on surface in a certain position' or 'producing eggs' इसकी past form 'laid, laid' होती है। यह एक transitive verb है अर्थात् जिसका object हो; जैसे—

(a) The hen *lay* an egg everyday.
(b) I *lay* my books on the table.
(c) The table was *laid* for two persons.
(d) *Lay* the table for the guests.

10. LOOK, SEE, SAW

A. to look at का अर्थ होता है—'seeing attentively' (ध्यान से देखना); जैसे—

(a) *Look* at the black-board.
(b) I *looked* at her face closely.

B. See का अर्थ होता है- देखना; जैसे—

(a) I *saw* an elephant in the zoo.
(b) They *saw* a dead snake on the ground.

C. Saw का अर्थ होता है— काटना; जैसे—

The carpenter is *sawing* the log.

11. RISE, RAISE

A. Rise का अर्थ होता है- 'to get up/ to come out'(उठना, उगना), इसकी past form 'rise, rose, risen' होती है। यह एक intransitive verb है; जैसे—

(a) The sun *rises* in the east.
(b) Prices are *rising* day by day.

B. Raise का अर्थ होता है- 'to wake/ to lift' (उठाना, जगाना), इसकी past form 'raised, raised' होती है। यह एक transitive verb है; जैसे—

(a) He *raised* his stick and hit the enemy.
(b) We must *raise* our country to heights of glory.

12. WOKE, WAKED

A. Woke का अर्थ होता है— 'to get up from sleep' (जागना), यह wake की past form है; जैसे—

I woke up early in the morning.

B. Waked का अर्थ होता है—'to make somebody get up from sleep'(जगाना), यह भी wake की past form है; जैसे—

My mother waked me at 4 A.M.

Subject के Pronoun और वचन के अनुसार Verbs की प्रकार—

Subject के Pronoun और वचन के अनुसार रूप बदलने के आधार पर Verbs दो प्रकार की होती है—

1. Finites (परिमित क्रिया)

2. Non-Finites (अपरिमित क्रिया)

1. Finite

(A finite verb has a subject. It agrees with its subject in number and person. It is limited by its tense also.)

Verb की वह Form जो वाक्य में Subject के Pronoun और Number के अनुसार अपना रूप बदलती रहती है, Finite कहलाती है; जैसे—

(a) I *write* a letter. (b) He *writes* a letter.
(c) They *write* a letter. (d) She *writes* a letter.

Verb 'write' के 'I, he, they' और 'she' subject हैं जिनके द्वारा उपरोक्त वाक्यों में इसका रूप बदला हुआ है।

2. Non-Finite

Verb की वह Form जो वाक्य में Subject के Pronoun और Number के अनुसार अपना रूप नहीं बदलती है, Non-Finite कहलाती है; जैसे—

(a) He likes *dancing*.
(b) He wants to *dance*.

Verb 'dancing' और 'dance' का कोई subject नहीं है जिसके द्वारा इनका रूप बदल सके।

विस्तृत जानकारी के लिए Non-finites नामक Chapter पढ़ें।

EXERCISE 55.

Fill in the blanks with correct forms of verbs given against each of the following sentences :

1. We did not ……. our lesson. (learn, learnt)
2. She ……. the prize last year. (win, won)
3. Long-long ago there ……. a saint in the city.(live, lived)
4. The train had left before he ……. the station. (reach, reached)
5. The sun ……. brightly. (shine, shines)
6. They ……. him President (elect, elected)
7. Rajni has ……. her husband. (lose, lost)
8. Have you …….your painting? (finish, finished)
9. I ……. up early in the morning. (waked, woke)
10. I was ……. in a rich farmer family. (borne, born)

EXERCISE 56.

Choose the *correct word* to fill up each blank.

1. She ……. down on the ground. (lie, lay)
2. Sita ……. my invitation at dinner. (declined, refused)
3. How have you ……. this result ? (born, borne)
4. Over-eating has bad …….on the health. (affect, effect)
5. The sun ……. in the east. (raises, rises)
6. Can you ……. my voice? (listen, hear)
7. We ……. it will rain to-night. (hope, expect)
8. We must ……. our country to heights of glory. (rise, raise)
9. The prices are sure to ……. soon. (fall, fell)
10. He ……. that he had stolen the purse. (refused, denied)

❋ ❋ ❋



13. Modals

IN THIS SECTION

I. MODALS **II. USES OF MODALS**

I. MODALS

(A helping verb with a main verb when used to express the mood or attitude of a speaker is called a modal.)

वाक्य में ऐसी helping verbs जो Subject से प्रभावित नहीं होती हैं तथा Main Verb की help करने के साथ-साथ कार्य के ढंग, रीति, विधि, तौर-तरीके (manner) स्थिति, अवस्था, प्रवृति, कर्तव्य और योग्यता आदि को प्रकट करें, modals कहलाती हैं। इनसे Verb के mode (अवस्था/ भाव) का बोध होता है। mood का ही दूसरा नाम mode है। इसी कारण इन्हें Modals/ Modal Auxiliaries कहते हैं। ये Verbs हैं; जैसे—

	First Form	Second Form	Third Form
I.	will	would	No third form
II.	shall	should	No third form
III.	can	could	No third form
IV.	may	might	No third form
V.	must	No second form	No third form
VI.	need (as an auxiliary verb)	No second form	No third form
	need (as a main verb)	needed	needed
VII.	dare (as an auxiliary verb)	No second form	No third form
	dare (as a main verb)	dared	dared
VIII.	No first form	used (to) (as an auxiliary verb)	No third form
IX.	No first form	ought (to) (as an auxiliary verb)	No third form

अति आवश्यक—

उपरोक्त Table से जानकारी मिल रही है कि ये सभी verbs 'Defective Verbs' हैं क्योंकि इनका सभी Tenses में प्रयोग संभव नहीं है। किसी verb की, तो केवल first और second form है और किसी की मात्र second form ही है। यह तथ्य नोट करें कि dare और need की सभी तीनों forms बन सकती हैं परंतु ध्यान रखें auxiliary के रूप में केवल इनकी Present form का ही प्रयोग हो सकता है।

Note–

(Defective Verbs : Defective verbs are those verbs which do not have all the three forms to be used in all the four moods and tenses.)

Modals का प्रयोग करते समय कुछ नियमों का ध्यान रखें–

1. ***Modals* का main verb के रूप में प्रयोग कभी नहीं किया जा सकता; जैसे–**
   (a) I will you my notes. (incorrect)
   I will *lend* you my notes. (correct)
   (b) Work hard lest you should. (incorrect)
   Work hard lest you should *fail*. (correct)
2. ***Modals* का प्रयोग अकेले नहीं होता बल्कि सदैव main verb के साथ होता है। (*Modals* do not convey a meaning on their own.)**
3. ***Modals* कभी भी subject के number, gender या person के अनुसार नहीं बदलती हैं। (*Modals* do not change form with persons, gender and number.)**
   (a) I *can* climb up a tree.
   (b) He *can* climb up a tree.
   (c) They *can* climb up a tree.
   (d) She *can* climb up a tree.
4. **Question tags में *modals* स्वतंत्र रहती हैं; जैसे–**
   (a) You *should* never tell a lie, *should* you?
   (b) Mary *can't* swim, *can* she?
5. ***Modals* के बाद हमेशा verb की first form का प्रयोग होता है। (A *modal* always takes the root form of the verb.)**
   (a) I *can* drive a car.
   (b) I *could* help you last year.
   (c) *May* you live long !
   (d) He *might* stand first.
6. **दो *modal* verbs का एक साथ प्रयोग नहीं होता है; जैसे–**
   He *should must* go now. (incorrect)
   यहाँ *should must* का प्रयोग एक साथ गलत है।
   लेकिन दो modal verbs का प्रयोग एक conjunction से जोड़कर किया जा सकता है; जैसे–
   He *should* and *must* go now. (correct)
7. **जब primary auxiliary तथा एक modal auxiliary का प्रयोग and से जोड़कर किया जाए तथा उनके लिए एक ही main verb का प्रयोग हो, तो आवश्यकतानुसार दोनों auxiliaries के लिए main verb के रूप को स्पष्ट कर देना चाहिए; जैसे–**
   He *has* done and *will* do a lot of work. शुद्ध वाक्य है।
   Ram *has* and *will* work hard. शुद्ध वाक्य नहीं है। इस वाक्य में has के बाद worked का प्रयोग नहीं किया गया है।
   अत: इसका शुद्ध रूप इस प्रकार से होगा–
   Ram has *worked* and will work hard.
8. **जब दो subjects भिन्न-भिन्न numbers के हों तथा उनके साथ दो helping verbs 'to be' और 'have' आदि का प्रयोग हो, तो दोनों subjects के लिए helping verbs का प्रयोग किया जाता है; जैसे–**
   Three were killed and one was injured. शुद्ध वाक्य है
   परंतु Two were intelligent but one dull. शुद्ध वाक्य नहीं है।
   इस वाक्य में one के बाद was का प्रयोग नहीं किया गया है। अत: इसका शुद्ध रूप इस प्रकार से होगा–
   Two were intelligent but one *was* dull.

II. USES OF MODALS

1. WILL, WOULD

(i) Will

'*will*' की केवल past form 'would' होती है। इसकी third form नहीं होती, अत: यह एक Defective Verb कहलाती है।

1. SIMPLE FUTURE

Second और Third Person के साथ *Will*, 'simple future' को प्रकट करता है; जैसे—

(a) He *will* work sincerely now.
(b) You *will* win the first prize.
(c) She *will* recover soon.
(d) You *will* grow up tall soon.

2. DETERMINATION

(a) I *will* not submit my report.
(b) I *will* succeed or quit.
(c) I *will* try to achieve success.
(d) We *will* pass the exam.

3. *Will*, 'habit in present' को प्रकट करता है; जैसे—

(a) He *will* sit for hours doing nothing.
(b) She *will* talk about films only.

4. THREAT

***Will*, 'threat' को प्रकट करता है; जैसे—**

(a) I *will* kill you.
(b) I *will* turn you out of the house.

5. WILLINGNESS

***Will*, 'willingness' को प्रकट करता है; जैसे—**

(a) I *will* lend you my notes.
(b) I *will* lend the money you need.

6. PROMISE

***Will*, 'promise' को प्रकट करता है; जैसे—**

(a) I *will* return your book next week.
(b) I *will* repay your loan next month.

7. WILLINGNESS, INTENTION, WISH, REQUEST

प्रश्नवाचक वाक्यों में '*will*' का प्रयोग करते समय ध्यान रखें— किसी भी प्रश्नवाचक वाक्य को '*Will* I' अथवा '*Will* we से शुरू न करें। ऐसे वाक्यों में '*will* के साथ केवल second और third person का ही प्रयोग संभव है।

1. '*Will* you' का प्रयोग ऐसे प्रश्नवाचक वाक्यों में किया जाता है जहाँ 'willingness, intention, wish और request को दर्शाना हो; जैसे—

(a) *Will* you sing a song at the next concert?
(b) *Will* you go to see her?
(c) *Will* you speak to him?
(d) *Will* you write to him now?
(e) *Will* you open the window?
(f) *Will* you be back by 8 O'clock?

2. *Will you*, 'to ask for a favour' को प्रकट करता है; जैसे—

(a) *Will* you lend me your bike?
(b) *Will* you help me with a cup of coffee?

(ii) Would

Will की Past from 'would' है।

1. ***Would will* की Past Form है। 'would' यह भूतकाल की नियमित गतिविधियों को प्रकट करता है; जैसे—**

(a) My brother *would* go to school to know about me each day.
(b) Last month, every Saturday, your son *would* be absent.

2. ***Would*, 'Indirect Speech' को प्रकट करता है; जैसे—**

(a) Mohan said that he *would* learn the poem by heart.
(b) He said that he *would* write to Mohan.
(c) He said that he *would* not start a new business.
(d) He promised me that he *would* preside over our function.

3. ***Would*, 'more polite request' को प्रकट करता है; जैसे—**

(a) *Would* you lend me your bike, please?
(b) *Would* you please give me some money?
(c) *Would* you get me a cup of tea?
(d) *Would* you please sing a song?

4. ***Would*, 'condition' को प्रकट करता है; जैसे—**

(a) If he had gone there, he *would* have met his father.
(b) Had he worked hard, he *would* have passed.

5. ***Would*, 'habit' को प्रकट करता है; जैसे—**

(a) She *would* sit for hours watching the TV.
(b) He *would* study regularly.
(c) Ram *would* sit for hours thinking hard.
(d) After dinner, we *would* normally go for a walk.

6. ***Would*, 'impossible wish' को प्रकट करता है; जैसे—**

(a) *Would* that I were a millionaire?
(b) *Would* that I were the Chief Minister of Haryana!

7. ***Would*, 'desire' को प्रकट करता है; जैसे—**

(a) I wish you *would* not chatter so much.
(b) *Would* you like to stay with me tonight.

8. ***Would*, 'determination' को प्रकट करता है; जैसे—**

(a) I *would* rather die than beg.
(b) I *would* rather walk than ride your scooter.

2. SHALL, SHOULD

'*Shall*' की केवल past form 'should' होती है। इसकी third form नहीं होती, अत: यह एक Defective Verb कहलाती है।

(i) Shall

1. ***Shall*, 'First person के साथ simple future' को प्रकट करता है; जैसे—**

(a) We *shall* help you.
(b) I *shall* win the match.
(c) I *shall* be twenty on 3rd August.
(d) We *shall* visit you again.

2. ***Shall*, 'threat' को प्रकट करता है; जैसे—**

यदि कार्य में चेतावनी (threat) का बोध हो, तो Second व Third Person के Pronouns के साथ will की बजाए *shall* का प्रयोग करें; जैसे—

(a) He *shall* pay a fine.
(b) You *shall* be killed.

(c) You *shall* do it.
(d) You *shall* be punished for it.

3. *Shall*, 'compulsion' को प्रकट करता है; जैसे—
(a) She *shall* not be allowed to remain here now.
(b) You *shall* complete it right now.

4. *Shall*, 'determination' को प्रकट करता है; जैसे—
(a) They *shall* fight for the country.
(b) They *shall* save the country.

5. *Shall*, 'promise' को प्रकट करता है; जैसे—
(a) You *shall* have this book next week surely.
(b) You *shall* have to keep the words.

6. *Shall*, 'desire जानने के अर्थ' में; जैसे—
ध्यान रखें—interrogative sentences में केवल first और third persons के साथ *shall* का प्रयोग हो सकता है।
(a) *Shall* I help them?
(b) *Shall* I visit her tonight?
(c) *Shall* I open the window?
(d) *Shall* I visit your house?

(ii) Should

Shall की Past form '*should*' है।

1. *Should*, 'moral duty' को प्रकट करता है; जैसे—
(a) We should complete our home-work daily.
(b) We should obey our national duties.
(c) We should respect the elderly.
(d) A student should respect our elders.

तीनों persons में *should* का प्रयोग duty को प्रकट करता है; जैसे—
(a) I *should* help the poor.
(b) You *should* help the poor.
(c) They *should* help the poor.

Past tense में duty को प्रकट करने के लिए *should have* का प्रयोग होता है; जैसे—

You went to bed very late last night. You *should have* gone to bed earlier.

2. *Should*, 'advice' को प्रकट करता है; जैसे—
(a) You *should* take exercise regularly.
(b) You should reach school in time.
(c) Your examination is drawing near. You *should* work hard to pass.
(d) You *should* see the doctor when you are sick.

3. *Should*, 'condition' को प्रकट करता है; जैसे—
(a) *Should* they go out in the rain, they would be wet.
(b) *Should* I be late, you would not leave during my absence.
(c) If it *should* rain, the school will be closed.
(d) If I *should* be late, water for me please.

4. Lest (ऐसा न हो कि) के बाद भी सदैव *should* का ही प्रयोग होता है; जैसे—
(a) Read carefully lest you *should* fail.
(b) Work hard lest you *should* fail.
(c) Walk fast lest you *should* be late.
(d) I shot the dacoit lest he *should* escape.

5. ***Should*, 'probability' को प्रकट करता है; जैसे—**
(a) He *should* have come by now.
(b) He *should* be here now.

6. ***Should*, 'inference' को प्रकट करता है; जैसे—**
(a) He *should* have achieved the success.
(b) I *should* have become a doctor by this time.

7. ***Should*, 'politeness' को प्रकट करता है; जैसे—**
(a) *Should* I carry your box for you?
(b) *Should* you go there, convey my message to them.

8. निम्नलिखित Verbs के बाद *should* का प्रयोग किया जा सकता है; जैसे—
demand, insist, propose, recommend, suggest.
(a) What do you suggest I *should* do ?
(b) I demanded that he *should* apologise.

9. निम्नलिखित Adjectives के बाद should का प्रयोग कर सकते हैं; जैसे—
funny, interesting, natural, odd, strange, surprised, surprising, typical.
It is strange that he *should* be late.

EXERCISE 57.

Fill in the blanks with *will, would, shall, should* :

1. ……. they assist us ? (simple future)
2. Mohan said that he …… send for the doctor. (will-indirect speech)
3. You …… respect your teachers. (moral duty)
4. A pupil …… respect his/her teacher. (moral duty)
5. He said that he …… buy a new racket. (indirect speech)
6. …… you go there, I shall give you a ten-rupee note. (condition)
7. If I were rich, I …… do it. (condition)
8. As a child, Manu …… play with swords for hours. (past habit)
9. If I had worked hard, I …… have passed. (condition)
10. ……. he come today ? (simple future)

EXERCISE 58.

Fill in the blanks with *will, would, shall, should* :

1. I …… do everything for my country. (determination)
2. You …… plant more trees. (advice)
3. …… you please do it? (more polite request)
4. We …… finish this work tomorrow. (simple future)
5. You …… be disciplined. (moral duty)
6. We ……. help you at any cost. (willingness)
7. I …… support you. (promise)
8. I …… do better next time. (promise)
9. He …… go there in the evening. (past habit)
10. I …… visit the Rajghat. (wish)

EXERCISE 59.

Fill in the blanks with *will, would, shall, should* :

1. …… you have another cup of tea? (request)
2. …… that I were a king! (wish)

3. …… you grant me leave for tomorrow? (request)
4. I …… like to give you some trouble. (desire)
5. He said that he …… complete twenty years on his birthday. (will-indirect speech)
6. They …… be expelled from the school for misbehaviour. (threat)
7. I ……. do everything for my country. (determination)
8. I desired that I …… become a leader. (indirect speech)
9. He …… go home tomorrow. (compulsion)
10. You …… take care of your parents. (moral duty)

EXERCISE 60.

Fill in the blanks with *will, would, shall, should* :

1. They promised that he …… get a chance. (indirect speech)
2. You …… not enter my room again. (compulsion)
3. I …… be victorious or die. (determination)
4. He said that he …… not help me. (indirect speech)
5. He …… get a cycle if he stands first. (promise)
6. I …… beat you if you do not keep quiet. (threat)
7. …… we prepare coffee for you? (to know desire)
8. …… you go out, you will (would) be wet. (condition)
9. I …… expose you. (threat)
10. …… you shut the window, please? (more polite request)

3. CAN, COULD

(i) Can

'*Can*' की केवल second form 'could' होती है। इसकी third form नहीं होती, अत: यह एक Defective Verb कहलाती है। *can* का negative रूप *cannot* है, यह एक शब्द है। इसे *can*'t भी लिख सकते हैं।

1. *Can*, 'ability' को प्रकट करता है; जैसे—

(a) I *can* speak English and Hindi.
(b) I *can* solve the problems easily.

2. *Can*, 'capacity' को प्रकट करता है; जैसे—

(a) I *can* not lift this load.
(b) Ram *can* run a hundred yards in ten seconds.
(c) He *can* swim upstream though he is bulky.
(d) Mohan *can* win the race.

3. *Can*, 'power' को प्रकट करता है; जैसे—

(a) The manager *can* increase your salary.
(b) My brother can beat him.

4. *Can*, 'permission और prohibition को प्रकट करता है; जैसे—

(a) You *can* go now.
(b) You *cannot* go out of the examination-hall now.

5. *Can*, 'possibility और 'impossibility' को प्रकट करता है; जैसे—

(a) Accidents *can* happen at any time on G.T. road.
(b) Anyone *can* make a mistake.
(c) It *can*not be true.

6. प्रश्नवाचक वाक्यों में अकेला *can* भी *can*'t का अर्थ दे सकता है; जैसे—

(a) *Can* coal be white? (b) *Can* the blind see?

(ii) Could

(*Can* is 'informal' whereas *could* is 'polite'.)

***Can* का Past Tense *'could'* है। *could* का negative रूप *could* not है, ये दो शब्द हैं।**

1. *Could*, 'polite request' अत्यंत नम्र निवेदन को प्रकट करता है, अब 'would' के स्थान पर '*could*' का प्रयोग किया जाने लगा है; जैसे—

(a) *Could* you help me?
(b) *Could* you return my book please?
(c) *Could* you help me with a cup of tea?
(d) *Could* you wait for me?

2. *Could*, 'past tense में 'ability/capacity' को प्रकट करता है; जैसे—

(a) You *could* drive a car.
(b) She *could* not prepare food in time.
(c) I *could* lift the box if tried.
(d) She *could* not speak well in the meeting.

3. *Could*, 'conditional possibility' को प्रकट करता है; जैसे—

(a) If he knew it, he *could* have come back.
(b) If you *could* just be more tolerant, people would like you better.

4. *Could*, 'conjunctive mood' को प्रकट करता है; जैसे—

If I *could* lend you money, I would.

4. MAY, MIGHT

(i) May

'*may*' की केवल second form 'might' होती है। इसकी third form नहीं होती, अत: यह भी एक Defective Verb कहलाती है।

1. *May*, 'permission' को प्रकट करता है; जैसे—

(a) *May* I come in Sir ?
(b) *May* I go out ?

2. *May*, 'probability in present tense' को प्रकट करता है; जैसे—

(a) She *may* come to see me.
(b) It *may* not be true.

3. *May*, 'wish' को प्रकट करता है; जैसे—

(a) *May* you live long!
(b) *May* God grant her long life!
(c) *May* he pass!

4. *May*, 'purpose' को प्रकट करता है; जैसे—

(a) She takes coaching so that she *may* succeed.
(b) We eat so that we *may* live.

(ii) Might

May का Past Tense '*might*' है। *Might* के संदर्भ में याद रखें- यहाँ संभावना की मात्रा कम और संदेह की मात्रा अधिक रहती है।

1. *Might*, 'remote possibility' को प्रकट करता है; जैसे—

(a) Your sister is studying. She *might* pass the exam.
(b) I have stolen his purse. He *might* complain.

2. *Might*, 'probability in past tense' को प्रकट करता है; जैसे—

(a) She *might* have lost the way.

(b) He thought he *might* do it.

***Might* दूर की संभावना को present tense में प्रकट करता है; जैसे—**

The sky is clear now but it *might* rain in the evening.

***Might* दूर की संभावना को past tense में प्रकट करता है; जैसे—**

Ram told me that Shyam *might* use his bicycle.

3. *Might*, 'permission' को प्रकट करता है; जैसे—

(a) *Might* I make a suggestion?

(b) *Might* I take swim?

4. *Might*, 'request' को प्रकट करता है; जैसे—

(a) *Might* I use your computer?

(b) *Might* I have a word with you?

5. *Might*, 'complex sentence में adverb clause of purpose' को प्रकट करता है; जैसे—

(a) He worked hard so that he *might* succeed.

(b) He died so that others *might* live.

EXERCISE 61.

Fill in the blanks with *can, could, may, might* :

1. …… he solve this sum. (ability)
2. She did not attend my birthday party but she ……. send a gift. (probability in past)
3. He said that college ……. be closed for two days. (indirect-may)
4. ……. I use your pen? (permission)
5. The Principal …… grant you leave. (power)
6. …… you help me with money? (polite request)
7. …… I go with my friends, Mom? (permission)
8. Ram …… keep a secret. (ability)
9. …… you hold his dove till I return? (polite request)
10. …… he use your pen? (permission)

EXERCISE 62.

Fill in the blanks with *can, could, may, might* :

1. The soldier said that they ……. be attacked. (indirect -may)
2. He …… solve these sums. (ability)
3. …… you call Ram on the phone? (polite request)
4. It …… rain soon. (probability in present)
5. He said that he ……. not take part in debate. (indirect-may)
6. …… you ride your bicycle to that hill? (capacity)
7. …… I use your bike? (polite request)
8. …… God bless you with all the riches! (wish)
9. Engines ……not run without lubricants……. (capacity)
10. …… you spare a few minutes for me? (polite request)

EXERCISE 63.

Fill in the blanks with *can, could, may, might* :

1. …… you achieve success! (wish)
2. ……. I ask a question? (permission)
3. …… he lift 100 kg weight? (capacity)
4. …… you please close the door? (polite request)

5. …… she get a good partner! (wish)
6. …… he lift this weight easily? (capacity)
7. …… I use your cellular phone? (polite request)
8. …… you lift this stone? (capacity)
9. …… you help me in this matter? (polite request)
10. …… you tell me the time? (polite request)

5. MUST

'*must*' की केवल एक ही form '*must*' होती है। इसकी Second और Third form नहीं होती, अतः यह भी एक Defective Verb कहलाती है। *must* का प्रयोग होने से कार्य करने की अनिवार्यता बढ़ जाती है।

1. *Must*, 'moral obligation' को प्रकट करता है; जैसे—
(a) You *must* keep your promise.
(b) They *must* help the poor.
(c) You *must* not tease the child.
(d) You *must* do your duty.

2. *Must*, 'strong belief' को प्रकट करता है; जैसे—
(a) He *must* win the match.
(b) He *must* be twenty at present.

3. *Must*, 'inference' को प्रकट करता है; जैसे—
(a) Gita does not seem serious with her studies but she always stands first in the class. She *must* be really very intelligent.
(b) Sita never works hard. Still she secures good marks. She *must* be very intelligent.

4. *Must*, 'prohibition' को प्रकट करता है; जैसे—
(a) You *must* not go out during your duty hours.
(b) If you have a bad throat, you *must* not smoke.
(c) You *must* not read my diary.
(d) Animals *must* not be teased in their cages.

Note : सामान्यतया Must का प्रयोग 'negative obligation' के लिए नहीं करना चाहिए।

5. *Must*, 'duty' को प्रकट करता है; जैसे—
(a) Soldiers *must* obey their commander.
(b) The students *must* follow the rules of the school.

6. *Must*, 'determination' को प्रकट करता है; जैसे—
(a) We *must* do something to avoid this situation.
(b) I *must* stand first in the examination.

7. *Must*, 'necessity' को प्रकट करता है; जैसे—
(a) We *must* be back by evening.
(b) You *must* call in another doctor at once.

8. *Must*, 'advice' को प्रकट करता है; जैसे—
(a) A patient *must* take light food.
(b) He *must* see a doctor at once.

9. *Must*, 'अनुमान' को प्रकट करता है; जैसे—
(a) The old lady *must* be around eighty.
(b) He *must* be a leader.

10. Past के लिए *must* have का प्रयोग किया जाता है। यह 'certainty of belief' को प्रकट करता है; जैसे—
(a) I have lost one of my gloves. I *must* have dropped it somewhere.
(b) He *must* have stolen my pen.

6. NEED

Main Verb के रूप में, तो '*need*' की अन्य form '*needed, needed*' होती है परंतु modal के रूप में इसकी present form ही प्रयोग होती है, अत: यह भी एक Defective Verb कहलाती है।

इसका प्रयोग Interrogative और Negative Sentences में necessity और obligation को प्रकट करता है।

1. *Need* का 'negative sentences' में absence of necessity को प्रकट करता है; जैसे—

(a) Ram *need not* to go to hospital now.
(b) He *need not* do it.
(c) Ram has enough money. He *need not* more.
(d) You *need not* wait for me.

*Need*n't + have + Verb III का प्रयोग ऐसे अनावश्यक कार्यों को व्यक्त करने में किया जाता है जिनको भूल से किया गया हो; जैसे—

You *need*n't have given her your bag because she has many bags.

2. *Need* का 'interrogative sentences' में प्रयोग; जैसे—

(a) *Need* Ram go to hospital everyday?
(b) *Need* he go now ?
(c) *Need* they have done it so fast?
(d) *Need* she serve you a cup of hot tea?
(e) Need I come to you on Monday?

Note– *Need* का modal auxiliaries होने के साथ-साथ main verb के रूप में भी प्रयोग होता है। यहाँ इसका अर्थ 'आवश्यकता' होता है।

(a) He *need*s another book.
(b) She *need*s your help.
(c) They *need* some money.
(d) They do not *need* any money.

7. DARE

Main Verb के रूप में, तो '*dare*' की अन्य form '*dare*d, *dare*d' होती है परंतु modal के रूप में इसकी present form ही प्रयोग होती है। अत: यह भी एक Defective Verb है। इसका प्रयोग 'दु:साहस तथा चुनौती देने में' होता है। Modal की स्थिति में न तो इसका *dare*s not हो सकता है और न ही इसके बाद to का प्रयोग हो सकता है।

1. *Dare*, affirmative sentences में 'possibility' प्रकट करता है; जैसे—

(a) We *dare* say she will do it.
(b) I *dare* say ten rupees will do.

2. *Dare* का 'negative sentences' में प्रयोग; जैसे—

(a) You *dare not* challenge your officers. (courage)
(b) You *dare not* face me. (courage)
(c) I *dare not* touch the wire. (courage)
(d) We *dare not* act against his will. (courage)

3. *Dare* का 'interrogative sentences' में प्रयोग; जैसे—

(a) *Dare* he touch my bag? (courage)
(b) *Dare* he buy a car? (courage)
(c) How *dare* you read my diary? (anger)
(d) How *dare* you put on my shirt? (anger)

Note– *Dare* का modal auxiliaries होने के साथ-साथ main verb के रूप में भी प्रयोग होता है। यहाँ इसका अर्थ 'दु:साहस करना' होता है; जैसे—

(i) *Dare*, challenge प्रकट करता है; जैसे-

(a) Did he *dare* to face me any time?
(b) Do you *dare* to face him?

(ii) *Dare*, 'साहस रखना' प्रकट करता है; जैसे—

(a) He *dare*s to swim in this river.
(b) I did not *dare* to face him.

(iii) *Dare*, 'ललकारना, आपत्ति करना' और 'तिरस्कार' प्रकट करता है; जैसे—

(a) He *dare*d to abuse me.
(b) He *dare*d me to go there.

8. USED

'*Used*' का प्रयोग केवल past tenses में ही auxiliary के रूप में होता है। इसके बाद 'to' लगाया जाता है। यह 'भूतकाल की किसी पुरानी आदत (Past Habit) अथवा पुराने अस्तित्व को प्रकट करता है;

(a) I *used to* have very long hair.
(b) He *used to* drink daily at night.
(c) He *used to* play hockey when he was a student.
(d) I *used to* smoke but now I have given it up.

9. OUGHT

***Ought* शब्द owe क्रिया का past tense है। '*ought*' की अन्य form नहीं होती है, अतः यह भी एक Defective Verb है। इसके बाद 'to' लगाया जाता है। इसका auxiliary के रूप में केवल past tenses ही में प्रयोग होता है। *Ought* का प्रयोग ऐसे वाक्यों में होता है जहाँ सदाचार एवं नैतिक कर्तव्य (moral obligation) जैसे भाव व्यक्त किये जाने हों।**

1. *Ought*, 'moral obligation' को प्रकट करता है; जैसे—

(a) You *ought to* go there.
(b) We *ought to* obey our teachers.
(c) We *ought to* help the needy.
(d) He *ought to* have paid fees.

2. *Ought*, 'पक्के विश्वास' (strong belief) को प्रकट करता है; जैसे—

(a) He is working very hard; he *ought to* win a scholarship.
(b) Indian team is very strong. It *ought to* win the match.

3. *Ought to*, 'suggestion' को प्रकट करता है; जैसे—

(a) You *ought to* do your work in time.
(b) You *ought to* know better.

4. जब *ought to have* शब्द past tense को सूचित करता है; जैसे—

(a) You *ought to have* obeyed your teacher.
(b) You *ought to have* prepared well for the examination.

5. कई बार नकारात्मक व प्रश्नवाचक वाक्यों में to को उड़ा दिया जाता है; जैसे—

(a) You *ought* not go.
(b) *Ought* he go?

EXERCISE 64.

Fill in the blanks with *must, need, dare, ought* :

1. He …… change his tie today. (moral obligation)
2. You …… not do it. (absence of necessity)
3. I …… say she is not at fault. (possibility)
4. …… he to smoke in childhood? (past habit)

5. We ……. to love our neighbours. (moral obligation)
6. I am ……. to take tea in the morning. (accustomed)
7. You ……. not to smoke so much. (advice)
8. I ……. she may agree. (perhaps)
9. Your son …… not play with these boys. (moral obligation)
10. He …… not come here. (absence of necessity)

EXERCISE 65.

Fill in the blanks with *must, need, dare, ought* :

1. He …… not come before me. (courage)
2. I …… to go to school on foot. (past habit)
3. We ……. to improve the lot of poor in our country. (moral obligation)
4. He is ……. read the newspaper with morning paper. (accustomed)
5. You ……. to follow the advice of the doctor. (advice)
6. He …… look after his parents. (moral obligation)
7. You …… not go to him. (absence of necessity)
8. …… she go there alone? (courage)
9. …… you to play football daily at school? (past habit)
10. You ……. not to talk to the elders in this manner. (advice)

EXERCISE 66.

Fill in the blanks with *must, need, dare, ought* :

1. We …… defend our borders. (moral obligation)
2. He …… not go so early. (absence of necessity)
3. …… you face him? (courage)
4. He …… not move from here at all. (moral obligation)
5. You are quite well. You …… not go to hospital. (absence of necessity)
6. …… you say it is true? (courage)
7. One …… keep one's promise. (duty)
8. You …… not hurry, there is plenty of time. (absence of necessity)
9. How …… you touch my drawer? (anger)
10. We …… be kind to the animals. (duty)

EXERCISE 67.

Fill in the blanks with *must, need, dare, ought* :

1. You …… not worry. (absence of necessity)
2. How …… she come to my place? (anger)
3. You …… go to the doctor as you are ill. (advice)
4. He …… some money. (need as main verb)
5. He …… to play hockey before his marriage. (past habit)
6. Do they …… some money? (need-as main verb)
7. He …… to pay you the loan the owes you.
8. I …… to be a clerk, but now I am an officer.
9. What cannot be cured …… be endured.
10. The door …… painting.

❋ ❋ ❋



14. Phrasal Verbs

PHRASAL VERBS

Verb और Preposition या Adverb Particles (in, on, up, out, across etc.) आदि से बने शब्दों को Phrasal Verbs कहते हैं; जैसे—

(a) He *gave up* smoking.
(b) I *get up* early in the morning.

उपरोक्त verbs *'gave up'* और *'get up'* phrasal verbs हैं।

कुछ Phrasal Verbs अर्थ व वाक्य प्रयोग सहित इस प्रकार से हैं—

	अर्थ	वाक्य
1. ACT		
1. Act on	असर करना	Acid *acts on* metals.
2. Act upon	सुझाव पर चलना	We failed as we did not *act upon* your advice.
2. ACCOUNT		
1. Account for	कारण बताना	Can you *account for* her rude behaviour ?
3. ASK		
1. Ask for	माँगना	The union *asked for* more pay.
4. BACK		
1. Back out	वचन से फिर जाना	She *backed out* of her promise.
2. Back up	सहारा देना	He is always ready to *back up* his friends.
5. BANK		
1. Bank on	विश्वास करना	You can *bank on* your wife.
6. BEE		
1. Be off	प्रस्थान करना	He must *be off* now.
7. BEAR		
1. Bear away	प्राप्त करना	I *bore away* the first prize in the competition.
2. Bear down	दमन करना	Ram was successful in *bearing down* the opposition party.
3. Bear off	लेकन चले जाना	He *bore off* the prize and went home.
4. Bear out	साबित करना	Can you *bear out* what you say?
5. Bear up	सहन करना	The news of his death was a great shock to me but I *bore up.*
6. Bear upon	सही होना	Your remarks do not *bear upon* the matter in hand.
7. Bear with	सहन करना	I could not *bear with* his violent temper.
8. Beat down	मात देना	Our army successfully *beat down* the enemy forces.
9. Beat up	पिटाई करना	The boy who stole my bag was *beaten up* by the police.

8. BLOW

1.	Blow out	बुझाना	The wind *blew out* the candle.
2.	Blow over	नरम पड़ना	Her anger will soon *blow over*.

9. BREAK

1.	Break away	चंगुल से भागना	The thief *broke away* from the police custody.
2.	Break down	थम जाना	He *broke down* in the midst of his speech.
3.	Break in	प्रशिक्षण देना	He is *breaking in* a horse.
4.	Break into	पाड़ लगाना	A thief *broke into* my house.
5.	Break out	फैलना	Cholera has *broken out* in the city.
6.	Break up	तितर-बितर होना	Seeing the police the mob *broke up*.
7.	Break with	संबंध तोड़ना	I *broke with* her because she cheated me.

10. BRING

1.	Bring about	उत्तरदायी होना	Her carelessness has *brought about* failure in her life.
2.	Bring forth	उत्पन्न करना	A good tree *brings forth* good fruit.
3.	Bring forward	प्रस्तुत करना	He *brought forward* a fresh proposal.
4.	Bring over	अपने पक्ष में करना	Having *brought over* Chanakaya to his side, Chandra Gupta proceeded to kill his other enemies.
5.	Bring round	मनाना या समझा लेना	The Manager will *bring round* his employees to follow his instructions.
6.	Bring under	काबू पाना	The fire was easily *brought under* by the fire fighters.
7.	Bring up	पालन-पोषण करना	She *brought up* her children to be truthful.

11. BRUSH

1.	Brush aside	ध्यान न देना	The Principal *brush aside* all silly objections.
2.	Brush up	ताज़ा करना	Your should *brush up* your manners and dresses.
3.	Build up	निर्माण करना	I have got a new house *built up*.
4.	Burn down	आग से नष्ट करना	The mob *burnt down* a police jeep.

12. CALL

1.	Call at	किसी स्थान पर जाना	The Principal *called at* my place yesterday.
2.	Call for	माँगना	The Manager *called for* my explanation.
3.	Call in	परामर्श के लिए बुलाना	Please *call in* the doctor at once.
4.	Call off	वापस बुला लेना	The meeting was *called off* by the Chairman.
5.	Call on	मिलने जाना	I shall *call on* you in the evening.
6.	Call out	बुलाना	The teacher *called out* the names of the students.
7.	Call up	याद रखना	I cannot *call up* past events.
8.	Call upon	प्रार्थना करना	I *call upon* you to keep your promise.

13. CARRY

1.	Carry about	साथ-साथ लिए फिरना	Why should you *carry* your books *about* all the day?
2.	Carry off	जीत लेना	He *carried off* several prizes last year.
3.	Carry on	जारी रखना	You should *carry on* your work carefully.

4.	Carry on with	निभाना	The doctor told her to *carry on with* the treatment.
5.	Carry out	आज्ञा का पालन करना	The peon *carried out* my orders.
6.	Carry over	अगले पृष्ठ पर ले जाना	*Carry over* the total in the cash book.
7.	Carry through	पार करा देना	Courage and patience will *carry* you *through* difficulties.
14.	**CAST**		
1.	Cast aside	ठुकराना	The resolution was *cast aside* by the members.
2.	Cast away	छोड़ देना	While going up the hill, we *cast away* the heavy luggage.
3.	Cast down	उदास होना	I was *cast down* by my loss.
4.	Cast off	त्याग देना	I have *cast off* my old car.
15.	**CLEAR**		
1.	Clear away	हटना या हट जाना	When the clouds *cleared away* the sun became quite visible.
2.	Clear up	साफ़ करना	Please *clear up* the room before you enter.
16.	**CLOSE**		
1.	Close down	बंद हो जाना	That factory has *closed down*.
2.	Close in	पास आना	The examinations are *closing in*.
17.	**COME**		
1.	Come about	घटित होना	The accident *came about* at 5 O'clock.
2.	Come across	मुलाकात होना	I *came across* my friend on the bus stand.
3.	Come at	महत्व समझ में आना	It is not easy to *come at* the exact knowledge of things.
4.	Come by	साधन से आना	I *came by* the Frontier Mail.
5.	Come down	कीमत घटना	The price of petrol has not *come down*.
6.	Come of	सम्बन्धित	Sita *comes of* a noble family.
7.	Come off	घटित होना	His marriage *comes off* tomorrow.
8.	Come out	प्रदर्शित होना	A new book on English grammar has *come out*.
9.	Come round	वापस आना	Holi will soon *come round*.
10.	Come up with	पास होकर आगे बढ़ना	Walking very quickly he soon *came up with* me.
11.	Comp up to	समीप आना	A man *came up to* me and said, "You cannot park here."
18.	**CUT**		
1.	Cut down	कम करना	We should *cut down* our expenses.
2.	Cut in	बाधा डालना	You should not *cut in* when the teacher is speaking.
3.	Cut off	संबंध न रखना	I have *cut off* my connections with him.
4.	Cut out	उपयुक्त	He is *cut out* for a teaching profession.
19.	**DEAL**		
1.	Deal in	व्यापार करना	Ram *deals in* sugar.
20.	**DO**		
1.	Do away with	खत्म करना	Our company has decided to *do away with* the unem ployment problem.
2.	Do by	बर्ताव करना	The wise men say, "Do as you would be *done by* others."
3.	Do for	काम चला देना	The trousers will *do for* a pant.

	4. Do up	थकना	You are *done up* after hard work and need rest.
	5. Do up	दोबारा से सजाना	When I *do* this room *up* I'll paint the walls cream.
	6. Do with	लाभ उठाना	You should *do with* these books.
	7. Do without	बिना मदद के	We had to *do without* petrol during the fuel crisis.
21.	**DRAW**		
	1. Draw aside	एक तरफ ले जाना	She *drew* me *aside* and whispered the secret matter.
	2. Draw near	समीप आना	We work hard when our examination *draws near*.
	3. Draw off	वापस बुला लेना	The commandant *drew off* his soldiers before the enemy entered the city.
	4. Draw on	चैक काटना	We have *drawn on* our bank more than Rs. 5000 during this week.
	5. Draw out	लम्बा करना	The leader *drew out* his lecture.
	6. Draw up	क्रम से लगाना	The soldiers were *drawn up* in the playground.
22.	**DROP**		
	1. Drop out	वायदे से हटना	He assured to join our company but *dropped out* later on.
23.	**FADE**		
	1. Fade away	गायब हो जाना	The white tigers has *faded away* from the forest.
24.	**FALL**		
	1. Fall away	साथ न देना	His supporters began to *fall away*.
	2. Fall back	वापस करना या होना	The enemy *fell back* as our army advanced.
	3. Fall in with	आकस्मिक भेंट होना	On my way home I *fell in with* my friend who had long been away.
	4. Fall off	कम होना	Due to heavy rainfall the attendance has *fallen off*.
	5. Fall out	झगड़ा करना	The two friends have *fallen out*.
	6. Fall through	असफल होना	The scheme *fell through* for want of funds.
	7. Fall upon	हमला करना	The Indian army *fell upon* the enemies.
25.	**FILL**		
	1. Fill in	पूर्ण करना	*Fill in* the blanks with appropriate words.
26.	**FLY**		
	1. Fly at	झपट्टा मारना	The dog will *fly at* the cat and kill it.
27.	**GET**		
	1. Get along	सहमत होना	They *got along* very well.
	2. Get at	हासिल करना	At last the officer *got at* truth.
	3. Get away	भाग जाना	My servant *got away* though I treated him well.
	4. Get down	गिर जाना	He *got down* from a moving train and hurt his leg.
	5. Get off	बरी होना	The culprit *got off*.
	6. Get on	तरक्की होना	My friend is *getting on* well with his studies.
	7. Get out	बाहर जाना	He ordered the students that they should *get out*.
	8. Get over	काबू में लाना	I shall soon *get over* my difficulties.
	9. Get through	सफल होना	Work hard if you want to *get through*.
	10. Get up	उठना	I *get up* early in the morning.

28. GIVE

1. Give away	बाँटना	The Principal *gave away* the prizes.
2. Give back	लौटाना	She never *gives* books *back*.
3. Give in	समर्पण करना	At last the enemy *gave in*.
4. Give out	एलान करना	They *gave out* the names of the winners.
5. Give over	स्वीकारना	The Viceroy *gave over* the charge of his office.
6. Give up	त्याग देना	He *gave up* cigarettes.
7. Give way	रास्ता छोड़ देना	The mob *gave way*, when the police let off tear gas.

29. GO

1. Go ahead	लगातार कार्य करना	*Go ahead* with patience, you will get success.
2. Go back on	वायदे से मुकरना	You cannot *go back on* your promise.
3. Go by	जाँच लेना	You should not *go by* appearances.
4. Go down	कम होना	The pirices of sugar has *gone down*.
5. Go for	के लिए जाना	I am *going for* a walk.
6. Go into	बारीकी से जाँचना	The police are *going into* the matter.
7. Go off	छूटना	The gun *went off*.
8. Go on	जारी रखना	*Go on* with your work.
9. Go through	बारीकी से जाँचना	He *went through* this book.
10. Go up	महंगा होना	The prices have *gone up* in the market.

30. GROW

1. Grow up	विकसित होना	The baby is *growing up* fast.

31. HAND

1. Hand over	सौंपना	Ram *handed over* the charge to me.

32. HOLD

1. Hold back	छुपाना	He *held back* the sad news.
2. Hold by	पकड़ना	I *held* him *by* the coat.
3. Hold on	प्रतीक्षा करना	Please *hold on*, he is coming.
4. Hold out	प्रस्तुत करना	Do not *hold out* false promises to anyone.
5. Hold over	स्थगित करना	For want of quorum, the meeting was *held over* for some other day.
6. Hold up	उठाना	He *held up* his head.
7. Hold with	पक्षपातपूर्ण व्यवहार करना	The police has been accused of *holding with* one party.

33. KEEP

1. Keep back	छिपाना, न बताना	She *kept back* this secret from me.
2. Keep down	काबू करना	What is the best way to *keep down* rats?
3. Keep off	दूर रहना	*Keep off* the congress grass.
4. Keep on	जारी रखना	The teacher *kept on* talking in the class.
5. Keep out	दूर रहना	You should *keep* yourself *out* from bad habits.
6. Keep to	कहे अनुसार कार्य करना	You must *keep to* yours words.
7. Keep up	स्थायी रखना	The son *kept up* the reputation of his father.
8. Keep up with	साथ पकड़ना	He walked so fast that I could not *keep up with* him.

34. KNOCK

1. Knock down	टक्कर मार कर गिराना	I was *knocked down* by a motor bike while I was crossing the road.
2. Knock off	रोक देना	I usually the *knock off* the work at 10 p.m.
3. Knock out	पछाड़ देना	He *knocked out* me in the wrestling match yesterday.

35. LAY

1. Lay aside	त्याग देना	I *laid aside* all ceremonies.
2. Lay by	बचाना	*Lay by* some money for old age.
3. Lay down	बलिदान होना	Shahid Bhagat Singh *laid down* his life for the country.
4. Lay out	धन लगाना	He *laid out* a lot of money in shares.

36. LEAVE

1. Leave off	बंद कर देना	I am going to *leave off* the work.
2. Leave out	छोड़ना	This movie will be meaningless if we *leave out* the character of 'Basanti'.

37. LET

1. Let in	आने देना	Without proper I-card no one is allowed to *let in*.
2. Let off	बिना दंड दिए छोड़ना	The thief was *let off* with a warning by the police.

38. LIVE

1. Live on	विशेष भोजन पर आश्रित रहना	The lion *lives* on meat.

39. LONG

1. Long for	इच्छा होना	The children are *longing for* a match.

40. LOOK

1. Look after	देखभाल करना	Will you *look after* my dog when I am away?
2. Look ahead	भविष्य के बारे में सोचना	You should *look ahead* and save the money for old age.
3. Look at	जाँचना या देखना	*Look at* the following examples.
4. Look down on	नफरत करना	We should not *look down on* the beggar.
5. Look for	खोजना	I am *looking for* my lost watch.
6. Look forward to	खुशी से अपेक्षा रखना	I am *looking forward to* his visit.
7. Look in	अंदर झाँकना	We *looked in* at the window but could not see anyone.
8. Look into	जाँच पड़ताल करना	The police are *looking into* the matter.
9. Look on/upon	स्वीकारना	I *look on* her as my sister.
10. Look out for	ताक में रहना	I am *looking out for* the job.
11. Look over	निरीक्षण करना	The boy requested his teacher to *look over* his answer paper.
12. Look through	दुहराना	You must *look through* your notes well before the examination.
13. Look to	ख्याल रखना	*Look to* the goods in my absence.
14. Look up	बढ़ना, देखना	The price of oil is *looking up*. Please look up the meaning of this word in the dictionary.

41. MAKE

1. Make after	पीछा करना	The cat *made after* the rat and caught it.

	2. Make away	आत्महत्या कर लेना	He *made away* with himself last night.
	3. Make for	की ओर जाना	The lion *made for* the forest.
	4. Make off	भाग जाना	The cat *made off* as soon as it saw the dog.
	5. Make out	समझना	Try to *make out* the meaning of this word.
	6. Make over	स्थानांतरण करना	I *made over* my property to my brother.
	7. Make up	पूरा करना	The train is late but it may *make up* time.
42.	**MIX**		
	1. Mix up	मिलना या संबंध रखना	Do not *mix up* with bad boys.
43.	**MOVE**		
	1. Move in	मकान में आकर रहना	The new tenants have *moved in* Sunday.
	2. Move out	मकान खाली करना	We *moved out* and settled somewhere in the nearby colony.
44.	**PASS**		
	1. Pass away	दूर होना, मर जाना	Your difficulties will *pass away* soon. My brother *passed away* on July 31st, 2005.
	2. Pass by	नजदीक से गुजरना	He *passed by* the school building.
	3. Pass off	अदृश्य होना	The clouds have *passed off*.
	4. Pass on	आगे बढ़ना	The teacher *passed on* the next poem.
	5. Pass through	से होकर गुजरना	I *passed through* many difficulties.
45.	**PICK**		
	1. Pick out	चुनना	You may *pick out* the pen of your choice.
46.	**PULL**		
	1. Pull down	ढहाना या गिरना	The agitators *pulled down* the building.
	2. Pull through	मुश्किल से सफल होना	My brother *pulled through* the exam.
	3. Pull up	झिड़कना	He was *pulled up* by the teacher.
47.	**PUT**		
	1. Put away	छोड़ना	We should *put away* old customs.
	2. Put by	एक तरफ रखना	He *put by* his bag and came out.
	3. Put down	कुचलना	The army *put down* the rebellion.
	4. Put in	पूर्ण करना या होना	I have *put in* thirty years service in my company.
	5. Put off	उतारना, स्थगित करना	*Put off* your dirty clothes and wear the clean ones. Do not *put off* till tomorrow what you can do today.
	6. Put on	पहनना	After *putting on* her clothes, she sang a song.
	7. Put out	बुझाना	*Put out* the lamp when you go to sleep.
	8. Put up with	सहना	I cannot *put up with* an insult for no reason.
48.	**RING**		
	1. Ring off	फोन काट देना	He *rang off* before I could ask who he was?
	2. Ring up	फोन करना	Do not *ring* me *up* in the morning.
49.	**RUN**		
	1. Run after	पीछा करना	The police *ran after* the thief.
	2. Run against	टक्कर हो जाना	The ship *ran against* a rock and sank down.
	3. Run away	भयभीत होकर भाग जाना	He saw the tiger and *ran away*.
	4. Run down	दोष देना	Why do you *run* him *down* for nothing?

5.	Run into	गिरना	He has *run into* danger.
6.	Run off	भाग जाना	The thief saw the police and *ran off*.
7.	Run out	बेकार हो जाना	This machine *ran out* due to lack of maintenance.
8.	Run over	कुचलना	The dog was *run over* by bus.
9.	Run short	कम होना	We *ran short* of money.
10.	Run through	नष्ट करना	He has *run through* his whole fortune.
11.	Run up	झण्डा फहराना	Our Prime Minister *runs up* the Tricolour on the Red Fort.

50. SEE

1.	See about	प्रबंध करना	I must *see about* getting a room ready for him.
2.	See off	विदा करना	We were *seen off* by our friends at the railway station.
3.	See over	अच्छी तरह से देखना	I am definitely interested in the house. I'd like to *see over* it.
4.	See to	ध्यान देना	I will *see to* your plans after meeting.

51. SEND

1.	Send for	बुलाना	I am in hurry, please *send for* a taxi.

52. SET

1.	Set about	प्रारंभ करना	You should *set about* your business without delay.
2.	Set apart	बचा रखना	One day in seven is *set apart* as a holiday.
3.	Set aside	एक तरफ रखना	He *set aside* all objections and granted my request.
4.	Set down	रखना	He *set down* the plates on the table.
5.	Set forth	रवाना होना	My father *set forth* for Delhi.
6.	Set in	आरंभ होना	Buy a good fan as the summer season has *set in*.
7.	Set off	विदा होना	He *set off* on his trip.
8.	Set out	रवाना होना	He *set out* on a long journey.
9.	Set up	स्थापित करना	I have *set up* an industry in Delhi.
10.	Set up for	की तरह नियुक्त होना	He has now *set up for* a grocer.
11.	Set upon	हमला करना	Two dogs *set upon* the poor old beggar.

53. SHOUT

1.	Shout down	शोर करके किसी को बोलने नहीं देना	He tried to *shout down* the leader in a meeting.

54. STAND

1.	Stand against	विरोध करना	He *stood against* her in a duel.
2.	Stand by	लगातार सहायता करना	No matter what happens I'll *stand by* you.
3.	Stand for	उम्मीदवार होना	Ajay *stood for* the Assembly from Hisar constituency.
4.	Stand on	सहारा लेना	A lie has no leg to *stand on*.
5.	Stand out	अलग दिखाई देना	He *stood out* from crowd because of his height and colourful hat.
6.	Stand over	स्थगित करना	This matter is not so urgent, it can *stand over*.
7.	Stand up	खड़ा होना	"*Stand up*!" said the teacher.

55. TAKE

1.	Take off	उड़ना	The aeroplane *took off* at the right time.
2.	Take after	समान होना	She *takes after* her mother.

3.	Take away	लेकर चंपत हो जाना	The thieves *took away* all the jewellery.
4.	Take back	वापस लेना	The teacher *took back* his adverse remarks against him.
5.	Take down	लिखना	The steno *took down* every word of the secretary.
6.	Take for	की तरह समझना	I *took* him *for* a thief.
7.	Take in	धोखा देना	I was *taken in* by his promise.
8.	Take on	हाथ में लेना, ग्रहण करना	He must *take on* this responsibility.
9.	Take over	पद या कार्य सँभालना	He *took over* as Manager of the institution.
10.	Take place	घटित होना	The meeting will *take place* at 5 p.m.
11.	Take to	व्यस्त होना	He *took to* drinking.

56. TELL

1.	Tell on	थकाना	All this hard work has a *telling on* him.
2.	Tell upon	बुरा प्रभाव डालना	Use of alcohol has *told upon* his health.

57. THINK

1.	Think about	किसी योजना पर विचार कर निर्णय लेना	Please *think about* the proposal and let me have your decision at the earliest.
2.	Think over	किसी विषय पर गहराई से सोचना	Please *think over* well before you take a final decision.

58. THROW

1.	Throw away	फेंकना	He *throw away* his old shirt.
2.	Throw out	ठुकराना	The bill was *thrown out* by the Assembly.
3.	Throw up	त्यागपत्र देना	He quarrelled with his boss and *threw up* his job.

59. TRACE

1.	Trace out	रूपरेखा बताना	Can you *trace out* the investment plan of the company ?

60. TURN

1.	Turn against	विरोधी होना	The members have *turned against* the President.
2.	Turn down	ठुकराना	He *turned down* my request.
3.	Turn into	में बदल जाना या बनना	Water *turns into* vapour on heating.
4.	Turn out	निकाल देना	He was *turned out* of the room for misbehaviour.
5.	Turn over	पलटना	Please *turn over* the page of the booklet.
6.	Turn round	विचार बदलना	At first he was in favour of the proposal, but now he has *turned round*.
7.	Turn to	मुड़ना	After the death of his brother, he *turned to* drinking.
8.	Turn up	नज़र आना	I called her again and again but she did not *turn up*.

61. WAIT

1.	Wait for	प्रतीक्षा करना	Please, *wait for* me.
2.	Wait upon	मुलाकात करना	I will *wait upon* you next Sunday.

62. WALK

1.	Walk away	चलता बना	The dog *walk away* after receiving some food.
2.	Walk in	अंदर चले आना	The students were allowed to *walk in*.
3.	Walk out	गुस्से में जाना	The opposition *walked out* from the assembly.

63. WEAR			
	1. Wear out	घिसना, बेकार होना	My shoes will not *wear out* soon.
64. WIND			
	1. Wind up	चाभी भरना	I *wind up* my watch at 8 a.m.
65. WIPE			
	1. Wipe out	नष्ट कर देना	The flood *wiped out* the whole village.
66. WORK			
	1. Work out	हल करना	I *worked out* the problem.
67. WRITE			
	1. Write down	लिख देना	Please *write down* my address.
	2. Write out	लिख डालना	*Write out* a cheque for Rs. ten thousand only.

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15. Non-Finites

IN THIS SECTION

I. NON-FINITE **II. KINDS OF NON-FINITES**

I. NON-FINITE

(A verb which does not change with number and person is called a non-finite verb.) **Verb की वह Form जो वाक्य में Subject के Pronoun और वचन के अनुसार अपना रूप नहीं बदलती है, Non-Finite (अपरिमित क्रिया) कहलाती है।**

जैसे—

(a) I like *to swim*.
(b) He likes *to swim*.
(c) *To reign* is worth ambition.
(d) He wants *to sleep* now.

यहाँ 'swim, reign और 'sleep' non–finites हैं। Non-finites को double part of speech भी कहा जाता है क्योंकि ये सभी verbs से बनती हैं तथा noun, adjective और adverb का कार्य करती हैं।

FINITE VERB

(A verb which changes with number and person is called a finite verb.)

Verb की वह Form जो वाक्य में Subject के Pronoun और वचन के अनुसार अपना रूप बदलती है, Finite Verb (परिमित क्रिया) कहलाती है।

जैसे—

(a) I *write* a letter.
(b) He *writes* a letter.

उपरोक्त वाक्यों में 'write' एक finite verb है।

II. KINDS OF NON-FINITES

Non-Finites तीन प्रकार की होती हैं—

1. The Infinitive (क्रियार्थक)

2. The Participle (कृदन्त)

3. The Gerund (क्रियावाचक)

1. The Infinitives

(An infinitive is a verb form that is not altered to indicate person, number or tense.)

Infinitive एक प्रकार की Noun है जिसमें Verb के कुछ निश्चित लक्षण होते हैं, विशेष रूप से, Object रखने का गुण (यदि Verb *transitive* है) और Adverbial qualifiers को रखने का गुण, अर्थात् Infinitive-*verb-noun* है, जो दोनों का कार्य करती है।

Infinitives दो प्रकार की होती हैं—

A. To-Infinitives

B. Bare Infinitives

A. To-Infinitives

साधारणत: यदि Verb की First Form के आगे to लगा दिया जाए तो वह Infinitives बन जाएगी। ऐसी Infinitives को To-infinitives कहते हैं; जैसे—

(a) He allowed me *to appear* in the test.
(b) We are ready *to move*.
(c) *To see* is *to believe*.
(d) *To find* fault is easy.

To-Infinitives का प्रयोग

1. यह Verb के Subject, Object, Complement और case in apposition के रूप में प्रयोग होती है।

(a) Subject of a verb

जैसे—

(a) *To swim* is a good exercise.
(b) *To say* so is easy.
(c) *To try* was useless.
(d) *To err* is human.

(b) Object of a verb

जैसे—

(a) No one likes *to die*.
(b) He wants *to collect* stamp.
(c) Ram promised *to help* Shyam.
(d) He likes *to play* cards.

(c) Complement of a verb

जैसे—

(a) He is *to go*.
(b) His greatest pleasure is *to sing*.
(c) His custom is *to ride* daily.
(d) The wheat is *to eat*.

(d) Case in apposition

जैसे—

(a) *To respect* our parents is our duty.
(b) *To take* the bribe is an offence.

2. निम्नलिखित कुछ ऐसी verbs हैं जिनके बाद सीधा to–infinitives का प्रयोग होता है; जैसे—appear, attempt, begin, chance, desire, endeavor, fail, happen, hurry, promise, prove, refuse, remember, seem, try etc.

(a) They refused *to work* for you.
(b) He failed *to pass* the examination.

3. कुछ verbs ऐसी होती हैं जिनके बाद object के रूप में केवल to-infinitive का ही प्रयोग होता है gerund का नहीं। ये verbs इस प्रकार से हैं—

agree, attempt, choose, decide, expect, hope, offer, promise, refuse, want, wish

जैसे—

(a) She does not want *to stay* with her friend. (b) I promised *to help* him.

4. वैसे तो सभी Primary helping verbs के साथ bare-infinitives लगती है परंतु यदि किसी वाक्य में जिम्मेंदारी अथवा कर्त्तव्य दर्शाया गया हो, तो वहाँ primary helping verbs 'has' और 'have' के बाद To-infinitives लगेगी; जैसे—

(a) You have *to admit* your sin.
(b) You have *to put* in *more* efforts.
(c) You have *to choose* a bride.
(d) You have *to go* where I send you.

5. किसी कारण/उद्देश्य को दर्शाने के लिए To-infinitives लगती है; जैसे—

(a) He sold his watch *to buy* a book.
(b) I went to market *to purchase* some books.
(c) I came *to realize* my mistake.
(d) He started weeping *to see* his son dead.

6. निम्नलिखित कुछ ऐसी Verbs हैं, जिनके बाद interrogative words (how, where, whether) लगाकर to-infinitives का प्रयोग object की तरह किया जाता है—

ask, decide, discover, enquire, explain, forget, know, learn, observe, see, show, teach, wonder, remember, understand etc.

जैसे—

(a) I do not know how *to drive* a car.
(b) Have you decided where *to go* for your holiday?
(c) I did not know what *to do*.
(d) Can somebody show me how *to change* the film in this camera ?

7. कुछ Transitive Verbs के साथ Object के बाद to-infinitives लगती है। ये Transitive Verbs हैं— advise, allow, ask, beg, command, compel, enable, encourage, forbid, force, get, imagine, instruct, invite, order, permit, persuade, remind, request, require, teach, tell, warn etc.

जैसे—

(a) Who taught you *to drive* ?
(b) The warden ordered the boys not *to leave* the hostel before vacation.
(c) I asked Ram *to help* me.
(d) She compelled you *to leave* the place.

किंतु, इनका प्रयोग यदि passive voice में हो तो इनके बाद सीधे to-infinitives लगती है; जैसे—

(a) She was permitted *to go* with him.
(b) Learner drivers are not allowed *to drive* on their own/ by themselves.
(c) He was allowed *to leave* the office.
(d) I was asked *to attempt* an essay on "pleasures of reading."

8. Too + Adjective/ Adverb के बाद नकारात्मक भाव दर्शाने के लिए to-infinitives लगती है; जैसे—

(a) He is too dull *to understand*.
(b) It is too hot *to go* for a walk.

9. Adjective/ Adverb + enough के बाद सकारात्मक भाव दर्शाने के लिए to-infinitives लगती है;

जैसे—

(a) I am mature enough *to understand* it.
(b) He is intelligent enough *to solve* this sum.
(c) He is strong enough *to do* this work.
(d) He is rich *enough to buy* a new car.

10. जब प्रेरणार्थक वाक्य बनाने के लिए 'cause' का प्रयोग होता है तो to-infinitive लगती है।

(a) He caused me *to do* all the sums.
(b) He caused me *to weep*.

11. निम्नलिखित Verbs के बाद to-infinitive का प्रयोग होता है; जैसे—afford, agree, aim, arrange, attempt, decide, deserve, fail, forget, hope, learn, manage, offer, plan, promise, refuse, threaten

(a) It was late, so we decided *to take* a taxi home.
(b) He refused *to help* me.
(c) He attempted *to reach* the top twice but failed.
(d) She deserved *to succeed*. She failed.

12. Dare के बाद to-infinitive और bare infinitive दोनों का ही प्रयोग हो सकता है; जैसे— यदि Dare और need का modals के रूप में प्रयुक्त हों तो इनके साथ bare infinitive का प्रयोग होता है; जैसे—

(a) I dare not *tell* him what happened.
(b) We dare not *act* against his will.

यदि Dare और need का main verbs के रूप में प्रयोग हों, तो to-infinitive लगती है; जैसे—

(a) He dared me *to go* there.
(b) He dared *to abuse* me.

13. निम्नलिखित Verbs के बाद to-infinitive का प्रयोग होता है। दो प्रकार की Sentence Structures हो सकती है— ask, beg, expect, help, mean (intend), want, would hate, would like, would love, would prefer etc.

(i) Verb + to ———

जैसे—

(a) We expected *to be* late.
(b) Would you like *to go* now?

or

(ii) Verb + Object + to ————

जैसे—

(a) We expected Ram *to be* late.
(b) Would you like me *to go* now?

Note—

(i) देखें कुछ वाक्य—

(a) *To steal* is wrong.
(b) *To waste* money is foolish.

ऐसे वाक्य जिसमें to-infinitives का subject के रूप में प्रयोग किया गया हो, उन्हें निम्नलिखित तरीके से भी लिखा जा सकता है।

(a) It is wrong *to steal*.
(b) It is foolish *to waste* money.

(ii) So – that वाले वाक्यों में too के साथ बगैर अर्थ प्रभावित किए To-infinitve का प्रयोग किया जा सकता है; जैसे—

(a) She was so worried that she could not *sleep* well.
(b) She was too worried *to sleep* well.

(iii) दो वाक्यों को जोड़ने के लिए भी to-infinitives का प्रयोग किया जाता है; जैसे—

(a) They put on gloves. They wanted *to test* the chemical.
They put on gloves *to test* the chemical.
(b) He went to college. He wanted *to get* knowledge.
He went to college *to get* knowledge.

B. Bare Infinitives

यद्यपि infinitive की पहचान to है तथापि कुछ परिस्थितियों में इसका प्रयोग वर्जित है। कुछ ऐसे शब्द हैं जिनके पीछे लगते ही यह to छुप जाता है और ऐसी Infinitives को Bare Infinitives कहते हैं; जैसे—

(a) They made us *work* till evening.
(b) He forced me *laugh* at nothing.

Bare Infinitives का प्रयोग-

1. निम्नलिखित शब्दों के पीछे Bare Infinitives लगती है:—

(a) With Some Modals :

सभी Modals के साथ Bare Infinitives लगती है, सिर्फ़ ought (to) और used (to) को छोड़कर। ये Modals हैं—
Can, could, will, would, shall, should, may, might, must, dare not, need not.

जैसे—

(a) He may *come* today.
(b) He need not *go*.
(c) He dare not *do*.
(d) Ram can *sing*.

ध्यान रखें—

verb 'to be' अथवा get के बाद यदि used का प्रयोग हो, तो इनके बाद to-infinitive का प्रयोग नहीं होता है; जैसे—

(a) He is used to *driving* on the left. (not 'He is used to drive')
(b) He had to get used to *driving* on the left.

यहाँ to को Preposition के रूप में प्रयोग किया गया है न कि infinitive का भाग।

(b) With All Primary Helping Verbs :

सभी Primary helping verbs के साथ Bare Infinitives लगती है (ये Primary helping verbs हैं—be, is, am, are, was, were, been, has, have, had, do, does, did, will, would, shall, should)

(c) With Some Main Verbs

कुछ ऐसी main verbs जिनके साथ Bare Infinitives लगती है। ये main verbs हैं— behold, bid, dare, feel, hear, let, make, notice, observe, see, watch etc.

जैसे—

(a) I heard him *go* up the stairs.
(b) We watched him *go* and return.
(c) Let him *work*.
(d) Bid him *go* there.
(e) She did not notice the child *leave* the doorway.
(f) I saw him *arrive* here.
(g) Make him *stand*.

(d) Phrases जिनके साथ Bare Infinitives लगती है—

had as soon as, had better, had rather, had sooner, rather than, sooner than, would rather, would sooner etc.

जैसे—

(a) He had better *go* now.
(b) I would rather walk than *ride* your scooter.
(c) He had better read than *write*.
(d) I would rather *die* than beg.

(e) But का प्रयोग

जहाँ but का प्रयोग preposition के रूप में 'के सिवायें' (except) अर्थ हो और इससे पहले 'Do' का कोई भी रूप हो और तो but के बाद Bare Infinitives लगती है; जैसे—

(a) He did nothing but *talk* and *laugh*.
(b) I did nothing but *watch* him.

2. जब वाक्य में Subject तथा Verb का प्रयोग नहीं होता तब Why तथा Why not के बाद bare infinitves लगती है; जैसे—

(a) Why not *start* today?
(b) Why *worry* now?

3. Help के साथ to-infinitive और bare infinitive दोनों का प्रयोग हो सकता है; जैसे—

(a) Can you help me *to move* this table?
Can you help me *move* this table?
(b) He helped me *find* my pen.
He helped me *to find* my pen.

4. जब know का अर्थ see या hear हो और इसके साथ past/ present perfect tense का प्रयोग हो, तो bare infinitve लगती है; जैसे—

(a) We have never known him *get* angry.
(b) We have not ever known her *laugh* heartily.
परंतु know के passive voice में to-infinitives लगती है; जैसे—
He has never been known *to get* angry.

5. ध्यान दें निम्नलिखित परिस्थितियों में Bare Infinitives का to छुपता नहीं है—

(i) Verbs 'dare' और 'need' यदि Main Verb के रूप में प्रयोग होती हैं तो इनके बाद आने वाली Bare Infinitives का to छुपता नहीं है; जैसे—

(a) You don't need *to go* there.
(b) You need *to come* earlier.
(c) She would not dare *to tell* me.
(d) One does not need *to know* anything.

अब पिछले वाक्य में need को modal के रूप में प्रयोग करें, तो Bare Infinitives का to छुप जाता है; जैसे—

One need not *know* anything. (bare infinitive)

(ii) कुछ ऐसी verbs- 'behold, bid, dare, feel, hear, let, make आदि जिनके बारे में पहले बताया जा चुका है, के साथ Bare Infinitives लगती है। यदि इनका प्रयोग passive voice में हो, तो इनके बाद आने वाली Bare Infinitives का to भी छुपता नहीं है; जैसे—

(a) She was made *to laugh*.
(b) He was seen *to take* my book.
(c) He dared *to abuse* me.
(d) He was seen *to enter* the office.

उपरोक्त verbs जिसमें to छुप जाता है परंतु उनकी passive form में to अवश्य लगता है। याद रखें- Let के साथ ऐसा नहीं होता है क्योंकि passive voice में भी Let के बाद to नहीं आता है; जैसे—

(a) He was let *go*.
(b) She was let come.

(iii) Verbs– feel, hear, see और watch यदि Passive Voice Form के रूप में प्रयोग होती हैं, तो इनके बाद आने वाली Verb *gerund* का रूप धारण कर लेती है; जैसे—

(a) She was heard *shouting* at him.
(b) Two sheep were seen *coming* from the opposite directions.

(iv) But के बाद आने वाली Bare Infinitives का to भी छुपता नहीं है परंतु जब do नामक verb, but से पहले आ जाए तो Bare Infinitives का to छुप जाता है; जैसे—

(a) He did nothing but *laugh*.
(b) He did nothing but *look*.

(v) Make और let के लिए Verb + Object + Bare Infinitive का प्रयोग होता है; जैसे—

(a) Hot weather makes me *feel* tired.
(b) Let me *carry* your bag for you.

जब प्रेरणार्थक वाक्य बनाने के लिए make का प्रयोग होता है, तो bare infinitves लगती है; जैसे—

(a) He made me *laugh*.
(b) I made him *pay* the amount.

EXERCISE 68.

Correct the following sentences :

1. He advised me do it at once.
2. I had rather rest than to work.
3. He appeared forget me.
4. She does nothing but to laugh at others.
5. I hope succeed in my mission.
6. I am very happy see you.
7. He refused go.
8. It is too cold to not work.
9. I do not know whether apply for the job or not.
10. You ought to respect to your elders.

EXERCISE 69.

Correct the following sentences :

1. Forgive is divine.
2. You need not to wait.
3. To see is believe.
4. I saw an apple to fall.
5. He refused obey the order.
6. I made her to laugh.
7. The teacher was about teach.
8. I saw him to sleep.
9. I forced him open the gate.
10. I heard him to speak on several subjects.

EXERCISE 70.

Fill in the blanks with appropriate form of infinitives *i.e.* to-infinitives/ bare infinitives :

1. I read ……. the examination. (pass/to pass)
2. Let me …….the new project. (discuss/ to discuss)
3. They know when ……. the work. (start/ to start)
4. Let him …….. (sleep/ to sleep)
5. Students asked the teacher whether …….or ……. for extra class. (leave/ to leave, stay/ to stay)
6. I saw him ……. there. (go/ to go)
7. We asked how ……. to the station. (get/ to get)
8. He did nothing but …….. (wander/ to wander)
9. I know how ……. a paragraph. (write/ to write)
10. He was seen ……. the office. (enter/ to enter)

EXERCISE 71.

Fill in the blanks with appropriate form of infinitives *i.e.* to-infinitives/ bare infinitives :

1. He ordered me ……. out. (go/ to go)
2. He was seen …….away. (run/ to run)
3. He will tell you what ……. . (do/ to do)
4. He was made ……. . (sing/ to sing)
5. I hoped ……. a scholarship. (win/ to win)
6. He does not want anybody …….. (know/ to know)
7. You need not ……. these shirts. (buy/ to buy)
8. He begged ……. excused.(be/ to be)
9. Dare you ……. me? (disobey/ to disobey)
10. I would prefer ……. a taxi. (hire/ to hire)

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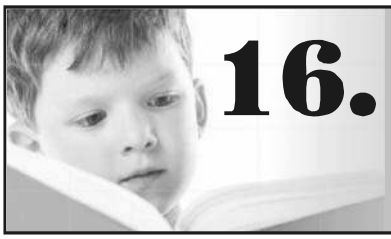


16. The Participle

IN THIS SECTION

I. PARTICIPLE II. USES OF PARTICIPLES III. KINDS OF PARTICIPLES

I. PARTICIPLE

(A participle is a word which is partly a *verb* and partly an *adjective*.
It is a non-finite form of a verb that is used with an auxiliary verb to indicate certain tenses and that can also function independently as an adjective.)

Participle (कृदन्त) एक प्रकार की Verb की ही Form है जो कार्य दर्शाने के साथ-साथ कार्य की विशेषता को भी प्रकट करती है। Participle क्रिया तथा विशेषण दोनों के रूप में काम करता है। यह बताता है कि कार्य किस काल (Tense) का है। जैसे—

(a) He is *running* in the field. (Verb)
(b) The *running* boy is my younger brother. (Adjective)
(c) The work has *tired* me. (Verb)
(d) A *tired* man is sitting in the shade of a tree. (Adjective)

Note– Participles का प्रयोग करते समय एक बात हमेशा याद रखें— यह जिस Noun को modify करता है, उसे स्पष्ट अवश्य करें।

II. USES OF PARTICIPLES

1. Attributively

Subject की जगह विशेषता बताने के लिए; जैसे—

(a) A *rolling* stone gathers no moss.
(b) His *tattered* coat needs mending.
(c) A *lost* opportunity never returns.
(d) *Barking* dogs seldom bite.
(e) The *stolen* purse was got.

2. Predicatively

Object के रूप में प्रयोग; जैसे—

(a) The man seems *worried*.
(b) She kept me *waiting*.
(c) They were looking *tired*.
(d) I found her *waiting* for me.

3. Absolutely

पूर्ण रूप में Participle का प्रयोग; जैसे—

(a) The weather *being* fine, I went out.

(b) God *willing*, we shall win the match.
(c) The sea *being* smooth, we went for sail.

III. KINDS OF PARTICIPLES

Participles तीन प्रकार के होते हैं—

1. The Present Participle
2. The Past Participle
3. The Perfect Participle

1. THE PRESENT PARTICIPLE

(वर्तमान् कालिक कृदन्त)

(A present participle expresses present actions.)

A. इससे अपूर्ण कार्य प्रकट होता है। यह बताता है कि कार्य अब भी जारी है और ये यह भी दर्शाता है कि दूसरा कार्य मुख्य कार्य के साथ ही हो रहा है। इसमें Verb की First Form के साथ ing का प्रयोग होता है; जैसे—

(a) *Hearing* the noise, the child woke up.
(b) *Seeing* my father, I came out.
(c) The child came here *weeping*.
(d) I met a girl *carrying* a basket of flowers.

B. Present Participle का प्रयोग

1. Subject के Complement के रूप में Present Participle का प्रयोग; जैसे—

(a) It was *charming* to see her.
(b) His lecture was *interesting*.

2. Object के Complement के रूप में Present Participle का प्रयोग; जैसे—

(a) He saw a dog *running*.
(b) I saw him *writing* a letter.

3. दो Sentences को जोड़ने के लिए Present Participle का प्रयोग, ऐसे वाक्यों में participle वाक्य के आरंभ में रखना चाहिए; जैसे—

(a) I was writing a letter. I was disturbed. *Writing* a letter I was disturbed.
(b) The cat saw the dog. She ran away. *Seeing* the dog, the cat ran away.

4. Adverb के रूप में Present Participle का प्रयोग- एक साथ हो रहे दो कार्यों में एक की विशेषता दर्शाने के लिए Adverb के रूप में Present Participle का प्रयोग किया जाता है; जैसे—

(a) He went away *laughing*. (b) She came to me *weeping*.

5. पहले कार्य के साथ-साथ दूसरा कार्य दर्शाने के लिए जो पहले वाले कार्य का ही भाग हो; जैसे—

(a) We saw the children *playing* in the park. (b) We found her *sewing* her clothes.

6. Adjective के रूप में Present Participle का प्रयोग; जैसे—

(a) *Barking* dogs seldom bite. (b) A *drowing* man catches at a straw.

7. कुछ verbs जैसे- see, watch, hear, feel, smell, notice और listen (to) के बाद object + present participles का प्रयोग निम्नलिखित प्रकार से किया जाता है; जैसे—

(a) I see him *passing* through the street daily. (b) We watched them *breaking* the wall.

8. कुछ Absolute Phrase की तरह प्रयोग; जैसे—

(a) Weather *permitting*, I shall go out for a walk.
(b) It *being* fine, we went out for a picnic.

9. Preposition की तरह प्रयोग participles का प्रयोग; जैसे—

Allowing, concerning, considering, granting, judging, referring, regarding, speaking, viewing आदि participles आजकल preposition की तरह प्रयोग होते हैं; जैसे—

(a) *Considering* the case, I took the decision.
(b) *Considering* the case, the decision was taken.
(c) *Referring* to your letter, you do not state the fact clearly.
(d) *Considering* the circumstances, there is no better way.

2. The Past Participle

(भूतकालिक कृदन्त)

(A past participle denotes a finished action.)

A. Past participle क्रिया का वह रूप है जिसके अंत में 'ed, en, ne, t' लगे होते हैं; जैसे—ed-tired, amazed, surprised, worked; –en–eaten, beaten; –ne–done, gone; –t–sent, bent etc.

इससे कार्य के पूर्ण होने का ज्ञान होता है। यह बताता है कि कार्य समाप्त हो चुका है। वैसे Verb की Third Form ही Past Participle कहलाती है।

कुछ past participles ऐसे होते हैं जिनका प्रयोग adjective और verb दोनों तरह से होता है; जैसे—
born, broken, fallen, given, spoken, stolen, torn, written.
Adjective की तरह प्रयोग- broken heart, spoken language, written answer.

देखें निम्नलिखित वाक्य—

(a) The *broken* chair was put aside.
(b) Time *misspent* is time lost.
(c) I saw a few trees *laden* with fruit.
(d) A bird *kept* in a cage is never happy.
(e) I got the table *broken* by Ram repaired.
(f) *Blinded* by a dust storm, they fell into disorder.

B. Past Participle का प्रयोग

1. Adjective के रूप में Past Participle का प्रयोग; जैसे—

(a) She gave me a *broken* pencil.
(b) The *wounded* soldier died in the hospital.
(c) I need a *boiled* egg.
(d) A *burnt* child dreads the fire.

2. As a subject- Complement के रूप में Past Participle का प्रयोग; जैसे—

(a) She seems *disappointed*.
(b) I felt *bored*.

3. As a object- Complement के रूप में Past Participle का प्रयोग; जैसे—

(a) I saw a bird badly *injured*.
(b) We found all girls *gone*.

4. Perfect tense के रूप में Past Participle का प्रयोग; जैसे—

(a) I have *written* a letter.
(b) They have *completed* the home-work.

5. कुछ participles ऐसे होते हैं जिनका प्रयोग केवल adjectives की तरह होता है, verb की past form की तरह नहीं। ये past participles 'noun' को qualify करते हैं; जैसे—

bounden duty, *cloven* hoof, *drunken* barber, *molten* image, *shrunken* cloth, *sunken* ship **ऐसी verbs की past forms 'past participles' से अलग होती है; जैसे—**drunken, drunk; molten, melted; bounden, bound; sunken, sunk etc.

3. The Perfect Participle

(पूर्ण कालिक कदन्त)

(It represents an action as completed at some past time.)

A. यह बताता है कि कार्य जो भूतकाल में किसी समय समाप्त हो गया था और कोई कार्य मुख्य कार्य से पहले समाप्त हुआ है। इसमें Verb की Third Form का प्रयोग होता है और Verb के आगे 'having' लगाया जाता है।

(When one action is performed before another action, the word 'Having' is used for the first action.)

(a) *Having crossed* the road, we boarded the bus.
(b) *Having killed* the lion, we sat down.
(c) *Having stolen* a packet, the thief ran away.

(d) *Having typed* the letter, he posted it.

B. Perfect Participle का प्रयोग

Conjunction के रूप में ऐसे दो कार्यों को जोड़ने के लिए perfect participle का प्रयोग किया जाता है जिनमें तीव्रता नहीं होती है। दो कार्यों में से जो कार्य पहले होता है वह Perfect Participle में बदला जाता है। जब एक क्रिया के पूरी होने के बाद दूसरी क्रिया होती है, तो Participle 'Having' का प्रयोग होता है; जैसे—

(a) He lifted the gun. He shot the tiger.
Having lifted the gun, he shot the tiger.

(b) She learnt her lesson. She began to play.
Having learnt her lesson, she began to play.

(c) He completed his studies. He returned home.
Having completed his studies, he returned home.

EXERCISE 72.

Correct the following sentences :

1. Sleeping in her room a thief entered and took aways her bags.
2. She killed in the accident.
3. Working in the field, a dead man was seen.
4. I had got a gold opportunity.
5. Walking in the park, a snake bit him.
6. Being Sunday, I am not going to office today.
7. Having fixed the radio, he could be listening to the news again.
8. I am not duty bounden to go.
9. While we were on our way to school we saw Ram and Shyam play tennis.
10. This is my written book.

EXERCISE 73.

Correct the following sentences :

1. Opening the gate, the dog bit him.
2. Remember the lessons teach by the teacher.
3. I found Ram to light a cigar.
4. Having been worked hard he got tired.
5. Do you go to swimming today?
6. We must provide good education to grow children.
7. I spend my time to read books.
8. Tired, I could not work any more.
9. She is busy to wash the plates.
10. He disliked my work on Sunday.

EXERCISE 74.

Fill in the blanks with present participle/past participle/perfect participle, whichever is suitable by using the verbs in brackets :

1. ……. the left you can see the temple. (turn)
2. I got the chair ……. by Shyam repaired.(break)
3. ……. by a dust storm, they fell into disorder. (blind)
4. ……. tea, he left for Delhi. (take)
5. ……. the bear, Ram climbed up a tree. (see)
6. A ……. sparrow dropped on the ground. (wound)

7. ……. the letter, he slept. (write)
8. Loudly ……. the door, she demanded admission. (knock)
9. …….his home work he went out to play. (finish)
10. Do not get off a ……. bus. (run)
11. ……., I continued my journey. (rest)
12. You cannot kill a ……. bird. (fly)





17. The Gerund

IN THIS SECTION

I. GERUND II. USES OF GERUNDS III. 'GERUND' AND 'PRESENT PARTICIPLE'

I. GERUND

(A gerund is a verbal form ending in'–ing' when used as a noun in all singular case. It is a word which ends in 'ing' and does the work of both a verb and a noun.)

जो Verb कार्य को प्रकट करने के साथ-साथ Noun का भी काम करे Gerund कहलाती है। इसको Verbal Noun भी कह सकते हैं। Verb की First Form अपने साथ ing लेने के बाद Gerund बन जाती है। किसी action को दर्शाने के लिए Gerund का प्रयोग किया जाता है; जैसे—

(a) *Walking* is useful for health.
(b) It is no use *crying* over the spilt.

Gerund , वाक्य के beginning, middle या end में कहीं भी आ सकती है। Gerund, 'double part of speech' भी कहलाती है क्योंकि यह verb से बनती है और noun का कार्य करती है।

II. USES OF GERUNDS

1. A. Subject के रूप में; जैसे—

(a) *Gambling* is a vice.
(b) *Reading* is a good hobby.
(c) *Smoking* is a bad habit.
(d) *Hunting* the wild animals is illegal.

B. Object के रूप में; जैसे—

(a) He hates *smoking*.
(b) Stop *writing* now.
(c) I hate *telling* lies.
(d) Children love *making* mud castles.

C. Complement के रूप में; जैसे—

(a) Seeing is *believing*.
(b) Doing is *learning*.
(c) What I hate is *drinking*.
(d) Her favourite hobby is *dancing*.

D. Preposition के Object के रूप में; जैसे—

(a) She is fond of *dancing*.
(b) They spent the afternoon in *playing* cards.
(c) I am tired of *waiting*.
(d) I was punished for *telling* a lie.

2. कुछ Verbs के साथ Gerund और to-infinitives में से किसी का भी Object के रूप में प्रयोग किया जा सकता है। ये Verbs हैं—

Advise, allow, begin, continue, feel, hate, intend, learn, like, love, prefer, propose, remember, start etc.

Advise, allow, encourage, forbid, permit, recommend आदि Verbs के साथ दो प्रकार की structure संभव है।

(i) Verb + ing (without any object); जैसे—

(a) I would not recommend *staying* in that hotel.
(b) I do not allow *smoking* in the hotel.
(c) She advised *leaving* at once.
(d) He *recommended* buying this table.

(ii) Verb + object + to ——; जैसे—

(a) I would not recommend anybody *to stay* in that hotel.
(b) I do not allow you *to smoke* in the hotel.
(c) She advised me *to leave* at once.
(d) He recommended *to buy* this table.

3. इन Verbs के साथ हमेशा Object के रूप में Gerund का ही प्रयोग होता है, infinitives का नहीं।

Admit, anticipate, avoid, complete, consider, continue, defer, delay, deny, detest, dis like, dread, enjoy, excuse, fancy, favour, fell, finish, forgive, imagine, involve, keep, mind, miss, pardon, postpone, practise, prevent, recollect, resent, risk, save, stop, suggest, try;

जैसे—

(a) He enjoys *basking* in the sun.
(b) Why do you keep *bothering*?

4. निम्नलिखित कुछ ऐसी Verbs और Adjectives हैं जिनके साथ Preposition के बाद हमेशा Gerund का प्रयोग किया जाता है।

Abstain from, aim at, assist in, bent on, confident of, debar from, desirous of, desist from, despair of, disqualified from, dissuade (one) from, excel in, excuse for, fortunate in, hinder (one) from, hopeful of, insist on, intend on, meditate on, negligent in, passion for, perceive in, persist in, prevent from, prohibit (one) from, proud of, refrain from, repent of, succeed in, successful in, think of, afraid of, good at, fond of, glad about, disappointed about/ at, sorry about/ for, angry about/ at, clever at, per cent in, famous for, keen on, fed up with, happy about/ at, pride in, bad at, crazy about, tired of, worried about, excited about, interested in, sick of, etc.;

जैसे—

(a) I am worried about *making* mistakes.
(b) Ram is famous for *singing* songs.
(c) I felt tired of *travelling* such a long distance.
(d) He tried to avoid *answering* my question.

5. About, after, at, before, for, from, in, on और to आदि Prepositions के बाद यदि Main Verb का प्रयोग हो, तो वे हमेशा ing लेती हैं; जैसे—

(a) All his friends are addicted to *drinking*.
(b) You prevented me from *doing* it.
(c) I take delight in *working* hard.
(d) He was fined for *being* late.
(e) He is good at *singing* songs.

6. कुछ noun/ pronoun के बाद gerund का प्रयोग हो, तो हमेशा उस noun/ pronoun के possessive case का प्रयोग करें; जैसे—

(a) She does not like my *going* to her house.
(b) I know Ram's *visiting* her frequently.

7. निम्नलिखित expressions (अभिव्यक्तियों) के बाद भी Gerunds का प्रयोग होता है— be no good, be no use, be worth, can't bear, can't help, can't stand, give up, go on, it is no good, it is no use, look forward to, would you mind, carry on, keep, keep on, put off etc.; जैसे—

(a) Ram has given up *smoking*.
(b) Do not keep *interrupting* me while I am speaking.
(c) Would you mind *closing* the door?

8. दो या दो से अधिक वाक्यों को मिलाने (Combining Sentences) में Gerund का प्रयोग होता है; जैसे—

(a) He finished his work. He shut the door.
After *finishing* his work he shut the door.
(b) Ram wrote a letter. He called a servant.
After *writing* a letter Ram called a servant.

9. Gerund का प्रयोग having + verb III के रूप में; जैसे—

(a) She will never admit *having broken* the glass.

10. Gerund और to-infinitive का पारस्परिक परिवर्तन किया जा सकता है:—

Gerund	To- infinitive
1. I love hearing this song.	1. I love to hear this song.
2. Teach me swimming.	2. Teach me to swim.
3. They began repairing cars.	3. They began to repair cars.
4. I continued talking.	4. I continued to talk.
5. Gerund का प्रयोग सामान्य रूप (generality) का बोध कराता है; जैसे— He prefers going by bus.	5. to-infinitive का प्रयोग विशेष अवसर (specific occasion) का बोध कराता है; जैसे— He would prefer to go to Delhi by bus.

इस प्रकार gerund और to-infinitive का एक के स्थान पर दूसरे का प्रयोग बिना अर्थ बदले किया जा सकता है।

11. Bother, continue, intend और start आदि Verbs के बाद Gerund और to–infinitives का प्रयोग बगैर अर्थ प्रभावित किए हो सकता है; जैसे—

(a) It has started *raining*. It has started *to rain*.
(b) Ram intends *buying* a house. Ram intends *to buy* a house.
(c) Do not bother *locking* the door. Do not bother *to lock* the door.

12. Begin, remember, forget, like और stop आदि कुछ ऐसी verbs हैं जिनके बाद to-infinitives तथा Gerund के प्रयोग से वाक्य के भाव में अंतर आता है; जैसे—

(a) I will remember *to post* the letter. चिट्ठी पोस्ट करनी है और इसे मैं याद रखूँगा।
(b) I will remember *posting* the letter. चिट्ठी पोस्ट की गई और इसे मैं याद रखूँगा।
(c) He stopped *to smoke*. वह सिगरेट पीने के लिए रुका।
(d) He stopped *smoking*. उसने सिगरेट पीना बंद कर दिया।

III. 'GERUND' AND 'PRESENT PARTICIPLE'

Gerunds और Present Participle दोनों ही Verb की First Form के साथ ing रखते हैं, इसलिए देखने में दोनों एक जैसे लगते हैं, लेकिन इनकी कार्यशैली में अंतर है। Gerund तो Verb के साथ-साथ Noun का काम करती है जबकि Present Participle, Verb के साथ-साथ Adjective का काम करता है; जैसे—

(a) *Walking* is a good exercise. (Walking – Gerund)
(b) I saw Ram *walking* along the road. (Walking – Present Participle)

EXERCISE 75.

Fill in the blanks with appropriate word :

1. I am sorry for my ……. late. (get, getting)
2. ……. is a good exercise. (swim/ swimming)
3. He is afraid ……. the game. (of losing, to lose)
4. I have no objection ……. with you (to stay/ to staying)
5. Check the air before ……. the generator. (to start, starting)
6. He left off ……. the milk. (to drink, drinking)
7. ……. an aim, the hunter shot the lion. (taking, to take)
8. I enjoy ……. hard. (working, to work)
9. The office needs proper ……. (cleanliness, cleaning)
10. It is no worth ……. such books. (to read, reading)

EXERCISE 76.

Fill in the blanks with appropriate word :

1. ……. makes us wise. (Reading, Read)
2. I forgot ……. the letter. (posting, to post)
3. You must stop ……. (laughing, laugh)
4. He ……. Sita. (insisted to marry, insisted on marrying)
5. The ……. this book was not easy. (writing of, writing)
6. She dreads ……. alone. (to sleep, sleeping)
7. He hates ……. (smoking, smoke)
8. I ceased ……. about Miss Kumari. (to think, thinking)
9. She practises ……. every day. (dance, dancing)
10. He prefers ……. by bus.(go, going)

EXERCISE 77.

In the following sentences the gerund is used. Name the italicized part : subject/ object/complement/preposition :

1. *Seeing* is believing.
2. She likes *reading* poetry.
3. What I most detest is *smoking*.
4. They were prevented from *seeing* the prisoner.
5. *Hunting* peacock is not allowed in this country.
6. I like *swimming*.
7. I have an aversion to *fishing*.
8. *Walking* is a good exercise.
9. Stop *shouting*.
10. He loves *telling* stories.

❋ ❋ ❋



18. Question Tags

IN THIS SECTION

I. Question Tag II. Rules for Question Tags

I. Question Tag

Agreement (सहमति) और confirmation (अनुमोदन) पूछने के लिए वाक्यों में प्रश्न जोड़ा जाता है, जिसे question tag कहते हैं। जो बात कही है उसकी पुष्टि करने के लिए हम प्रश्नवाचक बनवाकर उसकी पुष्टि करवाते हैं। हिंदी में यह काम 'है ना' कहकर किया जाता है; जैसे—

तुम दिल्ली जा रहे हो, है ना? You are going to Delhi, aren't you?

निम्नलिखित वाक्य पढ़ें-

(a) It is fine today, *isn't it?*
(b) He lives here, *doesn't he?*
(c) You know him, *don't you?*
(d) They will accompany you, *won't they?*

ध्यान दें कि ये वाक्य प्रश्न नहीं हैं परंतु प्रत्येक के साथ अंत में question-mark (?) सहित tag लगा हुआ है। उपरोक्त वाक्यों में तिरछे दर्शाए गए शब्द question tags हैं।

II. Rules for Question Tags

Question Tags बनाने के नियम—

1. Question tag के लिए subject के साथ helping verb का ही प्रयोग किया जाता है। प्रश्नवाचक वाक्यों को छोड़कर सभी प्रकार के वाक्यों के साथ question tag का प्रयोग हो सकता है। Tag वाक्य के main clause के subject-verb का क्रम (order) उलट देता है।

2. Not वाले question tag को सिकोड़कर लिखा जाता है। इसके लिए auxiliaries की निम्नलिखित abbreviated forms याद रखें—

aren't	=	are not	can't	=	cannot
couldn't	=	could not	daren't	=	dare not
didn't	=	did not	doesn't	=	does not
don't	=	do not	hadn't	=	had not
hasn't	=	has not	haven't	=	have not
isn't	=	is not	mightn't	=	might not
mustn't	=	must not	needn't	=	need not
shan't	=	shall not	shouldn't	=	should not
wasn't	=	was not	weren't	=	were not
won't	=	will not	wouldn't	=	would not

याद रखें—'s = is या has और'd = had या would भी होता है।

Note:– may not को mayn't नहीं लिखा जाता है।

3. कहीं-कहीं नकारात्मक वाक्यों को बगैर सिकोड़े भी लिखा जा सकता है परंतु ऐसा तभी संभव है जब not को helping verb से दूर रखा जाता है; जैसे—

(a) You saw him, *did you not*?

4. Positive Statements का question tag हमेशा नकारात्मक (*Negative*) होता है।

Sentence Structure : Helping Verb +n't + Subject?

(a) He has created problems, *hasn't he* ?
(b) You found your luggage, *didn't you?*
(c) She is writing a letter, *isn't she?*
(d) You are happy, *aren't you?*

5. Negative Statements का question tag हमेशा सकारात्मक (*Positive*) होता है।

Sentence Structure : Helping Verb + Subject?

(a) She is not tall, *is she* ?
(b) Marry can't swim, *can she* ?
(c) Rekha is n't studying science, *is she* ?
(d) You aren't happy, *are you* ?

Note– Negative Statements वाले वाक्यों की few, hardly, hardly ever, little, neither, no, nobody, no one, none, nothing, rarely, scarcely और seldom शब्दों से पहचान की जा सकती है; जैसे—

(a) No child is allowed, *is it?*
(b) Ram hardly ever goes to parties, *do he?*
(c) No one voted against the bill, *did they?*
(d) I do not think anyone will help, *will they?*
(e) No one would agree, *would they?*
(f) Few people can live in such circumstances, *can they?*

6. Question tag का Subject हमेशा Pronoun होता है; जैसे—

(a) Ram is tall, *isn't he?*
(b) Sita has a book, *hasn't she?*
(c) Gita is not cooking, *isn't she?*
(d) Jack was not driving his car, *was he?*

7. यदि वाक्य के कथन का Subject निम्नलिखित शब्दों में से कोई भी है, तो question tag का subject हमेशा 3rd person का pronoun 'they' होता है; जैसे—

all of them, anybody, anyone, everybody, everyone, neither, nobody, no one, none, somebody, someone

(a) Someone invited me, *didn't they ?*
(b) Somebody has called, *haven't they ?*
(c) None can say so, *can they ?*

8. यदि वाक्य का Subject– anything, everything, nothing और something शब्दों में से कोई भी है, तो question tag में it आता है; जैसे—

(a) Nothing is lost, *is it* ?
(b) Nothing was said, *was it* ?

9. यदि वाक्य के कथन का Subject– All of us, Any of us, Either of us, Everyone of us, Most of us, Neither of us, None of us और Some of us शब्दों में से कोई भी है, तो question tag में we आता है; जैसे—

(a) All of us can climb up the tree, *can't we?*
(b) None of us was present there, *were we?*

(c) Most of us can climb up the tree, *can't we?*
(d) Either of us can join, *can't we?*

उपरोक्त शब्दों में यदि 'us' के स्थान पर 'you' या 'them' का प्रयोग किया गया हो, तो Question tag का Subject 'you' या 'they' होता है; जैसे—

(a) All of them can climb up the tree, *can't they?*
(b) All of you can climb up the tree, *can't you?*
(c) Neither of you can solve these sums, *can't you?*
(d) Most of them are very poor, *aren't they?*

10. I am से आरंभ होने वाले वाक्यों में question tag 'aren't I' होता है; जैसे—

(a) I am still young, *aren't I?*
(b) I am preparing a new project, *aren't I?*

11. यदि 'need' एक Modal Verb के रूप में प्रयुक्त हो, तो इसका question tag 'need' होता है; जैसे—

(a) I needn't hurry, *need I?*
(b) You needn't wait for me, *need you?*

परंतु जब 'need' का main verb के रूप में प्रयोग हो, तो इसका question tag 'needs/ need' के अनुसार doesn't/ don't होता है; जैसे—

(a) I need a bike, *don't I?*
(b) He needs a bike, *doesn't he?*

12. 'Need' की तरह 'dare' को भी semi modal auxiliary की तरह प्रयोग किया जाता है। जब dare का प्रयोग modal verb के रूप में हो, तो इसका Question tag 'dare' ही होता है; जैसे—

(a) You dare not speak so, *dare you?*
(b) You dare not face me, *dare you?*

परंतु जब dare का प्रयोग main verb के रूप में हो, तो इसका Question tag 'dares/dare' के अनुसार 'doesn't/ don't होता है; जैसे—

(a) They dare to speak like this, *don't they?*
(b) He dares to meet the Principal, *doesn't he?*

13. 'Used to' एक modal verb है, इसका question tag 'didn't' होता है; जैसे—

(a) I used to play football at school, *didn't I?*
(b) I used to smoke, *didn't I?*

यदि Question tag 'affirmative' में बनाना हो, तो 'did' अथवा 'used' का प्रयोग किया जाता है; जैसे—

(a) I used not to smoke, *did I?*
(b) I used not to smoke, *used I?*

14. Ought एक modal verb है, इसका question tag 'oughtn't' होता है; जैसे—

(a) They ought to be punished, *oughtn't they?*
(b) He ought to be fined, *oughtn't he?*

15. Must भी एक modal verb है, इसका question tag 'mustn't' होता है; जैसे—

(a) He must complete it, *mustn't he?*
(b) She must see a doctor at once, *mustn't she?*

16. Imperative sentences (आज्ञासूचक वाक्यों) में Positive Future Tag का प्रयोग करके वाक्य को और भी Polite Request बनाया जाता है। ऐसे वाक्यों के Question tag में will या won't का प्रयोग होता है। ध्यान रखें— Negative imperative sentence का Question tag हमेशा positive बनता है; जैसे—

(a) Stop that noise, *will you?*
(b) Do not play on the road, *will you?*
(c) Come here, *will you?*
(d) Switch off the fan, *will you?*

ध्यान दें—आज्ञासूचक वाक्यों के साथ बहुत सारे विकल्पित tags लग सकते हैं। बोलने वाले के इरादे के साथ-साथ प्रसंग भी निर्धारित करता है कि आज्ञासूचक वाक्य के साथ कौनसा question tag प्रयोग किया जाए; जैसे—

Shut the door *will you?*
can you?
could you?
Sit down *will you?*
won't you?
can you?
could you?

यदि imperative sentences में कोई नाराजगी व्यक्त की जाती है, तो Question tag के लिए can't you? का प्रयोग किया जा सकता है; जैसे—

(a) Shut the door, *can't you?*
(b) Sit down, *can't you?*
(c) Come here, *can't you?*
(d) Get out, *can't you"*

17. जब Let से प्रस्ताव (proposal) अथवा सुझाव (suggestion) का बोध हो, तो Let us वाले वाक्यों में 'shall we ?' को question tag के रूप में प्रयोग करते हैं; जैसे—

(a) Let us play now, shall we?
(b) Let us go, shall we?

परंतु जब Let से अनुमति (permission) का बोध हो, तो Let him, let her, let them और let me वाले वाक्यों में 'will you ?' को question tag के रूप में प्रयोग करते हैं; जैसे—

(a) Let him play here, *will you ?*
(b) Let her cook, *will you?*

18. There से आरंभ होने वाले वाक्यों में question tag में pronoun की जगह there का ही प्रयोग होता है; जैसे—

(a) There is no school here, *is there?*
(b) There was a cat there, *wasn't there?*

EXERCISE 78.

Add the appropriate question tags :

1. They were sleeping in the class.
2. Anything can be arranged.
3. I am right.
4. He needs my help.
5. Shoot the enemy.
6. Use your own pen.
7. He is a tall boy.
8. You don't love her.
9. Ram did not want to go.
10. Most of you know English.

EXERCISE 79.

Add the appropriate question tags :

1. I am not making a noise.
2. They need your assistance.
3. Do not go there.
4. I will see you again.
5. You are from Belgium.

6. How gracefully she sings!
7. You cannot solve it.
8. Neither of them turned up for the meeting.
9. You need to come earlier.
10. He dares to swim in the pond.

EXERCISE 80.

Add the appropriate question tags :

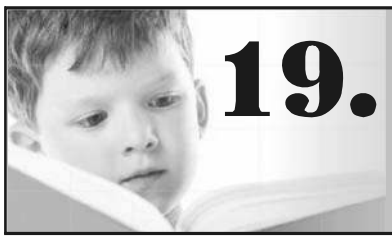
1. Let him sing a song.
2. Ram can't stand first.
3. Your cousin doesn't play bridge.
4. Cool down.
5. Mohan could not approach me.
6. All of you know English.
7. He need not go there.
8. He dared me to go there.
9. Let me go there please.
10. You won't forget.

EXERCISE 81.

Add the appropriate question tags :

1. It is raining outside.
2. You shoudn't speak loudly.
3. Everybody was watching the match on TV.
4. I am very happy.
5. She need not come here.
6. They used to go to parties.
7. Keep quiet.
8. You will be careful.
9. You were born in England.
10. I don't have to do it.

❋ ❋ ❋



19. Syntax : Subject-Verb Agreement

IN THIS SECTION

I. SUBJECT-VERB AGREEMENT II. RULES : SUBJECT-VERB AGREEMENT III. EXCEPTIONS

I. SUBJECT- VERB AGREEMENT

(A verb must be agree with its subject in number and person.)

Syntax का अर्थ होता है- Sentence Structure। प्रत्येक भाषा में Subject और Verb में आपसी अनुरूपता होती है। जिसे Subject– Verb Agreement कहते हैं।

Syntax के दो मुख्य अंग होते हैं—

1. Concord/ Agreement : वाक्य के Person, Number और Gender तथा Tense का सामंजस्य किन नियमों पर आधारित होता है, इसका अध्ययन concord अथवा agreement कहलाता है।

2. Order : Word order अर्थात् Sentence के शब्दों को किस क्रम में रखा जाता है। इस Chapter को पढ़ने से पहले निम्नलिखित जानकारी अवश्य ध्यान में रखें।

सभी verbs मूल रूप में plural होती हैं।

खास परिस्थितियों में उन्हें singular बनाया जाता है; जैसे—

go : यह plural रूप में है।

goes : यह go का singular रूप है।

have : यह plural रूप में है।

has : यह have का singular रूप है।

II. RULES : SUBJECT-VERB AGREEMENT

Subject-Verb Agreement निम्नलिखित नियमों पर आधारित है—

1. यदि दो singular nouns 'and' से जुड़कर एक ही व्यक्ति/ वस्तु का बोध कराएं तो verb singular होती है; जैसे—

(a) The S.D.M. and magistrate *is* on tour.

(b) The philosopher and poet *is* coming.

किंतु ऐसे दो nouns से यदि दो विभिन्न चीज़ों का बोध हो, तो verb plural होती है; जैसे—

(a) The S.D.M. and the magistrate *are* on tour.

(b) The philosopher and the poet *are* coming.

(magistrate और poet के आगे article 'the' लगने से वाक्य में दो व्यक्तियों का बोध होता है।)

2. यदि दो Nouns एक जैसा भाव प्रकट करती हैं अथवा एक-दूसरे का प्रभाव बढ़ाती है, तो verb singular होती है; जैसे—

(a) The scheme and plan of his life *differs* from that of ours.

(b) The profit and advantage from this work *is* enormous.

3. Parcel Subject की verb हमेशा singular होती है; जैसे—

(a) Bread and butter *is* a rich food.
(b) The crown and glory of life *is* character.
(c) Horse and carriage *is* waiting at gate.
(d) Pen and ink *is* required for me.

Parcel Subjects :

(i) ऐसी singular nouns जो and से जुड़ी हों और प्रयोग में बराबर एक साथ आएं Parcel Subjects कहलाती हैं। कुछ ऐसी nouns इस प्रकार से हैं—

bread and butter, crown and glory, hammer and sickle, horse and carriage, pen and ink, rice and curry etc.

(ii) यदि verb के complement से इस बात का बोध हो कि जोड़ा Noun एक वस्तु का नहीं वरन् एक से अधिक का भाव प्रकट करता है, तो plural verb का प्रयोग किया जाता है; जैसे—

Bread and water *are* the necessaries of life.

यहाँ 'necessaries' शब्द स्वयं plural है जो वाक्य में बता रहा है कि bread और water दोनों अलग-अलग वस्तुएँ हैं।

4. इसी प्रकार यदि दो subjects मिलकर एक ही विचार का बोध कराएं तो singular verb का प्रयोग होता है; जैसे—

(a) Slow and study *wins* the race.
(b) Name and fame *is* desired by everyone.

यह बात ध्यान रखने योग्य है कि यदि and से जुड़े हुए दोनों subjects एक ही 'idea' को दर्शा रहे हैं, तो **singular verb** का ही प्रयोग होगा।

5. यदि दो या दो से अधिक Singular Nouns 'either – or', 'neither – nor', 'or' अथवा 'nor' से जुड़ी हों, तो verb singular होती है; जैसे—

(a) Neither you nor I *am* willing to do it.
(b) Neither you nor he *is* making a noise.
(c) Ram or Shyam *is* at fault.
(d) Neither he nor I *am* wrong.

6. यदि दो या दो से अधिक Nouns भिन्न-भिन्न Number की हों, तो plural number वाले noun को वाक्य के अंत में रखना चाहिए और इसके साथ plural verb का ही प्रयोग करना चाहिए; जैसे—

(a) Either Ram or his sisters *have* stolen the purse.
(b) Neither the President nor the members *were* present in the meeting.
(c) Neither the son nor his parents *are* to blame.
(d) Neither the teacher nor the students *are* going to the camp.

7. यदि वाक्य का subject 'each of, either of, neither of' अथवा 'one of' हो, तो verb singular होती है; जैसे—

(a) Each of the mangoes *is* ripe.
(b) Is either of your *sisters* working?
(c) Each of them *has* gone.
(d) *Neither* of the two views *is* good.
(e) One of them *was* lame of one leg.

8. यदि each का प्रयोग plural noun या pronoun के बाद apposition की तरह हो, तो verb plural होती है; जैसे—

(a) We each *wish* to rise.
(b) They each *have* a problem.

9. जब Collective Noun का प्रयोग plural अर्थ में होता है, तब उसे Noun of Multitude कहा जाता है। कुछ Collective Nouns इस प्रकार से हैं—

assembly, audience, army, brood, bundle, club, committee, crew, crowd, family, fleet, furniture, gang, government, jury, library, majority, minority, mob, nation, parliament, public, tuft, board etc.

(i) यदि इन्हें किसी वाक्य में एक बार singular माना जाता है तो, इनके साथ singular verb और singular pronoun का प्रयोग शुरू से अंत तक करें nouns और यदि इन्हें किसी वाक्य में एक बार plural माना जाता है, तो इनके साथ शुरू से अंत तक plural verb और plural pronoun का ही प्रयोग करें; जैसे—

(a) The Government *has* decided so in its own interest.
(b) The Government *have* decided so in their own interest.

(ii) यदि ये collective nouns एक unit हो, तो singular verb लगाई जाती है; जैसे—

(a) The Assembly *is* in session now-a-days.
(b) The Assembly *has* elected its President.

(iii) लेकिन यदि ये collective nouns एक unit की तरह कार्य नहीं करती बल्कि वाक्य में विभाजित हुई लगती हैं अथवा इसके सदस्यों में एकमत नहीं है, तो plural verb लगाई जाती है; जैसे—

(a) The committee *are* divided over the proposal.
(b) The mob *were* dispersed by the police.

(iv) Collective noun 'police' के साथ दोनों प्रकार की verbs का प्रयोग हो सकता है; जैसे—

(a) The police *are* after the thief.
(b) The police *is* making an equiry.

(v) 'Of' से पहले singular collective noun है, तो singular verb का प्रयोग किया जाता है; जैसे—

(a) A set of combs *has* been purchased.
(b) A bunch of keys *is* lying there.

निम्नलिखित कुछ collective nouns 'of' के साथ याद रखें—

a bouquet of, a bunch of, a chain of, a class of, a flock of, a galaxy of, a garland of, a group of, a herd of, a series of, a set of, a team of etc.

10. (i) यदि किसी वाक्य के Subject (Subject = numerical adjective + plural noun) से एक निश्चित राशि, रकम, परिमाण, दूरी, वजन, ऊँचाई और नाप-तौल आदि का बोध हो, तो उसके साथ हमेशा singular verb का प्रयोग होता है; जैसे—

(a) Two thousand rupees *is* a handsome amount.
(b) Ten tons of coal *is* enough for me.
(c) Ten miles *is* a long way to walk.
(d) Five rupees *is* equal to five hundred paisa.

(ii) यदि किसी वाक्य के Subject (Subject = numerical adjective + plural noun) से विभिन्न राशियों का बोध हो, तो verb plural होती है; जैसे—

(a) Two thousand rupees have been spent.
(b) Ten years have passed.

11. (i) ये सभी singular nouns हैं, इनके साथ singular verb लगती है; जैसे—

Economics, mathematics, physics, politics, statistics etc.

ऐसी Nouns से यदि 'विषय' के नाम की जानकारी मिलती हो, तो इन्हें singular मानें; जैसे—

(a) Mathematics *is* an interesting subject.
(b) Economics *is* not taught well.

(ii) कुछ खेल और बीमारी के नाम क्रमशः— billiards और measles आदि 'singular nouns' होते हैं अतः इनके साथ singular verb ही लगती है; जैसे—

(a) Billiards *is* a game.
(b) The measles *is* a contagious disease.

(iii) 'News और summons', singular noun है, अतः इनके साथ singular verb आती है; जैसे—

(a) No news *is* a good news.
(b) *Is* there any news?

(c) The summons of the court *was* served on him.
(d) News *is* false.

(iv) जब means का अर्थ 'आमदनी' हो इसे plural मानें। यदि इसके आगे a, every नहीं है और means का अर्थ 'तरीका' हो, तो इसे singular/ plural दोनों तरह से प्रयोग किया जा सकता है ; जैसे—

(a) His means *are* plenty.
(b) This *is* only a means to achieve the end.

Phrase 'ways and means' के बाद plural verb लगती है; जैसे—

(a) The ways and means adopted by you *are* improper.

(v) Innings को singular माना जाता था परंतु अब इस नियम में परिवर्तन हो गया है, अब इसका प्रयोग दोनों ही वचनों में होता है; जैसे—

(a) Several innings *were* spoiled due to rain.
(b) First innings *was* over at 2 p.m.

12. यदि दो singular nouns 'and' से जुड़ी हों, किंतु उनके पहले each, every आदि का प्रयोग हो, तो verb singular होती है। इस बात का ध्यान रखें कि 'each, every' के साथ हमेशा singular verb आती है; जैसे—

(a) Each boy and girl *was* invited.
(b) Every man and woman *has* done the work.

13. निम्नलिखित nouns 'plural' का अर्थ प्रकट करते हैं, अत: इनके साथ plural verb का ही प्रयोग किया जाता है;

Dozen, hundred, million, cattle, people, score, thousand, gentry, police, peasantry, company, alphabet, progeny, offspring, clergy, infantry etc.

जैसे—

(a) The cattle *are* grazing in the field.
(b) The people *were* rushing out of the hall.

14. Not only– but also के द्वारा दो Subjects जुड़े हों, तो verb अंतिम Subject के अनुसार लगती है; जैसे—

(a) Not only she but also her friends *are* in trouble.
(b) Not only the boys but also the class teacher *was* playing the match.

15. यदि दो nouns या pronouns–along with, as well as, besides, controlled by, governed by, guided by, headed by, in addition to, led by, like, together with, unlike और with से जुड़े हों, तो verb पहले noun या pronoun के अनुसार होती है; जैसे—

(a) You as well as your sister *were* in the wrong.
(b) He along with his friends *is* coming.

16. Other के बाद plural noun और plural verb तथा another के बाद singular noun और singular verb का प्रयोग होता है; जैसे—

(a) There *are* so many other books better than this.
(b) There *is* another hotel near the bus-stand.

17. यदि adjective का प्रयोग Noun की तरह हो और उससे बहुत से व्यक्तियों का बोध हो, तो वाक्य का Subject होने पर उसके साथ plural verb का प्रयोग होता है; जैसे—

The poor, The rich, The disabled, The Old, The English, The French ये सभी एक पूरे वर्ग को व्यक्त करते हैं, **अत: इनके साथ plural verb लगती है; जैसे—**

(a) The honest *are* poor.
(b) The poor *are* unhappy.

18. (i) Singular subject के साथ singular verb, Plural subject के साथ plural verb लगती है; जैसे—

(a) I *am* a schoolboy.
(b) We *are* schoolboys.
(c) He *is* a schoolboy.
(d) They *are* schoolboys.

(ii) जब दो या दो से अधिक Singular Subjects 'and' से जुड़े हों—

A. यदि दो singular nouns 'and' से जुड़े हों, तो 'verb' plural होती है; जैसे—

(a) A book and a pen *have* been bought.
(b) *Are* your uncle and aunty at home?

B. यदि दो pronouns 'and' से जुड़े हों, तो 'verb' plural होती है; जैसे—

(a) I and he *are* guilty.
(b) You and he *have* disturbed me.

C. यदि Singular Nouns 'and' से जोड़ी गई हों और उनमें से एक के पहले भी no का प्रयोग हो, तो 'verb' singular होती है; जैसे—

(a) No boy and girl *was* present there.
(b) No table and chair *was* there.

19. Hair का प्रयोग हमेशा Singular रूप में होता है परंतु विशेष अर्थ में इसको plural मानकर plural verb का प्रयोग किया जाता है; जैसे—

(a) Your hair *is* black; mine *is* brown.
(b) There *are* only five brown hairs on his head.

20. All के साथ singular व plural दोनों प्रकार की verb का प्रयोग किया जा सकता है; जैसे—

(a) All *is* well.
(b) All *are* well.

ध्यान रखें जब all का अर्थ all men/all things से हो, तो plural verb का प्रयोग करें परंतु जब all का प्रयोग everything या whole से हो, तो singular verb का प्रयोग करें; जैसे—

(a) All's well that *ends* well. (singular verb)
(b) All that glitters *is* not gold. (singular verb)

21. A great deal of, all, all of, enough, lots of (= a lot of), most, most of, plenty of, some, some of के बाद noun यदि countable हो, तो वह noun plural होती है और इसके साथ verb भी plural ही लगती है; जैसे—

(a) Lots of players *were* there.
(b) Most of them *are* very poor.
(c) Most of the persons *are* dishonest.
(d) Some animals *are* faithful.

किंतु यदि उनके बाद noun uncountable हो, तो वह noun singular होती है और verb भी singular ही होती है; जैसे—

(a) Some money *is* needed.
(b) Lots of milk *is* available.
(c) Most of the milk *was* impure.
(d) Most of the salt *was* wet with water.

22. Half of, one-third of, two-thirds of, three-fourths of आदि के बाद noun यदि countable हो, तो वह noun plural होती है और verb भी plural होती है; जैसे—

(a) Half of the hotels *are* closed today.
(b) Half of the mangoes *are* good.

परंतु इनके बाद यदि noun uncountable हो, तो वह 'noun' singular होती है और verb भी singular होती है; जैसे—

(a) Two-thirds of the land *has* been ploughed.
(b) Half of the mango *is* good.

23. There और It के साथ verb का प्रयोग—

There के साथ verb का प्रयोग there के बाद वाली noun के number और person पर निर्भर करता है; जैसे—

(a) There *was* a king.
(b) There *were* two kings.

ध्यान रखें— ऐसे वाक्यों में subject 'there' नहीं होता है।

किंतु it के साथ verb हमेशा singular लगती है क्योंकि 'it' third person का एकवचन Pronoun है; जैसे—

(a) It *is* these boys that came today.
(b) It *is* they.

24. निम्नलिखित Nouns का प्रयोग, केवल Singular में ही किया जाता है।

Advice, furniture, fruit, luggage, information, iron, knowledge, poetry, polish, scenery, stationery, stone, traffic, work etc.

इनके साथ singular verb ही लगती है।

(a) Knowledge *is* power.
(b) Work *is* worship.

25. यदि Former, latter, following और undersigned का प्रयोग केवल एक Singular Noun के बदले हो, तो 'verb' singular होती है परंतु एक से अधिक Nouns के बदले हो, तो 'verb' plural होती है; जैसे—

(a) The following *are* the new rates.
(b) The following *is* the weather report.
(c) Undersigned has taken a decision. R.K. Jain.
(d) We the undersigned request the pleasure of your company. D.P. Sharma, R.S. Nain

26. निम्नलिखित Nouns के साथ plural verbs का ही प्रयोग होता है—

scissors, pants, trousers, shoes, scales, spectacles etc.

इस प्रकार की nouns 'inseparable nouns' (अभिन्न संज्ञाएं) plural होती हैं

(a) These scissors *are* sharp.
(b) Her shoes *are* new.
(c) His pants *are* tight.
(d) My spectacles *are* beautiful.

परंतु इनके पहले a pair of हो, तो ये singular verb लेती हैं; जैसे—

(a) A pair of scissors *has* been sterilized.
(b) A pair of shoes *is* purchased.

27. यदि निम्नलिखित nouns 'singular' रूप में प्रयोग हों, तो singular verb लेती हैं और यदि 'plural' रूप में प्रयोग हों, तो plural verb लेती हैं। याद रखें- ये दोनों ही वचनों में प्रयोग होती हैं और इनका रूप दोनों ही वचनों में समान रहता है। ये nouns हैं—

Deer, fish, sheep, swine, pice etc.

इनके साथ verb वाक्य के प्रसंग अनुसार लगाई जाती है; जैसे—

(a) A sheep *is* very docile animal.
(b) Many sheep *are* grazing in the field.

28. यदि infinitive, gerund, phrase और clause को subject के रूप में प्रयोग करते हैं, तो verb singular होती है; जैसे—

(a) Walking *is* a healthy exercise. (gerund)
(b) How to do it *is* a problem. (phrase)
(c) To walk *is* healthy. (infinitive)
(d) That he is poor *is* known to me. (clause)

29. More than one के बाद singular noun होती है और verb भी singular होती है; जैसे—

(a) More than one room *is* vacant.
(b) More than one servant *was* absent.

किंतु More + plural noun + than one के बाद verb plural होती है; जैसे—

(a) More teachers than one *are* late.
(b) More girls than one *were* present in the class.

30. यदि वाक्य में एक से अधिक Preposition का प्रयोग हो, तो सबसे पहले Preposition के पहले आने वाली Noun के अनुसार verb होती है; जैसे—

(a) The cost of production of costume goods *is* increasing.
(b) The cost of production of steel items *is* increasing.

31. निम्नलिखित शब्द का प्रयोग करते समय ध्यान रखें— जो number/ quantity बताने के लिए प्रयोग होते हैं—
a good deal of, a great deal of, a handful of, a lot of, a number of, a quarter of, a total of, all of, both of, half of, heaps of, lots of, majority of, many of, mass of, minority of, most of, much of, none of, part of, per cent of, plenty of, proportion of, remainder of, rest of, some of, three-fourths of, two-thirds of आदि।

जब वाक्य में उपरोक्त 'phrases' का प्रयोग होता है, तो 'Of' के बाद वाली Noun के अनुसार verb का प्रयोग किया जाता है; जैसे—

(a) Plenty of milk *is* required.
(b) Lots of players *were* there.

32. A number of अथवा a large number of के बाद noun plural और verb भी plural होती है; जैसे—

(a) A number of girls *have* passed.
(b) A number of boys *are* absent.

किंतु the number of के बाद 'noun' plural और 'verb' singular होती है; जैसे—

(a) The number of the buses *is* increasing.
(b) The number of girls *is* decreasing.

33. None और Any के साथ singular व plural दोनों प्रकार की verb का प्रयोग किया जा सकता है।

(a) None *has/ have* gone away yet.
(b) None of them *has/ have* come back yet.
(c) *Do/ Does* any of them know ?
(d) None *was/ were* injured.

34. यदि who, which तथा that का प्रयोग relative pronoun के रूप में हो, तो इनके बाद प्रयोग होने वाली verb इनके antecedent के number और person पर निर्भर करती है। Antecedent उस Noun/ Pronoun को कहते हैं जो Relative Pronoun के पहले आता है; जैसे—

(a) I, who *am* a teacher, teach here.
(b) The students who *are* here do not do well.

One of वाले वाक्यों में of के बाद वाले Noun/ Pronoun को ही Antecedent मानें; जैसे—

(a) He is one of those who *do not accept* this view.
(b) She is one of those who *do not attend* the meeting.

35. Nothing but के बाद Noun कैसा भी हो, हमेशा singular verb का प्रयोग होता है; जैसे—

(a) Nothing but snow *is* seen.
(b) Nothing but a girl *is* there.

ध्यान रखें ऐसे वाक्यों का Subject, Nothing होता है।

36. यदि दो Subjects 'not —— but' या 'not' से जुड़े हों, तो जो Subject 'not' के साथ नहीं है, verb उसके अनुसार होती है; जैसे—

(a) Not she but her friends are guilty.
(b) She, not her friends is guilty.

37. जब दो अंकगणितीय figures 'and' से जुड़े हों, तो 'verb' singular भी हो सकती है और plural भी। जब singular verb का प्रयोग किया जाता है, तो इसका अर्थ है कि इन अंकों को एक 'unitary concept' माना गया है। जब plural verb का प्रयोग होता है, तो इन्हें अलग-अलग माना गया है; जैसे—

(a) Four and four is eight. (singular verb) (b) Four and four *are* eight. (plural verb)

साधारणतया singular verb का प्रयोग उचित रहता है।

38. गणित से संबंधित वाक्यों में गुणा करने के लिए singular verb का प्रयोग किया जाता है; जैसे—

(a) Six times four *is* twenty four.

(b) Two times two *is* four.

39. यदि वाक्य का subject 'anybody, anyone, anything, everybody, everyone, everything, no one, nobody, nothing, somebody, someone' और 'something' हो, तो 'verb' singular होती है; जैसे—

(a) Everybody knows that the earth *is* round.

(b) Everybody among your friends *likes* playing.

40. Many, a great many और a good many के बाद noun plural और verb भी plural होती है; जैसे—

(a) Many people *do not* have enough to eat.

(b) Many calves *are* grazing in the field.

परंतु many a के बाद noun singular और verb भी singular लगती है; जैसे—

(a) Many a flowers *fades* unseen.

(b) Many a girl *has* passed.

41. निम्नलिखित प्रकार के Interrogative sentences में Subject पहचानने में गलतियाँ होती हैं। यहाँ verb 'to be' के बाद आने वाला Noun/ Pronoun ही 'Subject' होता है; जैसे—

What proof *are* these tears ? (Subject – tears)

42. यदि एक से अधिक clauses को and से जोड़ा जाए, तो plural verb का प्रयोग किया जाता है; जैसे—

Where he lives and what he does *are* not known to me.

43. यदि Subject के बाद apposition का प्रयोग हो, तो verb हमेशा apposition के पद के पहले आने वाले Noun या Pronoun के अनुसार होती है; जैसे—

(a) I, Ram *am* a doctor.

(b) You, boy *are* very wicked.

44. What का प्रयोग singular और plural दोनों अर्थों में हो सकता है। What एक relative pronoun की तरह कार्य करता है; जैसे—

(a) Can you see what *appears* to be a ship?

(b) Can you see what *appear* to be ships?

45. 'Let us और let them' के बाद plural verb लगती है; जैसे—

(a) Let us *go* out for a walk.

(b) Let them *pass* the night here.

46. 'Pains' के बाद singular/plural verb दोनों तरह से verb का प्रयोग हो सकता है; जैसे—

(a) The pains **have** started. (जब pains का अर्थ delivery के दर्द से हो)

(b) Due pains **has** been taken by him to prepare this grammar. (जब pains का अर्थ मेहनत से हो)

III. EXCEPTIONS

(Exceptions to the Rule : The verb must agree with its subject in number and person) **इस नियम के तीन अपवाद हैं—**

1. 'dare' तथा 'need' modals के रूप में प्रयोग होने पर singular subject के साथ भी plural verb लेती हैं; जैसे—

(a) She *need not go*.

(b) He *dare not oppose* me.

(c) Ram has enough money. He *need not* more.

(d) *Need* he go now ?

A. जब 'dare' और 'need' verb का प्रयोग मुख्य verb के रूप में होता है, तब ये सामान्य नियम का पालन करती हैं; जैसे—

(a) He *needs* petrol for his car.

(b) Beauty *needs* no ornaments.

B. यदि वाक्य में do नामक verb का प्रयोग हो और dare, need का प्रयोग मुख्य verb के रूप में होता है, तब भी ये verbs सामान्य नियम का पालन करती हैं; जैसे—

One *does not need* to know anything.

अब इसी वाक्य में यदि need को modal के रूप में प्रयोग करें, तो यह वाक्य ऐसे लिखा जाएगा; जैसे—

One *need not* know anything.

2. यदि वाक्य में कोरी कल्पना या असंभव शर्त (wish, condition, supposition) का भाव हो, तो singular subject के साथ plural verb का प्रयोग किया जाता है; जैसे—

(a) I wish I *were* a king.
(b) If I *were* you, I would do it.
(c) *Were* he a bird, he would fly to me.
(d) If I *were* rich, I would help her.

ध्यान रखें— वर्तमान् के unfulfilled wish, condition और desire आदि को व्यक्त करने के लिए as if, as though, I wish, if, it is high time और it is time के साथ यदि Verb 'to be' का प्रयोग हो, तो इसका सिर्फ़ were रूप प्रयोग में आता है चाहे subject किसी भी number person का क्यों न हो।

3. यदि वाक्य में आशीष, इच्छा, अभिलाषा का भाव प्रकट हो, तो singular subject के साथ plural verb का प्रयोग किया जाता है। ध्यान रखें ऐसे वाक्यों में केवल 'bless, live, save' और 'help' verbs का ही प्रयोग होता है, अन्य verbs का नहीं; जैसे—

(a) God *save* the king.
(b) Long *live* the President.
(c) Lord *bless* you.
(d) Long *live* our friendship.

EXERCISE 82.

Fill in the blanks with a verb in agreement with its subject :

1. All of us ……. equally responsible for that. (was/ were)
2. Neither the teacher nor the students ……. going to the camp. (is/ are)
3. Economics ……. not taught well. (is/ are)
4. A lot of books ……. written on English grammar. (is/ are)
5. Some of the money ……. still with me. (is/ are)
6. One thousand rupees ……. a good amount. (is/ are)
7. The poet and the dramatist ……. died. (has/ have)
8. He as well as his father ……. in Delhi. (is/ are)
9. Twelve inches ……. a foot. (make/ makes)
10. One of the good movies ……. coming on TV. (is/ are)

EXERCISE 83.

Fill in the blanks with a verb in agreement with its subject :

1. Each of the students ……. given a text book. (is/ are)
2. A number of boys ……. absent. (is/ are)
3. A part of mango ……. rotten. (is, are)
4. Two and two ……. four. (make/ makes)
5. All the people in the room ……. silent. (was/ were)
6. The poet and painter ……. coming. (is/ are)
7. I ……. one of the boys who was selected. (was/ were)
8. None of them ……. at fault. (is/ are)
9. His means ……. plenty. (is/ are)
10. Both John and Peter ……. my sons. (is/ are)

EXERCISE 84.

Fill in the blanks with a verb in agreement with its subject:

1. Each of these persons ……. responsible. (is/ are)
2. Law and order ……. to be maintained by the Government. (is/ are)
3. None of them ……. agreed to the proposal. (has/ have)
4. Slow and steady ……. the race. (win/ wins)
5. The wages ……. fallen. (has/ have)
6. Your choice of subjects ……. not good. (is/ are)
7. There ……. several mistakes in your book. (is/ are)
8. Time and tide ……. for none. (wait/ waits)
9. Much of the fun ……. spoilt. (was/ were)
10. The committee ……. published its reports . (has/ have)

EXERCISE 85.

Fill in the blanks with a verb in agreement with its subject:

1. Neither of the students ……. right. (is/ are)
2. Either you or she ……. in the wrong. (is/ are)
3. The jury ……. decided the case. (has/ have)
4. A crowd of people ……. in the room. (was/ were)
5. Six kilometers ……. a long distance to walk. (is/ are)
6. No news ……. good. (is/ are)
7. None of the girls ……. brought the book. (has/ have)
8. Lots of men ……. come. (has/ have)
9. All men ……. mortal. (is/ are)
10. Neither of the students ……. right. (is/ are)

EXERCISE 86.

Fill in the blanks with a verb in agreement with its subject:

1. Five rupees ……. equal to five hundred paise. (is, are)
2. He and I ……. playing. (was, were)
3. The doctor and social worker ……. going to the hospital. (is, are)
4. The doctor and the social worker ……. going to the hospital.(is, are)
5. Neither he nor she …….here. (is, are)
6. The man who is here ……. my brother. (is, are)
7. I wish I ……. a bird ! (was, were)
8. The blind …….receive light. (do not, does not)
9. He no less than you……. responsible. (is, are)
10. Ten miles ……. a long way to walk. (is, are).

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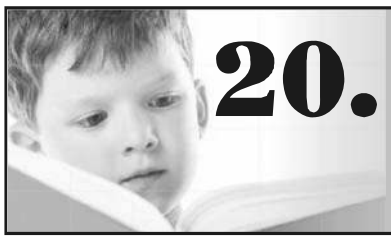

20. Interjections

IN THIS SECTION

I. Interjections II. List of Interjections and Their Applications

I. Interjections

जो शब्द खुशी या गम, डर व हैरानगी जैसे भाव प्रकट करें, Interjections कहलाते हैं।

(The words that express some sudden feelings or emotions are called interjections.)

Interjection कोई word, phrase और यहाँ तक पूरा sentence भी हो सकता है। कुछ Interjections इस प्रकार से हैं—

II. List of Interjections and Their Applications

विस्मयादिबोधक शब्दों की सूची और प्रयोग—

1. Joy (प्रसन्नता) के लिए : Hurrah!; Ha! Ha! Hip, Hip, Hurrah!; जैसे—

(a) *Hurrah*! I have passed.
(b) *Hurrah*! here is the prize.

2. दु:ख (sorrow) के लिए : Alas!; Ah!; Ah me!; जैसे—

(a) *Ah*! his friend has deceived him.
(b) *Alas*! I am undone.
(c) *Alas*! we have lost the match.
(d) *Alas*! my sister has failed.

3. आश्चर्य (surprise) के लिए : Oh!; What!; Good God!; Good heavens!; जैसे—

(a) *Oh*! how beautiful this flower is.
(b) *Oh*! what a beautiful sight is.
(c) *What*! my brother has died.

4. घृणा (contempt) के लिए : Shame!; Fie!; Bosh!; जैसे—

(a) *Fie*! you did it to me.
(b) *Fie*! you are afraid of him.

5. अनुमोदन (approval/ greetings) के लिए : Bravo!; Well done!; O.K.!; जैसे—

(a) *Bravo*! you fought bravely.
(b) *Well done*, my boy!
(c) *Bravo*! you have well done.

6. संबोधन (calling) के लिए : Hello!; Ho!; Hey!; जैसे—

(a) *Hello*! what are you doing here ?
(b) *Hello*! how are you ?

7. ध्यान attention के लिए Lo!; Listen!; Look!; Behold!; Hush! Hark! Shh!; जैसे—

(a) *Hark*! someone cries. (b) *Hush*! my mother is asleep.

(a) *Hush*! do not quarrel.
(b) *Hush*! someone is coming.
(c) *Hark*! somebody is knocking at the door

8. Goodbye को भी Interjection के रूप में प्रयोग किया जा सकता है। इसके अतिरिक्त well भी exclamation marks के साथ वाक्य के आरम्भ में Interjection के रूप में प्रयोग किया जा सकता है; जैसे—

(a) Goodbye! have a nice time.

9. धिक्कार व अफसोस आदि उद्‌गारों के लिए Pooh! Sorry ! आदि का प्रयोग किया जाता है; जैसे—

(a) Pooh! you have again failed in the examination.
(b) Sorry! I cannot lend you my book.

10. कभी-कभी निम्नलिखित Parts of Speech का भी Interjections के रूप में प्रयोग किया जाता है; जैसे—

(a) How nice of you to come! (Adverb)
(b) If only I could be present there! (Conjunction)
(c) To think of him as poor beggar going from door to door! (Infinitive)
(d) Would it were eternal spring! (Verb)

EXERCISE 87.

Fill in the blanks using suitable 'interjections':

1. …….! the train has reached the platform.
2. …….! a king fisher.
3. …….! a dangerous cobra!
4. …….! the old woman lost her only son.
5. …….! we have won the prize.
6. …….! my son has stood first in his class.
7. …….! we have lost the match.
8. …….! I shall visit your house.
9. …….! gone, everything gone- my brother is dead.
10. …….! how are you?

EXERCISE 88.

Fill in the blanks using suitable 'interjections':

1. …….! you had a nasty fall.
2. …….! you have returned so soon!
3. …….! she has died so young.
4. …….! she has lost her purse.
5. …….! mother is sleeping.
6. …….! my friend has got first division.
7. …….! what a beautiful picture!
8. …….! what idea!
9. …….! he has died.
10. ……. upon you for doing it !

EXERCISE 89.

Fill in the blanks using suitable 'interjections':

1. ……. ! how hot it is.
2. ……. ! I have passed.
3. ……. ! he is so disgusting.
4. ……. ! who comes?

5. ……. ! he won a lottery.
6. ……. ! there is someone at the door.
7. ……. ! Devil take the Bishop's horse and you too!
8. ……. ! you have made all the arrangements.
9. ……. ! what a narrow escape!
10. ……. ! the train is coming.

EXERCISE 90.

Fill in the blanks using suitable 'interjections':

1. …….! one lakh prize.
2. …….! be silent.
3. …….! she ran over the child.
4. …….! he has won the lottery twice.
5. …….! a doctor and afraid of operation!
6. …….! someone cries.
7. …….! how happy I am.
8. …….! has she failed?
9. …….! have they gone?
10. …….! I have lost my bridal ring.

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21. The Noun

IN THIS SECTION

I. Noun **II. Kinds of Nouns** **III. The Noun : Number**
IV. The Noun : Gender **V. The Noun : Case**
VI. Possessive Case : Noun

I. Noun

(A noun is a word used as the names of a person, place, thing, action, quality or condition.)

व्यक्ति, स्थान अथवा वस्तु का नाम Noun कहलाता है। इसके अतिरिक्त जो शब्द गुण (quality), कार्य या अवस्था (state/ condition/ position/ attitude) को प्रकट करें, वे भी Nouns कहलाते हैं।

II. Kinds of Nouns

Nouns पाँच प्रकार की होती है—

1. Proper Noun **2. Common Noun**
3. Collective Noun **4. Material Noun**
5. Abstract Noun

Note:– कोई भी चीज़ जिसे हम आँख से देख सकते हैं या किसी को दिखा सकते हैं, वह Noun है।

- यदि वह किसी का नाम है, तो Proper Noun है।
- यदि कोई समूह है, तो वह Collective Noun है।
- यदि हम गिन सकते हैं, तो वह Common Noun है।
- यदि हम गिन नहीं सकते हैं, तो वह Material Noun है।
- यदि हम मात्रा का अनुभव करते हैं, तो वह Abstract Noun है।

1. Proper Noun

A. (The names of a particular or specific person, place or thing are known as proper nouns.)

किसी विशेष व्यक्ति, स्थान अथवा वस्तु, का नाम proper nouns (व्यक्तिवाचक संज्ञा) कहलाता है। वस्तु (Thing) का अर्थ है— ऐसी सभी वस्तुएँ जिन्हें हम अपनी ज्ञानेन्द्रियों से देख व सुन सकते हैं। ये nouns केवल एक समय में एक ही नाम की ओर संकेत करती हैं। Proper Noun का पहला अक्षर हमेशा Capital letter में लिखा जाता है।

B. कुछ Proper Nouns इस प्रकार से हैं—

1. **व्यक्तियों के नाम; जैसे—** Gita, Sahil,
2. **शहरों के नाम; जैसे—** Delhi, Bombay
3. **महीनों के नाम; जैसे—** March, April
4. **दिनों के नाम; जैसे—** Sunday, Monday

5. **नदियों के नाम; जैसे—** Ganga, Yamuna
6. **ऐतिहासिक भवनों के नाम; जैसे—** Taj Mahal, Red Fort
7. **खाड़ियों के नाम; जैसे—** Bay of Bengal
8. **पर्वतों के नाम; जैसे—** Himalayas, Vindhyachal
9. **पुस्तकों के नाम; जैसे—** Ramayana, Gita
10. **प्रांतों के नाम; जैसे—** Haryana, Punjab
11. **देशों के नाम; जैसे—** India, Pakistan

2. COMMON NOUN

A. (Common noun is name given in common to every person or thing of the same class or kind.)

वह noun जो किसी खास आदमी, स्थान और वस्तु का नाम न हो, बल्कि एक ही वर्ग के व्यक्ति, वस्तु या स्थानों के लिए प्रयोग की जाती हो, Common Noun कहलाती है; जैसे— book, boy, city, girl, river, table, tree, village और month आदि।

(a) Gita is a holy *book*.
(b) Ganga is a *river* of the North.
(c) Hisar is a beautiful *city*.
(d) Ram is a good *boy*.
(e) Sita is a charming *girl*.

उपरोक्त sentences में 'book, river, city, boy' और 'girl' common nouns हैं जो क्रमशः Gita, Ganga, Hisar, Ram और Sita को प्रकट करती हैं।

Proper Noun देखें—***Sita*** is a girl.

Common Noun देखें—Sita is a ***girl***.

B. कभी-कभी proper noun के आगे the लगाने से common noun बना ली जाती है; जैसे—

(a) Kalidas is the *Shakespeare* of India.
(b) Chandigarh is the *Paris* of India.

C. कभी-कभी proper noun को भी common noun के समान प्रयोग करते हैं। उस समय वह एक जाति या जाति के किसी व्यक्ति को व्यक्त करती है; जैसे—

(a) He is the *Rustam* of his class. (common noun)
(b) There are five *Ram* in my class. (common noun)

D. Proper, material और abstract nouns सदैव एकवचन में आती हैं, किंतु जब इनका प्रयोग बहुवचन में होता है तो ये common noun बन जाती हैं; जैसे—

(a) *Sita* was the wife of Ram.	(proper noun)
(b) All the ladies of India are not *Sita*.	(common noun)
(c) *Iron* is a hard metal.	(material noun)
(d) Where are the *irons* ?	(common noun)
(e) I lost my *eyesight*.	(abstract noun)
(f) Those *sights* are worth seeing.	(common noun)

3. COLLECTIVE NOUN

A. (Collective nouns is the name of a number (or collection) of persons, or things taken together and spoken of as one whole.)

Collective Noun (समूहवाचक संज्ञा) से व्यक्ति/ वस्तु के समूह का बोध होता है।

B. कुछ Collective Nouns इस प्रकार से हैं— assembly, audience, army, brood, bunch, bundle, class, club, committee, crew, crowd, family, fleet, flock, furniture, gang, garland, government, group, herd, jury, library, majority, minority, mob, nation, parliament, public, team, tuft, board, bouquet etc. जैसे—

(a) A *flock* of sheep is grazing in the field.
(b) This *garland* is made of rose.
(c) The police dispersed the *crowd*.
(d) The Pakistan *army* was defeated at Kargil.
(e) Our *team* won the match.
(f) The *jury* found the prisoner guilty.
(g) A *herd* of cattle is passing.

उपरोक्त sentences में 'flock, garland, crowd, army, team, jury' और 'herd'– collective nouns हैं।

C. याद रखें– Collective Noun का प्रयोग हमेशा neuter gender (नपुंसक लिंग) में होता है। collective noun हमेशा singular number में होती है। यदि इसको plural बना दिया जाए, तो फिर यह common noun का काम करेगी; जैसे–

(a) This is my *class*. (Collective Noun)
(b) There are ten *classes* present in the hall. (Common Noun)

D. जब collective noun समूह के प्रत्येक व्यक्ति की ओर संकेत करती है, तो वह Noun of Multitude कहलाता है; जैसे–

(a) The *Committee* were divided in their opinion. (Noun of multitude)
(b) The *jury* were divided in their verdict.

Noun of Multitude की Verb सदैव बहुवचन में होती है।

4. Material Noun

A. (A material noun denotes the matter or substance of which things are made.)

जो शब्द पदार्थ (matter/ substance) का बोध कराएं Material Nouns (पदार्थवाचक संज्ञा) कहलाते हैं।

कुछ Material Nouns इस प्रकार से हैं–

copper, cotton, 'gold, milk, oil, silver, sugar, water, wood, wool etc.

जैसे–

(a) Her ring is made of *gold*. (b) *Milk* is a perfect diet.
(c) Floor is made of *wheat*. (d) Table is made of *wood*.

उपरोक्त sentences में 'gold, milk, wheat' और 'wood' collective nouns हैं।

B. ध्यान रखें–material noun को गिना नहीं जाता लेकिन मापा या तोला जा सकता है। ये हमेशा singular number में होती हैं। एक शब्द अपने प्रयोग के अनुसार common noun भी हो सकता है और material noun भी; जैसे–

(a) *Wheat* is eaten. (material noun)
(b) *Wheat* is a plant. (common noun)

5. Abstract Noun

A. (An abstract noun is usually the name of a quality, action or state considered apart from the object to which it belongs.)

Abstract का अर्थ है– निचोड़ना। जब noun के भीतर की quality वगैरह को उसी noun से अलग करके देखते हैं, तो abstract noun (भाववाचक संज्ञा) बन जाती है। लाल (Red) एक फूल का रंग है, उससे (Redness) लाली अलग कर ली गई है, तो abstract noun बन गई है। इसी प्रकार जाट Jat लोग बहादुर (Brave) हैं। उनके इस गुण को अलग करके बहादुरी (Bravery) abstract noun बना ली गई है। अत: जो शब्द गुण, क्रिया या कार्यविधि अथवा अवस्था का बोध कराएं Abstract Nouns कहलाते हैं।

B. कुछ Abstract Nouns इस प्रकार से हैं–

1. Quality को प्रकट करने वाली Abstract Nouns–
greatness, hardness, height, honesty, anger, joy, courage, idleness, softness, strength, sweetness, truth, wisdom.

2. Action को प्रकट करने वाली Abstract Nouns–
growth, discovery, activity, consideration, laughter, meditation, movement, pain, speech, obedience, pleasure, race, theft.

3. **State को प्रकट करने वाली Abstract Nouns–**
childhood, boyhood, adulthood, cold, death, illness, imprisonment, independence, madness, poverty, sadness, sleep, youth, kindness.

4. **कला विज्ञान के नाम (Names of Arts and Science) प्रकट करने वाली Abstract Nouns–**
Astronomy, Economics, Geometry, Grammar, Music, Chemistry, Spinning and weaving, Wood–craft.

जैसे—

(a) *Honesty* is the best policy.
(b) I am affected with *cold.*
(c) She could not attend Shyam in his *childhood* properly.
(d) He did not make a *speech.*
(e) Without health there is no *happiness*.

उपरोक्त sentences में 'honesty, cold, childhood, speech, courage' और 'happiness' abstract nouns हैं। Abstract Noun का प्रयोग हमेशा neuter gender (नपुंसक लिंग) में होता है। ये Noun हमेशा singular रूप में प्रयोग होती हैं। ऐसी Noun को हम देख या छू नहीं सकते, सिर्फ़ महसूस कर सकते हैं।

C. जिस Noun के पीछे age, ance, ancy, ence, ency, hood, ity, ment, ness, ship, tion, ty etc. हों वे सभी abstract nouns होती हैं।

age	shortage	ance	attendance
ancy	vacancy	ence	residence
ency	currency	hood	childhood
ity	inferiority	ment	appointment
ness	cleanliness	ship	scholarship
tion	application	ty	poverty

EXERCISE 91.

Mention the kind of italicised nouns :

1. The *Taj Mahal* stands on the bank of Yamuna.
2. *Jaipur* is known as the 'Pink city.'
3. *Delhi* is the capital of India.
4. The *boy* plays hockey.
5. The *army* was marching out.
6. The chair is made of *wood*.
7. *Anger* is man's enemy.
8. *Silver* is white metal.
9. *Poverty* is a curse.
10. *Honesty* is the best policy.

EXERCISE 92.

Mention the kind of *italicised* nouns :

1. Mohan cannot live without *water*.
2. *Death* is preferable to disgrace.
3. Where is the *bunch* of keys, sir?
4. The *jury* has decided to send him to the jail.
5. Health is real *happiness* indeed.
6. Sita is a charming *girl*.
7. A *herd* of cattle is grazing.

8. *Gold* is very costly metal.
9. *Napoleon* was a great commander.
10. Ch. Devilal was a man of great *courage*.

III. THE NOUN : NUMBER

1. Number of Nouns (संज्ञाओं के वचन)

(The number indicates how many persons or objects are being referred to. The form that indicates only one is called the singular. The form that indicates more than one is called the plural.)

1. Singular (एकवचन) :
   Noun का जो रूप केवल 'एक' को व्यक्त करे singular number कहलाता है।
2. Plural (बहुवचन) :
   Noun का जो रूप 'एक से अधिक' को व्यक्त करे plural number कहलाता है।

Types of Nouns :

Noun को ऐसे भी विभाजित किया जा सकता है–

1. Countable Noun
ऐसी Noun जिसकी जिसकी गणना की जा सके; जैसे– two chairs, one table.

2. Uncountable Noun
ऐसी Noun जिसकी जिसकी गणना न की जा सके; जैसे- work, sugar, milk. इन्हें केवल मापा या तोला जा सकता है। यदि इनको plural बना दिया जाए, तो इनका अर्थ ही बदल जाता है; जैसे–

(a) I like your ***work***. (यहाँ work का अर्थ है कार्य)

(b) I like Milton's ***works***. (यहाँ work का अर्थ है कृति)

2. Singular से Plural बनाने के नियम

Rule 1. Noun जिसका अंतिम अक्षर Consonant हो, उसके पीछे 's' लगाकर Plural बनाएं।

Singular	Meaning	Plural	Singular	Meaning	Plural
Act	अधिनियम	Acts	Actor	कलाकार	Actors
Alarm	एलार्म घड़ी	Alarms	Almira	अलमारी	Almiras
Angel	देवदूत	Angels	Arc	चाप	Arcs
Arm	भुजा	Arms	Article	वस्तु	Articles
Bee	मधुमक्खी	Bees	Beggar	भिखारी	Beggars
Boat	नाव	Boats	Bomb	बम	Bombs
Book	पुस्तक	Books	Boy	लड़का	Boys
Camel	ऊँट	Camels	Cat	बिल्ली	Cats
Cock	मुर्गा	Cocks	Cook	रसोइया	Cooks
Crow	कौआ	Crows	Dagger	खंजर	Daggers
Daughter	पुत्री	Daughters	Day	दिन	Days
Desk	डैस्क	Desks	Diet	खुराक	Diets
Doll	गुड़िया	Dolls	Egg	अण्डा	Eggs
Elephant	हाथी	Elephants	Emperor	सम्राट	Emperors
Examiner	परीक्षक	Examiners	Farmer	किसान	Farmers
Father	पिता	Fathers	Feat	करतब	Feats
Gambler	जुआरी	Gamblers	Girl	लड़की	Girls
Goat	बकरी	Goats	Hand	हाथ	Hands

Handful	मुट्ठीभर	Handfuls	Hat	टोप	Hats
Hen	मुर्गी	Hens	Hindu	हिंदू	Hindus
Idea	विचार	Ideas	Indian	भारतीय	Indians
Inkpot	दवात	Inkpots	Iron	इस्त्री	Irons
Jaw	जबड़ा	Jaws	Job	काम	Jobs
Kid	बच्चा	Kids	Kind	प्रकार	Kinds
King	राजा	Kings	Labourer	श्रमिक	Labourers
Lamp	लैम्प	Lamps	Letter	पत्र	Letters
Lid	ढक्कन	Lids	Mark	अंक	Marks
Master	मालिक	Masters	Monitor	मानिटर	Monitors
Monk	साधु	Monks	Month	महीना	Months
Nail	नाखून	Nails	Nation	राष्ट्र	Nations
Nephew	भतीजा	Nephews	Night	रात	Nights
Ocean	सागर	Oceans	Owl	उल्लू	Owls
Parrot	तोता	Parrots	Pencil	पेंसिल	Pencils
Pupil	शिष्य	Pupils	Queen	रानी	Queens
Question	प्रश्न	Questions	Rabbit	खरगोश	Rabbits
Radio	रेड़ियो	Radios	Rail	पटरी	Rails
Rider	सवार	Riders	River	नदी	Rivers
Root	जड़	Roots	Salt	नमक	Salts
Servant	नौकर	Servants	Soap	साबुन	Soaps
Sparrow	चिड़िया	Sparrows	Tailor	दर्जी	Tailors
Teacher	अध्यापक	Teachers	Umbrella	छतरी	Umbrellas
Urn	कलश	Urns	Valley	घाटी	Valleys
Wasp	ततैया	Wasps	Window	खिड़की	Windows
Wound	घाव	Wounds	Year	साल	Years
Youth	युवक	Youths	Zebra	ज़ेबरा	Zebras

नोट—कुछ Nouns जिनके दो Plurals भी हो सकते हैं—

Formula	नियम	Formulas, Formulae

Rule 2. Noun जिसका अंतिम अक्षर s, ss, sh, ch, x हो, उसके पीछे 'es' लगाकर Plural बनाएं।

Singular	Meaning	Plural	Singular	Meaning	Plural
Arch	मेहराब	Arches	Ass	गधा	Asses
Bench	बैंच	Benches	Birch	भोजपत्र	Birches
Box	सन्दूक	Boxes	Bunch	गुच्छा	Bunches
Bus	बस	Buses	Bush	झाड़ी	Bushes
Canvas	तिरपाल	Canvases	Church	गिरजाघर	Churches
Class	कक्षा	Classes	Coach	शिक्षक	Coaches
Dish	प्लेट	Dishes	Ditch	खाई	Ditches
Finch	चिड़िया	Finches	Fish	मछली	Fishes
Fix	भंवर	Fixes	Fox	लोमड़ी	Foxes

Gas	गैस	Gases	Glass	गिलास	Glasses
Harness	घोड़े का साज	Harnesses	Hoax	दिल्लगी	Hoaxes
Kiss	चुंबन	Kisses	Lass	लड़की	Lasses
Latch	चिटखनी	Latches	Loss	हानि	Losses
Mass	पिंड	Masses	Match	मैच	Matches
Narcissus	नर्गिस का फूल	Narcissuses	Notch	दाँता	Notches
Pass	आज्ञापत्र	Passes	Quiz	पहेली	Quizes
Speech	भाषण	Speeches	Switch	स्विच	Switches
Tax	कर	Taxes	Watch	घड़ी	Watches
Exceptions					
Analysis	विश्लेषण	Analyses	Monarch	सम्राट	Monarchs
Stomach	आमाश्य	Stomachs	Locus	बिंदुपथ	Loci
Radius	अद्‌र्धव्यास	Radii	Ox	बैल	Oxen

Rule 3. Noun जिसका अंतिम अक्षर O हो और उसके पहले Consonant हो 'es' लगाकर Plural बनाएं।

Singular	**Meaning**	**Plural**	**Singular**	**Meaning**	**Plural**
Ado	कष्ट, उपद्रव	Adoes	Cargo	जहाज में लदा सामान	Cargoes
Echo	प्रतिध्वनि	Echoes	Hero	नायक	Heroes
Mango	आम	Mangoes	Motto	आदर्श	Mottoes
Negro	हब्शी	Negroes	Potato	आलू	Potatoes
Tomato	टमाटर	Tomatoes			
Exceptions					
Canto	कविता खण्ड	Cantos	Dynamo	डायनमा	Dynamos
Photo	फ़ोटो	Photos	Zero	शून्य	Zeros

नोट— कुछ nouns जिनके दो plurals भी हो सकते हैं; जैसे—

Mosquito	मच्छर	Mosquitoes, Mosquitos
Volcano	ज्वालामुखी	Volcanoes, Valcanos
Buffalo	भैंस	Buffaloes, Buffalos

Rule 4. Noun जिसका अंतिम अक्षर double vowel हो, 's' लगाकर Plural बनाएं।

Singular	**Meaning**	**Plural**	**Singular**	**Meaning**	**Plural**
Bamboo	बाँस	Bamboos	Bee	मधुमक्खी	Bees
Cuckoo	कोयल	Cuckoos	Portfolio	विभाग	Portfolios
Radio	रेड़ियो	Radios	Studio	स्टूडियो	Studios
Tree	पेड़	Trees	Woe	दु:ख	Woes
Zoo	चिड़ियाघर	Zoos			

Rule 5. Noun जिसका अंतिम अक्षर y हो और उसके पहले Consonant हो, y हटाकर 'es' लगाकर Plural बनाएं।

Singular	**Meaning**	**Plural**	**Singular**	**Meaning**	**Plural**
Army	सेना	Armies	Baby	बच्चा	Babies
Belly	पेट	Bellies	Body	शरीर	Bodies
City	शहर	Cities	Copy	प्रति	Copies
Country	देश	Countries	Cry	चीख	Cries

Dictionary	शब्दकोष	Dictionaries	Duty	कर्त्तव्य	Duties
Fairy	परी	Fairies	Family	परिवार	Families
Ferry	नाव	Ferries	Fly	मक्खी	Flies
Gallery	गैलरी	Galleries	Lady	स्त्री	Ladies
Library	पुस्तकालय	Libraries	Lorry	लारी	Lorries
Luxury	विलासिता	Luxuries	Pony	टट्टू	Ponies
Reply	उत्तर	Replies	Story	कहानी	Stories
Victory	विजय	Victories			

Rule 6. Noun जिसका अंतिम अक्षर y हो और उसके पहले vowel हो, 's' लगाकर Plural बनाएं।

Singular	Meaning	Plural	Singular	Meaning	Plural
Bay	खाड़ी	Bays	Boy	लड़का	Boys
Chimney	चिमनी	Chimneys	Day	दिन	Days
Donkey	गधा	Donkeys	Essay	निबंध	Essays
Journey	यात्रा	Journeys	Joy	खुशी	Joys
Key	चाबी	Keys	Monkey	बंदर	Monkeys
Play	खेल	Plays	Ray	किरण	Rays
Storey	मंजिल	Storeys	Toy	खिलौना	Toys
Valley	घाटी	Valleys	Way	रास्ता	Ways
X-ray	एक्सरे	X-rays			

Rule 7. Noun जिसका अंतिम अक्षर f या fe हो, उसका Plural f, fe हटाकर 'ves' लगाकर Plural बनाएं।

Singular	Meaning	Plural	Singular	Meaning	Plural
Calf	बछड़ा	Calves	Elf	परी	Elves
Half	आधा	Halves	Knife	चाकू	Knives
Leaf	पत्ता	Leaves	Life	जीवन	Lives
Loaf	रोटी	Loaves	Sheaf	गट्ठा	Sheaves
Shelf	अलमारी	Shelves	Thief	चोर	Thieves
Wife	पत्नि	Wives	Wolf	भेड़िया	Wolves
Exceptions					
Belief	विश्वास	Beliefs	Chief	सरदार	Chiefs
Cliff	पर्वत की चोटी	Cliffs	dwarf	बौना	dwarfs
Grief	शौक	Griefs	Gulf	खाड़ी	Gulfs
Handkerchief		रूमाल	Handkerchiefs		
Mischief	शरारत	Mischiefs	Proof	सबूत	Proofs
Roof	छत	Roofs	Safe	तिजोरी	Safes
Staff	कर्मचारीगण	Staffs	Wharf	घाट	Wharfs

Rule 8. अक्षरों और अंकों के अंत में s ' लगाकर Plural बनाएं।

Singular	Meaning	Plural	Singular	Meaning	Plural
7	7's	9	9's	A	A's
B	B's	B.A.	B.A.'s	B.Ed.	B.Ed.'s
M.A.	M.A.'s	M.L.A.	M.L.A.'s	M.P.	M.P.'s
O	O's	Ph.D.	Ph.D.'s		

Rule 9. Plural of Compound Nouns:

(i) ऐसे compound words हैं जिनमें पहले Noun को ही plural बनाया जाता है, दूसरे को नहीं।

Singular	Meaning	Plural
Brother-in-law	साला, देवर	Brothers-in-law
Commander-in Chief	सेनापति	Commanders-in Chief
Daughter-in- law	पुत्रवधु	Daughters-in- law
Father-in-law	ससुर	Fathers-in-law
Grant-in-aid	अनुदान	Grants-in-aid
Looker-on	दर्शक	Lookers-on
Man-of-war	जंगी जहाज	Men-of-war
Member of Parliament	सांसद	Members of Parliament
Merry-go-round	झूला	Merry-go- round
Mother-in-law	सास	Mothers-in-law
Passer-by	राहगीर	Passers-by
Sister-in-law	साली, भाभी	Sisters-in-law
Son-in-law	जीजा	sons-in-law

(ii) ऐसी compound nouns हैं जिनमें दूसरे शब्द को plural बनाया जाता है पहले को नहीं; जैसे—

Singular	Meaning	Plural
Bed-room	सोने का कमरा	Bed-rooms
Book-case	पुस्तक का कवर	Book-cases
Boy friend	प्रेमी	Boy friends
Class-fellow	सहपाठी	Class-fellows
Class-room	कक्षा का कमरा	Class-rooms
Foot-ball	फुटबाल	Foot-balls
Fountain-pen	फाउंटेन पैन	Fountain-pens
Lady-doctor	लेडी डॉक्टर	Lady-doctors
Lord-Justice	न्यायाधीश	Lord-Justices
Maid-servant	नौकरानी	Maid-servants
Pea-cock	मोर	Pea-cocks
Pea-hen	मोरनी	Pea-hens
Step-brother	सौतेला भाई	Step-brothers
Step-daughter	सौतेली पुत्री	Step-daughters
Step-mother	सौतेली माँ	Step-mothers
Step-sister	सौतेली बहिन	Step-sisters
Step-son	सौतेला पुत्र	Step-sons

(iii) Man/ Woman से बने Compound nouns के दोनों parts में plural formation होता है; जैसे—

Singular	Plural
Gentleman-farmer	Gentlemen-farmers
Man doctor	Men doctors
Man servant	Men servants
Woman-doctor	Women-doctors
Woman-servant	Women- servants

किंतु man/ woman से बने निम्नलिखित Compound nouns के दोनों parts में plural formation नहीं होता है; जैसे—

Singular	Plural
Man lover	Man lovers
Woman hater	Woman haters

(iv) जब Hyphen (–) से जोड़कर compound word बनाया जाता है, तो वह हमेशा singular रहता है; जैसे—

Singular	Plural
all parties	all-party
fifty years	fifty-year old man
five pounds	five-pound weight
five rupees	five-rupee note
five years	five-year plan
seven men	seven-man committee
three feet	three-foot rule
three hours	three-hour sitting
two nations	two-nation theory
two ways	two-way traffic

Rule 10. Nouns जिसके inside vowels में परिवर्तन करके Plural बनाया जाता है।

Singular	Meaning	Plural
Chairman	प्रधान	Chairmen
Foot	पैर	Feet
Goose	हंस	Geese
Louse	जूँ	Lice
Man	आदमी	Men
Mouse	चूहा	Mice
Postman	डाकिया	Postmen
Tooth	दाँत	Teeth
Woman	औरत	Women

Rule 11. Noun जिसके अंत में en, ren लगाकर Plural बनाया जाता है।

Singular	Meaning	Plural
Brother	भाई	Brethren
Ox	बैल	Oxen
Child	बच्चा	Children

Rule 12. कुछ Nouns के दो तरह के Plurals बनते हैं, जिनका अर्थ भी भिन्न हो जाता है।

Singular	Plural	Meaning
Cloth	1. Cloths	कपड़े के थान
	2. Clothes	सिले हुए कपड़े
Die	1. Dies	ठप्पा
	2. Dice	पासा
Genius	1. Geniuses	प्रतिभाशाली व्यक्ति
	2. Genii	भूत
Index	1. Indexes	सूची पत्र
	2. Indices	घातांग

Rule 13. Nouns जिसके एकवचन और बहुवचन रूप में भिन्न अर्थ होते हैं। इनका प्रयोग सावधानी से करना चाहिए।

Singular	Meaning	Plural	Meaning
Abuse	दुरुपयोग	Abuses	कुरीतियाँ
Advice	सलाह	Advices	सूचनाएँ
Air	हवा	Airs	दिखावटी तौर तरीके (to show off)
Alphabet	वर्णमाला	Alphabets	भाषाएं
Colour	रंग	Colours	ध्वज
Compass	सीमा	Compasses	एक यंत्र
Custom	रीति-रिवाज़	Customs	सीमा शुल्क
Effect	प्रभाव	Effects	संपत्ति
Force	शक्ति	Forces	सेना
Good	भलाई	Goods	सामान
Iron	लोहा	Irons	जंजीर, बेड़ियाँ
Manner	तरीका	Manners	शिष्टाचार
Pain	पीड़ा	Pains	प्रयत्न
Respect	सम्मान	Respects	अभिवादन
Return	वापसी	Returns	हिसाब-किताब
Sand	बालू	Sands	रेगिस्तान
Spectacle	दृश्य	Spectacles	ऐनक
Water	पानी	Waters	समुद्र
Wood	लकड़ी	Woods	जंगल
Work	कार्य	Works	कृति

3. Some Typical Plurals :

(A) Latin words: with UM

Nouns जिनके अंत में um आता है।

कुछ ऐसी लैटिन Nouns जिनके अंत में um आता है, इनका बहुवचन um को हटाकर a लगाने से बनाया जाता है; जैसे—

Singular	Foreign Plural	English Plural
agendum	agenda	agendums
corrigendum	corrigenda	corrigendums
curriculum	curricula	curriculums
datum	data	datums
emporium	emporia	emporiums
medium	media	mediums
memorandum	memoranda	memorandums
sanatorium	sanatoria	
ovum	ova	

Medium का आध्यात्मिक अर्थ में mediums ही बहुवचन होता है। अब agendum, datum का प्रयोग नहीं होता है। इसलिए agenda और data का प्रयोग दोनों वचनों में किया जाता है; जैसे—

(a) This *data* is sufficient.
(b) These *data* are sufficient.
(c) The *agenda* has been drawn up.
(d) The *agenda* have been drawn up.

निम्नलिखित लैटिन Nouns के अंत में um तो आता है, परंतु इनका बहुवचन s लगाने से बनाया जाता है।

Singular	Plural	Singular	Plural
album	albums	forum	forums
gymnasium	gymnasiums	harmonium	harmoniums
museum	museums		
premium	premiums		

(B) Latin words: with US

Nouns जिनके अंत में us आता है।

कुछ ऐसी लैटिन Nouns जिनके अंत में us आता है, इनका बहुवचन us को हटाकर i लगाने से बनाया जाता है; जैसे—

Singular	Foreign Plural	English Plural
fungus	fungi	
locus	loci	
nucleus	nuclei	nucleuses
radius	radii	
syllabus	syllabi	syllabuses
terminus	termini	terminuses
focus	foci	focuses

(C) Greek words: with IS

Nouns जिनके अंत में is आता है। इनका बहुवचन is को हटाकर es लगाने से बनाया जाता है; जैसे—

Singular	Meaning	Foreign Plural	English Plural
analysis	विश्लेषण	analyses	analyses
axis	धुर	axes	axes
crisis	संकटcrises		crises
hypothesis	परिकल्पना	hypotheses	hypotheses
basis	आधार	bases	bases
oasis	मरुद्यान	oases	oases
parenthesis	वाक्यांश	parentheses	parentheses
thesis	शोध-पत्र	theses	theses

(D) Noun with EX, ON

Noun जिसका अंतिम अक्षर ex अथवा on हो, तो Plural के अंत में ices, ia और a लगाएं।

Singular	Meaning	Foreign Plural	English Plural
criterion	मापदण्ड़	criteria	criterions
index	सूची	indices	indexes
phenomenon	घटना	phenomena	phenomenons
vertex	शीर्ष	vertices	vertexes
apex	चोटी	apices	apexes
appendix	परिशिष्ट	appendices	appendixes
matrix	सांचा	matrices	matrixes

(E) Noun with EAU

Noun जिसका अंतिम अक्षर eau हो।

Singular	Foreign Plural	English Plural
bureau	bureaux	bureaus
plateau	plateux	plateaus

(F) Noun with A

Noun जिसका अंतिम अक्षर a हो।

Singular	Foreign Plural	English Plural
formula	formulae	formulas
lacuna	lacunae	lacunas
larva	larvae	larvas
vertebra	vertebrae	vertebras

Note:– Formula का साधारणतया Formulas ही plural होता है, सिर्फ़ विज्ञान के क्षेत्र में 'Formulae' का प्रयोग होता है।

4. More about Numbers :

1. कुछ Nouns का प्रयोग हमेशा उनकी Plural Form में ही होता है।

कुछ ऐसी Nouns जिनके अंत में 'S' आता है और ये सदा plural रहती हैं। 'S' को हटाकर इन्हें singular नहीं बनाया जा सकता है; जैसे—

bitters, breakables, dues, essentials, explosives, goods, necessaries, odds, particulars, sweets, valuables, thanks, wages, arms, bellows, fetters, pants, pincers, riches, sheers, snuffers, tongs, trappings, trousers, alms, ashes, scissors, shoes, socks, spectacles, vegetables.

(a) He sees that *alms* are given to every beggar that comes to his door.
(b) Each beggar was given *alms*.
(c) The *wages* have fallen.
(d) These *scissors* are blunt.

2. कुछ Nouns का प्रयोग हमेशा उनकी Singular Form में ही होता है।

कुछ Nouns दिखने में Plural लगती हैं लेकिन इनका प्रयोग हमेशा Singular Form में होता है।

A. Nouns with S

कुछ ऐसे Nouns जिनके अंत में s, तो लगा होता है परंतु वे होती singular हैं। इन्हें plural नहीं बनाया जा सकता; जैसे—

(i) खेलों के नाम—

billiards, cards, draughts

(ii) बीमारियों के नाम—

diabetes, rabies, measles, mumps, rickets

(iii) innings का प्रयोग दोनों ही वचनों में होता है। पहले इसे singular माना जाता था परंतु अब इस नियम में परिवर्तन हो गया है; जैसे—

an innings, several innings.

B. Nouns with ICS

Nouns जिनके अंत में ics आता है—

acoustics, athletics, classics, economics, ethics, hysterics, linguistics, mathematics, phonetics, physics, politics, statistics, mechanics etc.

यदि ics वाली Nouns से किसी 'विषय' के नाम की जानकारी मिलती हो, तो इन्हें singular मानें; जैसे—

Mathematics is an interesting subject.
Physics is a good subject.

यदि ics वाले शब्दों से 'गुणों' की जानकारी मिलती हो, तो इन्हें plural मानें; जैसे—

Her *mathematics* are not weak.

3. कुछ Nouns दिखने में Singular लगती हैं, लेकिन इनका प्रयोग हमेशा Plural Form में होता है। इनके के अंत में s नहीं आता है; जैसे—

Admiralty, cattle, cavalry, clergy, electorate, gentry, infantry, nobility, pantaloon, peasantry, people, police, poultry, vermin, yeomanry etc.

(a) These *cattle* are mine.
(b) The *police* were late in coming.
(c) Who are those *people* ?
(d) Whose *poultry* are this ?
(e) The *gentry* of the town were present to welcome the President.

4. कुछ Nouns का प्रयोग, केवल Singular में ही किया जाता है।

A. Advice, baggage, bread, breakage, business, chalk, clothing, coffee, crockery, dirt, dust, electricity, food, foolish, furniture, glass, information, hair, iron, jewellery, knowledge, language, luggage, machinery, mischief, money, music, paper, percent age, poetry, polish, postage, pottery, scenery, stationery, stone, traffic, wastage, wood, work etc.

(a) I saw beautiful *scenery* in Kashmir.
(b) He has ordered for *furniture*.
(c) Thank you for the *information* you sent.
(d) Your *hair* is black; mine is brown.

उपरोक्त बिंदु 4. की Nouns के लिए निम्नलिखित नियम याद रखें—

(i) ऐसी Nouns uncountable होती हैं। अत: इनके पहले न, तो a/ an का प्रयोग होता है और न ही इनके साथ s/ es जोड़कर plural बनाया जाता है; जैसे—

What is *poetry* ? (न कि What is a ***poetry*** ?)

(ii) ऐसी nouns के पहले a bit of, a heap of, a loaf of, a piece of, an article of, an item of अथवा articles of, bits of, heaps of, items of, loaves of, pieces of शब्दों का प्रयोग करके क्रमश: singular या plural verb लगायी जाती है।

(iii) ऐसी uncountable nouns के आगे article 'the' का प्रयोग तभी होता है जब ये किसी preposition/ adjective clause के पहले आती हैं; जैसे—

The *poetry* of Tagore is immortal.

(iv) ऐसी uncountable nouns से 'बहुत' का अर्थ प्रकट करने के लिए उनके आगे adjective of quantity— a lot of, little, most of, much और some का प्रयोग किया जाता है; जैसे—

(a) They gave me a lot of *information*.
(b) A little *knowledge* is a dangerous thing.

(v) ऐसी uncountable nouns के आगे भूलकर भी adjective of number; जैसे— few, many, several आदि का प्रयोग न करें।

B. Brick, Stone, Wood, Glass

जब brick, stone, wood, glass से वस्तु/ पदार्थ का बोध होता है तब इनका plural नहीं बनाया जाता; जैसे—

(a) This house is made of *stone*.
(b) Had you broken the *glass*?
(c) This table is made of *wood*.
(d) This is a *brick*-built house.

C. Science

'Science' को singular ही माना जाता है; जैसे—

(a) *Physics* is an exact science.
(b) *Ethics* is one of the subjects on the course.

D. Hair

Hair का वैसे तो plural नहीं बनाया जाता है परंतु खास अर्थ में countable noun की तरह प्रयोग होने पर Hair का plural बनाया जा सकता है; जैसे—

(a) His *hair* is dark.
(b) There are only two grey *hairs* on his head.

E. Work

Work 'काम' या 'कार्य' का अर्थ देता है। इसका plural नहीं बनाया जाता परंतु जब इसका अर्थ 'कृति' होता है तो plural बनाया जा सकता है; जैसे—

(a) I am fond of hard *work*.
(b) The *works* of Tulsidas are immortal.

5. कुछ Nouns, Plural एवं Singular दोनों में एक ही रूप में रहती हैं।

कुछ ऐसी Nouns हैं जिनके singular/ plural रूप में कोई परिवर्तन नहीं किया जाता है, बल्कि इनका singular/ plural रूप हमेशा एक ही होता है। यदि ये singular रूप में प्रयोग हों, तो singular verb लेती हैं और यदि plural रूप में प्रयोग हों, तो plural verb लेती हैं। याद रखें— ये दोनों ही वचनों में प्रयोग होती हैं और इनका रूप दोनों ही वचनों में समान रहता है। ये nouns हैं—

Deer, fish, sheep, swine, crew, family, team, jury, aircraft, counsel etc.

(a) A pair of beautiful *deer* was seen by me.
(b) How many *sheep* did you see in the meadow ?
(c) The *team* is playing well.
(d) I saw a lot of *fish* in the pool.

6. कुछ ऐसी collective nouns हैं जिनसे यदि एक unit का बोध हो, तो singular, किंतु यदि इनसे इनके सदस्यों का बोध हो, तो plural मानी जाती हैं; जैसे—

A. (i) audience, class, congregation, crowd, family, government, jury, public, team etc.

(a) The *team* is strong.
(b) The *team* are fighting among themselves.

(ii) Fish, Fruit

Fish का भी एक रूप Fish ही प्रयोग होता है परंतु fishes भी लिखा तो जाता है जो ज़्यादा प्रचलित नहीं है।

(a) I saw a lot of *fish* in the pool.
(b) The fisherman cast his net in the river to catch *fish*.
(c) This tank teems with *fish*.
(d) One *fish* infects the whole water.

Note:– एक ही प्रकार की Fish हों, तो अकेला Fish लिखें और यदि अनेक प्रकार की मछलियाँ हों, तो Fishes लिखें।

Fruit

यही नियम 'Fruit' शब्द पर भी लागू होता है; जैसे—

(a) You must start eating *fruits* daily.
(b) He sells *fruits* to earn a living.
(c) Forbidden *fruits* are sweet.
(d) A good tree brings forth good *fruit*. (One type of fruit)

ये कुछ समुद्री मछलियों के नाम हैं, जिनका singular/ plural रूप हमेशा एक ही होता है; जैसे—

carp, cod, pike, plaice, salmon, squid, trout, turbot

परंतु कुछ मछलियों का रूप s/ es लगाने पर plural बन जाता है; जैसे—

crabs, dolphins, eels, herrings, lobsters, sardines, sharks, shellfishes, whales

B. Burmese, Chinese etc.

Burmese, Chinese, Japanese, Nepalese आदि का singular/ plural रूप हमेशा एक ही होता है।

7. Billion, brace, dozen, gross, hundred, million, pair, score, stone, thousand etc.

उपरोक्त nouns के आगे यदि निश्चित संख्यासूचक शब्द (one, two etc.) लग जाए, तो ये nouns हमेशा singular रहती हैं; जैसे—

(a) I bought ten *pair* of shoes.
(b) We purchased six *dozen* pears from the vendor.

परंतु यदि इनसे अनिश्चित संख्या का बोध होता है, तो इन्हें plural रूप में लिखा जाता है; जैसे—

(a) I bought several *pairs* of shoes.

(b) I have purchased *dozens* of eggs.

8. यदि noun + preposition + वही noun हो, तो preposition के दोनों तरफ की 'nouns' singular रहती हैं; जैसे—

row upon row, day by day, city after city, ship after ship, door to door, hour after hour.

(a) She enquired from *door to door*.

(b) *Ship after ship* is arriving.

9. And से जुड़े ordinals

(i) यदि ordinals को and से जोड़ा गया हो तथा सभी ordinals के लिए एक ही noun का प्रयोग हो और पहले ordinal के आगे the आए, तो वह noun हमेशा plural होगी। जैसे—

I have read the literature of the seventeenth and eighteenth *centuries*.

(ii) यदि ordinals को and से जोड़ा गया हो तथा सभी ordinals के लिए एक ही noun का प्रयोग हो और प्रत्येक ordinal के आगे the आए तो वह noun हमेशा singular होगी। जैसे—

I have read the literature of the seventeenth and the eighteenth *century*.

10. (i) Numeral adjective के बाद a half, a quarter हो, तो noun को numeral adjective के बाद रखा जाता है एवं फिर a half/ a quarter लिखा जाता है; जैसे—

(a) I gave him one rupee and a half.

(b) He gave me two rupees and a quarter.

EXERCISE 93.

Fill in the blanks with appropriate word :

1. Give the beggar two ……. of bread. (loafs/ loaves)
2. We saw beautiful ……. in Kashmir. (sceneries/ scenery)
3. I will take care of your ……. (luggage/ luggages)
4. ……. is his favourite sport. (Athletic/ Athletics)
5. You must start eating ……. daily. (fruits/ fruit)
6. I expect you to be true to your ……. (word/ words)
7. He has got this job on……. (merits/ merit)
8. A ……. delegation met the chairman. (ten-men/ ten-man)
9. There is an effective medicine to get rid of ……. (lice/ louses)
10. How many ……. did you see in the meadow ? (sheep/ sheeps)

EXERCISE 94.

Select the appropriate word :

1. Deer/ Deers do not live here any longer.
2. We bought six dozens/ dozen pears from the vendor.
3. This car cost me four lakh/ lakhs rupees.
4. At the weighing-in the boxer weighed twenty stone/ stones.
5. Politic/ Politics is not a favourite with me.
6. We won the match by an innings/ inning and five runs.
7. I saw a lot of fish/ fishes in the pool.
8. Thank you for the informations/ information you sent.
9. I have never seen a three-foot/ three-feet ruler.
10. He is sixty but his hair/ hairs are not grey.

EXERCISE 95.

Select the appropriate word :

1. I have not received the summon/summons.
2. Peoples/ People voted against the party.
3. I have ordered for furniture/ furnitures.
4. My grandmother does not wear spectacle/ spectacles.
5. He forgot to wash his trousers/ trouser.
6. Delhi is one of the most polluted city/ cities in the world.
7. Cloth is sold by the yard/ yards.
8. He sees that alms/ alm are given to every beggar that comes to his door.
9. I found him sleeping in his quarter/ quarters.
10. He has gone abroad for higher study/ studies.

EXERCISE 96.

Select the appropriate word :

1. The police was/ were late in coming.
2. Your two hair/hairs are grey.
3. Both the chiefs/ chieves have been informed of the meeting.
4. I am still to see the proves/ proofs of my articles.
5. All the wifes/ wives were also invited to the function.
6. May I borrow your scissor/ scissors ?
7. Please convey our thanks/ thank to your father.
8. Whose poultry is/ are this ?
9. The gentry of the town was/ were present to welcome the President.
10. Both their sons-in-law/ son-in-laws came to visit them.

EXERCISE 97.

Select the appropriate word :

1. The three commanders-in-chief/ commander-in-chiefs are invited to the function.
2. He is good to his man-servants/ men-servants.
3. Add two spoonful/ spoonfuls of sugar to my coffee.
4. He has two brothers and sisters/ two sisters.
5. Pay my respects/ respect to your parents.
6. Were you playing with dice/ dies ?
7. He purchased two pairs of shoe/ shoes.
8. I did not take the appendixes/ appendices seriously.
9. Everyone recognizes him as a man of letters/ letter.
10. I am not too fond of vegetable/ vegetables.

EXERCISE 98.

Select the appropriate word :

1. He has two grey hair/ hairs.
2. Many calves/ calfs are grazing in the field.
3. How many 9's/ 9s are there in 999?
4. There are two e's/ es in ghee.
5. Call all the maids-servant/ maid-servants here.
6. Both his foots/ feet got injured.
7. There were a number of mice/ mouses.
8. I bought two pairs of oxen/ oxes.

9. What are the criteria/ criterion?
10. Do not call them swine/ swines.

EXERCISE 99.

Select the appropriate word :

1. Cattle/ Cattles are grazing in the field.
2. A flock of sheep/ sheeps is there.
3. A pair of beautiful deers/ deer was seen by me.
4. Our armed force/ forces is famous for bravery.
5. With best compliment/ compliments.
6. I am teaching the boy English alphabet/ alphabets.
7. What is the criteria/ criterion of selection ?
8. She was wearing colourful cloths/ clothes.
9. He forgot to put his sign/ signature on the application.
10. Help the poor/ poors and the needy.

IV. THE NOUN : GENDER

संज्ञाओं के लिंग

(Gender : Gender comes from Latin genus, kind or sort.)

KINDS OF GENDER

अंग्रेज़ी भाषा में चार प्रकार के Genders होते हैं–

1. Masculine gender
2. Feminine gender
3. Common gender
4. Neuter gender

1. Masculine gender

(A noun that denotes a male animal is said to be of the masculine gender.)

जिस Noun से पुरुष जाति का बोध होता है, उसे Masculine gender (पुल्लिंग) कहते हैं; जैसे–

boy, brother, dog, father, God, horse, master, son, tiger, lion, hero, hunter, king, cock-sparrow etc.

Note:– Summer, Sun, Death, Time, Winter, Thunder आदि शक्ति व हिंसा का भाव प्रकट करने वाले Nouns भी masculine gender होते हैं।

2. Feminine gender

(A noun that denotes a female animal is said to be of the feminine gender.)

जिस Noun से स्त्री जाति का बोध होता है, उसे Feminine gender (स्त्रीलिंग) कहते हैं; जैसे–

bitch, daughter, girl, mare, mistress, mother, sister, tigress, lioness, heroine, huntress, queen, hen-sparrow etc.

A. कभी-कभी car और ऐसे वाहन जिसके प्रति लगाव हो उन्हें भी feminine के रूप में प्रकट किया जाता है।

B. सुंदरता (Beauty), Grace और कोमलता का बोध कराने वाले Nouns को feminine gender माना जाता है; जैसे–
earth, mercy, moon, peace, ship, spring, nature, liberty etc.

C. ऐसे देश जिनके नाम में स्त्रीलिंग झलकता हो उन्हें feminine के रूप में लिखा जाता है; जैसे–
Scotland lost many of her bravest men in two great rebellions.

D. कुछ Nouns हमेशा feminine gender हेतु ही प्रयुक्त होते हैं; जैसे–
blonde, maid, mid-wife etc.

3. Common gender

(A noun that denotes either a male or female is said to be of the common gender.)

A. जिस Noun से स्त्री व पुरुष, दोनों जातियों का बोध होता है, उसे common gender (उभयलिंग) कहते हैं। इन्हें Dual gender भी कह सकते हैं। इनका प्रयोग (masculine and feminine) दोनों के लिए होता है।

जैसे—

baby, child, cousin, deer, elephant, enemy, fowl, friend, infant, mouse, neighbour, orphan, parents, patient, person, pupil, servant, sheep, student, teacher, thief etc.

B. Common Gender के बारे में कुछ आवश्यक बातें:—

(i) ये कुछ Common Genders याद रखें—

advocate, artist, author, chairman, clerk, client, conductor, cook, cyclist, dealer, driver, engineer, judge, lawyer, leader, lecturer, minister, monarch, musician, poet, politician, president, professor, public-man, reader, rider, salesman, secretary, speaker, spokesman, sportsman, statesman, typist, worker, writer, distributive pronouns, indefinite pronouns etc.

(ii) जब इनका प्रयोग singular में किया जाता है, तब इनके लिए 3rd person के एकवचन male pronoun 'his' का प्रयोग होता है; जैसे—

(a) Everyone should do *his* duty.
(b) Everyone should help *his* parents.
(c) Everyone does *his* own business the best.
(d) Everyone thinks *his* own geese swans.

यहाँ हम masculine gender 'his' का ही प्रयोग क्यों करते हैं? her का भी प्रयोग किया जा सकता है। इस संबंध में यदि legal matter हो, तो his या her जो भी आवश्यक हो उसे स्पष्ट कर देना चाहिए। कुछ विद्वान् यहाँ their का प्रयोग भी करते हैं जो कि उचित नहीं लगता। अधिकांश विद्वानों ने यहाँ 'his' के प्रयोग को ही उचित ठहराया है। अत: हमें 'his' का ही प्रयोग करना चाहिए।

(iii) जब इनका प्रयोग किसी स्त्रीलिंग पेशे (profession) के लिए करना होता है, तो इनके आगे woman शब्द का प्रयोग किया जाता है; जैसे—

Woman Teacher, Woman Doctor. परंतु बोलचाल की भाषा में इनके आगे lady शब्द का प्रयोग किया जाता रहा है; जैसे— Lady Teacher, Lady Doctor.

(iv) Mr. से किसी भी पुरुष को संबोधित किया जा सकता है। Mrs. से विवाहित महिला और Miss से अविवाहित महिला को संबोधित किया जाता है।

(v) Cousin brother में brother का प्रयोग गलत है क्योंकि cousin का अर्थ होता है— चचेरा भाई/ बहन।

4. Neuter gender

(A noun that denotes a thing that is neither male nor female (i.e. thing without life) is said to be of the neuter gender.)

A. जिस Noun से निर्जीव पदार्थ का बोध होता है, उसे Neuter gender (नपुंसकलिंग) कहते हैं; जैसे—

abstract nouns, material nouns, collective nouns, box, hedge, lamp, mountain, pen, pencil, picture, table, tree, paper, school, door, radio etc.

B. Neuter gender का प्रयोग निम्नलिखित के लिए हो सकता है; जैसे—

(i) Inanimate things **(निर्जीव वस्तुओं के लिए)**

(ii) **ऐसे** Lower animals **के लिए, जिसका हम लिंग नहीं जानते; जैसे**—Insects

(iii) **कभी-कभी** babies **और** young children **के लिए, जिसके लिंग** (gender) **का ज्ञान न हो।**

EXERCISE 100.

1. The prince/ princess is a beautiful young girl.
2. Her uncle is a priestess/ priest in the local temple.
3. India has lost its/ her wealth.
4. Winter has his/ its own charm.
5. Juctice has closed her/ its eyes.
6. Sarojini Naidu was a great poet/ poetess.
7. The land lord gave her/ his dog a bread.
8. She is working as a saleswoman/ salesperson.
9. She is a monk/ nun.
10. Ram is a legal heiress/ heir to his uncle's property.

EXERCISE 101.

Change the gender of *italicised* nouns :

1. The *prince* made a public appearance.
2. The *poet* recited his latest poems.
3. The old *man* has no son, no *wife* and no sister to look after *him*.
4. The mother instructed her only son and daughter not to chase *peacock*.
5. The queen and her *maid-servant* had fair complexion.
6. The *headmaster* punished the boys who were absent yesterday.
7. The *landlady* is no less than a *goddess*.
8. A lion, a tiger and a *stag* were killed by the hunter.
9. I went to the museum with my wife, *step-son* and brother-in-law.
10. The *bridegroom* was a *lad* of twently and the *nephew* of our headmaster.

Choose the appropriate word :

Masculine से Feminine बनाने के नियम—

Rule 1. शब्दों के अंत में ess जोड़कर।

Masculine	Meaning	Feminine	Masculine	Meaning	Feminine
Author	लेखक	Authoress	Patron	कवि	Patroness
Baron	नवाब	Baroness	Peer	संरक्षक	Peeress
Count	नवाब	Countess	Poet	कवि	Poetess
Giant	दानव	Giantess	Priest	पुजारी	Priestess
Heir	वारिस	Heiress	Prophet	अवतार	Prophetess
Host	मेजबान	Hostess	Shepherd	गड़रिया	Shepherdess
Jew	यहूदी	Jewess	**Exception**		
Lion	सिंह	Lioness	God	देवता	Goddess

Rule 2. A. अंतिम Vowel को हटाकर शब्दों के अंत में ess जोड़कर।

Masculine	Meaning	Feminine	Masculine	Meaning	Feminine
Actor	अभिनेता	Actress	Inspector	इंस्पैक्टर	Inspectress
Editor	सम्पादक	Editress	Instructor	शिक्षक	Instructress
Hunter	शिकारी	Huntress	Negro	हब्सी	Negress

Masculine	Meaning	Feminine	Masculine	Meaning	Feminine
Porter	कुली	Portress	Traitor	द्रोही	Traitress
Protector	रक्षक	Protectress	Waiter	सेवक	Waitress
Tiger	चीता	Tigress			

B. अंतिम Vowel सहित Consonant को हटाकर शब्दों के अंत ess में जोड़कर।

Masculine	Meaning	Feminine	Masculine	Meaning	Feminine
Abbot	मठाधीश	Abbess	Governor	राज्यपाल	Governess
Emperor	सम्राट	Empress	Murderer	हत्यारा	Murderess

Rule 3. प्रथम शब्द में परिवर्तन करके।

Masculine	Meaning	Feminine	Masculine	Meaning	Feminine
Brother-in-law	साला	Sister-in-law	He-bear	रीछ	She-bear
Bull-calf	बछड़ा	Cow-calf	He-goat	बकरा	She-goat
Cock-sparrow	चिड़ा	Hen-sparrow	Jack-ass	गधा	Jenny-ass
Doctor	डॉक्टर	Lady-doctor	Man-servant	नौकर	Maid-servant
Father-in-law	ससुर	Mother-in-law	Son-in-law	दामाद	Daughter-in-law

Rule 4. शब्दों का परिवर्तन करके।

Masculine	Meaning	Feminine	Masculine	Meaning	Feminine
Bachelor	कुँवारा	Maid	King	राजा	Queen
Boar	सूअर	Sow	Lad	लड़का	Lass
Boy	लड़का	Girl	Lord	स्वामी	Lady
Bride-groom	दुल्हा	Bride	Male	नर	Female
Brother	भाई	Sister	Man	पुरुष	Woman
Buck	हिरण	Doe	Master	स्वामी	Mistress.
Bull	साँड	Cow	Monk	साधु	Nun
Bullock	बैल	Heifer	Mr.	श्रीमान्	Mrs.
Cock	मुर्गा	Hen	Nephew	भतीजा	Niece
Colt	बछेरा	Filly	Ox	बैल	Cow
Dog	कुत्ता	Bitch	Papa	पिता	Mamma
Drake	बतख	Duck	Prince	राजकुमार	Princess
Drone	नर मधुमक्खी	Bee	Ram	मेंढा	Ewe
Earl	नवाब	Countess	Sir	श्रीमान्	Madam
Father	पिता	Mother	Sire	महाराजा	Dam
Gander	हंस	Goose	Son	पुत्र	Daughter
Gentleman	भद्रपुरुष	Lady	Stag	बारहसिंहा	Hind
Hart	हिरण	Roe	Sultan	सुल्तान	Sultana
He	वह (पुरुष)	She	Uncle	चाचा	Aunt
Hero	नायक	Heroine	Widower	रंडुआ	Widow
Horse	घोड़ा	Mare	Wizard	जादूगर	Witch
Husband	पति	Wife			

V. THE NOUN : CASE

संज्ञाओं के कारक

Case :

(Case is that form of noun or pronoun which shows its relation to other words in a sentence.)

जो शब्द किसी Noun (or pronoun) का वाक्य के अन्य शब्दों के साथ संबंध दर्शाए Case (कारक) कहलाता है।

Noun के निम्नलिखित छः cases होते हैं—

1. Nominative Case (कर्त्ता कारक)

2. Possessive Case (संबंध कारक)

3. Objective Case (कर्म कारक)

4. Complement of the Verb (क्रियापूरक कारक)

5. Noun in Apposition (समानाधिकरण)

6. Nominative of Address (संबोधन कारक)

1. Nominative Case

(When noun/ pronoun is used as the subject of a verb, it is said to be in the nominative case.)

जब Noun या Pronoun को Subject के रूप में प्रयोग किया जाए; जैसे—

(a) The *ox* pulls the cart.

(b) *Ram* flies a kite.

(c) *Shyam* writes a letter.

(d) *Gita* plays hockey.

उपरोक्त sentences में Ox, Ram, Shyam और Gita- nominative case में हैं।

2. The Possessive Case/ Genitive Case

(When noun is used to show as the possessor of something, it is said to be in the possessive case.)

जब Noun का अधिकार (possession) स्वामित्व (ownership) या संबंध (relation) के रूप में प्रयोग किया जाए; जैसे—

(a) *Ram's* dolls are beautiful.

(b) That is a *girls'* school.

(c) The *cow's* horn are painted black.

(d) The *boy's* book is on the table.

(e) He is *Sita's* father.

(f) It is *Arun's* pen.

उपरोक्त sentences में Ram's, girls', cow's, boy's, Sita's और Arun's- possessive case में हैं।

3. Objective Case/Accusative Case

(When noun (pronoun) is used as the object of a verb, it is said to be in the objective case.)

जब Noun या Pronoun को Object (कर्म) के रूप में प्रयोग किया जाए; जैसे—

(a) He brought *books*.

(b) The hunter killed the *wolf*.

(c) John threw a *stone*.

(d) The horse kicked the *boy*.

उपरोक्त में books, wolf, stone और boy- objective case में हैं।

4. Complement of the Verb

(When a noun is used to complete the meaning of a verb, is called a complement of the verb.)

जो Nouns, verb के अर्थ को पूरा करें, Complements कहलाते है।

कुछ verbs अपूर्ण (incomplete verbs) होती हैं। ऐसी verbs का अर्थ पूरा करने के लिए जो शब्द उनके बाद लगाए जाते हैं, वे उनके complements (पूरक) कहलाते हैं।

Complements दो प्रकार के होते हैं—

A. Subjective Complement

जो Complement वाक्य के Subject का वर्णन करे; जैसे—

(a) You appear *sad*. (b) Sohan is *honest*.

(c) Ram became a *soldier*. (d) My father was *unhappy*.

उपरोक्त sentences में 'sad, honest, soldier और unhappy' Subjective Complements हैं, जिन्हें incomplete verbs- appear, is, become और was का अर्थ पूरा करने के लिए प्रयोग किया गया है।

B. Objective Complement

जो Complement वाक्य के Object का वर्णन करे; जैसे—

(a) They made Ram their *President*.

(b) We elected Shyam our *cashier*.

(c) The girls choose Sita their *mother*.

(d) We appointed Rana our *monitor*.

उपरोक्त sentences में ' President, cashier, mother और monitor'–Objective Complements हैं जिन्हें make, elect, choose और appoint का अर्थ पूरा करने के लिए प्रयोग किया गया है।

5. Noun in Apposition

Apposition means : placing near

(When one noun follows another to describe it, the noun which follows is said to be in apposition to the noun which comes before it.)

A. जब दो noun एक साथ आएं, एक उसी case में जिसमे दूसरी, तो पहली दूसरे का noun in apposition कहलाती है; जैसे—

(a) *Shyam*, our captain, made fifty runs.

(b) *Sita*, my sister is a teacher.

(c) *Ram*, his brother is a doctor.

(d) *Kabir*, the great reformer, was a weaver.

(e) Yesterday I met your *father*, the doctor.

B. यदि किसी noun के साथ noun in apposition का प्रयोग हो, तो noun in apposition के साथ 's का प्रयोग किया जाता है; जैसे—

(a) Ram, my friend's father.

(b) My friend, Ram's son.

(c) Have you seen Gita, the artist's drawings?

उपरोक्त sentences में ' captain, sister, brother, reformer, doctor, friend's, Ram's, और artist's –nouns in apposition हैं।

6. Nominative of Address/ Vocative Case

(A noun which is used to address someone is called the nominative of address.)

जो noun किसी व्यक्ति या वस्तु को संबोधित करने के लिए प्रयोग की जाए, वह nominative of address कहलाती है; जैसे—

(a) Come here, *Naresh*. (b) *God*, help me.

(c) Come on, *Kids*. (d) Stop writing, *boys*.

उपरोक्त sentences में Naresh, God, Kids और boys – Nominative of address हैं।

VI. Possessive Case : Noun

A. Noun का Possessive case कैसे बनाएं—

(i) यह possession बताने का काम Noun के बाद apostrophe (') के साथ s लगाकर या Noun से पहले *of* लगाकर किया जाता है। जब Noun निर्जीव वस्तु हो तो *of* का प्रयोग होता है; जैसे—

Queen's crown
girl's hostel
the size *of* the book
the door *of* this house
the rules *of* this book

(ii) निर्जीव वस्तु के Indefinite pronouns के साथ *of* का प्रयोग होता है; जैसे—
The life *of* everything is short.

(iii) कभी-कभी दो निर्जीव nouns के बीच *of* को उड़ा भी दिया जाता है; जैसे—
birthday party, ghost stories, gold ring, kitchen garden, street lamp, winter nights etc.

B. Noun के बाद apostrophe (') के साथ s का प्रयोग कहाँ-कहाँ हो सकता है?

1. मानव जाति, जानवर के साथ; जैसे—
man*'s* life, Ram*'s* wife, dog*'s* tail, a bird*'s* eyes etc.
इसे 'S' Genitive कहते हैं।

2. कुछ उत्कृष्ट वस्तुओं (some dignified natural objects) के साथ; जैसे—
The earth*'s* surface, The sun*'s* rays, the soul*'s* delight, the mind*'s* eyes etc.

3. Time के expression में, समय व्यक्त करने वाले शब्दों के साथ; जैसे—
a moment*'s* delay, one day*'s* leave, a week*'s* leave, a month*'s* absence etc.

यदि a ten–minute break, a three–day walk आदि को ten minute*'s* break अथवा three day*'s* walk लिखा जाए तो गलत नहीं माना जाता है।

Yesterday, next week etc. के साथ भी *'s* का प्रयोग किया जाता है। today*'s*, tomorrow*'s*, this evening's, Monday*'s*, week*'s* लिखे जाते हैं; जैसे—

(a) Have you still got yesterday*'s* newspaper?
(b) Next week*'s* meeting has been cancelled.
(c) Ram has got three week*'s* holiday.
(d) I live near railway station. It is only about ten minutes*'s* walk.

4. स्थान (space) बताने वाले शब्दों के पहले प्रयुक्त nouns के साथ; जैसे—
a razor*'s* edge, a needle*'s* point, a boat*'s* length etc.

5. यदि किसी निर्जीव पदार्थ को मानव के रूप में प्रस्तुत किया जाए; जैसे—
Death*'s* icy hand, Fortune*'s* favourite etc.

6. किसी compound noun के अन्तिम शब्द पर *'s* का प्रयोग किया जाता है; जैसे—
his son-in-law*'s* house
the Government *of* India*'s* order
my brother-in-law*'s* guitar

7. दो लगातार nouns पर *'s* का प्रयोग नहीं किया जाता है; जैसे—

Ram*'s* wife*'s* career की बजाए The career *of* Ram*'s* wife लिखा जाता है। Exception- शेक्सपीयर के नाटक का नाम Love*'s* Labour*'s* Lost भी लिखा हुआ मिलता है।

8. Anybody, anyone, everyone, everybody, no one, nobody, somebody, someone के साथ *'s* का प्रयोग किया जाता है; जैसे—
Everybody*'s* business is nobody*'s* business.
किंतु यदि anybody, somebody आदि के बाद else का प्रयोग हो, तो *'s* का प्रयोग else पर किया जाता है; जैसे—
I like your decision not somebody else*'s*.

9. वजन बताने वाले शब्दों के साथ, यदि उनके बाद weight शब्द का प्रयोग हो; जैसे—
a ton*'s* weight, a gram*'s* weight.

10. यदि Plural Noun का अन्तिम अक्षर पहले ही s हो, तो s के बाद सिर्फ़ apostrophe (') लगाया जाता है; जैसे—
a girls' hostel, the eagles' nest etc.

11. मूल्य बोध व money की इकाइयों के साथ, यदि उनके बाद value/ worth आदि का प्रयोग हो; जैसे—
a rupee*'s* value, a pound*'s* value, ten dollars' worth *of* ice-cream.

12. For + noun + sake के साथ *'s* लगाना; जैसे—
a stone*'s* throw, journey*'s* end, the water*'s* edge.

13. प्राय: Possessive case मुख्यत: लोगों, देशों व पशुओं के साथ प्रयोग होता है परंतु यह ships, boats, planes, trains, cars, vehicles के साथ भी प्रयोग कर सकते हैं; जैसे—
the heating system ***of*** train को the train***'s*** heating system भी लिखा जा सकता है।

कुछ खास परिस्थितयों में (expressions) को छोटा रखने के ख्याल से; जैसे—
the ship*'s*; the train*'s*; the plane*'s*; a boat*'s* crew arrival/ departure.

14. यदि किसी noun के साथ noun in apposition का प्रयोग हो, तो noun in apposition के साथ *'s* का प्रयोग किया जाता है; जैसे—
Ram, my friend*'s* father. My friend, Ram*'s* son.

15. यदि दो nouns closely related हों, तो अन्तिम noun के साथ, *'s* का प्रयोग किया जाता है; जैसे—
Ram and Sita*'* sons. क्योंकि राम और सीता के बीच पति-पत्नि का रिश्ता है।
किंतु Ram***'s*** and Mohan***'s*** sons. क्योंकि राम और मोहन के बीच पति-पत्नि का रिश्ता नहीं है।

16. यदि दो या दो से अधिक nouns को and से जोड़ा जाए, तो इनका सम्मिलित अधिकार प्रकट करने के लिए केवल बाद वाले noun पर *'s* का प्रयोग किया जाता है; जैसे—
Ram and Son***'s*** shop.

17. यदि दो या दो से अधिक nouns को and से जोड़ा जाए, और इनका अलग-अलग अधिकार प्रकट करने के लिए प्रत्येक noun पर *'s* का प्रयोग किया जाता है; जैसे—
Ram*'s* and Son*'s* shop.

18. Reciprocal pronouns के बाद apostrophe (') के साथ s का प्रयोग होता है; जैसे—
They are touching each other's/ one another's fingers.

19. Nouns को छिपाना - जब निश्चित स्थान का प्रयोग object की तरह possessive case के noun के बाद हो, तो ऐसी noun को छिपाया जा सकता है। इसे 'Local' Genitive कहा जाता है; जैसे—
He is going to barber's shop. को He is going to barber's. भी लिखा जा सकता है।
Local Genitive का Subject के रूप में प्रयोग करने पर noun को छिपाने की गलती नहीं करनी चाहिए; जैसे—
The barber*'s* shop is full *of* customers.
ऐसे न लिखें— The barber*'s* is full *of* customers.

20. A + noun + *of* + noun construction में अन्तिम noun के साथ सामान्यतया *'s* का प्रयोग होता है; जैसे—
A friend *of* my brother*'s*.
A house *of* Ram*'s*.
किंतु अर्थ में अंतर देखें—
A picture *of* Ram (राम की एक तस्वीर),
A picture *of* Ram*'s* (राम के पास की तस्वीरों में एक)

21. कुछ नाम classical होते हैं और उनका अंतिम अक्षर यदि s हो, तो उस पर भी केवल (') लगाया जाता है; जैसे—
Archimedes*'* Law, Pythagoras*'* Theorem.

22. *'s* को initial के साथ भी लगा सकते हैं; जैसे— the P.M.*'s* secretary, the M.P.*'s* briefcase.

23. किसी organization/ company के लिए *'s* का प्रयोग किया जाता है; जैसे—
the Government*'s* decision, the company*'s* success.

24. हम a winter*'s* day या a winter day और a summer*'s* day या a summer day, तो कह सकते हैं परंतु ऐसा spring और autumn (पतझड़) का possessive नहीं बना सकते हैं।

Exception:
यदि *'s*pring' or 'autumn' personified हैं, तो ऐसी परिस्थिति में possessive बना सकते हैं; जैसे—Autumn*'s* return.

नोट— Short forms ('s) के निम्नलिखित अर्थ हो सकते हैं—
(i) वैसे तो short form का Pronouns के साथ प्रयोग होता है परंतु हम निम्नलिखित के साथ भी *'s'* का प्रयोग करते हैं—

Who*'s* your favourite singer ? (= Who is)
What*'s* the time ? (= What is)
There*'s* a big tree in the garden. (= There is)
My sister*'s* working in London. (= My sister is)
Ram*'s* gone out. (= Ram has)
What colour*'s* your car ? (= colour is)

(ii) ***'s* = is या has, *'s* = us; जैसे—**

Ram*'s* pen was very expensive. (= his camera)
Ram*'s* a very good doctor. (= Ram is)
Ram*'s* got a new car. (= Ram has)

EXERCISE 102.

Mention the case of *italicised* noun :

1. The *buffalo* is a useful animal.
2. It is *Arun's* pen.
3. Yesterday, I met your brother, the *teacher*.
4. He is *Sita's* father.
5. Sohan is *honest*.
6. Shyam, our *Vice Captain*, made hundred runs.
7. Come here, *Rakesh.*.
8. *Delhi*, the capital of India, is my home town.
9. He became a *teacher*.
10. She appointed Ram, her *secretary*.

EXERCISE 103.

Rewrite the following using possessive case :

1. the bodyguard of the Governor
2. the table's leg
3. shadow of death
4. heroes of India
5. house of father-in-law
6. at his end of wit
7. orders of the court
8. sake of justice
9. the book's page
10. the house's wall

EXERCISE 104.

Rewrite the following using possessive case :

1. the coat's buttons
2. hostel of working girls
3. eye of passer-by
4. life of Jesus
5. relief fund of the Prime Minister
6. my brother's secretary's father
7. trousers of the boy
8. leave of a month
9. delay of a moment
10. eyes of a bird

❋ ❋ ❋



22. The Pronoun

IN THIS SECTION

I. PRONOUN **II. KINDS OF PRONOUNS** **III. USE OF PRONOUNS**

I. PRONOUN

(A word that is used instead of a noun is called a pronoun.)

जो शब्द Noun के स्थान पर प्रयोग किया जाए Pronoun कहलाता है।

II. KINDS OF PRONOUNS

Pronouns दस प्रकार के होते हैं :–

1. **Personal Pronouns पुरुषवाचक सर्वनाम**
2. **Reflexive Pronouns निजवाचक सर्वनाम**
3. **Emphatic Pronouns दृढ़तावाचक सर्वनाम**
4. **Demonstrative Pronouns संकेतवाचक सर्वनाम**
5. **Interrogative Pronouns प्रश्नवाचक सर्वनाम**
6. **Indefinite Pronouns अनिश्चियवाचक सर्वनाम**
7. **Distributive Pronouns विभागसूचक सर्वनाम**
8. **Relative Pronouns संबंधवाचक सर्वनाम**
9. **Reciprocal Pronouns परस्परवाचक सर्वनाम**
10. **Exclamatory Pronouns विस्मयवाचक सर्वनाम**

1. PERSONAL PRONOUN

(I, we, you, he, she, it, they are called Personal Pronouns. Personal pronouns are used for persons or things.)

'I, we, you, he, she, they' और 'it' Personal Pronouns कहलाते हैं। इनका प्रयोग व्यक्ति अथवा वस्तुओं के लिए होता है।

A. Kinds of Personal Pronouns :

Personal Pronouns का प्रयोग व्यक्ति या वस्तुओं के लिए होता है।

(i) First person (उत्तम पुरुष)

(ii) Second person (मध्यम पुरुष)

(iii) Third person (अन्य पुरुष)

Table : Personal Pronouns			
	Nominative Case	**Possessive Case**	**Objective Case**
(i) First Person के Pronouns	I We	my our	me us
(ii) Second Person के Pronouns	You	your, yours	you
(iii) Third Person के Pronouns	He She They It	his her their its	him her them it

Personal Pronouns से निम्नलिखित तीन persons का बोध होता है—

(i) First person (उत्तम पुरुष)

(The pronouns *I* and *we*, which denote the person or persons speaking, are said to be personal pronouns of the first person.)

बात करने वाले person (I और we) को First person कहते हैं; जैसे—

(a) *I* am going to school. (b) *We* are taking the examinations.

(c) *I* am young. (d) *We* are students.

(ii) Second person (मध्यम पुरुष)

(The pronoun *you*, which denotes the person or persons spoken to, is said to be a personal pronouns of the second person.)

जिस person (you) से बात की जाए, उसे Second person कहते हैं; जैसे—

(a) Which is *your* classroom?

(b) How are *you* ?

Second person के pronoun 'you' का प्रयोग छोटे व्यक्ति के लिए किया जाए, तो उसका अनुवाद 'तुम' होता है, और जब you का प्रयोग बड़े व्यक्ति के लिए किया जाए, तो उसका अनुवाद 'आप' होता है; जैसे—

(a) ***You*** are a good boy. तुम अच्छे लड़के हो।

(b) ***You*** taught us English. आपने हमें अंग्रेज़ी पढ़ाई।

हिंदी में आदरसूचक सर्वनाम का प्रयोग बहुवचन में होता है। इसलिए बहुत से विद्यार्थी English में अनुवाद करते समय उन्हें Plural Pronouns बना देते हैं, जो एक बहुत बड़ी गलती है। English में आदरसूचक सर्वनामों के लिए किन्ही विशेष सर्वनामों का प्रयोग नहीं किया जाता है; जैसे—

(a) महात्मा गांधी हमारे राष्ट्रपिता हैं। Mahatma Gandhi is the father of our nation.

(b) वे कहते थे, "सदा सच बोलो।" He said, "Always speak the truth."

(iii) Third person (अन्य पुरुष)

(The pronouns *he, she, they* and *it*, which denote the person or persons spoken of, are said to be personal pronouns of the third person.)

जिस person (he, she, they और it) के बारे में बात की जाए, उसे Third person कहते हैं; जैसे—

(a) *She* has prepared this chart.

(b) Help *her* in *her* studies.

(c) Here is your book; take *it* away.

(d) The horse fell and broke *its* leg.

(e) The baby has torn *its* clothes.

B. Number and Gender of Personal Pronouns :

(पुरुषवाचक सर्वनाम के वचन और लिंग)

Number :

Pronouns ***I, He, She*** और ***it*** एकवचन व ***We*** और ***They*** बहुवचन हैं।

You एकवचन व बहुवचन दोनो रूप में प्रयोग होता है।

Gender :

Pronouns He–Masculine और She– Feminine Gender है। It - Neuter Gender है। चार Pronouns I, We, You और They - Common Genders हैं।

C. Cases of Personal Pronouns (पुरुषवाचक सर्वनाम के कारक)

(i) Nominative Case: जब Pronouns को Subject के रूप में प्रयोग किया जाए; जैसे—

I go to school. इस वाक्य में 'I', nominative case में है।

(ii) Objective Case: जब Pronouns को Object के रूप में प्रयोग किया जाए; जैसे—

All know ***me***. इस वाक्य में 'me' objective case में है।

(iii) Possessive Case: जब Pronouns को मालिक (owner) या संबंध (relation) के रूप में प्रयोग किया जाए; जैसे—

That car is ***mine*.**

That cow is *yours*, Ram.

इन वाक्यों में 'mine, yours' possessive case में है।

D. Personal Pronouns के अन्य Possessive रूप:

Personal Pronouns के निम्नलिखित Possessive रूप भी होते हैं—

mine, ours, yours, hers और theirs

यदि Pronoun का Possessive Case, Verb द्वारा Noun से अलग किया गया हो, तो my की जगह mine; our की जगह ours ; your की जगह yours ; her की जगह hers व their की जगह theirs का प्रयोग किया जाता है; जैसे—

A-Possessive Adjective	B- Possessive Pronoun
(a) It is *my* car.	This car is *mine*.
(b) That is *your* bat.	That bat is *yours*.
(c) It is *our* school.	This school is *ours*.
(d) That is *her* doll.	That doll is *hers*.
(e) These are *their* bags.	These bags are *theirs*.
(f) It is *his* garden.	This garden is *his*.

Part–A में my, your, our, her और their अपने बाद वाली noun को qualify करते हैं। इस प्रकार Adjective का कार्य करते हैं, अत: Possessive Adjectives कहलाते हैं।

Part–B में mine, yours, ours, hers और theirs अपने बाद वाली noun के बाद प्रयोग किए गए हैं। इस प्रकार ये pronouns, object और इसके स्वामी/ मालिक के बीच संबंध प्रकट करते हैं, अत: Possessive Pronouns कहलाते हैं।

HIS : His को Possessive Adjective तथा Possessive Pronoun, दोनों रूप में प्रयोग कर सकते हैं।

2. REFLEXIVE PRONOUN

(When the action done by the subject turns back (reflects) upon the subject.)

कार्य का प्रभाव Subject पर पड़े, इसे दर्शाने के लिए जो Pronouns प्रयोग किये जाएं Reflexive Pronouns कहलाते हैं। ये First और Second Persons के एकवचन Possessive Case के साथ self और बहुवचन Possessive Case के साथ selves लगाने से बन जाते हैं परंतु Third Persons के एकवचन Objective Case के साथ self और बहुवचन Objective Case के साथ selves लगाने से बनते हैं। ऐसे वाक्यों में Subject और Object- दोनों से एक ही व्यक्ति/ वस्तु का बोध होता है। इस प्रकार के self - pronoun का अर्थ होता है— खुद को, स्वयं को।

ध्यान रखें—Reflexive Pronoun को Subject से दूर रखा जाता है। ये Pronouns हैं—

Table

	First Person	Second Person	Third Person
Singular	myself	yourself	himself, herself, itself
Plural	ourselves	yourselves	themselves

Indefinite reflexive pronoun - oneself.

जैसे—

(a) He hurt *himself*.
(b) Ram loves *himself*.
(c) I harmed *myself*.
(d) The old man hanged *himself*.
(e) I cut *myself*.
(f) The boys hid *themselves*.
(g) Ram and Shyam blamed *themselves* for the accident.
(h) Take care of *yourselves*.
(i) Did she pay for *herself* ?
(j) Look after *yourselves*.
(k) It is not easy to amuse *oneself* on a holiday.
(l) I availed *myself* of casual leave.
(m) Ram befooled *himself*.

3. Emphatic Pronoun

(When compound personal pronouns are used for the sake of emphasis.)

यदि Reflexive Pronoun का अर्थ है-'स्वयं को' तो Emphatic Pronoun का अर्थ है-'स्वयं'

वाक्य के Subject या Object को ज़ोरदार बनाने के लिए इस प्रकार के self–pronouns का प्रयोग किया जाता है। इसलिए इन्हें emphatic/ emphasizing pronouns कहते हैं।

ध्यान रखें— Emphatic pronoun को Subject के पास रखा जाता है; जैसे—

(a) The king himself gave her the medal.
(b) Ram *himself* went there.
(c) We *ourselves* cooked the food.
(d) I *myself* prepared this report.

4. Demonstrative Pronoun

(These pronouns point out certain nouns.)

किसी Noun की ओर संकेत करने के लिए जो Pronouns प्रयोग किये जाएं, Demonstrative Pronouns कहलाते हैं। ये Noun की निकटता और दूरी का आभास भी प्रकट करते हैं।

A. निकटता के लिए- This, These का प्रयोग किया जाता है; जैसे-

(a) *This* is my watch.
(b) *These* are our books.

B. दूरी के लिए- That, Those का प्रयोग किया जाता है; जैसे-

(a) *That* is a plant.
(b) *Those* are the new ones.

ध्यान रखें— ऐसे Pronouns के तुरंत बाद Verb का प्रयोग किया जाता है। इसलिए यदि that के बाद verb हो तो ऐसा 'that' demonstrative pronoun होगा; जैसे—

That is the house where I live. (Demonstrative Pronoun)

परंतु यदि that अपने पूर्ववर्ती (निकटवर्ती) noun की ओर संकेत करे, तो ऐसा 'that' Relative Pronoun होगा; जैसे—

It was he *that* led me to the trouble. (Relative Pronoun)

यहाँ 'that', he की ओर संकेत कर रहा है।

Note– Demonstrative Pronoun के तुरन्त बाद verb आती है जबकि Demonstrative Adjective के तुरंत पश्चात् उससे संबंधित Noun आती है; जैसे—

Demonstrative Pronoun	Demonstrative Adjective
(a) *This* is my pen.	*This* pen is mine.
(b) *That* is your book.	*That* book is yours.

5. Interrogative Pronoun

(These pronouns are used to ask questions.)

प्रश्न पूछने के लिए जो Pronoun प्रयोग किया जाए, Interrogative Pronoun कहलाता है; जैसे— Who, which, what.

A. व्यक्तियों के लिए— Who, Whose, Whom का प्रयोग किया जाता है; जैसे—

(a) *Who* wrote this letter?
(b) *Whose* is this pen?
(c) *Whom* do you hate?
(d) *Who* is knocking at the door?

B. वस्तुओं के लिए— What का प्रयोग किया जाता है; जैसे-

(a) *What* does he want?
(b) *What* will you have to drink?

C. व्यक्ति व वस्तु दोनों के लिए— Which का प्रयोग किया जाता है। Which से चुनाव का भाव व्यक्त होता है; जैसे—

(a) *Which* is your pen?
(b) *Which* of those men is your father?

Note– Interrogative Pronoun के तुरन्त बाद verb आती है जबकि Interrogative Adjective के तुरंत पश्चात् उससे संबंधित Noun आती है; जैसे—

Interrogative Pronoun	Interrogative Adjective
(a) *Which* is your book?	*Which* book is yours?
(b) *Whose* is this pen?	*Whose* pen is this?

6. INDEFINITE PRONOUN

(These pronouns refer to persons or things in a general way, but do not refer to any person or thing in particular.)

ऐसे Pronouns जिनसे किसी निश्चित व्यक्ति या वस्तु का परिचय नहीं होता, Indefinite Pronouns कहलाते हैं। one के साथ one's का प्रयोग होता है; जैसे—

(a) *Somebody* has stolen my watch.
(b) All were drowned, *many* of them were Indians.
(c) *One* should do one's duty.
(d) *One* should mind one's own business.

निम्नलिखित Indefinite Pronouns हैं—

all, anybody, anyone, anything, everybody, everyone, everything, few, many, no one, nobody, none, nothing, one, other, same, some, somebody, someone, something, such etc.

7. DISTRIBUTIVE PRONOUN

(These pronouns refer to persons or things one at a time. For this reason they are always singular and as such followed by the verb in singular.)

जो Pronoun वाक्य में दिए गए व्यक्ति या वस्तु में से प्रत्येक को सूचित करने के लिए प्रयोग किये जाएं Distributive Pronouns कहलाते हैं। ये Pronouns हमेशा Singular होते हैं और Singular ही Verb लेते हैं। ये Distributive Pronouns हैं— each, either, every, everyone, neither, none

A. दो के लिए- either, neither का प्रयोग किया जाता है; जैसे—

(a) Take *either* of these two mangoes.
(b) *Neither* of the two sisters came here.
(c) *Neither* of the two passed.
(d) *Either* of the girls is slim and tall.

B. दो या दो से अधिक के लिए each का प्रयोग किया जाता है; जैसे—

(a) *Each* of you can go home.
(b) *Each* of them is to blame.

C. दो से अधिक के लिए- any, none और no one का भी प्रयोग किया जाता है; जैसे—

(a) *None* of them can do it.

(b) *Any* of these four girls may dance.

Note– Distributive Pronoun के तुरन्त बाद Noun नहीं आती जबकि Distributive Adjective के तुरंत पश्चात् उससे संबंधित Noun आती है।

Distributive Pronoun	Distributive Adjective
(a) *Neither* of the statements is true.	*Neither* statement is true.
(b) *Each* of the boys gets a prize.	*Each* boy gets a prize.

8. Relative Pronoun

(These pronouns refer (*i.e.* carry us back) to some noun going before, which is called its antecedent.)

A. जो Pronoun दो वाक्यों को जोड़ने के लिए प्रयोग किया जाए Relative Pronoun कहलाता है। यह Pronoun ऐसा Pronoun है जिसका प्रयोग किसी noun से संबंध प्रकट करने के लिए होता है। Who, Whom, That और Which का Relative Pronoun के रूप में प्रयोग किया जाता है; जैसे—

(a) I know the man *who* came here yesterday.
(b) I met Ram *who* had just returned.
(c) Here is the book *that* you lent me.
(d) I have found the pen *which* I lost.

B. Relative Pronoun का number और gender वही होता है जो उससे पूर्व प्रयुक्त noun या pronoun का होता है। प्रायः Relative Pronoun से पहले उसका antecedent (पूर्ववर्ती) आता है, किंतु कभी-कभी antecedent स्पष्ट नहीं होता अर्थात् लुप्त रहता है; जैसे—

(a) *Whom* the God loves die young.
(b) *Where* are the boys I called ?

C. Relative Pronoun का दो प्रकार से प्रयोग किया जा सकता है-

(i) अपने antecedent की विशेषता दर्शाने के लिए प्रयोग किया जाए, तो यह Restrictive Relative Pronoun कहलाता है। इस प्रकार का Relative Pronoun अपने पूर्ववर्ती Noun की विशेषता प्रकट करता है; जैसे—

(a) I know the boy *who* has stolen your purse.
(b) Tell me the name of the girl *whom* you want to see.

(ii) अपने antecedent की विशेषता न दर्शाए, तो यह Continuative Relative Pronoun कहलाता है। इस प्रकार का Relative Pronoun अपने पूर्ववर्ती Noun की विशेषता प्रकट नहीं करता है; जैसे—

(a) I met Ram *who* gave me a pen. (Who = and he)
(b) She hit the glass *which* fell into pieces. (Which = and it)

9. Reciprocal Pronoun

दो Pronouns मिलाकर परस्पर संबंध प्रकट करने के लिए प्रयोग किये जाएं, तो वे Reciprocal Pronouns कहलाते हैं। Reciprocal Pronouns का प्रयोग objective case में होता है।

A. दो के लिए— Each other का प्रयोग किया जाता है; जैसे—

(a) The two brothers loved *each other*.
(b) Russia and America are jealous of *each other*.

B. दो से अधिक के लिए- One another का प्रयोग किया जाता है; जैसे—

(a) The five boys helped *one another*.
(b) They all gave gifts to *one another*.

10. Exclamatory Pronoun

What का Exclamatory Pronoun के रूप में भी प्रयोग किया जाता हैं; जैसे—

(a) *What* a foolish man he is!
(b) *What* you lost the purse!

III. USES OF PRONOUNS

Pronouns के प्रयोग

अभी तक वाक्य में एक Pronoun को Subject के रूप में देखा है परंतु कई बार जब एक से अधिक Pronouns का प्रयोग करना पड़ जाए, तो उसके लिए निम्नलिखित नियमों के अनुसार Pronouns का क्रम रखा जाता है—

1. Singular के लिए 231 का नियम

जब वाक्य में किसी बुरी बात, भूल या अपराध का आभास न हो, तो 231 का नियम याद रखें, सबसे पहले 2nd Person, फिर 3rd Person और अंत में 1st Person लिखें; जैसे—

(a) *You*, *he* and *I* shall go to Delhi.
(b) *You, he* and *I* shall play football in the morning.

2. 132 का नियम

जब वाक्य में किसी बुरी बात, भूल या अपराध का आभास हो, तो सभ्य आचरण की दृष्टि से 132 का नियम याद रखें, सबसे पहले 1st Person, फिर 3rd Person और अन्त में 2nd Person लिखें; जैसे—

(a) *I, he* and *you* can never live together.
(b) *I* and *you* are ruined forever.
(c) *I* and *he* stole Ram's book.

3. Plural के लिए 231 का नियम

यदि वाक्य में तीनों प्रकार के Pronouns (1st, 2nd & 3rd persons) का प्रयोग हो और उन सब के लिए एक ही Common Pronoun का प्रयोग करना हो तो वह Pronoun हमेशा 1st person का बहुवचन होगा; जैसे—

(a) *You, he* and *I* are doing *our* duties well.
(b) *He* and *I* have done *our* work.

4. यदि वाक्य में दो प्रकार के Pronouns (2nd & 3rd persons) का प्रयोग हो और उन सब के लिए एक ही Common Pronoun का प्रयोग करना हो, तो वह Pronoun हमेशा 2nd person का बहुवचन होगा; जैसे—

(a) *You* and *he* are doing *your* duties well.
(b) *You* and *they* have finished *your* home-work.

5. जब वाक्य में किसी Collective Nouns (assembly, army, committee, government, jury etc.) द्वारा सम्पूर्ण समुदाय का बोध हो, तो इनके लिए प्रयोग होने वाला Pronoun हमेशा 3rd person एकवचन के रूप में होगा; जैसे—

(a) The army killed *its* commander.
(b) The committee has published *its* reports.

6. जब वाक्य में दो या दो से अधिक एकवचन Nouns को and से जोड़ा जाए, तो इनके लिए प्रयोग होने वाला Pronoun हमेशा 3rd persons बहुवचन के रूप में होगा; जैसे—

(a) Sita and Gita attended *their* monthly meeting.
(b) Ram and Shyam blamed *themselves* for the accident.

7. जब वाक्य में and से जोड़े जानी वाली एकवचन Nouns से एक ही व्यक्ति या वस्तु का बोध हो, तो इसके लिए प्रयोग होने वाला Pronoun हमेशा 3rd persons एकवचन के रूप में होगा; जैसे—

(a) The Doctor and Author has written *his* book.
(b) The Principal and Secretary has tendered *his* resignation.

8. Anyone, each, everybody, everyone और none आदि शब्दों को सूचित करने के लिए यदि वाक्य के प्रसंग के अनुसार यह बोध न हो कि वाक्य में पुरुष है या स्त्री तो, Male Pronoun (पुल्लिंग) का प्रयोग किया जाता है; जैसे—

(a) Everyone should do *his* duty.
(b) None should hate *his* neighbour.

9. जब वाक्य में दो या दो से अधिक एकवचन Nouns को either - or अथवा neither - nor से जोड़ा जाए, तो इनके लिए प्रयोग होने वाला Pronoun हमेशा एकवचन के रूप में होगा; जैसे—

(a) Neither Sita nor Gita has done *her* duty.
(b) Either Ram or Shyam has sold *his* books.

Note– Formal English में तो *'either, neither'* he/ she pronoun लेते हैं परंतु colloquial English में they का प्रयोग होता है।

10. Pronoun के Nominative Case का प्रयोग

(i) यदि comparision दो nominatives के बीच हो, तो Than के बाद Nominative Case का प्रयोग होता है; जैसे—
You are better than I. (न कि than me)

किंतु यदि comparison दो objects के बीच हो, तो Than के बाद objective case का प्रयोग होता है; जैसे—
He respects you more than me. (न कि than I)

(ii) It के आगे Pronoun का Nominative Case प्रयोग किया जाता है; जैसे—
(a) It is *I* who am to blame. (b) It is *I*, your friend, be not afraid.

11. Pronoun के Objective Case का प्रयोग—

(i) जब Pronoun किसी Transitive verb या Preposition के साथ आए, तो इसे Objective case में रखा जाता है।

(ii) Let, like, between और but तथा Preposition के आगे Objective Case के Pronoun का प्रयोग होता है; जैसे—

(i) Let
(a) Let *you* and *me* go.
(b) Let *her* and *me* do it.
(c) Let *him* go there.
(d) Let *us* go out for a walk.

(ii) Between
(a) This is between *you* and *me*.
(b) It is between *her* and *me*.
(c) There is conflict between *you* and *me*.
(d) There is similarity between *you* and *him*.

(iii) Preposition
(a) He depends on *me*.
(b) You should act upon *his* advice.

EXERCISE 105.

Correct the following sentences :

1. He and me are going together
2. Let Ram and I go.
3. I and mine wife were rewarded.
4. Let we pledge.
5. The boy looks just like he.
6. Let him and we proceed.
7. He did better than me.
8. Do not try to make a fool of myself.
9. I and she are friends.
10. There is similarity between you and he.

EXERCISE 106.

Correct the following sentences :

1. She put her bag next to herself.
2. This is between you and I
3. Ram and Shyam would like to have an own house.
4. You, she and I have done my duty.
5. I was pleased to receive your good report.

6. You cannot tell us people what to do.
7. I am happy at them taking part in this competition.
8. All but him had passed.
9. Of whom are you speaking; Ram or I?
10. His brother is a better singer than him.

EXERCISE 107.

Correct the following sentences :

1. I love my wife, do you love your's?
2. I will take your leave after two hours.
3. This book is my and that is your's.
4. Your's sincerely.
5. Your's very sincerely.
6. My friend Ram went to Delhi by hisself.
7. Ram and Shyam blamed theirselves for the accident.
8. Ram cut him while he was shaving this morning.
9. Gita climbed out of the swimming pool and dried her with a towel.
10. I'm glad I live with other people. I wouldn't like to live on my own.

EXERCISE 108.

Correct the following sentences :

1. There is no need for you to come, I can carry the shopping all by myself.
2. We phoned the fitter and he came hisself.
3. I hurt myself as much as I did herself.
4. Ram blamed himself for the accident.
5. I wandered through the town with my dog beside myself.
6. She quickly dressed herself and went down for breakfast.
7. They enjoyed during the holidays.
8. It was me who picked up your father last night.
9. The man who comes here first he will get the job.
10. The dog who I bought yesterday is an Alsatian

EXERCISE 109.

Correct the following sentences :

1. A student who I taught is now an officer.
2. Whoever is undisciplined he will be punished.
3. It is the system, not the individual, which he hates.
4. He repeated the story to whoever he met.
5. Give the movie tickets to whomever comes first.
6. Whom do you think was there?
7. Who were you talking to?
8. Whom do you think is the hero of the play?
9. Who did you see at the fair?
10. What time shall we meet ourselves?

EXERCISE 110.

Correct the following sentences :

1. People who smoke are not the only one affected by lung cancer.
2. We need new bedspreads. Let's buy the yellow ones this time.

3. This zoo is the only ones in the country where you can spot the Panda.
4. Ones of the questions in the exam was more difficult than the others.
5. Would you prefer the plain green sari or the one with spots?
6. Only time will tell if the decisions we have taken are the correct one.
7. One should do his duty well.
8. These old text books are much more complete than the new.
9. I would not lend you my new coat. You can borrow the old coat.
10. Will you accept either of these five proposals?

EXERCISE 111.

Correct the following sentences :

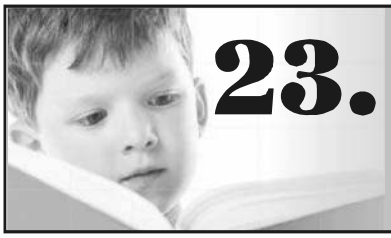
1. One should respect his parents at all times.
2. Such persons who are diligent, achieve success in life.
3. He is not such a fool that would resign.
4. If anybody calls, tell them I am not in the town.
5. I do not want to share a room with anybody. I want an own room.
6. Many people have a cell phone these days, but I've never used a cell phone.
7. Many of the problems are difficult, so find the easier problems and do them first.
8. Ram has lost his school bag. This one looks like his school bag.
9. That is my book; please pass.
10. My car is more expensive than my friend's.

EXERCISE 112.

Correct the following sentences :

1. None of them were here.
2. None of them have paid their dues.
3. Neither the stationmaster nor his subordinates was present at the station.
4. Neither she nor they took her money.
5. Everyone came except he.
6. There is none among us which can compare with him.
7. Everyone was paid one's salary.
8. See that everybody comes with their books.
9. Each must contribute what they can.
10. The boy which you saw yesterday is my friend.





23. Prepositions

IN THIS SECTION

I. PREPOSITION
II. KINDS OF PREPOSITIONS
III. USES OF PREPOSITIONS
IV. USE OF PREPOSITIONS AFTER VERBS
V. USE OF PREPOSITIONS AFTER NOUNS
VI. USE OF PREPOSITIONS AFTER ADJECTIVE AND PAST PARTICIPLES
VII. USE OF SOME OTHER IMPORTANT PREPOSITIONS
VIII. IMPORTANT FACTS : PREPOSITIONS
IX. USE OF 'FOR' AND 'SINCE'

I. PREPOSITION

जो शब्द Noun या Pronoun से पहले जुड़कर sentence के अन्य शब्दों के साथ संबंध स्थापित करें, Prepositions कहलाते हैं।

(A preposition is a word which shows the relationship between the noun at the end of the phrase and the word it modifies.)

II. KINDS OF PREPOSITIONS

Prepositions तीन प्रकार की होती हैं—

1. **Simple Prepositions (सरल संबंधबोधक अव्यय); जैसे—**
   above, over, in, against, of, on, off, to, up, with, at, by, for, from, out, till, through, down etc.
2. **Compound Prepositions (संयुक्त संबंधबोधक अव्यय)**
   ये preposition 'a' या 'be' अथवा preposition के साथ मिलकर बनती हैं; जैसे—
   without, within, outside, inside, into, behind, beside, beneath, below, across, be tween etc.
3. **Phrasal Prepositions (वाक्यांश संबंधबोधक अव्यय)**
   ये preposition दो या दो से अधिक शब्दों को जोड़कर बनती हैं; जैसे—
   by means of, because of, on account of, in opposition to, with regard to, for the sake of, instead of, on behalf of, in the event of, along with, in addition to, in case of, in place of, in spite of, in favour of, in accordance with, in course of, with reference to, in respect to, in comparison to, according to etc.

III. USES OF PREPOSITIONS

1. AT

A. Time के लिए *at* का प्रयोग

(i) जब से 'कार्य प्रारंभ हुआ है' (point of time) के लिए at का प्रयोग किया जाता है। Exact time बताने के लिए घंटे (hour) के साथ *at* का प्रयोग होता है; जैसे—

(a) She came here *at* 9 O' clock.
(b) He was reading a novel *at* 4 a.m.

(ii) त्यौहारों के नामों के साथ *at* का प्रयोग; जैसे—

(a) We light earthen lamps *at* Diwali.
(b) We eat sweets *at* Holi.

(iii) Daybreak, noon और night के साथ *at* का प्रयोग होता है; जैसे—

(a) I completed my home work *at* noon.
(b) The sight is very lovely *at* night.
(c) I work up *at* daybreak.
(d) He was not at home *at* noon.

B. Place के लिए *at* का प्रयोग

(i) निश्चित स्थिति बताने के लिए; जैसे—

(a) She will be *at* home.
(b) We met her *at* the station.

(ii) गाँव, छोटे कस्बे, रहने का स्थान/ पते आदि के आगे *at* का प्रयोग किया जाता है।

दो शहरों के नाम दिए गए हों तो उनमें छोटे शहर के आगे; जैसे—

(a) I live *at* Kalwan (village) in Haryana.
(b) He lives *at* Narwana in Jind.

(iii) कालोनी के नाम से पहले; जैसे—

(a) We live *at* Paschim Vihar in Delhi.
(b) They live *at* Prem Nagar in Hisar.

2. IN

A. बड़े शहर, देश, प्रांत, महाद्वीप आदि के आगे *in* का प्रयोग किया जाता है। यह 'में' का अर्थ प्रकट करता है; जैसे—

(a) I live *in* Delhi.
(b) He lives *in* Haryana.
(c) They live *in* Spain.
(d) We live *in* India.

B. कुछ देर चलने वाले समय के साथ *in* का प्रयोग; जैसे—

(a) I was married *in* March.
(b) She will do this work *in* two days.

C. आर्थिक स्थिति को दर्शाने के लिए 'में' का अर्थ प्रकट करता है; जैसे—

(a) He spent his whole life *in* poverty.
(b) She was born *in* a rich family.

D. निश्चित स्थान के अंदर किसी व्यक्ति/ वस्तु की स्थिर अवस्था को दर्शाने के लिए; जैसे—

(a) They were *travelling in* a car.
(b) He is *in* his room.

3. TO

A. *To* का प्रयोग 'लक्ष्य' (destination), 'की ओर', दिशा के लिए किया जाता है। यहाँ *to* गतिशीलता भी प्रकट करता है; जैसे—

(a) He is going *to* school.
(b) Ram is going *to* France next week.

B. To-infinitives बनाने के लिए; जैसे—

(a) Let us go *to* see him.
(b) I want *to* sleep now.

C. Time बताने के लिए; जैसे—

(a) It is ten *to* eleven.

(b) I lived there from July *to* November.

4. ON

A. Days और dates से पहले *on* का प्रयोग होता है। *on* विशेष दिन को दर्शाता है; जैसे—

on Friday, *on* Fridays, *on* 4th April, *on* 30th July 2005, *on* Christmas Day, *on* my birthday, *on* Independence day, *on* New Year's Eve etc.

(a) He should come *on* Monday.

(b) His birthday is *on* 4th April.

(c) Where will you be *on* Christmas Day?

(d) Do you work *on* Fridays?

B. Morning, evening और afternoon के पहले in आता है परंतु जब इनके साथ of + date हो, तो *on* का प्रयोग होता है।

***on* का प्रयोग सामान्यतया morning, evening आदि के साथ नहीं होता है, किंतु morning, evening के साथ यदि date/ day का प्रयोग हो, तो इनके पहले भी *on* का प्रयोग होता है; जैसे—**

on the evening of March the first,

on the morning of May the first,

on the following evening,

on Monday morning,

on Monday mornings,

on Sunday afternoons etc.

C. 'के संबंध' के लिए *on* का प्रयोग; जैसे—

(a) This is a book *on* corruption.

(b) He wrote a book *on* English grammar.

5. INTO

A. किसी वस्तु की बाहर से अंदर की ओर की गति को *into* प्रकट करता है। ऐसी गति के लिए *into* का प्रयोग होता है जिसमें उछलकर, कूदकर, रेंगकर अथवा तेज़ी से अचानक प्रवेश का भाव हो; जैसे—

(a) She came *into* the garden.

(b) He got *into* the train.

(c) The frog fell *into* the well.

(d) Ram jumped *into* the river.

B. 'में' अवस्था परिवर्तन का अर्थ प्रकट करता है; जैसे—

(a) Translate this passage *into* English.

(b) The rain has changed *into* snow.

6. UPON

***Upon* ऊँचे की तरफ की गति को प्रकट करने के लिए प्रयोग किया जाता है। गतिशील वस्तु/ जानवर के लिए *upon* का प्रयोग होता है; जैसे—**

(a) The frog jumped *upon* the table.

(b) He fell *upon* the bed.

(c) The cat jumped *upon* the wall.

(d) The dog pounced *upon* the cat.

7. BY

A. सजीव साधन/ कार्यकर्त्ता के साथ *by* आता है। Passive Voice में 'के द्वारा' का अर्थ का प्रकट करता है; जैसे—

(a) A letter is written *by* me.

(b) The Taj Mahal was built *by* Shahjahan.

(c) The boy was beaten *by* the teacher. (d) The snake was killed *by* Ram.

B. by 'के अनुसार' का अर्थ प्रकट करता है। घड़ी से समय बताने में घड़ी के साथ by का प्रयोग किया जाता है; जैसे—

(a) What is the time *by* your watch?
(b) It is ten *by* my watch.

C. 'ढंग या बोध के द्वारा' के लिए *by* का प्रयोग; जैसे—

(a) We went *by* bus.
(b) Send it *by* hand.

D. *by* 'तक' (समय से पहले) अथवा समय की आखिरी सीमा को बताने के लिए 'बजे तक' का अर्थ प्रकट करता है; जैसे—

(a) He will get back *by* 10 a.m.
(b) She should be here *by* evening.
(c) I shall leave this place *by* Sunday.
(d) We shall finish our work *by* sunset.

8. WITH

A. निर्जीव साधन के साथ *with* का प्रयोग होता है। 'उपकरणों (instrument) के साथ' का अर्थ प्रकट करता है; जैसे—

(a) He was beaten *with* a cane.
(b) I always write *with* a pilot pen.
(c) Ram killed a snake *with* a stick.
(d) He shot him *with* a gun.

B. किसी की संगत अथवा व्यक्ति/ जानवर के साथ को प्रकट करता है; जैसे—

(a) She went *with* Ram.
(b) He is playing *with* a cat.
(c) He works *with* me.
(d) I am playing *with* my wife.

9. OF

A. संबंध प्रकट करता है; जैसे—

(a) He is a student *of* this school.
(b) He comes *of* a noble family.

B. कारण (cause); जैसे—

(a) Ram died *of* cancer.
(b) His mother died of malaria last year.

C. गुण; जैसे—

(a) Our Principal is a man *of* principle.
(b) Ram is guilty *of* misbehaviour.

10. OFF

A. *Off* अलग होने 'पृथक्ता' (separation) अथवा संपर्क टूटने 'disconnection' 'दूर हटने को' दर्शाता है; जैसे—

(a) He took *off* his clothes.
(b) The dog jumped *off* the chair.
(c) Switch *off* the light.
(d) He fell *off* the horse.

B. Away की जगह *off* का प्रयोग देखें—

(a) The thief ran away. or The thief ran *off*.
(b) He has gone away for a few days. or He has gone *off* for a few days.

11. FROM

A. किसी स्थान से आने या जाने के लिए *from* का प्रयोग; जैसे—

(a) He came *from* the school.
(b) Ram walked *from* the hotel to the station.

(c) Where do you come *from*?
(d) The thieves escaped from the prison in darkness.

B. 'Time' के लिए *from* का प्रयोग।

***From* 'Point of time' 'समय से' का अर्थ प्रकट करता है; जैसे—**

(a) I shall start the job *from* Monday.
(b) He will join this class *from* tomorrow.

C. *From* के बाद to या till का प्रयोग किया जाता है; जैसे—

(a) He works *from* 7 a.m. to 5 p.m.
(b) I read grammar *from* 5 a.m. to 7 a.m.
(c) I stayed with my friend *from* the 10th of March to the 5th of May.
(d) Your school will remain closed *from* tomorrow till the 15th of the next month.

12. FOR

A. Time के लिए *for* का प्रयोग: इसी Chapter में आगे विस्तार से बताया गया है। देखें-Use of For and Since

B. 'उद्देश्य' के लिए *for* का प्रयोग; जैसे—

(a) I bought sweets *for* her.
(b) She has kept fish *for* you.

13. SINCE

Time के लिए *Since* का प्रयोग:- इसी Chapter में आगे विस्तार से बताया गया है। देखें-Use of For and Since

14. WITHIN

A. Before the end of के लिए Within का प्रयोग होता है। *Within* का अर्थ होता है 'अंदर -अंदर'। यह दी गई 'समय सीमा' को व्यक्त करता है। *within* का प्रयोग तब किया जाता है जब कार्य के समय से पूर्व ही पूर्ण होने की संभावना होती है; जैसे—

(a) He can repair the car *within* two hours.
(b) I can solve this sum *within* half an hour.

B. चारदीवारी के भीतर को *within* से दर्शाया जाता है; जैसे—

(a) He is playing *within* the four walls of this school.
(b) A lake is a large body of water *within* land.

C. Future Tense में before के अर्थ में *within* का प्रयोग point of time के पहले होता है। यहाँ *within* 'से पहले' का अर्थ बताता है; जैसे—

(a) He will come *within* a week.
(b) He will manage everything *within* a year.

15. AFTER

A. Time के लिए *After* का प्रयोग:—

(i) Past tense में 'period of time' के साथ *after* का प्रयोग निम्न प्रकार से होता है; जैसे—

(a) He came *after* a week.
(b) He came here *after* lunch.
(c) She returned this book to me *after* a month.
(d) She came to me *after* several days.

(ii) Past tense में 'point of time' के साथ *after* का प्रयोग निम्न प्रकार से होता है; जैसे—

(a) He came *after* five p.m.

(iii) Future tense में 'point of time' के साथ *after* का प्रयोग निम्न प्रकार से होता है; जैसे—

(a) My brother will come *after* 5 O' clock.

B. क्रम (order) बताने के लिए; जैसे—

(a) The cat ran *after* the mouse. (b) The police ran *after* the thief.

16. ABOUT

A. 'के बारे में' का अर्थ का प्रकट करता है; जैसे—

(a) She was talking *about* you.

(b) They are always careless *about* their duties.

B. 'लगभग' का अर्थ का प्रकट करता है। इसका प्रयोग 'proximity to a certain point' के लिए होता है; जैसे—

(a) A tea plant is *about* one metre high.

(b) It is *about* four now.

C. 'इधर-उधर' का अर्थ का प्रकट करता है। जैसे—

(a) They went *about* the village.

(b) Do not walk *about* bare-footed in the sun.

D. Time के लिए About का प्रयोग कार्य तुरंत होने का भाव प्रकट करता है; जैसे-

(a) The train is *about* to start.

(b) I am *about* to go.

E. The poet describes *about* the beauty of nature in this poem. यहाँ *about* का प्रयोग गलत है। इसे ऐसे लिखा जाना चाहिए—The poet describes the beauty of nature in this poem.

F. कुछ ऐसे Adjectives जिनके साथ *about* लगता है- anxious *about*, careful *about*, जैसे—

(a) You should be careful *about* your studies.

(b) He is anxious *about* his mother's health.

17. ABOVE, OVER

A. *Above* का प्रयोग level बताने के लिए होता है। *above* का अर्थ 'के ऊपर' (higher than) होता है। जब दो वस्तुएँ एक-दूसरे को छू न रही हों, लेकिन एक-दूसरे के ऊपर हों, तो *above* का प्रयोग होता है। *above* एकदम ऊपर की स्थिति को प्रकट करता है। यह 'ऊँची अवस्था या पद' का अर्थ भी प्रकट करता है। Weight, price, age और temperature में बड़ा दिखाने के लिए *above* का प्रयोग होता है; जैसे—

(a) The aeroplane is flying *above* the clouds.

(b) His expenditure is *above* his income.

(c) He is *above* thirty.

(d) The water is flowing *above* the danger level.

(e) The matter is *above* suspicion.

(f) Today's temperature seems to be *above* normal.

B. *Above* का अर्थ earlier/ previously भी होता है; जैसे—

(a) I live at the *above* address.

(b) For details please see (P – 1) *above*.

C. *Above* – expressions:–

above all, *above* and beyond, *above* the clouds, *above* the horizon, *above* normal, *above* oneself, *above* the sea level etc.

D. कई स्थितियों में 'higher than' ऊँचा दर्शाने के लिए *above/ over* दोनों में से किसी का भी प्रयोग किया जा सकता है; जैसे—

(a) The helicopter is hovering *above* / *over us.*

(b) The flags were *above* / *over* our heads.

E. कई स्थितियों में; जैसे— ढकना, दूसरी तरफ अथवा आर-पार के लिए *over* का तो प्रयोग किया जा सकता है परंतु *above* का नहीं; जैसे—

(a) I put a cloth *over* her.

(b) They live *over* this mountain.

(c) There is a bridge *over* the railway line.

F. 'In or at a position vertically higher than without touching lower part' का अर्थ प्रकट करने के लिए *over* का प्रयोग होता है; जैसे—

(a) There is a sign of fylfot *over* the door.
(b) If you stand under this tree you will find a bunch of mangoes *over* your head.

G. *Over* – expressions–

over the building, *over* the door, *over* the head, *over* the mirror, *over* the mountain, *over* the wall etc.

18. ACROSS

A. 'उस पार' (on the opposite side of); जैसे—

(a) My brother lives *across* the river.
(b) Let us sail *across* the sea.

B. 'इस पार से उस पार' (from one side to another); जैसे—

(a) A bridge is laid *across* the river.
(b) The dog swam *across* the canal.

C. 'दोनों तरफ' (both sides) अथवा 'से होकर गुजरने' (go across) के अर्थ में; जैसे—

(a) He threw the luggage *across* his shoulders.
(b) Ram and Sita were going *across* the field.

D. 'अचानक मुलाकात होना' (come *across*); जैसे—

(a) When I was going to school, I came *across* Ram.
(b) I came *across* a beautiful sight when I was walking.

E. *Across* – expressions:–

Across the lake, *across* the lawn, *across* the bed, *across* the desert, *across* the room, *across* the sea etc.

19. AGAINST

A. 'प्रतिकूल' (opposite) अथवा 'के विरुद्ध' (in contravention of); जैसे—

(a) It is difficult to sail *against* current.
(b) Let us fight *against* corruption.
(c) I filed a suit *against* him.
(d) He is always *against* his friends.

B. 'से सटकर' (pressing on); जैसे—

(a) There is ladder *against* the wall.
(b) The ship ran *against* a rock and sank down.

20. ALONG

A. *Along* 'के साथ' 'Parallel' का अर्थ प्रकट करता है; जैसे—

(a) He is walking *along* the road. (न कि on the road.)
(b) She walks *along* the bank of the river. (न कि on the bank.)

B. *Along* – expressions:–

along the bank, *along* the beach, *along* the boundary, *along* the building, *along* the fence, *along* the railway track etc.

21. AMONG, AMONGST, AMID, AMIDST

A. *AMONG 'in the midst of; surrounded by'* का अर्थ प्रकट करता है; जैसे—

(a) There is a house *among* trees.
(b) The politician is standing *among* the crowd.

B. दो से अधिक व्यक्तियों/ वस्तुओं के लिए *Among* का प्रयोग होता है; जैसे—

(a) Distribute these apples *among* those three girls.
(b) He distributed his property *among* the poor.

C. यदि वाक्य में **noun** से पहले **the** का प्रयोग नहीं हो तो **consonant sound** से शुरू होने वाले शब्दों के पहले प्रायः ***among*** का प्रयोग होता है; जैसे—

among them, *among* you, *among* his friends, *among* your brothers.

इनमें दैम, यू, हिज, योर शब्दों का पहला अक्षर **consonant sound** है।

D. बहुत अधिक के लिए ***amongst*** का प्रयोग ***among*** के अर्थ में होता है। यदि वाक्य में **noun** से पहले **the** का प्रयोग नहीं हो, तो **vowel sound** से शुरू होने वाले शब्दों के पहले प्रायः ***amongst*** का प्रयोग होता है; जैसे— *amongst* us, *amongst* our friends.

इनमें अस, आवर शब्दों का पहला अक्षर **vowel sound** है; जैसे—

He distributed the toffees *amongst* us.

वैसे *amongst* का प्रयोग कम प्रचलन में है।

E. ***Amid*** तथा ***amidst*** का प्रयोग भी दो से अधिक के लिए होता है। इनके प्रयोग में वही अंतर है जो ***among*** तथा ***amongst*** के प्रयोग में है।

22. BEFORE

A. ***Before*** 'के सामने, आगे, से पहले' का अर्थ प्रकट करता है; जैसे—

(a) A comes *before* B.
(b) Sita is sitting *before* you.
(c) He stood *before* the judge.
(d) Put helping verb *before* the subject in an interrogative sentence.

B. ***Before*** का प्रयोग **Past Tense** में **period of time** या **point of time** से पहले होता है; जैसे—

(a) Ram married Sita *before* Vasant Panchami.
(b) Mohan came here *before* 9 O' clock.

C. ***Before*** का प्रयोग **Future Tense** मे हमेशा **'point of time'** से पहले होता है; जैसे—

(a) He will complete this work *before* 10' O clock.
(b) He will get back *before* 10 a.m.

D. **He will join our company *before* a month.** यहाँ ***before*** का प्रयोग गलत है क्योंकि इसका प्रयोग **a month** के पहले कर दिया गया है, जो कि **period of time** है।

23. BEHIND

A. ***Behind*** **to or towards the rear, at the back of** (के पीछे - स्थान के संदर्भ में) का अर्थ प्रकट करता है; जैसे—

(a) He was running *behind* his wife.
(b) She hid herself *behind* the curtain.
(c) Who is standing *behind* you?
(d) She walked *behind* me.

B. 'के पीछे' तुलना का अर्थ प्रकट करता है; जैसे—

(a) He is *behind* others in his class.
(b) There are many countries still *behind* us in technology.

C. **Hidden** और **Concealed** के अर्थ में ***behind*** का प्रयोग किया जाता है; जैसे—

(a) Who is *behind* the murder of this young boy?

24. BELOW

A. ***Below*** का अर्थ 'नीचे' **(Lower than)** होता है। सामान्यतया ***below*** से वस्तु का **physical contact** व्यक्त नहीं होता; जैसे—

(a) I placed the lamp *below* the table.
(b) We could see the setting sun going *below*.
(c) His leg is defective *below* the knees.
(d) Do not hit *below* the belt.

B. ***Below*** **का प्रयोग level बताने के लिए होता है; जैसे—**

(a) You are *below* twenty.

(b) She is *below* sixteen.

C. ***Below*** **का प्रयोग Dignity (unworthy of या unsuitable to the rank) के Reference में किया जाता है; जैसे—**

(a) This work is *below* my dignity.

(b) It is *below* his dignity to beg for mercy.

Below **– expressions:–**

below the dignity, *below* the freezing point, *below* normal, *below* the surface of water.

25. BESIDE, BESIDES

A. ***Beside*** **का अर्थ है—by the side of (के पास/ निकट/ बगल में/ से बाहर, के सहारे), यह near का अर्थ भी प्रकट करता है; जैसे—**

(a) Who is standing *beside* your sister?

(b) Your argument is *beside* the point.

(c) There is a table *beside* the chair.

(d) My house is located *beside* the temple.

B. ***Besides*** **का अर्थ है—in addition to (के अतिरिक्त); जैसे—**

(a) *Besides* children, their parents also went to the pictures.

(b) *Besides* a book, he has a pen.

(c) I have a car *besides* a motor cycle.

26. BETWEEN

(*Between* indicates intermediate in the space separating two persons, places or things.)

A. ***Between*** **(in the middle of two persons, things etc.) दो व्यक्तियों या वस्तुओं के लिए प्रयोग होता है; जैसे—**

(a) Distribute these apples *between* the two boys.

(b) There is a keen contest *between* these two candidates.

(c) My house is located between the hospital and the school.

(d) Sita is sitting *between* Ram and Shyam.

B. ***Between*** **का प्रयोग दो से अधिक के लिए भी होता है बशर्ते कि उनमें पारस्परिक सम्बन्ध या कार्य (Reciprocal Relationship or action) हों अथवा जब वे आपस में closely related हों; जैसे—**

(a) There is a treaty *between* these five countries.

(b) There is an alliance *between* these four companies.

(c) There does not seem much difference *between* the three of them.

(d) A treaty was signed *between* three parties.

C. ***Between*** **के बाद हमेशा '*and*' conjunction लगता हैं; जैसे—**

(a) *between* 10 a.m. and 4 p.m.

(b) *between* 2000 and 4000.

D. ***Between*** **के बाद कभी भी each, every आदि का प्रयोग नहीं होता है; जैसे—**

between each boy की बजाए, ऐसे लिखें *between* the boys.

27. DURING

A. ***During*** **का प्रयोग 'के दौरान' 'duration' बताने के लिए किया जाता है; जैसे—**

(a) *During* the war, many people suffered hardships.

(b) What will you do *during* the summer vacation?

B. ***During*** **भी for की तरह period of time 'अवधि' का अर्थ देता है। ध्यान रखें—** for के साथ, तो अनिश्चित अवधि का प्रयोग होता है परंतु *during* के साथ period of time निश्चित रहता है; जैसे—

(a) *during* + summer/ winter/ night

(b) *during* + puja holidays/ Christmas

(c) *during* + one's childhood
(d) *during* + 2007/middle age/ holidays/ summer vacation

C. *During* – expressions:–

during assembly, *during* the match, *during* monsoon, *during* recess, *during* summer etc.

28. OPPOSITE

(यह 'across from' या 'facing each other' को प्रकट करता है।)

A. *Opposite* का प्रयोग 'विपरीत एवं सामने' दोनों अर्थ में होता है; जैसे—

(a) Ram is sitting at one side of the table and Shyam at the other side. Ram is sitting *opposite* to Shyam.
(b) There is bus-stand *opposite* the school.
(c) Mohan is standing *opposite* to Gita.

B. Roads के दोनों तरफ के मकानों के लिए *opposite* का ही प्रयोग होता है; जैसे—

His house is *opposite* to ours.

29. OUT OF

A. *Out of* 'गति के साथ अंदर से बाहर की ओर' दर्शाता' (outside with motion) है; जैसे—

(a) A frog jumped *out of* the pond.
(b) He took her *out* from the well.

B. *Out of* – expressions:–

out of the bag, *out of* the box, *out of* the park, *out of* the river, *out of* the room, *out of* the window.

Into (inside with motion) का विपरीतार्थक *out of* होता है; जैसे—

She got *out of* the car and went *into* a shop.

30. PAST

A. *Past* का अर्थ है- moving beyond; जैसे—

The driver drove *past* the child.

B. *Past* – expressions:–

Past the meadow, *past* midnight, *past* understanding etc.

31. ROUND

A. *Round* परिधि के चारों ओर (about the circumference/ periphery/ encircling) का अर्थ प्रकट करने के लिए प्रयोग किया जाता है; जैसे—

(a) The earth revolves *round* the sun.
(b) Our Principal takes a *round* of the school.

B. *Round* – expressions:–

round the sun, *round* the tree, *round* the year.

32. IN FRONT OF

***In front of* (same direction) का अर्थ 'के सामने' होता है। 'a place before' को दर्शाने के लिए *in front of* का प्रयोग किया जाता है; जैसे—**

(a) I park the motor cycle *in front of* the hospital.
(b) She put the plates on the table *in front of* us.
(c) There is a tree *in front of* our house.
(d) Ram is standing *in front of* Gita. (Note- both are facing direction)

33. TILL, UNTIL

Time के लिए *Till* प्रयोग होता है। *Till/ Until* का प्रयोग प्राय: Negative verb के साथ समय को व्यक्त करने के लिए (Till = up to) के अर्थ में होता है।

***till, until* का प्रयोग point of time के साथ होता है। 'not earlier than' के लिए *Till* का प्रयोग होता है; जैसे—**

(a) You are to stay in bed *until* next Sunday.
or You are to stay in bed *till* next Sunday.

(b) She will wait for us *until/ till* next Sunday.
(c) We did not get home *till* 2 a.m.
(d) He worked *till* 6 p.m.

34. THROUGH

A. *Through* का अर्थ है- 'across/ in the interior of' एक तरफ से प्रवेश और दूसरी तरफ से निकास यानि 'in at one side and out at the opposite side of'; जैसे—

(a) We walked *through* a garden of roses.
(b) We were passing *through* the tunnel.

B. *Through* – expressions :–

through the door, *through* the garden, *through* the window etc.

35. TOWARDS

***Towards* का अर्थ है 'की ओर' (in the direction of) यह दिशा बताता है, न कि लक्ष्य; जैसे—**

(a) He goes *towards* the school.
(b) He went *towards* the post office.

***Towards* –expressions:–**

towards the hall, *towards* the hill, *towards* the house, *towards* the river, *towards* the school etc.

36. UNDER

A. 'In or to a lower position or place than' के लिए *Under* का प्रयोग होता है।

B. *Under* का प्रयोग 'without touching lower part in vertical position' बताने के लिए होता है। *under* का अर्थ है— किसी व्यक्ति के अधीन काम करना या के नीचे होना (बिना छुए); जैसे—

(a) He works *under* my father as a peon.
(b) The cat is sleeping *under* the table.
(c) The book is lying *under* the table.
(d) Now she is *under* police custody.

C. ध्यान रखें— *Underneath* का अर्थ है- किसी वस्तु के नीचे होना; जैसे—

(a) Tuck this paper *under*neath the table.

37. UP

A. *Up* (ऊपर) from a lower to a higher point के लिए *up* का प्रयोग होता है। *up* का प्रयोग प्राय: verb के तुरंत बाद होता है। *up* लेने के बाद verb एक phrasal verb बन जाती है; जैसे—

(a) I climbed *up* the tree.
(b) We walked *up* the hill to the house.
(c) Those are my keys on the floor. Can you pick them *up* for me ?
(d) Let us go *up* stairs.

B. *Up – expressions:–*

up the hill, *up* the mountain, *up* the stairs etc.

38. Up to- higher motion

(a) I climbs *up to* the top of the hill.
(b) Our soldiers put *up to* a brave fight.

IV. Use of Prepositions After Verbs

1. AT

कुछ ऐसी Verbs जिनके साथ *at* लगता है—

1.	aim *at*	उद्देश्य होना	Satish aims *at* becoming a doctor.
2.	arrive *at*	पहुँचना	Pawan arrived *at* Delhi yesterday.
3.	bark *at*	भौंकना	The dogs bark *at* the strangers.

4.	call *at*	घर पर मिलने जाना	He will call *at* you tomorrow.
5.	fire *at*	पर गोली चलाना	Ram fired *at* the mad dog.
6.	jeer *at*	झिड़कना	Why are you jeering *at* the poor?
7.	knock *at*	खटखटाना	Who is knocking *at* the door?
8.	laugh *at*	की हँसी उड़ाना	He laughed *at* my friend.
9.	look *at*	देखना	Look *at* the black board.
10.	shock *at*	आघात लगना	Ram was shocked *at* his brother's death.
11.	stare *at*	घूरना या ताकना	Why are you staring *at* her?
12.	surprise *at*	हैरान होना	Why are you surprised *at* my success?
13.	wonder *at*	पर चकित होना	I wonder *at* your behaviour.

2. FOR

कुछ ऐसी Verbs जिनके साथ *for* लगता है—

1.	ask *for*	माँगना	He never asks me *for* help.
2.	beg *for* (a thing from a person)	याचना करना	The beggar begged *for* alms from us.
3.	blame *for*	दोष लगाना	You can't blame me *for* it.
4.	care *for*	परवाह करना	She does not care *for* her husband's advice.
5.	fight *for*	के लिए संघर्ष करना	We should fight *for* our rights.
6.	hatred *for*	घृणा	I have great hatred *for* dishonest persons.
7.	hope *for*	की आशा करना	I hope *for* your success.
8.	known *for*	प्रसिद्ध होना	Rana Pratap was known *for* his bravery.
9.	look *for*	की तलाश करना	He is looking *for* the cat.
10.	search *for*	को ढूँढ़ना	I am searching *for* my lost pen.
11.	send *for*	बुलावा भेजना	Send *for* a doctor at once.
12.	start *for*	को रवाना होना	He started *for* Delhi last evening.
13.	vote *for*	मत देना	Please vote *for* me.
14.	wait *for*	प्रतीक्षा करना	Please, wait *for* me.
15.	wish *for*	इच्छुक होना	India wishes *for* peace.

3. ON

कुछ ऐसी Verbs जिनके साथ *on* लगता है—

1.	act *on*	पर अमल करना	Act *on* your teacher's advice.
2.	call *on*	मिलने जाना	She calls *on* her husband.
3.	congratulate *on*	पर बधाई देना	I congratulate you *on* your success.
4.	depend *on*	निर्भर होना	He depends *on* his parents.
5.	feed *on*	पर पलना	The babies feed *on* milk.
6.	rely *on*	पर विश्वास करना	Do not rely *on* false friends.
7.	repent *on*	पर पछताना	We repented *on* our mistake.

4. OF

कुछ ऐसी Verbs जिनके साथ *of* लगता है—

1.	accuse *of*	का दोष लगाना	Ram accused him *of* theft.
2.	avail *of*	प्राप्त करना	You should avail *of* yourself *of* this chance.

3.	beware *of*	से सावधान होना	Beware *of* pickpockets.
4.	boast *of*	डींग मारना	Do not boast *of* your wealth.
5.	come *of*	संबंध रखना	He comes *of* our family.
6.	consist *of*	से बना होना	Water consists *of* hydrogen and oxygen gas.
7.	cure *of*	निरोग करना	Anacin will cure you *of* headache.
8.	die *of*	किसी रोग से मरना	He died *of* AIDS.
9.	enquire *of*, about	से पूछना	I enquired *of* him about his parents. Or I inquired *of* him about his parents.
10.	fond *of*	का शौकिन	I am very fond *of* toys.
11.	guilty *of*	का दोषी	You are guilty *of* misbehaviour.
12.	inform *of*	सूचित करना	I informed Ram's parents *of* his illness.
13.	made *of*	का बना होना	This chair is made *of* iron.
14.	remind *of*	की याद दिलाना	I reminded him *of* his promise.
15.	rob *of*	लूटना	He has been robbed *of* his money.
16.	think *of*	का विचार होना	He is thinking *of* going to Delhi.
17.	warn *of*	चेतावनी देना	He warned me *of* the danger.

5. IN

कुछ ऐसी Verbs जिनके साथ *in* लगता है—

1.	arrive *in*	पहुँचना	Satish arrived *in* India last week.
2.	believe *in*	विश्वास करना	We believe *in* our traditions.
3.	born *in*	में उत्पन्न होना	He was born *in* a rich family.
4.	call *in*	बुलाना	The king called *in* the girl at once.
5.	deal *in*	का व्यापार करना	I deal *in* gold.
6.	fill *in*	पूरा करना	Fill *in* the blanks.
7.	give *in*	हार जाना	The enemy gave *in* the battle.
8.	indulge *in*	संलिप्त होना	We should not indulge *in* bad practices.
9.	trust *in*	पर विश्वास करना	Trust *in* God.

6. TO

कुछ ऐसी Verbs जिनके साथ *to* लगता है—

1.	accede *to*	स्वीकार करना	I accede *to* your request.
2.	agree *to* (a proposal)	सहमत होना	He agreed *to* my proposal.
3.	applied *to*	आवेदन करना	I have applied *to* the Secretary for this post.
4.	apply *to* (a person for a thing)	को प्रार्थना-पत्र देना	I have applied *to* the Principal for an examination of English grammar.
5.	attend *to*	ध्यान देना	Attend *to* what I say.
6.	belong *to*	संबंधित होना/ करना	He belongs *to* a rich family.
7.	compare *to*	दो असमान वस्तुओं की तुलना	Sleep has been compared *to* death.

8.	complain *to* (a person against another)	किसी पुरुष से किसी और पुरुष के विरुद्ध शिकायत करना।	He complained *to* his brother against his friend.
9.	invite *to*	निमंत्रण देना	I invited my friends *to* dinner.
10.	kind *to*	मेहरबान होना	Be kind *to* the poor.
11.	lead *to*	को जाती है	This road leads *to* Delhi.
12.	listen *to*	ध्यान से सुनना	Listen *to* me, please.
13.	object *to*	एतराज करना	He will object *to* your proposal.
14.	pray *to*	प्रार्थना करना	We pray *to* God everyday.
15.	prefer *to*	अच्छा समझना	I prefer milk *to* tea.
16.	refer *to*	के संदर्भ में	He always refers *to* his own problems.
17.	related *to*	संबंधित	He is not related *to* me.
18.	remember *to*	प्रणाम कहने में	Please remember me *to* your parents.
19.	reply *to*	का उत्तर देना	You did not reply *to* my letter.

V. Use of Prepositions After Nouns

1. ON

कुछ ऐसी Nouns जिनके साथ *on* लगता है—

authority *on*, discussion *on*, to put money *on*, opinion *on*, pity *on* etc.

2. FOR

कुछ ऐसी Nouns जिनके साथ *for* लगता है—

affection *for*, ambition *for*, candidate *for*, capacity *for*, pity *for*, request *for*, taste *for*, appetite *for*, blame *for*, contempt *for*, craving *for*, compassion *for*, compensation *for*, desire *for*, esteem *for*, fitness *for*, fondness *for*, guarantee *for*, leisure *for*, liking *for*, match *for*, motive *for*, need *for*, opportunity *for*, partiality *for*, passion *for*, predilection *for* etc.

3. OF

कुछ ऐसी Nouns जिनके साथ *of* लगता है—

assurance *of*, charge *of*, distrust *of*, doubt *of*, experience *of*, failure *of*, observance *of*, proof *of*, result *of*, want *of* etc.

4. TO

कुछ ऐसी Nouns जिनके साथ *to* लगता है—

attention *to*, complaint *to*, key *to*, approach *to*, assent *to*, alternative *to*, access *to*, antidote *to*, exception *to*, incentive *to*, indifference *to*, invitation *to*, likeness *to*, limit *to*, obedience *to*, opposition *to*, objection *to*, obstruction *to*, preface *to*, reference *to*, resemblance *to*, sequel *to*, submission *to*, supplement *to*, succession *to* etc.

VI. Use of Prepositions After Adjective and Past Participles

1. OF

कुछ ऐसे Adjectives और Participles जिनके साथ *of* लगता है—

accused *of*, tired *of*, afraid *of*, certain *of*, fond *of*, full *of*, glad *of*, good *of*, assured *of*, aware *of*, cautious *of*, composed *of*, confident *of*, conscious *of*, convicted *of*, convinced *of*, defrauded *of*, deprived *of*, desirous *of*, devoid *of*, distrustful *of*, dull *of*, easy *of*, fearful *of*, greedy *of*, guilty *of*, ignorant *of*, informed *of*, innocent *of*, irrespective *of*, innocent *of*, irrespective *of*, lame *of*, negligent *of*, productive *of*, proud *of*, regardless *of*, sick *of*, sure *of*, suspicious *of*, tolerant *of*, vain *of* etc.

2. IN

कुछ ऐसे Adjectives और Participles जिनके साथ *in* लगता है—

experienced *in*, interested *in*, accomplished *in*, accurate *in*, assiduous *in*, absorbed *in*, backward *in*, bigot *in*, correct *in*, defective *in*, diligent *in*, deficient *in*, enveloped *in*, fertile *in*, foiled *in*, implicated *in*, involved *in*, proficient *in*, remiss *in*, versed *in* etc.

3. FOR

कुछ ऐसे Adjectives और Participles जिनके साथ *for* लगता है—

prepared *for*, eligible *for*, essential *for*, prepared *for*, responsible *for*, useful *for*, anxious *for*, celebrated *for*, designed *for*, destined *for*, eager *for*, fit *for*, good *for*, grateful *for*, notorious *for*, qualified *for*, ready *for*, sorry *for*, sufficient *for*, zealous *for* etc.

VII. Use of Some Other Important Prepositions

1.	abide *by*	पूरा करना	She must abide *by* her promise.
2.	absent *from*	से अनुपस्थित रहना	You must not absent *from* school.
3.	act *upon*	अनुसरण करना	Act *upon* the advice of your elders.
4.	agree *with* (a person *in* a matter)	सहमत होना	I agree *with* you in this matter.
5.	aim *at*	लक्ष्य	I aimed *at* the bird.
6.	anxious *about*	चिंतित	He is anxious *about* his mother's health.
7.	aware *of*	सावधान	She was not aware *of* her difficulties.
8.	blind *in*	काना	He is blind *in* one eye.
9.	blind *of*	काना	Ram is blind *of* one eye.
10.	born *of*	से उत्पन्न होना	He is born *of* rich parents.
11.	borrow *from*	उधार लेना	I borrowed some money *from* my friend.
12.	break *into*	सेंध लगाना	A thief broke *into* my house when we were out.
13.	busy *with*	में लगा होना	I am busy *with* my work.
14.	charged *with*	का दोष लगाना	He is charged *with* murder.
15.	come *across*	भेंट होना	I came *across* a beautiful sight when I was walking.
16.	come *by*	हाथ लगना, मिलना	Where did you come *by* this book?
17.	compare *with*	दो असमान वस्तुओं/ व्यक्तियों की तुलना	Kalidas is compared *with* Shakespeare.
18.	comply *with*	स्वीकार करना	I comply *with* your request.
19.	confident *of*	विश्वास करना	He is very confident *of* his victory.
20.	contended *with*	संतुष्ट होना	A very few people are contended *with* their luck.
21.	deal *with*	व्यवहार करना	He deals *with* all in political way.
22.	depend *upon*	निर्भर होना	He depends *upon* his parents.
23.	desirous *of*	इच्छुक होना	I am desirous *of* fame.
24.	die *from*	किसी अन्य कारण से मरना	He died *from* over eating.
25.	differ *from*	भिन्न होना	She differs *from* her sister in behaviour.
26.	differ *with*	किसी व्यक्ति से असहमत होना	I differ *with* my friends on this topic.
27.	disagree *with*	असहमत होना	I disagree *with* you.

28.	eligible *for*	योग्य होना	You are not eligible *for* this post.
29.	enquire *after*	हालचाल पूछना	He enquired *after* my health.
30.	enquire *into*	छानबीन करना	The police are enquiring *into* the matter.
31.	equal *to*	समान	I am not equal *to* you in wealth.
32.	escape *from*	बचकर निकलना	He had a narrow escape *from* death.
33.	exempt *from*	माफ करना	The Manager can only exempt you *from* paying fine.
34.	faithful *to*	वफ़ादार होना	The dog is faithful *to* its master.
35.	familiar *to*	परिचित	Are you not familiar *to* him?
36.	famous *for*	के लिए प्रसिद्ध	She is famous *for* honesty.
37.	feel *for*	के लिए सहानुभूति प्रकट करना	I feel *for* lepers.
38.	fight *against*	के विरुद्ध लड़ना	Let us fight *against* corruption.
39.	fill *with*	से भरना	Fill this pen *with* blue ink.
40.	fit *for*	के योग्य	You are not fit *for* the post *of* a doctor.
41.	free *from*	से रहित	The boiled milk is free *from* germs.
42.	full *of*	से भरा हुआ	This glass is full *of* milk.
43.	give *away*	इनाम बाँटना	The Chief-guest gave *away* the prizes.
44.	give *up*	त्यागना	You should give *up* smoking.
45.	good *at*	कुशल होना	I am good *at* English.
46.	good *to*	दयालु होना	Her uncle is good *to* me.
47.	grateful *to*	का कृतज्ञ होना	I shall be grateful *to* you for this work.
48.	guard *against*	रक्षा करना	Guard *against* cold.
49.	hanker *after*	इच्छा करना	Everybody hankers *after* money.
50.	hard *up*	हाथ तंग होना	He is hard *up* these days.
51.	hide *from*	से छिपाना	Do not hide your faults *from* your teachers.
52.	hopeful *of*	का आशावान	I am hopeful *of* your success.
53.	ignorant *of*	अनभिज्ञ	I am not ignorant *of* your shortcomings.
54.	ill *with*	से बीमार	He is ill *with* fever.
55.	inferior *to*	घटिया	This cloth is inferior *to* that.
56.	interfere *with*	टाँग अड़ाना	Don't interfere *with* others.
57.	injurious *to*	हानिकारक	Over eating is injurious *to* health.
58.	insist *on*	जिद करना	He is insisting *on* going to fair.
59.	jealous *of*	ईर्ष्यालु होना	Why are you jealous *of* him?
60.	junior *to*	कनिष्ठ	I am junior *to* you in age.
61.	knock *down*	मार गिराना	He knocked *down* a man on the way.
62.	known *by*	पहचाना जाना	A man is known *by* the company he keeps.
63.	lame *of*	से लंगडा	My dog is lame *of* one leg.
64.	lay *by*	बचाकर रखना	Lay *by* something for rainy days.
65.	lay *down*	न्यौछावर करना	He laid *down* his life for the country.

66.	look *after*	देखभाल करना	She looks *after* her children.
67.	make *up*	कमी पूरी करना	Make *up* your deficiency in Hindi.
68.	match *for*	मुकाबला करना	He is no match *for* you.
69.	mix *with*	से मेल जोल रखना	Do not mix *with* naughty boys.
70.	necessary *for*	के लिए आवश्यक	Water is necessary *for* life.
71.	necessary *to*	के लिए आवश्यक	Water is necessary *to* life.
72.	need *of*	ज़रूरत	I am in need *of* some money.
73.	obedient *to*	का आज्ञाकारी होना	I am very obedient *to* my teachers.
74.	obliged *to* (a person *for* a thing)	किसी पुरुष का किसी वस्तु के लिए अहसानमंद होना	I am obliged *to* him *for* his kindness.
75.	part *from*	से जुदा होना	He had to part *from* his friend, weeping.
76.	part *with*	त्यागना, बेचना, दे देना	He had to part *with* his computer.
77.	please *with* (a person *at* a thing)	से प्रसन्न	He is not pleased *with* his servants.
78.	popular *with*	में सर्वप्रिय	Ch. Devilal was popular *with* the public.
79.	preside *over*	अध्यक्षता करना	The Principal presided *over* the meeting.
80.	prevent *from*	से रोकना	My father prevented me *from* going to the pictures.
81.	proud *of*	गर्व होना	She is very proud *of* her beauty.
82.	qualify *for*	योग्य होना	He is fully qualified *for* this post.
83.	quarrel *over*	किसी विषय में झगड़ना	I found them quarrelling *over* some matter.
84.	quarrel *with* (a person)	किसी पुरुष से किसी वस्तु के लिए झगड़ना	He quarrelled *with* his cousin over a pen.
85.	recover *from*	से अच्छा होना, निरोग होना	You will recover *from* your illness soon.
86.	refrain *from*	परहेज करना	We should refrain *from* telling a lie.
87.	remedy *for*	उपाय या समाधान	There is no remedy *for* your problem.
88.	respect *for*	सम्मान	I have no respect for politicians.
89.	responsible *for*	के लिए जिम्मेवार होना	You will be responsible *for* his safety.
90.	reward *for*	पुरस्कृत होना	You will get reward *for* your honesty.
91.	satisfied *with*	संतुष्ट होना	You will be satisfied *with* her.
92.	sorry *for*	अफसोस करना	I am sorry *for* this mistake.
93.	stand *by*	साथ देना	He always stands *by* you.
94.	superior *to*	बढ़िया	This cloth is superior *to* that.
95.	sympathy *for*	सहानुभूति होना	I have no sympathy *for* him.
96.	take *off*	उतारना	He took *off* his shoes.
97.	taste *for*	में रुचि	I have taste *for* English grammar.

98.	thankful *to*	का धन्यवादी होना	I shall be thankful *to* you for this work.
99.	think *over*	पर विचार करना	I thought *over* the matter.
100.	tired *of*	से तंग आना	I am very much tired *of* my life.
101.	to be a need *for*	के लिए आवश्यक होना	There is no need *for* anxiety.
102.	to be afraid *of*	से डरना	He is afraid *of* his dog.
103.	to be angry *at* (a thing)	नाराज़ होना	I am angry *at* your rudeness.
104.	to be angry *with* (a person for some reason)	नाराज़ होना	I am angry *with* you for stealing my pen.
105.	to be ashamed *of*	पर लज्जा आना	Ram was ashamed *of* his bad manners.

VIII. IMPORTANT FACTS : PREPOSITIONS

Prepositions के बारे में कुछ आवश्यक तथ्य:—

1. HOME

यदि *home* के पहले गति व्यक्त करने वाली Verbs जैसे- bring, come, go, get, arrive, reach, send और take आदि में से किसी का भी प्रयोग हो, तो *home* शब्द के पहले किसी प्रकार की Preposition का प्रयोग नहीं होता है; जैसे—

(a) It took me three hours to get *home*.
(b) I go *home* by train.
(c) Bring something *home*.

(i) सावधान! to *home* कभी नहीं लिखा जाता। हमेशा go *home*/ come *home*/ get *home*/ arrive *home*/ on the way *home* लिखा जाता है; जैसे—

(a) I am tired. Let us go *home*. (b) I met Ram on my way *home*.

(ii) यदि *home* के पहले कोई Possessive case का adjective (जैसे- my, your, his, her, our,their) या noun के साथ s (जैसे- Ram's) आदि का प्रयोग हो, तो *home* के पहले to का प्रयोग होता है; जैसे—

(a) She came to my *home*.
(b) Sita decided to go to Ram's *home*.
(c) I went to her *home*.

परंतु *home* के साथ at का प्रयोग भी किया जाता है। हम be at *home*/ stay at *home*/ do something at *home* भी लिखते हैं जो सही है; जैसे—

(a) You can do this work at *home*.
(b) We can stay at *home*.

(iii) In के तुरंत बाद *home* का प्रयोग नहीं होता है; जैसे—

You can do anything in *home*. लिखना गलत है।
परंतु You can do anything in your *home*. लिखना सही है।

2. TIME

(i) कुछ समय व्यक्त करने वाले शब्दों; जैसे— morning, evening, day, afternoon, night, month, week और year आदि से पहले next, this, that, every, last आदि का प्रयोग हो, तो ऐसे समयसूचक शब्दों से पहले preposition का प्रयोग कभी न करें; जैसे—

(a) I will see you next *Friday*. (not 'on next Friday')
(b) They got married *last March*. (not 'in last March')
(c) We'll call you *this evening*. (not 'in this evening')
(d) I go home *every Easter*. (not 'at every Easter')

(ii) Today, tomorrow, yesterday और the following day आदि के पहले prepositions का प्रयोग नहीं किया जाता है; जैसे—

I will go there *tomorrow*. (न कि on tomorrow)

(iii) tomorrow evening, tomorrow morning, tonight, yesterday after noon और yesterday evening आदि से पहले भी prepositions का प्रयोग नहीं होता है; जैसे—

He arrived here *yesterday evening*. (न कि in yesterday evening)

3. OBJECTIVE CASE

Preposition के बाद सामान्यतया Objective Case का प्रयोग होता है; जैसे—

(a) She does not depend on *her*.
(b) He relies on *me*.
(c) I came before *you*.
(d) We have no sympathy for *her*.

Note-Adverb के साथ object नहीं आता है; जैसे—

(a) I have not seen him *since*.
(b) We have visited this place *before*.

4. AND, OR

यदि दो ऐसे शब्दों को and, or से जोड़ना हो जिनके बाद भिन्न-भिन्न Prepositions लगती हों, तो इन शब्दों के साथ प्रयोग होने वाली Prepositions को स्पष्ट कर देना चाहिए। यदि वह Preposition उनमें से प्रत्येक शब्द के लिए उपयुक्त नहीं है तो प्रत्येक के लिए अलग-अलग Preposition का प्रयोग किया जाना चाहिए; जैसे—

(a) He is conscious *of* and engaged *in* his work.
(b) She was surprised *at* as well as pleased *with* his performance.
(c) We should prevent damage *to* and theft *of* railway property.
(d) Please listen *to* and reflect *on* this matter.

5. WORDS

वाक्य में दो या दो से अधिक शब्दों को जोड़ने पर उनके लिए एक ही Preposition का प्रयोग किया जाता है, यदि वह Preposition उनमें से प्रत्येक शब्द के लिए उपयुक्त हो; जैसे—

He is not only hopeful but also confident *of* success.

6. TRANSITIVE VERBS

सामान्यतया Transitive verbs के बाद Preposition का प्रयोग नहीं होता है। अत: निम्नलिखित Transitive Verbs के बाद सीधा Object लगता है— attack, demand, describe, discuss, order, reach, resemble, tell, resist, afford, accompany, assist, pick, precede, obey, benefit, inform, violate etc.; जैसे—

(a) He *ordered* a cup of tea.
(b) India *attacked* Pakistan.
(c) They *informed* me yesterday.
(d) I have not *discussed* the matter.

IX. USE OF 'FOR' AND 'SINCE'

***For* कार्य की अवधि (period of time taken by the action) को दर्शाता है यानि कोई कार्य कब से हो रहा है। इससे यह भी बोध होता है कि कार्य कितने समय तक चला अर्थात् जो काम भूतकाल में आरंभ हुआ था वह अभी भी जारी है। *Since* कार्य के उस बिंदु (point of time) को दर्शाता है जहाँ से वह कार्य प्रारंभ हुआ है। यानि कोई कार्य 'कब से' '*since* when' से हो रहा है।**

For और Since में अंतर देखें–

For	Since
1. Period of time प्रकट करता है।	Point of time प्रकट करता है।
2. Time की संख्या दी हो, तो for का प्रयोग करें।	Time का नाम दिया हो, तो since का प्रयोग करें।
3. काम को आरंभ हुए कितनी देर हो गई ?	काम कब शुरू हुआ ?
4. दो सेकण्ड से, दो मिनट से, दो घंटे से for two seconds, for two minutes, for two hours.	प्रात: चार बजे से, आठ बजे से since 4 a.m., since 8 O'clock.
5. दो दिनों से for two days.	दिनों के नाम, पिछले सोमवार से, since last Monday,
6. दो महीनों से for two months.	महीनों के नाम, मार्च से since March.
7. दो वर्षों से for two years.	सन् 2005 से, since 2005.
8. कई दिनों से for many days.	सुबह से, दोपहर से, शाम से since morning, since noon, since evening,
9. कुछ वर्षों से for some years. जैसे– (i) वह दो घंटे से पढ़ रहा रहा है। He has been reading for two hours. (ii) मैं तीन वर्ष से इस स्कूल में पढ़ा रहा हूँ। I have been teaching in this school for three years. (iii) हम आधा घंटे से व्यायाम कर रहे हैं। We have been exercising for half an hour. (iii) वह कई दिनों से टी.वी. नहीं देख रहा है। He has not been watching TV for many days. (v) क्या तुम तीन दिन से उसकी प्रतीक्षा कर रहे हो ? Have you been waiting for him for three days?	तारीख से since July 30th, 2005. जैसे– (i) वह 2 बजे से पढ़ रहा है। He has been reading since 2 O'clock. (ii) मैं 30 जुलाई 2005 से इस स्कूल में पढ़ा रहा हूँ। I have been teaching in this school since July 30th, 2005. (iii) हम सुबह से व्यायाम कर रहे हैं। We have been exercising since morning. (iv) वह कब से टी.वी. नहीं देख रहा है ? Since when has he not been watching TV? (v) क्या तुम सोमवार से उसकी प्रतीक्षा कर रहे हो ? Have you been waiting for him since Monday?

EXERCISE 113.

Correct the following sentences :

1. Kavita resembles to her mother.
2. I knocked on his door.
3. We travelled on a bus and he on a car.
4. Word by word translation is sometimes wrong.
5. The fair begins since 3rd April.
6. He is an expert to make excuses.
7. Let's be there on time to receive the guests.
8. Reap the crops before the rain set on.
9. Do you know how to ride in a cycle?
10. I was surprised to see him sitting on a tree.

EXERCISE 114.

Correct the following sentences :

1. Early in bed, early to rise.
2. Our college is affiliated with your university.

3. The manager was angry on his staff.
4. Are you angry at me ?
5. The old man divided his wealth between his five children.
6. Please get on my car.
7. Finding myself short with money, I wrote to my uncle for help.
8. They suddenly got of the vehicle.
9. Pay the fine by a week.
10. I have ordered for shoes.

EXERCISE 115.

Correct the following sentences :

1. I bought this furniture in auction.
2. He has lived with the gun all his life.
3. He is anxious about his future.
4. She died of exhaustion.
5. We took a long time to decide but at the end we decided to go.
6. Ram was about to fall into the well but I managed to save him just on time.
7. Ram stays within Adayar at Chennai.
8. This place is crowded; beware from pickpockets.
9. She spends too much money for luxuries.
10. I went in the school to see the Principal.

EXERCISE 116.

Fill in the blanks with appropriate prepositions :

1. Be careful ……..... your health.
2. He warned me ……..... danger.
3. Look ……..... the black-board.
4. There is a tree ……..... the temple.
5. The property was divided ……..... the two brothers.
6. Please, sit …….....
7. He goes ……..... a walk daily.
8. They worked ……. morning till evening.
9. He came here ……. August.
10. Pour some more tea ……. my cup.

EXERCISE 117.

Fill in the blanks with appropriate prepositions :

1. I am very fond ……. apples.
2. She fell ……. the tree.
3. Sita was born ……. Thursday.
4. I cannot take exercise ……. I am ill.
5. I prefer milk ……. tea.
6. The dog is sleeping ……. the table.
7. You should not quarrel ……. your brother.
8. Do not gossip ……. others.
9. The army rebelled ……. the king.
10. Ram lives ……. Akbar Road.

EXERCISE 118.

Fill in the blanks with appropriate prepositions :

1. I have sent ……. the doctor.
2. Monkeys are fond ……. bananas.
3. She wrote ……. the notes that she had scribbled at the meeting.
4. He has been reading a story ..... three hours.
5. I am suffering ……. fever.
6. David lives ……. England.
7. The ball fell ……. the well.
8. He is jealous ……. his friend.
9. Jesus Christ died ……. the cross.
10. He went ……. the door.

EXERCISE 119.

Fill in the blanks with appropriate prepositions :

1. I have been reading ……. morning.
2. Listen ……. me.
3. I took rest ……. the shade of a tree.
4. Ravana was killed by Rama ……. an arrow.
5. He is careless ……. his duties.
6. The villagers were warned ……. flood.
7. Ramesh was born ..... Kalwan.
8. He was sitting ……. his father.
9. You must finish your work ……. today.
10. It rained heavily ……. the night.

EXERCISE 120.

Fill in the blanks with appropriate prepositions :

1. I am leaving ……. Delhi today.
2. I bought my shirt ……. Delhi.
3. My father deals ……. sugar.
4. The tiger moves ……. the cave.
5. Don't boast ……. your new house.
6. What is your opinion ……. this issue?
7. The lion came ……. of its hiding place.
8. He has been working hard ……. March.
9. Morning walk is beneficial ……. health.
10. The cat sits ……. the chair.

EXERCISE 121.

Fill in the blanks with appropriate prepositions :

1. Sunita cannot write ……. her right hand.
2. She is anxious ……. her son's safety.
3. He divided his property ……. his five sons.
4. Pilgrims reached here ..... sun set.
5. The headmaster sat ..... the Chief-guest on the stage.
6. The crops were spoilt ……. the drought.
7. I shall go to Delhi ……. the summer vacation.
8. I like him ……. his honesty.

9. He is suffering ……. fever.
10. Nehru was born ……. a rich family.

EXERCISE 122.

Fill in the blanks with appropriate prepositions :

1. Translate this passage ……. English.
2. All my furniture is made ……. wood.
3. The book is ……. the table.
4. The sky is ……. our heads.
5. He has not met me ……. Sunday last.
6. Public men should not be sensitive ……. criticism.
7. You can get everything here ……. one roof.
8. Will you take your lunch ……. us?
9. He came here ……. the story was over.
10. He is the most brilliant boy ……. them.

EXERCISE 123.

Fill in the blanks with appropriate prepositions :

1. The train steams off ..... eight O'clock.
2. He was sitting ……. his father.
3. Have you ever travelled ……. air?
4. I will come again ……. Diwali holidays.
5. Send ……. the doctor.
6. Trust ……. God.
7. I am weak ……. studies.
8. He stepped ……. the pond.
9. This book consists ……. 600 pages.
10. Please put the photo ……. the stand.

EXERCISE 124.

Fill in the blanks with appropriate prepositions :

1. Do not cry ……. spilt milk.
2. I have been living here ..... 1980.
3. She is very kind ……. the poor.
4. The cat fell ……. the rat.
5. The soldiers fought ……. bravery.
6. We shall start our journey ……. lunch.
7. Divide these bananas ……. these ten boys.
8. They laughed ……. the beggar.
9. Radha was sitting ……. him.
10. They ought to be back ..... now.

EXERCISE 125.

Fill in the blanks with appropriate prepositions :

1. I shall not leave you alone ……. your illness.
2. He has no taste ……. music.
3. Ram and Shyam met ……. park.
4. Ritik is weak ……. English.
5. A dog jumped ……. the river.

6. She is blind ……. one eye.
7. We leave for Madras ..... Friday.
8. A storm suddenly blew …….
9. It has been raining ……. morning.
10. She is going ……. attend a marriage.

EXERCISE 126.

Fill in the blanks with appropriate prepositions :

1. The cat fell ……. the rat.
2. I agree ……. you.
3. He returned ……. a week.
4. He works ……. poor people.
5. The hunter fired ……. the peacock.
6. ……. two stools, we come to ground.
7. They went to Delhi ……. train.
8. He is not eligible ……. the job.
9. I shall start working ……. Monday.
10. My father deals ……. sugar.

EXERCISE 127.

Fill in the blanks with appropriate prepositions :

1. Milk is contained ……. this jug.
2. Mithu got ……. the water.
3. Mithu is in need ……. money.
4. Her birthday falls ..... 4th February.
5. He climbed ……. the wall.
6. He worked ……. 10 O' clock.
7. She will write a letter ……. her father.
8. She should act ……. her father's advice.
9. Can you finish it ..... this week?
10. They arrived ……. day break.

EXERCISE 128.

Fill in the blanks with appropriate prepositions :

1. Distribute these sweets ……. the girls of 8th class.
2. Who is knocking ……. the door?
3. Distribute the toffees ……. the two brothers.
4. What is the time ……. your watch?
5. I have no desire ……. anything.
6. I did my best to dissuade him ……. drinking.
7. Call ……. doctor, please.
8. The Indians live ……. India.
9. He lives ……. us.
10. Your arguments are ……. the point.

EXERCISE 129.

Fill in the blanks with appropriate prepositions :

1. Christmas Day is ..... 25th December.
2. King Ashoka ruled ……. a vast empire.

3. I will keep it for you ……. Saturday.
4. He is senior ……. me.
5. Fill this cup ……. milk.
6. Ram was beaten ……. Mohan for no reason.
7. I will look ……. your pet dog.
8. He died ……. AIDS.
9. He is ……. the tenth class.
10. After this there was a quarrel ……. the servant and the master.

Exercise 130.

Fill in the blanks with appropriate prepositions :

1. The Mahabharata was written ……. Ved Vyas.
2. Why did the headmaster send ……. you?
3. Ram has recovered ……. illness.
4. Many people live ..... cities.
5. Vivek put the pen ……. his pocket.
6. Beware ……. mad dogs.
7. The Pick-pockets had made ……. with my purse.
8. He depends ……. his salary.
9. Aeroplane flies ……. our heads.
10. Wait here ……. I come.

Exercise 131.

Fill in the blanks with appropriate prepositions :

1. I am thankful ……. you for the help.
2. Do not mix ……. bad boys.
3. I agree ……. this proposal.
4. She was sitting ……. the table.
5. The hunters fired ……. the tiger.
6. The accident happened ……. six and seven O' clock.
7. What is the time ……. your watch?
8. He has been living in Delhi ……. ten years.
9. Light comes ……. the sun.
10. Do you live ..... this flat ?

Exercise 132.

Fill in the blanks with appropriate prepositions :

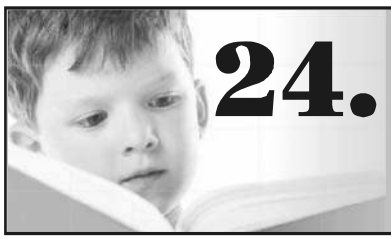
1. We jumped ……. the well.
2. The President is ……. to come.
3. The hotel is situated ……. the tree line.
4. One must not go ……. the laws of the country.
5. She always stands ……. carol in the house.
6. It was unworthy of him to take up a job ……. his dignity.
7. He inserted a needle ……. the close petals of a flower.
8. He killed him putting a rope ……. his neck.
9. We spread our carpets ……. a shady tree.
10. Can you climb ……. a pole ?

EXERCISE 133.

Fill in the blanks with appropriate prepositions :

1. He was afraid ……. and alarmed ……. the sound.
2. He is neither ashamed ……. nor sorry ……. his mistakes.
3. The design of this house is different ……. and inferior *to* that of other house.
4. A bird flew ……. the kitchen through the window.
5. She is ……. to sing.
6. There is a camp at the hilltop ……. the valley.
7. I have been transferred ……. the vacant post.
8. The sky is ……. us.
9. In case of any danger, ring me …….
10. She has been ……. three days.





24. Conjunctions

IN THIS SECTION

I. CONJUNCTION **II. KINDS OF CONJUNCTIONS**
III. USE OF SOME CONJUNCTIONS

I. CONJUNCTION

(A conjunction is a word which merely joins together sentences, and sometimes words.)
Conjunction (संयोजक या समुच्चय) वह शब्द वह जो दो शब्दों या वाक्यों को मिलाता है।

II. KINDS OF CONJUNCTIONS

Conjunctions तीन प्रकार के होते हैं—

1. **Co-ordinate Conjunctions (समन्वय समुच्चय)**
2. **Subordinating Conjunctions (आश्रित समुच्चय)**
3. **Correlative Conjunctions (सहसम्बन्ध समुच्चय)**

1. CO-ORDINATE CONJUNCTIONS

(A co-ordinate conjunction joins together clauses of equal rank.)

A. जिस Conjunction से कोई Co-ordinate clause बना हो उस शब्द को co-ordinate conjunction कहते हैं। ये समान पद वाले शब्द या वाक्यों को जोड़ते हैं।
ये co-ordinate conjunctions हैं- for, and, nor, but, or, yet, so
प्रत्येक conjunction के पहले अक्षर को लेकर इन्हें 'FANBOYS' के नाम से याद रखा जा सकता है; जैसे—

(a) Two *and* two make four.
(b) He passed *but* his brother failed.
(c) He came here *and* did his work.
(d) The tortoise moved slow *but* the hare ran fast.
(e) The weather was pleasant *and* they made a programme for picnic.

उपरोक्त sentences में 'and' और 'but' co-ordinate conjunctions हैं।
Co-ordinate conjunctions बहुत ही simple kind के होते हैं जो विभिन्न ideas को जोड़ते हैं व उनके बीच equality of relationship को भी प्रकट करते हैं। ये conjunctions, ideas को एक मजबूत बंधन से ही नहीं जोड़ते बल्कि उन्हें प्रभावशाली भी बना देते हैं। इनके लिए दोनों ideas 'same importance' के होते हैं।

B. Co-ordinate Conjunctions चार प्रकार के होते हैं—

(i) Cumulative/ Copulative Conjunctions (संचयी समुच्चय)
(ii) Adversative Conjunctions (विरोधवाची समुच्चय)
(iii) Alternative/ Distinctive Conjunctions (वैकल्पिक समुच्चय)
(iv) Illative Conjunctions (परिणामसूचक समुच्चय)

(i) Cumulative/ Copulative Conjunctions (संचयी समुच्चय)

(These merely add one statement to another.)

Cumulative Conjunctions एक कथन को दूसरे कथन से जोड़ते हैं।

ये Conjunctions हैं— and, and … also, as well as, both … and, well, now; जैसे—

(a) Shyam is *both* foolish *and* obstinate.
(b) You have done your work; *well* you may go.
(c) *Both* Ram *and* Sita will attend the meeting.
(d) God made the country *and* man made the town.
(e) Gita *as well as* her mother went to Delhi.

उपरोक्त sentences में both, and, well और as well as- cumulative conjunctions हैं।

(ii) Adversative Conjunctions (विरोधवाची समुच्चय)

(These express opposition or contrast between two statements.)

ये Conjunctions दो ऐसे वाक्यों को जोड़ते हैं जो एक-दूसरे के विरुद्ध हों। यहाँ विरोधाभास व्यक्त किया जाता है।

ये Conjunctions हैं— but, however, nevertheless, only, still, while, yet; जैसे—

(a) I am poor *nevertheless* I shall help you.
(b) He was not sincere, *however,* he got promotion.
(c) He worked hard *but* he failed.
(d) He was annoyed, *still* he kept quiet.
(e) We were all right, *only* we were fatigued.
(f) Seema had a high fever *yet* she did not take proper rest.
(g) We prefer to stay indoors *while* they prefer to play outside.

उपरोक्त sentences में nevertheless, however, but, still, only, yet और while-adversative conjunctions हैं।

(iii) Alternative/ Distinctive Conjunctions (वैकल्पिक समुच्चय)

(These express a choice between two alternatives.)

ये Conjunctions दो ऐसे वाक्यों को जोड़ते हैं जिनमें एक को चुनने का बोध होता है।

ये Conjunctions हैं— or, either — or, else, neither — nor, otherwise; जैसे—

(a) *Either* come with me *or* go to the library.
(b) *Neither* the leader *nor* the followers have come.
(c) Move fast *else* you will be late.
(d) He must weep *or* he will die.
(e) *Neither* a borrower, *nor* a lender be.
(f) Take your invitation card *or* your entry will be banned.
(g) Get going *else* he will catch you.

उपरोक्त sentences में either-or, neither-nor और else-alternative conjunctions हैं।

(iv) Illative Conjunctions (परिणामसूचक समुच्चय)

(A conjunction which expresses an inference.)

ये Conjunctions दो ऐसे वाक्यों को जोड़ते हैं जिनमें से एक वाक्य दूसरे का परिणाम हो। यहाँ एक वाक्य दूसरे का inference व्यक्त करता है।

ये Conjunctions हैं— for, so, therefore; जैसे—

(a) You will surely pass, *for* you work hard.
(b) You are honest, *therefore* you are respected.
(c) He secured good marks, *for* he worked.
(d) Something certainly fell in, *for* I heard a splash.

उपरोक्त sentences में for और therefore - illative conjunctions हैं।

2. SUBORDINATING CONJUNCTIONS

(A subordinating conjunction joins a clause to another on which it depends for its full meaning.)

जो Conjunction किसी Sub-ordinate clause को अन्य clause से जोड़े subordinating conjunction कहलाता है। कई बार एक idea दूसरे idea से अधिक important होता है। यही दर्शाने के लिए subordinate conjunction का प्रयोग किया जाता है कि कौनसा idea ज़्यादा important है और कौनसा कम। Main clause का idea ज़्यादा important होता है, जबकि subordinate clause का idea कम important होता है। Subordinate clause, तो main clause के लिए time, reason, condition आदि की आपूर्ति करता है।

A. निम्नलिखित subordinating conjunctions हैं—

if, when, where, since, although, though, before, after, till, until, unless, as, be cause, while, so that, as long as, even if, even though, if only, in order that, now that, once, rather than, than, that, whenever, whereas, wherever; जैसे—

(a) I was away *when* Ram called me.
(b) *As* she was not there, I spoke to her mother.
(c) They ran away *because* they were afraid.
(d) You will pass *if* you work hard.
(e) I know the city *where* you were born.

उपरोक्त sentences में when, as, because, if और where - subordinate conjunctions हैं।

B. Use of Subordinate Conjunctions

(i) Time (समय) को दर्शाने वाले Conjunctions हैं- after, as, as long as, as soon as, before, just as, since, till, until, when, whenever, while; जैसे—

(a) You should wait *till* I return here.
(b) The patient had died *before* the doctor arrived.
(c) Make hay *while* the sun shines.
(d) I left for office *after* she had gone.
(e) Many things have happened *since* I saw you.
(f) Come *whenever* it suits you.

उपरोक्त sentences में till, before, while, after, since और whenever- conjunctions हैं।

(These conjunctions indicate the time.)

(ii) Place (स्थान) को दर्शाने वाले Conjunctions हैं— whence (from what place), where, wherever (to what place), whither; जैसे—

(a) I will go *where* you ask me to go.
(b) *Wherever* I went, I found no rest.
(c) He went back *whence* he came.
(d) Can you tell me *whither* they have gone?

उपरोक्त sentences में where, wherever, whence, और whither- conjunctions हैं।

(These conjunctions indicate the place.)

याद रखें— whence के साथ from का प्रयोग नहीं करना चाहिए।

(iii) Cause/ Reason (कारण) को दर्शाने वाले Conjunctions हैं- as, because, since, that; जैसे—

(a) *As* she was guilty, she was punished.
(b) I cannot buy this car, *because* it is very costly.
(c) He has been here, *for* he is invited.
(d) I must reach home, *as* it is getting dark.

उपरोक्त sentences में as, because और for- conjunctions हैं।

(These conjunctions indicate the reason.)

(iv) Purpose (उद्देश्य) को दर्शाने वाले Conjunctions हैं- in order that, lest, so that, that; जैसे—

(a) I walked carefully *lest* I should slip.
(b) He is working hard *in order that* he can succeed.
(c) We study *so that* we may pass.
(d) Work hard *lest* you should fail.
(e) He held my hand *lest* I should fall.

उपरोक्त sentences में so that, lest और in order that- conjunctions हैं।

(These conjunctions indicate the purpose.)

1. **याद रखें— that, so that और in order that का प्रयोग 'ताकि' के अर्थ में होता है।**
2. **Lest का अर्थ होता है—'कहीं ऐसा न हो कि'। इसके बाद हमेशा should लगाएं और इसके बाद भूलकर भी not का प्रयोग नहीं करें।**

(v) Condition (शर्त) को दर्शाने वाले Conjunctions हैं- if, provided, provided that, supposing, unless; जैसे—

(a) I asked her *if* her brother was at home.
(b) *Supposing* you miss the train, what will you do?
(c) He will be penalized *provided* the charges are proved.
(d) He will not be allowed to join *unless* he gets an appointment letter.
(e) We will not come *unless* we are not invited.
(f) She will sing only *if* she is paid.

उपरोक्त sentences में if, supposing, provided that, unless और provided -conjunctions हैं।

(These conjunctions indicate the condition.)

(vi) Comparison (तुलना) को दर्शाने वाले Conjunctions हैं- as – as, so – as, than; जैसे—

(a) This is not *so* easy *as* it looks.
(b) He is *as* wise *as* his father.
(c) Ram is *as* good *as* you.
(e) He is stronger *than* Rustum.
(g) He is not *so* nice *as* he seems.

उपरोक्त sentences में so …….as, as…….as, और than- conjunctions हैं।

(These conjunctions indicate the comparison.)

as – as का प्रयोग likeness (समानता) के लिए affirmative तथा negative दोनों ही प्रकार के वाक्यों में किया जाता है, जबकि so – as का प्रयोग Negative sentences में unlikely (असमानता) के लिए किया जाता है।

(vii) Contrast (अंतर) or Concession (रियायत) को दर्शाने वाले Conjunctions हैं—
although, however, notwithstanding, though, yet; जैसे—

(a) He is not contented *though* he is very rich.
(b) He is an honest man *although* he is poor.
(c) She passed the examination *notwithstanding* she was not fully prepared.
(d) *Though* I was not selected, I am glad I participated.
(e) *Although* he is rich, yet he is honest.
(f) *Though* I failed, I am glad, I tried.
(g) *Although* he was ill, he appeared in the examination.
(h) He is honest *though* he is poor.

उपरोक्त sentences में though, although, notwithstanding, though और yet- conjunctions हैं।

(These conjunctions indicate the contrast.)

EXERCISE 134.

Mention the type of *italicised* subordinate conjunctions :

1. Do not leave the room *before* I return.
2. The ant had stored enough food *before* the winter set in.
3. The baby will sleep, *if* you do not make a noise.

4. Shyam is much more intelligent *than* his brother.
5. Grievances cannot be redressed *unless* they are known.
6. I followed them *wherever* they went.
7. You may leave *provided* you have finished the job.
8. She failed, *as* she was careless.
9. Naman is *as* calm *as* his father.
10. We eat *so that* we may live.

EXERCISE 135.

Mention the type of italicised subordinate conjunctions :

1. I do not know *where* she works.
2. Ram will go *if* Shyam goes.
3. He turned out of the theatre, *because* he had not bought the ticket.
4. He may enter, *as* he is a friend.
5. He works hard *so that* he may earn his living.
6. I do not know *wither* to go.
7. I jumped into the river *so that* I could save the drowning baby.
8. Sita will marry Ram *if* he breaks the bow.
9. I wore only a shirt *although* it was very cold.
10. I shall do it *since* you wish it.

3. CORRELATIVE CONJUNCTIONS

जो Conjunctions जोड़ों (pairs) में प्रयोग होते हैं उन्हें correlative conjunctions कहते हैं। जोड़े के प्रत्येक सदस्य को उन शब्दों अथवा वाक्यांशों से पहले रखा जाता है जिनकी वाक्य में functional value समान हो।

ये correlative conjunctions हैं—either.....or, neither.....nor, both....and, not only.....but also, though....yet, although.....yet, whether.....or, ec.

जैसे—

1. She is *either* afraid *or* frightened.
2. It is *neither* useful *nor* essential.
3. She *not only* works in a school *but also* manages a tuition center.
4. *Though* he is poor *yet* he is contented.
5. I do not care *whether* you read *or* play.
6. No *soon* did we reach the station *than* the train started.
7. *Although* I was tired *yet* I kept working.

उपरोक्त Sentences में सभी italic words- correlative conjunctions हैं।

III. USE OF SOME CONJUNCTIONS

1. AND

यदि Subject वही हो और एक ही कार्य जारी रहे, तो वाक्यों को जोड़ने के लिए and का प्रयोग होता है।

(i) जब एक कार्य को दूसरे का Sequential सुझाना हो; जैसे—

I sent him applications *and* waited by the phone for a response.

(ii) जब एक कार्य को दूसरे का Result सुझाना हो; जैसे—

(a) I heard the weather report *and* promptly went to my house.

(b) I dialed the number *and* talked to my friend.

(iii) जब एक Idea दूसरे Idea से Contrast स्थिति में हो; जैसे—

Ram is brilliant *and* Shyam has a pleasant smile.

(iv) जब प्रथम Clause पर एक प्रकार का Comment सुझाना हो; जैसे—

Ram became addicted to drinking – *and* that surprised no one who knew him.

(v) Relative pronoun से पहले *and* का प्रयोग नहीं होता है; जैसे—

(a) He is a good boy *and* who is my friend. (incorrect)

(b) He is a good boy who is my friend. (correct)

2. BUT

(i) यदि Subject वही हो और दोनों वाक्यों के कार्य में विपरीत अवस्था का आभास हो, तो *but* का प्रयोग होता है।

(ii) ऐसे Contrast को दर्शाने के लिए जो प्रथम Clause की दृष्टि से Unexpected हो; जैसे—

(a) Ram lost a fortune in the stock market, *but* he still seems able to live quite comfortably.

(b) The baby was quite healthy *but* could not win a prize in the Baby Show.

(iii) However के साथ *but* का प्रयोग नहीं हो सकता। या, तो *but* या फिर however का प्रयोग करें—जैसे—

(a) *But* your behaviour, *however* has not changed. (incorrect)

(b) Your behaviour, *however*, has not changed. (correct)

(iv) Else के बाद *but* का प्रयोग होता है; जैसे—

(a) It is nothing else *but* vanity.

(b) Call him anything else *but* dog.

(v) दो clauses के बीच एकदम contrast दिखाने के लिए Though, Although और Eventhough के साथ भूलकर भी *But* का प्रयोग न करें, लेकिन Yet का प्रयोग कर भी सकते हैं और नहीं भी; जैसे—

My new neighbours are quite nice though their dog barks all day long.

3. OR

(i) विकल्प के लिए *or* का प्रयोग किया जाता है। कभी-कभी *or* का अर्थ 'नहीं तो' (if not) भी होता है; जैसे—

Hurry up, *or* you will miss the train.

(ii) यह सुझाने के लिए कि केवल एक Possibility में ही वास्तविकता है अन्य में नहीं; जैसे—

You study hard for the examinations *or* you will not get good marks.

(iii) जब कई विकल्पों को सुझाना हो; जैसे—

We can cook dinner tonight, *or* we can just have left over.

(iv) जब First clause में Refinement को सुझाना हो; जैसे—

DAV College is the premier all girls' college in the state, *or* so it seems to most DAV College alumnae.

(v) जब वाक्य के प्रथम भाग में Correction सुझानी हो; जैसे—

There are no tigers in this sanctuary, *or* so our guide tells us.

(vi) नकारात्मक नज़रीया सुझाना हो; जैसे—

Their duty demanded to do *or* die.

(vii) बगैर Imperative के नकारात्मक विकल्प सुझाना हो; जैसे—

They must approve his political style *or* they would not keep electing him Chairman.

(viii) Whether के बाद *or* का प्रयोग ऐसे वाक्यों में हो सकता है जिसमें दो infinitives हों; जैसे—

She did not know whether to laugh *or* to cry.

4. YET

(i) *Yet* जब co-ordinate conjunction के रूप में प्रयोग होता है, तो यह nevertheless या but के अर्थ में प्रयोग होता है; जैसे—

(a) Ram plays cricket well, *yet* his favourite sport is football.

(b) It had been a dark and cold night *yet* we were without a torch and woolly clothes.

(ii) *Yet* निम्नलिखित अनेक अर्थों के लिए प्रयोग किया जा सकता है; जैसे—

in addition, even, still, eventually, and as soon as now etc.

(iii) वैसे लिखने के क्रम में *yet* को भी हटा दिया जाता है और इसके स्थान पर एक comma दे दिया जाता है। अतः इसे ऐसे भी लिख सकते हैं—

(a) Although he is rich *yet* he is dishonest. (correct)
(b) Although he is rich, he is dishonest. (correct)

5. FOR

(i) *For* का प्रयोग ज़्यादातर Preposition के लिए ही होता है। इसे conjunction के रूप में भी प्रयोग कर सकते हैं। Conjunction के रूप में इसका प्रयोग वाक्य के आरंभ में नहीं करना चाहिए। *For* का कार्य तो केवल पहले clause के reason को Introduce करना है। *For* पूर्व वाक्य के साथ logical connection को प्रकट करता है; जैसे—

(a) Most of the visitors were relaxing under the shade, *for* it had been a long, dusty journey on the cart.
(b) He started working in two shifts *for* he needed money badly.

(ii) जहाँ cause के साथ inference (अनुमान) और explanation (कार्य की व्याख्या) का भाव प्रकट करना हो वहाँ cause को प्रकट करने के लिए *for* का प्रयोग करें; जैसे—

He fought well *for* he was very brave.

6. SO

***So* कभी-कभी दो स्वतंत्र Clauses को एक कोमे के साथ जोड़ता है; जैसे—**

He is the not only Olympian athlete in his family, *so* are his brother, sister and his niece Sita.

यहाँ *so* 'as well as' अथवा in addition के अर्थ में प्रयोग किया गया है।

Therefore के अर्थ में *so* और comma पर्याप्त हैं; जैसे—

She has always been nervous in large gathering, *so* it is no surprise that she avoids crowds of her fans.

7. NOT ONLY

(i) *Not only* के बाद *but also* का प्रयोग होता है। ये दो subjects या objects या verbs आदि को जोड़ते हैं; जैसे—

(a) *Not only* Ram *but also* Mohan can do it. (subject-subject)
(b) I like *not only* Ram *but also* Mohan. (object-object)
(c) He will *not only* go *but also* stay there. (verb-verb)

(ii) *Not only – but also* का प्रयोग ऐसे sentences में हो सकता है—

A. जब दोनों sentences का same subject हो।

इस अवस्था में दोनों sentences के common part के बाद *not only* लिखें; जैसे—

(a) Boys are watching TV. Boys are making a noise.
(b) Boys are *not only* watching TV *but also* making a noise.

B. जब दोनों sentences का different subject हो।

इस अवस्था में सबसे पहले *not only* लिखें फिर पहले वाक्य का subject लिखें उसके बाद *but also* लिखें। इसके बाद दूसरा वाक्य लिखें; जैसे—

(a) Boys are making a noise. Girls are making a noise.
(b) *Not only* boys *but also* girls are making a noise.

8. NEITHER, NOR

(i) *Neither* के बाद *nor* का प्रयोग होता है। *Neither* के बाद एक से अधिक *nor* आ सकते हैं। ये दो subjects या objects या verbs आदि को जोड़ते हैं। *Neither – nor* का प्रयोग ऐसे sentences में हो सकता है जब दोनों नकारात्मक वाक्य हों।

A. जब दोनों sentences का same subject हो। इस अवस्था में दोनों sentences के common part को पहले लिखें उसके बाद *neither* लिखें; जैसे—

(a) I do not play cricket. I do not play football.
(b) I play *neither* cricket *nor* football.

B. जब दोनों sentences का different subject हो। इस अवस्था में सबसे पहले *neither* लिखें फिर पहले वाक्य का subject लिखें, उसके बाद *nor* लिखें; जैसे—

(a) Ram does not play cricket. Shyam does not play cricket.

(b) *Neither* Ram *nor* Shyam plays cricket.

यदि subject singular है, तो verb भी singular ही लगाएं। ऐसे वाक्यों में verbs अपने नजदीकी subject के अनुसार ही लगाएं। अर्थात् *Nor* के बाद लगने वाली verb, *nor* के साथ लगने वाले subject के अनुसार ही लगती है।

(ii) Conjunction के रूप में अकेले *Nor* का ज़्यादा प्रचलन नहीं है। इसका प्रयोग *Neither* के साथ ही किया जाता है; जैसे—

He is *neither* sane *nor* intelligent.

9. EITHER, OR

(i) *Either* के बाद *or* का प्रयोग होता है। *Either* के बाद एक से अधिक *or* आ सकते हैं। ये दो subjects या objects या verbs आदि को जोड़ते हैं।

(ii) जब दोनों वाक्य साधारण वाक्य हों, तो उन्हें *either… or* द्वारा जोड़ा जा सकता है; जैसे—

A. जब same subject हो—

(a) Ram plays hockey. Ram watches TV. (b) Ram *either* plays hockey *or* watches TV.

B. जब different subject हो—

(a) Ram plays hockey. I play hockey. (b) *Either* Ram *or* I play hockey.

10. BOTH

(i) *Both* के बाद हमेशा *and* आता है; जैसे—

(a) *Both* Ram *and* Mohan may come today. (b) Ram is *both* hard working *and* sincere.

(ii) *Both … and* का प्रयोग दो Individual Subjects के लिए ही किया जाता है। यदि एक Subject 'He' एवं दूसरा 'they' हो, तो इस conjunction का प्रयोग नहीं किया जाता है। दोनों Subject singular होने पर '*both … and*' conjunction का प्रयोग करते समय plural verb का ही प्रयोग करें; जैसे—

(a) He is going to school. She is going to school.

(b) *Both* he *and* she are going to school.

11. SO-THAT

(i) *So-that* का प्रयोग सामान्यतया too – to के प्रयुक्त वाक्य के transformation में किया जाता है। इसका प्रयोग Negative Sentences में होता है, ऐसा करते समय too की जगह *so* का प्रयोग करें; जैसे—

He is *so* weak *that* he cannot walk. (He is too weak to walk.)

(ii) Purpose को प्रकट करने के लिए *so that* को इकट्ठा लिखा जाता है; जैसे—

We eat *so that* we may live.

12. NO SOONER

No sooner/ do/ does/ did/ had… than :

Sentence Structure :

No sooner + do/ does/ did/ had + First Sentence + than + Second Sentence.

(i) *No sooner* का प्रयोग करते समय ध्यान रखने योग्य बात यह है कि इस conjunction के तुरंत बाद do, does, did, had आदि helping verbs का प्रयोग अवश्य किया जाता है।

(ii) वाक्य को *No sooner* से आरंभ करें। फिर उपयुक्त helping verb लगाएं। उसके बाद पहला वाक्य लिखकर than लगाएं और फिर दूसरा वाक्य लिखें।

(iii) Than की जगह then का प्रयोग न करें; जैसे—

(a) They reached the station. The train started.

(b) *No sooner* had they reached the station than the train started.

13. HARDLY

Sentence Structure : *Hardly* + had + First Sentence + when + Second Sentence

(i) ***Hardly* conjunction का प्रयोग करते समय सबसे आवश्यक बात यह है कि इसके साथ when का प्रयोग होता है, than का भूलकर भी प्रयोग न करें।**

(ii) ***Hardly* के बाद had लिखकर पहला वाक्य लिखें। उसके बाद when लगाकर दूसरा वाक्य लिखें; जैसे—**

(a) They reached the station. The train arrived.

(b) *Hardly* had they reached the station when the train arrived.

सावधान! यहाँ had के बाद Verb की Third Form का ही प्रयोग करें।

(iii) ***Hardly*, scarcely के बाद when का प्रयोग होता है। कई बार इनके बाद before भी लगा मिल सकता है, वह भी सही है; जैसे—**

(a) *Hardly* had he gone out of the office when the telephone bell rang.

(b) *Hardly* had he gone out of the office before the telephone bell rang.

14. AS SOON AS

Sentence Structure : *As soon as* + First Sentence + Comma + Second Sentence

(i) ***As soon as* का प्रयोग करते समय ध्यान रखने योग्य बात यह है कि इस conjunction का प्रयोग वाक्य के शुरू में करें। फिर पहला वाक्य लिखें। उसके बाद comma (,) लगाकर दूसरा वाक्य लिखें।**

(ii) सावधान! कोमा लगाना न भूलें; जैसे—

(a) They reached the station. The train arrived.

(b) *As soon as* they reached the station, the train arrived.

15. THAT

(i) ***That* का अर्थ है- 'कि'। *That* conjunction का प्रयोग हमेशा Indirect Speech में ही किया जाता है; जैसे—**

(a) He told me *that* he was going to school.

(b) He said *that* he was not a thief.

(ii) Far, how, how long, how much, to what extent, when, where और why आदि से पहले *that* का प्रयोग नहीं होता है; जैसे—

(a) He does not know *that* where Ram lives. (incorrect)

(b) He does know where Ram lives. (correct)

(iii) What , which, who, whom और whose आदि से पहले भी *that* का प्रयोग नहीं होता है; जैसे—

(a) He asked me *that* who he was. (incorrect)

(b) He asked me who he was. (correct)

(iv) यदि Interrogative pronoun (who, which etc.) या interrogative adverb (why, how etc.) से कोई clause शुरू हो और उसके बाद

A. यदि कोई Principal clause नहीं है, तो who और why आदि के आगे *that* नहीं लगता है; जैसे—
I do not know why she is absent.

B. यदि कोई Principal clause हो, तो *that* लगता है; जैसे—
I know *that* what you say is right.

(v) The reason या The reason why के बाद आने वाला clause हमेशा *that* से शुरू करें; जैसे—
The reason is that he is ill.

(vi) जहाँ Whether का प्रयोग उचित हो वहाँ whether का ही प्रयोग करें, *that* का नहीं। whether का प्रयोग choice वाले वाक्यों में किया जाता है। whether वाले वाक्यों में 'or not' हमेशा choice को दर्शाता है; जैसे—

(a) We do not know *that* he will pass or not. (incorrect)

(b) We do not know whether he will pass or not. (correct)

(vii) कुछ Verbs- believe, hope, suppose, think, presume और be afraid आदि के बाद *that* का लोप कर दिया जाता है; जैसे—

(a) I suppose you have a good dictionary.
(b) We hope, they are right.
(c) I think she will meet me.
(d) We believe she has committed a mistake.

(viii) कुछ Verbs- agree, assert, assume, calculate, conceive, hold, learn, maintain, reckon, state, suggest और understand आदि ऐसी verbs हैं जिनके बाद *that* नामक conjunction अवश्य लगता है; जैसे—

(a) We agree *that* it is a nice proposal. (b) He suggested *that* we should go there.

16. THOUGH, ALTHOUGH, EVENTHOUGH

(i) वैसे तो *though / although* दोनों का ही प्रयोग किया जाता है, परंतु कुछ अर्थों में *although* की बजाए *though* का प्रयोग होता है।

(ii) *Though* वाक्य के अंत में भी प्रयोग हो सकता है; जैसे—

My new car is really fast.
I do not know like the colour, *though*.

(iii) यद्यपि *though* और however का अर्थ एक समान है परंतु बातचीत में *though* का अधिक प्रचलन है।

(iv) तीव्र contrast के लिए *(even though)* प्रयोग किया जा सकता है; जैसे—

My mother got back from work really late, *even though* she had promised to take me to the cinema.

17. UNTIL

(i) *Until* का अर्थ है— जब तक नहीं। यह समय बताता है; जैसे—

(a) Wait *until* I come back.
(b) Don't leave *until* I get ready.

(ii) Until के बाद not का प्रयोग नहीं होता है, क्योंकि इसमें not का अर्थ छिपा है; जैसे—

(a) *Until* he does not solve the problem, I will stay with him. (incorrect)
(b) *Until* he solves the problem, I will stay with him. (correct)

18. UNLESS, LEST

***Unless* और lest के बाद not का प्रयोग नहीं होता है, क्योंकि इनमें not का अर्थ छिपा है।**

(i) *Unless* का अर्थ है -यदि नहीं 'if not' 'अगर नहीं' इससे शर्त का बोध होता है; जैसे—

(a) You cannot succeed *unless* you work hard.
(b) *Unless* you walk fast, you will not catch the train.

(ii) Lest

(a) Walk carefully *lest* you should fall.
(b) She lent me money *lest* I should get angry.

19. WHILE

***While* 'जब तक' का अर्थ देता है। इसका प्रयोग ऐसे वाक्य में होता है जहाँ दो कार्य एक साथ जारी रहते हैं; जैसे—**

(a) He was watching TV *while* she was cooking.
(b) *While* I was reading, she was washing her clothes.

20. AS IF, AS THOUGH

As if, *as though* 'मानो' का अर्थ प्रकट करते हैं। इनसे शर्त या कल्पना का बोध होता है। इनके बाद हमेशा Past Conditional Tense का प्रयोग होता है; जैसे—

(a) It appears *as if* he were a king.
(b) It seems *as though* he were immortal.
(c) He orders *as though* he were the boss.
(d) He talks *as if* he were mad.

21. BECAUSE

(i) जब Reason ज़्यादा Important हो, तो as/ since की बजाए *because* का प्रयोग करें और इसे Main clause के बाद रखें; जैसे—

I went to Delhi for a holiday last November *because* I knew it would be warm and sunny everyday I was there.

(ii) ***Because*** **के बाद therefore/so का प्रयोग नहीं होता है; जैसे—**

(a) *Because* he came late therefore he failed to see me. (incorrect)

(b) *Because* he came late, he failed to see me. (correct)

22. SINCE

(i) '*Since*' conjunction की तरह प्रयोग होने पर cause 'कारण' का अर्थ देता है; जैसे—

(a) *Since* he is ill, he is absent.

(b) *Since* she is in trouble, we must help her.

(ii) ***Since*** **से time का भी बोध होता है। यह 'जब से' या 'उस समय से' (from the time when) का अर्थ देता है। जब वाक्य में दो clauses होते हैं, तो *since* वाले वाक्य के Principal clause में Present Perfect Tense का प्रयोग किया जाता है और *since* के साथ आने वाले clause में हमेशा Past Indefinite Tense का प्रयोग होता है। Principal clause में समयसूचक शब्द का प्रयोग होता है; जैसे—**

Two years have passed *since* he came here.

Sentence Structure : Period of time + Present Pefect Tense + *since* + Past Indefinite Tense.

(iii) जब Reason पहले से ही Well known हो या कम Important हो, तो *Since* का प्रयोग करें। ऐसा करते समय इसे वाक्य के आरंभ में लिखा जाता है और कोमा लगाकर Main clause से अलग रखा जाता है।

23. WH- Conjunctions : Who, Whom, Whose, Which, Where, When

A. WHO

(i) प्रश्नवाचक वाक्यों में *who* का अर्थ होता है- कौन। लेकिन जब conjunction की तरह *who* का प्रयोग किया जाता है तो इसका अर्थ होता है- 'जो' या 'जिसने'। *Who* का दो प्रकार से प्रयोग कर सकते हैं—

Type I. Sentence Structure : First Sentence + *who* + Second Sentence (Subject छोड़कर); जैसे—

(a) We saw a girl. She was running. (b) We saw a girl *who* was running.

सावधान! यहाँ *who* एक subject की तरह प्रयोग किया गया है। अत: इसके तुरंत बाद helping verb अवश्य लगाएं।

Type II.

(ii) दो प्रकार से वाक्य बनाएं।

A. Sentence Structure : First Sentence का Subject + comma + *who* + Second Sentence (subject को छोड़कर) + comma + First Sentence का शेष भाग; जैसे—

(a) Sita failed again. She did not work hard. (b) Sita, *who* did not work hard, failed again.

B. Sentence Structure : First Sentence का Subject + comma + *who* + First Sentence का शेष भाग + comma + Second Sentence (Subject छोड़कर); जैसे—

(a) My uncle is a doctor. He wrote a book. (b) My uncle, *who* is a doctor, wrote a book.

B. WHOM

Sentence Structure : First Sentence + *whom* + Second Sentence (Pronoun को छोड़कर)

(i) वाक्य में जो Pronoun Objective रूप में हो उसके लिए *whom* का प्रयोग किया जाता है क्योंकि *whom* स्वयं एक Objective रूप का Pronoun है।

(ii) *Whom* का प्रयोग करते समय सबसे पहले First Sentence लिखें फिर *whom* लिखकर Second Sentence लिखें। सावधान! Second Sentence के Pronoun को हटाना न भूलें। *Whom* शब्द का प्रयोग उस शब्द के तुरंत बाद करें जिसके लिए यह प्रयुक्त हुआ है; जैसे—

(a) I know the boy. She loves him. (b) I know the boy *whom* she loves.

C. WHOSE

Sentence Structure :

First Sentence + *whose* + Second Sentence (Possessive case pronoun को छोड़कर)

(i) Conjunction के रूप में *whose* का अर्थ है- जिसको। *Whose*, who का Possessive रूप है। इसलिए वाक्य के Possessive case pronoun के लिए *whose* का ही प्रयोग करें। First Sentence लिखकर who लिखें, फिर Second Sentence लिखें।

(ii) सावधान! Second Sentence के Possessive case pronoun को हटाना न भूलें। *whose* शब्द का प्रयोग उस शब्द के तुरंत बाद होगा जिसके लिए यह प्रयुक्त हुआ है।

(iii) *Whose* के बाद Noun अवश्य लगता है; जैसे—

(a) Sita is a good girl. Her mother will give her a gift.

(b) Sita is a good girl *whose* mother will give her a gift. (correct)

(c) Sita *whose* mother will give her a gift, is a good girl. (correct)

D. WHICH

Sentence Structure : First Sentence + which + Second Sentence (it, that, repeated noun को छोड़कर)

(i) जब *which* का प्रयोग conjunction के रूप में हो तो इसका अर्थ होता है- जिसे या जो कि। सामान्यतया निर्जीव वस्तुओं के लिए *which* प्रयोग में आता है। यदि वाक्य में it, that या वही Noun दोबारा आया है तो *which* का प्रयोग किया जाता है।

(ii) सबसे पहले First Sentence लिखें, फिर *which* लिखकर Second Sentence लिखें। सावधान! *Which* का प्रयोग उस शब्द के तुरंत बाद करें जिसके लिए इसका प्रयोग हुआ है।

(iii) Second Sentence के it, that या repeated noun को हटाना न भूलें; जैसे—

(a) I purchased a car. It is very costly. (b) I purchased a car *which* is very costly.

E. WHEN

Sentence Structure : First Sentence + *when* + Second Sentence (repeated noun की जगह Pronoun)

(i) *When* का प्रयोग conjunction के रूप में होता है तो इसका अर्थ होता है— जब। इसका प्रयोग ऐसे वाक्य में होता है। जहाँ एक कार्य समाप्त होता है और दूसरा शुरू होता है।

(ii) सबसे पहले First Sentence लिखें, फिर *when* लगाकर Second Sentence लिख दें।

(iii) सावधान! यदि Second Sentence में कोई Noun दोबारा आया है, तो उसे हटा दें और उसकी जगह Subject के रूप में Pronoun का प्रयोग करें; जैसे—

(a) The teacher rebuked the girls. The girls made a noise.

(b) The teacher rebuked the girls *when* they made a noise.

F. WHERE

Sentence Structure : First Sentence + *where* + Second Sentence (स्थानसूचक शब्दों को छोड़कर)

(i) Conjunction के रूप में जब *where* का प्रयोग हो, तो इसका अर्थ होता है- जहाँ। जब *where* से दो वाक्य जोड़े जाते हैं तो एक वाक्य में स्थानसूचक शब्द अवश्य आते हैं।

(ii) सबसे पहले First Sentence लिखें, फिर *where* लगाकर Second Sentence लिख दें। सावधान! Second Sentence में स्थानसूचक शब्द here, there को हटाना न भूलें, क्योंकि इन्हीं के लिए तो *where* का प्रयोग किया जाता है; जैसे—

(a) This is the Hotel Taj I stayed here last year.

(b) This is the Hotel Taj *where* I stayed last year.

EXERCISE 136.

Fill in the blanks with the correct conjunctions given in brackets :

1. I reached the school ……. the first bell had gone. (after, when)
2. It was the last chance ..... we managed to win the reward. (and, but)
3. Trust in God ……. do the right. (and, but)
4. You will die some day ……. all men are mortal. (for, because, as)

5. You may do ……. you like. (so, as, or)
6. She got out ……. you came. (as soon as, when)
7. He cannot buy a scooter ……. he is poor. (because, so)
8. Mohan is fat ……. Renu is slim. (so, or, but)
9. Usha is poor ……. honest. (and, but)
10. Take a lamp ……. the night is dark. (since, for)

EXERCISE 137.

Fill in the blanks with the correct conjunctions given in brackets :

1. You cannot leave the room ……. you finish your work. (till, until)
2. I found my pen ……. I had left it. (where, there)
3. Some were going to the exhibition ..... others were returning. (while, or)
4. He slept ……. he had finished the work. (after, when)
5. I have two brothers ……. one sister. (and, or)
6. I shall not go to see him ……. he writes me a letter. (until, if)
7. You will reap ……. you sow. (so, as)
8. He talks ……. if he were a mad. (so, as, or)
9. ……. the thief saw the policeman he ran away. (as soon as, when)
10. I cannot attend the school ……. I am unwell. (and, because)

EXERCISE 138.

Fill in the blanks with the correct conjunctions given in brackets :

1. No sooner did the hunter take aim at the pigeon ……. it flew away. (than, as)
2. We must act ……. we think right. (that , as)
3. ……. he is poor yet he is contented. (though, although)
4. Do not count your chickens ……. they are hatched. (until, till)
5. Stay ……. you are. (where, there)
6. Some were going to the exhibition ..... others were returning. (while, or)
7. ……. we invited him yet he did not come. (although, so)
8. Abdul ..... Navin study in eighth class. (and, but)
9. God made the country ……. man made the town. (and, but)
10. He is not so active ……. Mohan. (so, as)

EXERCISE 139.

Fill in the blanks with the correct conjunctions given in brackets :

1. ……. it is raining, I shall not go for a walk. (since, because)
2. It is ……. hot ……. one cannot go out. (so – that, as – as)
3. He was not feeling well, ……. he attended the meeting. (still, because)
4. She had no sooner seen her father ……. she ran away. (when, than)
5. The stone is so hot ……. you cannot touch it. (as, that)
6. ……. I am poor ……. I am not greedy. (though – yet, because – so)
7. I will stay here ……. you return. (until, unless)
8. You may go ……. you like. (wherever, there)
9. ……. Ram was working, Shyam was looking out. (and, while, because)
10. ……. you are rich, you are not proud. (although, so)

EXERCISE 140.

Fill in the blanks with the correct conjunctions given in brackets :

1. He lost ……. his ticket ……. his luggage. (neither – nor, not only – but also)
2. Walk slowly ..... you will feel tired. (or, but)

3. You must study, ……. you are sure to fail. (otherwise, and)
4. Sita works hard ……. she will get a first class. (but, so)
5. He worked ……. hard ……. his health broke down. (so –that, so – as)
6. I like ……. men ……. are truthful. (such – as, such – who)
7. Prevention is better ……. cure. (as, than)
8. We eat so ……. we may not die. (that, because)
9. He cannot pass ……. he works hard. (if, unless, when)
10. ……. they tell is false. (if, but, what)

EXERCISE 141.

Fill in the blanks with the correct conjunctions given in brackets :

1. Not only did they help me ……. my brother. (and, but – also, so – that)
2. You cannot catch the train ……. fast you may run. (however, but)
3. Walk carefully ……. you should fall. (lest, that)
4. He is ……. foolish ……. lazy. (neither – nor, not only – but also)
5. Give me a cup of coffee ……. tea. (nor, or)
6. I shall lend you money ……. you return it within two months. (provided, in order)
7. It was raining hard, ……. I stayed at home. (so, and)
8. ……. I could see, he was speaking the truth. (so far as, as if)
9. I do not trust ……. men ……. are liars. (such-as, such-that)
10. A wise man is better ……. a foolish friend. (than, as)

EXERCISE 142.

Fill in the blanks with the correct conjunctions given in brackets :

1. Mohan's father visited Allahabad ……. Varanasi. (nor, as well as)
2. We ……. love ……. honour our parents. (both – and, neither – nor, not only–but also)
3. Give every man thy ear, ……. few thy tongue. (but, and)
4. He is ……. a rogue ……. a fool. (both – and, either – or)
5. You cannot cheat him ……. cunning you may be. ((however, but)
6. He ……. reads ……. does he let others read. (neither – nor, either – or)
7. She ……. works in a school ……. manages a tuition center. (not only-but also, neither-nor)
8. You should not worry ……. I am here. (as soon as, as long as)
9. You will not be punished ……. you speak the truth. (provided that, if)
10. Aman works hard ..... he will get a first class. (but, so)

EXERCISE 143.

Fill in the blanks with the correct conjunctions given in brackets :

1. ……. he is rich, ……. he is miserly. (although – yet, because – so)
2. Ram is ……. poor ……. he deserves help. (so – as, so – that)
3. ……. you sow, ……. shall you reap. (so – as, as – so, so – that)
4. My brother gave me good education ……. money. (but, as well as, nor)
5. Tagore was ……. painter ……. a poet. (both – and, neither – nor)
6. She did her best ……. failed. (yet, but)
7. ……. work hard ……. repent forever. (neither – nor, either – or)
8. You must come to my office ……. you want to see me. (if, yet)
9. ……. you ……. I went there. (neither – nor, either – or)
10. I failed in the examination ……. hard work. (notwithstanding, because)

EXERCISE 144.

Fill in the blanks with the correct conjunctions given in brackets :

1. Those ……. live in glass houses should not throw stones at others. (which, who)
2. Please give me a paper ……. a pen. (and, but)
3. Kishan is both kind ……. rich. (but, and)
4. He is both honest ……. clever. (and, but)
5. He failed ……. he was careless. (so, as, or)
6. The child is, ……. is the man. (so – as, as – so)
7. The teacher punished Gopal ……. he did not do his homework. (because, therefore)
8. He is ……. honest ……. hard-working. (both – and, so – that)
9. Anil studies in seventh class ..... his elder brother is a student of ninth class. (and, but)
10. ……. read ……. go away. (either – or, neither – nor)

EXERCISE 145.

Fill in the blanks with the correct conjunctions given in brackets :

1. He will not come ……. you invite him. (unless, until)
2. Strike the iron ……. it is hot. (while, when)
3. Usha was reading ……. her brother was playing. (when, while)
4. I do not know ..... he is getting angry. (and, why)
5. Give me a book ……. a pencil. (but, and)
6. It was the last chance ..... we managed to win the reward. (and, but)
7. Work hard ……. you will pass. (and, but)
8. He did ……. he was asked. (so, as, or)
9. We did our best, ……. we failed. (nevertheless, so)
10. Take a blanket with you ……. it is getting cold outside. (because, and)

EXERCISE 146.

Fill in the blanks with the correct conjunctions given in brackets :

1. No song is sweeter ……. our National Anthem. (as, than)
2. It is so cold ……. I cannot go out. (as, that)
3. He was ill ……. he could not work. (but, therefore)
4. Do not go ……. I come. (until, and, but)
5. ……. he came, I was sleeping. (when, while)
6. He smoked ……. he worked. (when, while)
7. Work hard lest you ……. not fail. (may, should)
8. She did nothing else ……. cry. (than, but)
9. I am very poor, …….. my friends respect me. (still, so)
10. Please do it ……. you like. (so, as)

EXERCISE 147.

Fill in the blanks with the correct conjunctions given in brackets :

1. ……. I am ill, I cannot accompany you. (since, because)
2. He did not work hard ……. he failed. (so, but)
3. She is ……. poor ……. she cannot marry him. (as-as, so-that)
4. Rahim did better ……. I hoped. (what, than)
5. All ……. glitters is not gold. (if, but, that)
6. The knife was blunt ……. it was new. (although, though)

7. We will have to wait ……. the train passes. (until, till)
8. She went back ……. she had come. (whence, while)
9. Some people waste food ……. others haven't enough to eat. (while, when)
10. Ramu is poor ..... he is honest. (and, yet)

EXERCISE 148.

Fill in the blanks with the correct conjunctions given in brackets :

1. I shall help you ……. you come to me. (if, that)
2. He is ……. guilty ……. you. (no less – than, both – and)
3. Come to school in time ……. you will be punished. (or, and)
4. Come in ……. go out. (or, but)
5. I won't say anything bad about him ……. he is my friend. (since, because)
6. Aman works hard ..... he will get a first class. (but, so)
7. She is ……. good ……. everyone likes her. (so-that, so-as)
8. No sooner did he reach the station ……. it began to rain. (as, than)
9. She worked so hard ……. she got a first class. (but, that)
10. ……. he was ill, he passed. (though, although)

EXERCISE 149.

Fill in the blanks with the correct conjunctions given in brackets :

1. He ran ……. the devil were after him. (as if, if as)
2. Manu studies in V class ……. her brother is a student of III class. (and, but)
3. I do not know ……. to drive. (when, how)
4. I went to Delhi ……. I might see my friend personally. (in order that, so that)
5. ……. did we reach the station ……. the train started. (no sooner- than, as soon– as)
6. Walk fast ……. you will miss the train. (or, and)
7. Do your work ……. the teacher will punish you. (but, and, otherwise)
8. ……. he was not there, I spoke to his father. (since, because)
9. He came late ……. he was fined. (so, but)
10. I was ……. tired ……. I could not work. (so that, so as)

EXERCISE 150.

Fill in the blanks with the correct conjunctions given in brackets :

1. The water is ……. cold ……. ice. (so – as, as – as)
2. ……. I saw the snake, I fainted. (as soon as, when)
3. I shall help you ……. you are my friends. (and, because)
4. We tried our best ……. could not succeed. (and, but)
5. Look ……. you leap. (before, as)
6. Ram is not satisfied …….rich he is. (when, however)
7. I took the medicine ……. I might get well. (in order that, so that)
8. Sheela can neither read ……. write. (nor, and)
9. Work hard ……. you will fail. (or, and)
10. Walk fast ……. you will miss the train. (and, as, otherwise)

EXERCISE 151.

Fill in the blanks with the correct conjunctions given in brackets :

1. He is both lame ……. blind. (and, so)
2. Abdul ……. Navin study in 8th class. (and, but)
3. I could not attend the marriage ……. my mother was ill. (as, but)

4. Navneet is ……. intelligent ……. his brother. (as – as, so – that)
5. ……. the teacher entered the class, all stood up. (as soon as, no sooner)
6. Say good bye ……. you go. (before, when)
7. My shirt is white, ……. my coat is black. (and, but)
8. He is intelligent ……. he is not diligent. (but, and)
9. You cannot deceive me ……. clever you may be. (however, but)
10. Work hard ……. you should fail. (so, lest)

EXERCISE 152.

Fill in the blanks with the correct conjunctions given in brackets :

1. ……. he went, he made friends. (wherever, there)
2. He knocked the door ……. going to bed. (while, but, as)
3. ……. I was tired yet I kept working. (although, so)
4. I gave the poor beggar money ……. food. (and, or)
5. Slow ……. steady wins the race. (and, but)
6. A is not so fat ……. B. (that, on, as)
7. Gopal is ……. intelligent ……. his brother. (as – as, so – as)
8. I know Mohan ……. Anil (as well as, or)
9. You must have a bath ……. you go to school. (before, when)
10. Man walks ……. birds fly. (but, and)

EXERCISE 153.

Fill in the blanks with the correct conjunctions given in brackets :

1. I am happy ……. you like this grammar book. (that, because)
2. He cannot go ……. he wears shoes. (unless, when)
3. I do not know ……. you want. (but, what)
4. You must go there ……. you like it or not. (whether, if)
5. Make hay ……. the sun shines. (while, when)
6. Be just ……. fear not. (but, and)
7. Rishu ……. Gaurav work in the same company. (and, but)
8. It was the last chance ..... we managed to win the reward. (and, but)
9. Chitwan is not as intelligent ……. her younger sister. (so, as)
10. This tree is ……. tall ……. that. (as – as, so – as)

EXERCISE 154.

Fill in the blanks with the correct conjunctions given in brackets :

1. Run fast ……. you may rich in time. (so – as, so that)
2. He is ……. a cheat ……. everybody hates him. (such-that
3. I am stronger ……. you. (than, as)
4. He said ……. honesty is the best policy. (that, because)
5. You will not get a good job ……. you apply for it. (unless, until)
6. We reached Delhi ……. night fell. (when, yet)
7. I do not care ……. you read or play. (whether, if)
8. He ……. rises to high, is sure to fall. (who, when)
9. There are forty boys ……. thirty girls in our class. (and, or)
10. Two ……. two make four. (and, but)

EXERCISE 155.

Fill in the blanks with the correct conjunctions given in brackets :

1. You may take this book ……. that one. (nor, or)

2. I would ……. starve ……. beg. (rather – than, not only – but also)
3. She came late ……. she was fined. (as, so)
4. Sadhu is ..... poor ..... he deserves help. (as-as, so-that)
5. A wise enemy is better ……. a foolish friend. (than, as)
6. June is hotter ……. May. (than, as)
7. Hardly had I stepped out ……. it began to rain. (then, when)
8. ……. you work hard, you will not pass. (unless, until)
9. I was studying ……. he came to me. (when, while)
10. ……. there is life there is hope. (when, while)

EXERCISE 156.

Fill in the blanks with the correct conjunctions given in brackets :

1. I shall start on a tour ……. I win a lottery. (if, when)
2. Some offices accept ……. cash ……. cheques. (neither – nor, either – or)
3. Save something for future ……. you will be in trouble. (because, or)
4. She must weep ……. she must die. (or, but, and)
5. We had ……. reached the school ……. the bell rang. (scarcely – when, so – than)
6. I am not so clever ……. you are. (as, like)
7. We are not ……. foolish ……. they. (so-as, so-that)
8. The pen is mightier ……. the sword. (then, than)
9. The earth is larger ……. the moon. (than, as)
10. That shopkeeper is dishonest, ……. nobody trusts in him. (because, therefore)

EXERCISE 157.

Fill in the blanks with the correct conjunctions given in brackets :

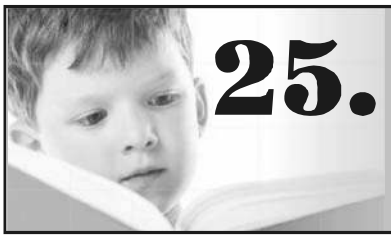
1. He is ..... rich ..... kind. (both-and, so-that)
2. He helped not only her ……. also Mohan. (and, but)
3. ……. you ……. Renu has broken the slate. (either – or, such – as)
4. ……. he fails, what he will do. (when, if)
5. We ……. borrow ……. lend money. (neither – nor, either – or)
6. Do ……. die. (and, or)
7. You must work hard ……. you will fail. (or, but)
8. I shall complete it ……. my sister likes it. (since, because)
9. He was punished, ……. he wept bitterly. (so, therefore)
10. This is not ……. nice ……. it seems. (so-as, so-that)

EXERCISE 158.

Fill in the blanks with the correct conjunctions given in brackets :

1. Do ……. I tell you. (so, as, or)
2. You can keep my book ……. you wish. (as long as, as soon as)
3. He came late ……. he had missed the train. (so, because)
4. Sohan is tall ……. his brother is short. (and, but)
5. I would die ……. I lied. (before, after)
6. Keep it with you ……. I shall throw it. (else, but)
7. He talks as ……. he were a king. (if, that)
8. She ……. loved him ……. wanted to marry him. (neither-nor, either-or)
9. Hurry up ……. you will be late. (so, or)
10. Whether you go ……. not I will go there. (or, but)

❊ ❊ ❊



25. Determiners

IN THIS SECTION

I. Determiners **II. Use of Determiners**

I. Determiners

A. निम्नलिखित वाक्यों को देखिए—

1. She wants to be *a* teacher.
2. *This* mango is rotten.
3. *Some* boys did not get sweets.
4. Have you *any* money ?
5. He has *no* knowledge.
6. *Every* girl was given a prize.

उपरोक्त वाक्यों में *'a, this, some, any, no* और *every* ऐसे शब्द हैं, जो संकेत देते हैं कि किसी Noun का प्रयोग होने वाला है। ये शब्द Noun की स्थिति को स्थिर करते हैं। अत: 'Determiners' वे Fixing Words हैं जो संकेत देते हैं कि किसी Noun का प्रयोग होने वाला है। वे किसी रूप में अपने आगे प्रयुक्त होने वाली Noun को संशोधित करते हैं। अत: Determiner निम्नलिखित प्रकार से परिभाषित किया जा सकता है—

वाक्य में ऐसे शब्द जो हमेशा Noun के आगे लगते हैं और वाक्य में Noun का अवधारण (determine) करते हैं, Determiners कहलाते हैं।

(A *determiner* is a word that comes before a noun and limits its meaning.)

पाठक का ध्यान वाक्य में दी गई Noun की तरफ आकर्षित करने के लिए Determiners का प्रयोग करना अति आवश्यक होता है क्योंकि ये शब्द Noun की सीमा के बारे में पाठक को अलग से अवगत कराते हैं। याद रखें- कोई दो Determiners एक साथ Noun के साथ प्रयुक्त नहीं हो सकते।

1. **कहीं पर तो ये Determiners, noun के रिश्ते-नात्तों का जिक्र करते हैं और कहीं पर Noun की तरफ संकेत करके उसकी दिशा व दूरी बताते हैं।**
2. **इसके अतिरिक्त ये शब्द Noun की स्थिति बताने के साथ-साथ उसकी संख्या व मात्रा को भी निर्धारित करते हैं। इसी विशेषता के आधार पर ऐसे शब्द जो Determiners की तरह प्रयुक्त हो सकें, उन्हें पाँच वर्गों में बाँटा गया है।**

B. Kinds of Determiners

Determiners पाँच प्रकार के होते हैं—

1. Article Determiners
2. Demonstrative Determiners
3. Possessive Determiners
4. Numeral Determiners
5. Quantitative Determiners

II. USE OF DETERMINERS

1. Article Determiners

ऐसे शब्द जो वाक्य में Noun का विशेष संदर्भ बताएं, Articles Determiners कहलाते हैं। ये दो प्रकार के होते हैं-

A. Definite Articles Determiner— the

***The* शब्द वाक्य में Noun का निश्चित संदर्भ देता है; जैसे—**

(a) I read *the* Ramayana everyday.
(b) Once there was a king. *The* king had two sons.
(c) India is *the* best land of all.
(d) Ram played on *the* flute.
(e) See me in *the* morning.

B. Indefinite Articles Determiners— a, an

***A* और *An* शब्द वाक्य में Noun का अनिश्चित संदर्भ देते हैं; जैसे—**

(a) I shall return in *an* hour.
(b) I have *a* book.
(c) *An* apple *a* day keep the doctor away.
(d) Give me *a* one-rupee note.
(e) It is not *a* cow. It is *an* ox.

EXERCISE 159.

Insert the determiners *'a, an* and *the',* in the blanks :

1. Who is ……. Chief Minister of Haryana?
2. Do not touch …….egg.
3. ……. tiger is fearful.
4. He is ……. honest man.
5. Bring me ……. book lying on the table.
6. An elephant is ……. huge animal.
7. I reached ……. railway station in time.
8. Her father is ……. M.P.
9. He has lost ……. pen I gave him yesterday.
10. My father is ……. doctor.

2. Demonstrative Determiners— this, that, these, those.

ऐसे शब्द जो वाक्य में Noun की ओर इशारा करते हैं, Demonstrative Determiners कहलाते हैं। ये शब्द वाक्य में Noun की निश्चित (Definite) स्थिति बताते हैं; जैसे—

(i) This, That

***This* और *that* singular हैं तथा ये दोनों निकटवर्ती Nouns की ओर संकेत करते हैं; जैसे—**

(a) I like *this* baby.
(b) *This* book is mine.
(c) *That* horse runs very fast.
(d) *That* is my school.

(ii) These, Those

***These* और *those* plural हैं तथा ये दोनों दूरवर्ती Nouns की ओर संकेत करते हैं; जैसे—**

(a) *These* apples are very sweet.
(b) *These* toys are mine.
(c) *Those* boys must be rewarded.
(d) *Those* people are modern.

कई बार ये determiners निकटता और दूरी की ओर संकेत किए बिना भी प्रयोग किए जाते हैं; जैसे—

(a) *This* is the bag which that girl presented me.
(b) *This* planet is jupiter.

EXERCISE 160.

Fill in the blanks with appropriate determiners :

1. ……. purse is hers. (that, those)
2. She lives with her family in ……. flat. (these, this)
3. Would you move ……. glass towards me ? (those, that)
4. May I have one of ……. books ? (this, these)
5. Give me a ring when ……. girls arrive here. (those, that)
6. I like ……. toy very much. (this, these)
7. ……. boy is my friend. (Those, this)
8. ……. house is Ram's. (those, that)
9. ……. purse is hers. (that, those)
10. ……. chairs are ours. (this, these)

3. Possessive Determiners

ऐसे शब्द जो अपने से बाद प्रयुक्त होने वाली Nouns के साथ अपने संबंध का बोध कराते हैं, Possessive Determiners कहलाते हैं। Personal Pronoun की सभी Possessive form ही Possessive Determiners होते हैं; जैसे— my, our, your, yours, his, her, their, its.

इनका प्रयोग singular और plural, दोनों प्रकार के Nouns से पहले किया जा सकता है; जैसे—

(a) *My* father was a famous doctor.
(b) *Their* children are in the park.
(c) *Our* school is reputed.
(d) *Your* sister is absent today.

EXERCISE 161.

Fill in the blanks with appropriate determiners :

1. Here is a dog. ……. tail is bushy. (it's, its)
2. One should do ……. duty. (one, one's)
3. ……. parents are yearning to see her. (she's, her)
4. ……. bag is lost. (he's, his)
5. ……. title page is missing. (it, its)
6. ……. house is newly built. (their, them)
7. ……. beauty is really matchless. (she's, her)
8. ……. books are torn. (their, them)
9. ……. school stands on the road side. (ours, our)
10. You are welcome to use ……. table. (my, me)

4. Numerical Determiners

ऐसे शब्द जो वाक्य में Noun की संख्या का निर्धारण करें, Numerical Determiners कहलाते हैं। ये तीन प्रकार के होते हैं—

A. Definite Numerical Determiners

ऐसे शब्द जो वाक्य में Noun की निश्चित संख्या का निर्धारण करें, Definite Numerical Determiners कहलाते हैं। ये शब्द हैं—

one, two, three …….
first, second, third …….
both etc.

जैसे—

(a) *Five* boys are playing.
(b) *Both* Ram and Shyam are absent today.

(c) The *third* boy in the row is my brother.
(d) He has *two* sisters.

B. Indefinite Numerical Determiners–
ऐसे शब्द जो वाक्य में Noun की अनिश्चित संख्या का निर्धारण करें, Indefinite Numerical Determiners कहलाते हैं। ये शब्द हैं-
Some, many, many a, few, a few, the few, all, several etc.

(i) Some
Some का अर्थ है- कुछ या कोई। इसके बाद singular, plural दोनों प्रकार के Nouns का प्रयोग किया जा सकता है। countable noun के आगे लगे हुए some का अर्थ छोटी संख्या होता है। Some का प्रयोग प्राय: सकारात्मक वाक्यों में होता है; जैसे—
(a) There are *some* girls in the classroom.
(b) We have bought *some* books.
(c) There are *some* people in the park.
(d) *Some* girls are still writing.

(ii) Many
Many का अर्थ है- 'बहुत सारे', इसके बाद countable noun तथा plural number का प्रयोग किया जाता है। countable noun के आगे लगे हुए many का अर्थ 'बहुत सारी बड़ी संख्या' होता है; जैसे—
(a) *Many* boys are absent today.
(b) *Many* people came to see the match.

(iii) Many a
***Many a* है, तो singular परंतु यह अर्थ plural का देता है। Many a का अर्थ है- 'बहुत से'। यह भी वस्तुओं की संख्या बताता है परंतु इसके बाद singular verb और singular noun का प्रयोग होता है; जैसे—**
(a) *Many a* student is absent today.
(b) *Many a* flower fades unseen.

(iv) Few, A Few, The Few
Few का अर्थ है- गिनती में बहुत छोटी या नगण्य संख्या। यह many का विपरीतार्थक है; जैसे—
(a) I have bought *few* bags.
(b) *Few* man can keep their words.
A few का अर्थ है- 'गिनती में बहुत छोटी संख्या', यह some का पयार्यवाची है; जैसे—
(a) I have bought *a few* bags.
(b) *A few* boys are there in the classroom.
The few का अर्थ है- 'गिनती में छोटी तथा समूची संख्या'; जैसे—
(a) I have used *the few* bags I have.
(b) *The few* are honest; the many are dishonest.

(v) All
All का अर्थ है- 'गिनती में सभी', इसके बाद
noun का प्रयोग होता है; जैसे—
(a) He gave me *all* the mangoes.
(b) *All* the candidates are present today.

(vi) Several
Several का अर्थ है- 'कई या कुछ एक'। यह छोटी संख्या की ओर संकेत करता है; जैसे—
(a) This matter will take *several* hours.
(b) She came to me after *several* days.

C. Distributive Numerical Determiners–
ये Distributive Adjectives हैं। ऐसे शब्द जो वाक्य में Noun के वर्ग का निर्धारण करें, Distributive Numerical Determiners कहलाते हैं। ये शब्द हैं—
each, every, either, neither

(i) Each

Each का प्रयोग दो या दो से अधिक व्यक्तियों अथवा वस्तुओं के लिए तब किया जाता है जब संख्या सीमित और निश्चित हो; जैसे—

(a) *Each* boy must have read his own book.
(b) *Each* girl must get her share.

(ii) Every

Every का प्रयोग दो से अधिक व्यक्तियों अथवा वस्तुओं के लिए तब किया जाता है जब संख्या अनिश्चित हो; जैसे—

(a) *Every* man wishes to be happy.
(b) *Every* man dies.

(iii) Either

Either का प्रयोग 'दोनों में से कोई भी या दोनों' के अर्थ में किया जाता है; जैसे—

(a) You may buy *either* of these two bags.
(b) *Either* end of the lane is blind.

(iv) Neither

Neither का प्रयोग 'दोनों में से कोई भी नहीं' के अर्थ में किया जाता है; जैसे—

(a) *Neither* news is true.
(b) She can write with *neither* hand.

EXERCISE 162.

Fill in the blanks with appropriate determiners :

1. He is blind ……. eye. (a, one)
2. Will you show me ……. bags ? (some, any)
3. I have bought …….toys. (few, a few, the few)
4. ……. my sisters are at school. (every, all)
5. ……. poet recited his poem. (each, every)
6. ……. man is expected to do his best. (each, every)
7. ……. of them could speak on the stage. (either, neither)
8. ……. girls are running. (tenth, ten)
9. ……. candles have gone out. (some, any)
10. ……. girls attended the class. (a few, few, the few)

EXERCISE 163.

Fill in the blanks with appropriate determiners :

1. ……. the students were present in the morning assembly. (every, all)
2. ……. boy must bring the book. (each, every)
3. She comes to me ……. day. (each, every)
4. ……. party was ready for a compromise. (either, neither)
5. ……. the sisters are poor. (each, both)
6. Are there …….houses in the lane ? (much, many)
7. Ram has ……. friends. (few, a few, the few)
8. ……. member of the family was given money. (every, each)
9. On ……. side (both sides) of the Rajpath, people were walking. (neither, either)
10. ……. member of the party was garlanded. (each, every)

EXERCISE 164.

Fill in the blanks with appropriate determiners :

1. ……. boy (Ram/ Shyam) is present. (either, neither)

2. ……. the ladies are singers. (two, both)
3. ……. persons are free from faults. (few, a few, the few)
4. He lost ……. friends he had. (few, a few, the few)
5. ……. soldier had a gun in his hands. (each, every)
6. You can go by ……. road. (either, neither)
7. ……. boy gets a prize. (each, every)
8. ……. people paid homage to the departed leader. (much, several)
9. The spectators went to their ……. homes. (many, several)
10. ……. the countries are preparing for war. (several, all)

5. Quantitative Determiners

ये Adjectives of Quantity हैं। ऐसे शब्द जो वाक्य में Noun का 'परिमाण/मात्रा' का निर्धारण करें, Quantitative Determiners कहलाते हैं; जैसे—

Some, Any, No, Much, More, Little

(i) Some

Some का अर्थ है— 'थोड़ी मात्रा', इसका प्रयोग uncountable nouns के साथ किया जाता है; जैसे—

(a) I bought *some* tea.
(b) There is *some* milk in the jug.

(ii) Any

Any का अर्थ है— 'कोई' अथवा 'कुछ', इसका प्रयोग negative और interrogative sentences के साथ किया जाता है। ध्यान रखें— Any का प्रयोग countable और uncountable noun के साथ singular और plural दोनों के साथ होता है; जैसे—

(a) There is not *any* sugar in the pot.
(b) Is there *any* news?

(iii) Much

Much (in a larger degree) का अर्थ है- 'अधिक मात्रा'; जैसे—

(a) He has not *much* money in his pocket.
(b) I had to put in *much* hard work.

(iv) More

More का अर्थ है— और अधिक मात्रा/ गिनती में; जैसे—

(a) Will you give me *more* money?
(b) You have to put in *more* efforts.

(v) Less

Less (in a small degree), इसका अर्थ है— 'अल्प मात्रा में'। यह Much का उल्टा है; जैसे—

(a) You devote less time to your studies.
(b) As I was cautious, I had less trouble.

(vi) Little

Little का अर्थ है— not much 'आवश्यकता से कम मात्रा' या 'नहीं के बराबर'। यह negative का सूचक है; जैसे—

(a) You have *little* control on your son.
(b) There was *little* water in the pot.

A little का अर्थ है— a small quantity 'आवश्यकता के बराबर मात्रा'; जैसे—

(a) *A little* knowledge is dangerous thing.
(b) He has *a little* money.

The little का अर्थ है— not much but all that is 'थोड़ी परंतु समुची मात्रा'; जैसे—

(a) We wasted *the little* time we had.
(b) He spent *the little* money he had.

Note– Determiners की विस्तृत जानकारी के लिए निम्नलिखित Chapters पढ़ें–

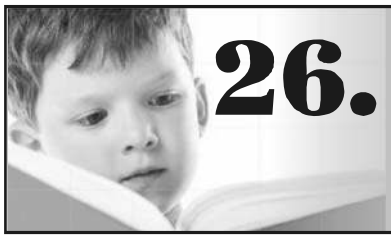
1. Articles 2. The Pronoun 3. Adjectives

EXERCISE 165.

Fill in the blanks with appropriate determiners :

1. I did not give him ……. butter. (any, some)
2. There is not ……. sugar in the cup. (many, much)
3. Will you give me ……. sweets? (more, much)
4. There is ……. hope of his recovery. (a little, the little, little)
5. There is ……. cheese in refrigerator. (any, some)
6. Didn't you send her ……. gift ? (any, some)
7. My brother gave me ……. advice. (many, much)
8. I do not need ……. money. (more, much)
9. She has ……. pride of her position. (a little, the little, little)
10. Did not you lend him ……. money ? (any, some)
11. Ram did not buy ……. books. (any, some)
12. I have ……. to gain. (many, much)
13. We shall buy ……. books. (more, much)
14. ……. experiences of swimming saved my life. (a little, the little, little)
15. If there is ……. problem, come to me. (any, some)

❊ ❊ ❊



26. Direct & Indirect Speech

IN THIS SECTION

I. NARRATION II. CHANGE : TENSE III. CHANGE : HELPING VERBS
IV. CHANGE : UNIVERSAL TRUTH V. CHANGE : PRONOUNS
VI. CHANGE : WORDS SHOWING NEARNESS VII. CHANGE : REPORTING VERB

I. NARRATION

Narration का अर्थ है 'कथन'। यह Narrate से बना हुआ शब्द है जिसका अर्थ है 'कहना'। Narration दो प्रकार के होते हैं—

(a) Direct Narration (Direct Speech)
(b) Indirect Narration (Indirect Speech)

Speech : Whatever we speak is called our speech.

A. Direct Speech

(When anything, which is spoken or written by somebody is written or presented as it is, is called *direct speech*.)

बोलने वाले के असली शब्दों का वर्णन ज्यों के त्यों करने को Direct Speech कहते हैं। वाक्य में वक्ता, लेखक अथवा वैज्ञानिकों के ऐसे कथनों को डबल इनवर्टिड कोमे (" ") के भीतर रखा जाता है जिसे Reported Speech कहते हैं। जो Verb, Reported Speech के बारे में बताती है, Reporting Verb कहलाती है; जैसे—

Ram said, "He goes to school." *(Direct)*

इस वाक्य में *said*, तो Reporting Verb है, जबकि *'He goes to school;'* Reported Speech है।

(**Reporting verb :** Before the reported speech, there is a comma (,) preceded by a verb, which is called the *reporting verb*.)

(**Reported speech :** The actual words of the speaker given inside the inverted commas are called *reported speech*.)

Direct Speech के बारे में याद रखें:—

1. **Reported Speech को डबल इनवर्टिड़ कोमे (" ") के अंदर रखा जाता है। प्राय: Reported speech वाक्य के अंत में मिलती है परंतु इसका प्रयोग वाक्य के शुरू अथवा बीच में भी हो सकता है।**
2. **Reported Speech का पहला शब्द बड़े अक्षर से आरंभ होता है।**
3. **Reporting Verb के बाद कोमा (,) लगाया जाता है।**

B. Indirect Speech

(When anything, which is spoken or written by somebody is written or presented by you in your own words, it will be indirect speech.)

Ram said that he went to school. ***(Indirect)***

बोलने वाले के असली शब्दों का सारांश अपने शब्दों में व्यक्त करने को Indirect Speech कहते हैं।

Indirect Speech के बारे में याद रखें:—

1. Inverted Commas (“ ”) को उड़ा दिया जाता है।
2. Reporting Verb के बाद वाला कोमा (,) भी उड़ा दिया जाता है।
3. Reported Speech से पहले प्राय: that लगाया जाता है। मूल परिवर्तन Reported Speech में ही होता है। यह परिवर्तन Pronouns, tenses और नजदीकी या दूरी को प्रकट करने वाले शब्दों में होता हैं।
4. Reporting Verb का Tense कभी नहीं बदला जाता। केवल कुछ परिवर्तन होते हैं। विशेष प्रकार के वाक्यों में Reporting Verb वाक्य के भाव (sense) के अनुसार पूरी तरह से ही अन्य शब्दों के साथ अदला-बदली कर लेती है परंतु ऐसा करते समय सिर्फ़ शब्द परिवर्तन होता है, Tense में फिर भी कोई परिवर्तन नहीं होता।

किसी भी कथन को Indirect बनाने से पहले, अर्थ के आधार पर यह पहचान करना बहुत ज़रूरी है कि कोमे के अंदर किस प्रकार का वाक्य है? ये वाक्य निम्नलिखित प्रकार के हो सकते हैं—

1. **साधारण वाक्य (Assertive sentences)**
   (a) Affirmative
   (b) Negative
2. **प्रश्नवाचक वाक्य (Interrogative sentences)**
   (a) Helping verbs से शुरू होने वाले वाक्य
   (b) Wh-family से शुरू होने वाले वाक्य
3. **वाक्य जिसमें सार्वभौमिक सच्चाई (Universal truth) हो।**
4. **वाक्य जिसमें modal verbs का प्रयोग हो।**
5. **आज्ञासूचक वाक्य (Imperative sentences)**
6. **इच्छासूचक वाक्य (Optative sentences)**
7. **विस्मयादिबोधक वाक्य (Exclamatory sentences)**
8. **Let वाले वाक्य**
9. **Question tags वाले वाक्य**
10. **विशेष वाक्य (Typical sentences)**

II. CHANGE : TENSE

Tenses में परिवर्तन के नियम—

Indirect बनाते समय statement की भाषा में कुछ परिवर्तन किया जाता है। यह परिवर्तन निम्नलिखित नियमों पर आधारित होता है—

1. यदि Reporting Verb का Tense, Present या Future Tense में हो, तो Reported speech की Verb का Tense कभी नहीं बदला जाता; जैसे—

1.	The teacher says,“ Ram writes a letter.”	*(Direct)*
	The teacher says that Ram writes a letter.	*(Indirect)*
2.	I say to him, “You are my helper.”	*(Direct)*
	I tell him that he is my helper.	*(Indirect)*
3.	The teacher will say,“ Ram writes a letter.”	*(Direct)*
	The teacher will say that Ram writes a letter.	*(Indirect)*
4.	He has said, “I am without work these days.”	*(Direct)*
	He has said that he is without work these days.	*(Indirect)*
5.	The goldsmith says, “I make beautiful ornaments.”	*(Direct)*
	The goldsmith says that he makes beautiful ornaments.	*(Indirect)*

2. यदि Reporting Verb, Past Tense में हो, तो केवल ऐसे दो Tenses हैं, जिनकी Reported speech की Verb का Tense कभी नहीं बदला जाता। ये Tenses हैं— Past Perfect Tense और Past Perfect Continuous Tense जैसे—

(a) He said, "Ram had written a letter." *(Direct)*
He said that Ram had written a letter. *(Indirect)*
(b) He said, "Ram had been writing a letter." *(Direct)*
He said that Ram had been writing a letter. *(Indirect)*

3. यदि Reporting Verb, Past Tense में हो तो बाकी के सभी दस Tenses की Reported speech की Verb का Tense भी निम्नलिखित तरीके से Past Tense में बदल जाता है; जैसे—

(a) Present Indefinite '*Past Indefinite Tense*' में बदल जाता है।

(a) He said, "Ram writes a letter." *(Direct)*
He said that Ram wrote a letter. *(Indirect)*
(b) Meena said to me, "Tina is a good girl" *(Direct)*
Meena told me that Tina was a good girl. *(Indirect)*

(b) Present Continuous *'Past Continuous Tense'* में बदल जाता है।

(a) He said, " Ram is writing a letter." *(Direct)*
He said that Ram was writing a letter. *(Indirect)*
(b) He said, "Mohan is telling a lie." *(Direct)*
He said that Mohan was telling a lie. *(Indirect)*

(c) Present Perfect '*Past Perfect Tense*' में बदल जाता है।

(a) He said, " Ram has written a letter." *(Direct)*
He said that Ram had written a letter. *(Indirect)*
(b) The teacher said,"The girls have sung a song." *(Direct)*
The teacher said that the girls had sung a song. *(Indirect)*

4. Past Indefinite '*Past Perfect Tense*' में बदल जाता है।

(a) He said, "Ram wrote a letter." *(Direct)*
He said that Ram had written a letter. *(Indirect)*
(b) He said, "The horse died in the night." *(Direct)*
He said that the horse had died in the night. *(Indirect)*

5. Past Continuous '*Past Perfect Continuous Tense*' में बदल जाता है।

(a) He said, "Ram was writing a letter." *(Direct)*
He said that Ram had been writing a letter. *(Indirect)*
(b) She said, "The child was crying." *(Direct)*
She said that the child had been crying. *(Indirect)*

6. Past Perfect Tense नहीं बदलता है।

7. Future Indefinite के will, shall '*would*' में बदल जाते हैं।
ध्यान रखें— सभी Future tenses में 'will, shall' को would में बदला जाता है।

(a) He said, "Ram will write a letter." *(Direct)*
He said that Ram would write a letter. *(Indirect)*
(b) He said, "The postman will come." *(Direct)*
He said that the postman would come. *(Indirect)*

8. Future Continous के will, shall '*would*' में बदल जाते हैं।

(a) He said, "Ram will be writing a letter." *(Direct)*
He said that Ram would be writing a letter. *(Indirect)*
(b) I said to him, "You will be joining the bank." *(Direct)*
I told him that he would be joining the bank. *(Indirect)*

9. Future Perfect Continuous के will, shall '*would*' में बदल जाते हैं।

(a) He said, "Ram will have written a letter." *(Direct)*
He said that Ram would have written a letter. *(Indirect)*

(b) They said, "We shall have finished our work by 5 p.m." *(Direct)*
They said that they would have finished their work by 5 p.m. *(Indirect)*

10. Present Perfect Continuous '*Past Perfect Continuous*' में बदल जाता है।

(a) He said, "Ram has been writing a letter for ten minutes." *(Direct)*
He said that Ram had been writing a letter for ten minutes. *(Indirect)*

(b) Champa said, "The tap has been running for three minutes." *(Direct)*
Champa said that the tap had been running for three minutes. *(Indirect)*

11. Past Perfect Continuous Tense नहीं बदलता है।

12. Future Perfect Continuous के will, shall '*would*' में बदल जाते हैं।

(a) He said, "Ram will have been writing a letter for ten minutes." *(Direct)*
He said that Ram would have been writing a letter for ten minutes. *(Indirect)*

(b) He said to us, "You will not have been taking the examination for ten days." *(Direct)*
He told us that we would not have been taking the examination for ten days. *(Indirect)*

Exercise 166.

Change the following sentences into indirect speech :

1. She says, "Titu is a good boy."
2. Raman said to Kamlesh, "It is getting dark."
3. He said, "I shall definitely do this work."
4. He will say to me, "I am ill."
5. I said, "I have passed the examination."
6. I said to him, "He will stand first in the class."
7. He says, "It will not rain."
8. She said to me, "I have seen the zoo twice."
9. She said to him, "She will not marry you."
10. He will say, "I am very busy."

Exercise 167.

Change the following sentences into indirect speech :

1. He said, "They will not have dug the well."
2. He said to me, "I do not disobey the teacher."
3. Ram said, "He visited Delhi last year."
4. He said, "She has been working very hard for two years."
5. He said, "My brother is reading his book."
6. She said to me, "I was listening to the running commentary."
7. He said, "It has been raining since morning."
8. He said, "I am milking the cow."
9. I said to him, "You were quarrelling with her."
10. He said to me, "I have been singing a song for ten minutes."

III. Change : Helping Verbs

Reported Speech की Helping Verbs में परिवर्तन के नियम—

1. Can को could में बदलते हैं।

2. May को might में बदलते हैं।

3. Shall को should मे बदलते हैं। यदि shall का प्रयोग Future Action के लिए हुआ है, तो इसे would में बदला जाता है। (याद रखने का दूसरा आसान सा तरीका यह भी है कि यदि Reported Speech के वाक्य का हिंदी अनुवाद करते समय अर्थ 'गा' में आए, तो 'would' और यदि 'चाहिए' में आए तो 'should' का प्रयोग करें)

4. Will को would मे बदलते हैं।

5. जब must से नैतिकता (morality), विश्वव्यापकता (universality), नियम (rules), और सिद्धांत (principle) का बोध हो, तो must में कोई परिवर्तन नहीं होता है। must not वाले वाक्यों में भी कोई परिवर्तन नहीं होता। जब must का प्रयोग Present या Future के अर्थ में हो या इसे ऐसे भी कह सकते हैं जब must 'present/ future' में मजबूरी को प्रकट करता हो, तो इसे भाव के अनुसार has to, have to, had to, will have to और would have to आदि में बदला जाता है।

6. Could/ would/ should/ might को बदला नहीं जाता।

7. Need not में कोई परिवर्तन नहीं होता।

8. Used to/Ought to में कोई परिवर्तन नहीं होता है।

9. वाक्य में यदि had to का प्रयोग है, तो इसे had had to में बदला जाता है। यहाँ had to एक urgency को प्रकट करता है।

Examples :

	Direct	Indirect
(a)	He said, "Ram can drive a motor car."	He said that Ram could drive a motor car.
(b)	I said to her, "He may come to you today."	I told her that he might come to her that day.
(c)	Ram said to Shyam, "You might teach Sita."	Ram told Shyam that he might teach Sita.
(d)	He said, "Hari will not attend his cousin's marriage."	He said that Hari would not attend his cousin's marriage.
(e)	I said, "One must obey one's parents."	I said that one must obey one's parents.
(f)	Ram said, "I must go there at once."	Ram said that he had to go there at once.
(g)	She said, "I must go to Delhi next week."	She said that she would have to go to Delhi the following week.
(h)	He said, "You must not speak to anyone."	He said that I must not speak to anyone.
(i)	I said, "We would/ should/ could/ might attend the party."	I said that we would/ should/ could/ might attend the party.
(j)	The doctor said, "After the function, I had to rush to my hospital."	The doctor said that after the function he had had to rush to his hospital.
	यहाँ had का प्रयोग past perfect tense की तरह नहीं किया गया है।	
(k)	He said, "You need not purchase this book."	He said that I need not purchase that book.
(l)	Ganguly said, "Harbhajan ought to improve the form."	Ganguly said that Harbhajan ought to improve the form.

EXERCISE 168.

Change the following sentences into indirect speech :

1. Darshan said, " Sangita may catch the train."
2. She said, "He may pass the examination."
3. The doctor said, "You may eat everything freely."
4. He said, " I shall pass."
5. I said to him, "You ought to help the poor."
6. The old man said, "I can't walk on foot now."
7. The teacher said, "He may be allowed to go."
8. He said to me, "He would like to see the minister."
9. He said, "I can solve these sums easily".
10. He said, "I know the place well because I used to live here."

IV. CHANGE : UNIVERSAL TRUTH

Reported Speech की सार्वभौमिक सच्चाई (Universal Truth) में परिवर्तन के नियम—

यदि Reported speech में निम्नलिखित में से किसी प्रकार का भाव हो, तो वाक्य का tense नहीं बदलता।

	Direct	Indirect
(i)	**रोज़मर्रा की आदत या स्वाभाविक तथ्य (Habitual Fact)**	
(a)	He said to me, "My brother gets up at 4 a.m. daily."	He told me that his brother gets up at 4 a.m. daily.
(b)	We said, "We do not drink daily."	We said that we do not drink daily.
(ii)	**ऐतिहासिक तथ्य (Historical Fact)**	
(a)	He said, "Babur defeated Ibrahim Lodhi at Panipat in 1526."	He said that Babur defeated Ibrahim Lodhi at Panipat in 1526.
(b)	He said, "India got freedom in 1947."	He said that India got freedom in 1947.
(iii)	**गणित का तथ्य (Mathematical output)**	
(a)	I said, " Two and two make four. "	I said that two and two make four.
(b)	Mother said, "Nine and two are eleven.''	Mother said that nine and two are eleven
(iv)	**कोई वैज्ञानिक सिद्धान्त (Scientific Principle)**	
(a)	The teacher said, "The earth moves round the sun."	The teacher said that the earth moves round the sun.
(b)	He said, "Light travels in a straight line."	He said that light travels in a straight line.
(c)	Sheela said, "A magnet attracts iron."	Sheela said that a magnet attracts iron.
(d)	Teacher said, "The sun rises in the east."	Teacher said that the sun rises in the east.
(v)	**ऐसे मुहावरे (Proverbs) जिनसे Universal Truth का बोध हो।**	
(a)	He said, "God helps those who help themselves."	He said that God helps those who help themselves.
(b)	He said, "A bad workman quarrels with his tools."	He said that a bad workman quarrels with his tools.
(vi)	**यदि reported speech में दो व्यक्तियों के द्वारा एक ही समय में कार्य किए जाने का वर्णन हो।**	
(a)	He said, "I was reading a newspaper while my wife was preparing a cup of tea for me."	He said that he was reading a newspaper while his wife was preparing a cup of tea for him.
(b)	He said, "Ram was writing a letter while Shyam was reading a book."	He said that Ram was writing a letter while Shyam was reading a book.
(vii)	**Imagined Conditions (काल्पनिक विचार)**	
(a)	He said, "If I were rich, I would help her."	(*Direct*)
	He said that if he were rich he would help her.	(*Indirect*)
(b)	He said to me, "If you were present there, you would weep."	(*Direct*)
	He told me that if I were present there, I would weep.	(*Indirect*)
(viii)	**यदि Past Continuous Tense द्वारा Complete Action न बताया गया हो।**	
	He said, "When I saw them, they were playing cricket."	He said that when he saw them, they were playing cricket.
(ix)	**जब Reported Speech में Past Tense वाले दो clauses हों, तो Tense परिवर्तन नहीं होता; जैसे-**	
(a)	Ram said, "Shyam was busy so he did not attend the meeting."	Ram said that Shyam was busy so he did not attend the meeting.

(x)	**Past के वाक्य में ऐसा तथ्य जो परिवर्तित नहीं हुआ हो।**	
(a)	They said, "We decided not to purchase the house, because it was near the sea."	They said that they had decided not to purchase the house, because it was near the sea.
(xi)	**यदि Reported Speech ऐसी situation का वर्णन करे जो speech के बाद exist हो, तो Tense नहीं बदलता है; जैसे—**	
(a)	The air-hostess said, "All flights are late due to heavy fog."	The air-hostess said that all flights are late due to heavy fog.
(xii)	**यदि वाक्य में wish एवं it is time के बाद unreal past tense हो।**	
(a)	She said, "I wish I did not have to take examination."	She said that she wished she did not have to take examination.
(xiii)	**यदि वाक्य में I/ he/ she/ we/ they +had better जैसी Sentence Structure हो।**	
(a)	He said, "The children had better go to bed early."	He said that the children had better go to bed early.
	लेकिन You had better वाले वाक्यों में advised + object का प्रयोग किया जा सकता है।	
(b)	Teacher said, "You had better not to drink tea."	Teacher advised me not to drink tea.

EXERCISE 169.

Change the following sentences into indirect speech :

1. Ranjeet said, "I go out for a walk daily."
2. The maid-servant said, "I am always in time."
3. She said, "The earth rotates on its own axis."
4. Mohan said to me, "Fire burns."
5. He said, "Man lives by bread."
6. I said, "Two and two make four."
7. Newton said, "The earth is a big magnet."
8. I said, "My uncle drinks daily."
9. The teacher said, "The sun is stationary."
10. He said, "Shimla is not hot in summer."

V. CHANGE : PRONOUNS

Reported Speech के Pronouns में परिवर्तन के नियम—

I. SON Formula :

SON/ 123 का नियम याद रखें—

S = Subject	**O = Object**	**N = No change**
1. = First Person	**2. = Second Person**	**3. = Third Person**

(i) Reported Speech के First Person के Pronouns को Reporting Verb के Subject के अनुसार बदलते हैं।

(a) He said to me, "I don't work on Tuesday." *(Direct)*
He told me that he did not work on Tuesday. *(Indirect)*

(b) She said, "I like my new house." *(Direct)*
She said that she liked her new house. *(Indirect)*

(ii) Reported Speech के Second Person के Pronouns को Reporting Verb के Object के अनुसार बदलते हैं।

(a) He said to us, "You are fools." *(Direct)*
He told us that we were fools. *(Indirect)*

(b) He said to me, "You are a thief." *(Direct)*
He told me that I was a thief. *(Indirect)*

(iii) Reported Speech के Third Person के Pronouns में किसी प्रकार का परिवर्तन नहीं होता है।

(a) He said to me, "She is tall and slim." *(Direct)*
He told me that she was tall and slim. *(Indirect)*

(b) She says, "I know her." *(Direct)*
She says that she knows her. *(Indirect)*

II. (i) यदि Universal Truth के लिए we का प्रयोग हो, तो इस we को Indirect Narration में नहीं बदला जाता है।

She said, "We are God's children." *(Direct)*
She said that we are God's chidren. *(Indirect)*

(ii) We का प्रयोग यदि श्रोता के लिए भी हो, तो 'we' नहीं बदला जाता है।

He said, "We should not tell a lie." *(Direct)*
He said that we should not tell a lie. *(Indirect)*

III. यदि कोई Magazine और Newspaper आदि अपने लिए we, our, us आदि का प्रयोग करता है, तो Indirect Speech में इन्हें क्रमशः it, its, it में बदल दिया जाता है; जैसे—

(a) The Tribune says, "We are trying our best to keep you well informed." *(Direct)*
The Tribune says that it is trying its best to keep us well informed. *(Indirect)*

(b) The Times of India says, "We feel that the government should take action to remove the enemy from Kargil." *(Direct)*
The Times of India says that it feels that the government should take action to remove the enemy from Kargil. *(Indirect)*

IV. यदि Reporting verb में Object का प्रयोग नहीं हो तथा Reported Speech में You का प्रयोग हो, तो इस You को आवश्यकतानुसार Third Person या First Person में बदल देते हैं। इसके अतिरिक्त वाक्य में प्रयुक्त संबोधन कारक (Vocative case) की noun के अनुसार 2nd person का परिवर्तन होता है; जैसे—

(a) She said, "You will do your work yourself." *(Direct)*
She said that he would do his work himself. *(Indirect)*
Or She said that she would do her work herself. *(Indirect)*

(b) They said, "You could not cheat your friends for yourself." *(Direct)*
They said that he would not cheat his friends for himself. *(Indirect)*

(c) She said, "You are guilty." *(Direct)*
She said that he was guilty. *(Indirect)*

(d) He said, "You are guilty." *(Direct)*
He said that I was guilty. *(Indirect)*

V. यदि this और these का प्रयोग Pronouns की तरह हो, तो इन्हें 'it, they और them' में बदला जाता है; जैसे—

(a) He showed me two bullets. "I found these embedded in the panel," he said. *(Direct)*
He told me that he had found them embedded in the panel. *(Indirect)*

(b) He said, "We will discuss this tomorrow." *(Direct)*
He said that they would discuss it the next day. *(Indirect)*

Examples :

	Direct	Indirect
1.	She said to me, "I am right but you are wrong."	She told me that she was right but I was wrong.
2.	He said to me, "Your brother is angry with me."	He told me that my brother was angry with him.
3.	We said, "They are wasting their time."	We said that they were wasting their time.
4.	I said to him, " He is a fool."	I told him that he was a fool.
5.	They said, "We cannot live without air."	They said that we cannot live without air.
6.	I said to the teacher, "He abused me there."	I told the teacher that he had abused me there.

7. She said, "You are guilty."	She said that they were guilty.
8. He said, "You are guilty."	He said that we were guilty.
9. He said, "You are an idiot, Ram."	He told Ram that he was an idiot.
10. They say, "We should not tell a lie."	They say that we should not tell a lie.

EXERCISE 170.

Change the following sentences into indirect speech :

1. They said to me, "We shall not call our parents."
2. The old man said, "I shall tell the truth."
3. You said, "I am going to school."
4. Ram said to Sita, "You are my wife."
5. He said to you, " He is a fool."
6. He said to me, "I was preparing my lesson yesterday."
7. She says to him, "He is not kind to me."
8. Mohan said to Gita, "I may go there myself."
9. He said to her, "You are in the right."
10. Sita said, "I am going to school."

EXERCISE 171.

Change the following sentences into indirect speech :

1. She said, "We should always speak the truth."
2. The manager said to them, "You have not paid your bill."
3. He said to her, "You are a good girl."
4. He said to me, "You are a good boy."
5. Sohan said to me, "It is a beautiful garden."
6. You said to me, " He is a fool."
7. They said, "He will not object to the proposal."
8. They said, "We are going to school."
9. He said, "I am doing my work."
10. The teacher said, "Boys, you have done your work."

EXERCISE 172.

Change the following sentences into indirect speech :

1. The teacher said to them, "You are careless about your studies."
2. Ram said to me, "I should mind my own business."
3. He said to you, "You are a good boy."
4. Govaskar said, " Sachin will be a good Captain."
5. He said to me, "She is tall and slim."
6. The master said to me, "You have become lazy."
7. Your father said to you, "You are a good girl."
8. He said to me, " I shall not meet you."
9. Sushma said, "I respect my teacher."
10. Manorama said, "They are wasting their time."

VI. CHANGE : WORDS SHOWING NEARNESS

Reported Speech के निकटता दर्शाने वाले शब्दों में परिवर्तन के नियम—

I. Direct Speech में ऐसे शब्द जो निकटता (expressing nearness) दर्शाते हैं, उन्हें प्रायः दूरी प्रकट करने वाले (expressing distance) अग्रलिखित शब्दों में बदला जाता है।

Direct Speech	Indirect Speech
1. ago	before
2. come*	go
3. hence	thence
4. here*	there (लेकिन हमेशा नहीं)
5. hither	thither
6. last night	the previous night/ the night before
7. last week/month/ year	the previous week/ month/ year
8. next day/ week/ month	the following day/ week/ month
9. now*	then
10. the day before yesterday	the day before the previous day / two days before
11. these	those
12. this*	that
13. thus	so
14. to night	that night
15. today*	that day (लेकिन हमेशा नहीं)
16. tomorrow	the next day/ the following day
17. yesterday	the previous day/ the day before
18. last fortnight	the previous fortnight
19. the day after tomorrow	the day after the next day

*** 'This, Here, Now' और 'Today' आदि का प्रयोग यदि उस वस्तु, जगह और समय आदि के लिए हो जो बोलने वाले के साथ या सामने बोलते वक्त हो, तो इन्हें बदला नहीं जाता है; 'Come' को 'go' में उस समय बदला जाता है, जब इसके बाद समीपता प्रकट करने वाला कोई शब्द प्रयुक्त हुआ हो; जैसे—**

(a) He said, "You can sit here, Ram." *(Direct)*
He told Ram that he could sit beside him. *(Indirect)*

(b) He said, "Come here, boys." *(Direct)*
He called the boys. *(Indirect)*

(c) At breakfast this morning he said, "I'll be very busy today." *(Direct)*
At breakfast this morning he said that he would be very busy today. *(Indirect)*

Example :

	Direct	Indirect
1.	Ram said, "This is my pen."	Ram said that that was his pen.
2.	The guest said, "I shall leave tomorrow."	The guest said that he would leave the next day.
3.	He said, "I shall not go today."	He said that he would not go that day.
4.	My father said to me, "I did not help him yesterday."	My father told me that he had not helped him the previous day.
5.	Ram said, "I may go to a film tomorrow."	Ram said that he might go to a film the next day.
6.	He said, "I met with an accident here three days ago."	He said that he had met with an accident there three days before.
7.	She said, "I am going now."	She said that she was going then.
8.	Shyam said, "He completed the computer course last year."	Shyam said that he had completed the computer course the previous year.
9.	He said to me, "I will join this bank next week."	He told me that he would join that bank the following week.
10.	Ram said to me, "I shall come to you today."	Ram told me that he would come to me that day.

EXERCISE 173.

Change the following sentences into indirect speech :

1. He said, "I will stay here to night."
2. She said, "Here, I lived for ten years."
3. He said to me, "You do not help me."
4. Rakesh said to Sunil, "I could not buy this book yesterday."
5. She said, "I have lost three pens here."
6. He said, " Ram came here."
7. She said, "I have seen this picture."
8. I said, "It may rain tomorrow."
9. He said, "Everybody is here."
10. Ramesh said, "Mukesh will buy it now."

VII. CHANGE : REPORTING VERB

Reporting Verb के शब्दों में परिवर्तन के नियम—

1. साधारण वाक्यों (Affirmative Sentences) को बदलने के नियम—

(i) यदि Reporting Verb 'say' या 'said' के बाद कोई Object (noun या pronoun) नहीं है, तो say या said का बदलते नहीं हैं।

The teacher says, "I do not like your habits." *(Direct)*
The teacher says that he did not like our habits. *(Indirect)*

(ii) यदि Reporting Verb 'say' या 'said' के बाद कोई Noun या Pronoun है, तो अक्सर say को tell में अथवा said को told में बदला जाता है। इसका कारण यह कि tell एक Transitive Verb है, अतः बगैर object के tell/told का प्रयोग नहीं होता है। वाक्य के भाव के अनुसार (ideas, feelings, assurances और denials के आधार पर) कभी-कभी told के स्थान पर निम्नलिखित Verbs का भी प्रयोग किया जाता है—

added, admitted, answered, argued, asserted, assured, complained, denied, explained, objected, informed, pleaded, pointed out, promised, remarked, reminded, replied, reported, stated etc.**जैसे—**

He said to me, "You are just like your father." *(Direct)*
He told me that I was just like my father. *(Indirect)*

(iii) जब वाक्य में व्यक्ति का नाम inverted commas के अंदर हो या inverted commas के भीतर यदि Terms of address (संबोधन के शब्द) हों, तो उन्हें Reported Verb के साथ लिखें, अथवा address — as के बाद रखें; जैसे—

(a) The teacher said, "Ram, I am pleased with you." *(Direct)*
The teacher told Ram that he was pleased with him. *(Indirect)*

(b) The leader said, "Ladies and gentlemen, I should thank you all." *(Direct)*
The leader addressed the public as ladies and gentlemen that he should thank them all. *(Indirect)*

Examples :

	Direct	Indirect
1.	He said to me, "Brother, I assure you, I shall not go to the pictures again."	He assured his brother that he would not go to the pictures again.
2.	He said to me, "I was searching for my book."	He told me that he had been searching for his book.
3.	He said to Ram, "I am going away tomorrow."	He informed Ram that he was going away the next day.
4.	Mother said, "Tea is ready."	Mother said that tea was ready.
5.	Kishore says, "The teacher teaches well."	Kishore says that the teacher teaches well.
6.	The old man says to his son, "I need some money."	The old man tells his son that he needs some money.

7.	The crow will say, "I cannot sing so well."	The crow will say that it cannot sing so well.
8.	Ram said to Shyam, "A telescope is an instrument for collecting electro-magnetic radiations."	Ram explained to Shyam that a telescope is an instrument for collecting electromagnetic radiations.

EXERCISE 174.

Change the following sentences into indirect speech :

1. I said to him, "If you run, you can catch this bus."
2. "Mohan, you have not finished your work even today," said the teacher.
3. The mother said to her son, "All the biscuits are for you."
4. John said to me, "I hope to win this prize."
5. He said, "Rajiv, I shall go to Delhi next month."
6. I said to him, "I am busy now."
7. Father said to Gopal, "God is everywhere."
8. Ashok said, "Father, I assure you, I shall not go to the picture again."
9. Ravi said to me, "I shall certainly help you."
10. I said to Anil, "You are not coming to school regularly."

2. प्रश्नवाचक वाक्यों (Interrogative Sentences) को बदलने के नियम—

1. Reporting Verb के say को ask या enquire (of) में अथवा said जैसे शब्दों को asked या enquired (of) में बदला जाता है। कई बार say को demand, wonder, want to know (of) आदि Verbs में भी बदला जाता है। प्रश्नवाचक वाक्य का साधारण वाक्य बना दिया जाता है। Sign of interrogation (?) हटा दिया जाता है।

2. याद रखें— प्रश्नवाचक वाक्य में that का प्रयोग नहीं होता है।

3. enquire of का प्रयोग तब किया जाता है जबकि इसके बाद object हो; जैसे—He enquired of me. or He inquired of me. (**नोट—** enquire शब्द की Spelling 'inquire' भी होती है।)

Interrogative sentences निम्नलिखित प्रकार के होते हैं—

(i) First Type—Beginning with auxiliary verbs :

ऐसे प्रश्न जो किसी helping verb से शुरू हों।

1. इनका Answer 'Yes' या 'No' में दिया जा सकता है।

2. यदि प्रश्नवाचक वाक्य किसी helping Verb से आरंभ हो, तो Reported Speech से पहले that की जगह if या whether का प्रयोग किया जाता है, जैसे—

(a) My friend said to me, "Can you drink the wine?" *(Direct)*
My father asked me if I could drink the wine. *(Indirect)*
(b) He will say to her, "Are you not coming to us?" *(Direct)*
He will ask her if she is not coming to them. *(Indirect)*

कुछ वाक्य जिनमें choice पूछी गई हो, if की बजाए whether का ही प्रयोग किया जाता है; जैसे—

The travel agent said, "Do you want to go by air or by sea ?" *(Direct)*
The travel agent asked whether I want to go buy air or by sea. *(Indirect)*

(ii) Second Type—Beginning with interrogative words :

ऐसे प्रश्न जो किसी Wh-family से शुरू हों।

1. इनका Answer 'Yes' या 'No' में नहीं दिया जा सकता है। ऐसे Interrogative Sentences में कुछ जानकारी चाही होती है।

2. Reporting Verb के बाद वाले कोमे (, " ") उड़ाकर उसी प्रश्नवाचक शब्द (जो उस वाक्य में दिया गया हो) का प्रयोग किया जाता है। निम्नलिखित प्रश्नवाचक शब्द Reported speech के वाक्य में लगे मिल सकते हैं—

how, what, when, where, which, who, whom, whose, why etc. **जैसे—**

(a) I said to my wife, "What are you doing ?" *(Direct)*
I asked my wife what she was doing. *(Indirect)*

(b) He said to me, "Why did you strike me?" *(Direct)*
He asked me why I had struck him. *(Indirect)*
(c) Mother said to us, "Where are you going?" *(Direct)*
Mother enquired of us where we were going. *(Indirect)*

(iii) Third Type—Beginning with answers

यदि Interrogative Sentences के साथ Answer भी हो, तो Yes में Answer देते समय Affirmative में दें और No में Answer देते समय Negative में Answer दें; जैसे—

(a) He said to me, "Can you solve this sum?" I said, "No." *(Direct)*
He asked me if I could solve that sum. I said, I couldn't. *(Indirect)*
OR He asked me if I could solve that sum. I replied in negative. *(Indirect)*
(b) She said to me, "Do you know me?" I said, "Yes." *(Direct)*
She asked me if I knew her. I replied in affirmative. *(Indirect)*

(iv) Fourth Type—Beginning with shall I/ shall we

Shall I/ Shall we से शुरू होने वाले प्रश्नवाचक वाक्य।

1. यदि Shall I का सामान्य अर्थ हो, तो Shall को he/ she would में बदला जाता है।
He said to me, "Shall I pass?" *(Direct)*
He asked me if he would pass. *(Indirect)*

2. Shall I/ We से शुरू होने वाले प्रश्नों से जब कोई information चाही हो या कोई Speculation हो, तो shall को would में बदला जाता है; जैसे—
(a) He said, "Shall I ever see him again?" (speculation) *(Direct)*
He wondered if he would ever see him again. *(Indirect)*
(b) He said, "When shall I know the result of the exam?" *(Direct)*
He asked when he would know the result of the exam. *(Indirect)*

3. जब कोई सलाह या प्रार्थना की गई हो, तो shall को should में बदला जाता है।
He said, "What shall I say, father?" *(Direct)*
He asked his father what he should say *(Indirect)*

नोट—जब कोई choice पूछी जाती है। इस तरह के वाक्यों में conjunction 'if' की बजाए 'whether' का प्रयोग किया जाता है।

Ram said, "Shall I lock the room or leave it unlocked?" *(Direct)*
Ram asked whether he should lock the room or leave it unlocked. *(Indirect)*

यदि Shall I का सामान्य अर्थ न हो, तो Shall को he/ she should में बदला जाता है।

निम्नलिखित वाक्य में request का भाव व्यक्त करने के लिए Shall I का प्रयोग किया गया है; जैसे—

He said to me, " Shall I open the door ?" *(Direct)*
He asked me if he should open the door. *(Indirect)*

4. जब shall का प्रयोग वाक्य में प्रस्ताव 'offer' के संदर्भ में किया जाता है; जैसे—
He said, "Shall I bring you something to eat?" *(Direct)*
He offered to bring me something to eat. *(Indirect)*

5. जब shall का प्रयोग एक सुझाव के अर्थ में हो। इस तरह के वाक्यों में suggested का प्रयोग किया जाता है; जैसे—
He said, "Shall we meet at the Hall?" *(Direct)*
He suggested meeting at the Hall. *(Indirect)*

(v) Fifth Type—Sentences with question tags :

(a) Ram said to me, "You are rich, aren't you?" (*Direct)*
Ram asked me if I was rich. (*Indirect*)
(b) He said, "She is not an intelligent girl, is she?" (*Direct)*
He said if she was not an intelligent girl. (*Indirect*)

(vi) Sixth Type—Beginning with will/would/could you
Will you/ would you/ could you से शुरू होने वाले प्रश्नों को वाक्य के भाव के अनुसार बदला जाता है; जैसे—

(a) She said, "Will you be there on Sunday?" *(Direct)*
She asked if I would be there on Sunday. *(Indirect)*
(b) He said, "Would you like a lift?" *(Direct)*
He offered me a lift. *(Indirect)*

EXERCISE 175.

Change the following sentences into indirect speech :

1. Ram said to Shyam, "Whose book is this?"
2. The teacher said to Leela, "Do you live in Bhagat Singh Street?"
3. My father said to me, "Why are you so eager to go to pictures today?"
4. I said to him, "Have you ever been to Delhi?"
5. I said to Rahul, "Were you absent yesterday?"
6. I said to the Principal, "Sir, may I go home?"
7. Bhola said to Mohan, "Why do you not help me?"
8. The visitor said to me, "Is your father at home?"
9. They said, "Who has won this trophy?"
10. "Which way did the thief go?" asked the policeman.

EXERCISE 176.

Change the following sentences into indirect speech :

1. He said to her, "Do you take part in the debate?"
2. He said to me, "Do you go to school?"
3. Kamla said to her mother, "Can I play in the courtyard?"
4. She said to me, "What did he do last night?"
5. Kamal said to Mohan, "When shall we have winter break?"
6. I said to her, " Why did you do it ?"
7. He said to me, "Is your name Ram?"
8. Leela said to her mother, "Where have you placed my book?"
9. Ram said to me, "Can you solve this question?"
10. The painter said to me, "Which portrait do you like most?"

EXERCISE 177.

Change the following sentences into indirect speech :

1. I said to the postman, "Have you any letter for me?"
2. He said to me, "What will you do?"
3. Mohan said to me, "Why do you rebuke me for nothing?"
4. I said to him, "Which film did you see yesterday?"
5. The doctor said to young man, "Do you smoke now?"
6. I said to Anil, "Where do you live?"
7. She said to me, "Do I not accept your proposal?"
8. The doctor said to him, "What did you eat in the morning?"
9. Father said to his son, "What are you doing here?"
10. The doctor said to the patient, "Do you feel better now?"

EXERCISE 178.

Change the following sentences into indirect speech :

1. I said to him, "Did you not promise to come?"

2. Mohan said to me, "Can you help me?"
3. "Have you anything to say on behalf of the prisoner?" said the Judge to the lawyer.
4. He said to Hari, "Is your father at home?"
5. He said to Sunil, "Where will you sleep?"
6. I said to Smith, "Do you study in eighth class?"
7. The teacher said to the stranger, "Who are you?"
8. Akbar asked me if I could tell him the way to the bus stand.
9. The Manager said to her, "Do you want to open an account?"
10. He said to me, "Have you written this book?"

3. आज्ञासूचक वाक्यों (Imperative Sentences) को बदलने के नियम—

A. Imperative sentences में आदेश (order), निर्देश (direction/ command), प्रार्थना (request), सुझाव (suggestion), सलाह (advice), आग्रह व नकारात्मक आज्ञा आदि का भाव होता है।

B. ये वाक्य मुख्य Verb से शुरू होते हैं; जैसे— Go, Bring, Make etc. परंतु Negative Command वाले वाक्य Don't से शुरू होते हैं।

1. Reporting Verb '*say*' और '*said*' को वाक्य के भाव के अनुसार निम्नलिखित Verbs में बदला जाता है।

advise, advised	ask, asked	beg, begged
command, commanded	encourage, encouraged	entreat, entreated
forbid, forbade	invite, invited	propose, proposed
order, ordered	remind, reminded	request, requested
tell, told	urge, urged	warn, warned

याद रखें—

यदि Direct Speech में reporting verb 'say' की IInd form 'said' का प्रयोग हुआ हो, तो उपरोक्त Verbs को IInd Form में ही रखें।

2. Reporting Verb के बाद वाले कोमे (, " ") उड़ाकर Conjunction 'that' की जगह to का प्रयोग करें। इसे ऐसे भी कह सकते हैं Reported Speech की Verb को To–infinitive में बदला जाता है। प्रायः Verb की First Form के आगे to लगाकर उसे To–infinitive बनाया जाता है। Don't से शुरू होने वाले वाक्यों में to-infinitive से पहले not लगाया जाता है; जैसे—

She said to the maid, "Make my bed." *(Direct)*
She ordered the maid to make her bed. *(Indirect)*

3. Indirect Narration में Please आदि शब्दों का प्रयोग नहीं किया जाता है बल्कि 'please' को 'requested to में बदला जाता है; जैसे—

You said, "Please help her immediately." *(Direct)*
You requested to help him immediately. *(Indirect)*

4. Negative Command वाले वाक्यों में say/ said को forbid/ forbade, tell/ told, remind/reminded आदि में बदला जाता है; जैसे—

The father said to his son, "Don't do like that." *(Direct)*
The father forbade his son to do like that. *(Indirect)*

5. कुछ Imperative वाक्य do के साथ Emphatic बने होते हैं। ऐसे वाक्यों को indirect बनाते समय do को उड़ा दिया जाता है; जैसे—

She said, "Do have a cup of tea." *(Direct)*
She requested to have a cup of tea. *(Indirect)*

6. मनाही (prohibition) वाले वाक्यों में दो तरह से वाक्य बनाए जा सकते हैं—

(i) Forbid का प्रयोग करके, ऐसे वाक्यों में not का प्रयोग नहीं होता है; देखें निम्नलिखित Sentence Structure : forbid + object + to + Verb की 1st Form

The mother said to her child, "Don't go there." *(Direct)*
The mother forbade her child to go there. *(Indirect)*

(ii) Prohibit अथवा Prevent का प्रयोग करके, देखें निम्नलिखित Sentence Structure :

(a) Prohibit + object + from + Verb + ing

He said to us, "Do not pluck the flowers." *(Direct)*
He prohibited us from plucking the flowers. *(Indirect)*

(b) Prevent + object + from + Verb + ing

The father said to her daughter, "Do not mix with bad girls." *(Direct)*
The father prevented her daughter from mixing with bad girls. *(Indirect)*

7. Imperative and Tag Questions :

कुछ वाक्यों में Imperative Sentences के साथ Tag Question भी होता है। Tag Question बात का महत्व बढ़ाने अथवा ध्यान आकर्षित कर Answer पाने की आकांक्षा के लिए प्रयोग किया जाता है। ऐसे वाक्यों को Indirect में बदलते समय Tag Question को महत्व नहीं दिया जाता है; जैसे—

The teacher said to me, "Sit down, can't you?" *(Direct)*
The teacher ordered me to sit down. *(Indirect)*

8. कई बार direct Speech में जिस व्यक्ति को कुछ कहा जाए उसका विवरण नहीं होता है। ऐसे वाक्यों में reporting verb 'told' के साथ object (noun/pronoun) का प्रयोग जरूर करना चाहिए; जैसे—

He said, "Go away." *(Direct)*
He told me/him/her/us/them/the children to go away. *(Indirect)*

लेकिन reporting verb 'ask' और 'beg' के संदर्भ में ऐसा करना जरूरी नहीं है; जैसे—

He said, "Do please, send me to a warm climate." *(Direct)*
He asked/begged us to send him to a warm climate. *(Indirect)*
or He asked/begged to be sent him to a warm climate. *(Indirect)*

कुछ अन्य imperative sentences भी देखें—

(a) My hostess said, "Do sit down." *(Direct)*
My hostess invited me to sit down. *(Indirect)*
(b) "Don't forget to order the wine," said Mrs Gupta. *(Direct)*
Mrs Gupta remembered her husband to order the wine. *(Indirect)*
(c) My father said, "Go on, apply for the job." *(Direct)*
My father encouraged me to apply for the job. *(Indirect)*

Examples :

Direct	Indirect
1. The old man said, "Do not make a noise."	The old man forbade to make a noise.
2. I said, "Ram, Give up smoking."	I advised Ram to give up smoking.
3. He said to Ram, "Do have a cup of tea, "	He requested Ram to have a cup of tea.
4. The Manager said to the servant, "Go and post this letter."	The Manager ordered the servant to go and post that letter.
5. The General said to his men, "Attack the enemy."	The General commanded his men to attack the enemy.
6. Mother said to her son, "Do what you are told."	Mother asked her son to do what he was told.
7. She said to me, "Do not go farther."	She warned me not to go farther.
8. "Come quickly", he shouted, "and help me."	He shouted to them to come quickly and help him.
9. The beggar said to the traveller, "Give me some money, please."	The beggar begged the traveller to give him some money.
10. Ram said, "Be quiet and listen to me."	Ram urged them to be quiet and listen to him.
11. I said to him, "Open the door, will you?"	I asked him to open the door.

EXERCISE 179.

Change the following sentences into indirect speech :

1. The captain said to the soldiers, "March forward and take your positions."
2. He said to her, "Do not take part in games."
3. The mother said to Leela, "Do not waste your time."
4. The king said to his servants, "Go away at once."
5. The old man said to his sons, "Do not quarrel with one another."
6. I said to the students, "Work regularly."
7. The General said to the soldiers, "March forward and attack the foe."
8. Ram said to me, "Please, lend me your umbrella."
9. Darshana said to her servant, "Bring a glass of water."
10. "Work hard if you want to pass," said the teacher.

EXERCISE 180.

Change the following sentences into indirect speech :

1. He said to me, "Don't go out."
2. The teacher said to Mohan, "Improve your handwriting if you want to pass."
3. Father said to his son, "Do not mix up with bad boys."
4. The teacher said to me, "Don't write on walls."
5. He said to them, "Please do not enter my room without my permission."
6. Rahul said to his friends, "Attend my sister's marriage."
7. The father said to the son, "Go and start reading."
8. I said to my father, "Allow me to go on an educational trip, please."
9. I said to my father, "Please, give me some money."
10. The teacher said to us, "Do not shout in the class."

EXERCISE 181.

Change the following sentences into indirect speech :

1. "Tell the truth", said the judge to the witness.
2. The teacher said to Isha, "Stand upon the bench."
3. Harinder said to me, "Please, help me in this matter."
4. He said, "Do not tease the poor."
5. The teacher said to the student, "Do not copy."
6. Ram said to his father, "Please, bring me a pen."
7. The doctor said to me, "Take medicine in time."
8. Ram said to her, "Go there."
9. The mother said to her son, "Respect your elders."
10. The teacher said to the boys, "Don't waste your time."

4. इच्छासूचक वाक्यों (Optative Sentences) को बदलने के नियम—

Optative sentences में good wishes, desires और curse आदि के भाव रहते हैं। ऐसे वाक्य कामना, आशीर्वाद और शाप आदि का भाव व्यक्त करते हैं।

(i) Reporting Verb *say* को वाक्य के भाव के अनुसार wish, pray और *said* को wished, prayed में बदला जाता है।

(ii) इच्छासूचक वाक्य को साधारण वाक्य में बदला जाता है। वाक्य के अंत में full stop लगाया जाता है।

(iii) इच्छासूचक वाक्य में Reporting Verb के बाद वाले कोमे (, " ") उड़ाकर that का प्रयोग होता है।

(iv) May को might में बदला जाता है। इसके अतिरिक्त वाक्य के भाव को ध्यान में रखते हुए बगैर may के भी might का प्रयोग किया जाता है क्योंकि may की existence ऐसे वाक्यों में मानी जाती है।

(v) आवश्यकतानुसार should का भी प्रयोग किया जाता है।
ध्यान रखें– might/ should के साथ Verb की 1st Form ही लगती है।

(vi) यदि वाक्यों में Good morning, Good noon, Good afternoon, Good evening और Good day आदि अभिवादन सूचक शब्दों का प्रयोग हुआ हो तो reporting verb को wished में बदला जाता है।

(vii) यदि Good night, Good bye और Farewell जैसे विदाई सूचक शब्दों का प्रयोग हुआ हो, तो reporting verb को bade में बदला जाता है।

(viii) Wished या bade के बाद अभिवादन सूचक शब्दों को ज्यों का त्यों रखा जाता है।

(ix) Inverted commas (" ") को हटाकर किसी Conjunction का प्रयोग नहीं होता है।

(x) यदि Sir या जिससे अभिवादन किया गया है, वह भी inverted commas में है, तो उसे बाहर निकाल लिया जाता है।

(xi) ऐसे वाक्य जिसमें टूटे-फूटे शब्द (fragments) हों, उनका Indirect देखें। इनमें 1st person का प्रयोग करें; जैसे–

He said, "Congratulations !" *(Direct)*
He congratulated me. *(Indirect)*

Examples :

Direct	Indirect
1. He said to me, "May you Live long !"	He prayed that I might live long.
2. He said, "If I were a king!"	He wished that he would be a king.
3. She said, "Oh for a glass of water."	She wished for a glass of water.
4. They said, "Long live the Indo-Russian friendship."	They wished/ prayed that the Indo-Russian friendship should live long.
5. The boy said, "Papa! forgive me this time."	The boy requested his Papa to forgive him that time.
6. "God save the king !", said the people.	The people prayed that God might save the king.
7. He said to me, " Good morning, Sir !"	He respectfully wished me good morning.
8. She said, "Good-bye, friends!"	She bade his friends good-bye.
9. He said, "Good night, friends!"	He bade a good night to all his friends.
10. They said, "May his soul rest in peace !"	They wished that his soul might rest in peace.

EXERCISE 182.

Change the following sentences into indirect speech:

1. He said, "May you succeed in the examination!"
2. He said to me, "May you be happy!."
3. We said, "God save the P.M!"
4. The woman said to him, "May God bless you!"
5. "May God bless you with fame and prosperity!" said the beggar.
6. Ram said to me, "May God bless you!"
7. The old man said, "O, I had a son!"
8. The leader said, "Farewell, my friends and countrymen!"
9. He said, "Long live our friendship!"
10. The girl said, "Mother! forgive me this time."

5. विस्मयादि बोधक वाक्यों (Exclamatory Sentences) को बदलने के नियम–

Exclamatory sentences में What ! How ! Alas ! Hurrah ! Ah ! Oh ! आदि शब्द रहते हैं। ऐसे वाक्यों से आश्चर्य, अफसोस, घृणा, दुःख, प्रसन्नता, शाबासी, विस्मय आदि का बोध होता है।

1. Reporting Verb 'said' को वाक्य के भाव के अनुसार exclaimed with (joy, sorrow, shock, grief, regret, anger, contempt, applause, surprise) में बदला जाता है। इसके अतिरिक्त said को prayed,

confessed, called to witness, cried out, eagerly wished, applauded, shouted with applause, praised, blessed आदि Verbs में भी बदला जाता है।

2. **विस्मयादिबोधक वाक्य में Reporting Verb के बाद वाले कोमे (, " ") उड़ाकर that का प्रयोग होता है।**
3. **विस्मयादिबोधक वाक्य का साधारण वाक्य बना दिया जाता है। How, My God, What, Alas, Bravo, Oh, Wow, Wah और Hurrah आदि Interjections को हटा दिया जाता है। sign of exclamation को भी उड़ा दिया जाता है। वक्ता के असली शब्दों को कथन के रूप में बदल कर, अधूरे वाक्य को पूरा कर लिया जाता है।**
4. **वाक्य मे Interjections का भाव प्रकट करने के लिए Reporting Verb के साथ निम्नलिखित Adverbs का प्रयोग किया जाता है—**

	INTERJECTIONS	ADVERBS
1.	Alas!, Ah! के लिए-	exclaimed with sorrow/ exclaimed sorrowfully/ confessed with regret
2.	Hurrah!, Aha!, Ha! के लिए-	exclaimed with joy/ exclaimed joyfully
3.	Bravo! के लिए—	applauded/ praised
4.	Bravo! Hear! के लिए—	applauded saying
5.	Oh!, What!, How! के लिए—	exclaimed with surprise
6.	Sorry! के लिए—	exclaimed with regret
7.	Pooh!, Pshaw! के लिए—	exclaimed with contempt
8.	'What, How' के लिए—	very/ great/ big/ fine

Examples :

	Direct	Indirect
1.	The old woman said, "Ah! I am ruined.	The old woman exclaimed with sorrow that she was ruined.
2.	He said to me, "How lucky your brother is!"	He exclaimed with surprise that my brother was very lucky.
3.	They said, "Hurrah! we have passed.''	They exclaimed with joy that they had passed.
4.	He said, "O, What a chance!"	He exclaimed that it was a fine chance.
5.	You said, "Well done ! my friends."	You applauded your friends saying that they had done well.
6.	He said, "What a great misery!"	He exclaimed that it was very great misery.
7.	The student said, "Alas! I wasted my time last year."	The student confessed with regret that he had wasted his time the previous year.
8.	The Captain said, "Bravo! Well done my boys."	The Captain applauded his boys that they had done well.
9.	"Alas! I have lost my belongings in the marriage." said Ramesh.	Ramesh exclaimed with sorrow that he had lost his belongings in the marriage.
10.	"What a charming scenery!" the tourist said.	The tourist exclaimed with delight that it was very charming scenery.

EXERCISE 183.

Change the following sentences into indirect speech:

1. She said, "How beautiful the moonlight is!"
2. The boys said, "Hurrah! tomorrow is a holiday."
3. She said, "O that ! I were extremely beautiful."

4. He said, " What a beautiful picture it is!"
5. Aruna said, "What a beautiful doll!"
6. The old lady said, "Alas! I have met with an accident."
7. The captain said to the players, "Bravo! you have won."
8. The headmaster said to Hari, "How well you sing!"
9. The team said, "Hurrah! we have won the match."
10. I said to Mohan, "What a powerful shot it is!"

6. Let वाले वाक्यों को बदलने के नियम—

Let का प्रयोग सलाह देना, प्रस्ताव रखना व अनुमति देने के अर्थ में होता है।

(A) Let का प्रयोग जब सलाह देना हो—

Let का अर्थ जब सलाह देना (advice), प्रस्ताव रखना (Proposal) हो। ऐसे वाक्यों में सामान्यतया Let us का प्रयोग देखने को मिलता है।

इनको Indirect बनाने के नियम—

1. Reporting Verb *say* को propose, suggest में बदला जाता है और *said* को proposed, suggested में बदला जाता है।

2. यदि Reporting Verb में Object हो, तो *said to* को proposed to/ suggested में बदला जाता है।

3. Inverted commas को हटाकर Reported Speech से पहले *that* का प्रयोग किया जाता है।

4. That के बाद 'we/ they should' लगाकर Verb की 1st Form का प्रयोग किया जाता है।

5. Let से शुरू होने वाले वाक्यों में Imperative वाक्यों की तरह 'to' का प्रयोग भी कर सकते हैं।

6. Suggest या propose के बाद यदि Object नहीं है, तो इनके बाद gerund का प्रयोग होता है।

7. Let वाले वाक्यों में Let us को we/ they में बदला जाता है। (याद रखने का आसान सा तरीका यह है कि यदि reporting verb में object के स्थान पर First Person के Pronouns का प्रयोग किया गया हो, तो Let us को we में बदलें अन्यथा they का प्रयोग करें।

Examples :

	Direct	Indirect
(a)	She said to me, "Let us go to market."	She suggested me that we should go to market. Or She suggested me to go to market.
(b)	"Let us buy a new car, " said Ram to Shyam.	Ram proposed to Shyam that they should buy a new car.
(c)	"Let us employ expert professionals in the company," said the Managing Director to the Marketing Manager.	The Managing Director suggested the Marketing Manager that they should employ expert professionals in the company.

(B) Let का प्रयोग जब अनुमति देने के अर्थ में हो

1. Say to/ said to को order/ordered, request/ requested आदि में वाक्य के भाव के अनुसार बदल दिया जाता है।

2. Reported Speech को to allow से शुरू किया जाता है। मुख्य verb से पहले to का प्रयोग किया जाता है।

3. कभी-कभी let को Indirect Speech में to let का प्रयोग कर वाक्य में रहने दिया जाता है।

4. यदि Let का प्रयोग वाक्य में कोई बात मनवाने के लिए हुआ हो तो Let को might be allowed में भी बदला जाता है।

5. वाक्य में Let यदि Condition या Supposition का भाव प्रकट करे, तो Let को हटाकर might का प्रयोग किया जाता है; जैसे—

Ram said to the teacher, "Let me take a day's leave for the marriage." (*Direct*)

Ram requested the teacher that he might be allowed to take a day's leave for the marriage. (*Indirect*)

(C) Let का प्रयोग जब इच्छा के अर्थ में हो—

1. Let का प्रयोग जब इच्छा (wish) के अर्थ में हुआ हो, तो Reporting Verb 'said' को wished में बदला जाता है। 2. Reported Speech के Subject के बाद should का प्रयोग होता है। 3. conjunction'that' का प्रयोग होता है; जैसे—The child said, "Let me take milk." The child wished that he should take milk.

Examples :

	Direct	Indirect
1.	He said to me, "Let us study together."	He proposed to me that we should study together.
2.	Ram said to me, "Let us sing together."	Ram proposed to me that we should sing together.
3.	She said, "Let's go for a walk."	She suggested going for a walk.
4.	Ram said to his boss, "Let me go home."	Ram requested his boss to allow him to go home.
5.	The officer said to the peon, "Let the man come in."	The officer ordered the peon to allow the man to come in.
6.	Ram said to Sita, "Let the children go to play."	Ram ordered Sita to let the children go to play. or Ram told Sita that the children might be allowed to go to play.
7.	I said to him, " Let me go home."	I requested him to let me go home.

EXERCISE 184.

Change the following sentences into indirect speech :

1. I said to him, "Let me go home."
2. She said to Mohan, "Let us go home."
3. The teacher said, " Let him work ever so hard, he cannot pass the examination."
4. He said to me, "Let the child play."
5. The captain said, "Let us play a friendly match."
6. Parbhat said to me, "Let us write an essay on this topic."
7. Mohan said to me, "Let us wait for the next train."
8. Ram said to his wife, "Let us go for shopping."
9. I said to him, "Please let me come in."
10. She said to me, "Let us go to see the exhibition."

EXERCISE 185.

Change the following sentences into indirect speech :

1. The Principal said to the peon, "Let the boys go away."
2. He said to the servant, "Let the boy go home."
3. He said to the peon, "Let the visitor come in."
4. Ram said to me, "Let us go to movies."
5. The pilgrims said, "Let us stop here and rest for a while."
6. I said to him, "Let us play in the garden."
7. He said to me, "Let us play the game."
8. The teacher said to the Principal, "Let the students sit in the sun."
9. I said to the villagers, "Let's help the injured men."
10. He said to me, "Let us go for a walk."

EXERCISE 186.

Change the following sentences into indirect speech :

1. He said to Hari, "Did you enjoy the show ? "
2. "What a foolish action it was!", said the lion.
3. The teacher said to the student, "Why have you not done your work?"

4. Manju said, "The birds fly."
5. Those boys say, "Our teacher loves us."
6. He said, "This is my book."
7. The peon said to me, "The manager will call you soon."
8. I said to Anil, "Look at the map."
9. The old beggar said to the young man, "May God grant you peace of mind.! "
10. The passenger said, "How foolish I have been!"

EXERCISE 187.

Change the following sentences into indirect speech :

1. Mohan said, "I won a prize."
2. Mary said, "It is my new book."
3. Ram said, "Radha sings sweetly."
4. She said, "He is taking his examination."
5. She said to me, "I was not doing him a favour."
6. I said, "Hurrah! we have succeeded."
7. I said to Rahul, "Do not worry."
8. He said to me. "Congratulations! how many marks have you got?"
9. He said, "Man is mortal."
10. You said to me, "You are making a noise in the class."

EXERCISE 188.

Change the following sentences into indirect speech :

1. I said to them, "You have cheated me."
2. I said to her, "It will not be raining tomorrow."
3. He will say to me, "I can help you."
4. Manish said, "I completed my home-work at night."
5. Varun said, "I will come here again tomorrow."
6. Vinod said, "I go to my office at 10 O' clock."
7. She said to me, "I took the breakfast in the morning."
8. He said to me, "The rain will have stopped."
9. He said to me, "The dog barks at the children."
10. He said to me, "We went to college yesterday."

EXERCISE 189.

Change the following sentences into indirect speech :

1. Rahim said to his brother, "Fortune favours the brave."
2. She said to me, "Your song appealed us."
3. He said to me, "Let us work together."
4. He said to me, "I shall not come."
5. Rahul said to me, "I posted your letter."
6. They said to me, "We shall help you tomorrow."
7. He said to me, "I cannot lend you my watch today."
8. Kiran said to me, "It is my doll."
9. She said to her mother, "It is no longer safe to live here."
10. Mohan says, "I have done my work."

EXERCISE 190.

Change the following sentences into indirect speech :

1. The teacher said, "The sun is stationary."
2. Ram said to me, "It is my doll."
3. Charu said to me, "Can you help me ?"
4. I said to Kaushik, "Where do you live ?"
5. Sohan said, "May I use your pen, Mohan ?"
6. Sita said to Ram, "You are my lord."
7. Mohan said to Harish, "I have prepared the breakfast."
8. The teacher said, "You will pass."
9. Ram said, "Yes, I made a mistake."
10. She said, "Oh! you are here."

EXERCISE 191.

Change the following sentences into indirect speech :

1. Ram said, "Shyam can jump over the wall."
2. He said to me, "You may ask your brother to help you."
3. He said, "I came to this village long ago."
4. Sita said, "Ram is my husband."
5. My friend said to me, "Join my company."
6. He said, "Hurrah! my brother has won a lottery."
7. The manager said to the peon, "Let the man come in."
8. They said, "We shall go to school."
9. Ram said to me, "I may go home."
10. She said to me, "She is quite well."

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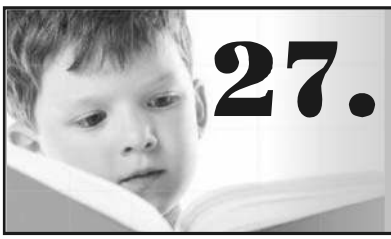


27. Active & Passive Voices

IN THIS SECTION

I. Voice II. Common Rules III. Use of Passive Voice
IV. Passive Voice of Tenses V. Passive Voce of Modals
VI. Passive Voice of Infinitives VII. Passive Voice of Some Verbs
VIII. Passive Voice of Phrasal Verbs
IX. Passive Voice of Interrogative Sentences
X. Passive Voice Without 'Agent'
XI. Passive Voice of Imperative Sentences
XII. Passive voice of That + Noun Clause
XIII. Double Passive
XIV. Passive Voice of Sentences With Double Objects
XV. Passive Voice of Special Sentence Structures
XVI. Passive Voice of Causative Sentences

I. Voice

A verb can express an action in two ways–

(a) Giving importance to the subject–'Doer of the action'.

(b) Giving importance to the action–rather than its 'doer'.

This quality of verb is called its 'voice'. In this way a verb can have two voices :

1. **Active Voice**
2. **Passive Voice**

Verb का वह रूप जिससे पता चलता है कि Subject कोई काम करता है या Subject पर ही कोई काम होता है, Voice कहलाता है; जैसे— She writes a letter. इस वाक्य का अर्थ है— वह एक पत्र लिखती है। यहाँ Subject स्वेच्छा से कार्य करता है। A letter is written by her. इस वाक्य का अर्थ है— उसके द्वारा एक पत्र लिखा जाता है। यहाँ Subject से कार्य करवाया जाता है।

उपरोक्त दोनों sentences का अर्थ तो एकसमान है, सिर्फ़ कहने का तरीका अलग है। फर्क ये है कि दोनों sentences

में Object व Subject ने एक-दूसरे के साथ अपना स्थान बदल लिया है।

1. **Active Voice (कर्त्तावाच्य) :**
(The form of verb that lends importance to the subject i.e. the doer of the action, is called in active voice.)
Verb का वह रूप जिससे Subject की प्रधानता झलके। यहाँ Subject स्वेच्छा से कार्य करता है। वह प्रत्येक कार्य करने के लिए चुस्त (active) एवं सक्षम है; जैसे— She writes a letter.
2. **Passive Voice (कर्मवाच्य) :**
(The form of a verb that lends importance to the action rather than its doer, is called in the passive voice.)
Verb का वह रूप जिससे Object की प्रधानता झलके। Object, Subject बन गया है। यहाँ Subject से कार्य करवाया जाता है। अब Subject सुस्त (Passive) कार्यकर्त्ता (Doer) है, उसे agent भी कह सकते हैं; जैसे— A letter is written by her. 'A letter' अब नया Subject है।

II. Common Rules

Active Voice से Passive Voice बनाने के सांझे नियम :-

1. **Active के Object को Passive का Subject बनाया जाता है।**
2. **Active के Subject को Passive का Object बनाया जाता है।**
3. **Passive में verb 'to be' की उपयुक्त form के साथ Verb की 3rd Form का प्रयोग किया जाता है, ध्यान रखें verb का tense वही रहता है।**
4. **Passive में बने नए Subject के Noun/ Pronoun के अनुसार helping verb का प्रयोग किया जाता है।**
5. **Passive Sentence में बने Object से पहले प्राय: Preposition 'by' का प्रयोग किया जाता है।**
ध्यान रखें— कुछ स्थितियों में by व object का प्रयोग नहीं होता है। इस संदर्भ में आगे विस्तार से समझाया गया है। कुछ phrases में verb के साथ prepositions लगी होती हैं, उन्हें passive voice में भी verb के साथ ही रखा जाता है।
6. **Sentence Structure : Subject + helping verb + VerbIII + by + Object (Doer).**
7. **Passive Voice में Active Voice का Subject निम्नलिखित तरह से बदला जाता है; जैसे—**

	Pronouns (Active Voice)	Pronouns (Passive Voice)
First Person	I	me
	We	us
Second Person	You	you
Third Person	He	him
	She	her
	They	them
	It	it
	Who	Whom

8. **सामान्य रूप से Transitive Verb (ऐसी Verb जो अपने साथ Object रखती हैं) का ही Passive बनता है। Intransitive Verb जैसे— sleep, sit, stand, go, come, laugh etc. का Passive नहीं बनता है। लेकिन Intransitive Verbs के साथ कोई Preposition हो, तो इनको Passive बनाया जा सकता है; जैसे—**
A.V. He laughed at the beggar.
P.V. The beggar was laughed at by him.
A.V. They laughed.
P.V. No Passive
इसी प्रकार यदि वाक्य में order अथवा requeset का भाव हो, तो intransitive verbs भी passive form में आ सकती हैं; जैसे—

	Active Voice	Passive Voice
(a)	Go there and sit down.	You are ordered to go and sit down.
(b)	Please come here.	You are requested to come here.

9. Passive Voice बनाते समय Tense के अनुसार Verb को निम्नलिखित तरह से बदला जाता है।

नोट— कुल 12 tenses में से केवल 8 tenses की passive form हो सकती है।

	Tense	Verb (Active)	Verb (Passive)
1.	Present Indefinite	write/ writes	is/ am/ are written
2.	Present Continuous	is/ am/ are writing	is/ am/ are being written
3.	Present Perfect	has/ have written	has/ have been written
4.	Past Indefinite	wrote	was/ were written
5.	Past Continuous	was/ were writing	was/ were being written
6.	Past Perfect	had written	had been written
7.	Future Indefinite	shall/ will write	shall/ will be written
8.	Future Perfect	shall/ will have written	shall/ will have been written

याद रखें— निम्नलिखित चार Tenses का Passive नहीं होता है—

(i) Future Continuous Tense
(ii) Present Perfect Continuous Tense
(iii) Past Perfect Continuous Tense
(iv) Future Perfect Continuous Tense

10. Active से Passive में परिवर्तन देखें—

	Subject	Verb	Object
Active Voice	I	write	a letter.
Passive Voice	A letter	is written	by me.

III. Use of Passive Voice

Passive Voice क्यों और कब प्रयोग किया जाता है?

1. जब Subject की जानकारी न हो तथा यह बताना आवश्यक न हो कि कार्य किसने किया; जैसे—
(a) A bomb was exploded. *(Passive)*
(b) The strees are swept everyday. *(Passive)*

2. जब Object की Importance दर्शानी हो; जैसे—
(a) The letter was written by Ram. *(Passive)*
(b) My car has been moved. *(Passive)*

3. वैज्ञानिक शोध पत्रों में Passive Voice का प्रयोग किया जाता है, क्योंकि ऐसे लेखों में आविष्कार की Importance होती है, Subject की नहीं; जैसे—
Telephone was invented by Grahambell.

4. जब Subject—Indefinite pronoun 'one' हो; जैसे—
(a) One must do one's duty. *(active)*
Duty must be done. *(Passive)*
(b) One sees this sort of advertisement everywhere. *(Active)*
This sort of advertisement is seen everywhere. *(Passive)*

Introduction (पहचान) : क्या वाक्य Active है या Passive ?

1. **पहचान करने का पहला तरीका- सबसे पहले यह देखना आवश्यक होता है कि वाक्य Active है या Passive। यदि वाक्य में Verb 'to be' + Verb की III Form हो तो Passive Voice होता है, नहीं तो Active Voice होता है; जैसे—'I write a letter.' *Active Voice* है, क्योंकि इसमें न तो Verb 'to be' अथवा 'to be' का**

कोई अन्य रूप है और न ही Verb की Third form का प्रयोग हुआ है। अब यह वाक्य देखें—'A letter is written by me.' इस वाक्य में Verb 'to be' की form 'is' के साथ write नामक Verb की Third form 'written' का प्रयोग हुआ है। अत: यह वाक्य *Passive Voice* है।

2. **पहचान करने का दूसरा तरीका— Verb के आगे Who लगाने से यदि Subject का पता लगे तो वाक्य Active है और नहीं तो Passive; जैसे— Who write ? अर्थात् Subject का बोध होता है। यह Active वाक्य है परंतु Who written? से सही उत्तर नहीं मिलता। यह Passive वाक्य है।**

IV. Passive Voice of Tenses

1. Present Indefinite Tense
2. Present Continuous Tense
3. Present Perfect Tense
4. Past Indefinite Tense
5. Past Continuous Tense
6. Past Perfect Tense
7. Future Indefinite Tense
8. Future Perfect Tense

1. Present Indefinite Tense

Sentence Structure : Subject + is/ am/ are + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *is, am, are* का प्रयोग करें।
2. Subject यदि singular है, तो is और यदि plural है, तो are का प्रयोग करें। I के साथ am लगाएं।
3. Verb की Third Form का प्रयोग करें।
4. Object से पहले by लगाएं; जैसे—

A.V. I write a letter.
P.V. A letter is written by me.

B. नकारात्मक वाक्य

A.V. I do not write a letter.
P.V. A letter is not written by me.

C. प्रश्नवाचक वाक्य

A.V. Do I write a letter ?
P.V. Is a letter written by me ?

Examples :

Active Voice	Passive Voice
1. I like bananas.	Bananas are liked by me.
2. They make chairs.	Chairs are made by them.
3. He teaches you.	You are taught by him.
4. You do not get good marks in the exam.	Good marks are not got by you in the exam.
5. She cleans her shoes.	Her shoes are cleaned by her.
6. Do children love flowers?	Are flowers loved by children?
7. Sh. Mohan Lal teaches us English.	We are taught English by Sh. Mohan Lal.
8. A cow eats grass.	Grass is eaten by a cow.
9. The old man advises his sons.	His sons are advised by the old man.
10. We do not write stories.	Stories are not written by us.

EXERCISE 192.

Change into the passive voice :

1. They look at the map.
2. Do you scold me?
3. Mohan does not tell lies.
4. We save money.
5. Raj is winding his watch.
6. She does not make a noise.
7. Does he not wash clothes?
8. Do you hate him?
9. The watchman opens the gate.
10. They do not grow rice.

2. PRESENT CONTINUOUS TENSE

Sentence Structure : Subject + is/ am/ are + being + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *is, am, are* का प्रयोग करें।
2. Subject यदि singular है, तो is और यदि plural है, तो are का प्रयोग करें। I के साथ am लगाएं।
3. Verb की Third Form व helping verbs के बीच being का प्रयोग करें।
4. Object से पहले by लगाएं; जैसे–

A.V. I am writing a letter.
P.V. A letter is being written by me.

B. नकारात्मक वाक्य

A.V. I am not writing a letter.
P.V. A letter is not being written by me.

C. प्रश्नवाचक वाक्य

A.V. Am I writing a letter?
P.V. Is a letter being written by me?

EXAMPLES :

Active Voice	Passive Voice
1. They are crossing the river.	The river is being crossed by them.
2. Radha is buying toys.	Toys are being bought by Radha.
3. We are playing chess.	Chess is being played by us.
4. People are congratulating him.	He is being congratulated by people.
5. I am helping you.	You are being helped by me.
6. I am not learning the lesson.	The lesson is not being learnt by me.
7. Amar is not laughing at me.	I am not being laughed at by Amar.
8. Is the farmer ploughing the field?	Is the field being ploughed by the farmer?
9. Is the state not helping the poor?	Are the poor not being helped by the state?
10. Mother is cooking the meal.	The meal is being cooked by mother.

EXERCISE 193.

Change into the passive voice :

1. We are writing an essay.
2. She is not singing a song.
3. He is being taught by me.
4. Is she not helping you ?
5. Is she ironing the shirt?
6. He is cheating us.
7. You are not hitting the ball.
8. Am I watching television?
9. They are flying kites.
10. We are not voting him.

3. Present Perfect Tense

Sentence Structure : Subject + has been/ have been + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *has been/ have been* का प्रयोग करें।

2. यदि Subject, First Person का Pronoun है और एकवचन है, तो ऐसे वाक्यों में Verb से पहले have been का प्रयोग करें।

अन्य सभी प्रकार के वाक्यों मे यदि Subject एकवचन है, तो Verb से पहले has been और यदि बहुवचन है, तो have been का प्रयोग करें।

3. Verb की Third Form का प्रयोग करें।

4. Object से पहले by लगाएं; जैसे–

A.V. I have written a letter.

P.V. A letter has been written by me.

B. नकारात्मक वाक्य

A.V. I have not written a letter.

P.V. A letter has not been written by me.

C. प्रश्नवाचक वाक्य

A.V. Have I written a letter?

P.V. Has a letter been written by me?

Examples :

Active Voice	Passive Voice
1. They have hired a tonga.	A tonga has been hired by them.
2. We have not finished our work.	Our work has not been finished by us.
3. The teacher has told us interesting stories.	We have been told interesting stories by the teacher.
4. Has Sita polished her shoes?	Have her shoes been polished by Sita?
5. They have done no wrong.	No wrong has been done by them.
6. We have bought a car.	A car has been bought by us.
7. The students of our class have already visited this exhibition.	This exhibition has already been visited by the students of our class.
8. I have not seen the pictures.	The pictures have not been seen by me.
9. Have I not informed you?	Have you not been informed by me?
10. Have you deceived them?	Have they been deceived by you?

Exercise 194.

Change into the passive voice :

1. Radha has sung a song.
2. You have cheated me.
3. Amar has written a story.
4. He has decorated the hall.
5. He has blessed me.
6. You have not helped her.
7. You have not painted a picture.
8. Has she knitted three sweaters for me?
9. They have honoured you.
10. He has paid the fee.

4. Past Indefinite Tense

Sentence Structure : Subject + was/ were + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *was, were* का प्रयोग करें।

2. Subject यदि singular है, तो was और यदि plural है, तो were का प्रयोग करें।
3. Verb की Third Form का प्रयोग करें।
4. Object से पहले by लगाएं; जैसे–

A.V. I wrote a letter.
P.V. A letter was written by me.

B. नकारात्मक वाक्य

A.V. I did not write a letter.
P.V. A letter was not written by me.

C. प्रश्नवाचक वाक्य

A.V. Did I write a letter?
P.V. Was a letter written by me?

EXAMPLES :

Active Voice	Passive Voice
1. The teacher taught a poem.	A poem was taught by the teacher.
2. I did not play tennis.	Tennis was not played by me.
3. Hari forgot the title of the story.	The title of the story was forgotten by Hari.
4. Did we not do the sums?	Were the sums not done by us?
5. All liked the play.	The play was liked by all.
6. The farmer reaped the crops.	The crops were reaped by the farmer.
7. He did not post the letter.	The letter was not posted by him.
8. Did she attend the class?	Was the class attended by her?
9. He cut trees.	Trees were cut by him.
10. I did not kill a lion.	A lion was not killed by me.

EXERCISE 195.

Change into the passive voice :

1. The crow saw a jug of water.
2. She loved him.
3. They dug the ground.
4. They crossed the river.
5. The teacher gave us a test yesterday.
6. You did not kill a snake.
7. My father gave me a five-rupee note.
8. Did you answer all the questions?
9. Did you play hockey?
10. We did our duty.

5. PAST CONTINUOUS TENSE

Sentence Structure : Subject + was/ were + being + Verb III + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *was, were* का प्रयोग करें।
2. Subject यदि singular है, तो was और यदि plural है, तो were का प्रयोग करें।
3. Verb की Third Form व helping verbs के बीच being का प्रयोग करें।
4. Object से पहले by लगाएं; जैसे–

A.V. I was writing a letter.
P.V. A letter was being written by me.

B. नकारात्मक वाक्य

A.V. I was not writing a letter.
P.V. A letter was not being written by me.

C. प्रश्नवाचक वाक्य

A.V. Was I writing a letter?
P.V. Was a letter being written by me?

EXAMPLES :

Active Voice	Passive Voice
1. They were not reading books.	Books were not being read by them.
2. Was the cat drinking milk?	Was milk being drunk by the cat?
3. I was driving my car.	My car was being driven by me.
4. You were not doing your work.	Your work was not being done by you.
5. Was Meena briefing Sonu?	Was Sonu being briefed by Meena?
6. Ravi was not teasing the baby.	The baby was not being teased by Ravi.
7. She was not stitching the clothes.	The clothes were not being stitched by her.
8. Were the boys buying balloons?	Were balloons being bought by the boys?
9. Was he growing the plants?	Were the plants being grown by him?
10. Were they stealing your books?	Were your books being stolen by them?

EXERCISE 196.

Change into the passive voice :

1. I was preparing a lesson.
2. Ram was helping the poor.
3. He was advising me.
4. You were wasting the time.
5. The servant was serving breakfast.
6. She was not washing her clothes.
7. Radha was reading a newspaper.
8. Were the farmer sowing the seeds?
9. They were holding a meeting.
10. They were playing a match.

6. PAST PERFECT TENSE

Sentence Structure : Subject + had been + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verb- *had been* का प्रयोग करें।

2 Verb की Third Form का प्रयोग करें।

3. Object से पहले by लगाएं; जैसे–

A.V. I had written a letter.

P.V. A letter had been written by me.

B. नकारात्मक वाक्य

A.V. I had not written a letter.

P.V. A letter had not been written by me.

C. प्रश्नवाचक वाक्य

A.V. Had I written a letter?

P.V. Had a letter been written by me?

EXAMPLES :

Active Voice	Passive Voice
1. We had won the trophy.	The trophy had been won by us.
2. Sohan had never seen a lion.	A lion had never been seen by Sohan.
3. The child had broken my pen.	My pen had been broken by the child.
4. I had finished the story.	The story had been finished by me.
5. Ram had written a letter.	A letter had been written by Ram.
6. They had never seen the Taj Mahal before.	The Taj Mahal had never been seen by them before.
7. You had not supported me.	I had not been supported by you.
8. Had you broken the glass?	Had the glass been broken by you?
9. I had already requested him.	He had already been requested by me.
10. Had she kept her promise?	Had her promise been kept by her?

EXERCISE 197.

Change into the passive voice :

1. You had played your part.
2. Shalu had not focussed the camera.
3. She had lost her bag.
4. Had she not ironed her clothes?
5. They had thrown the ball.
6. We had never visited the zoo before.
7. Had they arrested the thief?
8. Suresh had already killed a wolf.
9. She had not disobeyed the Principal.
10. Had they locked all the doors?

7. FUTURE INDEFINITE TENSE

Sentence Structure : Subject + will be/ shall be + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *will/ shall* का प्रयोग करें।

2. यदि Subject, First Person का Pronoun है, तो ऐसे वाक्यों में Verb से पहले shall का प्रयोग करें। अन्य सभी प्रकार के Subject वाले वाक्यों मे Verb से पहले will का प्रयोग करें।

3. Verb की Third Form व helping verbs के बीच be का प्रयोग करें।

4. Object से पहले by लगाएं; जैसे–

A.V. I shall write a letter.
P.V. A letter will be written by me.

B. नकारात्मक वाक्य

A.V. I shall not write a letter.
P.V. A letter will not be written by me.

C. प्रश्नवाचक वाक्य

A.V. Shall I write a letter?
P.V. Will a letter be written by me?

EXAMPLES :

Active Voice	Passive Voice
1. Aman will eat apples.	Apples will be eaten by Aman.
2. Sita will write a poem.	A poem will be written by Sita.
3. The peon will ring the bell.	The bell will be rung by the peon.
4. I shall buy a new watch.	A new watch will be bought by me.
5. I shall wear this shirt.	This shirt will be worn by me.
6. You will not catch the first bus.	The first bus will not be caught by you.
7. You will admire him.	He will be admired by you.
8. Will he sell tea?	Will tea be sold by him?
9. The pilgrims will travel the distance in no time.	The distance will be travelled by the pilgrims in no time.
10. They will eat mangoes.	mangoes will be eaten by them.

EXERCISE 198.

Change into the passive voice :

1. I shall not eat onions.
2. She will not prepare tea.
3. The villagers will arrange a show.
4. Will you not teach her?
5. Will they take a note of it?
6. They will support us.
7. They will not run a race.
8. Shall we sing a song?
9. They will punish the ticketless travellers.
10. You will not respect her.

8. Future Perfect Tense

Sentence Structure : Subject + will have been/ shall have been + VerbIII + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले helping verbs- *will have/ shall have* का प्रयोग करें।
2. यदि Subject, First Person का Pronoun है तो ऐसे वाक्यों में Verb से पहले shall have का प्रयोग किया जाता है। अन्य सभी प्रकार के Subject वाले वाक्यों मे Verb से पहले will have का प्रयोग करें।
3. Verb की Third Form व helping verbs के बीच been का प्रयोग करें।
4. Object से पहले by लगाएं; जैसे–

A.V. I shall have written a letter.
P.V. A letter will have been written by me.

B. नकारात्मक वाक्य

A.V. I shall not have written a letter.
P.V. A letter will not have been written by me.

C. प्रश्नवाचक वाक्य

A.V. Shall I have written a letter?
P.V. Will a letter have been written by me?

Examples :

Active Voice	Passive Voice
1. I shall have learnt these lessons.	These lessons will have been learnt by me.
2. He will have received the letter.	The letter will have been received by him.
3. Mohan will have helped me.	I shall have been helped by Mohan.
4. They will have taken the tea.	The tea will have been taken by them.
5. They will have arranged a cultural programme.	A cultural programme will have been arranged by them.
6. I shall not have written an essay by 4 O' clock.	An essay will have not been written by me by 4 O' clock.
7. You will have bought a new house.	A new house will have been bought by you.
8. Will she have found her lost book by now?	Will her lost book have been found by her by now?
9. They will have said their prayers.	Their prayers will have been said by them.
10. I shall have heard a case.	A case will have been heard by me.

Exercise 199.

Change into the passive voice :

1. Rashid will have bought a new bat.
2. He will not have waited for her.
3. The Deputy Commissioner will have presided over the function.
4. Will they have considered the matter?
5. I shall have caught the train.
6. They will not have started the match.
7. Will they have trusted him?
8. We shall have saved enough money by that time.
9. He will not have committed a mistake.
10. Shall I have finished this work by then?

V. Passive Voce of Modals

A.V. Sentence Structure : Subject + Modal + Verb I + Object

P.V. Sentence Structure : Subject + Modal + be + Verb III + by + Object.

A. साधारण वाक्य

1. Main Verb से पहले Modal Verb का प्रयोग करें।
2. Verb की Third Form व Modal Verb के बीच helping verb 'be' का प्रयोग करें।
3. Object से पहले by लगाएं; जैसे–

A.V. I can help him.
P.V. He can be helped by me.

ध्यान रखें– Modals में किसी प्रकार का बदलाव नहीं होता है।

B. नकारात्मक वाक्य

A.V. I cannot help him.
P.V. He cannot be helped by me.

C. प्रश्नवाचक वाक्य

A.V. Can I help him?
P.V. Can he be helped by me?

Examples :

Active Voice	Passive Voice
1. Can you draw a map?	Can a map be drawn by you?
2. I can play the cricket.	Cricket can be played by me.
3. Can they finish it in time?	Can it be finished in time by them?
4. You must write an essay	An essay must be written by you.
5. Ram must send a reply.	A reply must be sent by Ram.
6. He might pass the test.	The test might be passed by him.
7. We could not cross the river.	The river could not be crossed by us.
8. Would you return my loan?	Would my loan be returned by you?
9. We should serve our country.	Our country should be served by us.
10. We ought to obey our parents.	Our parents ought to be obeyed by us.

Exercise 200.

Change into the passive voice :

1. Ram can lift this heavy load.
2. A doctor should examine him.
3. The teacher may punish you.
4. She might wed you.
5. You must not tease him.
6. She should obey you.
7. May I help the blind?
8. Sita might wed you.
9. Even a rat may help a lion.
10. I could not buy a costly car.

VI. Passive Voice of Infinitives

A. Passive Voice of Verb 'to be' + to-infinitive

A. V. Sentence Structure : Subject + Verb 'to be' + to + Verb I + Object

P. V. Sentence Structure : Subject + Verb 'to be' + to + be + Verb III + by + Object.

(a) A.V. I am to do it.
P.V. It is to be done by me.
(b) A.V. I am to help him.
P.V. He is to be helped by me.
(c) A.V. The shop is to let.
P.V. The shop is to be let.
(d) A.V. We are to do this job.
P.V. This job is to be done by us.

यदि Subject के बाद कोई noun हो और इस noun के बाद एक infinitive हो तथा कार्य कोई दूसरा व्यक्ति करता हो, तो ऐसे infinitive का passive बनाया जाता है। ऐसा infinitive वाक्य हमेशा passive में ही रहेगा; जैसे— Mahatma Gandhi was a man to be admired. लेकिन Mahatma Gandhi was a man to admire. कहना गलत है।

यदि वाक्य का Subject कोई ऐसा noun या pronoun हो, जो काम नहीं करता है बल्कि उस पर काम हो, तो ऐसे noun या pronoun के बाद passive infinitive ही प्रयोग होता है न कि active infinitive; जैसे—

This letter is to be posted.
लेकिन This letter is to post. कहना गलत है।

B. Passive Voice of Verb 'Have/ Has/ Had' + Noun + To-infinitive

A.V. Sentence Structure : Subject + has/have/had + Noun + to + Verb I.
P.V. Sentence Structure : No Passive Form

यदि Subject के बाद कोई noun हो और इस noun के बाद एक infinitive हो तथा Subject स्वयं कार्य करता हो, तो ऐसे infinitive का passive नहीं बनाया जाता। ऐसा infinitive वाक्य हमेशा active में ही रहेगा; जैसे—

A.V. I have a letter to write. (correct)
P.V. I have a letter to be written. (incorrect)

C. Passive Voice of Verb 'Have/ Has/ Had' + To-Infinitive

A.V. Sentence Structure : Subject + has/have/had + to + Verb I + Object
A.V. Sentence Structure : Subject + has/have/had + to + be + Verb III + by + Object

(a) A.V. I have to borrow some money.
P.V. Some money has to be borrowed by me.
(b) A.V. You have to choose a bride.
P.V. A bride has to be chosen by you.
(c) A.V. I have to take the final decision.
P.V. The final decision has to be taken by me.
(d) A.V. We have to choose an umbrella.
P.V. An umbrella has to be chosen by us.

D. Passive Voice of There + Verb 'to be' + to-infinitive

A.V. Sentence Structure : There + Verb 'to be' + Noun + to-infinitive.
A.V. Sentence Structure : There + Verb 'to be' + Noun + to + be + Verb III.

(a) A.V. There is no work to do.
P.V. There is no work to be done.
(b) A.V. There is no food to waste.
P.V. There is no food to be wasted.
(c) A.V. There are two books to write.
P.V. There are two books to be written.
(d) A.V. There is no time to waste.
P.V. There is no time to be wasted.

E. Passive Voice of It is time + to-infinitive + Noun

A.V. Sentence Structure : It is time + to + Verb I+ Noun.
A.V. Sentence Structure : It is time + for + Noun + to + be + Verb III.

(a) A.V. It is time to close the office.
P.V. It is time for the office to be closed.
(b) A.V. It is time to give the final warning.
P.V. It is time for the final warning to be given.
(c) A.V. It is time to start the meeting.
P.V. It is time for meeting to be started.
(d) A.V. It is time to sing a song.
P.V. It is time for a song to be sung.

VII. Passive Voice of Some Verbs

Preposition Other Than '*By*' Verbs With

कुछ *Verbs* ऐसी होती हैं जो कार्य (action) न बताकर मानसिक अवस्था (state of mind) या भावना (feeling) बताती हैं। इस प्रकार की *Verbs* passive form में अपने बाद by का प्रयोग न लेकर उपयुक्त (appropriate) preposition को अपने साथ रखती हैं। इस तरह की कुछ *Verbs* एवं उनके साथ आने वाली prepositions इस प्रकार से हैं—

alarmed at, amazed at, annoyed at (something), annoyed with (some person), charmed with, contained in, crammed with, decorated with, disgusted with, embodied in, enthroned with, filled with, hurt at, included in, interested in, known to, lined with, married to, offended at, pleased with, satisfied with, shocked at, surprised at etc.

जैसे—

A.V. Sentence Structure : Subject + Verb + Object.
P.V. Sentence Structure : Subject + Verb III + Appropriate Preposition *(By नहीं)* + Object.

(a) A.V. This book has greatly interested me.
P.V. I have been greatly interested in this book.
(b) A.V. Your behaviour annoyed me.
P.V. I was annoyed at your behaviour.
(c) A.V. I pleased him.
P.V. He was pleased with me.

Examples :

Active Voice	Passive Voice
1. Her story interested me.	I was interested in her story.
2. I know him.	He is known to me.
3. The news amazed us.	We were amazed at the news.
4. She satisfied everybody.	Everybody was satisfied with her.
5. His behaviour did not offend me.	I was not offended at his behaviour.
6. His conduct shocked me.	I was shocked at his conduct.
7. Did Ram marry Sita?	Was Ram married to Sita?
8. Your reply surprised me.	I was surprised at your reply.
9. Your conduct hurt me.	I was hurt at your conduct.
10. This glass contains water.	Water is contained in this glass.

Exercise 201.

Change into the passive voice :

1. His death shocked me.
2. Ram married Sita.
6. Do you not waste your time?
7. He knows me.

3. Does your honesty please me?
4. Money lenders lend money.
5. Your behaviour annoyed me.
8. Did his success surprise us?
9. This bottle contains milk.
10. The recitation pleased the inspector.

VIII. Passive Voice of Phrasal Verbs

(a) A.V. We looked into the matter.
P.V. The matter was looked into by us.
(b) A.V. A bus ran over the baby.
P.V. The baby was run over by a bus.
(c) A.V. The hunter fired at the lion.
P.V. The lion was fired at by the hunter.
(d) A.V. She played upon the flute.
P.V. The flute was played upon by her.

IX. Passive Voice of Interrogative Sentences

Wh-Questions वाले वाक्यों में Why, how, when, where, what और who, whom आदि प्रश्नवाचक शब्दों का प्रयोग होता है।

1. ऐसे वाक्यों का Passive बनाने के लिए नियम—

P.V. Sentence Structure : Interrogative words + Yes/ No Question

1. पहले wh-word को sentence से हटाएं।

2. इस sentence को Passive में बदलें।

3. फिर Passive sentence के आगे wh-word लगाएं।

जैसे—

A.V. Why have you broken the pen?

P.V. Why has the pen been broken by you?

2. Who वाले ऐसे वाक्यों का Passive बनाने के लिए नियम, जिसमें who के बाद helping verb न हो।

1. पहले who को sentence से हटाएं।

2. इस sentence को Passive में बदलें।

3. इसको Interrogative में बदलें।

4. इसके आगे By whom लगाएं।

जैसे—

3. A.V. Who broke this pen?

4. P.V. By whom was this pen broken?

नोट— यदि preposition का प्रयोग sentence अथवा clause के अंत में होता है, तो वाक्य के आरंभ में Who का प्रयोग होता है।

3. Who वाले ऐसे वाक्यों का Passive बनाने के लिए नियम, जिसमें who के बाद helping verb हो।

P.V. Sentence Structure : By whom + Yes/ No Question

1. पहले who को sentence से हटाएं।

2. इस sentence को Passive में बदलें।

3. इसके आगे By whom लगाएं।

जैसे—

A.V. Who can break this pen?

P.V. By whom can this pen be broken?

4. Whom से प्रारंभ होने वाले वाक्यों को Passive में बदलने के नियम—

1. पहले whom को sentence से हटाएं।

2. इस sentence को Passive में बदलें।

3. इसके आगे Who लगाएं।

जैसे—

A.V. Whom has he abused?

P.V. Who has been abused by him?

X. Passive Voice Without 'Agent'

***Passive voice* बिना Agent के—**

1. जब हम कार्य को अधिक प्रमुखता देते हैं तब Passive voice में by के साथ Agent (doer) का प्रयोग नहीं करते हैं।

2. जब कर्त्ता नहीं है या कर्त्ता के बिना भी काम चल सकता है अथवा कर्त्ता understood है।

3. Passive Voice के वाक्यों में जब Object न हो, तो हमें कोई Object मानना पड़ता है; जैसे—

4. जिन शब्दों का कर्त्ता People आदि होता है उनके P.V. में प्राय: by नहीं लगता। अंग्रेजी भाषा में Passive Voice का प्रयोग बहुत महत्वपूर्ण होता है। इस भाषा के लगभग 90 प्रतिशत Passive Voice वाक्यों में कोई 'unknown or vague active voice' subject होता है जिसकी कोई विशेष महत्ता नहीं होती है। जब मुख्य बल Subject की बजाए Verb activity पर हो, तो Passive Voice वाक्यों में इस प्रकार के Subject का प्रयोग वांछित नहीं होता। दूसरे शब्दों में The agent with "by" is not needed; जैसे—

(a) A.V. We ought to obey our parents.
P.V. Our parents ought to be obeyed.

(b) A.V. All must pay taxes in time.
P.V. The taxes must be paid in time.

(c) A.V. Someone has picked my pocket.
P.V. My pocket has been picked.

(d) A.V. People have expressed hopes that the government will act.
P.V. Hopes have been expressed that the government will act.

(e) A.V. They have decided to open a new branch next year.
P.V. It has been decided to open a new branch next year.

(f) A.V. Robbers looted the shop.
P.V. The shop was looted.

(g) A.V. Nobody has abused her.
P.V. She has not been abused.

(h) A.V. She has done nothing.
P.V. Nothing has been done by her.

XI. Passive Voice of Imperative Sentences

Imperative Sentences ऐसे वाक्य होते हैं जिनमें order, request, advice और suggestion आदि का भाव होता है। ये वाक्य Principal या Main Verb से शुरू होते हैं। यहाँ Object से पहले by लगाने की आवश्यकता नहीं पड़ेगी क्योंकि ऐसे वाक्यों में Object नहीं होता है।

1. Order/ command (आज्ञा/ आदेश) वाले वाक्यों का Passive बनाने के नियम—

(i) Let —— be का प्रयोग करके

याद रखें— P.V. Sentence Structure : Let + Subject + be + Verb III.

1. Main Verb से पहले be का प्रयोग करें।

2. Subject से पहले Let का प्रयोग करें।

3. Verb की Third Form का प्रयोग करें; जैसे—

(a) A.V. Bring a glass of water.
P.V. Let a glass of water be brought.

(b) A.V. Turn him out.
P.V. Let him be turned out.

(c) A.V. Open the window.
P.V. Let the window be opened.

(d) A.V. Shut the door.
P.V. Let the door be shut.

(e) A.V. Give a five-rupee note to that man.
P.V. Let that man be given a five-rupee note.

(ii) आदेशात्मक वाक्यों में You are ordered का प्रयोग करें।

याद रखें— P.V. Sentence Structure : You are ordered + to + Verb I + Object.

(a) A.V. Get out of this room.
P.V. You are ordered to get out of this room.

(b) A.V. Close the door at once.
P.V. You are ordered to close the door at once.

2. Request वाले वाक्यों का Passive बनाने के नियम—

याद रखें— P.V. Sentence Structure : You are requested + to + Verb I + Object. ऐसे वाक्यों में please और kindly जैसे शब्द लगे मिलते हैं जिनका Passive Voice में प्रयोग नहीं होता है। ध्यान रखें— You are kindly requested का प्रयोग करना गलत है।

1. Subject के स्थान पर You are requested का प्रयोग करें।

2. Main Verb से पहले to का प्रयोग करें।

3. Verb की First Form का प्रयोग करें; जैसे—

(a) A.V. Post this letter, please.
P.V. You are requested to post this letter.

(b) A.V. Please, help me in this matter.
P.V. You are requested to help me in this matter.

3. Suggest और Advice वाले वाक्यों का Passive बनाने के नियम—

(i) Should be का प्रयोग करके

याद रखें— P.V. Sentence Structure : Subject + should + be + Verb III.

1. Main Verb से पहले helping verb 'should' का प्रयोग करें।

2. Verb की Third Form व helping verb के बीच be का प्रयोग करें; जैसे—

(a) A.V. Love the poor.
P.V. The poor should be loved.

(b) A.V. Help your friends.
P.V. Your friends should be helped.

(ii) You are advised का प्रयोग करके

(a) A.V. Work hard.
P.V. You are advised to work hard.

(b) A.V. Never tell a lie.
P.V. You are advised not to tell a lie.

EXERCISE 202.

Change into the passive voice :

1. Serve eatables.
2. Kindly do not lose heart.
3. Switch on the light.
4. Be off my sight.
5. Do not make a noise.
6. Please keep quiet.
7. Repeat this lesson.
8. Never waste your time.
9. Send a reply to me.
10. Do not stand here.

XII. PASSIVE VOICE OF THAT + NOUN CLAUSE

1. कुछ वाक्य 'They believed, People think, People say, We know' और 'everyone knows' आदि—शब्दों से शुरू होकर that he is...से पूर्ण होते हैं। इस प्रकार के वाक्यों का Passive निम्न दो प्रकार से बन सकता है।

1. It is/ was believed that ....

2. He (या Noun clause का Subject) is known/ said/ believed to be....believe, claim, consider, find, know, report, say और think आदि Transitive Verbs हैं, जिनके बाद that + noun clause मिल सकता है। ऐसे वाक्यों में Principal clause के Subject का लोप हो जाता है। Noun clause के Subject को Passive में Subject बना दें और by + object का प्रयोग न करें।

(a) A.V. People believe that he is a thief.
P.V. He is believed to be a thief. Or It is believed that he is a thief.

(b) A.V. They believed that Ram was very rich.
P.V. It was believed that Ram was very rich. Or Ram was believed to be very rich.

2. जब Noun clause Passive में हो

that + noun clause जिसकी verb passive form में हो, तो इस प्रकार से बदलें—

A.V. He likes that he should be excused.
P.V. He likes to be excused.

XIII. DOUBLE PASSIVE

(a) A.V. He wrote the book and got published.
P.V. The book was written and got published by him.

(b) A.V. They looted the shop and took away the money.
P.V. The shop was looted and the money was taken away.

XIV. PASSIVE VOICE OF SENTENCES WITH DOUBLE OBJECTS

दो Objects वाले वाक्यों का Passive बनाने के लिए नियम—

जिन Transitive Verbs के दो Objects होते हैं उनके Passive दो प्रकार से बनाए जा सकते हैं। ऐसे वाक्यों का Passive बनाने के लिए सामान्यतया Indirect object (Persons) को Subject बनाना ज़्यादा अच्छा समझा जाता है, लेकिन इसका अर्थ यह नहीं है कि Direct object (Things) को Subject बनाना गलत है। यह इस बात पर भी निर्भर करता है कि प्राथमिकता किसे दी जा रही है। प्रायः व्यक्तियों को प्रमुखता दी जाती है।

1. Indirect Object (Persons) को Subject बनाकर Passive बनाया जाता है; जैसे—

(a) A.V. I gave him a pen.
P.V. He was given a pen by me.

(b) A.V. He teaches us Hindi.
P.V. We are taught Hindi by him.

(c) A.V. We elected him monitor.
P.V. He was elected monitor by us.

(d) A.V. The Principal asked him a question.
P.V. He was asked a question by the Principal.
(e) A.V. We proposed to appoint him monitor.
P.V. He was proposed to be appointed monitor by us.
(f) A.V. Someone gave her a bull-dog.
P.V. She was given a bull-dog.

2. Direct Object (Things) को Subject बनाकर Passive बनाया जाता है; जैसे—

(a) A.V. I gave him a pen.
P.V. A pen was given to him by me.
(b) A.V. My mother told me a story.
P.V. A story was told to me by my mother.
(c) A.V. She gave me your message.
P.V. Your message was given to me by her.
(d) A.V. My father sent an invitation to your family.
P.V. An invitation was sent to your family by my father.

XV. Passive Voice of Special Sentence Structures

1. कुछ वाक्यों की Sentence Structure निम्नलिखित प्रकार से होती है—

A.V. Subject + ask + object + if/ whether + clause

ऐसे वाक्यों में First Part को ही Passive में बदला जाता है, Clause को नहीं।

(a) A.V. They asked me, if I knew his address.
P.V. I was asked if I knew his address.
(b) A.V. I asked Ram, if he was ill.
P.V. Ram was asked if he was ill.
(c) A.V. Ram asked me when I would return.
P.V. I was asked when I would return.

2. कुछ वाक्यों की Sentence Structure निम्नलिखित प्रकार से होती है—

A.V. Subject + Verb + Object + Bare Infinitive +

ऐसे वाक्यों में object के बाद बगैर to की infinitive का प्रयोग देखने को मिलता है। इनका passive voice इस प्रकार से बनाएं—

(a) A.V. We saw her sing a song.
P.V. She was seen to sing a song.
(b) A.V. I saw him run away.
P.V. He was seen to run away.
(c) A.V. I saw him go out.
P.V. He was seen to go out.

Let के साथ 'to' नहीं लगता है-

A.V. He let me go.
P.V. I was let go.

XVI. Passive Voice of Causative Sentences

जब वाक्य में causative verb का प्रयोग किया जाता है, तो इस तरह के वाक्य में subject के बाद causative verb लगती है; जैसे—

(a) A.V. He made me sing a song.
P.V. I was made to sing a song.
(b) A.V. I made him go there.
P.V. He was made to go there.

EXERCISE 203.

Change into the passive voice :

1. Send for the doctor.
2. He knew me.
3. They have honoured you.
4. Rama was playing chess.
5. You have written an essay.
6. Dinesh did not buy a new car.
7. I can buy a car.
8. I shall cook the food.
9. The gardener was watering the plants.
10. You have painted a picture.

EXERCISE 204.

Change into the passive voice :

1. We are playing chess.
2. They are crossing the river.
3. Open the door.
4. Has he finished his work?
5. Mohan was speaking the truth.
6. Do you like tea?
7. The peon is ringing the bell.
8. The peon will ring the bell.
9. We had won the trophy.
10. Amar is not laughing at the poor.

EXERCISE 205.

Change into the passive voice :

1. I did not make a mistake.
2. Raju has sold the new house.
3. Girls sang a song.
4. Amar has written a story.
5. Do you drink coffee?
6. The masons are not constructing a bridge.
7. I have lost a pen.
8. Ram helps Hari.
9. He gave me a pen.
10. Speak the truth.





28. Punctuation & Capital Letters

IN THIS SECTION

I. PUNCTUATION MARKS **II. USE OF CAPITAL LETTERS**

III. MORE ABOUT CAPITAL LETTERS

I. PUNCTUATION MARKS

Punctuation Marks को मुख्य रूप से तीन भागों में बाँटा जा सकता है—

1.	**Pauses**			
	A.	Comma	अल्प विराम	,
	B.	Semi colon	अर्ध विराम	;
	C.	Colon	अपूर्ण विराम	:
	D.	Full stop	पूर्ण विराम	.
2.	**Tone Indicators**			
	A.	Question Marks	प्रश्नवाचक चिह्न	?
	B.	Exclamations	विस्मयादिबोधक चिह्न	!
3.	**Demarcators**			
	A.	Dash	डैश	–
	B.	Hyphen	हाइफन	–
	C.	Brackets	ब्रेकटस	( )
	D.	Quotation Marks/Inverted Commas	अवतरण चिह्न	
		(i) Single Inverted Commas		‘ ’
		(ii) Double Inverted Commas		“ ”
	E.	Apostrophe		’
	F.	Capitalisation	बड़े अक्षरों का प्रयोग	

1. Full Stop (.)

(Full stop indicates the greatest pause.)

(i) अमेरिकन English में full stop को period कहा जाता है। सभी assertive और imperative वाक्यों के अंत में full stop (.) लगता है; जैसे—

(a) I am writing a book.
(b) Bring me a cup of tea.
(c) My father is a farmer.
(d) Slow and study wins the race.

ध्यान रखें—interrogative और exclamatory sentences के पीछे full stop नहीं लगता है बल्कि उपयुक्त signs लगते हैं।

(ii) संक्षिप्त शब्दों (abbreviations) और शब्दों के अल्प रूपों (initials) के बाद full stop (.) लगता है; जैसे—

M.L.A., P.C.O., B.A., M.P., S.T.D., N.C.C., M.Com., J.L. Nehru, R.P. Singh etc.

(iii) Number के बाद आने वाली description को full stop से अलग किया जाता है; जैसे—

The following candidates have qualified the written test :

1. Ram 2. Shyam 3. Gita

(iv) Decimal Fraction को Full stop से दर्शाया जाता है; जैसे—98.6° F

(v) आजकल Mr, Mrs, Dr, Ltd जैसे कई abbreviations के बाद full stop का प्रचलन कम हो गया है।

(vi) ऐसी Abbreviations के लिए Full stops का प्रयोग न करें जो well known हों और common use में हों; जैसे—

GATT, UNICEF, WHO etc.

(vii) सावधान! यदि कोई वाक्य abbreviations से ही समाप्त हो, तो वाक्य के अंत में एक ही full stop आता है, दो नहीं; जैसे—

(a) He is an M.P. (b) She is an M.L.A.

2. Colon (:)

(i) सूची या उदाहरणों की सूची (A list of examples) को आरंभ करने के लिए colon (:) लगाया जाता है; जैसे—

(a) You must learn the following helping verbs : is, am, are etc.

(b) There was not much in the fridge : some butter, half a bottle of milk, two bananas and an orange.

(ii) जब किसी Word की Definition या Description देनी हो तो उसके बाद colon लगाया जाता है; जैसे—

Noun : Name of any person or a thing.

(iii) नाटक में वक्ता के नाम के बाद colon लगाया जाता है; जैसे—

Ram : I will kill Mohan.

(iv) Hours और Minutes के बीच colon लगाया जाता है; जैसे—

By 8:30 we shall reach the meeting venue.

(v) अनुपात (Proportions) के लिए colon लगाया जाता है; जैसे—

2 : 12 : 1

(vi) किसी Well known quotation को जब inverted commas के बगैर दर्शाना हो, तो colon (:) का प्रयोग किया जाता है; जैसे—

Always remember : To err is human; to forgive divine.

(vii) Explanation से पहले; जैसे—

Mohan felt nervous : he hated the dark.

3. Semicolon (;)

जहाँ comma से कुछ अधिक लेकिन full stop से कुछ कम समय के लिए रुकने की आवश्यकता होती है वहाँ semicolon का प्रयोग किया जाता है।

(i) बड़े- बड़े co-ordinative clause को जब किसी connectors से नहीं जोड़ा जाए, तो उनके स्थान पर semi-colon (;) लगाया जाता है; जैसे—

She went out; she helped the old woman; she came back.

(ii) वाक्य के ऐसे भाग जो एक-दूसरे पर निर्भर नहीं होते, उनके बीच केवल विचार (notion) का संबंध हो परंतु बनावट का नहीं। ऐसे भागों के बाद semicolon का प्रयोग होता है; जैसे—

One can't expect it to be good; it is so cheap.

(iii) जब अनेक प्रकार के Facts एक series में, एक ही sentence में एक-दूसरे के साथ आएं, तो इन्हें अलग-अलग दर्शाने के लिए semicolon लगाया जाता है; जैसे—

The nominated members are S.K. Gupta, President; P.K. Gupta, Vice-President; and R.P. Gupta, Secretary.

(iv) यदि दो स्वतंत्र clauses के बीच conjunction न हो, तो semicolon लगाएं; जैसे—

(a) The efforts must continue; war can be fruitless.

(b) The temple burnt down; it was the biggest temple in the city.

(v) यदि दो स्वतंत्र clauses के बीच therefore, however, hence और henceforth आदि conjunctions हों, तो इन conjunctions से पहले semicolon लगाया जाता है; जैसे—

(a) I am not well; so, I cannot attend the meeting.

(b) He was greedy, cruel and ruthless; however, he was a talented artist.

4. Comma (,)

Comma का प्रयोग वहाँ किया जाता है जहाँ full stop से कम समय के लिए रुकने की आवश्यकता होती है।

(i) एक ही Part of speech के कई एक जैसे शब्द (कम-से-कम तीन शब्द) जब and से जोड़े जाते हैं, तब उनके बीच comma (,) लगाया जाता है; जैसे—

(a) Ram, Shyam and Mohan are good boys.

(b) I read English, Science and Mathematics.

(c) He has a pen, pencil and rubber.

(d) The names of my sisters are Gita, Sita and Rani.

(ii) संबोधन (the name of the person addressed) किए गए व्यक्ति के बाद comma (,) लगाया जाता है— जैसे—

(a) Mohan, come here.

(b) Will you help me, Sir ?

(c) Ram, do not do it.

(d) Go there, girls.

जब संबोधित व्यक्ति वाक्य के अंत में आते हैं तब comma उनके पहले आता है और यदि बीच में आते हैं, तो इन्हें commas के बीच में रखा जाता है; जैसे—

Now, Gentlemen, I come to the main point.

(iii) वाक्य के प्रारंभ में आने वाले adjective, adverb, participle या participle phrase के बाद भी comma का प्रयोग होता है; जैसे—

(a) Technically, the scheme is quite feasible.

(b) Pleased with the result, they called a press conference.

(iv) Sentence के बीच में words, phrases या clauses के दोनों तरफ उन्हें स्पष्ट रूप से अलग-अलग दिखाने के लिए comma लगाया जाता है; जैसे—

(a) He, as per my calculations, is not capable enough to carry out this work.

(b) His way of cooking is as good as, or better than, yours.

(c) The treaty, as everybody knows, may be signed today.

(d) The Ganga, a holy river, rises from the Himalayas.

(e) I read the Ramayana, holy book of the Hindus.

(v) Direct speech में Reporting verb व Reported speech के बीच comma (,) लगाया जाता है; जैसे—

(a) Ram said, "I am writing a letter."

(b) Man, he said, "is a social animal."

(vi) And से जुड़े शब्दों (pair words) को अलग करने के लिए comma (,) लगाया जाता है; जैसे—

(a) Old and young, rich and poor, high and low, all went to see fair.

(b) The rich and poor, the old and young, all are to die.

(c) She is an intelligent and trustworthy, devoted and dedicated, sincere and honest girl.

(vii) Yes और No के बाद जब कोई वाक्य हो, तो comma (,) अवश्य लगाया जाता है; जैसे—

(a) Yes, I can do it.

(b) No, I do not like that book.

(viii) Words of address जो वाक्य के शुरू करने में प्रयुक्त होते हैं; जैसे—

Nevertheless, Still, Anyway, Well, Why, Frankly, Really, Moreover, Fine और Incidentally आदि के बाद comma लगाया जाता है।

(ix) Apposition से पहले और बाद में comma (,) लगाया जाता है; जैसे—

(a) Ram, the son of Dashrath, killed Ravan. (apposition – the son of Dashrath)

(b) Akbar, the great king, was a great religious scholar also. (apposition – the great king)

(x) तिथि व मास को अलग करने के लिए comma (,) लगाया जाता है; जैसे— July 30th, 2005

(xi) संयोजक however और therefore से पहले comma (,) लगाया जाता है और Conjunction/ phrase वाक्य के बीच में हो तो इन्हें commas के बीच में रखा जाता है; जैसे—

(a) They did not, however, like the idea.

(b) My friend, therefore, decided not to help her.

(xii) Statements को question tag से अलग करने के लिए comma लगाया जाता है; जैसे—

He did not return by 4 p.m., did he?

(xiii) Expression; जैसे— Oh, Well को Comma के द्वारा अलग दर्शाया जाता है; जैसे—

(a) Oh, I am sorry for my misbehaviour.

(b) Well, you are permitted to leave the room.

निम्नलिखित परिस्थितयों में COMMA नहीं लगता है।

1. जब than अथवा as well as से तुलना हो, तो comma नहीं लगता; जैसे—

(a) He likes him better than me.

(b) He did as well as she did.

2. जब before अथवा after से clause शुरू हो, तो comma नहीं लगता; जैसे—

(a) He will go before she returns.

(b) He will go after she returns.

3. Who, which, when आदि का प्रयोग continuative या non-defining अर्थ में हो, तो इनके पहले comma लगता है, परन्तु Restrictive/ defining अर्थ में comma नहीं लगता है।

4. Noun Subject और Adjective phrase के बीच या ऐसा clause जो adjective phrase को qualify करता हो और Subject के अर्थ को रोकता हो, तो comma नहीं लगता; जैसे—

Students who have not cleared their dues cannot take the examination.

5. Main clause और Sub-ordinate noun clauses के बीच comma नहीं लगता है; जैसे—

(a) I do not know where he has gone.

(b) I told him not to wait for me.

परन्तु जब दो स्वतंत्र clauses को and, but, or, yet, for और nor आदि co-ordinate conjunctions से जोड़ा गया हो, तो इनके पहले comma लगाया जाता है; जैसे—

(a) He can't walk, nor can he write.

(b) He is poor, yet he is honest.

6. Noun clause के पहले comma नहीं लगता है; जैसे—

We do not know *where he lives*.

7. ऐसी verb जिसके बाद that छुपा हो और उस verb के बाद Noun clause हो, तो comma नहीं लगता है; जैसे—

(a) The water you drink is not pure.

(b) I think he is wrong.

8. यदि Adjectives एक-दूसरे से closely related हों, तो comma नहीं लगता है। इसके साथ-साथ comma के स्थान पर and के प्रयोग से वाक्य सुन्दर बनता है, तो and ही लगाएं comma नहीं; जैसे—

(a) Three happy little children.
(b) I solved all the questions neatly, quickly and accurately.

9. And से पहले comma लग भी सकता है और नहीं भी, प्राय: and के बाद comma नहीं लगता।

10. कोमे का प्रयोग करते समय यह भी ध्यान रखें—जहाँ दो कोमे लगाने हों वहाँ दो ही कोमे लगाएं; जैसे—

(a) The great poet, Alexander Pope was a man of strong likes and dislikes. (incorrect)
(b) The great poet, Alexander Pope, was a man of strong likes and dislikes. (correct)

5. Question Mark (?)

(i) सभी प्रश्नवाचक वाक्यों के अंत में प्रश्नवाचक चिह्न लगता है। वाक्य में Question पूछने वाले Question tag, Clause या Phrase के बाद प्रश्नवाचक चिह्न लगाया जाता है; जैसे—

(a) Am I writing a book ?
(b) "Is everything Okay?", Ram asked.
(c) Shut the door, will you?
(d) What did they do?

(ii) जब वाक्य में अनिश्चितता (uncertainty) अथवा शंका या प्रश्न जैसा भाव हो तो प्रश्नवाचक चिन्ह लगाया जाता है; जैसे—

Ch. Devilal died in 2001?

(iii) प्रश्नवाचक चिन्ह का प्रयोग indirect प्रश्न वाले वाक्यों में नहीं होता; जैसे—

I asked him how he was.

(iv) कभी-कभी प्रश्नवाचक चिन्ह को bracket में रखा जाता है। ऐसा Doubt वाली परिस्थितियों में होता है; जैसे—

The Principal stated that only 10% of the employees (?) had joined the strike.

(v) केवल interrogative words देखते ही Question Mark का प्रयोग न करें; जैसे—

(a) My mother did not know who had come to see me ? (incorrect)
(b) My mother did not know who had come to see me. (correct)

6. Sign of Exclamation (!)

(i) सभी विस्मयादिबोधक (Exclamatory) व इच्छासूचक (Optative) वाक्य जो heightened emotion का प्रयोग करते हों, उनके अंत में (!) लगता है; जैसे—

(a) The show was simply marvellous !
(b) May you live long !
(c) What a fool he is !
(d) What a sweet voice !

(ii) सभी Interjection के बाद में (!) लगता है; जैसे—

(a) Hurrah ! we have won the match.
(b) Alas ! I am ruined.

7. Inverted Commas (" ")

Inverted commas दो प्रकार के होते है—

A. Single inverted commas (' ')

(i) Single inverted commas (' ') का प्रयोग किसी शब्द/ वाक्य के अंश को दर्शाता है। quotation को quotation के अंदर दर्शाने के लिए single inverted commas का प्रयोग किया जाता है; जैसे—

(a) I do not know what is meant by 'democracy'.
(b) He said, "Do you know the origin of the word 'boycott' ?"

(c) What does 'Punctuation' mean ? (d) Pop music is also called 'hip hop'.

(ii) Book, Newspaper, Poem या Story अथवा Title आदि के नाम को अलग से दर्शाने के लिए single inverted commas का प्रयोग किया जाता है; जैसे—

(a) I have read 'UPKAR'S General English Grammar.'

(b) I read 'The Tribune' daily.

(iii) कई बार कुछ words को single inverted commas के द्वारा विशेष रूप से दर्शाया जाता है; जैसे—

Many persons were jailed under 'POTA' in Delhi.

B. Double inverted commas (" ")

Double inverted commas (" ") केवल Direct speech में प्रयोग होते हैं। किसी वैज्ञानिक, लेखक अथवा वक्ता के लिखे या बोले हुए शब्दों को ज्यों का त्यों प्रकट करने के लिए (" ") लगाए जाते हैं; जैसे—

He said to me, "I am writing a letter."

8. Dash (–)

डैश का प्रयोग कई बार colon और semicolon के स्थान पर किया जाता है।

(i) विचारों अथवा grammatical construction में अचानक बदलाव (abrupt change) को प्रकट करने के लिए Dash का प्रयोग किया जाता है; जैसे—

(a) If I were the Chief Minister of Haryana – but what is the use of such thoughts.

(b) I am having a great time –there is lots to do here.

(ii) रुकावट के लिए Dash लगाया जाता है; जैसे—

"Ram, Do not go now – you are too late."

(iii) हिचकिचाहट को दर्शाने के लिए Dash लगाया जाता है; जैसे—

"Well", she said, "You – you cannot speak like this."

(iv) लम्बे Pause को दर्शाने के लिए तथा किसी वस्तु को महत्वपूर्ण बनाने भी Dash लगाया जाता है; जैसे—

That agreement was signed differently – it must be taken into account.

(v) बीच की संख्याओं को यदि उड़ा दिया गया है, तो उनके स्थान पर Dash लगाया जाता है; जैसे—

Page 30 – 50, Chapter VI – X

(vi) वाक्य के किसी शब्द का विस्तार करने के लिए डैश का प्रयोग किया जाता है; जैसे—

The whole family– father, mother, sisters, brothers and children – were packed in the van for the journey.

(vii) जब किसी सूची के तथ्यों को अगली पंक्ति से आरंभ करना हो, तो colon (:) के बाद डैश का प्रयोग किया जाता है; जैसे—

The follwing students will attend the extra class in English :–

1. Ram 2. Shyam 3. Sita

9. Hyphen (-)

(i) यदि वाक्य का अंतिम शब्द पहली Line में पूरा नहीं आ पाता, तो Hyphen लगाकर बाकी का शेष भाग अगली पंक्ति में लिखा जाता है; जैसे—

Ram is an intelli-
gent boy.

(ii) Compound number में Hyphen का प्रयोग होता है।

21 से 99 तक के compound numerals लिखते समय Hyphen लगाया जाता है; जैसे—

Thirty-two feet, ninety-nine miles.

(iii) Compound एवं complex words बनाने के लिए Hyphen का प्रयोग होता है; जैसे—

Ex-President, Door-to-door programme, Co-operation, Co-ordinate, Anti-government, Pre-planned, Father-in-law, son-in-law, passers-by, maid-servant, Two-in-one, twenty-storey-building etc.

(iv) हकलाने को दर्शाया जाना है, तो hyphen का प्रयोग करें; जैसे—R-r-r-Ram come here.

10. Brackets ( )

(i) Brackets समानार्थक शब्दों को अलग दर्शाने के लिए ब्रेकेट का प्रयोग किया जाता है; जैसे—
He wanted to see (meet) you.

(ii) किसी शब्द की व्याखा करने के लिए ब्रेकेट का प्रयोग किया जाता है; जैसे—
At Diwali people worship Laxmi (the goddess of wealth).

11. Apostrophe ('s)

(i) किसी Letter को उड़ाने के लिए (') का प्रयोग होता है; जैसे—
Don't, hon'ble, I'll etc.

(ii) Possessive case बनाने के लिए apostrophe का प्रयोग होता है; जैसे—
Ram's pen, Women's college, Girls' hostel, Children's park, Students' uniform, 2005's etc.

(iii) Letters, initials और Figures को plural form में दर्शाने के लिए (') का प्रयोग किया जाता है; जैसे—
p's, q's, r's, 2's, 5's, 9's M.P.'s, M.L.A.'s etc.

(iv) Number को उड़ाने के लिए; जैसे—
09.01.2007, 09.01'.07

(v) Time, Space, Weight और Value दर्शाने के लिए; जैसे—
a day's work, a furlong's distance, a ton's weight, a rupees's worth.

II. Use of Capital Letters

बडे अक्षरों का प्रयोग (Use of Capital Letters)

English भाषा में Capital और Small letter में अंतर किया गया है। इसलिए यह ध्यान रखना आवश्यक है कि कहाँ व किस शब्द में Capital letter का प्रयोग होता है।

1. वाक्य के पहले शब्द का पहला अक्षर बड़ा होता है; जैसे—
(a) Ram is a student. (b) He is going to school.
(c) Take your seat, please. (d) They have to do it.

2. Proper Nouns में Capital letter का प्रयोग होता है; जैसे—
Shyam, Ram, Hisar, French, the Christmas, the Taj Mahal.

3. Inverted commas (" ") में लिखे हुए वाक्य को आरंभ करने के लिए पहले शब्द का पहला अक्षर बड़ा होता है; जैसे—
(a) He said, "I am a doctor."
(b) "She will not help you," said he.
(c) He says, "She goes for a walk daily."
(d) He said, "Two and two make four."

4. केवल I ही एक ऐसा Pronoun है जो हर जगह बड़े अक्षरों में लिखा जाता है; जैसे—
(a) You, she and I go to Delhi.
(b) It is not the shade that I like.

5. भगवान् या भगवान् के लिए प्रयोग किए जाने वाले शब्दों का पहला अक्षर भी बड़ा होता है; जैसे—
God, Thou, Lord, The Almighty etc.
(a) God is everywhere.
(b) We bow before Him.
(c) Do you pray God and believe in His existence?

नोट— देवता आदि के लिए प्रयोग किए जाने वाले शब्दों का पहला अक्षर बड़ा नहीं होता है; जैसे—the goddess of the wealth.

6. Abbreviations में प्रयोग किए जाने वाले सभी शब्दों का पहला अक्षर बड़ा होता है; जैसे—
S.T.D., S.D.M., D.C., S.P., M.L.A., M.P., N.C.E.R.T., NEFA etc.

7. Initials के letters capital होते हैं; जैसे—R. P. Singh, P.K. Bansal, D.P. Sharma etc.

8. समय को दर्शाने के लिए जब O का प्रयोग होता है तो यह हमेशा बड़े अक्षरों में ही लिखा जाता है। O के ऊपर aprostophe (') लगाया जाता है। O' clock शब्द का प्रयोग तभी किया जाता है जब पूरे-पूरे 2, 4, 7, 10 आदि बजे हों; जैसे—
10 O' clock.

इसके अतिरिक्त O जब किसी वाक्य में अकेला आता है, तो हमेशा capital letter में लिखा जाता है; जैसे—
O, my God !

III. More About Capital Letters

A. Proper Nouns में Capital letter का प्रयोग होता है।

1. Proper nouns को आरम्भ करने के लिए; जैसे—
The French, The Christmas

2. Persons और Surnames के लिए; जैसे—
Ram, Nain, Gupta.

3. देश, शहर और गांव के नाम; जैसे—
India, Chandigarh, Kalwan.

4. राष्ट्रीयता के लिए; जैसे—
Indian, American.

5. भाषाओं (Languages) के नाम; जैसे—
English, Hindi.

6. Schools, Colleges और संस्थानों (Institutions) के नाम; जैसे—
S.D. School Narwana, Ch. Charan Singh Haryana Agricultural University Hisar.

7. नदी, समुद्र, महासागर और पर्वतों के नाम; जैसे—
Ravi, Arabian sea, Atalantic ocean, Ural mountains.

8. Business house, राजनैतिक पार्टी (Political Parties) और Brand names के लिए; जैसे—
Bata Shoe Company, Indian National Lokdal, Congress, Sony.

9. समुद्री जहाज और रेलगाड़ी के नाम; जैसे—
the Titanic, the Intercity.

10. Parks, Museums, Roads और ऐतिहासिक भवनों (Historical buildings) के नाम; जैसे—
Imam Bara, Hyde Park, British Museum, Ring Road, The Red Fort, The Taj Mahal

11. सप्ताह और महीनों के नाम; जैसे—
Sunday, Monday, June, July.

12. Special days, Special events और मुख्य ऐतिहासिक घटनाओं के नाम; जैसे—
Mother's Day, The First World War, The Battle of Panipat.

13. धर्मों (Religions) के नाम; जैसे—
Hindu, Muslim, Sikh

14. धार्मिक पुस्तकों के नाम; जैसे—
The Bible, The Ramayana.

15. Books, Magazines और Newspapers के नाम; जैसे—
Upkar's General English Grammar, The Tribune, The Hindustan Times, The Dainik Bhaskar.

16. विषयों (Subjects) के नाम; जैसे—
Mathematics, Physics.

17. त्यौहारों (Festivals) के नाम; जैसे—
Diwali, Holi, Id.

18. Proper adjectives; जैसे—
Indians, Australians.

19. योग्यता (Qualifications), पद (Designation) और पुरस्कार (Rewards) के नाम; जैसे—

B.A., M.A., Ph.D., The Principal, The Prime Minister, The President, Padam Shree, Bharat Ratan, Nobel Prize etc.

B. निम्नलिखित में Capital letter का ध्यान रखें—

1. कविता की प्रत्येक लाईन के पहले शब्द का पहला अक्षर बड़ा होता है; जैसे—

Early to bed and early to rise, Makes a man healthy, wealthy and wise.
Thirty days has September, April, June and November.

2. अंग्रेजी में लिखे जाने वाले First, Middle एवं Last Name का First Letter हमेशा बड़े अक्षरों में होता है; जैसे—

Man Mohan Singh, Shaheed Bhagat Singh, Ch. Devilal.

3. किसी कहानी, paragraph, essays के articles, prepositions और conjunctions को छोड़कर बाकी Title के पहले अक्षर बड़े होते हैं; जैसे—

The Fox and the Grapes, My Best Friend, A Clever Monkey, A Visit to Zoo.
The Arab and His Camel, The Tsunami Disaster.

4. व्यक्ति के नाम के पहले Title का First Letter Captial होता है; जैसे—

Mr., Mrs., Miss, Sir, Madam, Dr., Lt., Prof.

5. यदि Father, Mother, Uncle, Aunt आदि का प्रयोग Proper Noun की तरह होता है और इनके आगे my, his, her, your आदि का प्रयोग न हो, तो इनका First Letter Capital होता है; जैसे—

Father was sad but Mother was happy.
परन्तु इस वाक्य को देखें— Where is your father?

6. Vitamins (विटामिन) को दर्शाते समय बड़े अक्षरों का प्रयोग होता है; जैसे—

Vitamins – A, B, C, D, E, K.

7. Rupee रुपए का संक्षिप्त रूप; जैसे—

Re. 1/
परन्तु Rupees रुपए का संक्षिप्त रूप इस प्रकार से लिखा जाता है; जैसे—
Rs. 100/

8. Era का संक्षिप्त रूप; जैसे—

A.D. (Anno Domini), B.C. (Before Christ)

9. Government, Department के विभाग एवं पदों के नाम; जैसे—

Union Public Service Commission, Director General.

EXAMPLE 1.

Punctuate the following sentences :

1.	The departure time of the superfast train is 4 am	The departure time of the superfast train is 4 a.m.
2.	We started late the weather was rough we were in a hurry.	We started late; the weather was rough; we were in a hurry.
3.	Dr R P singh is a leading gynaecologist.	Dr. R.P. Singh is a leading gynaecologist.
4.	It is 9 30 by my watch.	It is 9.30 by my watch.
5.	You just wait here The bus will come.	You just wait here. The bus will come.
6.	I am an M.A in English literature.	I am an M.A. in English literature.
7.	We spent the evening in the children park.	We spent the evening in the children's park.
8.	Ram was born on March 30 th 2005, in India.	Ram was born on March 30 th, 2005, in India.
9.	The teachers hostel is close to the students hostel.	The teachers' hostel is close to the students' hostel.
10.	Could I help you.	Could I help you?

EXAMPLE 2.

Punctuate the following sentences :

1.	When the cats away, the mice will play.	When the cat's away, the mice will play.
2.	Oh well done.	Oh! well done.
3.	Bachelors wives and maids children are well taught.	Bachelors, wives, maids and children are well taught.
4.	What a sight to look at.	What a sight to look at!
5.	The queen died, and the king married another woman, who was very beautiful.	The queen died; and the king married another woman, who was very beautiful.
6.	Would that she were alive.	Would that she were alive!
7.	Your hair is black mine is brown.	Your hair is black; mine is brown.
8.	Had you come a minute sooner.	Had you come a minute sooner!
9.	Some men eat that may live, others live that they may eat.	Some men eat that they may live; others live that they may eat.
10.	How sweet the child is.	How sweet the child is!

EXAMPLE 3.

Punctuate the following sentences :

1.	Our exPrincipal has won a national award.	Our ex-Principal has won a national award.
2.	I was given in prize a dictionary, a pen, and a gold medal.	I was given in prize a dictionary, a pen, and – a gold medal.
3.	I have requested for the reevaluation of my answer books.	I have requested for the re-evaluation of my answer books.
4.	I seek your co operation.	I seek your co-operation.
5.	Ram is a self made person.	Ram is a self-made person.
6.	Only un married persons can apply for this post.	Only un-married persons can apply for this post.
7.	She lives here alone with her mother in law.	She lives here alone with her mother-in-law.
8.	I did not like your back biting.	I did not like your back-biting.
9.	He looks rather young for his forty six years.	He looks rather young for his forty-six years.
10.	Attach the following certificates.	Attach the following certificates :

EXERCISE 206.

Punctuate the following sentences :

1. Two thirds of our population is still poor.
2. My telephone number is 94663 21088.
3. Never again did he chase a mouse, except for fun.
4. Rewrite the sentences in this way.
5. Shut the window will you.
6. Here is another example.
7. Finally he found it, a few feet from the ground, he could just reach it.
8. Ram said I am not going to office today.
9. He is working with sterling computers ltd.
10. I heard him crying Thief Thief.

EXERCISE 207.

Punctuate the following sentences :

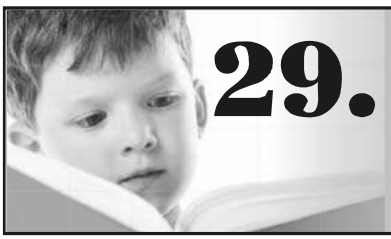
1. He is a ph. d. in English.
2. Let me go he said.
3. Besides hindi he is also learning punjabi.
4. The officer shouted get out of my office.
5. I'm yet to see the qutabminar.
6. This is Rams pen.
7. On our last tour we visited rome in italy.
8. Many M.A.s and B.Sc.s are unemployed.
9. He did not know that i was in the room.
10. Don't make a noise here !

EXERCISE 208.

Punctuate the following sentences :

1. Have you read the crime and punishment by Dostoevsky?
2. Who's bag is this?
3. The city has many temples dedicated to different Gods.
4. He was born in England in 2005s.
5. Trust in god alone.
6. She is m.sc. in botany.
7. He has specialized in english.
8. When it rained, i was there in the balcony.
9. I was asked to attempt an essay on "pleasures of reading."
10. I asked him many questions about rams brotherinlaw.

❋ ❋ ❋



29. Words Which Commonly Confuse

1.	Ability	योग्यता	He was promoted to the next grade on the basis of his *ability*.
	Capacity	क्षमता	His *capacity* for Mathematics is limited.
2.	Abject	कमीना	He is leading an *abject* life.
	Object	उद्देश्य	His *object* is only to pass the examination.
3.	Able	योग्य	Ram is an *able* teacher.
	Capable	सक्षम	She is *capable* of doing this work at a stretch.
4.	Accede	स्वीकार करना	I am sorry I cannot *accede* to your request.
	Exceed	बढ़ना, बढ़ाना	The length of your essay should not *exceed* 200 words.
5.	Accept	स्वीकार करना	Please *accept* my invitation.
	Except	के सिवाए	All the boys *except* Ram are present.
	Hope	आशा	I *hoped* to win a scholarship.
	Expect	आशा रखना	We *expect* him to be here in time.
6.	Access	पहुँच	The masses had easy *access* to the Chief Minister.
	Excess	अत्याधिक	*Excess* of everything is bad.
7.	Accident	दुर्घटना	A bus *accident* occurred yesterday.
	Incident	साधारण घटना	Narrate some *incident* from the life of Gandhi.
	Event	महत्वपूर्ण घटना	The teacher described the *events* of the reign of King Ashoka.
8.	Adapt	अनुकूल बनाना	I can *adapt* myself to any new place.
	Adept	माहिर	She is an *adept* in dancing.
	Adopt	ग्रहण करना	Haryana has *adopted* a new education policy.
9.	Addicted	वशीभूत, लत	He is *addicted* to smoking.
	Devoted	तत्पर, अनुरक्त	She is *devoted* to her studies.
10.	Admit	स्वीकार करना	He *admitted* that what you said was true.
	Confess	पाप या अपराध स्वीकार करना	The arrested man *confessed* his guilt in the court.
11.	Advice	नसीहत	He did not listen to his father's *advice*.
	Advise	नसीहत देना	He *advised* me to give up smoking.
12.	Afflict	पीड़ित करना	He was *afflicted* with mental agony.
	Inflict	प्रताड़ित करना	The Principal *inflicted* corporal punishment on him.

13.	Allow	आज्ञा देना	He was *allowed* to leave the office.
	Permit	स्वीकृति देना	The Principal *permitted* me to join the class again.
14.	Allusion	प्रसंग चर्चा	There was no *allusion* to the holy Gita in your speech.
	Illusion	भ्रम	All the worldly relations are mere *illusion*.
15.	Change	बदलना	I shall go to Shimla for a *change* of weather.
	Alter	बदलना	It is not possible for me to *alter* my decision.
	Altar	पूजा की वेदी	Call the bride to the *altar*.
16.	Alternate	प्रत्येक दूसरा	He takes a bath on *alternate* days.
	Alternative	विकल्प	Hard work has no *alternative*.
17.	Ancient	प्राचीन	In *ancient* times' there lived a king in India.
	Old	पुराना	He wants to dispose off his *old* house.
18.	Angel	फरिश्ता	Abu saw an *angel* in his dream.
	Angle	कोण	Draw an *angle* of 60 degree.
19.	Answer	प्रश्न का उत्तर	Your *answer* is not to the point.
	Reply	पत्र का उत्तर	He *replied* to my letter.
20.	Apposite	योग्य	His remarks were not *apposite* to the occasion.
	Opposite	विपरीत	Two sheep were seen coming from the *opposite* directions.
21.	Artist	कलाकार	A poet is an *artist*.
	Artisan	कारीगर	A carpenter is an *artisan*.
22.	Ascent	आरोहण	The *ascent* to hil was very dangerous.
	Assent	प्रस्ताव की स्वीकृति	I cannot *assent* to your proposal.
23.	Attempt	सफल होने का प्रयत्न करना	He *attempted* to reach the top twice but failed.
	Effort	प्रयत्न	His *efforts* were at last crowned with success.
	Try	कोशिश करना	*Try, Try* again.
24.	Aught	कुछ	Do you know *aught* in this matter?
	Ought	चाहिए	We *ought* to respect our teachers.
25.	Avenge	बदला लेना, दंड देना	I wanted to *avenge* upon him the death of my brother.
	Revenge	सज़ा द्वारा बदला लेना	I shall take *revenge* upon my enemies.
26.	Bad	बुरा	Do not mix with *bad* boys.
	Bed	बिस्तर	I go to *bed* at midnight.
27.	Bale	गाँठ	*Bales* of cotton are lying in the store.
	Bail	जमानत	Ram was released on *bail*.
28.	Banish	देश से बाहर निकाल देना	Sultan was *banished* from India.
	Exile	देश निकाला, बहिष्कार करना	He was *exiled* from India.
29.	Battle	लड़ाई	When was the first *Battle* of Panitpat fought ?
	Fight	झगड़ा	I found them *fighting* with each other.
	War	लम्बा युद्ध	The First *War* of Independence began in 1857.

30.	Bare	नग्न	Do not walk about *bare*-footed in the sun.
	Bear	सहन करना	I cannot *bear* this insult.
	Bear	रीछ	A *bear* can't climb up a tree.
31.	Beautiful	सुंदर	She is a *beautiful* girl.
	Handsome	सुंदर	Ram is a *handsome* youth.
32.	Beside	के पास, के साथ	Come in and sit *beside* me.
	Besides	के अतिरिक्त	*Besides* this bag, I have two more.
33.	Between	दो के बीच	This is *between* you and me.
	Among	दो से अधिक के बीच	Distribute these mangoes *among* the children.
34.	Birth	जन्म	What is your date of *birth*?
	Berth	रेलगाड़ी में सोने का स्थान	Get a *berth* reserved in the Rajdhani Express.
35.	Blow	बजाना	Do not *blow* the whistle.
	Blow	चलना	The wind is *blowing*.
	Below	नीचे	Do not hit *below* the belt.
36.	Blunder	गंभीर गलती	She has committed a *blunder* in trusting her servant.
	Mistake	गलती	It is a *mistake* to think that the earth is not round.
	Error	अशुद्धि	Your letter is full of *errors*.
37.	Born	उत्पन्न होना	I was *born* in 1971.
	Borne	ले जाया गया	A heavy load was *borne* by the donkey.
	Borne	सहन करना	She has *borne* many hardships in her life.
38.	Break	तोड़ना	You cannot *break* the nut.
	Brake	ब्रेक	My bicycle has no *brakes*.
39.	Bridle	बागडोर, लगाम	I cannot control a horse without a *bridle*.
	Bridal	विवाह संबंधी	My *bridal* ring is lost.
40.	Bring	लाना	Should I *bring* a book for you ?
	Fetch	जाकर लाना	*Fetch* a bucketful of water from the tap.
41.	Canon	नियम	Let us follow the religious *canons*.
	Cannon	बंदूक	The sudden roar of the *cannon* frightened us.
42.	Canvass	प्रचार	They are *canvassing* for their candidate.
	Canvas	मोटा कपड़ा	My shoes are made of *canvas*.
43.	Card	कार्ड़	This is my ration *card*.
	Cord	रस्सी	Tie this bundle with a strong *cord*.
44.	Career	पेशा	We can make our own *career*.
	Carrier	वाहक	House flies are the *carriers* of diseases.
45.	Cast	फेंकना, डालना	The fisherman *cast* his net in the river to catch fish.
	Caste	जाति	Ram is a jat by *caste*.
46.	Cattle	पशु	The *cattle* are grazing in the field.
	Kettle	केतली	Boil the water in the *kettle*.
47.	Cease	ठहरना	He has *ceased* to be the Principal of our college.
	Seize	पकड़ना	*Seize* the opportunity when it comes.

48.	Ceiling	छत का निचला भाग	There are four *ceiling* fans in this room.
	Roof	छत का ऊपर का भाग	The *roof* of this house has given away.
49.	Cell	तहखाना	The prisoner is in the *cell*.
	Sell	बेचना	He *sells* fruits to earn a living.
50.	Character	चरित्र	If *character* is lost everything is lost.
	Conduct	आचरण	He was rewarded for his good *conduct*.
	Reputation	यश	I enjoy a good *reputation* in the city.
51.	Check	निरीक्षण	The ticket checker will *check* the tickets.
	Check	रोकना	The teacher *checked* me from leaving the class.
	Cheque	धनादेश	He gave me a *cheque* for Rs. 100.
52.	Childish	बच्चों जैसी घृणित	I do not like your *childish* habits.
	Childlike	बच्चों जैसी सराहनीय	I like your *childlike* innocence.
53.	Clear	साफ़	The sky is quite *clear* today.
	Clear	चुकाना	*Clear* his accounts.
	Clean	स्वच्छ	We should keep our room *clean*.
54.	Coarse	खुरदरा	This cloth is *coarse*.
	Course	मार्ग	The river has changed its *course*.
55.	Coma	बेहोशी	The patient has been in a state of *coma* for several hours.
	Comma	अल्प विराम	You must know the right use of *comma* and full stop.
56.	Complement	पूरक	Woman is *complement* of man.
	Compliment	प्रणाम	Convey my *compliments* to your mother.
57.	Cool	शीतल करना	Ice *cools* water.
	Cold	ठंडा	January is quite *cold* in Shimla.
58.	Council	सभा	He is a member of the Legislative *Council*.
	Counsel	वकील	Mr. Ram is the *counsel* for the defence.
	Counsel	परामर्श	He gave me a useful *counsel*.
59.	Crime	अपराध	Robbery is a *crime*.
	Sin	पाप	Lying is a *sin*.
	Vice	बुराई	Gambling is a *vice*.
60.	Custom	सामाजिक रीति	The Hindus have a *custom* of burning their dead.
	Habit	व्यक्तिगत आदत	It is difficult to get rid of an old *habit*.
61.	Dairy	डेयरी	I buy milk from a *dairy*.
	Diary	डायरी	Note down my address in your *diary*.
62.	Dear	प्यारा	Ram and Shyam are *dear* to me.
	Deer	हिरण	I saw many *deer* in the forest.
	Dearer	महंगी	The things are becoming *dearer* day by day.
63.	Defer	स्थगित	The bank has *deferred* payment till Monday.
	Defer	टालना	Why have you *deferred* your visit to Delhi?
	Differ	मतभेद होना	I *differ* from you on this point.
64.	Deny	इंकार करना	The thief *denied* having stolen the watch.
	Refuse	मना करना	He *refused* to help me.

65.	Desert	मरुस्थल	The camel is the ship of the *desert*.
	Dessert	फलाहार	Bananas are a common *dessert* after dinner.
66.	Device	उपकरण	He used a strange device to *deceive* me.
	Devise	योजना बनाना	The government should *devise* ways and means to solve the food problem.
67.	Dew	ओस	*Dew* drops shine like pearls.
	Due	उचित	He showed me *due* respect.
68.	Die	मरना	He *died* of cholera.
	Dye	रंगना	*Dye* my coat black.
69.	Discover	खोजना	Scientists have *discovered* the God particle.
	Invent	आविष्कार करना	Who *invented* computer ?
70.	Disease	रोग	Plague is a dangerous *disease*.
	Decease	मौत	The sudden *decease* of my brother shocked me.
71.	Doubt	संदेह	I *doubt* his integrity.
	Suspect	संदेह करना	The police *suspect* him of murder.
72.	Doze	ऊँगना	Do not *doze* in the class room.
	Dose	खुराक	I have taken two *doses* of this medicine.
73.	Draft	ड्राफ्ट या हुंडी	I sent him a bank *draft* of Rs. 1000.
	Draft	प्रारूप	I would like to see a *draft* of the letter.
74.	Draught	घूंट	He drank the whole glass of milk in one *draught*.
	Drought	सूखा	There was a severe *drought* in Bihar last year.
75.	Drown	डूबना	He was drowned in the river as he was *novice*.
	Sink	निर्जीव का डूबना	The ship *sank* into the sea.
76.	Duel	द्वन्द्व युद्ध	Ram and Shyam fought a *duel*.
	Dual	दोहरा	*Dual* system of government is always bad for the people.
77.	Affect	बाह्य प्रभाव	Overwork has *affected* my health.
	Effect	परिणाम	His speech produced no *effect* on the audience.
	Effect	आंतरिक प्रभाव	The medicine had no *effect* on sickness.
78.	Elder	बड़ा, अग्रज	Ram was my *elder* brother.
	Older	आयु में बड़ा	Ram is *older* than Shyam.
79.	Eligible	चुनने योग्य	He is *eligible* for the post.
	Illegible	जो पढ़ा नहीं जा सके	Your handwriting is *illegible*.
80.	Empty	खाली	An *empty* vessel makes much noise.
	Vacant	रिक्त	I have been transferred against the *vacant* post.
81.	Envy	डाह, ईर्ष्या	We should not *envy* the prosperity of others.
	Jealous	ईर्ष्या करना	Russia and America are *jealous* of each other.
82.	Expenditure	खर्च	I have submitted a statement of my income and *expenditure* to the Income Tax Office.
	Expense	खर्चे	I am not prepared to bear your *expenses* at Shimla.

83.	Facility	आराम	I will give you every *facility* if you stay with me.
	Faculty	शक्ति	Reading sharpens our mental *faculty*.
84.	Fair	मेला, सुंदर	Let us go to the *fair*. Her colour is *fair*.
	Fare	भाड़ा	What is the railway *fare* from Hisar to Delhi?
85.	Farmer	किसान	The *farmer* is ploughing his field.
	Former	पहली	Out of Ram and Shyam, the *former* is my neighbour.
86.	Feat	करतब	The juggler pleased us with his *feats*.
	Feet	पाँव	We stand on our *feet*.
87.	Floor	फर्श	She is cleaning the *floor*.
	Flour	आटा	Bread is made of *flour*.
88.	Form	फार्म	Fill up the *form* for admission.
	Farm	खेत	He is sowing seeds in his *farm*.
89.	Foul	गंदा	*Foul* actions will bring dishonour.
	Fowl	मुर्गा	The child is playing with a *fowl*.
90.	Freedom	स्वतंत्रता	*Freedom* is the birth right of man.
	Liberty	स्वच्छंद	You are at *liberty* to do what you like.
91.	Gate	द्वार	The *gate* is closed.
	Gait	चाल	She has a charming *gait*.
92.	Hail	ओले पड़ना	It is *hailing* outside.
	Hale	स्वस्थ	He is quite *hale* and hearty.
	Hail	स्वागत करना	We *hailed* the P.M.'s visit with a welcome song.
93.	Hair	बाल	He has curly *hair*.
	Heir	उत्तराधिकारी	He is a *heir* to his father's property.
94.	Haste	शीघ्रता	Let us make *haste* or we shall miss the train.
	Hurry	जल्दी करना	*Hurry* up, we are already late.
95.	Heal	इलाज	My wound has *healed* up.
	Heel	एडी	The *heels* of your shoes have worn out.
96.	Healthful	स्वास्थ्यवर्धक	Shimla has a *healthful* climate.
	Healthy	स्वस्थ	My brother was *healthy*, wealthy and wise.
97.	Heard	सुना, सुनी	I *heard* a story.
	Herd	झुंड	Elephants live in *herds*.
98.	Heart	दिल	Never lose *heart* in the hour of trial.
	Hurt	घायल होना	He was *hurt* in an accident.
99.	Here	यहाँ	When did you come *here* ?
	Hear	सुनना	He cannot *hear* your voice.
	Hare	खरगोश	The tortoise defeated the *hare* in the race.
100.	Hew	काटना	Do not *hew* down the forests.
	Hue	रंग	Your turban is of dark *hue*.
101.	Historic	महत्वपूर्ण	Gandhiji made a *historic* march to Dandi.
	Historical	ऐतिहासिक	The Taj is a *historical* building.

102.	Hoard	जमा करना	He is fond of *hoarding* money.
	Horde	समूह	A *horde* of robbers pounced upon the lonely traveller.
103.	Hole	छेद	A mouse lives in a *hole*.
	Whole	सारा	I have drank the *whole* milk.
104.	Hour	घंटा	Twenty four *hours* make a day.
	Our	हमारा	*Our* school has a big gate.
105.	Human	व्यक्ति	We are *human* beings.
	Humane	दयालु	Emperor Ashoka was very *humane*.
	Humility	नम्रता	Always show *humility* to the guests.
	Humiliation	अपमान	She suffered life-long *humiliation* at the hands of her husband.
106.	Ice	जमाई गई ठोस बर्फ	*Ice* melts in the sun.
	Snow	तुषार बर्फ के गोले	We saw the *snow*-fall at Shimla.
107.	Idol	मूर्ति	The Hindus worship the *idols* of gods and goddesses.
	Ideal	आदर्श	Every student must have an *ideal* before him.
108.	Idle	बेकार, निकम्मा	An *idle* brain is a devil's workshop.
	Lazy	सुस्त	He is a *lazy* fellow.
109.	Ill	बीमार	He has been *ill* for a week.
	Sick	तंग	I am *sick* of routine life.
	Sickly	अस्वस्थ	All his children are weak and *sickly*.
	Indisposed	असमर्थ	I am rather *indisposed* and do not feel like working.
110.	Industrial	औद्योगिक	Kanpur is an *industrial* city.
	Industrious	उद्यमी	Only *industrious* people make progress in life.
111.	Naughty	शरारती	He is a *naughty* boy.
	Knotty	पेचीदा	I cannot solve this *knotty* problem.
112.	Later	बाद में	He came *later* than she.
	Latter	बाद वाला	Of gold and radium the *latter* is more useful and precious.
113.	Lawyer	वकील	The *lawyer* pleaded my case fearlessly.
	Liar	झूठा	Nobody believes the words of a *liar*.
114.	Lesson	पाठ	I have learnt my *lesson*.
	Lessen	कम करना	I do not know how to *lessen* worries.
115.	Lightening	हल्का करना	Your timely help will go a long way in *lightening* my worries.
	Lightning	तड़ित	A flash of *lightning* appeared in the north.
116.	Lion	शेर	The *lion* is a king of the forest.
	Loin	कमर	Gird up your *loins*.
117.	Loose	ढीला	Always wear *loose* clothes.
	Loss	नुकसान	We have suffered a heavy *loss* in our business.
	Lose	खोना	Where did you *lose* your book?
118.	Lovable	प्यार करने योग्य	She has a *lovable* nature.
	Lovely	सुंदर	Gita is a very *lovely* girl.

119.	Luxuriant	प्रचुर	The tree had a *luxuriant* growth.
	Luxurious	विलासी	The car is a *luxurious* item.
120.	Mail	डाक से भेजना	I'll *mail* you the paper when it's written.
	Male	पुल्लिंग	Indian society is *male* dominated.
121.	Mane	गर्दन के बाल	The lioness has no *mane*.
	Main	मुख्य	What is the *main* objective of your life?
122.	Marry	शादी करना	He will not *marry* before he is twenty five.
	Merry	खुश होना	Eat, drink and be *merry*.
123.	Mayor	मेयर	Who is the *Mayor* of the Delhi Corporation?
	Mare	घोड़ी	The bridegroom rides a *mare*.
124.	Meal	भोजन	Have you taken your *meals*?
	Mile	मील	Six *miles* is equal to ten kilometres.
125.	Medal	पदक	His sister was awarded a *medal* for standing first in the class.
	Meddle	विघ्न डालना	Never *meddle* with others' affairs.
126.	Meet	मिलना	He *meets* me daily.
	Meat	मांस	*Meat* is not served in this hotel.
127.	Mental	मानसिक	Drinking undermines *mental* power.
	Mantel	मेंटल	The *mirror* is on the mantel piece.
128.	Metal	धातु	Gold is a precious *metal*.
	Mettle	जोश, शक्ति	This horse has great *mettle*.
129.	Miner	खनिक	A *miner's* job is very risky.
	Minor	छोटा	Do not create a fuss over her *minor* mistakes.
	Minor	अव्यस्क	He is a *minor*; so he cannot vote.
130.	Momentary	क्षणिक	Worldly pleasures are *momentary*.
	Momentous	महत्वपूर्ण	Nehru had a *momentous* talk with Churchill.
131.	Mutual	परस्पर	There is a *mutual* transfer between two employees.
	Common	सांझा	Ram is our *common* friend.
132.	Necessity	आवश्यकता	*Necessity* is the mother of invention.
	Need	इच्छा	I am in *need* of a good luck.
	Necessaries	मूलभूत आवश्यकताएँ	Food, clothing and shelter are the *necessaries* of life.
	Necessities	आवश्यकताएँ	He was guided by the *necessities* of situation to adopt this course.
133.	Negligent	लापरवाह	He is *negligent* in the performance of his duties.
	Negligible	सूक्ष्म	His loss is *negligible*.
134.	Nice	अच्छी	She is a *nice* girl.
	Niece	भतीजी	My brother's and sister's daughters are my *nieces*.
135.	Famous	प्रसिद्ध	He was a famous *writer*.
	Notorious	कुख्यात	Shyam is a *notorious* pick-pocket.
	Illustrious	प्रख्यात	Nehru was one of the *illustrious* sons of India.

	Notable	स्मरणीय, प्रसिद्ध	Delhi is a *notable* place.
	Renowned	नामी, प्रसिद्ध	M.F. Husain is a *renowned* painter.
	Noted	प्रसिद्ध	Nehru was a *noted* leader.
136.	Official	सरकारी	The Principal sent me an *official* letter.
	Officious	हस्ताक्षेप करने वाला	Nobody likes an *officious* fellow.
137.	Pair	जोड़ा	I bought a *pair* of shoes yesterday.
	Pare	काटना	*Pare* your nails and shave your beard.
138.	Pale	पीला	He looks *pale* after his illness.
	Pail	बाल्टी	We milk the buffalo in a *pail*.
139.	Pane	शीशा	He broke the widow *pane*.
	Pain	दर्द	This tablet will remove your *back-pain*.
140.	Part	टुकड़ा	Divide this cloth into three *parts*.
	Portion	भाग	Can I rent a *portion* of your house ?
141.	Peace	शांति	We should live in *peace* with all.
	Piece	टुकड़ा	The dog carried a *piece* of meat in its mouth.
142.	Peal	उच्च स्वर, झंकार	I heard a *peal* of laughter behind me.
	Peel	छिलका उतारना	*Peel* off the orange.
143.	Pedal	पैडल	The *pedal* of my cycle is out of order.
	Paddle	धारा	*Paddle* your own boat.
144.	Personal	व्यक्तिगत	What are your *personal* views on this subject ?
	Personnel	सहकर्मी	This compartment is reserved for military *personnel*.
145.	Petrol	तेल	He needs *petrol* for his car.
	Patrol	गश्त लगाना	The policeman is on *patrol* duty.
146.	Pitiable	दयनीय	The poor old lady's condition is *pitiable*.
	Pitiful	दयालु	The *pitiful* girl showed pity towards me.
147.	Plain	सादा	I believe in *plain* living and high thinking.
	Plain	समतल भूमि	The Gangetic *plain* is very fertile.
	Plane	हवाई जहाज	I went to Delhi by *plane*.
148.	Pole	खम्भा	Can you climb up a *pole* ?
	Poll	जनमत	Some parties create nuisance at the time of *polls*.
149.	Popular	लोकप्रिय	Our Principal is *popular* among the students.
	Populous	घना बसा हुआ	Calcutta is the most *populous* city in India.
150.	Pour	डालना	*Pour* a little milk in the cup.
	Pore	छिद्र	Human body is full of *pores*.
151.	Practicable	कर सकने योग्य	Your suggestion is not *practicable*.
	Practical	व्यावहारिक	You are ignorant of the *practical* ways of life.
152.	Practice	अभ्यास	*Practice* makes a man perfect.
	Practise	अभ्यास करना	Let us *practise* playing hockey.
153.	Pray	प्रार्थना करना	*Pray* to God and do the right.
	Prey	औजार	Lion is a beast of *prey*.

154.	Precede	पहले होना	A calm *precedes* a storm.
	Proceed	आगे बढ़ना	*Proceed* to the market at once.
155.	Principle	सिद्धात	I respect him because he is a man of *principles*.
	Principal	प्रधानाध्यापक	The *Principal* is all in all in the school.
156.	Probable	संभाव्य	It is not *probable* that he will come out of difficulty on his own.
	Possible	संभव	It is not *possible* for me to go to Delhi today.
157.	Quite	बिल्कुल	I am *quite* well.
	Quiet	खामोश, चुप	Please keep *quiet*.
158.	Rare	बिरले	Leaders like Ch. Devilal are *rare*.
	Scarce	अल्प	Sugar was very *scarce* that year.
159.	Recent	नवीन, हाल का	In the recent *floods* in Bihar, hundreds of lives were lost.
	Modern	आधुनिक	Modern *writers* prefer prose to poetry.
160.	Reck	परवाह	I *recked* not how he was.
	Wreck	नष्ट	The boat was *wrecked* in the storm.
	Wreak	बदला, चुकाना	Ram made up his mind to *wreak* vengeance upon Shyam.
161.	Rein	बागडोर, लगाम	Hold the horse by the *rein*.
	Rain	वर्षा	It is going to *rain* tonight.
	Reign	राज्य	We want a *reign* of peace.
162.	Remember	याद करना	I remember the *house* where I was born.
	Recollect	याद करना	I could not *recollect* her name.
163.	Rent	मकान या ज़मीन का किराया	I pay rupees five hundred as monthly *rent* for the house.
	Hire	मज़दूर या यात्रा का किराया	Go and *hire* a labourer.
164.	Respectable	आदर के योग्य	Nehru was a *respectable* leader.
	Respectful	आदर करने वाला	Be *respectful* to your elders.
165.	Rest	विश्राम	*Rest* is necessary after work.
	Wrest	छीनना	The crow *wrested* the piece of bread from the child.
166.	Right	सही, अधिकार	He gave me the *right* answer. Freedom is the birth *right* of a man.
	Right	दायाँ	I eat with my *right* hand.
	Rite	रस्म	The marriage *rites* were performed yesterday.
167.	Ring	अँगूठी	The golden *ring* is very costly.
	Ring	बजना या बजाना	The peon is *ringing* the bell.
	Wring	निचोड़ना	Please *wring* out the wet towel.
168.	Road	सड़क	Do not run on the *road*.
	Rode	घोड़े पर चढ़ना	He *rode* a horse.
169.	Roll	नामांकन	His name was struck off the college *rolls*.
	Roll	हाजिरी	The teacher called the *rolls*.
	Role	अभिनय	She played the *role* of a heroine.
170.	Route	रास्ता	It is a direct *route* to the station.
	Rout	हराकर भगा देना	The Russians put the German army to *rout*.
	Root	जड़	The *roots* of this tree are very deep.

171.	Sail	समुद्री जहाज का चलना	Ships *sail* in the sea.
	Sail	जलीय यात्रा करना	Let us *sail* across the sea.
	Sale	बिक्री	This shop is for *sale*.
172.	Scent	खुशबू	This oil has a nice *scent*.
	Cent	सौ	Only two per *cent* students were absent yesterday.
173.	Sea	समुद्र	Ships sail in the *sea*.
	See	देखना	We *see* with our eyes.
174.	Sensible	बुद्धिमान	He is quite *sensible*.
	Sensitive	कोमल हृदय	Being *sensitive*, she took her insult to heart.
175.	Shade	छाया	They sat in the *shade* of a tree.
	Shadow	परछाई	He follows me like a *shadow*.
176.	Site	जगह	This is a good *site* for a cinema house.
	Sight	नजारा	It was a dreadful *sight*.
	Sight	दृष्टि	The *sight* of her eyes has become weak.
	Cite	सुनाना	I can *cite* many verses from the Gita.
177.	Soar	उड़ना	Birds are *soaring* in the sky.
	Sore	दु:खना	I have a *sore* throat.
	Sour	खट्टा	The grapes are *sour*.
178.	Social	सामाजिक	Man is a *social* animal.
	Sociable	मिलनसार	He is a *sociable* person.
179.	Sole	तला	Shoes have rubber *sole*.
	Soul	आत्मा	The body is the seat of the *soul*.
180.	Soot	कालिख	The chimney is full of *soot*.
	Suit	अनुकूल होना	The climate of Chandigarh *suits* me.
	Suit	सूट-वस्त्र	I got a new *suit* stitched.
	Suit	अभियोग	I filed a *suit* against him.
	Suite	होटल का कमरा	I rented a *suite* in Shimla.
181.	Stare	घूरना	Do not *stare* at these ladies.
	Stair	सीढ़ी	Let us go up *stairs*.
182.	Stationary	गतिहीन	The sun is *stationary*.
	Stationery	स्टेशनरी	I bought a ream of paper from the *stationery* shop.
183.	Steal	चुराना	I did not *steal* your book.
	Steel	इस्पात	The almira is made of *steel*.
184.	Story	कहानी	He told me an interesting *story*.
	Storey	मंजिल	Our house has two *storeys*.
185.	Straight	सीधा	Draw a *straight* line.
	Strait	तंग	The entrance into the fort was *strait*.
186.	Sun	सूर्य	The earth moves round the *sun*.
	Son	बेटा	The birth of a son is a matter of *pride*.

187.	Tail	दुम	The buffalo has a long *tail*.
	Tale	कहानी	I told him a fairy *tale*.
	Tall	लम्बा	He is a *tall* boy.
188.	Height	ऊँचाई	Seven feet is an unusual *height* of a man.
	High	ऊँचा	He is a man of *high* position.
189.	Tamper	हेरा-फेरी करना	The clerk *tampered* with the office records.
	Temper	मिजाज	Do not lose your *temper*.
190.	Team	टीम	Our *team* won the match.
	Teem	भरा हुआ	The pond was *teeming* with fish.
191.	Throne	सिंहासन	Bharat did not sit on the *throne*.
	Thrown	फेंक दिया गया	The rotten mangoes were *thrown* away.
	Thorn	काँटा	The lion had a *thorn* in its paw.
192.	Union	समूह	*Union* is strength.
	Unity	एकता	He spoke on the importance of *unity* among different communities.
193.	Vacation	छुट्टियाँ	Where did you spend your last summer *vacation* ?
	Vocation	व्यवसाय	Teaching is my *vocation*.
194.	Vale	घाटी	The *Vale* of Kulu is very beautiful.
	Veil	पर्दा	She has put a *veil* on her face.
195.	Value	कीमत, महत्व	You must realize the *value* of time.
	Price	मूल्य	What is the *price* of this book?
	Cost	लागत	The *cost* of production is increasing.
196.	Vein	शिरा	Blood runs through the *veins*.
	Vein	ढंग	He talked in a humorous *vein*.
	Vain	व्यर्थ	He tried his best but in *vain*.
	Vane	वायु की दिशा दिखाने वाला यंत्र	The *vane* points to the west.
197.	Waist	कमर	Her *waist* is slim.
	Waste	बेकार	Do not *waste* your time in gossip.
198.	Wait	प्रतीक्षा करना	Please *wait* for me.
	Weight	वजन	What is your *weight* ?
199.	Wander	घूमना	Do not *wander* about; revise your lesson.
	Wonder	आश्चर्य	He *wondered* to see me there.
200.	Weak	कमजोर	He is too *weak* to walk.
	Week	सप्ताह	There are seven days in a *week*.
201.	Wear	घिसना	This shirt will *wear* out soon.
	Wear	पहनना	I wear *khadi*.
	Ware	वस्तुएँ	Hawkers sell their *wares* in the streets.
202.	Whether	यदि	I cannot say *whether* he will pass or not.
	Weather	मौसम	The *weather* has become pleasant.
	Climate	जलवायु	The *climate* of Delhi suits me.

203.	Womanly	स्त्री जैसा	She has really a *womanly* grace.
	Womanish	स्त्री के समान	He shed *womanish* tears when he had to face his foe.
204.	Yarn	धागा	He has got a bundle of *yarn*.
	Yearn	इच्छा करना	In a foreign country we *yearn* for the company of our friends.
205.	Yoke	जोतना	The bullocks were *yoked*.
	Yolk	अण्डे की जर्दी	The *yolk* of an egg is rich in protein.

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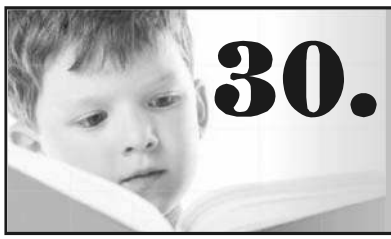

30. Synonyms & Antonyms

I. SYNONYMS

WORD	अर्थ	SYNONYMS
Abandon	छोड़ना	Leave
Abnormal	असामान्य	Unusual
Abode	रहने का स्थान	Home
Abortive	व्यर्थ	Fruitless
Abundant	प्रचुर	Plentiful
Accede	मान लेना	Agree
Accelerate	गति बढ़ाना	Increase
Accept	स्वीकार करना	Agree
Accord	सहमति	Agreement
Accumulate	संचित करना	Collect
Accurate	सही	Correct
Accuse	दोष देना	Blame
Acquire	प्राप्त करना	Obtain
Act	कार्य	Deed
Active	सक्रिय	Alert
Actual	वास्तविक	Real
Admire	प्रशंसा करना	Praise
Advice	नसीहत	Counsel
Aggravate	उकसाना	Intensify
Aid	सहायता	Help
Aim	उद्देश्य	Purpose
Allay	शांत करना	Soothe
Allow	आज्ञा देना	Permit
Ample	काफ़ी	Enough
Ancient	प्राचीन	Old
Annual	वार्षिक	Yearly
Answer	उत्तर	Reply
Avenge	बदला लेना	To take Vengeance

WORD	अर्थ	SYNONYMS
Battle	युद्ध	Fight
Beast	पशु	A wild animal
Beautiful	सुंदर	Lovely
Beg	भिक्षा मांगना	Beseech
Beneficent	दानशीलता	Literal
Blame	दोष देना	Censure
Blunder	भारी गलती	Error
Bold	बहादुर	Fearless
Boon	वरदान	Favour
Build	बनाना	Construct
Calm	शांत	Quiet
Catch	पकड़ना	Grasp
Charm	जादू	Magic
Cheerful	प्रसन्नचित	Happy
Chide	फटकारना	Scold
Clear	स्वच्छ	Lucid
Complete	पूरा	Whole
Consider	विचार करना	Think
Convert	बदलना	Change
Costly	मूल्यवान	Valuable
Couple	जोड़ा	Pair
Cunning	धूर्त	Wicked
Damage	आहत करना	Injure
Danger	खतरा	Hazard
Dead	मश्त	Lifeless
Deceive	धोखा देना	Cheat
Decline	मुकरना	Refuse
Decorate	सजाना	Adorn
Defect	दोष	Fault
Defend	रक्षा करना	Guard

WORD	अर्थ	SYNONYMS
Defer	टालना	Postpone
Deficient	हानि	Lacking
Definite	निश्चित	Exact
Dejected	निराश	Sad
Delicate	नाजुक	Tender
Delight	आनंद	Pleasure
Desire	इच्छा	Wish
Devotion	श्रद्धा	Loyalty
Diligent	परिश्रमी	Hardworking
Dim	धुंधला	Faint
Disclose	प्रकट करना	Reveal
Discuss	विवाद करना	Argue
Disease	रोग	Sickness
Displease	रुष्ट करना	Offend
Dispute	झगड़ा	Quarrel
Distinct	स्पष्ट	Clear
Diverse	विभिन्न	Different
Divine	दैवी	Godly
Dread	भय	Fear
Eligible	योग्य	Suitable
Example	उदाहरण	Instance
Exceptional	विरला	Unusual
Faithful	स्वामीभक्त	Loyal
Famous	प्रसिद्ध	Popular
Friendly	मित्र-सा	Devilish
Fit	उचित	Suitable
Fraud	धोखाधड़ी	Trickery
Graphic	सुचित्रित	Pictorial
Grief	शोक	Sorrow
Heaven	स्वर्ग	Paradise
High	ऊँचा	Lofty
Humane	सहृदय	Kind
Idle	सुस्त	Lazy
Illegal	गैर कानूनी	Unlawful
Imagine	कल्पना करना	Fancy
Inanimate	निर्जीव	Lifeless
Injure	आहत करना	Harm
Inner	अंदरूनी	Interior
Insane	पागल	Mad

WORD	अर्थ	SYNONYMS
Intend	इच्छा करना	Mean
Isolation	एकान्त	Solitude
Journey	यात्रा	Tour
Just	ठीक	Right
Juvenile	तरूण	Youthful
Laborious	परिश्रमी	Diligent
Lad	लड़का	Boy
Large	विशाल	Grand
Lass	लड़की	Girl
Leap	उछलना	Jump
Lethal	घातक	Fatal
Liberate	मुक्त करना	Free
Liberty	स्वतंत्रता	Freedom
Light	जलाना	Inflame
Likelihood	सम्भावना	Possibility
Likeness	समानता	Similar
Lively	सजीव	Active
Loyal	वफ़ादार	Faithful
Lucky	भाग्यशाली	Fortunate
Manifest	स्पष्ट	Evident
Mercy	दया	Pity
Might	शक्ति	Power
Misery	दुःख	Distress
Morbid	विकृत	Sickly
Myth	पौराणिक कथा	Legend
Neglect	उपेक्षा करना	Ignore
Negligent	लापरवाह	Careless
Notable	उल्लेखनीय	Remarkable
Pain	दर्द	Agony
Palatable	स्वादिष्ट	Delicious
Pensive	विचारशील	Thoughtful
Pious	पवित्र	Holy
Plentiful	प्रचुर	Ample
Quest	खोज	Search
Relevant	युक्ति संगत	Pertinent
Rely	विश्वास करना	Trust
Remote	दूरवर्ती	Distant
Renowned	विख्यात	Reputed
Reside	निवास करना	Live

WORD	अर्थ	SYNONYMS
Rigid	कठोर	Stiff
Scandal	वासना युक्त	Carnal
Serious	गम्भीर	Grave
Stagnant	गतिहीन	Motionless
Sterile	बांझ	Unproductive
Superficial	अनावश्यक	Unwanted
Surplus	फालतू	Excess
Thankful	कृतज्ञ	Grateful
Thrive	वृद्धि होना	Progress
Tired	थका हुआ	Exhausted
Ugly	कुरूप	Repulsive
Unique	अद्वितीय	Matchless

WORD	अर्थ	SYNONYMS
Urban	शीलवान	Courteous
Vacant	रिक्त	Empty
Various	विभिन्न	Several
Venerable	सम्मानित	Esteemed
Vital	मुख्य	Crucial
Vulgar	भद्दे	Rough
Wholesome	स्वास्थ्यप्रद	Healthy
Yearn	ललकाना	Crave
Yield	आत्मसमर्पण करना	Surrender
Zeal	सरगर्मी	Passion
Zenith	चोटी	Top
Zest	स्वाद	Relish

II. ANTONYMS

WORD	अर्थ	ANTONYMS	अर्थ
Abandon	छोड़ना	Retain	सँभाले रखना
Able	योग्य	Unable	अयोग्य
Abnormal	असामान्य	Normal	सामान्य
Above	ऊपर	Below	नीचे
Absent	अनुपस्थित	Present	उपस्थित
Accept	स्वीकार करना	Reject	अस्वीकार करना
Accurate	सही	Inaccurate	गलत
Active	चुस्त	Passive	सुस्त
Add	जोड़ना	Subtract	घटाना
Adequate	पर्याप्त	Inadequate	अपर्याप्त
Advantage	लाभ	Disadvantage	हानि
Agree	सहमत होना	Differ	असहमत होना
Alive	जीवित	Dead	मृत
All	सभी	None	कोई नहीं
Allow	आज्ञा देना	Disallow	आज्ञा न देना
Always	सदैव	Never	कभी नहीं
Ancient	प्राचीन	Modern	आधुनिक
Angel	देवदूत	Devil	शैतान
Appear	प्रकट होना	Disappear	अंतर्ध्यान होना
Arrival	आगमन	Departure	प्रस्थान
Artificial	कृत्रिम	Natural	प्राकृतिक
Ascend	चढ़ना	Descend	उतरना
Attach	संलग्न करना	Detach	पृथक् करना
Attract	आकर्षित करना	Repel	विकर्षित करना
Awake	जाग्रत	Asleep	निद्रित

WORD	अर्थ	ANTONYMS	अर्थ
Backward	पिछड़ा हुआ	Forward	उन्नत
Beautiful	सुंदर	Ugly	कुरूप
Before	पहले	After	बाद में
Beginning	आरम्भ	End	अंत
Behave	व्यवहार करना	Misbehave	दुर्व्यवहार करना
Belief	विश्वास	Doubt	संशय
Beneficial	लाभप्रद	Harmful	हानिप्रद
Bitter	कड़ुवा	Sweet	मीठा
Blame	दोष लगाना	Applaud	प्रशंसा करना
Blessing	वरदान	Curse	अभिशाप
Blunt	खोटा	Sharp	तेज़ धार वाला
Bold	साहसी	Timid	डरपोक
Borrow	उधार लेना	Lend	उधार देना
Bottom	तली	Top	चोटी
Bravery	वीरता	Cowardice	कायरता
Bright	चमकीला	Dull	धुंधला
Broad	चौड़ा	Narrow	संकुचित
Care	चिंता	Neglect	अवहेलना करना
Carnivorous	मांसाहारी	Herbivorous	शाकाहारी
Cause	कारण	Effect	प्रभाव
Cautious	सावधान	Careless	लापरवाह
Certain	निश्चित	Uncertain	अनिश्चित
Cheap	सस्ता	Costly	महंगा
Cheerful	प्रसन्नचित	Cheerless	दुखी
Circular	वृत्ताकार	Linear	रैखिक
Civilize	सभ्य	Uncivilize	असभ्य
Clean	साफ़	Dirty	गंदा
Cold	ठंडा	Hot	गरम
Comfortable	आरामदायक	Uncomfortable	कष्टदायक
Common	साधारण	Uncommon	असाधारण
Compare	तुलना करना	Contrast	विरोध प्रकट करना
Complete	पूर्ण	Incomplete	अपूर्ण
Complex	जटिल	Simple	सरल
Component	अवश्य	Whole	पूर्ण
Conceal	छिपाना	Reveal	उजागर करना
Confident	विश्वासपूर्ण	Diffident	शंकालु
Connect	जोड़ना	Disconnect	तोड़ना
Continue	जारी रखना	Discontinue	अधूरा छोड़ना
Contract	सिकुड़ना	Expand	फैलना

WORD	अर्थ	ANTONYMS	अर्थ
Cool	ठंडा	Warm	गरम
Correct	सही	Incorrect	गलत
Create	रचना करना	Destroy	नष्ट करना
Credit	उधार	Cash	नकद
Crude	कच्चा	Refined	शोधित
Danger	खतरा	Safety	सुरक्षा
Dark	अंधकारपूर्ण	Bright	चमकीला
Death	मृत्यु	Life	जीवन
Decision	निर्णय	Indecision	अनिर्णय
Decrease	घटना	Increase	बढ़ना
Deep	गहरा	Shallow	उथला
Deficient	अपूर्ण	Efficient	कुशल
Definite	निश्चित	Indefinite	अनिश्चित
Dense	घना	Sparse	छीदा
Dependent	आश्रित	Independent	स्वतंत्र
Despair	निराशा	Hope	आशा
Destructive	विध्वंसक	Constructive	रचनात्मक
Different	भिन्न	Same	वैसा ही
Difficult	कठिन	Easy	आसान
Direct	प्रयत्क्ष	Indirect	अप्रत्यक्ष
Discourage	निरुत्साहित करना	Encourage	उत्साहित करना
Down	नीचे	Up	ऊपर
Dream	स्वप्न	Reality	वास्तविकता
Dry	सूखा	Wet	गीला
Early	जल्दी	Late	देर से
Earn	कमाना	Spend	खर्च करना
Empty	खाली	Full	भरा हुआ
Export	निर्यात	Import	आयात
External	बाह्य	Internal	आन्तरिक
Extreme	चरम सीमा तक	Moderate	सामान्य
Fact	तथ्य	Fiction	काल्पनिक
Fall	पतन	Rise	उत्थान
Far	दूर	Near	नजदीक
Fast	तेज़	Slow	धीमा
Fat	मोटा	Thin	पतला
Favour	पक्ष लेना	Disfavour	पक्ष से गिराना
Few	कुछ	Many	अनेक
Find	पाना	Lose	खोना
Foreign	विदेशी	Native	देशीय

WORD	अर्थ	ANTONYMS	अर्थ
Fortune	भाग्य	Misfortune	दुर्भाग्य
Freedom	स्वतंत्रता	Slavery	दासता
Fresh	ताज़ा	Stale	बासी
Friend	मित्र	Foe	शत्रु
Gain	लाभ	Loss	हानि
General	उदार	Miserly	कंजूस
Genuine	असली	Spurious	नकली
Give	देना	Take	लेना
Go	जाना	Come	अपना
Grant	मंजूर करना	Refuse	इंकार करना
Great	महान	Small	तुच्छ
Growth	विकास	Decline	ह्रास
Guest	अतिथि	Host	मेजबान
Guilty	अपराधी	Innocent	निर्दोष
Hard	कठोर	Soft	कोमल
Haste	जल्दी	Delay	देरी
Healthy	स्वस्थ	Unhealthy	अस्वस्थ
Height	ऊँचाई	Depth	गहराई
High	ऊँचा	Low	नीचा
Hollow	खोखला	Solid	ठोस
Holy	पवित्र	Unholy	अपवित्र
Honest	ईमानदार	Dishonest	बेईमान
Honour	सम्मान	Dishonour	तिरस्कार
Hopeful	आशावान	Despondent	निराश
Huge	विशाल	Tiny	छोटा
Idle	सुस्त	Active	चुस्त
Ignorance	अज्ञानता	Knowledge	ज्ञान
Immortal	अमर	Mortal	नश्वर
Individual	व्यक्तिगत	Joint	सामूहिक
Inferior	घटिया	Superior	बढ़िया
Inhale	साँस अंदर खींचना	Exhale	साँस बाहर छोड़ना
Insult	निरादर	Respect	आदर
Join	जोड़ना	Disjoin	अलग करना
Joy	प्रसन्नता	Sorrow	दु:ख
Junior	कनिष्ठ	Senior	वरिष्ठ
Justice	न्याय	Injustice	अन्याय
Kind	दयालु	Cruel	निर्दयी
Last	अंतिम	First	प्रथम
Leader	नेता	Follower	अनुयायी

WORD	अर्थ	ANTONYMS	अर्थ
Legal	कानूनी	Illegal	गैर कानूनी
Life	जीवन	Death	मृत्यु
Light	हल्का	Heavy	भारी
Like	पसंद करना	Dislike	नापसंद करना
Likely	सम्भाव्य	Unlikely	असम्भाव्य
Limited	सीमित	Unlimited	असीमित
Liquid	तरल	Solid	ठोस
Literate	साक्षर	Illiterate	निरक्षर
Logical	तर्क संगत	Illogical	तर्कहीन
Loose	ढीला	Tight	कसा हुआ
Love	प्यार करना	Hate	घृणा करना
Lovely	मनोहारी	Ugly	कुरूप
Lower	निचला	Upper	ऊपर का
Loyal	वफ़ादार	Disloyal	बेवफा
Mad	पागल	Sane	बुद्धिशाली
Major	वयस्क	Minor	नाबालिग
Make	बनाना	Mar	बिगाड़ना
Married	विवाहित	Bachelor	कुँवारा
Masculine	पुल्लिंग	Feminine	स्त्रीलिंग
Master	स्वामी	Servant	नौकर
Maximum	अधिकतम	Minimum	न्यूनतम
Memory	स्मरण शक्ति	Forgetfulness	भुलक्कड़पन
Merit	गुण	Demerit	दोष
Mild	मृदु	Stern	कर्कश
Moral	नैतिक	Immoral	अनैतिक
Neat	साफ़-सुथरा	Untidy	मैला कुचैला
Negative	नकारात्मक	Positive	सकारात्क
New	नया	Old	पुराना
Noble	नेक	Ignoble	दुर्जन
Obedient	आज्ञाकारी	Disobedient	अवज्ञाकारी
Obstruct	बाधा डालनी	Assist	सहायता करना
Open	खोलना	Shut	बंद करना
Opponent	विरोधी	Support	सहायक
Optional	ऐच्छिक	Compulsory	अनिवार्य
Oral	मौखिक	Written	लिखित
Outward	बाहरी	Inward	अंदरूनी
Own	स्वीकार करना	Disown	अस्वीकार करना
Part	भाग	Whole	सम्पूर्ण
Partial	पक्षपात पूर्ण	Impartial	पक्षपात रहित

WORD	अर्थ	ANTONYMS	अर्थ
Peace	शांति	War	युद्ध
Penalty	दंड	Reward	पुरस्कार
Permanent	स्थायी	Temporary	अस्थायी
Permission	अनुमति	Prohibition	मनाही
Please	प्रसन्न करना	Displease	अप्रसन्न करना
Pleasure	सुख	Pain	दु:ख
Plenty	प्रचुरता	Scarcity	न्यूनता
Polite	विनम्र	Impolite	कर्कश
Pollute	प्रदूषित करना	Purify	शुद्ध करना
Poor	निर्धन	Rich	अमीर
Popular	लोकप्रिय	Unpopular	अप्रिय
Practical	प्रयोगात्मक	Theoretical	मौखिक
Public	सार्वजनिक	Private	निजी
Purchase	खरीदना	Sell	बेचना
Question	प्रश्न	Answer	उत्तर
Quick	तेज़	Slow	धीमा
Quiet	शांत	Noisy	शोर करने वाला
Rear	पिछला	Front	सामने का
Regular	नियमित	Irregular	अनियमित
Religious	धार्मिक	Irreligious	अधार्मिक
Rough	खुरदरा	Smooth	चिकना
Satisfaction	संतुष्टि	Dissatisfaction	असंतोष
Secret	गुप्त	Open	खुला
Severe	कठोर	Mild	मृदु
Similar	समान	Dissimilar	असमान
Stable	स्थिर	Unstable	अस्थिर
Straight	सीधा	Curved	मुड़ा हुआ
Synonym	समानार्थक शब्द	Antonym	विपरीतार्थक शब्द
Thankful	कृतज्ञ	Thankless	अकृतज्ञ
Tie	बाँधना	Untie	खोलना
Useful	उपयोगी	Useless	बेकार
Valid	वैध	Invalid	अवैध
Victor	विजेता	Vanquished	पराजित
Visible	दिखने वाला	Invisible	अदृश्य
Wise	बुद्धिमान्	Foolish	मूर्ख
Wrong	गलत	Right	सही
Young	नवयुवक	Old	वृद्ध
Youth	यौवन	Aged	बुढ़ापा

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31. More About Clauses

IN THIS SECTION

I. SENTENCE, CLAUSE AND PHRASE

II. STRUCTURAL CLASSIFICATION OF A SENTENCE

III. KINDS OF CLAUSES

IV. KINDS OF SUBORDINATE CLAUSE

I. SENTENCE, CLAUSE AND PHRASE

1. Sentence :

(Sentence is a group of words which makes complete sense.)

शब्दों का वह समूह जो पूरा-पूरा भाव प्रकट करे, वाक्य कहलाता है। वाक्य अकेला लिखा जा सकता है क्योंकि इसमें कम-से-कम एक Finite Verb अवश्य होती है; जैसे—

(a) Ram *writes* a letter.

(b) Sita *sings* a song.

उपरोक्त वाक्यों में *'writes'* और *'sings'* Finite Verbs हैं। इसलिए ये वाक्य हैं।

(Thus we can say that a simple sentence consists of a *subject* and a *predicate* or a *finite verb.)*

2. Clause :

(Clause is a group of words which forms part of a sentence and contains a subject and a predicate.)

वाक्य का वह भाग जिसमें एक subject तथा एक finite verb हो, clause कहलाता है; जैसे—

I do not know *where he lives*.

उपरोक्त वाक्य में *'where he lives'* पूरे वाक्य का एक भाग है, जिसमें एक Subject (*he*) और एक Finite Verb (*lives*) है। इसलिए 'where he lives' एक Clause है।

किसी वाक्य में Clauses की संख्या Finite Verbs की संख्या पर निर्भर करती है। यदि वाक्य में एक Finite Verb है, तो इसका अर्थ है कि इसमें एक ही Clause है।

अकेला Clause लिखा जा सकता है। यदि Clause अकेला लिखा गया है, तो यह एक ही वाक्य है और यदि अकेला नहीं लिखा गया है, तो समझो किसी वाक्य का भाग है।

3. Phrase :

(Phrase is a group of words which makes sense but not complete sense.)

Phrase शब्दों का वह समूह है जिसका कुछ अर्थ हो परंतु जिससे पूर्ण भाव व्यक्त न हो। अकेला Phrase कभी नहीं लिखा जाता क्योंकि इसमें कोई Finite Verb नहीं होती; जैसे—

in the earth, on a wall, at my door, with soft furry coat, to get a prize, in the morning, in the east

Phrases तीन प्रकार के होते हैं—

(a) I have *a chain of gold*. (इस वाक्य में a chain of gold- Noun Phrase है।)

(b) The cat sat *on a wall*. (इस वाक्य में on a wall- Adverb Phrase है।)

(c) She is *a very good singer*. (इस वाक्य में a very good singer- Adjective Phrase है।)

II. Structural Classification of A Sentence

Structure के आधार पर Sentences चार प्रकार के प्रकार के होते हैं—

1. Simple Sentence

2. Compound Sentence

3. Complex Sentence

4. Mixed Sentence

1. Simple Sentence

(A simple sentence is one which has only one subject and one predicate. or A simple sentence is one which has only one finite verb.)

ऐसा वाक्य जिसमें केवल एक Subject और केवल एक ही Predicate हो, Simple Sentence कहलाता है। अथवा ऐसा वाक्य जिसमें केवल एक ही finite verb हो, Simple Sentence कहलाता है; जैसे—

(a) I go to school.
(b) She sings a song.
(c) The sun rises in the east.
(d) To tell a lie is sin.

2. Compound Sentence

(A compound sentence is made up of two or more principal or main clauses.)

ऐसा वाक्य जिसमें दो या दो से अधिक Principal या Main clauses (प्रधान उपवाक्य) हों, Compound Sentence कहलाता है; जैसे—

The moon was bright and *we could see our way.*

उपरोक्त वाक्य के दोनों भाग and से जुड़े हुए हैं और वाक्य के प्रत्येक भाग का अपना subject और predicate है। इसलिए वाक्य के दोनों भाग Clause कहलाते हैं। प्रत्येक Clause पूर्ण अर्थ देता है अर्थात् प्रत्येक clause एक स्वतंत्र वाक्य के रूप में स्थापित हो सकता है। दोनों clauses एक-दूसरे से स्वतंत्र हैं। ऐसे Clauses को हम Principal/ Main clause कहते हैं।

निम्नलिखित वाक्य भी देखें—

Night came on and *rain fell heavily* and *we all got very wet.*

उपरोक्त वाक्य एक ही दर्जे के तीन Main clauses से बना है। अत: ऐसा Sentence भी compound sentence होता है।

3. Complex Sentence

(A complex sentence is made up of one main clause and one or more subordinate clauses.)

ऐसा वाक्य जिसमे एक Principal Clause और एक या एक से अधिक Subordinate Clauses हों, Complex Sentence कहलाता है; जैसे—They rested *when evening came*.

उपरोक्त वाक्य के दोनों भागों का अपना-अपना subject और अपना ही predicate है। इसलिए प्रत्येक भाग एक clause है। 'They rested' का पूर्ण अर्थ निकलता है। यह एक पूर्ण वाक्य है। इसलिए यह principal/ main clause कहलाता है।

वाक्य के दूसरे भाग 'when evening came' का पूर्ण अर्थ नहीं निकलता है। अपना पूर्ण अर्थ देने के लिए यह clause पहले clause 'they rested' पर निर्भर है। इसलिए ऐसा clause जो अपना अर्थ प्रकट करने के लिए दूसरे clause पर निर्भर हो, Dependent clause/ subordinate clause कहलाता है।

4. Mixed Sentence

वह वाक्य जिसमें Co-ordinate और Subordinate Clause दोनों ही प्रकार के Clauses हों, Mixed Sentence कहलाता है; जैसे—

(a) He told her that he would go to her house, and inform her parents what has happened.
(b) She told him that she would go to his house, and inform his parents about his misconduct.

EXERCISE 209.

State whether the following sentences are simple, compound or complex :

1. Run fast otherwise you will miss the train.
2. She reads a novel.
3. I do not know where are they coming from.
4. You have been waiting for me.
5. When his money was picked, he was sleeping.
6. I liked you no less than her.
7. He wrote a letter and posted it through his friend.
8. If you study, you will succeed.
9. Write as fast as you can.
10. Honesty is the best policy

III. KINDS OF CLAUSES

Clause निम्नलिखित तीन प्रकार के होते हैं—

1. Principal Clause (प्रधान उपवाक्य)

2. Co-ordinate Clause (समानाधिकरण उपवाक्य)

3. Subordinate Clause (प्रधान उपवाक्य या मुख्य उपवाक्य)

1. Principal Clause

(The principal clause is the clause which does not depend for its meaning on another clause.)

वाक्य में वह Clause जिसका पूर्ण अर्थ निकलता हो और जो अपने अर्थ के लिए दूसरे Clause पर निर्भर नहीं रहता, Principal Clause कहलाता है। इसे Main Clause भी कह सकते हैं; जैसे—

(a) *I hate him* because he is a liar.
(b) *Ram worked hard* and passed in the first division.
(c) *I do not know* where she works.
(d) *Don't say anything* I am speaking.

उपरोक्त वाक्यों में '*I hate him, Ram worked hard, I do not know* और *Don't say anything*' Principal Clauses हैं, क्योंकि इनसे पूर्ण भाव व्यक्त होता है। ध्यान रखें -Principal Clauses किसी योजक से शुरू नहीं होते।

2. Co-ordinate Clause

वह Clause जो पूर्ण रूप से स्वतंत्र हो और अपने अर्थ के लिए किसी भी अन्य Clause पर निर्भर न हो, Co-ordinate Clause कहलाता है। ये साधारण वाक्य ही होते हैं, जो co-ordinate conjunctions से जुड़े होते हैं। यह Clause जिसके बाद प्रयुक्त होता है, उसी का सहायक बन जाता है; जैसे—

(a) The bus arrived and he boarded it.
(b) God made the country and man made the town.
(c) She must weep or she will die.
(d) We shall go and they will follow us.
(e) Ram worked hard but he failed.

उपरोक्त वाक्यों में 'The bus arrived, God made the country, She must weep, We shall go, Ram worked hard' और 'he boarded it, man made the town, she will die, they will follow us, he failed' स्वतंत्र Clauses हैं। ध्यान रखें पहले वाले Principal Clauses हैं जबकि बाद वाले Co-ordinate Clauses कहलाते हैं।

3. Subordinate Clause

(The subordinate clause depends for its meaning on the principal clause.)

वाक्य में वह Clause जिसका पूरा अर्थ न निकलता हो और जिसे अपने अर्थ के लिए दूसरे Principal Clause पर निर्भर रहना पड़े, Subordinate Clause कहलाता है। इसे Dependent Clause (आश्रित उपवाक्य) भी कह सकते हैं; जैसे—

(a) I know *that you are a good boy*. (b) He came *when I was sleeping*.

(c) I asked him *why he was crying*. (d) I think *that he acted wisely.*

उपरोक्त वाक्यों में 'that you are a good boy, when I was sleeping, why he was crying और that he acted wisely ' Clauses अपना पूर्ण अर्थ देने में असमर्थ हैं, इसलिए ये सभी Subordinate Clauses हैं।

IV. Kinds of Subordinate Clause

Subordinate Clause तीन प्रकार के होते हैं:—

1. The Noun Clause

2. The Adjective Clause

3. The Adverbial Clause

1. Noun Clause

1. I expect *to win a prize*. 2. I expect *that I shall win a prize*.

उपरोक्त वाक्य 1. में 'to win a prize' के पास अपना subject और predicate नहीं है। इसलिए यह एक Phrase है। वाक्य 2. में 'that I shall win a prize' के पास subject 'I' और एक Finite Verb 'shall win' के साथ 'predicate' है। इसलिए यह clause है। यह clause, Verb 'expect' का object है और एक Noun की तरह कार्य करता है। अत: यह एक Noun Clause है।

ऐसा clause जो, अपना एक subject और predicate रखता हो, और Noun का कार्य करे, Noun Clause कहलाता है।

Noun clause की पहचान—

Main verb के साथ what लगाने से जो प्रश्न बनता है, उसके उत्तर में जो clause प्राप्त होता है, उसे noun clause कहते हैं; जैसे—

(a) I expect that I shall win a prize.
Question : I expect ————What ?
Answer : that I shall win a prize.

(b) You should listen to what your teachers say.
Question : You should listen to———What ?
Answer : what your teachers say. (Noun Clause)

(c) She told me that she was not at fault.
Question : She told me ————What ?
Answer : that she was not at fault. (Noun Clause)

Noun clause को निम्नलिखित शब्द Principal clause से जोड़ते हैं— how, if, that, what, when, where, whether, which, who, whom, whose, why etc.

A-1. Subject to a Verb :

यदि कोई Clause किसी Verb के Subject के स्थान पर आता है, तो वह Noun Clause *Subject to the Verb* होता है; जैसे—

Example 1.

What I say is true.

(a) (It) is true ……. – *Principal Clause*

(b) What I say ……. – *Subordinate Noun Clause*

– *Subject to the verb* 'is'

EXAMPLE 2.

Why he left is a mystery.

(a) (It) is a mystery……. – *Principal Clause*
(b) Why he left ……. – *Subordinate Noun Clause*
– *Subject to the verb* 'is'

A-2. Object to a Verb

यदि कोई Clause किसी Verb के Object के स्थान पर आता है, तो वह Noun Clause *Object to the Verb* कहलाता है; जैसे—

EXAMPLE 1.

Do you know where he lives ?

(a) Do you know ……. – *Principal Clause*
(b) where he lives ……. – *Subordinate Noun Clause*
– *Object to the verb* 'know'

EXAMPLE 2.

I cannot say what she wants.

(a) I cannot say ……. – *Principal Clause*
(b) what she wants ……. – *Subordinate Noun Clause*
– *Object to the verb* 'say'

B-1. Object to an infinitive

यदि कोई Clause किसी Infinitive verb के बाद आता हो और Object का कार्य करे, तो वह Noun Clause *Object to the Infinitive* कहलाता है; जैसे—

EXAMPLE 1.

I want to see how beautiful the picture is.

(a) I want to see ……. – *Principal Clause*
(b) how beautiful the picture is……. – *Subordinate Noun Clause*
– *Object to the infinitive* 'to see'

EXAMPLE 2.

I want to know where you will go.

(a) I want to know ……. – *Principal Clause*
(b) where you will go……. – *Subordinate Noun Clause*
– *Object to the infinitive* 'to know'

B-2. Object to a preposition

यदि कोई Clause किसी Preposition के बाद Object के स्थान पर आता है, तो वह Noun Clause *Object to the Preposition* कहलाता है; जैसे—

EXAMPLE 1.

Don't strive for what you cannot achieve.

(a) Don't strive for ……. – *Principal Clause*
(b) what you cannot achieve..……. – *Subordinate Noun Clause*
– *Object to the preposition* 'for'

EXAMPLE 2.

Your success depends on how you work.

(a) Your success depends on ……. – *Principal Clause*
(b) how you work……. – *Subordinate Noun Clause*
– *Object to the preposition* 'on'

C-1. Object to a Participle

यदि कोई Clause किसी Participle के बाद आए और Object का कार्य करे, तो वह Noun Clause *Object to the Participle* कहलाता है; जैसे—

EXAMPLE 1.

Hearing that it was 7 a.m. , I ran to school.

(a) I ran to school hearing ……. – *Principal Clause*
(b) that it was 7 a.m. ...……. – *Subordinate Noun Clause*
– *Object to the participle* 'hearing'

EXAMPLE 2.

Hoping that she would help me, I went to her.

(a) Hoping, I went to her ……. – *Principal Clause*
(b) that she would help me……. – *Subordinate Noun Clause*
– *Object to the participle* 'hoping'

C-2. Complement to an Incomplete Verb

यदि कोई Clause किसी Participle के बाद आए और Object का कार्य करे, तो वह Noun Clause *Complement to the incomplete verb* कहलाता है; जैसे—

EXAMPLE 1.

It looks that she is very tired.

(a) It looks ……. – *Principal Clause*
(b) that she is very tired...……. – *Subordinate Noun Clause*
– *Complement to the incomplete verb* 'looks'

EXAMPLE 2.

This is what he says.

(a) This is ……. – *Principal Clause*
(b) what he says……. – *Subordinate Noun Clause*
– *Complement to the incomplete verb* 'is'

D. In apposition to a Noun or Pronoun

यदि किसी clause का प्रयोग noun या pronoun का अर्थ प्रकट करने के लिए किया गया हो, तो वह noun clause, in apposition to the noun या pronoun कहलाता है; जैसे—

EXAMPLE 1.

The fact, that man is mortal, is believed by all.

(a) The fact is believed by all ……. – *Principal Clause*
(b) that man is mortal...……. – *Subordinate Noun Clause*
– *In apposition to the noun* 'fact'

EXAMPLE 2.

It is strange that you should say so.

(a) It is strange ……. – *Principal Clause*
(b) that you should say so..……. – *Subordinate Noun Clause*
– *In apposition to the pronoun* 'it'

EXERCISE 210.

Analysis the following sentences into Clauses, giving the kind and function of each clause.

1. That you will fail in the examination is certain.
2. Do you know when he will arrive ?

3. We are responsible for what we do.
4. Hoping that he would be at school, I went there.
5. It is clear that you have made a mistake.
6. There is no truth in what you have said.
7. The idea that some super-power holds this universe seems to be true.
8. He got what he wanted.
9. The bride went away saying that she would never return.
10. Why he left this place is not known to me.

2. ADJECTIVE CLAUSE

ऐसा Clause जो Adjective का काम करे Adjective Clause कहलाता है; जैसे—

The cat *with soft furry coat* is mine.

The cat *which has a soft furry coat* is mine.

'with soft furry coat' एक adjective phrase का कार्य कर रहा है।

परंतु 'which has a soft furry coat' शब्दों का समूह adjective clause है क्योकि इसमें has (finite verb) का प्रयोग किया गया है। Adjective clause को प्राय: Which, who, whom, whose और that से introduce किया जाता है। इस clause को Noun के पास ही रखा जाता है।

1. जब कोई Subordinate Clause, Principal Clause के Noun या Pronoun की विशेषता बताए। ये Clauses हमेशा Relative Pronouns से या Relative Adverbs से आरंभ होते हैं। Who, whose, whom, as, that और which – Relative Pronouns हैं और how, when, where और why – Relative Adverbs हैं; जैसे—

EXAMPLE 1.

She is the girl who hates me.

(a) She is the girl ……. – *Principal Clause*

(b) who hates me..……. – *Subordinate Adjective Clause*

– *Qualifying the noun* 'girl'

EXAMPLE 2.

Those who work regularly become successful in life.

(a) Those become successful in life.… – *Principal Clause*

(b) who work regularly……. – *Subordinate Adjective Clause*

– *Qualifying the pronoun* 'those'

EXAMPLE 3.

He that is down need fear no fall.

(a) He need fear no fall……. – *Principal Clause*

(b) that is down……. – *Subordinate Adjective Clause*

– *Qualifying the pronoun* 'he'

EXAMPLE 4.

Show me the house where you were born.

(a) Show me the house ……. – *Principal Clause*

(b) where you were born..……. – *Subordinate Adjective Clause*

– *Qualifying the noun* 'house'

2. कभी-कभी *Principal clause* Subordinate clause से आधा पहले और आधा बाद में आता है; जैसे—

(a) The dog *which went mad* has been shot dead.

(b) My wife *who is in Delhi* has divorced me.

3. ध्यान देने योग्य बात यह है कि Adjective Clause के आगे और पीछे comma नहीं लगता; जैसे—

My shirt *which was white* has been lost. **इस वाक्य का अर्थ है— मेरे पास केवल एक ही shirt थी और वह सफेद रंग की थी, जो खो गई है।**

My shirt, which was white, has been lost.

किंतु comma का प्रयोग करने पर अर्थ यह होता है कि मेरे पास जो कमीजें हैं उनमें सफेद रंग वाली कमीज खो गई है।

EXERCISE 211.

Analysis the following sentences into Clauses, giving the kind and function of each clause.

1. This is the boy who broke the glass.
2. I do not like such boys as are idle.
3. He who steals my purse steals trash.
4. The umbrella which has a broken handle is mine.
5. God helps those who help themselves.
6. The school where the accident occurred is near by.
7. The time when we shall go is not yet fixed.
8. She is the girl who had made mischief.
9. This is the room where Gandhiji lived.
10. The moment which is lost forever.

3. ADVERB CLAUSE

They played *in the morning*. They played when morning came.

उपरोक्त वाक्यों में italicised अक्षर verb 'played' की विशेषता प्रकट कर रहे हैं कि कार्य कब हुआ। शब्दों का समूह 'in the morning' एक phrase है, इसमें कोई Finite Verb नहीं है। दूसरे वाक्य में subject 'they' के पास Finite Verb 'played' है। इसलिए यह एक Clause है। इसे हम adverb clause कह सकते हैं क्योंकि यह adverb की तरह कार्य कर रहा है और प्रश्न when का जवाब दे रहा है। इसके पास 'morning came' नामक predicate भी है। इस प्रकार ऐसा clause जिसमें एक subject, एक predicate और एक finite verb हो तथा वाक्य में Adverb का कार्य करे, Adverb Clause कहलाता है।

Adverb Clause को after, as, as soon as, before, since, till, when, whenever और while से introduce किया जा सकता है।

जब कोई Subordinate Clause, Adverb का कार्य करे अर्थात् जो किसी अन्य Clause में प्रयुक्त हुए Verb, Adjective या Adverb की विशेषता बताए Adverb Clause कहलाता है। यह निम्नलिखित तथ्यों को प्रकट करता है-

1. Time 2. Place 3. Purpose 4. Reason 5. Manner
6. Extent 7. Condition 8. Result 9. Comparison 10. Contrast

1. Adverb Clause of Time :

यह Clause समय की ओर संकेत करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है- after, as, as long as, as soon as, before, since, so long as, till, until, when, whenever, while etc. जैसे–

EXAMPLE 1.

The farmer came home when it was night.

(a) The farmer came home……. – *Principal Clause*
(b) when it was night……. – *Subordinate Adverb Clause* showing 'time'

EXAMPLE 2.

All stood up when the teacher came.

(a) All stood up……. – *Principal Clause*
(b) when the teacher came.… – *Subordinate Adverb Clause* showing 'time'

2. Adverb Clause of Place :

यह Clause स्थान की ओर संकेत करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है– whence, where, wherever, whither etc.

जैसे–

EXAMPLE 1.

Go quickly whence you came.

(a) Go quickly……. – *Principal Clause*

(b) whence you came……. – *Subordinate Adverb Clause* showing 'place'

EXAMPLE 2.

This is the school where I studied.

(a) This is the school……. – *Principal Clause*

(b) where I studied……. – *Subordinate Adverb Clause* showing 'place'

3. Adverb Clause of Purpose :

यह Clause उद्देश्य को प्रकट करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है- that, so that, in order that, lest etc.

जैसे–

EXAMPLE 1.

Walk fast so that you may not miss the train.

(a) Walk fast……. – *Principal Clause*

(b) so that you may not miss the train… –*Subordinate Adverb Clause* showing 'purpose'

EXAMPLE 2.

Work hard lest you should fail.

(a) Work hard……. – *Principal Clause*

(b) lest you should fail……. – *Subordinate Adverb Clause* showing 'purpose'

4. Adverb Clause of Reason :

यह Clause कारण की ओर संकेत करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है– as, because, for, now that, since etc.

जैसे–

EXAMPLE 1.

He cannot understand it because he is dull.

(a) He cannot understand it……. – *Principal Clause*

(b) because he is dull……. – *Subordinate Adverb Clause* showing 'reason'

EXAMPLE 2.

He is sad as he failed in the examination.

(a) He is sad……. – *Principal Clause*

(b) as he failed in the examination…. – *Subordinate Adverb Clause* showing 'reason'

5. Adverb Clause of Manner :

यह Clause ढंग की ओर संकेत करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है– according as, as, as – so, as if, as though etc.

जैसे–

EXAMPLE 1.

As you sow, so shall you reap.

(a) so shall you reap……. – *Principal Clause*

(b) As you sow……. – *Subordinate Adverb Clause* showing 'manner'

EXAMPLE 2.

He behaved as if she is known to me.

(a) He behaved……. – *Principal Clause*

(b) as if she is known to me……. – *Subordinate Adverb Clause* showing 'manner'

6. Adverb Clause of Extent :

यह Clause बात के विस्तार की ओर संकेत करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है— as far as, so far as etc.

जैसे—

EXAMPLE 1.

So far as I know, she is in the right.

(a) she is in the right……. – *Principal Clause*

(b) So far as I know……. – *Subordinate Adverb Clause* showing 'extent'

EXAMPLE 2.

As far as I think, he will not betray you.

(a) he will not betray you……. – *Principal Clause*

(b) As far as I think……. – *Subordinate Adverb Clause* showing 'extent'

7. Adverb Clause of Condition :

यह Clause शर्त की ओर संकेत करता है, और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है—if, provided, unless, whether – or etc.

जैसे—

EXAMPLE 1.

We shall stay with you if it rain.

(a) We shall stay with you……. – *Principal Clause*

(b) if it rain……. – *Subordinate Adverb Clause* showing 'condition'

EXAMPLE 2.

I will help you provided you remain grateful.

(a) I will help you……. – *Principal Clause*

(b) provided you remain grateful……. – *Subordinate Adverb Clause* showing 'condition'

8. Adverb Clause of Result :

यह Clause परिणाम की ओर संकेत करता है और ऐसा Clause 'that' से आरंभ होता है परंतु उससे पहले Principal Clause में so/such का प्रयोग होता है।

जैसे—

EXAMPLE 1.

He is so poor that he cannot pay his school fee.

(a) He is so poor……. – *Principal Clause*

(b) that he cannot pay his school fee.… – *Subordinate Adverb Clause* showing 'result'

EXAMPLE 2.

I am so tired that I cannot work any more.

(a) I am so tired……. – *Principal Clause*

(b) that I cannot work any more……. – *Subordinate Adverb Clause* showing 'result'

9. Adverb Clause of Comparison :

यह Clause दो गुणों की तुलना बताता है और Relative adverb–as और conjunction–than से आरंभ हो सकता है।

जैसे—

EXAMPLE 1.

Sita is taller than her sister.

(a) Sita is taller ……. – *Principal Clause*

(b) than her sister……. – *Subordinate Adverb Clause* showing 'comparison'

EXAMPLE 2.

I work as hard as he.

(a) I work……. – *Principal Clause*

(b) as hard as he……. – *Subordinate Adverb Clause* showing 'comparison'

10. Adverb Clause of Contrast :

यह Clause किसी बात के अंतर को स्पष्ट करता है और निम्नलिखित किसी भी Conjunctions से आरंभ हो सकता है—although yet, even if, all the same, however, if, though etc.

जैसे—

EXAMPLE 1.

I have no hope of success, all the same I must try.

(a) I have no hope of success……. – *Principal Clause*

(b) all the same I must try……. – *Subordinate Adverb Clause* showing 'contrast'

EXAMPLE 2.

Although he is rich, he is not proud.

(a) he is not proud……. – *Principal Clause*

(b) Although he is rich……. – *Subordinate Adverb Clause* showing 'contrast'

EXERCISE 212.

Pick out the adverb clause in the following sentences and state the function of each clause :

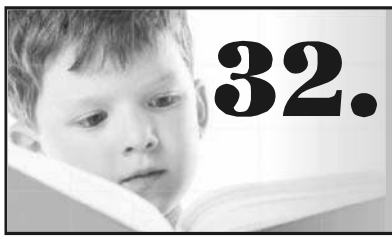
1. Do not talk while you are eating.
2. The less you say about it, the better it is.
3. You have to go where I send you.
4. If he had informed me, I would have helped him.
5. You cannot pass unless you study sincerely.
6. He is so weak that he cannot walk.
7. He worked hard so that he could succeed.
8. He could not solve the sum because he was dull.
9. He is not so strong as his brother.
10. I cannot attend office as I am unwell.

EXERCISE 213.

Pick out the adverb clause in the following sentences and state the function of each clause :

1. She is as beautiful as her sister.
2. She behaved as though we were mad.
3. However, fast you may run, you cannot catch the train.
4. They cried as though they were ruined.
5. Put the key where you can find it easily.
6. He studied so hard that he got first division.
7. He came after night had fallen.
8. As far as I know, he will not deceive you.
9. I take exercise in order that I may keep fit.
10. Although it was raining, I went to school.

❋ ❋ ❋



32. Synthesis Of Sentences

IN THIS SECTION

I. SYNTHESIS OF SENTENCES
II. SYNTHESIS OF SIMPLE SENTENCES INTO ONE SIMPLE SENTENCE
III. SYNTHESIS OF SIMPLE SENTENCES INTO ONE COMPOUND SENTENCE
IV. SYNTHESIS OF SIMPLE SENTENCES INTO ONE COMPLEX SENTENCE

I. SYNTHESIS OF SENTENCES

(The process by which two or more simple sentences are combined into one simple, compound or complex sentence is called synthesis of sentences.)

दो या दो से अधिक Simple Sentences को मिलाकर एक Simple, Compound या Complex Sentence बनाने की प्रक्रिया को Synthesis of Sentences कहते हैं। इस बात का ध्यान रखें कि Simple Sentence में केवल एक Finite Verb होती है और Synthesis करते समय Sentences का कोई महत्वपूर्ण भाग छूट न जाए।

Synthesis को मुख्य रूप से तीन भागों में बाँटा गया है—

I. Synthesis of Simple Sentences into one Simple Sentence
II. Synthesis of Simple Sentences into one Compound Sentence
III. Synthesis of Simple Sentences into one Complex Sentence

II. SYNTHESIS OF SIMPLE SENTENCES INTO ONE SIMPLE SENTENCE

(A) Participles का प्रयोग करके

Rule 1. यदि एक sentence में is/am/are/was/were का प्रयोग हुआ है, तो इनकी जगह Being का प्रयोग करके, simple sentence बनाया जाता है; जैसे—

(a) He is weak. He cannot walk.
Being weak he cannot walk.
(b) He is intelligent. He can solve this question.
Being intelligent he can solve this question.

Rule 2. यदि दूसरे sentence के कार्य में fastness व्यक्त हो, तो पहले sentence की verb को participle की तरह प्रयोग किया जाता है। जो कार्य पहले हुआ है, उस sentence की verb को participle के रूप में प्रयोग करके, नया sentence बनाना चाहिए; जैसे—

(a) She heard a noise. She ran out.
Hearing a noise she ran out.
(b) He saw a lion. He fled away.
Seeing a lion he fled away.

Rule 3. यदि sentence के कार्य में fastness व्यक्त न हो, तो having + verb III का प्रयोग किया जाता है; जैसे—

(a) He lost his purse. He began to cry.
Having lost his purse, he began to cry.

(b) He wrote a letter. He posted it.
Having written a letter he posted it.

(B) Conjunction 'And' का प्रयोग करके

Rule 1. जब दोनों sentences के subjects भिन्न हों और predicate समान हों, तो दोनों subjects को and से जोड़कर:

(a) Sahil cannot speak English. Gita cannot speak English.
Sahil and Gita cannot speak English.

(b) Ram knows driving. Shyam knows driving.
Ram and Shyam knows driving.

Rule 2. जब दोनों sentences के predicate भिन्न हों और subjects समान हों, तो दोनों objects को and से जोड़कर :

(a) I can read Hindi. I can read English.
I can read Hindi and English.

(b) He will play. He will support us.
He will play and support us.

(C) Nominative Absolute का प्रयोग करके

जब sentences में subject भिन्न हों और ऐसे sentences के कार्यों के बीच कारण परिणाम का संबंध हो अर्थात् एक कार्य के होने के बाद दूसरा कार्य उसका परिणाम हो, तो ऐसे sentences को जोड़ने के लिए Nominative absolute का प्रयोग किया जाता है । Nominative absolute उस Nominative को कहा जाता है जो sentence की क्रिया पर प्रभाव न डाल सके; जैसे—

Rule 1. यदि sentence 'active voice' है, तो having + verb III का प्रयोग किया जाता है; जैसे—

(a) The police arrived. The thieves ran away.
The police having arrived the thieves ran away.

(b) The sun rose. The fog disappeared.
The sun having risen the fog disappeared.

Rule 2. यदि sentence 'passive voice' है, तो having been + verb III का प्रयोग किया जाता है; जैसे—

(a) The course was revised. We got preparatory holidays.
The course having been revised, we got preparatory holidays.

(b) The Fort was enclosed. The enemy was unable to capture it.
The Fort having been enclosed, the enemy was unable to capture it.

(D) Noun या Phrase in Apposition का प्रयोग करके

(a) Ram is my friend. He is the son of a landlord.
Ram, my friend, is the son of a landlord.

(b) Edison invented gramophone. He was an American.
Edison, an American, invented gramophone.

(E) Noun या Gerund के साथ Preposition का प्रयोग करके

(a) You should finish this job. Then you can go home.
After finishing this job, you can go home.

(b) His mother dead. He heard the news. He lost conscience.
On hearing the news of his mother's death, he lost conscience.

(F) Infinitive का प्रयोग करके

(a) We shall meet you. We shall discuss the matter.
We shall meet you to discuss the matter.

(b) I have lots of work. I have to finish soon.
I have lots of work to finish soon.

(G) Adjective या Adverb का प्रयोग करके

(a) He is intelligent. He can solve this sum.
He is intelligent enough to solve this sum.

(b) He is strong. He can do this work.
He is strong enough to do this work.

(H) Too-to का प्रयोग करके

(a) He is very clever. He cannot be deceived.
He is too clever to be deceived.

(b) The coffee is very hot. I cannot drink it.
The coffee is too hot for me to drink.

(I) Adverb या Adverbial Phrase का प्रयोग करके

(a) He ran fast. He was in hurry.
Hurriedly he ran fast.

(b) Sahil is faithful. There is no doubt about it.
Sahil is, undoubtedly, faithful.

(J) Besides, In spite of और But for का प्रयोग करके

Also के स्थान पर besides; still के स्थान पर in spite of और otherwise के स्थान पर but for लगाकर :

(a) She made a promise. She kept it also.
Besides making a promise, she kept it.

(b) You must support them. Otherwise they will lose the match.
But for your support, they will lose the match.

EXERCISE 214.

Combine these sentences into a simple sentence :

1. He finished his work. He went to play.
2. I solved my paper. I gave it to the teacher.
3. It is very cold. One cannot go out.
4. The man met the Principal, the man went away.
5. He is very rich. Still he is not happy.
6. We go to school. We read there.
7. He jumped up. He rain away.
8. He passed the test. It was very fortunate.
9. You are foolish. You cannot pass the exam.
10. I went to London. London is the capital of Britain.

EXERCISE 215.

Combine these sentences into a simple sentence :

1. The traveller was very tired. The traveller fell asleep.
2. He has failed many times. He still hopes to succeed.
3. I shall go to market. I shall buy wheat there.
4. Rakesh was a goldsmith. He was teased by the people of the town.
5. I took my lunch. I went my office.
6. The windows are shut. It is clear.
7. He is very fat. He cannot run.
8. Kalidas was the greatest writer. He wrote many plays in Sanskrit.
9. He saw her. He cried loudly.
10. They did not invite us. They did it with an intention.

EXERCISE 216.

Combine these sentences into a simple sentence :

1. Ram was surprised. He knew about his result.
2. Gandhiji was a moralist. He had once been a lawyer. He struggled hard to attain freedom.
3. Shyam is dishonest. Shyam is miser.
4. I heard a noise. I woke up.
5. Raju reached the playground. He was punctual.
6. He is very poor. He cannot pay his fees.
7. Ram was the son of king Dasharath. He killed Ravan.
8. The job was completed. He went on leave.
9. Ram cannot play hockey. Mohan cannot play hockey.
10. She saw a snake. She raised a hue and cry.

EXERCISE 217.

Combine these sentences into a simple sentence :

1. She deserved to succeed. She failed.
2. I have some duties. I must perform them.
3. He is my cousin. His name is Sohan.
4. The soldiers arrived. The mob dispersed.
5. Sita can dance. Sita can swim.
6. The snake was tortured. It ran away from the cage.
7. The sun set. The boys had not finished the match.
8. He wanted to educate her daughter. He sent her to Canada.
9. Gita is a naughty girl. She does not do her home work.
10. The school was closed. The students went to their houses.

III. SYNTHESIS OF SIMPLE SENTENCES INTO ONE COMPOUND SENTENCE

नोट— विस्तृत जानकारी के लिए Conjunctions नामक Chapter पढ़ें।

(A) Cumulative Conjunctions का प्रयोग करके

(a) 'And' का प्रयोग करके

(a) They finished their work. They left for home.
They finished their work and they left for home.

(b) He is a fool. He is a knave.
He is a fool and a knave.

(b) 'Both - and' का प्रयोग करके

(a) He ate a mango. He ate a banana.
He ate both a mango and a banana.

(b) He is a doctor. He is a writer.
He is both a doctor and a writer.

(c) 'As well as' का प्रयोग करके

(a) Ram is a good boy. His brother is a good boy.
Ram as well as his brother is a good boy.

(b) Sohan is going to Hisar. Mohan is going to Hisar.
Sohan as well as Mohan is going to Hisar.

(d) 'Not only - but also' का प्रयोग करके

(a) He lost his luggage. He lost his purse.
He lost not only his luggage but also purse.

(b) He is poor. He is honest.
He is not only poor but also honest.

(e) 'Not less than' का प्रयोग करके (इसमें verb पहले subject के अनुसार लगती है।)

(a) You are at fault. Mohan is at fault.
You no less than Mohan are at fault.

(b) Silver is costly. Copper is equally costly.
Copper no less than Silver is costly.

(B) Adversative Conjunctions का प्रयोग करके

(a) 'But' का प्रयोग करके

(a) He worked hard. He failed.
He worked hard but he failed.

(b) He is smart. He is not intelligent.
He is smart but he is not intelligent.

(b) 'Still ' या 'Yet' का प्रयोग करके

(a) I do not support him. He respects me.
I do support him still he respects me.

(b) I hate him. He loves me.
I hate him yet he loves me.

(c) 'However' का प्रयोग करके

(a) There is no bicycle. You may go on foot.
There is no bicycle, however you may go on foot.

(b) Your leaves are not due. You may go.
Your leaves are not due, however you may go.

(d) 'Nevertheless' का प्रयोग करके

(a) She was ill. She came to school.
She was ill, nevertheless she came to school.

(b) A wasp stung her. She did not cry.
A wasp stung her, nevertheless she did not cry.

(e) 'Only' का प्रयोग करके

(a) Sit where you like. Don't sit on the chair.
Sit where you like, only don't sit on the chair.

(b) He could solve it. He became hopeless.
He could solve it only he became hopeless.

(f) 'While' का प्रयोग करके

(a) I was reading. She was preparing a cup of tea for me.
While I was reading, she was preparing a cup of tea for me.

(b) They talked. The teacher taught.
They talked while the teacher taught.

(C) Alternative Conjunctions का प्रयोग करके

(a) 'Or' का प्रयोग करके

(a) Read hard. You will fail.
Read hard or you will fail.

(b) Go away. Come in.
Go away or come in.

(b) 'Else' का प्रयोग करके

(a) Start soon. You will miss the flight.
Start soon, else you will miss the flight.

(b) Run fast. You will miss the Science period.
Run fast, else you will miss the Science period.

(c) 'Otherwise' का प्रयोग करके

(a) You must work hard. You will repent.
You must work hard, otherwise you will repent.

(b) Make haste. You will be late.
Make haste, otherwise you will be late.

(d) 'Either - or' का प्रयोग करके (इसमें verb दूसरे subject के अनुसार लगती है।)

(a) Do the work properly. Go away.
Either do the work properly or go away.

(b) The marriage take place in March. It may take place in April.
The marriage will take place either in March or in April.

(e) 'Neither - nor' का प्रयोग करके

(a) Do not be a borrower. Do not be a lender.
Neither a borrower nor a lender be.

(b) Sita is not a liar. She is not a coward.
Sita is neither a liar nor a coward.

(D) Illative Conjunctions का प्रयोग करके

(a) 'There' का प्रयोग करके

(a) I was ill. I applied for leave.
I was ill, therefore, I applied for leave.

(b) He broke the glass. He was punished.
He broke the glass, therefore he was punished.

(b) 'So' का प्रयोग करके

(a) It is midnight. We should sleep now.
It is midnight so we should sleep now.

(b) You are late. You are fined.
You are late so you are fined.

(c) 'For' का प्रयोग करके

(a) Everyone has to die one day. Man is mortal.
Everyone has to die one day for man is mortal.

(b) I must go now. It is already late.
I must go now for it is already late.

(d) 'Hence' का प्रयोग करके

(a) It is getting late. We must rush to school.
It is getting late hence we must rush to school.

(b) It is growing dark. We must hurry back home.
It is growing dark hence we must hurry back home.

(e) 'Then' का प्रयोग करके

(a) It is raining. Let us sit here.
It is raining, then let us sit here.

(b) The bell has gone. Let us start.
The bell has gone, then let us start.

EXERCISE 218.

Combine these sentences into a simple sentence :

1. I wrote a letter. He read a book.
2. The thieves were caught. They were handed over to the police.
3. I can speak Hindi. I can speak English.
4. She is beautiful. She is intelligent.
5. He walked fast. He missed the train even then.
6. He is rich. He is not happy.
7. She did not work hard. She won the prize.
8. He failed. He continued working hard.
9. Go where you like. Do not disturb me.
10. Good boys work hard. Bad boys waste their time.

EXERCISE 219.

Combine these sentences into a simple sentence :

1. Walk fast. You will miss the train.
2. Ramesh has taken my book. Mahesh has taken my book.
3. I do not borrow money. I do not lend money.
4. He overworked. His health broke down.
5. He ran fast. He caught the train.
6. The days were hot and long. It was mid-June.
7. It is very cold. We purchased some winter wears.
8. You are weak in English. You have to accept it.
9. He purchased a book. He purchased a pen.
10. He is illiterate. His brothers are illiterate.

EXERCISE 220.

Combine these sentences into a simple sentence :

1. He is to praise. You are to praise.
2. I have a plan. I cannot implement it.
3. He abused us. We forgave him.
4. He did not prepare well. He passed.
5. He is rich. He leads an unhappy life.
6. You can do whatever you like. You do not make unnecessary telephones.
7. Ram won the match. Shyam lost this chance.
8. He must weep. He will die.
9. You are intelligent. You are respected.
10. It was raining heavily. He took an umbrella with him.

EXERCISE 221.

Combine these sentences into a simple sentence :

1. He forgave her. She apologized publicity.
2. She is a sincere worker. She was promoted.
3. Mohan went to school. Sohan went to the market.
4. He is smart. He is strong.
5. Ram will go to Karnal. Sachin will go to Karnal.
6. We propose. The God disposes.
7. He is rich. He is not contented.

8. I do not like this toy. I may buy it for you.
9. They are poor. They are trustworthy.
10. He was all right. He was fatigued.

EXERCISE 222.

Combine these sentences into a simple sentence :

1. Run fast. You will miss the train.
2. He was guilty. He was punished.
3. We are late. We should move fast.
4. I cannot see. It is very dark.
5. Night came on. It grew dark.
6. My friend is quite rich. He is not happy.
7. He is poor. He is honest.
8. I shall not oppose your design. I cannot approve of it.
9. He failed. He persevered.
10. Work hard. You will be failed.

EXERCISE 223.

Combine these sentences into a simple sentence :

1. She is honest. She was rewarded.
2. He is intelligent. He is industrious.
3. She tried her best. She could not get a job.
4. I was annoyed. I kept quiet.
5. He was obstinate. He was punished.
6. The police came. The thief ran away.
7. He worked hard. He could not pass.
8. He came. He watched TV.
9. Platinum is costly. Gold is equally costly.
10. The wind blew. The rain fall. The lightning flashed.

IV. SYNTHESIS OF SIMPLE SENTENCES INTO ONE COMPLEX SENTENCE

(A) Noun Clause का प्रयोग करके

(a) 'Who' का प्रयोग करके

(a) Someone has molested her. I want to know his name.
I want to know who has molested her.

(b) Someone has stolen my purse. I want to beat him.
I do not know who stole my purse.

(b) 'What' और 'where' का प्रयोग करके

(a) He wrote in the letter. It is not legible.
What he wrote in the letter is not legible.

(b) He hid my diary somewhere. I do not know this.
I do not know where he hid my diary.

(c) 'That' का प्रयोग करके

(a) He will see me. It is not definite.
It is not definite that he will see me.

(b) He has committed a mistake. I believe so.
I believe that he has committed a mistake.

(d) 'If' का प्रयोग करके

(a) You are killer. He does not know.
He does not know whether you are killer.

(b) Could she depend upon her uncle? She did not know this.
She did not know if she could depend upon her uncle.

(B) Adjective Clause का प्रयोग करके

(a) 'Whose' और 'whom' का प्रयोग करके

(a) The boy is weeping. His mother is dead.
The boy whose mother is dead, is weeping.

(b) My friend has passed. You met him yesterday.
My friend whom you met yesterday has passed.

(b) 'Which' और 'where' का प्रयोग करके

(a) Bring me the book. It is on the table.
Bring me the book which is on the table.

(b) This is the college. I studied here last year.
This is the college where I studied last year.

(C) Adverb Clause का प्रयोग करके

(a) 'Till' का प्रयोग करके

(a) She cooked food for her mother. She cooked till midnight.
She cooked food for her mother till it was midnight.

(b) I will get ready. Do not leave till then.
Do not leave until I get ready.

(b) 'As' और 'since' का प्रयोग करके

(a) Let a man sow anything. He will reap its fruit.
As a man sows so shall he reap.

(b) He is in trouble. I must help him.
Since (as) he is in trouble, I must help him.

(c) 'As-as' और 'as soon as' का प्रयोग करके

(a) You are strong. I am equally strong.
I am as strong as you are.

(b) The thief saw the police. He ran away.
As soon as the thief saw the police, he ran away.

(d) 'Before' और 'no sooner – than' का प्रयोग करके

(a) The doctor came there. The patient had died before it.
The patient had died before the doctor came.

(b) We reached at the station. The train left immediately.
No sooner did we reach the station than the train left.

(e) 'Where' और 'when' का प्रयोग करके

(a) He fled somewhere. I could not follow him.
He fled where I could not follow him.

(b) I reached near the church. My friend had left the church.
When I reached the church, my friend had left.

(f) 'If' का प्रयोग करके

(a) I shall come. My being alone is a condition.
I shall come if I am alone.

(b) Do not eat too much. You will fall ill.
If you eat too much, you will fall ill.

(g) 'So that' का प्रयोग करके

(a) We wish to live. We eat for that purpose.
We eat so that we may live.
(b) He works very hard. He desires to get gold medal.
He works very hard so that he may get gold medal.

(h) 'Unless' और 'lest' का प्रयोग करके

(a) You should work hard. You will not pass.
Unless you work hard, you will not pass.
(b) She lent me money. She did not want to make me angry.
She lent me money lest I should get angry.

EXERCISE 224.

Combine these sentences into a simple sentence :

1. She is going to some place. No one knows it.
2. The earth is round. Everyone knows it.
3. Could I trust that betrayer, again? I did not know this.
4. He stole my pen. He is Mohan.
5. I have sold my dog. It was brown in colour.
6. The robber saw the police. He took to his heels at once.
7. The thief fled somewhere. The police could not follow him.
8. Do not waste your time. You will suffer.
9. He was quite tired. He could scarcely stand.
10. The guests are arriving. Do you know the time of their arrival ?

EXERCISE 225.

Combine these sentences into a simple sentence :

1. I have suffered many loses. This is fact.
2. She may be innocent. I do not know.
3. He is a killer. He has been imprisoned for two years.
4. I have studied English. It is spoken by the largest number of population.
5. You are lazy. You cannot do this work.
6. I stood first. The Principal gave me a prize.
7. The dog wants something. It is not clear.
8. No will stand with him. It is a fact.
9. I am looking for a boy. He lent me this bicycle.
10. I want a wall clock. It must show the date and time.

EXERCISE 226.

Combine these sentences into a simple sentence :

1. The police arrived. The people dispersed.
2. The elephant passed through the streets. The children got afraid.
3. She will be late. It is certain.
4. I met a man. His leg was fractured.
5. This is the place. The accident took place here yesterday.
6. He was not there. I spoke to his father.
7. Indira Gandhi died in 1984. Rajiv Gandhi thereafter became Prime Minister.
8. He may be innocent. I do not know.

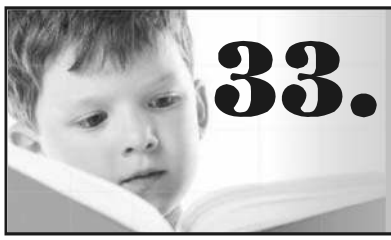
9. This is Ram. We have always respected him.
10. It is 5 a.m. It began to rain then.

EXERCISE 227.

Combine these sentences into a simple sentence :

1. He fled somewhere. His pursuers could not follow him.
2. He is an intelligent boy. I do not doubt it.
3. He is Mr. Nain, a friend of mine. I received him from the station.
4. Youth is the time. The seeds of character can be sown then.
5. You are repentant. I will not forget it.
6. This is the girl. She secured first position.
7. This is the hotel. I lived there for two months.
8. He is very weak. He can't run.
9. A fox once met a lion. The fox had never seen a lion before.
10. This is the office. I work here.

❋ ❋ ❋



33. Transformation Of Sentences

IN THIS SECTION

I. TRANSFORMATION OF SENTENCES
II. TRANSFORMATION OF POSITIVE INTO COMPARATIVE
III. TRANSFORMATION OF POSITIVE/COMPARATIVE/SUPERALATIVE
IV. TRANSFORMATION OF POSITIVE INTO NEGATIVE
V. TRANSFORMATION OF INTERROGATIVE INTO ASSERTIVE
VI. TRANSFORMATION OF EXCLAMATORY INTO ASSERTIVE
VII. TRANSFORMATION : BY CHANGING PARTS OF SPEECH
VIII. TRANSFORMATION OF SIMPLE/COMPOUND/COMPLEX SENTENCE

I. TRANSFORMATION OF SENTENCES

Sentence को एक Form से दूसरी Form में इस तरह से बदलना कि अर्थ प्रभावित न हो, Transformation कहलाता है। Transformation निम्नलिखित तरीकों से किया जाता है—

II. TRANSFORMATION OF POSITIVE INTO COMPARATIVE

Positive को Comparative बनाना

1. Adjective की Degree बदलकर

(a) As - as 'समानता'

1. दोनों वाक्यों के subjects का स्थान बदलें।

2. helping verb + not + comparative degree + than का प्रयोग करें।

(a) Rakesh is as clever as his brother. (Positive)
His brother is not cleverer than Rakesh. (Comparative)

(b) Sita runs as fast as a deer. (Positive)
A deer does not run faster than Sita. (Comparative)

(b) Not so - as 'उतना नहीं'

1. दोनों वाक्यों के subjects का स्थान बदलें।

2. helping verb + comparative degree + than का प्रयोग करें।

(a) Your sister is not so wise as mine. (Positive)
My sister is wiser than yours. (Comparative)

(b) Ram is not so fat as Shyam. (Positive)
Shyam is fatter than Ram. (Comparative)

(c) No other — as - as 'अन्य कोई उतना नहीं'

1. दोनों वाक्यों के subjects का स्थान बदलें।

2. helping verb + comparative degree + than + any other का प्रयोग करें।

(a) No other metal is as useful as iron. (Positive)
Iron is more useful than any other metal. (Comparative)

(b) No other democracy in the world is as large as India. (Positive)
India is larger than any other democracy in the world. (Comparative)

III. TRANSFORMATION OF POSITIVE/COMPARATIVE/SUPERLATIVE

Positive, Comparative और Superlative का पारस्परिक रूपांतरण

(a) Superlative से Comparative बनाना

(i) Helping verb + comparative degree + than + any other का प्रयोग करें।

(a) Kalidas is the best poet in Sanskrit. (Superlative)
Kalidas is better than any other poet in Sanskrit. (Comparative)

(b) Ram is the best student in our school. (Superlative)
Ram is better than any other student in our school. (Comparative)

(ii) ऐसे वाक्य जिसमें One of the + Superlative का प्रयोग हो उनमें 'most other' का प्रयोग करें।

(a) Calcutta is one of the biggest cities in India. (Superlative)
Calcutta is bigger than most other cities in India. (Comparative)

(b) Jaipur is one of the most beautiful cities in India. (Superlative)
Jaipur is more beautiful than most other cities in India. (Comparative)

(b) Superlative से Positive बनाना

(i) ऐसे वाक्य जिसमें One of the + Superlative का प्रयोग हो उनमें 'very few other' का प्रयोग करें।

(a) Ashoka was one of the greatest Indian Kings. (Superlative)
Very few Indian Kings were as great as Ashoka. (Positive)

(b) Jindal is one of the most industrious leader. (Superlative)
Very few leaders are as industrious as Jindal. (Positive)

(ii) No other + noun + - as - as - का प्रयोग करें।

(a) Everest is the highest mountain in the world. (Superlative)
No other mountain in the world is as high as the Everest. (Positive)

(b) The lion is the boldest animal. (Superlative)
No other animal is as bold as the lion. (Positive)

EXERCISE 228.

Transform the following sentences in Comparative Degree :

1. Kiran is as tall as Usha.
2. India is not so rich as America.
3. No other book in the market is as good as this.
4. Lead is the heaviest of all metals.
5. No other man in the village is as poor as Ram.
6. The razor is not as sharp as that one.
7. No other boy in the village is as wise as Ram
8. Switzerland is the most beautiful country in the world.
9. To serve in Heaven is not so good as to reign in Hell.
10. Ram is as strong as Shyam.

EXERCISE 229.

Transform the following sentences in Positive Degree :

1. Tulsidas was one of the greatest poets of Hindi.
2. This is most beautiful building in our village.
3. Gandhiji was one of the greatest leaders.
4. Ram is the best student in our school.
5. Gold is the heaviest of all metals.

IV. TRANSFORMATION OF POSITIVE INTO NEGATIVE

A. Removal of Too (Too को हटाकर) Affirmative वाक्यों का Negative वाक्यों में रूपांतरण

(a) Type I.

1. Too के स्थान पर so का प्रयोग करें।

2. to + - के स्थान पर that + subject + cannot + - का प्रयोग करें।

3. Past के वाक्यों में could not का प्रयोग करें।

(a) He is too foolish to solve the problem. (Affirmative)
He is so foolish that he cannot solve the problem. (Negative)

(b) He is too busy to come here. (Affirmative)
He is so busy that he cannot come here. (Affirmative)

(c) This tree is too high for me to climb. (Negative)
This tree is so high that I cannot climb it. (Affirmative)

(d) She was too late to catch the train. (Affirmative)
She was so late that she could not catch the train. (Negative)

(e) The work is too large for me. (Affirmative)
The work is so large that I cannot handle it. (Negative)

(f) These bananas are too cheap to be good. (Affirmative)
These bananas are so cheap that they cannot be good. (Negative)

(b) Type II.

ऐसे वाक्य जिसमें subject स्पष्ट न हो, subject के स्थान पर one का प्रयोग करें।

(a) It is never too late to mend. (Affirmative)
It is never so late that one cannot mend. (Negative)

(b) The tea is too hot to drink. (Affirmative)
The tea is so hot that none can drink it. (Negative)

(c) Type III.

1. for a - के स्थान पर that + subject + cannot + be + - का प्रयोग करें।

2. Past के वाक्यों में could not का प्रयोग करें।

(a) He is too dull for a sportsman. (Affirmative)
He is so dull that he cannot be a sports man. (Negative)

(b) He was too slow for a racer. (Affirmative)
He was so slow that he could not be a racer. (Negative)

EXERCISE 230.

Rewrite each sentence removing 'too' :

1. He is too poor to buy a watch.
2. The cup is too hot to touch it.
3. He was too weak to walk.
4. The news is too good to be true.

5. The old man is too weak to move about.
6. He is too young to travel alone.

B. Antonyms का प्रयोग करके Affirmative वाक्यों का Negative वाक्यों में रूपांतरण

(a) I remember your advice. (Affirmative)
I do not forget your advice. (Negative)
(b) This shirt is dirty. (Affirmative)
This shirt is not clean. (Negative)
(c) The knife is blunt. (Affirmative)
The knife is not sharp. (Negative)
(d) Ram is a brave boy. (Affirmative)
Ram is not a timid boy. (Negative)

C. Double Negatives का प्रयोग करके Affirmative वाक्यों का Negative वाक्यों में रूपांतरण

(a) She tried every plan. (Affirmative)
She left no plan. (Negative)
(b) They left everything finished. (Affirmative)
They left nothing unfinished. (Negative)
(c) Do visit my office. (Affirmative)
Do not fail to visit my office. (Negative)
(d) He attended the ceremony. (Affirmative)
He did not fail to attend the ceremony. (Negative)

D. Everyone और Everybody को 'there is nobody but' में बदलकर Affirmative वाक्यों का Negative वाक्यों में रूपांतरण

(a) Everyone likes roses. (Affirmative)
There is nobody but likes roses. (Negative)
(b) Every man has his failings. (Affirmative)
There is no man who has no failings. (Negative)
(c) Everyone loves beauty. (Affirmative)
There is nobody but loves beauty. (Negative)
(d) Every rose has thorns. (Affirmative)
There is no rose without thorns. (Negative)

E. None but और no sooner - than का प्रयोग करके Affirmative वाक्यों का Negative वाक्यों में रूपांतरण

(a) Only Ram was promoted to the higher rank. (Affirmative)
None but Ram was promoted to the higher rank. (Negative)
(b) As the police came, the crowd dispersed. (Affirmative)
No sooner did the police come than the crowd dispersed. (Negative)
(c) Shyam alone secured good marks. (Affirmative)
None but Shyam secured good marks. (Negative)
(d) As soon as I get my salary, I shall return your money. (Affirmative)
No sooner do I get my salary than I shall return your money. (Negative)

F. Lest — should के स्थान पर so that - may या might not का प्रयोग करके Affirmative वाक्यों का Negative वाक्यों में रूपांतरण

(a) Walk carefully lest you should fall. (Affirmative)
Walk carefully so that you may not fall. (Negative)
(b) He walked fast lest he should miss the train. (Affirmative)
He walked fast so that he might not miss the train. (Negative)

(c) Work hard lest you should fail. (Affirmative)
Work hard so that you may not fail. (Negative)
(d) She ran fast lest she should miss the flight. (Affirmative)
She ran fast so that she might not miss the flight. (Negative)

G. Clause का रूपांतरण करके Affirmative वाक्यों का Negative वाक्यों में बदलना

(a) Refrain from gambling. (Affirmative)
Do not gamble. (Negative)
(b) Omit this lesson. (Affirmative)
Do not read this lesson. (Negative)
(c) Always speak the truth. (Affirmative)
Never tell a lie. (Negative)
(d) Think before you speak. (Affirmative)
Do not speak before you have thought. (Negative)

EXERCISE 231.

Change each sentence to 'negative form' without any change in meaning :

1. Man is mortal.
2. Do attend the class.
3. As soon as he saw the police, he ran away.
4. Keep Silence.
5. This is possible.
6. She played the game.
7. Only Ram can solve it.
8. It always pours when it rain.
9. This shirt is long.
10. Only Gita was there.
11. See before you leap.
12. She failed this time.
13. Only brave deserves the fair.
14. Her habits are bad.
15. The helpless alone deserve our help.

V. TRANSFORMATION OF INTERROGATIVE INTO ASSERTIVE

Interrogative वाक्यों का Assertive वाक्यों में रूपांतरण

A. Helping Verbs से शुरू होने वाले प्रश्नवाचक वाक्यों का Assertive वाक्यों में रूपांतरण

(a) Am I not going to school? (Interrogative)
I am going to school. (Assertive)
(b) Does a rolling stone gather any mass? (Interrogative)
A rolling stone gathers no mass. (Assertive)
(c) Is honesty not the best policy? (Interrogative)
Honesty is the best policy. (Assertive)
(d) Is there any smoke without fire? (Interrogative)
There can be no smoke without fire. (Assertive)

B. Wh-words से शुरू होने वाले प्रश्नवाचक वाक्यों का Assertive वाक्यों में रूपांतरण

(a) What more I could do? (Interrogative)
I could do nothing more. (Assertive)
(b) Why go to him? (Interrogative)
It is useless to go to him. (Assertive)
Or It is no use going to him. (Assertive)
(c) How can I bear it any longer? (Interrogative)
I can bear it no longer. (Assertive)
(d) How can I eat all these sweets? (Interrogative)
I cannot eat all these sweets. (Assertive)

EXERCISE 232.

Change each sentence to 'assertive form' without any change in meaning. :

1. Won't you have a cup of coffee?
2. Of what use is this horse to you?
3. Who does not love wealth?
4. If you poison us, do we not die?
5. When can their glory fade?
6. Can anyone bear this insult?
7. Why waste time on it?
8. Who is more powerful than God?

VI. TRANSFORMATION OF EXCLAMATORY INTO ASSERTIVE

Exclamatory (विस्मयादिबोधक वाक्य) वाक्यों का Assertive वाक्यों में रूपांतरण

A. What और How से शुरू होने वाले Exclamatory Sentences

(a) How beautiful is night! (Exclamatory)
Night is very beautiful. (Assertive)

(b) How sweet her words are! (Exclamatory)
Her words are very sweet. (Assertive)

(c) What a lovely shot! (Exclamatory)
It is a very lovely shot. (Assertive)

(d) What a beautiful flower it is! (Exclamatory)
It is a very beautiful flower. (Assertive)

B. Alas, O that, Oh that और Would that से शुरू होने वाले Exclamatory वाक्यों का Assertive वाक्यों में रूपांतरण

(a) Alas! he died so young. (Exclamatory)
It is said that he died very young (Assertive)

(b) O, that I were young again ! (Exclamatory)
I wish that I were young again. (Assertive)

(c) Oh ! that I were safe at home! (Exclamatory)
I wish that I were safe at home. (Assertive)

(d) Would that I not wasted my money! (Exclamatory)
I wish I had not wasted my money. (Assertive)

C. Hurrah और Well done से शुरू होने वाले विस्मयादिबोधक वाक्यों का Assertive वाक्यों में रूपांतरण

(a) Hurrah! we have won the match. (Exclamatory)
It is a matter of joy that we have won the match. (Assertive)

(b) Hurrah! I have defeated my rival. (Exclamatory)
It is a matter of joy that I have defeated my rival. (Assertive)

(c) Bravo! Well done! (Exclamatory)
It is joyful that you have done well. (Assertive)
Or You have done very well. (Assertive)

(d) Hurrah! my sister has passed. (Exclamatory)
It is joyful that my sister has passed. (Assertive)

D. If से शुरू होने वाले Exclamatory वाक्यों का Assertive वाक्यों में रूपांतरण

(a) If only I could win the first prize. (Exclamatory)
My greatest ambition is to win the first prize. (Assertive)

(b) If I were a millionaire! (Exclamatory)
I wish I were a millionaire. (Assertive)

(c) If only I could see him once. (Exclamatory)
I wish to see him once. (Assertive)
(d) If I could only get first division! (Exclamatory)
I earnest desire to get first division. (Assertive)

EXERCISE 233.

Change each sentence to 'assertive form' without any change in meaning :

1. What a fool you are!
2. O for a cup of tea!
3. What a fall!
4. Alas that youth should pass away!
5. How kind of you to save my life!
6. To think of our meeting here!
7. How cold it is!
8. Alas! he is no more.
9. How foolish of him to abuse the Secretary!
10. Alas! my friend is dead.

VII. TRANSFORMATION : BY CHANGING PARTS OF SPEECH

Parts of Speech में परिवर्तन करके वाक्यों का रूपांतरण

A. Verb में बदलकर वाक्यों का रूपांतरण

(a) The *cost* of this book is one hundred rupees. (Noun)
This book *costs* one hundred rupees. (Verb)
(b) Our soldiers put up to a brave *fight*. (Noun)
Our soldiers *fought* bravely. (Verb)
(c) You have carried through your plan *successfully*. (Adverb)
You have *succeeded* in carrying through your plan. (Verb)
(d) We should give *assistance* to him. (Noun)
We should *assist* him. (Verb)

B. Noun में बदलकर वाक्यों का रूपांतरण

(a) Listen to me *attentively*. (Adverb)
Listen to me with *attention*. (Noun)
(b) She *chose* the wrong man. (Verb)
She made the *choice* of a wrong man. (Noun)
(c) He will *rescue* you. (Verb)
He will come to your *rescue*. (Noun)
(d) Walk *carefully*. (Adverb)
Walk with *care*. (Noun)

C. Adjective में बदलकर वाक्यों का रूपांतरण

(a) I solved the sum *easily*. (Adverb)
It was *easy* for me to solve the sum. (Adjective)
(b) This cloth is made of *wool*. (Noun)
This cloth is *woolen*. (Adjective)
(c) He replied *rudely*. (Adverb)
He gave a *rude* reply. (Adjective)
(d) She writes *legibly*. (Adverb)
She writes a *legible* hand. (Adjective)

D. Adverb में बदलकर वाक्यों का रूपांतरण

(a) Her success is *sure*. (Adjective)
She will *surely* succeed. (Adverb)
(b) He treated me with every *kindness*. (Noun)
He treated me *kindly*. (Adverb)

(c) He learnt the lesson with great *care*. (Noun)
He learnt the lesson very *carefully*. (Adverb)
(d) He treated me with *sympathy*. (Noun)
He treated me *sympathetically*. (Adverb)

EXERCISE 234.

Change the following sentences replacing italicised words by their

1. verb form :
(a) The joke has given me *amusement*. (Noun)
(b) The Indian culture is *different* from the Western Culture. (Adjective)

2. noun form :
(a) They won the match *easily*. (Adverb)
(b) Indians have become *free*. (Adjective)

3. adjective form :
(a) This can be *easily* solved. (Adverb)
(b) He much inclined to *quarrel*. (Verb)

4. adverb form :
(a) They put up a *brave* fight. (Adjective)
(b) Listen to me with *attention*. (Noun)

VIII. TRANSFORMATION OF SIMPLE/COMPOUND/COMPLEX SENTENCES

A. Simple Sentence को Compound में बदलना

(a) Besides robbing the poor child, he also murdered her. (Simple)
He not only robbed the poor child but also murdered her. (Compound)
(b) He must work to win the first prize. (Simple)
He must work hard or he will not win the first prize. (Compound)
(c) Besides being punished, he was fined. (Simple)
He was not only punished but also fined. (Compound)
(d) He must work hard to pass. (Simple)
He must work hard or he will not pass. (Compound)

B. Compound Sentence को Complex में बदलना

(a) Either you or I must write the letter. (Compound)
If you do not write the letter I must do so. (Complex)
(b) Search his bag and you will find the pen. (Compound)
If you search his bag, you will find the pen. (Complex)
(c) Walk fast or you will miss the flight. (Compound)
Unless you walk fast you will miss the flight. (Complex)
(d) Keep quiet, or you will repent. (Compound)
If you do not keep quiet, you will repent. (Complex)

C. Simple Sentence को Complex में बदलना

(a) I drink to enjoy. (Simple)
I drink so that I can enjoy. (Complex)
(b) We all know the reason of his popularity. (Simple)
We all know why he is popular. (Complex)
(c) He is a man of great ability. (Simple)
He is a man who possesses great ability. (Complex)
(d) Ignorance of law is no excuse. (Simple)
It is no excuse that one is ignorant of law. (Complex)

D. Complex Sentence को Simple में बदलना

(a) The man who wrote this book was a doctor. (Complex)
The writer of this book was a doctor. (Simple)

(b) He said that he was innocent. (Complex)
He declared his innocence. (Simple)

(c) Tell me your live. (Complex)
Tell me your address. (Simple)

(d) He died in the village where he was born. (Complex)
He died in his native village. (Simple)

E. Compound Sentence को Simple में बदलना

(a) You must exercise or you will not keep healthy. (Compound)
You must take exercise to keep yourself healthy. (Simple)

(b) School was over and the boys began to play. (Compound)
School being over the boys began to play. (Simple)

(c) The sun rose and the fog disappeared. (Compound)
The sun having risen, the fog disappeared. (Simple)

(d) He must not be late, or he will be punished. (Compound)
In the event of his being late, he will be punished. (Simple)

EXERCISE 235.

Convert the following sentences into 'compound' ones without any change in meaning :

1. Seeing a snake he ran away.
2. The teacher punished the boy for disobedience.
3. With all his learning, he takes bribes.
4. Being ill, he could not attend school.
5. Running very fast, he won the race.
6. We must eat to live.
7. Notwithstanding all his efforts, she failed.

EXERCISE 236.

Convert the following sentences into 'complex' ones without any change in meaning :

1. The snake was wounded but not killed.
2. Only Indians are admitted.
3. She confessed her crime.
4. He worked hard to earn money.
5. You must follow your leader.
6. He was too tired to stand.
7. He broke Ram' slate.
8. You will but reap the fruits of your sowing.
9. Waste not, want not.
10. I do not know the year of my birth.
11. I have no advice to offer you.
12. My success is certain.

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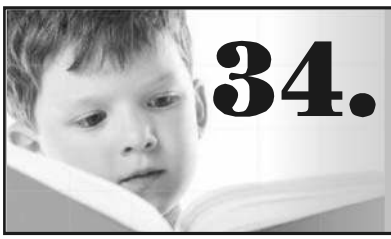

34. Use Of Verb Is, Am, Are, Was...

IN THIS SECTION

I. USE OF IS, AM, ARE
II. USE OF WAS, WERE
III. USE OF HAS, HAVE HAD
IV. USE OF DO, DOES, DID

I. USE OF IS, AM, ARE

am ग्रीक भाषा के *eimi* और संस्कृत भाषा के *'अस्मि'* (asmi) का ही परिवर्तित रूप है। इसी प्रकार is ग्रीक भाषा के esti और संस्कृत भाषा के *'अस्ति'* (asti) का परिवर्तित रूप है।

(i) जिस वाक्य के अंत में है, हूँ, हैंआदि शब्द आते हों तथा इन शब्दों के अतिरिक्त और अन्य किसी प्रकार का कार्य न हो, तो ऐसे वाक्यों में Verb 'to be' की Present Forms *is, am, are* का प्रयोग किया जाता है।

(ii) First Person singular के साथ am का प्रयोग होता है।

(iii) अन्य सभी प्रकार के वाक्यों में यदि Subject एकवचन है, तो is और यदि बहुवचन है, तो are का प्रयोग किया जाता है।

II. USE OF WAS, WERE

(i) जिस वाक्य के अंत में *था, थे, थी* आदि शब्द आते हों तथा इन शब्दों के अतिरिक्त और अन्य किसी प्रकार का कार्य न हो, तो ऐसे वाक्यों में Verb 'to be' की Past Forms *was, were* का प्रयोग किया जाता है।

(ii) सभी प्रकार के वाक्यों में यदि Subject एकवचन है, तो was और यदि बहुवचन है, तो were का प्रयोग किया जाता है।

III. USE OF HAS, HAVE, HAD

(i) जिस वाक्य में यह तथ्य उजागर होता हो कि Subject के पास कोई वस्तु है अथवा Subject कोई वस्तु रखता था और अन्य किसी प्रकार का कार्य वाक्य में न हो। वर्तमान् के ऐसे वाक्यों में have की Present Forms- *has, have* और भूतकाल के सभी वाक्यों में have की Past Form- *had* का प्रयोग किया जाता है।

(ii) *Has* have का ही रूप है जो केवल Third person singular के साथ प्रयोग होता है।
Has, have, had का प्रयोग निम्नलिखित परिस्थितियों में होता है—

1. स्वामित्व (ownership), रखने (possession), संबंध (relationship) और आनुवंशिक गुण (inherent quality) को दर्शाने के लिए; जैसे—

(a) He has a dog.
(b) A cow has two horns.
(c) I have three friends.

2. हम प्राय: अकेले have की बजाए have got का प्रयोग करना ज़्यादा बेहतर समझते हैं; जैसे—

(a) We have got a new car. or
(b) We have a new car.
दोनों वाक्यों का एक ही अर्थ है।

सावधान! Past के लिए अकेले had का ही प्रयोग ज़्यादा बेहतर है। इसके साथ got का प्रयोग न करें; जैसे—
Ram had long fair hair when he was a child.

3. जब have का अर्थ possess हो, तो हम Continuous Tense का प्रयोग नहीं कर सकते अर्थात् is having/are having नहीं लिख सकते।

जब have का अर्थ (give/ take) हो, तो main verb के रूप में इसका continuous tense में प्रयोग हो सकता है; जैसे—
He is having a nice time these days.

4. आदत (habit) प्रकट करने के लिए; जैसे—
We do not have tea at four.

5. To के साथ necessity दर्शाने के लिए; जैसे—

(a) I had to go there all of sudden. मुझे अचानक वहाँ जाना पड़ा।
(b) He has to help me in Mathematics. उसे गणित में मेरी सहायता करनी है।

6. Getting something done by somebody की sense में; जैसे—
I will have my hair cut tomorrow.

7. Perfect tense में; जैसे—
(a) He has finished his work.
(b) I have not seen this movie.

8. Main verb के रूप में have का अर्थ होता है— (possession, taking, receiving, enjoy और experience) जैसे—

(a) My brother has three houses.
(b) We are having a party next weekend.
(c) They do not have a phone connection at their house.
(d) Have you had your dinner?
(e) I have my bath in the morning. (have = take)
(f) I had had my breakfast in time. (had had = had taken)
(g) I have had my breakfast in time. (have had = have taken)

अत: निम्नलिखित actions और expressions के लिए Have का प्रयोग कर सकते हैं।
breakfast/ dinner/ a cup of tea/ a cigarette
a bath/ a swim/ a rest/ a holiday/ a nice time
Have + an accident/ an experience/ a dream
a look (at looking something)/ a chat (with somebody)
a baby (give birth to a baby)
difficulty/ trouble/ fun

जैसे—

(a) Goodbye! have a nice time.
(b) Sita had baby recently.

9. Transitive Verbs के रूप में has, have और had का प्रयोग 'अधिकार में होना', 'पास होना' तथा 'सुख, दु:ख, पीड़ा, काम' होने के अर्थ में किया जाता है; जैसे—

(a) I have a pain in my stomach. मेरे पेट में दर्द है।
(b) His uncle has several servants. उसके चाचा जी के पास कई नौकर हैं।
(c) They had beautiful toys. उनके पास सुंदर खिलौने थे।

Have वाले वाक्यों का negative दो प्रकार से होता है; जैसे—

1. no या not any के प्रयोग से—

negative sentences में has, have, had के बाद no या not का प्रयोग किया जाता है। जब किसी वस्तु की संख्या एक है तो no या not में से किसी का भी प्रयोग किया जा सकता है। परंतु यदि संख्या एक से अधिक है, तो केवल not का ही प्रयोग होता है; जैसे—

(a) मेरे पास एक भी पैन नहीं है। I have no pen. or I have not any pen.

(b) राम के पास दो पैन नहीं है। Ram has not two pens.

2. do not के प्रयोग से—

जैसे—

I do not have any book.

Have वाले वाले वाक्यों का Interrogative भी दो प्रकार से होता है; जैसे—

(a) Have you got a book?

(b) Do you have a book?

Note:–

Negative Sentences में is, are, am, was, were, has, have और had के साथ not का प्रयोग किया जाता है। Interrogative Sentences में is, are, am, was, were, has, have और had का प्रयोग Subject से पहले किया जाता है तथा वाक्य के अंत में प्रश्नवाचक चिन्ह (sign of interrogation ?) लगाया जाता है।

IV. Use OF Do, Does, Did

A. Main verbs के रूप में; जैसे—

(a) Do as I tell you.

(b) Can't you do it all by yourself?

B. Auxiliary verbs के रूप में; जैसे—

(a) Does he write a letter?

(b) Do they know the way?

(c) I do not like to work on Sundays.

(d) She did not break the glass, he did.

(e) Ram does not write a letter.

(f) Do be quiet.

(g) I do care for him, even though he thinks I do not.

Exercise 237.

Fill in the blanks with appropriate verb :

1. I ……. not taking part in the function. (is, am)
2. The dogs ……. barking. (do, are, is)
3. Let him ……. permitted to bring his goods. (be/ is)
4. They ……. not return home. (did, are)
5. ……. you take a bath everyday? (is, do, did)
6. ……. he always hate you ? (is, does, has)
7. She ……. stolen your toys. (is, has, does)
8. The train ……. arrived. (has, did, is)
9. ……. you seen the Taj Mahal? (has, did, have)
10. He ……. to have left India only last month. (is/ was)

❋ ❋ ❋



35. Use Of It & There

IN THIS SECTION

I. Use of 'It' II. Use of 'There'

I. Use of It

***It* शब्द Third Person का Pronoun है और एकवचन है। इस पर Tense के वे सभी नियम लागू होते हैं जो Third Person के अन्य एकवचन pronouns पर लागू होते हैं।**

1. ***It* शब्द ज़्यादातर ऐसे वाक्यों को आरंभ करने के लिए प्रयोग किया जाता है जो मौसम, समय या प्राकृतिक घटना को प्रकट करते हैं; जैसे—**

(a) *It* is very hot today.
आज बहुत गरमी है।

(b) *It* is 9 O' clock.
नौ बजे हैं।

(c) *It* is raining.
वर्षा हो रही है।

2. किसी clause के आरंभिक के रूप में; जैसे—

(a) *It* is a pity that he failed.
यह दुःख की बात है कि वह फेल हो गया।

(b) *It* is a pity that you were absent from the meeting.
यह दुःख की बात है कि तुम सभा से अनुपस्थित थे।

(c) *It* is I who am to blame.
मैं ही दोषी हूँ।

(d) *It* is joyful that you have passed.
यह खुशी की बात है कि तुम पास हो गए हो।

3. '*It*' exclamatory or introductory sense में प्रयोग होता है; जैसे—

(a) What a grand building *it* is !

(b) What a beautiful flower *it* is!

4. *It* निर्जीव वस्तु, पशुओं व छोटे बच्चों के लिए प्रयोग होता है; जैसे—

(a) The river has changed *its* course.

(b) The earth rotates on *its* own axis.

(c) The lion had a thorn in *its* paw.

(d) The kangaroo called strange for *its* pouch.

(e) The baby is clinging to *it*s mother.

(f) The baby has torn *its* clothes.

5. Gerundial phrase के साथ; जैसे—
(a) *It* is no use going there.
(b) *It* is no use worrying about it.

6. Infinitive phrase के साथ; जैसे—
(a) *It* is difficult to learn English.
(b) *It* is dangerous to walk in the road.

7. Since वाले वाक्यों में *It* is का प्रयोग भी हो सकता है; जैसे—
It is a year since they were married.
यहाँ ध्यान रखें कि *It* is के बदले कभी *It* was का प्रयोग न करें।

8. *It* के आगे Pronoun का Nominative Case प्रयोग किया जाता है। *It* के साथ verb हमेशा singular लगती है क्योंकि '*it*' third person का एकवचन Pronoun है; जैसे—
(a) *It* is they.
(b) *It* is these boys that came today.

II. USE OF 'THERE'

1. *There* एक ऐसा शब्द है जिसका प्रयोग यदि Adverb of place के रूप में किया जाए, तो 'वहाँ' का अर्थ प्रकट करता है। *There* को वाक्य के आरंभ में लगा दिया जाए, तो यह अर्थहीन हो जाता है, फिर यह सिर्फ़ वाक्य को शुरू करने वाला Introductory Adverb रह जाता है। यदि *there* का प्रयोग introductory subject के रूप में हो, तो *there* के साथ verb का प्रयोग *there* के बाद वाली noun के number और person पर निर्भर करता है; जैसे—
(a) *There* was a king.
(b) *There* were two kings.
(c) There was a cat *there*. वहाँ एक बिल्ली थी।
बाद वाला 'there' adverb of place है जबकि शुरू में लगा हुआ 'there' introductory adverb है।
(d) I am going *there*. इस वाक्य में बाद वाला 'there' adverb of place है
मैं वहाँ जा रहा हूँ।

2. जब हम पहली बार किसी वस्तु के अस्तित्व के बारे में बात करते हैं, तो *there* का प्रयोग करते हैं; जैसे—
(a) I went to the booking window. *There* was a long queue of passengers.
(b) The journey took a long time. *There* was a lot of traffic.

3. यदि verb 'to be' या उसकी कोई form हो और उसका Subject अनिश्चित हो, तो वाक्य के आरंभ में *there* का प्रयोग किया जाता है; जैसे—
(a) *There* was a lion.
(b) *There* are seven days in a week.

4. साधारणतया जिन वाक्यों में Verbs 'be, seem, appear' Subject से पहले लगी हों, वहाँ आरंभिक के रूप में Noun के रूप में भी *there* का प्रयोग किया जाता है; जैसे—
(a) *There* is man at the door.
(b) *There* seems (to be) no doubt about it.

5. कभी-कभी how many वाले वाक्यों में *there* का भी प्रयोग किया जाता है। ऐसा तब होता है जब sentence में verb 'to be' का main verb के रूप में प्रयोग हुआ हो। जब प्रश्न में संख्या पूछी जाए, तो sentence को How many से शुरू किया जाता है। इसके बाद क्रमशः verb व *there* का प्रयोग होता है; जैसे—
(a) How many days are *there* in a year ? एक साल में कितने दिन होते हैं?
(b) How many girls are *there* in your class ? तुम्हारी कक्षा में कितनी लड़कियाँ हैं?

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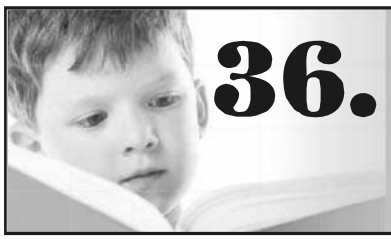

36. Daily Use Sentences

1. डॉक्टर को बुलाओ।	Call in the doctor.
2. मेरी घड़ी तेज़ चलती है।	My watch runs fast.
3. आप मेरे गवाह हैं।	You are my witness.
4. मुझे अपनी सेहत की चिंता है।	I am worried about my health.
5. सीता ने परीक्षा में सबसे अधिक अंक प्राप्त किए।	Sita achieved top marks in the examination.
6. उस गंवार की ओर देखो।	Look at that bumpkin.
7. यह गोपनीय मामला है।	It is a confidential matter.
8. दिनभर की यात्रा के बाद मैं बुरी तरह से थक चुका था।	I was deadly exhausted after the day long journey.
9. लोकतंत्र जिन्दाबाद।	Up with democracy.
10. आपका नाम चारों ओर फैल रहा है।	You reputation is spreading far and wide.
11. वह बात का पक्का है।	He is a man of word.
12. मेरी घड़ी रेडियो से मिली हुई है।	My watch is timed to the radio.
13. कोयल कूक रही है।	The cuckoo is cooing.
14. वह मेरे धन के पीछे पड़ा हुआ है।	He is after my money.
15. तुम रंगे हाथों पकड़े गए।	You were caught red-handed.
16. यहाँ गाड़ियाँ खड़ा करना मना है।	No parking here.
17. यह चाबी इस ताले में नहीं लगती।	This key does not fit this lock.
18. समय को हाथ से मत जाने दो।	Catch time by the forelock.
19. कमजोर को मत सताओ।	Don't harass the weak.
20. कीमतें गिर गई हैं।	The prices have gone down.
21. अक्ल की बात करो।	Talk sensible.
22. कृपया वापसी डाक से उत्तर देना।	Please reply by return of post.
23. मरे को क्या मारना।	It is no use flogging the dead horse.
24. ज़रा बी.बी.सी. लगाओ।	Just tune into B.B.C.
25. वह पक्की चुगलखोर है।	She is a back-biter of the first water.
26. समय के पाबंध रहो।	Be punctual.
27. वह हर बात में मनमानी करता है।	He has his own way in everything.
28. मैच बराबर का रहा।	The match ended in a draw.
29. यह कपड़ा खूब चलेगा।	This cloth will wear well.
30. माल छुड़वा लो।	Take delivery of the goods.
31. एक किताबी कीड़ा दुखी जीवन व्यतीत करता है।	A book-worm leads a miserable life.

32. पुलिस वाले बदनाम होते हैं।	Police officials have a bad name.
33. रेडियो चला दो।	Turn on the radio.
34. घड़ी मरम्मत मांगती है।	The watch requires repairing.
35. पुलिस इस केस की छानबीन कर रही है।	The police are investing the case.
36. वह मासिक धर्म से है।	She is in her period.
37. पैसा कमाना मेरा एकमात्र लक्ष्य नहीं है।	To earn money is not my sole aim.
38. वह आज आकस्मिक अवकाश पर है।	He is on casual leave today.
39. दुर्भाग्यवश, हमारी टीम पराजित हो गई।	Unluckily, our team suffered a defeat.
40. आग बुझाने वालों ने आग बुझा दी।	The firemen extinguished the fire.
41. तानाशाही मुर्दाबाद।	Down with dictatorship.
42. इस रकम को मेरे नाम में जमा कर दें।	Please credit it to my account.
43. बात पक्की हो गई।	The terms were settled.
44. मुझे ध्यान से सुनो।	Listen to me.
45. कौआ काँव-काँव कर रहा है।	The crow is crowing.
46. उसने मेरा कठिनाइयों में पूरा साथ दिया।	He stood be me at the time of adversity.
47. वह हमेशा कम तोलता है।	He always gives short measure.
48. यह तो केवल सुनी-सुनाई बात है।	It is only hearsay.
49. मामला बिगड़ जाएगा।	The matter will take a serious turn.
50. जो चढ़ेगा वह गिरेगा।	Every rise has a fall.
51. चढ़ते सूरज को सब सलाम करते हैं।	Everybody worships the rising sun.
52. अपने वचन के पक्के रहो।	Hold fast to your word.
53. बाज़ार जाते हुए मुझे भी साथ ले लेना।	Pick me upon your way to bazaar.
54. सामान के नग गिन लो।	Count the luggage-items.
55. उसे नोटिस दिया गया।	He was served with a notice.
56. यह फटा हुआ नोट है।	It is a torn note.
57. मेरी घड़ी पाँच मिनट आगे है।	My watch is five minutes too fast.
58. चलो, मैं अभी आता हूँ।	Away, I follow you.
59. आपने मेरे मन की बात कही।	You have spoken out my mind.
60. आकाश बादलों से घिरा हुआ है।	The sky is overcast with clouds.
61. यह जाली नोट है।	It is a forged note.
62. सड़कों पर कोलतार डाला गया है।	The roads are metalled.
63. कुछ समाचार-पत्र गलत राय देते हैं।	Some newspapers offer biased opinions.
64. फलो, फूलो।	May you flourish.
65. यह कोट उतार दो।	Put off the coat.
66. अपनी घड़ी मिला लो।	Set your watch right.
67. यह कानून के विरुद्ध है।	It is against the law.
68. मैं थक कर चूर हो गया हूँ।	I am extremely tired.
69. मैं सदा तुम्हारे उपकार को याद रखूँगा।	I shall always remember your obligation.
70. फर्श पर गलीचा बिछा दो।	Spread the carpet on the floor.
71. अगली ट्रेन किस समय छूटेगी?	When will the next train depart?

72. बाल्टी को पानी से भर लो।	Fill the bucket with water.
73. यह हँसने की बात नहीं है।	It is no laughing matter.
74. उनका बहुत स्वागत हुआ।	He was given a warm welcome.
75. यह पक्का मकान है।	This is a brick-built house.
76. वह किसी की नहीं सुनता।	He doesn't care for anybody.
77. गाएँ रँभा रही हैं।	The cows are bellowing.
78. आजकल सभी लोग स्वार्थी हैं।	Selfishness is the order of the day.
79. हम उधार नहीं बेचते, नकद बेचते हैं।	We do not sell on credit; we sell for cash.
80. दूसरों की चुगली करना भले लोगों का काम नहीं है।	It is not like good people to backbite others.
81. तमीज से बात करो।	Behave yourself.
82. इस कपड़े को निचोड़ दो।	Wring this cloth.
83. उसने मेरी बात का बुरा माना।	He took my remark ill.
84. कर्ज से बचने के लिए खर्च कम करो।	To avoid debt keep down your expenses.
85. इस बात की नगर में चर्चा है।	This is the talk of the town.
86. कृपया, सामान छुड़वा लो।	Please, take the delivery of the goods.
87. आओ हम शत्रुता भूल जाएं।	Let us bury the hatchet.
88. यह खोटा सिक्का है।	It is a base coin.
89. बिस्तर बिछा दो।	Make the bed please.
90. तुम्हारे पीछे कौन दौड़ रहा था?	Who was running after you?
91. वहाँ जाने का कोई लाभ नहीं।	It is not worthwhile going there.
92. कल खूब ज़ोर की वर्षा हुई।	It rained cats and dogs yesterday.
93. तुम्हारे नाम एक बैरंग चिट्ठी है।	There is a bearing letter for you.
94. वह बहुमत से चुना गया।	He was elected by a majority.
95. लड़ाई होकर रहेगी।	War is inevitable.
96. धूम्रपान छोड़ दो।	Give up smoking.
97. अच्छा समय आएगा।	Better time will come.
98. कृपया क्षमा करें।	Please excuse me.
99. कृपया मुझे तंग न करें।	Don't disturb me please.
100. क्या आप दूसरा पैन पसंद करेंगे?	Would you like another pen?
101. मैं आपसे एक निश्चित तिथि पर मिलूँगा।	I shall see you on a certain date.
102. उसे धन की इच्छा नहीं है।	He has no desire for money.
103. अपनी बाहें मोड़ लो।	Fold your sleeves.
104. अफसोस करने से कोई लाभ नहीं।	It is no use repenting.
105. उनका कम स्वागत हुआ।	He was given a cold welcome.
106. यह कच्चा मकान है।	This is a mud-built house.
107. उसने मुझे स्टेशन पर छोड़ दिया।	He dropped me at the station.
108. साँप फुँकार रहा है।	The snake is hissing.
109. मैं तुम्हारा साथ दूँगा।	I shall stand by you.
110. रेल का डिब्बा खचाखच भरा हुआ था।	The railway compartment was packed to suffocation.
111. बिजली से छेड़खानी मत करो।	Do not tamper with electricity.

112. वह चालू है।	He is cunning.
113. देर हो रही है।	It is getting late.
114. आशा पर ही संसार चलता है।	Hope sustains life.
115. दूसरे की त्रुटियाँ मत खोजो।	Don't pick holes in other's pockets.
116. यह तुम्हारे भले की बात है।	It is in your interest.
117. इश्तिहार बाँटे गए।	The handbills were distributed.
118. यह पुस्तक धड़ाधड़ बिक रही है।	This book is selling like hot cakes.
119. यह गाय अब दूध नहीं देती।	This cow is now not in milk.
120. मुझे इस पते से पत्र भेजना।	Write me to this address.
121. यह बात मन में रखना, किसी को न बताना।	Keep it to yourself, do not pass it on.
122. मेरी सारी आशाएँ मिट्टी में मिल गई।	All my hopes ended in smoke.
123. आज मौसम बहुत सुहावना है।	It is very pleasant today.
124. अगली गाड़ी कब आएगी?	When is the next train due?
125. अगला चुनाव कब होगा?	When will the next election come off?
126. सरकार ने एक बिल पेश किया।	The government tabled a bill.
127. काम से जी न चुराओ।	Do not shirk work.
128. अच्छे दिन आगे हैं।	Good days are ahead.
129. आपकी मेहरबानी है।	So kind of you.
130. कोई आपको बुला रहा है।	Somebody is calling you.
131. आप यहाँ कब आए?	When did you arrive here?
132. वह बातूनी लड़की है।	She is a chatty girl.
133. क्या आपको व्याकरण में कोई कठिनाई है?	Do you have any difficulty in Grammar?
134. उसका बार-बार यहाँ आना किसी को पसंद नहीं है।	Nobody likes his frequent visits here.
135. आजकल मेरे पास रुपया-पैसा नहीं है।	These days I am out of pocket.
136. यह मोटी रकम है।	This is a tidy/ handsome amount.
137. वह लम्बी लगती है।	She is fairly tall.
138. मुझे हँसी आ गई।	I couldn't help laughing.
139. गधा रेंग रहा है।	The ass is braying.
140. तुम उसके इशारों पर नाचते हो।	You are a puppet in her hands.
141. वह अँधेरे में लाठी मार रहा है।	He is groping in the dark.
142. यह तो मैंने केवल हँसी में कहा था।	I said it in jest only.
143. तुम्हारे साथ उसका क्या मुकाबला।	He is no match for you.
144. कृपया खाना लगा दो।	Please lay the table.
145. खुलकर बातें करो।	Talk frankly.
146. अवसर का लाभ उठाओ।	Strike while the iron is hot.
147. वह हमेशा मेरे रास्ते में टाँग अड़ाता है।	He always stands in my way.
148. सभी के लिए चाय लाओ।	Serve tea to all.
149. आज मेरी तबियत ठीक नहीं है।	I am not feeling well today.
150. लगता है आज वर्षा होगी।	It looks like raining today.
151. बिजली जला दो।	Switch on the light.
152. अगले चौराहे पर मुझे उतार देना।	Drop me at the next crossing.
153. यह बच्चा बड़ा प्यारा लगता है।	This child looks very cute.

154. मुझे बेचैनी हो रही है।	I am feeling nervous.
155. यदि यात्रा करनी है, तो थोड़े सामान से कीजिए।	Travel light if you must.
156. नाश्ते में क्या खाओगे?	What will you have for breakfast?
157. कुछ सुधार सुझाए गए।	Some amendments were suggested.
158. नल चला दो।	Turn on the tap.
159. कल प्रथम जनवरी है।	Tomorrow is first January.
160. मैं आपका आभारी हूँ।	I am obliged to you.
161. अपना कमरा साफ़ करो।	Clean your room.
162. कृपया थोड़ा परे हट जाओ।	Please move aside.
163. मैं उच्च वंश का हूँ।	I belong to a noble clan.
164. उसका वेतन दोगुना कर दिया गया है?	His salary has been doubled.
165. उसका वजन बढ़ गया है।	He has gained weight.
166. मेरे पास एक भी पैसा नहीं है।	I have not a single pice.
167. वह मोटा आदमी है।	He is a fat man.
168. वह ज़रा अधिक लम्बी लगती है।	She is rather tall.
169. मुझे दया आ गई।	I felt pity.
170. कुत्ते भौंक रहे हैं।	The dogs are barking.
171. मेरा दिमाग मत चाटो।	Don't get on my nerves.
172. नकली वस्तुओं से बच कर रहो।	Beware of imitations.
173. चलती गाड़ी पर कभी मत चढ़ो।	Never board a running train.
174. देखना, कहीं चोट न लग जाए।	See that you do not hurt yourself.
175. यहाँ थूकना मना है।	Spitting is prohibited here.
176. नकली दवाइयों से बचो।	Beware of spurious medicines.
177. उसे फोन करो।	Ring him up.
178. यह मेरे बस की बात नहीं है।	It is beyond my capacity.
179. आम को फांखों में काटो।	Cut the mango into slices.
180. मेरे सिर में ज़ोरों का सिरदर्द है।	I have a bad headache.
181. इस जगह हमारी कोई सुनवाई नहीं है।	We have no voice here.
182. नाक साफ़ कर लो।	Blow out the nose.
183. जीवन फूलों की सेज नहीं है।	Life is not a bed of roses.
184. यह मकान किराए के लिए खाली है।	This house is to let.
185. उसका बुखार उतर गया है।	His fever has abated.
186. मैं उसके विरुद्ध मुकदमा करूँगा।	I shall file a suit against him.
187. कभी बासी रोटी न खाओ।	Never take stale bread.
188. वह पार्टी बदलता रहता है।	He is a regular turn-coat.
189. गाली मत दो।	Do not call names.
190. आज कितनी तारीख है?	What is the date today?
191. मुझे बहुत खेद है।	I am very sorry.
192. मैं आज देर से जागा।	I woke up late today.
193. इस पुस्तक का लेखक कौन है?	Who is the author of this book?
194. मुझे फुसलाने का प्रयत्न मत करो।	Don't try to coax me.

195. मैं वर्षा में भीग गया।	I was drenched in the rain.
196. रोगी पीड़ा से कराह रहा है।	The patient is groaning with pain.
197. इस बर्थ पर जगह नहीं है।	There is no room on this berth.
198. वह बहुत दुबला-पतला है।	He is very lean and thin.
199. तुम्हारे हाथ ठंडे लगते हैं।	Your hands feel cold.
200. मैं उसकी चालों में आ गया।	I was caught in his trap.
201. रिश्वत लेना जुर्म है।	Accepting bribe is a crime.
202. तुम उसके घाव पर नमक क्यों छिड़कते हो।	Why do you add insult to his injury?
203. दूसरों के मामलों में टाँग मत अड़ाओ।	Do not poke your nose into the affairs of others.
204. उसने अपने मित्रों का साथ छोड़ दिया।	He let down his friends.
205. वह डॉक्टर बना फिरता है।	He passes for a doctor.
206. वह शराब पीने लगा है।	He has taken to drinking.
207. गड़े मुर्दे मत उखाड़ो।	Don't rake up the past.
208. पाँच बजे का एलार्म लगा दो।	Set the alarm at five.
209. वह तुम्हारा क्या लगता है?	What is he to you?
210. ईश्वर न करे यह सरकार गिर जाए।	God forbid this Govt. may fall.
211. बकवास मत करो।	Do not talk nonsense.
212. कहना आसान है परंतु करना मुश्किल है।	It is easier said than done.
213. लैम्प बुझा दो।	Put off the lamp.
214. रेडियो चल रहा है।	The radio is on.
215. बच्चा दाँत निकाल रहा है।	The child is cutting teeth.
216. रोगी की दशा दिन-प्रतिदिन खराब हो रही है।	The patient is sinking day by day.
217. मैंने उसकी जमानत दी।	I stood surety for him.
218. ज़रा-सी खांड और डालो।	Add a little more sugar.
219. सफ़ाई की आदत डालो।	Cultivate habits of cleanliness.
220. जोश में मत आओ।	Do not get excited.
221. यह बहुत लम्बी यात्रा है।	It's is very long journey.
222. यह मकान किराए के लिए खाली है।	This house is to let.
223. आप ऊँग रहे हैं।	You are dozing.
224. उसका स्वभाव सहनशील है।	She has a bearing nature.
225. एक बस एक ट्रक से टकरा गई।	A bus collided with a truck.
226. टोकरी में सभी फूल मुरझा गए हैं।	All the flowers in the basket have dropped.
227. मेरे कार्य में विघ्न मत डालो।	Don't hamper my activities.
228. हमें समय के साथ चलना चाहिए।	We must keep abreast of the time.
229. वह ऊँचे पद पर है।	He holds a high post.
230. वह मुझे मूर्ख कहता है।	He calls me a fool.
231. वह भनभना रही है।	She is murmuring.
232. मेरे रास्ते से हटो।	Get off my way.
233. हमें इस मामले को यहीं दबा देना चाहिए।	We should hush up this matter.
234. यहाँ इश्तिहार लगाना मना है।	Bill sticking is prohibited here.
235. अपने बच्चों को अधिक लाड़-प्यार नहीं करो।	Don't pamper your children.

236. अब मुझे आज्ञा दो।	Let me take leave of you now.
237. आज झुलसाने वाली धूप है।	It is scorching hot today.
238. खतरे को पीठ मत दिखाओ।	Don't try to run in the face of danger.
239. अतिथियों को अंदर ले जाओ।	Show the guests in.
240. यह मनघड़न्त कहानी है।	It is a cock and bull story.
241. स्याही से लिखो।	Write in ink.
242. कठिनाई में साहस से काम लो।	Take heart in difficulty.
243. उसके तन-बदन में आग लग गई।	He was stung to the quick.
244. वह लेखक और डॉक्टर दोनों है।	He is both a author and doctor.
245. मेरी उससे बोलचाल नहीं है।	I am not on speaking terms with him.
246. उसका नाम कट गया है।	His name has been struck off the rolls.
247. सोने का भाव चढ़ गया है।	Gold has gone up.
248. उस पर मुकदमा चल रहा है।	He is under trial.
249. मेरे घर का दरवाज़ा पूर्व की ओर है।	My house faces East.
250. भड़कीले वस्त्र मत पहनो।	Do not put on gaudy clothes.
251. बाईं ओर चलो।	Keep to the left.
252. मुझे अगले स्टेशन पर उतरना है।	I am to get down at the next station.
253. मेरा सिर चक्कर खा रहा है।	I am feeling giddy.
254. कभी गाली-गलोच की भाषा का प्रयोग मत करो।	Never use abusing language.
255. नाली में कुछ रुकावट है।	There is some blockage in the pipe.
256. क्या आपने उसके साथ समझौता कर लिया है?	Have you compromised with him?
257. यह गोली आपके दर्द में आराम करेगी।	This tablet will easy your pain.
258. क्या तुम पागल हो गए हो?	Have you gone off your head?
259. वह अपना काम ठीक से करता है।	He does his duty well.
260. यह बड़ी भूल है।	It is a bad blunder.
261. हाँ, कहते जाओ।	Yes, go on.
262. वह सिसक रही है।	She is sobbing.
263. मैं सारी रात बिस्तर में करवटें बदलता रहा।	I kept tossing in bed for the whole night.
264. मई का महीना, और इतनी ठंडक।	It is too cold for May.
265. मेरा उससे कोई लेन-देन नहीं हैं।	I have no dealings with him.
266. मुझे समझ नहीं आता कि क्या करूँ।	I am at a loss to know what to do.
267. अधूरे काम मत छोड़ो।	Don't do things by halves.
268. मैं तुमसे बढ़कर बोली दूँगा।	I shall outbid you.
269. मेरी आज्ञा का पालन करो।	Carry out my orders.
270. साइकिल में हवा भरो।	Inflate the cycle.
271. कल परिणाम निकल जाएगा।	The result will be declared tomorrow.
272. भगवान् ने चाहा तो इस वर्ष मैं कार खरीदूँगा।	God willing, I'll buy a car this year.
273. वह मुझे एक आँख नहीं भाता।	He is an eye-sore to me.
274. तुम पर लानत है।	Fie on you.
275. दियासलाई जलाओ।	Strike a match.
276. यह विचार मुझे तो सूझा ही नहीं।	This idea did not strike me.

277. तुम्हारे पर्चे कैसे हुए?	How have you fared in the examination?
278. वह थोक व्यापार करता है।	He sells wholesale.
279. पुलिस को कत्ल का पता मिल गया है।	The police have got wind of the murder.
280. आँगन में झाड़ू लगा दो।	Sweep the courtyard.
281. फेरी वाले सभी प्रकार की चीज़ें बेचते हैं।	The hawkers sell all sorts of things.
282. नित्य दाँत साफ़ करो।	Brush your teeth daily.
283. जल्दी करो नहीं तो गाड़ी छूट सकती है।	Hurry up! otherwise you may miss the train.
284. उसे दिल की बीमारी है।	He has heart trouble.
285. आपकी गणना सही है।	Your calculation is accurate.
286. वह मेरा घनिष्ठ मित्र है।	He is my bosom friend.
287. तथ्यों को मत छुपाओ।	Don't conceal the facts.
288. मुझे अंग्रेज़ी व्याकरण का मौलिक ज्ञान है।	I have elementary knowledge of english grammar.
289. तुम्हारी इतनी हिम्मत?	How dare you?
290. मुझे आपसे एक काम है।	I have a piece of business with you.
291. वह मेरा पक्का दोस्त है।	He is my bosom friend/ fast friend/ close friend.
292. बुरा मत मानो।	Don't mind.
293. वह आहें भर रही है।	She is sighing.
294. मैं आखिरी दम तक लड़ा।	I fought to the last.
295. मैं लगातार दस घंटे तक काम कर सकता हूँ।	I can work ten hours at a stretch.
296. आजकल मेरा हाथ तंग है।	I am hard up these days.
297. चिंता करने से क्या लाभ।	Care will cure nothing.
298. आप नखरे क्यों दिखाते हो।	Why do you give yourself airs?
299. काश मेरे भाई जीवित होते!	Would that my brother were alive!
300. मैच बराबर रहा।	It was a drawn match.
301. मतलब की बात करो।	Come to the point.
302. इस लिफाफे पर कम टिकट लगी हैं।	This envelop is under-stamped.
303. उसे कम सुनाई देता है।	He is hard of hearing.
304. मेरी मेहनत रंग लाई।	My efforts bore fruit. or My efforts were crowned with success.
305. गरम होने से काम बिगड़ता है।	Hot words stir up wrath.
306. पैंसिल से मत लिखो।	Do not write in pencil.
307. यह घड़ी सौ रुपए में महंगी नहीं।	This watch is well worth hundred rupees.
308. दर्शना ने अंग्रेज़ी में केवल पास लायक अंक लिए।	Darshana got only pass marks in English.
309. वह एक अच्छा दलाल है।	He is a successful broker.
310. वह हवालात में है।	He is in the lock-up.
311. एक अच्छी पुस्तक लेखक के जीवन का निचोड़ होती है।	A good book is the life-blood of its author.
312. मज़दूर अधिक मज़दूरी मांगते हैं।	The labourers demand higher wages.
313. वैसा ही करो जैसा कहा गया है।	Do only as you are told.
314. भगवान् ही हमारा एकमात्र आदि और अंत है।	God alone is our Alpha and Omega.

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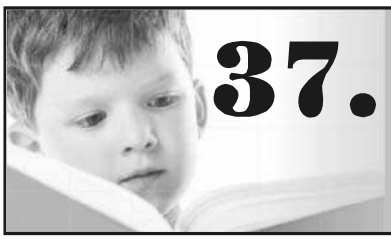

37. Proverbs

Proverbs (कहावतें)

1. एक कुकर्म, आजीवन शर्म।	Once hit, twice shy.
2. एक म्यान में दो तलवारें नहीं रह सकती। कुत्ते का कुत्ता बैरी।	Two of a trade seldom agree.
3. एक मछली सारे तालाब को गंदा कर देती है।	One fish infects the whole water. A rotten apple injures its companions.
4. एक ही थैली के चट्टे-बट्टे।	Chips of the same block.
5. एक हाथ से ताली नहीं बजती।	It takes two to make a quarrel/row.
6. एक पंथ दो काज। एक तीर दो शिकार।	Killing two birds with one stone.
7. एक पापी सारी नौका को डुबो देता है।	A single sinner sinks the boat.
8. एक चुप सौ सुख।	No wisdom like silence. Silence is Gold.
9. एक फूल से माला नहीं बनती।	One flower makes no garland.
10. एक अनार सौ बीमार।	One post and one hundred candidates.
11. एकता में बल है।	Union is strength.
12. धोबी का कुत्ता घर का न घाट का।	A rolling stone gathers no moss. No one can serve two masters. Whistling maid and crowning hen are neither fit for gods nor men.
13. धन सबको अंधा कर देता है।	Gold is the dust that blinds all eyes.
14. धन से धन और निर्धनता से निर्धनता प्राप्त होती है।	Money begets money and penury begets penury.
15. यह मुँह और मसूर की दाल।	First deserve, then desire.
16. घमंडी का सिर नीचा।	Pride goes before a fall. Pride hath a fall.
17. घर का जोगी जोगणा, आनगांव का जोगी सिद्ध।	A prophet is never honoured in his own country.
18. घर में दिया जला कर मस्जिद में जलाया जाता है। पहले अपना फिर पराया। दयालुता घर से शुरू होती है।	Charity begins at home.
19. घर वाला घर नहीं हमें किसी का डर नहीं।	When the cat is away, the mice will play.
20. घाट-घाट का पानी पीना। हरफनमौला।	Jack of all trades but master of none.
21. ख्याली पुलाव पकाना।	To build castles in the air.
22. खर को कहा अरगजा लेपन।	An ass is an ass though laden with gold.
23. खाने में भी क्या शर्माना।	Never feel shy to eat your meal.
24. खाओ, पीओ और मौज करो।	Eat, drink and be merry.

25. खाली दिमाग शैतान का घर।	An idle mind is a devil's workshop.
26. खुदा जब देता है छप्पर फाड़कर देता है।	It never rains but pours.
27. खट्टे अँगूर कौन खाए।	The grapes are sour.
28. शीघ्रता से विनाश और विनाश से आवश्यकता होती है।	Haste makes waste, waste makes want.
29. शैतान को सोचो और शैतान हाज़िर।	Think of the devil and there he stands.
30. झूठ के पाँव नहीं होते।	A lie has no legs to stand upon.
31. ऊँची दुकान फीका पकवान।	Great boast little toast. Much cry, little wool.
32. ऊँट के मुँह में जीरा।	A drop in the ocean.
33. इंसान की शक्ल में शैतान।	A wolf in lamb's clothing.
34. इस कान सुनो, दूसरे कान उड़ा दो, बढ़िया नीति है।	In at one ear and out at the other is a good policy.
35. इस हाथ दे, उस हाथ ले।	Early sow, early mow.
36. इलाज से परहेज अच्छा। एक परहेज, सौ इलाज।	Prevention is better than cure.
37. ईश्वरेच्छा बलीयसी।	God's will be done.
38. ईमानदारी अच्छी नीति है।	Honesty is the best policy.
39. बूँद-बूँद से घड़ा भरता है।	Many a little makes a mickle. Tiny drops make a mighty ocean.
40. बकरे की माँ कब तक खैर मनायेगी।	A pitcher that often goes to the well will be broken at last.
41. बहादुरी का काम, न चाहे नाम।	Brave actions never want trumpet.
42. बहुत से जोगी, मठ उजाड़।	Too many cooks spoil the broth.
43. बहती गंगा में हाथ धोलो।	Make hay while the sun shines.
44. बीति ताहि बिसार दे, आगे की सुधि लेय।	Let bygones be bygones.
45. बीता हुआ समय हाथ नहीं आता।	Catch time by the forelock.
46. बीते को भूल जाओ।	Let the past bury the dead.
47. बाहर की चिकनी-चुपड़ी से घर की रूखी सूखी भली।	Dry bread at home is better than roast meat abroad.
48. बातों से पेट नहीं भरता।	Bare words buy no barley. It is money that buys both sand and land.
49. बोए पेड़ बबूल के आम कहाँ से खाए।	Gather thistles and expect pickles.
50. बड़ों की बड़ी बात।	Great men have great views. High winds blow on high hills.
51. बड़े-बड़े भी चूक जाते हैं।	Good marksmen may miss.
52. बद अच्छा बदनाम बुरा।	A bad man is better than a bad name.
53. मूर्ख मित्र से तो बुद्धिमान् शत्रु अच्छा।	A wise enemy is better than a foolish friend.
54. बुरी संगत से अकेला भला।	Better alone than in a bad company.
55. बुराई को प्रारंभ में ही दबा दो।	Nip the evil in the bud.
56. बुरे दिन हमारे शिक्षक है।	Adversity is a good mistress.
57. बैठे से बेगार भली।	Better wear your shoes than your bed clothes. Better wear out than rust out. Forced labour is better than idleness.
58. बेड़ी सोने की भी बुरी।	Fetters even of gold are heavy.

59. बनी के सब मित्र, बिगड़ी का कोई नहीं।	A full purse never lacks friends. When good cheer is lacking, the friends will be packing.
60. बंदर क्या जाने अदरक का स्वाद।	To cast pearls before a swine.
61. बंदा बनाए, रब्ब ढाये। बंदा जोड़े पली-पली राम लुढ़ाए कुप्पा। मेरे मन में कुछ और है, सांई के कछ और। वही होता है जो मंजूरे खुदा होता है।	Man proposes, God disposes.
62. बूढ़े तोते कुरान नहीं पढ़ते।	An old dog learns no new tricks.
63. बलवान् का भाग्य भी साथ देता है।	Fortune favours the brave.
64. कंगाली में आटा गीला।	An unhappy man's cart is sure to tumble.
65. कठिन परिश्रम सफलता की कुंजी है।	Hard work is the key to success.
66. कहे खेत की, सुने खलिहान की।	I talk of chaff; he hears of cheese.
67. कभी ना पहुँचने से देर से पहुँचना अच्छा है।	Better late than never.
68. कर बुरा हो बुरा।	Do evil and look for like.
69. कर काम ले दाम।	No miles no meals.
70. कर भला हो भला।	Do good, have good. He who would sow well must reap well.
71. करत-करत अभ्यास के जड़मति होत सुजान।	Practice makes a man perfect.
72. करे कोई भरे कोई। अहमद की पगड़ी, महमूद के सिर।	One commits the stealth and another hath the scorn.
73. का वर्षा जब कृषि सुखानी।	After death the doctor.
74. कायर मित्र से वीर शत्रु उत्तम।	A courageous foe is better than a cowardly friend.
75. कार्य करना तुम्हारा कर्तव्य है न कि फल की इच्छा करना।	Action is the duty, reward is not thy concern.
76. काँटे से काँटा निकलता है।	One nail drives out another.
77. काठ की हण्डिया बार-बार नहीं चढ़ती।	Once a liar always a liar.
78. काबुल में भी गधे होते हैं।	There are black sheep in every society.
79. काम को काम सिखाता है।	It is work that makes a workman.
80. काम प्यारा होता है, चाम प्यारा नहीं।	Handsome is that handsome does.
81. काम आदमी को कोल्हू का बैल बना देता है।	All work and no play makes jack a dull boy.
82. कोयले की दलाली में मुँह काला।	Evil pursuits bring evil reputation.
83. कोढ़ में खाज।	A pimple has grown upon an ulcer.
84. कोठी वाला रोए, छप्पर वाला सोए।	Uneasy lies the head that wears a crown.
85. कौआ कोसे ढोर नहीं मरता। बिल्ली के सरापे छींका नहीं टूटता।	Cattle do not die from crow's cursing.
86. कोल्हू का बैल बनाना।	To make one do the drudgery.
87. कानी के ब्याह में नौ सौ जोखिम। अभी दिल्ली दूर है।	There are many a slip between the cup and lip.
88. काँच के घर में रहने वालों को पत्थर नहीं फेंकने चाहिए।	Those who live in glass houses should not throw stones.

89. काल करे सो आज कर, आज करे सो अब।	Never putt off till tomorrow what you can do today.
90. कद्र खो देता है रोज़ का आना जाना।	Familiarity breeds contempt.
91. कुदरत की लीला अपरम्पार। भगवान् की माया, कहीं धूप कहीं छाया। परमात्मा की लीला न्यारी है।	Mysterious are the ways of Almighty.
92. भगवान् गंजे को नाखून न दे।	Cursed cows have short horns.
93. कुत्ते को घी नहीं पचता।	A low-born man feels proud of his honour.
94. कुत्ते की पूंछ कभी सीधी नहीं होती।	A leopard can't change its spots.
95. कल किसने देखा है।	Tomorrow never comes.
96. मधुर बानी, दगाबाजी की निशानी।	Too much courtesy too much craft.
97. मृत्यु का कोई समय नहीं।	Death keeps no calender.
98. मृत्यु किसी को भी क्षमा नहीं करती।	Death forgives none.
99. मृत्यु और ग्राहक का कोई समय नहीं।	Death and a customer keep no calendar. Time and tide wait for none.
100. महंगा रोये एक बार, सस्ता रोये बार-बार।	The cheaper buyer takes bad meat. Cheap goods are dear ones in the long run.
101. माया को माया मिले कर-कर लम्बे हाथ।	Money begets money.
102. माया चंचल होती है।	Riches change hands. Riches have wings.
103. मोहर लुटी जाय, कोयले पर छाप। अशर्फियों की लूट, कोयले की छाप।	Penny wise, pound foolish.
104. मौन आधी स्वीकृति है।	Silence is a half consent.
105. मान न मान मैं तेरा मेहमान।	Welcome or not, I am still your guest.
106. मानव जीवन में उतार-चढ़ाव स्वाभाविक रूप से होता है।	Change of fortune is lot of life.
107. मुफ़्त की शराब काजी को भी हलाल।	An open door tempts even a saint.
108. मुँह में राम, बगल में छुरी।	A honey tongue, a heart of gall.
109. मुसीबत अकेली नहीं आती।	Misfortunes never come alone.
110. मुँह मांगे मौत भी नहीं मिलती।	Even death cannot be had for the asking.
111. मुँह पर झूठ नहीं बोली जाती।	Face to face the truth comes out.
112. मैं बपुरी ढूँढ़न गई रही किनारे बैठ।	He who is in search of truth must dive below.
113. मेरे साथ अगर-मगर मत करो।	But me no buts.
114. मन चंगा तो कठौती में गंगा।	To the pure everything is pure.
115. मनुष्य अपनी संगति से पहचाना जाता है।	A man is known by the company he keeps.
116. मनुष्य अपने भाग्य का निर्माता है।	Every man is an architect of his fortune.
117. मनुष्य अपने भाग्य का स्वामी है।	Every man is a master of his destiny.
118. मनुष्य गलती का पुतला है।	To err is human.
119. चिंता किसी बात का समाधान नहीं है।	Care avails nothing.
120. बिच्छू का काटा रोवे, साँप का काटा सोवे।	Little grief is loud, great grieves are silent.
121. बिन बुलाए मान नहीं होता।	Uninvited guest sits on thorns.
122. बिना रोए तो माँ भी दूध नहीं देती।	A closed mouth catches no fly.

123. बिना सेवा मेवा नहीं।	No pains, no gains.
124. किसी का घर जले, कोई तापे।	Some have the hap, some stick in the gap.
125. मित्र वही जो विपत्ति में काम आए।	A friend in need is a friend indeed.
126. भिखारी की पसंद क्या और नापसंद क्या।	Beggars cannot be choosers.
127. भिड़ों के छत्तों को मत छेड़ो।	Let sleeping dogs lie.
128. थोथी कल्पना करना व्यर्थ है।	To count one's chickens before they are hatched.
129. थोथा चना बाजे घना।	An empty vessel makes much noise.
अध जल गगरी छलकत जाए, भरी गगरिया चुपी जाय।	Deep rivers move in silent majesty, shallow brooks are noisy.
130. सिर मुंडाते ही ओले पड़े।	First ventures, first loss. His fortune overlooks him at the very outset.
131. विषरस भरा कनक-घट जैसे।	Beneath the rose lies the serpent.
132. चित भी मेरी पट भी मेरी।	Heads I win, tails you lose.
133. चिंता सो चिता।	Grief is the cancer of heart.
134. चिंता, चिता समान।	Care kills the cat.
135. जिसकी लाठी उसकी भैंस।	Might is right.
136. जिसका काम उसी को साजे दूजा करे तो कूतक बाजे। जाको बंदर सोई नचावै, दूसरा नचावै कोट धावे।	Everyone does his own business the best.
137. जिसका नहीं चारा वह जाएगा सहारा।	What cannot be cured must be endured.
138. जिसके पाँव न फटी बिवाई, सो क्या जाने पीर पराई।	No one knows the weight of another's burdens. Only the wearer knows where the shoe pinches.
139. जितना गुड़ डालोगे उतना ही मीठा होगा।	The deeper the well, the sweeter the water.
140. जितने मुँह उतनी बातें।	Many men many minds (talks).
नाना मुनि, नाना मति।	So many men, so many minds.
141. जिन खोजा तिन पाइयाँ गहरे पानी पैठ।	Errors like straws upon the surface flow.
142. जिन खोजा तिन पाइयाँ।	He who seeks finds.
143. निर्धन की जोरू सबकी भाभी।	A light purse is a heavy curse.
144. निहाई की चोरी और सूई का दान।	Steal a goose and give giblets in alms.
145. निराशा में भी आशा की झलक होती है।	Every dark cloud has a silver lining.
146. हथेली पर सरसों नहीं जमती।	Rome was not built in a day.
147. हर रोज़ दिवाली नहीं होती।	Christmas comes once a year.
148. हाथी के दाँत खाने के और दिखाने के और।	All that glitters is not gold.
149. होनहार बिरवान के होत चिकने पात।	Coming events cast their shadows before.
150. हवाई किले बनाना। हवा में पुल बाँधना।	To make castles in the air.
151. भाड़ में जाए नथ तासे नाक कटे।	Better a tooth out than always aching.
152. भागते चोर की लंगोटी ही सही।	Something is better than nothing. From a bad paymaster get what you can.
153. भैंस के आगे बीन बजाना।	To cry in wilderness. To throw pearls before a swine.
154. भूख में पापड़ सुहाल। भूख में चने भी बादाम।	Hunger is the best sauce.
155. भूल-चूक लेनी देनी।	Errors and omissions expected.

156. भगवां कपड़ों से साधु नहीं बनता।	Cowl does not make a monk.
157. भगवान् के घर देर है, अँधेर नहीं।	God's mill grinds slow but sure.
158. भगवान् उनकी सहायता करता है जो अपनी सहायता स्वयं करते हैं।	God helps those who help themselves.
159. भला जो चाहे आपका देना ना राखे बाप का।	He who goes a borrowing, goes a sorrowing.
160. परिश्रम, सौभाग्य का दाहिना हाथ है।	Industry is fortune's right hand.
161. परिश्रम, सौभाग्य का जन्मदाता है।	Diligence is the mother of good luck.
162. पहले अपनी त्रुटियों को दूर करो।	Sweep before your own door.
163. पहले योग्य बनो फिर मांगो।	First deserve then desire.
164. पहले मारे सो जीते।	Well begun is half done.
165. पहले तोलो फिर बोलो।	Think before you speak. First weigh then say. Look before you leap.
166. पीठ में छुरा घोंपना।	To hit below the belt.
167. पराई पत्तल का भात बहुत मीठा लगता है। चोरी का गुड़ मीठा होता है।	Forbidden fruits are sweet.
168. पाँचो उँगलियाँ बराबर नहीं होती।	There are men and men, but every stone is not a gem.
169. पुरुष सिंह जे उद्दमी, लक्ष्मी ताकी चेरी।	Fortune favours the brave.
170. पैसे के सब यार हैं।	Friends are many when the purse is full.
171. पेट में दाड़ी।	To have an old head on young shoulders.
172. प्रेम से प्रेम होता है।	Love begets love.
173. प्रेम अंत में विजयी होता है।	Love conquers at last.
174. राई का पहाड़ बनाना। तिल का पहाड़ बनाना।	To make a mountain of a mole hill.
175. राम-राम जपना, पराया माल अपना।	A robber in the garb of a saint.
176. रोज़ कुँआ खोदना, रोज़ पानी पीना।	Living from hand to mouth.
177. ज्ञान ही शक्ति है।	Knowledge is power.
178. सखी से सूम भला जो तुरंत दे जवाब। तुरंत दान महा कल्याण।	He gives twice who gives in a trice.
179. साँच को आँच नहीं।	Pure gold does not fear the flame. The innocent have nothing to fear. Truth fears no test. Truth will (be) out.
180. संसार एक रंगमंच है।	All world is a stage.
181. सुख नाम संतोष का।	Happiness lies in contentment.
182. समय सब कुछ भुला देता है।	Time is great healer.
183. समृद्धि में पाओ, विपत्ति में परखो।	Prosperity finds friends; adversity tries them.
184. समझदार को इशारा मूर्ख को सोट्टा। अकलमंद को इशारा काफी।	A nod to the wise and a rod to the foolish. A word to the wise is enough.
185. सहज पके सो मीठा होय।	Slow and steady wins the race.
186. साँप को दूध पिलाना।	Kindness is lost upon an ungrateful man.

187. सावन के अँधे को हरा ही हरा दिखाई देता है।	Everything looks yellow to a jaundiced eye.
188. सात पाँच की लाकड़ी एक जने का बोझ।	Many hands make the burden light.
189. सौ दिन चोर के, एक दिन शाह का।	Evil cannot thrive forever.
190. सद्‌गुण स्वयं ही अपना पुरस्कार है।	Virtue is its own reward.
191. स्वयं को जानो।	Know thyself.
192. स्वच्छता भक्ति से अच्छी होती है।	Cleanliness is next to godliness.
193. सच्ची बात चुभती है।	Truth is always bitter.
194. सुंदर वह जो सुंदर काम करे।	Handsome is that handsome does.
195. सुंदरता को आभूषणों की आवश्यकता नहीं होती।	Beauty needs no ornaments.
196. सुने सबकी परंतु वादा न करे।	Give many the ear, few thy tongue.
197. सुगंध स्वयं फैल जाती है।	Good wine needs no push.
198. सलाह हर समय की अच्छी।	Counsel is never out of date.
199. उधार स्नेह की केंची है।	Lend and lose a friend.
200. डंडा सबका पीर है।	Rod tames every brute (rude).
201. डंडे को बिसारा, बच्चे को बिगाड़ा।	Spare the rod, spoil the child.
202. डरे सो मरे।	Cowards die many a time before their death.
203. उस व्यक्ति में बहुत कमी है जो सबसे अधिक इच्छा करता है।	He lacks most who longs most.
204. उसकी जुबान केंची सी कतरती है।	His tongue runs on wheels.
205. उसकी अक्ल चरने गई है।	His wits are gone a wool gathering.
206. उतावला सो बावला।	Hurry spoils curry.
207. उँगली पकड़ के पहुँचा पकड़ना।	Give an inch and he will take an ell.
208. डूबते को तिनके का सहारा।	A drowning man catches at a straw.
209. उल्टे बाँस बरेली को।	To carry coal to New Castles.
210. दया कभी खाली नहीं जाती।	Kindness never goes unreturned.
211. दीपक तले अँधेरा। मंदिर का पुजारी, भगवान् से दूर।	Nearer the church, farther from the God
212. दीवारों के भी कान होते हैं।	Even walls have ears. Hedges have eyes and walls have ears.
213. दाम बनाए काम।	Money makes the mare go.
214. दोनों हाथ लड्डू। पाँचो उँगलियाँ घी में।	To have bread buttered on both sides.
215. छोटा छेद जहाज को भी डुबा देता है।	A little leak will sink a great ship.
216. छोटे से बड़े होते हैं।	Lads will be men. Many a little makes a mickle.
217. दान की बछिया के दाँत नहीं देखे जाते।	Never look a gift horse in the mouth. Beggars and borrowers could not be choosers.
218. दाल में कुछ काला है।	There is something wrong at the bottom.
219. दुःख में सुमरिन सब करैं, सुख में करे न कोय।	Vows made in storm are forgotten in calm.
220. दुविधा में दोनो गए, माया मिली न राम।	Between two stools we come to the ground.
221. देखें ऊँट किस करवट बैठता है। तेल देखो, तेल की धार देखो।	See which way the wind blows.

222. दूध का जला छाँछ को भी फूँक-फूँक कर पीता है।	A burnt child dreads the fire. Once bitten, twice shy.
223. दूर के ढोल सुहावने होते हैं।	Distant drums sound well.
224. चरित्र गया सब कुछ गया।	When character is lost, everything is lost.
225. चार दिन की चाँदनी फिर अँधेरी रात।	A nine day's wonder. Beauty is short-lived. Prettiness dies quickly.
226. चौबे गए छब्बे बनने, रह गए कोरे दूबे।	Go out for wool (berry) and come home shorn.
227. चोर की दाढ़ी में तिनका। पापी का मन सदा शंकित रहता है।	A guilty conscience needs no accuser. Guilty conscience is ever suspicious.
228. चोर का साथी गिरहकट, कबूतर का कबूतर, बाज का बाज। चोर-चोर मौसेरे भाई।	Birds of a feather flock together. Like draws like.
229. चोरी का माल मोरी में जाता है। जैसा आया वैसा गया।	Evil got, evil spent.
230. चोरी का थान, लाठियों के ग़ज।	Light come, light go.
231. चुप रहना बोलने से बेहतर है।	Silence is gold and speech is silver.
232. चुपड़ी और दो-दो।	You cannot sell the cow and have the milk too.
233. चुराई चीज़ प्यारी होती है।	Stolen waters are sweet.
234. चेहरा दिल का दर्पण होता है।	Face is the index of mind.
235. चूहा मारकर गोबर सुंघाना।	He breaks his wife's head and buys a plaster for it.
236. चूहे के बच्चे बिल ही खोदते हैं।	As the crow is, so the eggs shall be.
237. चूल्हे से निकला, भाड़ में गिरा। आसमान से गिरा खजूर में अटका।	Out of the frying pan, into the fire.
238. चलती का नाम गाड़ी।	Nothing succeeds like success.
239. तेते पाँव पसारिये जेती लम्बी सौर।	Cut your coat according to your cloth.
240. तेल डालने से आग नहीं बुझती।	Casting oil into the fire is not the way to extinguish it.
241. तंदरूस्ती हजार नियामत।	Health is wealth.
242. तू मेरी एक कह और मैं तेरी अनेक।	Claw me and I will claw thee.
243. जब तक साँस तब तक आस।	As long (where) there is life there is hope. Hope sustains life.
244. जहर को जहर मारता है। लोहा, लोहे को काटता है। विषस्य विषमौषधम्।	Diamond cuts diamond. Like cures like.
245. जहाँ चाह वहाँ राह।	Where there is a will, there is a way.
246. जहाँ फूल वहाँ काँटा।	There is no rose without a thorn.
247. जा को मारे साइयाँ, राखि सकिहैं न कोय। टूटी की बूटी नहीं	Death defies doctor.
248. जो सुख छज्जू के चौबारे सो बलख न बुखारे।	East or West, home is the best.
249. जो तोकूँ काँटा बुवै ताहि बोइ तू फूल, तो कूँ फूल के फूल हैं, बाकूँ हैं तिरशूल।	He who digs a pit for others falls into it himself.

250. जो गरजते हैं वे बरसते नहीं।	Barking dogs seldom bite.
251. जान बची, लाखों पाये।	Save life save all. Life is worth bags of gold.
252. जान बूझ कर कुँए में गिरना।	To run against the point of spear.
253. जाट गन्ना न दे, भेली दे दे।	Penny wise pound foolish.
254. जैसी करनी वैसी भरनी।	As you sow, so shall you reap.
255. जैसी काली कामरी चढ़ों न दूजो रंग।	Black will take no other hue.
256. जैसी उन्नती वैसी अवनती।	A great tree has a great fall.
257. जैसा बाप वैसा बेटा।	Like father, like son.
258. जैसा राजा वैसी प्रजा।	Like master, like servant.
259. जैसा देश वैसा भेष।	While in Rome do as the Romans do.
260. जैसे को तैसा।	Tit for tat. Measure for measure.
261. जल में रहना तो मगर से बैर मत करो।	It is hard to live in Rome and to fight with the Pope.
262. जल्दी करो, जीवन भर रोओ।	Act in haste, repent at leisure.
263. जल्दी का काम अच्छा नहीं होता।	Quick and well are not knit well.
264. न खाए न खाने दे।	A dog in the manger.
265. न नौ मन तेल होगा न राधा नाचेगी।	If the sky falls, we shall gather larks.
266. नीम हकीम खतरा-ए-जान।	A little knowledge is a dangerous thing.
267. नीम न मीठी होय, सींचो गुड़ घी से।	Crows are never the whiter from washing.
268. नाहीं मामा से काना मामा अच्छा।	Half a loaf is better than no bread.
269. नाच न जाने आँगन टेढ़ा।	A bad workman quarrels with his tools.
270. नाचने उठे तो घूंघट कैसा।	He who would catch fish must not mind getting wet.
271. नौ नकद न तेरह उधार।	A bird in hand is worth two in the bush. One today is better than two tomorrow.
272. नौसै चूहे खाइ बिल्ली हज को चली।	At length the fox turns monk.
273. नेकी कर दरिया में डाल।	Do good and forget. Do good and cast it into the river.
274. नेकी का बदला नेकी।	One good turn deserves another.
275. अंधो में काना राजा।	A figure among Ciphers.
276. अब पछताए होत क्या जब चिड़िया चुग गई खेत।	It is no use crying over spilt milk.
277. अकेला चना भाड़ नहीं फोड़ता।	United we stand, divided we fall.
278. अक्ल बड़ी या भैंस।	Wisdom is better than strength.
279. अक्ल के पीछे डंडा लिए फिरना।	He demands tribute of the dead.
280. अति सर्वत्र वर्जयेत्। अति हर चीज़ की बुरी होती है।	Excess of everything is bad.
281. अभी कुछ नहीं बिगड़ा।	It is never too late to mend.
282. अपमान का जीवन मृत्यु से बुरा है।	Dishonour is worse than death.
283. अपनी डफली, अपना राग।	Two heads never agree.
284. अपनी दही को कोई खट्टा नहीं कहता।	Every potter praises his own pot.

285. अपनी गली में कुत्ता भी शेर होता है।	Every cock fights best on his own dunghill.
286. अपना सम्मान अपने हाथ।	Respect yourself and you will be respected.
287. अपना अपना ही है और पराया पराया ही।	Close sits my shirt, but closer my skin.
288. अपना अपना, पराया पराया।	Blood is thicker than water.
289. अपना-अपना पुत्र सबको प्यारा लगता है।	Everyone thinks his own geese swans.
290. अपने मुँह मियाँ-मिट्ठू।	Fool to others, to himself a sage. Self-praise is no recommendation.
291. आधी छोड़ एक को धावे ऐसा डुबे थाह न पावे।	One who grasps too much, will lose all.
292. आधी छोड़ साझी को धावै, आधी रहे न साझी पावै।	All covet, all lose.
293. आधी छोड़ सारी को ध्यावै, आधी रहे ना सारी पावे।	Quit not certainty for hope.
294. आँख से ओजल मन से ओजल।	Out of sight, out of mind.
295. आकाश का थूका मुँह पर पड़ता है।	Puff not against the wind.
296. आहारे, व्यवहारे च त्यक्त लज्जा सुखी भवेत।	Fair battle leaves no bitterness.
297. आप मरे जग परले।	Death's day is the doom's day. When I am dead, the world is dead.
298. आप भला तो जग भला। मन चंगा तो कठौती में गंगा।	Good mind, good find.
299. आप सुखी तो जग सुखी।	He, that is warm thinks all are so.
300. आज्ञा पालन करो यदि आज्ञा पालन कराना चाहो।	Learn to obey if you wish to command.
301. आदत स्वभाव बन जाता है।	Habit is the second nature.
302. आवश्यकता में सभी उचित है।	Necessity knows no law.
303. आवश्यकता आविष्कार की जननी है।	Necessity is the mother of invention.
304. औरों को नसीहत खुद की फजीहत। उपदेश करने से स्वयं करना भला।	Physician heal thyself. Example is better than precept.
305. ओस-चाटे प्यास नहीं बुझती।	A fog cannot be dispelled by a fan.
306. आँखों का अंधा नाम नैनसुख।	Blind of sight, called Mr. Bright.
307. आग लगने पर कुँआ खोदना।	It is too late to lock the stable door when the steed is stolen.
308. आगे दौड़ पीछे चौड़।	Haste makes waste.
309. अवसर मत चूको।	Strike the iron while it is hot.
310. अच्छा करो, अच्छा पाओ।	Sow well, mow (reap) well.
311. अंधा क्या जाने बसन्त की बहार।	A blind man is no judge of colours.
312. अंधे के हाथ बटेर लगी।	A fool's bolt may sometimes hit the mark.
313. अंत भले का भला।	All's well that ends well.
314. गधे को अँगूरी बाग।	Honey is not for donkey's mouth.
315. गया वक्त फिर वापस नहीं आता।	Time once passed cannot be recalled.
316. गरीबी झगड़े की जड़ है।	Poverty breeds strife.
317. गाय मारकर जूता दान।	To rob Peter to pay Paul.
318. गोली अंदर, दम बाहर।	Pill in and breath out.
319. गड़े मुर्दे मत उखाड़ो।	Let the dead past bury its dead.
320. गुड़ खाय, गुलगुलों से परहेज।	To swallow the whole ox and be choked with the tail.

321. गेहूँ के साथ घुन भी पीस जाता है।	When two bulls fight, it is the grass that suffers.
322. लाख जाए पर साख न जाए।	A good name is better than riches.
323. लातों के भूत बातों से नहीं मानते।	Rod is the logic of fools.
324. लोहे के चने चबाना।	Hard nut to crack.
325. लोगों की वाणी ईश्वर की वाणी।	The voice of the people; the voice of God.
326. लाल गुदड़ियों में नहीं छिपते।	A good face needs no paint.
327. लालच बुरी बला है।	No vice like avarice. Grasp all, lose all. Avarice is the worst vice. Greed is a curse.
328. लालच सभी बुराइयों की जड़ है।	Avarice is the root of all evils.

* * *



Key To Exercises

EX. 1.

1. complement	2. object	3. adverbial	4. verb	5. object
6. verb	7. subject	8. adverbial	9. object	10. complement

EX. 2.

1. Imperative	2. Affirmative	3. Interrogative	4. Exclamatory	5. Exclamatory
6. Interrogative	7. Affirmative	8. Exclamatory	9. Affirmative	10. Interrogative

EX. 3.

1. Assertive	2. Imperative	3. Optative	4. Interrogative	5. Exclamatory
6. Optative	7. Interrogative	8. Imperative	9. Exclamatory	10. Interrogative

EX. 4.

	Subject	**Predicate**
1.	The cat	is sitting in the basket.
2.	The storm	blew at night.
3.	He	played his part well.
4.	It	was a nice show.
5.	The doctor	is feeling his pulse.
6.	The owl	is an ugly bird.
7.	You	can meet him tomorrow.
8.	He	made me angry.
9.	The homeless slave	ran into the forest.
10.	fruit	Bitter is the————of sin.

EX. 5.

	Subject	**Predicate**
1.	Children	are playing in the ground.
2.	His father	is a teacher.
3.	The new teacher	teaches well.
4.	The old house is	near the bus-stand.
5.	The table	is made of wood.
6.	Our school	closes at 5 p.m.
7.	Gandhiji	preached non-violence.
8.	Union	is strength.
9.	That girl	helped me.
10.	uses	Sweet are the —— of adversity.

EX. 6.

1. (f)
2. (g)
3. (h)
4. (i)
5. (j)
6. (a)
7. (c)
8. (b)
9. (d)
10. (e)

EX. 7.

1.	You will get your money *whenever you want*.	clause
2.	The cat is sleeping *under the table*.	phrase
3.	This is the place *where I live*.	clause
4.	We cannot leave *till it stops raining*.	clause
5.	It was a sunset *of great beauty*.	phrase
6.	The sun rises *in the east*.	phrase
7.	There came a giant *to my door*.	phrase
8.	I know that *he is a rogue*.	clause
9.	No one knows *who he is*.	clause
10.	They sat *on a wall*.	phrase

EX. 8.

1. verb
2. adjective
3. adverb
4. conjunction
5. noun
6. adverb
7. pronoun
8. interjection
9. noun
10. preposition

EX. 9.

1. works, worked, will work
2. stopped
3. resides
4. moves
5. may
6. are
7. proceed
9. were
10. had
11. will
12. might
13. were
14. loves
15. will

	EX. 10.	EX. 11.	EX. 12.	EX. 13.	EX. 14.
1.	a	an	the	a	an
2.	an	the	a	an	the
3.	the	a	an	the	a
4.	a	an	the	a	an
5.	an	the	a	an	the
6.	the	a	an	the	a/ an
7.	a	an	the	an	an
8.	an	a	a	an	the
9.	the	a	an	the	a
10.	a	the	the	a	an

	EX. 15.	EX. 16.	EX. 17.	EX. 18.	EX. 19.
1.	the/ an	a	an	the	a
2.	a	an	the	a	the
3.	an	the/ a	a	the	the
4.	the	a	an	the	the
5.	a	an	a	a	the
6.	an	the	a	the	the

7.	the/ a	a	an	the	a
8.	a	an	the	a	the
9.	an	the	a	the	the
10.	an	a	an	the	the

	EX. 20.	**EX. 21.**	**EX. 22.**
1.	the	the	The
2.	The	no article	the
3.	a	a	no article
4.	the	the	the
5.	the	the	the
6.	not article	the	The
7.	not article	the/a	no artilce
8.	a	no artilce	the
9.	the/an	the	the
10.	the	the	a

EX. 23.

	Adjective	**Kind of Adjective**
1.	wise	adjective of quality
2.	any	adjective of quantity
3.	those	demonstrative adjective
4.	all	adjective of quantity
5.	her	possessive adjective
6.	own	emphatic adjective
7.	some	adjective of number
8.	what	exclamatory adjective
9.	own	emphatic adjective
10.	whose	interrogative adjective

EX. 24.

	Adjective	**Kind of Adjective**
1.	such	demonstrative adjective
2.	several	adjective of number
3.	every	distributive adjective
4.	which	interrogative adjective
5.	Chinese	proper adjective
6.	what	exclamatory adjective
7.	how many	interrogative adjective
8.	either	distributive adjective
9.	very	emphatic adjective
10.	their	possessive adjective

	EX. 25.	**EX. 26.**	**EX. 27.**	**EX. 28.**	**EX. 29.**	**EX. 30.**
1.	stronger	little	The few	some	much	All
2.	better	the little	few	any	many	whole
3.	cleverest	a little	The few	any	Many a	all
4.	more useful	A little	a few	some	A great many	All
5.	more intelligent	The little	few	Any	many a	whole

6.	latter		a few	some	Much	All
7.	lighter		a few	any	Many	All
8.	later		Few	any		whole
9.	coldest		the few	any		
10.	wise		Few	some		
	EX. 31.	**EX. 32.**	**EX. 33.**	**EX. 34.**	**EX. 35.**	
1.	Each	elder	latest	nearest	inferior	
2.	each	eldest	latter	next	junior	
3.	every	oldest	last	nearst	superior	
4.	Every	older	latest	next	inferior	
5.	Each	oldest	last	nearest	junior	
6.	Every	elder	later	next		
7.			latter			
8.			last			
	EX. 36.	**EX. 37.**	**EX. 38.**	**EX. 39.**	**EX. 40.**	
1.	either	less	more	some	latest	
2.	neither	fewer	more	all	last	
3.	both	Fewer	most	to	next	
4.	both	less	more	the few	all	
5.	neither	lesser	most	A little	nearest	
6.				next	less	
7.				much	Each	
8.				enough	Many a	
9.				Every	little	
10.				elder	much	
	EX. 41.	**EX. 42.**	**EX. 43.**	**EX. 44.**	**EX. 45.**	
1.	former	A few	much	better	to	
2.	foremost	further	superior	latest	worse	
3.	further	more	any	oldest	elder	
4.	farther	Some	last	The little	many	
5.	The little	A few	much	cleverer	slightest	
6.	few	further	tall	latest	oral	
7.	common	most	better	to	farther	
8.	neither	some	late	whole	Many a	
9.	Either	any	oldest	costlier	some	
10.	verbal	largest	tallest	lighter	little	

EX. 46.

		Kind of Adverb			**Kind of Adverb**
1.	in	Adverb of place	2.	bravely	Adverb of manner
3.	fully	Adverb of degree	4.	finally	Adverb of result
5.	never	Adverb of time	6.	away	Adverb of place
7.	often	Adverb of number	8.	so	Adverb of degree
9.	in order to	Adverb of purpose	10.	always	Adverb of time
11.	clearly	Adverb of manner	12.	never	Adverb of number
13.	therefore	Adverb of result	14.	so that	Adverb of purpose
15.	before	Adverb of time			

	EX. 47.	EX. 48.	EX. 49.	EX. 50.
1.	loudly	quite	even	too
2.	hardly	very	mostly	well
3.	near	before	too	fast
4.	very	lately	very	much better
5.	ago	rather	fairly	too
6.	just	very	much	why
7.	Perhaps	certainly	too	hard
8.	very	most	very	none
9.	ago	shortly	faster	unless
10.	large enough	very	soundly	yet

EX. 51.

1. Generally I take my breakfast at 8 a.m.
2. I seldom or never refused the leave.
3. I solved only two sums.
4. Breathe deep when you walk.
5. He often has to go by train.
6. I met none else but your real sister.
7. I have no pen with me.
8. Ram loves his only son too much.
9. I do not know how to swim.
10. He will go to Delhi today.

EX. 52.

1. She almost touched the line.
2. I went direct to Delhi.
3. In this situation, you should go direct to the Principal.
4. She arrived last night.
5. That day, he arrived late.
6. He has returned from Delhi.
7. I shall be back presently.
8. I looked everywhere.
9. I cannot find it here. Why do not you look there?
10. The European Union are dead against the imposition of sanctions on Iraq.

EX. 53.

1. Repeat what you have said.
2. Mr. Ram formerly lived here, before leaving Germany.
3. We could have found the place easily with a map.
4. To be successful; first, you should be regular, and secondly hard working.
5. We briefly explained our plans to the chairman.
6. Fortunately, he was not present when the chairman came.
7. Frankly speaking; I do not like him very much.
8. I definitely, do not want to speak to him again.
9. I am very busy today. Perhaps we can go out tomorrow.
10. Ram has stayed in the city for five years. He knows the city well apparently.

EX. 54.

1. I spoke the truth. T
2. Ram hits a ball. T

3.	The bell rang loudly.	In
4.	The sun sets in the west.	T
5.	The ship sank rapidly.	In
6.	He told me a secret.	T (Di-transitive)
7.	The lion killed a lamb.	T
8.	The boy laughs loudly.	In
9.	The child weeps.	T
10.	I spoke haughtily.	In
11.	Roses smell sweet.	In
12.	He writes me a letter.	T (Di-transitive)

EX. 55.

1. learn	2. won	3. lived	4. reached	5. shines
6. elected	7. lost	8. finished	9. woke	10. born

EX. 56.

1. lay	2. declined	3. borne	4. effect	5. rises
6. hear	7. hope	8. raise	9. fall	10. denied

	EX. 57.	EX. 58.	EX. 59.	EX. 60.	EX. 61.	EX. 62.
1.	will	will	will	would	can	might
2.	would	should	would	shall	might	can
3.	should	would	will	will	might	could
4.	should	shall	would	would	might	may
5.	would	should	would	shall	can	might
6.	should	will	shall	will	could	can
7.	would	will	will	shall	may	could
8.	would	will	would	should	can	may
9.	would	would	shall	will	could	can
10.	will	will	should	would	may	could

	EX. 63.	EX. 64.	EX. 65.	EX. 66.	EX. 67.
1.	may	must	dare	must	need
2.	might	need	used	need	dare
3.	can	dare	ought	dare	must
4.	could	used	used	must	needs
5.	may	ought	ought	need	used
6.	can	used	must	dare	need
7.	could	ought	need	must	ought
8.	can	dare say	dare	need	used
9.	could	must	used	dare	must
10.	could	need	ought	must	needs

EX. 68.

1. He advised me to do it at once.
2. I had rather rest than work.
3. He appeared to forget me.
4. She does nothing but laugh at others.
5. I hope to succeed in my mission.
6. I am very happy to see you.
7. He refused to go.
8. It is too cold to work.
9. I do not know whether to apply for the job or not.
10. You ought to respect your elders.

EX. 69.

1. To forgive is divine.
2. You need not wait.
3. To see is to believe.
4. I saw an apple fall.
5. He refused to obey the order.
6. I made her laugh.
7. The teacher was about to teach.
8. I saw him sleep.
9. I forced him to open the gate.
10. I heard him speak on several subjects.

EX. 70.

1. I read *to pass* the examination.
2. Let me *discuss* the new project.
3. They know when *to start* the work.
4. Let him *sleep*.
5. Students asked the teacher whether *to leave or to stay* for extra class.
6. I saw him *go* there.
7. We asked how *to get* to the station.
8. He did nothing but *wander*.
9. I know how *to write* a paragraph.
10. He was seen *to enter* the office.

EX. 71.

1. He ordered me *to go* out.
2. He was seen *to run* away.
3. He will tell you what *to do.*
4. He was made *to sing.*
5. I hoped *to win* a scholarship.
6. He does not want anybody *to know.*
7. You need not *buy* these shirts.
8. He begged *to be* excused.
9. Dare you *disobey* me?
10. I would prefer *to hire* a taxi.

EX. 72.

1. While she was sleeping in her room a thief entered and took away her bags.
2. She was killed in the accident.
3. While I was working in the field I saw a dead man.
4. I had got a golden opportunity.
5. Walking in the park, he was bitten by a snake.
6. It being Sunday, I am not going to office today.
7. Having fixed the radio, he listened to the news again.
8. I am not duty bound to go.
9. While we were on our way to school we saw Ram and Shyam playing tennis.
10. This is the book written by me.

EX. 73.

1. While he was opening the gate, the dog bit him.
2. Remember the lessons taught by the teacher.
3. I found Ram lighting a cigar.
4. Having worked hard he got tired.
5. Do you go swimming today?
6. We must provide good education to growing children.
7. I spend my time reading books.
8. Being tired, I could not work any more.
9. She is busy washing the plates.
10. He disliked my working on Sunday.

EX. 74.

1. turning
2. broken
3. blinded
4. having taken
5. seeing
6. wounded
7. having written
8. knocking
9. having finished
10. running
11. having rested
12. flying

	EX. 75.	EX. 76.	EX. 77.
1.	getting	Reading	subject
2.	swimming	posting	object
3.	of losing	laughing	complement
4.	to stay	insisted on marrying	preposition
5.	starting	writing of	subject
6.	drinking	sleeping	object
7.	taking	smoking	preposition
8.	working	thinking	subject
9.	cleaning	dancing	object
10.	reading	going	object

	EX. 78.	EX. 79.	EX. 80.	EX. 81.
1.	weren't they?	are n't I?	will you?	isn't it?
2.	can it?	don't they?	can he?	should you?
3.	are n't I?	will you?	does he?	weren't they?
4.	doesn't he?	won't I?	won't you?	are n't I?
5.	won't you?	aren't you?	could he?	need she?
6.	can't you?	doesn't she ?	don't you?	didn't they?
7.	isn't he?	can you?	need he?	can't you?
8.	do you?	did they?	didn't he?	won't you?
9.	did he?	don't you?	will you?	weren't you?
10.	don't you?	doesn't he?	will you?	have I?

	EX. 82.	EX. 83.	EX. 84.	EX. 85.	EX. 86.
1.	were	is	is	is	is
2.	are	is	is	is	were
3.	is	are	has/ have	has	is
4.	are	make	wins	was	are
5.	is	were	has	is	is
6.	is	is	is	is	is
7.	have	was	are	has/ have	were
8.	is	is/are	wait	have	do not
9.	make	are	was	are	is
10.	is	are	has	is	is

	EX. 87.	EX. 88.	EX. 89.	EX. 90.
1.	Hush	Ha	Ugh	Hurrah
2.	Oh	What	Hurrah	Hush
3.	Oh	Alas	Pshaw	Alas
4.	Alas	Alas	Hush	Good God
5.	Hurrah	Hush	Hurrah	Fie
6.	Ah	Hurrah	Hush	Hark
7.	Alas	Ha	Oh	Oh
8.	O.K.	Pooh	Bravo	What
9.	Alas	Alas	Good heavens	Ah
10.	Hello	Fie	Hark	Alas

	EX. 91.	EX. 92.	EX. 93.	EX. 94.	EX. 95.
1.	Proper noun	material noun	loaves	Deer	summons
2.	Proper noun	abstract noun	scenery	dozen	People
3.	Proper noun	collective noun	luggage	lakh	furniture
4.	Common noun	collective noun	Athletics	stone	spectacles
5.	Collective noun	abstract noun	fruit	Politics	trousers
6.	Material noun	common noun	word	innings	cities
7.	Abstract noun	collective noun	merit	fish/fishes	yard
8.	Material noun	material noun	ten-man	information	alms
9.	Abstract noun	proper noun	lice	three-foot	quarters
10.	Abstract noun	abstract noun	sheep	hair	studies

	EX. 96.	EX. 97.	EX. 98.	EX. 99.
1.	were	commanders-in-chief	hairs	Cattle
2.	hairs	men-servants	calves	sheep
3.	chiefs	spoonfuls	9's	deer
4.	proofs	two sisters	e's	forces
5.	wives	respects	maid-servants	compliments
6.	scissors	dice	feet	alphabet.
7.	thanks	shoes	mice	criterion
8.	are	appendices	oxen	clothes
9.	were	letters.	criteria	signature
10.	sons-in-law	vegetables.	swine	poor

	EX. 100.	EX. 101.	EX. 102.
1.	princess	princess	nominative case
2.	priest	poetess	possessive case
3.	her	woman, husband, her	noun in apposition
4.	his	peahen	possessive case
5.	her	man servant	complement of verb
6.	poetess	headmistress	noun in apposition
7.	his	land lord, god	Nominative of address
8.	salesperson	hind	noun in apposition
9.	nun	step-daughter	complement of verb
10.	heir	bride, lass, niece	objective complement

EX. 103.

1. the Governor's bodyguard
2. the leg of the table
3. death's shadow
4. India's heroes
5. father-in-law's house
6. at his wit's end
7. the court's orders
8. justice's sake
9. the page of the book
10. the wall of the house

EX. 104.

1. the buttons of the coat
2. working girls' hostel
3. passer-by's eye
4. Jesus's life
5. The Prime Minister's relief fund
6. the father of my brother's secretary
7. the boy's trousers
8. a month's leave
9. a moment's delay
10. a bird's eyes

EX. 105.

1. He and I are going together
2. Let Ram and me go.
3. I and my wife were rewarded.
4. Let us pledge.
5. The boy looks just like him.
6. Let him and us proceed.
7. He did better than A
8. Do not try to make a fool of me.
9. She and I are friends.
10. There is similarity between you and him.

EX. 106.

1. She put her bag next to her.
2. This is between you and me.
3. Ram and Shyam would like to have their own house.
4. You, she and I have done our duty.
5. I was pleased to receive a good report of your
6. You cannot tell we people what to do.
7. I am happy at their taking part in this competition.
8. All but he had passed.
9. To whom are you speaking; Ram or me?
10. His brother is a better singer than he.

EX. 107.

1. I love my wife, do you love yours?
2. I will take leave of you after two hours.
3. This book is mine and that is yours.
4. Yours sincerely.
5. Yours very sincerely.
6. My friend Ram went to Delhi by himself.
7. Ram and Shyam blamed themselves for the accident.
8. Ram cut himself while he was shaving this morning.
9. Gita climbed out of the swimming pool and dried herself with a towel.
10. I'm glad I live with other people. I wouldn't like to live by myself.

EX. 108.

1. There is no need for you to come, I can carry the shopping myself.
2. We phoned the fitter and he came himself.
3. I hurt myself as much as I did her.
4. Ram blamed him for the accident.
5. I wandered through the town with my dog beside me.
6. She quickly dressed and went down for breakfast.
7. They enjoyed themselves during the holidays.
8. It was I who picked up your father last night.
9. The man who comes here first will get the job.
10. The dog which I bought yesterday is an Alsatian.

EX. 109.

1. A student whom I taught is now an officer.
2. Whoever is undisciplined will be punished.
3. It is the system, which he hates not the individual.
4. He repeated the story to whomsoever he met.
5. Give the movie tickets to whoever comes first.

6. Who do you think was there?
7. Whom were you talking to?
8. Who do you think is the hero of the play?
9. Whom did you see at the fair?
10. What time shall we meet?

EX. 110.

1. People who smoke are not the only ones affected by lung cancer.
2. We need new bedspreads. Let's buy the yellow one this time.
3. This zoo is the only one in the country where you can spot the Panda.
4. One of the questions in the exam was more difficult than the others.
5. Would you prefer the plain green sari or the one with spots?
6. Only time will tell if the decisions we have taken are the correct ones.
7. One should do one's duty well.
8. These old text books are much more complete than the new ones.
9. I would not lend you my new coat. You can borrow the old one.
10. Will you accept any of these five proposals?

EX. 111.

1. One should respect one's parents at all times.
2. Such persons as are diligent, achieve success in life.
3. He is not such a fool as would resign.
4. If anybody calls, tell him/ her I am not in the town.
5. I do not want to share a room with anybody. I want my own room.
6. Many people have a cell phone these days, but I've never used one.
7. Many of the problems are difficult, so find the easier ones and do them first.
8. Ram has lost his school bag. This one looks like his.
9. That is my book; please pass it.
10. My car is more expensive than that of my friend.

EX. 112.

1. None of them was here.
2. None of them has paid his dues.
3. Neither the stationmaster nor his subordinates were present at the station.
4. Neither she nor they took their money.
5. Everyone came except him.
6. There is none among us who can compare with him.
7. Everyone was paid his salary.
8. See that everybody comes with his books.
9. Each must contribute what he can.
10. The boy whom you saw yesterday is my friend.

EX. 113.

1. Kavita resembles her mother.
2. I knocked at his door.
3. We travelled by a bus and he by a car.
4. Word for word translation is sometimes wrong.
5. The fair begins from 3rd April.
6. He is an expert in making excuses.
7. Let's be there in time to receive the guests.
8. Reap the crops before the rain set in.
9. Do you know how to ride on a cycle?
10. I was surprised to see him sitting in a tree.

EX. 114.

1. Early to bed, early to rise.
2. Our college is affiliated to your university.
3. The manager was angry with his staff.
4. Are you angry with me?
5. The old man divided his wealth among his five children.
6. Please get into my car.
7. Finding myself short of money, I wrote to my uncle for help.
8. They suddenly got off the vehicle.
9. Pay the fine within a week.
10. I have ordered shoes.

EX. 115.

1. I bought this furniture at auction.
2. He has lived by the gun all his life.
3. He is anxious for his future.
4. She died from exhaustion.
5. We took a long time to decide but in the end, we decided to go.
6. Ram was about to fall into the well but I managed to save him just in time.
7. Ram stays at Adayar in Chennai.
8. This place is crowded; beware of pickpockets.
9. She spends too much money on luxuries.
10. I went to the school to see the Principal.

	EX. 116.	**EX. 117.**	**EX. 118.**	**EX. 119.**	**EX. 120.**	**EX. 121.**	**EX. 122.**	**EX. 123.**
1.	about	of	for	since	for	with	into	at
2.	against	off	of	to	from	about	of	beside
3.	at	on	down	in	in	among	on	by
4.	behind	since	for	with	into	at	over	during
5.	between	to	from	about	of	beside	since	for
6.	down	under	in	against	on	by	to	in
7.	for	with	into	at	out	during	under	in
8.	from	about	of	beside	since	for	with	into
9.	in	against	on	by	to	from	after	of
10.	into	at	to	during	under	in	among	on

	EX. 124.	**EX. 125.**	**EX. 126.**	**EX. 127.**	**EX. 128.**	**EX. 129.**	**EX. 130.**	**EX. 131.**
1.	over	during	upon	in	among	on	by	to
2.	since	for	with	into	at	over	for	with
3.	to	in	after	of	between	till	from	to
4.	upon	in	among	on	by	to	in	at
5.	with	into	at	over	for	with	in	at
6.	after	of	between	till	from	up	of	between
7.	among	on	by	to	in	after	off	by
8.	at	over	for	upon	in	of	on	for
9.	beside	since	from	within	near	in	over	from
10.	by	to	in	after	off	between	till	in

EX. 132.

1. into	2. about	3. above	4. against	5. behind
6. below	7. between	8. round	9. under	10. up

EX. 133.

1. of at	2. of for	3. from	4. into	5. about
6. above	7. against	8. above	9. up	10. for

	EX. 134. conjunction of	EX. 135. conjunction of	EX. 136.	EX. 137.	EX. 138.	EX. 139.
1.	time	place	after	until	than	since
2.	time	condition	and	where	that	so - that
3.	condition	reason	and	while	Though	still
4.	comparison	reason	as	after	until	than
5.	condition	purpose	as	and	where	that
6.	place	place	as soon as	until	while	Though-yet
7.	condition	purpose	because	as	although	until
8.	reason	condition	but	as	and	Wherever
9.	comparison	contrast	but	as soon as	and	While
10.	purpose	cause	for	because	as	Although

	EX. 140.	EX. 141.	EX. 142.	EX. 143.
1.	not only-but also	but also	as well as	although- yet
2.	or	however	both - and	as
3.	otherwise	lest	but	as - so
4.	so	not only-but also	either - or	as well as
5.	so - that	or	however	both - and
6.	such - as	provided	neither - nor	but
7.	than	so	not only- but also	either - or
8.	that	so far as	as long as	if
9.	unless	such-as	provided that	neither - nor
10.	what	than	so	notwithstanding

	EX. 144.	EX. 145.	EX. 146.	EX. 147.
1.	who	unless	than	since
2.	and	while	that	so
3.	and	while	therefore	so-that
4.	and	why	until	than
5.	as	and	when	that
6.	as- so	and	while	though
7.	because	and	should	until
8.	both-and	as	but	whence
9.	but	nevertheless	still	while
10.	either- or	because	as	yet

	EX. 148.	EX. 149.	EX. 150.	EX. 151.	EX. 152.	EX. 153.
1.	if	as if	as - as	and	wherever	that
2.	no less - than	but	as soon as	and	while	unless
3.	or	how	because	as	although	what
4.	or	in order that	but	as - as	and	whether

5.	because	no sooner than	before	as soon as	and	while
6.	so	or	however	before	as	and
7.	so-that	otherwise	in order that	but	as - as	and
8.	than	Since	nor	but	as well as	and
9.	that	so	or	however	before	as
10.	though	so-that	otherwise	lest	but	as - as

	EX. 154.	**EX. 155.**	**EX. 156.**	**EX. 157.**	**EX. 158.**
1.	so that	or	if	both- and	as
2.	such-that	rather - than	neither - nor	but	as long as
3.	than	so	or	either - or	because
4.	that	so, that	or	if	but
5.	unless	than	scarcely-when	neither - nor	before
6.	when	than	as	or	else
7.	whether	when	so-as	or	if
8.	who	unless	than	since	neither-nor
9.	and	when	than	so	or
10.	and	while	therefore	so-as	or

	EX. 159.	**EX. 160.**	**EX. 161.**	**EX. 162.**	**EX. 163.**	**EX. 164.**
1.	the	that	its	one	all	neither
2.	an	this	one's	some	each	both
3.	the	that	her	few	every	few
4.	an	these	his	all	neither	the few
5.	the	those	its	each	both	each
6.	a	this	their	every	many	either
7.	the	this	her	neither	a few	each
8.	an	that	their	ten	each	several
9.	the	that	our	some	either	several
10.	a	these	my	a few	each	all

EX. 165.

1.	any	2.	much	3.	more	4.	little	5.	some
6.	any	7.	much	8.	more	9.	a little	10.	any
11.	any	12.	much	13.	more	14.	the little	15.	any

EX. 166.

1. She says that Titu is a good boy.
2. Raman told Kamlesh that it was getting dark.
3. He said that he would definitely do that work.
4. He will tell me that he is ill.
5. I said that I had passed the examination.
6. I told him that he would stand first in the class.
7. He says that it will not rain.
8. She told me that she had seen the zoo twice.
9. She told him that she would not marry him.
10. He will say that he is very busy.

EX. 167.

1. He said that they would not have dug the well.
2. He told me that he did not disobey the teacher.
3. Ram said that he had visited Delhi the previous year.
4. He said that she had been working very hard for two years.
5. He said that his brother was reading his book.
6. She told me that she had been listening to the running commentary.
7. He said that it had been raining since morning.
8. He said that he was milking the cow.
9. I told him that he had been quarrelling with her.
10. He told me that he had been singing a song for ten minutes.

EX. 168.

1. Darshan said that Sangita might catch the train.
2. She said that he might pass the examination.
3. The doctor said that he might eat everything freely.
4. He said that he would pass.
5. I told him that he ought to help the poor.
6. The old man said that he could not walk on foot then.
7. The teacher said that he might be allowed to go.
8. He told me that he would like to see the minister.
9. He said that he could solve those sums easily.
10. He said that he knew the place well because he used to live there.

EX. 169.

1. Ranjeet said that he goes out for a walk daily.
2. The maid-servant said that she is always in time.
3. She said that the earth rotates on its own axis.
4. Mohan told me that fire burns.
5. He said that man lives by bread.
6. I said that two and two make four.
7. Newton said that the earth is a big magnet.
8. I said that my uncle drinks daily.
9. The teacher said that the sun is stationary.
10. He said that Shimla is not hot in summer.

EX. 170.

1. They told me that they would not call their parents.
2. The old man said that he would tell the truth.
3. You said that you were going to school.
4. Ram told Sita that she was his wife.
5. He told you that he was a fool.
6. He told me that he had been preparing his lesson the previous day.
7. She tells him that he is not kind to her.
8. Mohan told Gita that he might go there himself.
9. He told her that she was in the right.
10. Sita said that she was going to school.

EX. 171.

1. She said that we should always speak the truth.
2. The manager told them that they had not paid their bill.
3. He told her that she was a good girl.
4. He told me that I was a good boy.
5. Sohan told me that it was a beautiful garden.
6. You told me that he was a fool.
7. They said that he would not object the proposal.
8. They said that they were going to school.
9. He said that he was doing his work.
10. The teacher told the boys that they had done their work.

EX. 172.

1. The teacher told them that they were careless about their studies.
2. Ram told me that he should mind his own business.
3. He told you that you were a good boy.
4. Govaskar said that Sachin would be a good Captain.
5. He told me that she was tall and slim.
6. The master told me that I had become lazy.
7. Your father told you that you were a good girl.
8. He told me that he would not meet me.
9. Sushma said that she respected her teachers.
10. Manorama said that they were wasting their time.

EX. 173.

1. He said that he would stay there that night.
2. She said that here she lived for ten years.
3. He told me that I did not help him.
4. Rakesh told Sunil that he could not buy that book the previous day.
5. She said that she had lost three pens there.
6. He said that Ram had come there.
7. She said that she had seen that picture.
8. I said that it might rain the next day.
9. He said that everybody was here.
10. Ramesh said that Mukesh would buy it then.

EX. 174.

1. I told him that if he ran, he could catch that bus.
2. The teacher told Mohan that he had not finished his work even that day.
3. The mother told her son that all the biscuits were for him.
4. John told me that he hoped to win that prize.
5. He told Rajiv that he would go to Delhi the following month.
6. I told him that I was busy then.
7. Father told Gopal that God is everywhere.
8. Ashok assured his father that he would not go to the picture again.
9. Ravi told me that he would certainly help me.
10. I told Anil that he was not going to school regularly.

EX. 175.

1. Ram asked Shyam whose book that was.
2. The teacher asked Leela if she lived in Bhagat Singh Street.
3. My father asked me why I was so eager to go to pictures that day.
4. I inquired of him if he had ever been to Delhi.
5. I asked Rahul if he had been absent the previous day.
6. I asked the Principal respectfully if I might go home.
7. Bhola asked Mohan why he did not help him.
8. The visitor asked me if my father was at home.
9. They asked who had won that trophy.
10. The policeman inquired which way the thief had gone.

EX. 176.

1. He asked her if she took part in the debate.
2. He asked me whether I went to school.
3. Kamla asked her mother if she could play in the courtyard.
4. She asked me what he had done the previous night.
5. Kamal asked Mohan when they would have winter break.
6. I asked her why she had done it.
7. He asked me if my name was Ram.
8. Leela asked her mother where she had placed her book.
9. Ram asked me if I could solve that question.
10. The painter asked me which portrait I liked most.

EX. 177.

1. I asked the postman if he had any letter for me.
2. He asked me what I would do.
3. Mohan asked me why I rebuked him for nothing.
4. I asked him which film he had seen the previous day.
5. The doctor asked the young man whether (or if) he smoked then.
6. I asked Anil where he lived.
7. She asked me if she did not accept my proposal.
8. The doctor asked him what he had eaten in the morning.
9. Father asked his son what he was doing there.
10. The doctor asked the patient if he felt better then.

EX. 178.

1. I asked him whether he had not promised to come.
2. Mohan asked me if I could help him.
3. The judge asked the lawyer if he had to say anything on behalf of the prisoner.
4. He asked Hari if his father was at home.
5. He asked Sunil where he would sleep.
6. I asked Smith if he studied in the eighth class.
7. The teacher asked the stranger who he was.
8. Akbar said to me, “Can you tell me the way to the bus stand ?”
9. The manager asked her if she wanted to open an account.
10. He asked me if I had written that book.

EX. 179.

1. The captain commanded the soldiers to forward and take their positions.
2. He advised her not to take part in games.
3. The mother advised Leela not to waste her time.
4. The king ordered his servants to go away at once.
5. The old man advised his sons not to quarrel with one another.
6. I advised the students to work regularly.
7. The General commanded the soldiers to march forward and attack the foe.
8. Ram requested me to lend him my umbrella.
9. Darshana ordered her servant to bring a glass of water.
10. The teacher advised him to work hard if he wanted to pass.

EX. 180.

1. He forbade me to go out.
2. The teacher advised Mohan to improve his handwriting if he wanted to pass.
3. Father forbade his son to mix up with bad boys.
4. The teacher forbade me to write on walls.
5. He requested them, not to enter his room without his permission.
6. Rahul asked his friends to attend his sister's marriage.
7. The father ordered the son to go and start reading.
8. I requested my father to allow me to go on an educational trip.
9. I requested my father to give me some money.
10. The teacher advised us not to shout in the class.

EX. 181.

1. The judge asked the witness to tell the truth.
2. The teacher ordered Isha to stand up on the bench.
3. Harinder requested me to help him in that matter.
4. He forbade to tease the poor.
5. The teacher advised the student not to copy.
6. Ram requested his father to bring him a pen.
7. The doctor advised me to take medicine in time.
8. Ram ordered her to go there.
9. The mother advised her son to respect his elders.
10. The teacher advised the boys not to waste their time.

EX. 182.

1. He wished/ prayed that I might succeed in the examination.
2. He wished that I might be happy.
3. We prayed that God might save the P.M.
4. The woman prayed that God might bless him.
5. The beggar prayed that God might bless him with fame and prosperity.
6. Ram prayed that God might bless me.
7. The old man earnestly desired for having a son.
8. The leader bade his friends and countrymen farewell.
9. He wished/ prayed that their friendship might live long.
10. The girl requested her mother to forgive her that time.

EX. 183.

1. She exclaimed that the moonlight was very beautiful.
2. The boys exclaimed with joy that the next day was a holiday.
3. She eagerly wished that she had been extremely beautiful.
4. He exclaimed with wonder that it was a very beautiful picture.
5. Aruna exclaimed with surprise that the doll was very beautiful.
6. The old lady exclaimed with sorrow that she had met with an accident.
7. The captain praised/ applauded the players saying that they had won.
8. The headmaster praised Hari saying that he sang well.
9. The team exclaimed with joy that they had won the match.
10. I praised Mohan saying that it was a very powerful shot.

EX. 184.

1. I requested him that I might be allowed to go home.
2. She proposed to Mohan that they should go home.
3. The teacher said that he could not pass the examination, however hard he might work.
4. He asked me to let the child play.
5. The captain proposed that we should play a friendly match.
6. Parbhat proposed to me that we should write an essay on that topic.
7. Mohan proposed to me that we should wait for the next train.
8. Ram suggested to his wife that they should go for shopping.
9. I requested him to let me come in.
10. She proposed to me that we go to see the exhibition.

EX. 185.

1. The Principal ordered the peon to let the boys go away.
2. He ordered the servant to let the boy go home.
3. He ordered the peon that the visitor might be allowed to come in.
4. Ram proposed to me that we should go to movies.
5. The pilgrims suggested that they should stop there and rest for a while.
6. I proposed to him that we should play in the garden.
7. He proposed to me that we should play the game.
8. The teacher suggested to the Principal that the students might be allowed to sit in the sun.
9. I suggested to the villagers that we should help the injured men.
10. He suggested to me that we should go for a walk.

EX. 186.

1. He asked Hari if he had enjoyed the show.
2. The lion exclaimed with regret that it had been a very foolish action.
3. The teacher asked the student why he had not done his work.
4. Manju said that the birds fly.
5. Those boys say that their teacher loves them.
6. He said that that was his book.
7. The peon told me that the manager would call me soon.
8. I asked Anil to look at the map.
9. The old beggar wished that God might grant peace of mind to the young man.
10. The passenger exclaimed with regret that he had been very foolish.

EX. 187.

1. Mohan said that he had won a prize.
2. Mary said that it was her new book.
3. Ram said that Radha sang sweetly.
4. She said that he was taking his examination.
5. She told me that she had not been doing him a favour.
6. I exclaimed with joy that we had succeeded.
7. I advised Rahul not to worry.
8. He congratulated me and asked how many marks I had got.
9. He said that man is mortal.
10. You told me that I was making a noise in the class.

EX. 188.

1. I told them that they had cheated me.
2. I told her that it would not be raining the next day.
3. He will tell me that he can help me.
4. Manish said that he had completed his home work at night.
5. Varun said that he would go there again the next day.
6. Vinod said that he goes to his office at 10 O' clock.
7. She told me that she had taken the breakfast in the morning.
8. He told me that the rain would have stopped.
9. He told me that the dog barked at the children.
10. He told me that they had gone to college the previous day.

EX. 189.

1. Rahim told his brother that fortune favours the brave.
2. She told me that my song had appealed them.
3. He proposed to me that we should work together.
4. He told me that he would not come.
5. Rahul told me that he had posted my letter.
6. They told me that they would help me the next day.
7. He told me that he could not lend me his watch that day.
8. Kiran told me that it was her doll.
9. She told her mother that it was no longer safe to live there.
10. Mohan says that he has done his work.

EX. 190.

1. The teacher said that the sun is stationary.
2. Ram told me that it was his doll.
3. Charu asked me if I could help him.
4. I asked Kaushik where he lived.
5. Sohan asked Mohan if he might use his pen.
6. Sita told Ram that he was her lord.
7. Mohan told Harish that he had prepared the breakfast.
8. The teacher said that he would pass.
9. Ram admitted that he had made a mistake.
10. She was surprised to find me there.

EX. 191.

1. Ram said that Shyam could jump over the wall.
2. He told me that I I might ask my brother to help me.
3. He said that he had gone to that village long before.
4. Sita said that Ram was her husband.
5. My friend asked me to join his company.
6. He exclaimed with joy that his brother had won a lottery.
7. The manager ordered the peon to allow the man to come in.
8. They said that they would go to school.
9. Ram told me that he might go home.
10. She told me that she was quite well.

EX. 192.

1. The map is looked at by them.
2. Am I scolded by you?
3. Lies are not told by Mohan.
4. Money is saved by us.
5. His watch is being wound by Raj.
6. A noise is not made by her.
7. Are clothes not washed by him?
8. Is he hated by you?
9. The gate is opened by the watchman.
10. Rice is not grown by them.

EX. 193.

1. An essay is being written by us.
2. A song is not being sung by her.
3. I am teaching him.
4. Are you not being helped by her?
6. We are being cheated by him.
7. The ball is not being hit by you.
8. Is television being watched by me?
9. Kites are being flown by them.

EX. 194.

1. A song has been sung by Radha.
2. I have been cheated by you.
3. A story has been written by Amar.
4. The hall has been decorated by him.
5. I have been blessed by him.
6. She has not been helped by you.
7. A picture has not been painted by you.
8. Have three sweaters been knitted for me by her?
9. You have been honoured by them.
10. The fee has been paid by him.

EX. 195.

1. A jug of water was seen by the crow.
2. He was loved by her.
3. The ground was dug by them.
4. The river was crossed by them.
5. We were given a test by the teacher yesterday.
6. A snake was not killed by you.
7. I was given a five-rupee note by my father.
8. Were all the questions answered by you?
9. Was hockey played by you?
10. Our duty was done by us.

EX. 196.

1. A lesson was being prepared by me.
2. The poor were being helped by Ram.
3. I was being advised by him.
4. The time was being wasted by you.
5. Breakfast was being served by the servant.
6. Her clothes were not being washed by him.
7. A newspaper was being read by Radha.
8. Were the seeds being sown by the farmer?
9. A meeting was being held by them.
10. A match was being played by them.

EX. 197.

1. Your part had been played by you.
2. The camera had not been focussed by Shalu.
3. Her bag had been lost by her.
4. Had her clothes not been ironed by her?

5. The ball had been thrown by them.
6. The zoo had never been visited before by us.
7. Had the thief been arrested by them?
8. A wolf had already been killed by Suresh.
9. The Principal had not been disobeyed by her.
10. Had all the doors been locked by them?

EX. 198.

1. Onions will not be eaten by me.
2. Tea will not be prepared by her.
3. A show will be arranged by the villagers.
4. Will she not be taught by you?
5. Will a note of it be taken by them?
6. We shall be supported by them.
7. A race will not be run by them.
8. Will a song be sung by us?
9. Ticketless travellers will be punished by them.
10. She will not be respected by you.

EX. 199.

1. A new bat will have been bought by Rashid.
2. She will not have been waited for by him.
3. The function will have been presided over by the Deputy Commissioner.
4. Will the matter have been considered by them?
5. The train will have been caught by me.
6. The match will not have been started by them.
7. Will he have been trusted by them?
8. Enough money will have been saved by us by that time.
9. A mistake will not have been committed by him.
10. Will this work have been finished by me by then?

EX. 200.

1. This heavy load can be lifted by Ram.
2. He should be examined by a doctor.
3. You may be punished by the teacher.
4. You might be wedded to her.
5. He must not be teased.
6. You should be obeyed by her.
7. May the blind be helped by me?
8. You might be wedded to Sita.
9. A lion may be helped even by a rat.
10. A costly car could not be bought by me.

EX. 201.

1. I was shocked at his death.
2. Sita was married to Ram.
3. Am I pleased at your honesty?
4. Money is lent by the money lenders.
5. I was annoyed at your behaviour.
6. Is not your time wasted by you?
7. I am known to him.
8. Were we surprised at his success?
9. Milk is contained in this bottle.
10. The inspector was pleased at the recitation.

EX. 202.

1. Let eatables be served.
2. You are requested not to lose heart.
3. Let the light be switched on.
4. You are ordered to be off my sight.
5. You are forbidden to make a noise.
6. You are advised to keep quiet.
7. Let this lesson be repeated.
8. Let your time never be wasted.
9. Let a reply be sent to me.
10. You are told not to stand here.

EX. 203.

1. You are ordered to send for the doctor.
2. I was known to him.
3. You have been honoured by them.
4. Chess was being played by Rama.
5. An essay has been written by you.
6. A new car was not bought by Dinesh.

7. A car can be bought by me.
8. The food will be cooked by me.
9. The plants were being watered by the gardener.
10. A picture has been painted by you.

EX. 204.

1. Chess is being played by us.
2. The river is being crossed by them.
3. Let the door be opened.
4. Has his work been finished by him?
5. The truth was being spoken by Mohan.
6. Is tea liked by you?
7. The bell is being rung by the peon.
8. The bell will be rung by the peon.
9. The trophy had been won by us.
10. The poor are not being laughed at by Amar.

EX. 205.

1. A mistake was not made by me.
2. The new house has been sold by Raju.
3. A song was sung by girls.
4. A story has been written by Amar.
5. Is coffee drunk by you?
6. A bridge is not being constructed by the masons.
7. A pen has been lost by me.
8. Hari has helped by Ram.
9. I was given a pen by him.
10. Let the truth be spoken.

EX. 206.

1. Two-thirds of our population is still poor.
2. My telephone number is: 94663 21088.
3. Never again did he chase a mouse - except for fun.
4. Rewrite the sentences in this way:–
5. Shut the window, will you?
6. Here is another example:-
7. Finally he found it - a few feet from the ground - he could just reach it.
8. Ram said, “I am not going to office today.”
9. He is working with Sterling Computers Ltd.
10. I heard him crying, “Thief! Thief!”

EX. 207.

1. He is a Ph. D. in English.
2. “Let me go,” he said.
3. Besides Hindi, he is also learning Punjabi.
4. The officer shouted, “Get out of my office.”
5. I’m yet to see the Qutab Minar.
6. This is Ram’s pen.
7. On our last tour, we visited Rome in Italy.
8. Many M.A.’s and B.Sc.’s are unemployed.
9. He did not know that I was in the room.
10. Don’t make a noise here.

EX. 208.

1. Have you read ‘The Crime and Punishment’ by Dostoevsky?
2. Whose bag is this?
3. The city has many temples dedicated to different gods.
4. He was in England in 2005’s.
5. Trust in God alone.
6. She is M. Sc. in Botany.
7. He has specialized in English.
8. When it rained, I was there in the balcony.
9. I was asked to attempt an essay on ‘Pleasures of Reading’.
11. I asked him many questions about Ram’s brother-in-law.

EX. 209.

1. compound	2. simple	3. complex	4. simple	5. complex
6. complex	7. compound	8. complex	9. compound	10. simple

EX. 210.

Note : Subordinate Noun clause is shown by 'italicised words'

1.	That you will fail in the examination *is certain.*	Subject to the verb 'is'
2.	Do you know when *he will arrive?*	Object to the verb 'know'
3.	We are responsible for *what we do.*	Object to the Preposition 'for'
4.	Hoping *that he would be at school,* I went there.	Object to the Participle 'hoping'
5.	It is clear *that you have made a mistake.*	In apposition to the Pronoun 'it'
6.	There is no truth in *what you have said.*	Object to the Preposition 'in'
7.	The idea *that some super-power holds this universe* seems to be true.	In apposition to the Noun 'idea'
8.	He got *what he wanted.*	Object to the verb 'go'
9.	The bride went away *saying that she would never return.*	Object to the Participle 'saying'
10.	Why he left this place *is not know to me.*	Subject to the verb 'is'

EX. 211.

Note : Subordinate Adjective clause is shown by 'italicised words'

1.	This is the boy *who broke the glass.*	Qualifying the Noun 'boy'
2.	I do not like such boys *as are idle.*	Qualifying the Noun 'boys'
3.	He *who steals my purse* steals trash.	Qualifying the Pronoun 'he'
4.	The umbrella *which has a broken handle is mine.*	Qualifying the Noun 'umbrella'
5.	God helps those *who help themselves.*	Qualifying the Pronoun 'those'
6.	*The school* where the accident occurred *is near by.*	Qualifying the Noun 'school'
7.	*The time* when we shall go *is not yet fixed.*	Qualifying the Noun 'time'
8.	She is the girl *who had made mischief.*	Qualifying the Noun 'girl'
9.	This is the room *where Gandhiji lived.*	Qualifying the Noun 'room'
10.	*The moment* which *is lost forever.*	Qualifying the Noun 'moment'

EX. 212.

Note : Subordinate Adverb clause is shown by 'italicised words'

1.	Do not talk *while you are eating.*	showing 'time'
2.	*The less you say about it,* the better it is.	showing 'extent'
3.	You have to go *where I send you.*	showing 'place'
4.	*If he had informed me,* I would have helped him.	showing 'condition'
5.	You cannot pass *unless you study sincerely.*	showing 'condition'
6.	He is so weak *that he cannot walk.*	showing 'result'
7.	He worked hard *so that he could succeed.*	showing 'purpose'
8.	He could not solve the sum *because he was dull.*	showing 'reason'
9.	He is not *so strong as his brother.*	showing 'comparison'
10.	I cannot attend office *as I am unwell.*	showing 'reason'

EX. 213.

Note : Subordinate Adverb clause is shown by 'italicised words'

1.	She is *as beautiful as her sister.*	showing 'comparison'
2.	She behaved *as though we were mad.*	showing 'manner'
3.	*However fast you may run,* you cannot catch the train.	showing 'contrast'
4.	They cried *as though they were ruined.*	showing 'manner'
5.	Put the key *where you can find it easily.*	showing 'place'
6.	He studied so hard *that he got first division.*	showing 'result'
7.	He came *after night had fallen.*	showing 'time'
8.	*As far as I know,* he will not deceive you.	showing 'extent'
9.	I take exercise *in order that I may keep fit.*	showing 'purpose'
10.	*Although it was raining*, I went to school.	showing 'contrast'

EX. 214.

1. Having finished his work he went to play.
2. Solving my paper, I gave it to the teacher.
3. It is too cold to go out.
4. Having met the Principal, the man went away.
5. In spite of being rich, he is not happy.
6. We go to school to read there.
7. Jumping up he ran away.
8. Fortunately he passed the test.
9. You are too foolish to pass the exam.
10. I went to London, the capital of Britain.

EX. 215.

1. Being very tired, the traveller fell asleep.
2. In spite of many failures he hopes to succeed.
3. I shall go to market to buy wheat.
4. Rakesh, a goldsmith was teased by the people of the town.
5. Having taken my lunch I went to office.
6. The windows are clearly shut.
7. He is too fat to run.
8. Kalidas being the greatest writer, wrote many plays in Sanskrit.
9. Seeing her, he cried loudly.
10. They did not invite us intentionally.

EX. 216.

1. Ram was surprised to know about his result.
2. Gandhiji, a moralist, once a lawyer, struggled hard to attain freedom.
3. Shyam is dishonest and miser.
4. Hearing a nose I woke up.
5. Raju reached the playground punctually.
6. He is too poor to pay his fees.
7. Rama, son of king Dasharath, killed Ravan.
8. The job having been completed he went on leave.
9. Ram and Mohan cannot play hockey.
10. Seeing a snake, she raised a hue and cry.

EX. 217.

1. She failed undeservedly.
2. I have some duties to perform.
3. He is my cousin, Sohan.

4. The soldiers having arrived, the mob dispersed.
5. Sita can dance and swim.
6. Being tortured, the snake ran away from the cage.
7. The boys had not finished the match by sunset.
8. He sent her daughter to Canada to be educated.
9. Gita, a naughty girl, does not do her home work.
10. The school having been closed, the students went to their houses.

EX. 218.

1. I wrote a letter and he read a book.
2. The thieves were caught and handed over to the police.
3. I can speak Hindi as well as I can speak English.
4. She is not only beautiful but also intelligent.
5. He walked fast but he missed the train.
6. He is rich still he is not happy.
7. She did not work hard, however, she won the prize.
8. He failed, nevertheless he continued working hard.
9. Go where you like, only do not disturb me.
10. Good boys work hard, while bad ones waste their time.

EX. 219.

1. Walk fast or you will miss the train.
2. Either Ramesh or Mahesh has taken my book.
3. I neither borrow nor lend the money.
4. He overworked, therefore his health broke down.
5. He ran fast, so he caught the train.
6. The days were hot and long, for it was mid-June.
7. It is very cold hence we purchased some winter wears.
8. You are weak in English and you have to accept it.
9. He purchased both a book and a pen.
10. He as well as his brothers is illiterate.

EX. 220.

1. Not only he but also you are to praise.
2. I have a plan, but I cannot implement it.
3. He abused us, still we forgave him.
4. He did not prepare well, however he passed.
5. He is rich, nevertheless he leads an unhappy life.
6. You can do whatever you like only you do not make unnecessary telephones.
7. Ram won the match whereas Shyam lost this chance.
8. He must weep or he will die.
9. You are intelligent, therefore you are respected.
10. It was raining heavily, so he took an umbrella with him.

EX. 221.

1. He forgave her for she apologized publicity.
2. She is a sincere worker hence she was promoted.
3. Mohan went to school and Sohan went to the market.
4. He is smart as well as strong.

5. Not only Ram but also Sachin will go to Karnal.
6. We propose, but the God disposes.
7. He is rich, yet he is not contented.
8. I do not like this, however I may buy it for you.
9. They are poor nevertheless they are trustworthy.
10. He was all right; only he was fatigued.

EX. 222.

1. Run fast or you will miss the train.
2. He was guilty, therefore he was punished.
3. We are late so we should move fast.
4. I cannot see, for it is very dark.
5. Night came on and it grew dark.
6. My friend is quite rich, but he is not happy.
7. He is poor yet he is honest.
8. I shall not oppose your design; I cannot, however, approve of it.
9. He failed, nevertheless he preserved.
10. Work hard or you will be failed.

EX. 223.

1. She is honest, therefore she was rewarded.
2. He is intelligent and industrious.
3. She tried her best, but she could not get a job.
4. I was annoyed still (yet) I kept quiet.
5. He was obstinate, therefore he was punished.
6. The police came and the thief ran away.
7. He worked but he could not pass.
8. He came and watched TV.
9. Gold no less than Platinum is costly.
10. The wind blew, the rain fall, and the lightning flashed.

EX. 224.

1. No one knows where she is going.
2. Everyone knows that the earth is round.
3. I did not know this if I could trust that betrayer again.
4. He is Mohan who stole my pen.
5. I have sold my dog which was brown in colour.
6. As soon as the robber saw the police, he took to his heels.
7. The police could not follow where the thief fled.
8. If you waste your time, you will suffer.
9. He was so tired that he could scarcely stand.
10. Do you know when the guests are arriving?

EX. 225.

1. It is a fact that I have suffered many loses.
2. I do not know whether she is innocent.
3. He, who has been imprisoned for two years, is a killer.
4. I have studied English which is spoken by the largest number of population.
5. As you are lazy, you cannot do this work.

6. When I stood first the Principal gave a prize.
7. What the dog wants is not clear.
8. It is a fact that no will stand with him.
9. I am looking for the boy, who lent me this bicycle.
10. I want a wall clock, which must show the date and time.

EX. 226.

1. No sooner did the police arrive than the people dispersed.
2. When the elephant passed through the streets, the children got afraid.
3. It is certain that she will be late.
4. I met a man, whose leg was fractured.
5. This is the place, where the accident took place yesterday.
6. As he was not there, I spoke to his father.
7. When Indira Gandhi died in 1984, Rajiv Gandhi became Prime Minister.
8. I do not know that he is innocent.
9. This is Ram whom we have always respected.
10. It was 5 a.m. when it began to rain.

EX. 227.

1. He fled where his pursuers could not follow him.
2. I do no doubt that he is an intelligent boy.
3. He is Mr. Nain, a friend of mine, whom I received from the station.
4. Youth is the time, when the seeds of character can be sown.
5. I will not forget that you are repentant.
6. This is the girl who secured first position.
7. This is the hotel where I lived for two month.
8. He is so weak that he can't run.
9. A fox who had never seen a lion before met him.
10. This is the office where I work.

EX. 228.

1. Usha is not taller than Kiran.
2. America is richer than India.
3. This is the better than any other book in the market.
4. Lead is heavier than all other metals.
5. Mohan is poorer than any other man in the village.
6. The razor is sharper this one.
7. Ram is wiser than any other boy in the village.
8. Switzerland is more beautiful than any other country in the world.
9. To reign in Hell is better than to serve in Heaven.
10. Shyam is not stronger than Ram.

EX. 229.

1. Very few poets of Hindi were as great as Tulsidas.
2. No other building in our village is so beautiful as this.
3. Very few other leaders were as great as Gandhiji.
4. No other student of our school is as good as Ram.
5. No other metal is heavier than Gold.

EX. 230.

1. He is so poor that he cannot buy watch.
2. The cup is so hot that one cannot touch it.
3. He was so weak that he could not walk.
4. The news is so good that it cannot be true.
5. The old man so weak that he cannot move about.
6. He is so young that he cannot travel alone.

EX. 231.

1. Man is immortal.
2. Do not fail to attend the class.
3. No sooner did he see the police than he ran away.
4. Do not make a noise.
5. This is not impossible.
6. She did not fail to play the game.
7. None but Ram can solve it.
8. It never rains but it pours.
9. This shirt is not short.
10. None but Gita was there.
11. Do not leap before you have seen.
12. She did not succeed this time.
13. None but the brave deserves the fair.
14. Her habits are not good.
15. None but the helpless deserve our help.

EX. 232.

1. Have a cup of coffee.
2. This horse is of no use to you.
3. Everybody loves wealth.
4. If you poison us, we die.
5. Their glory can never fade.
6. No one can bear this insult.
7. It is foolish to waste time on it.
8. No one is more powerful than God.

EX. 233.

1. You are a great fool.
2. I long for a cup of tea.
3. It is a great fall.
4. It is sad to think that youth should pass away.
5. It is very kind of you to save my life.
6. It is strange that we should meet here.
7. It is very cold.
8. It is said that he is no more.
9. He was foolish enough to abuse the Principal.
10. It is said that my friend is dead.

EX. 234.

1. (a) The joke has *amused* me. (Verb)
   (b) The Indian culture *differs* the Western Culture. (Verb)
2. (a) They won the match with *ease*. (Noun)
   (b) Indians have won *freedom*. (Noun)
3. (a) It is *easy* to solve this. (Adjective)
   (b) He is very *quarrelsome*. (Adjective)
4. (a) He fought *bravely*. (Adverb)
   (b) Listen to me *attentively*. (Adverb)

EX. 235.

1. He saw a snake and he ran away.
2. The boy was disobedient, and so the teacher punished him.
3. He is a man of deep learning still he takes bribes.
4. He was ill and he could not attend school.
5. He ran very fast and won the race.

6. We must eat, or we cannot live.
7. She made several efforts but failed.

EX. 236.

1. The snake was not killed although he was wounded.
2. If you are not an Indian you cannot be admitted.
3. She confessed that she was guilty.
4. He worked hard that he might earn money.
5. You must go wherever your leader goes.
6. He was so tired that he could not stand.
7. He broke the slate that belonged to Ram.
8. As you sow, so you will reap.
9. If you do not waste, you will not want.
10. I do not know in which year I was born.
11. I have no advice that I can offer you.
12. It is certain that I will succeed.

EX. 237.

1. am	2. are	3. be	4. did	5. do
6. does	7. has	8. has	9. have	10. was

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