# GREAT ENGLISH

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## Grammar Rules
## Reference Lists
## General Knowledge

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The most useful book ever

ISABEL UYS

# GREAT ENGLISH

## Grammar Rules • Reference Lists • General Knowledge

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## The most useful book ever

by

**Isabel Uys**

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Sections of this book was formerly published under the title *English*. However, most of the sections are greatly enlarged, lots of new information, interesting facts and a new second part, consisting of useful general knowledge facts, have been added.

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*To all the users of this book. I hope it will save you many hours of searching for information.*

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# ABOUT THE AUTHOR

Isabel Uys is well established as one of South Africa's leading authorities on reference books, dictionaries and language aids. She has many years teaching experience and worked for five years as a book selector for The Western Cape Education Department. She has compiled numerous reference books, multilingual dictionaries and language aids. Many of them were best-sellers. She won two literary awards. Her first book was published in 1994 and is still in print (more than 24 updates). Her aim is to compile practical and useful books for children and adults.

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# INTRODUCTION

Parents, learners, students, teachers, writers, everyone! This is the book you have been waiting for! There is no similar book available anywhere. This book is not an ordinary grammar guide. It is also a comprehensive reference book with long lists of grammar which is frequently required and some very useful general knowledge. Instead of searching for information in various sources, you will find most of the information needed in this single volume.

Although this book is not aimed at serious grammarians, it provides all the information needed to use English grammar and punctuation properly. The information varies from simple to more advanced. The grammar rules are clearly explained. A great asset is the comprehensive reference lists which are not found in other study aids. There are more than 1,600 plurals in the book. Please see the Table of Contents. The general knowledge section provides lots of useful facts.

This book is an excellent resource for anyone who wishes to learn correct grammar and punctuation. It is also suitable for young learners and a good tool for doing homework or preparing for exams. Yes, the most useful book ever!

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# 1. THE ALPHABET

An alphabet is a group of letters used to form words.

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- Many different alphabets are used in the world.
- The English alphabet is based on the Latin (or Roman) alphabet.
- The English alphabet is the most commonly used alphabet in the world.
- There are 26 letters in our alphabet.
- It is necessary to know the alphabet to find information and words easily.
- Information and words are usually arranged in alphabetical order
- The five vowels in our alphabet are **a**, **e**, **i**, **o**, **u**.
- All the other letters in the alphabet are consonants.

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**a b c d e f g h i j k l m n o p q r s t u v w x y z**

## How to arrange words alphabetically

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**ball, apple, great, bed, above, river, actor, kitchen, break**

1. Find all the words that start with an **a**. (apple, above, actor)
2. Now look at the second letter and see which second letter comes first in the alphabet. (above)

3. Continue with the third letter in the word until you have arranged all the letters starting with an **a**. (above, actor, apple)

4. When you have arranged all the words starting with an **a**, you start with the words starting with a **b**.

5. Therefore the alphabetical order of the words at the top are:

**above, actor, apple, ball, bed, break, great, kitchen, river**

• If two people have the same name or initials, but different surnames, look at the surnames to place them in alphabetical order. (John **B**rown, John **K**elly, John **S**mith)

• In a dictionary two words are printed at the top of every page to show the first and last word on that page.

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# Interesting facts:

• For many years, people wrote without any letters. They drew pictures (hieroglyphics) to make their point.

## Hieroglyphs used in Ancient Egypt



In recent times pictures are still used to make information understandable to all people.

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• The word alphabet comes from the first two letters of the Greek alphabet, alpha and beta.

• Originally the Greeks used only capital letters.

• The second most widely used alphabet in the world is the Arabic alphabet.

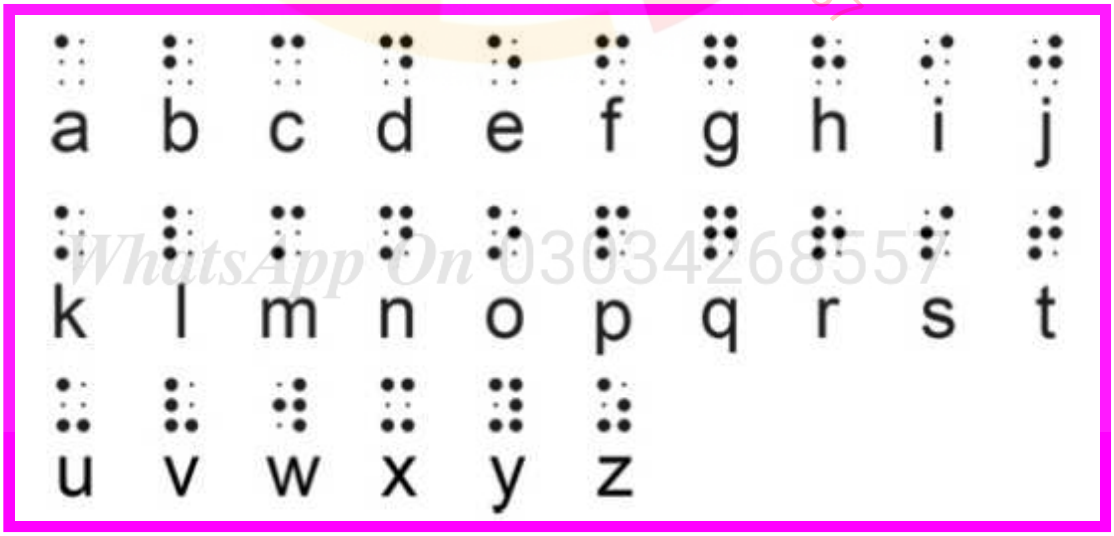
• The most frequently used letter in the English Alphabet is the e.

• The Braille alphabet for the blind was invented in 1821 by a blind Frenchman, Louis Braille.

• The Braille alphabet is a system of raised dots that can be "read" with the fingers.

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## The Braille alphabet




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# 2. NUMERALS/NUMBERS

The number system that we use is the base 10 (Arabic) system

**Cardinal numbers** tell you how many things there are. (**ten** children)

**Ordinal numbers** tell you the order of something. (the **second** child)

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| Cardinal | |
|---|---|
| 1 one | 19 nineteen |
| 2 two | 20 twenty |
| 3 three | 22 twenty-two |
| 4 four | 30 thirty |
| 5 five | 40 forty |
| 6 six | 50 fifty |
| 7 seven | 60 sixty |
| 8 eight | 70 seventy |
| 9 nine | 80 eighty |
| 10 ten | 90 ninety |
| 11 eleven | 100 a/one hundred |
| 12 twelve | 106 a/one hundred six (Amer.) |
| 13 thirteen | a/one hundred and six (Brit.) |
| 14 fourteen | 200 two hundred |
| 15 fifteen | 1,000 a/one thousand |
| 16 sixteen | 1,000,000 a/one million |
| 17 seventeen | 1,000,000,000 a/one billion |
| 18 eighteen | 1,000,000,000,000 a/one trillion |

| Ordinal | |
|---|---|
| 1st first | 19th nineteenth |
| 2nd second | 20th twentieth |
| 3rd third | 22nd twenty-second |
| 4th fourth | 30th thirtieth |
| 5th fifth | 40th fortieth |
| 6th sixth | 50th fiftieth |
| 7th seventh | 60th sixtieth |
| 8th eighth | 70th seventieth |
| 9th ninth | 80th eightieth |
| 10th tenth | 90th ninetieth |
| 11th eleventh | 100th hundredth |
| 12th twelfth | 106th a/one hundred sixth (Amer.) |
| 13th thirteenth | a/one hundred and sixth (Brit.) |
| 14th fourteenth | 200th two hundredth |
| 15th fifteenth | 1,000th a/one thousandth |
| 16th sixteenth | 1,000,000th a/one millionth |
| 17 seventeen | 1,000,000,000th a/one billionth |
| 18th eighteenth | 1,000,000,000,000th a/one trillionth |

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• A comma is used to separate every three digits.(*1,000,000*)

• A comma is inserted every three digits from the right.

• Use a hyphen for all compound numbers written in words. *(twenty-seven; fifty-six)*

• A period/full stop is used as a decimal mark.(*10.8 kg*)

**Note:**

Some countries use a space to separate the digits and a comma as a decimal mark.

(*1 000 000 and 10,8 kg*)

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# Rules for writing numbers

There are different styles for writing numbers.

These rules are the ones most often used.

It is important to be consistent within the same page or document.

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1. Sentences may not start with figures, **unless it is a calender year (2018).**

- *2016 was a memorable year in American politics. (**correct**)*
- *Twenty-five people died in the attack. (**correct**)*
- *25 people died in the attack. (**wrong**)*
- *One percent of the grade four learners failed. (**correct**)*
- *1%/1 percent of the grade four learners failed. (**wrong**)*

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2. Numbers from **one to nine** in a sentence are always written in letters.

- *Only **six** people attended the meeting. (**correct**)*
- *Only **6** people attended the meeting. (**wrong**)*

3. Numbers from one to nine used in **calculations, lists or measurements** are written in figures.

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- ***6 x 4 = 24 (correct)***
- ***1**. Peter Lewis (**correct**)*
- ***2**. James Marsh (**correct**)*
- *He is **2.2** m tall. (**correct**)*

4. Be consistent when there are **two numbers in the same sentence**.

- *There were **five** boys and **sixteen** girls at the party. (**correct**)*
- *There were **five** boys and **16** girls at the party. (**wrong**)*

**Note:**

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It can be confusing when two numbers are used next to each other. Write the shortest number in figures.

- *There are **five** 12-year old girls and **seven** 13-year old boys in the group. (**correct**)*
- *There are **5** 12-year old girls and 7 13-year old boys in the group. (**wrong**)*

**Note:**

Some style guides recommend spelling out the numbers one to one hundred.

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5. Large numbers are written in figures, **but if the number is not precise**, it may be written in words.

- *All **650** survivors were taken to hospitals. (**correct**)*
- *All six hundred (and) fifty survivors were taken to hospital. (**wrong**)*
- *More than **six hundred (and) fifty** survivors were taken to hospitals. (**correct**–not precise)*

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6. When writing round numbers that are larger than a million**, use figures** followed by the word **"million",** etc.

- *More than **3 million** animals were affected by the drought.(**correct**)*
- *Oprah Winfrey earned **$315 million** each season for her show.(**correct**)*

7. Never use the plural of a large number before a noun.

- *There are three **thousand** sheep on the farm.(**correct**)*
- *There are three **thousands** sheep on the farm. (**wrong**)*
- *In 2015 **thousands** of sheep died in Iceland.(**correct** - number not followed by a noun)*

8. Decimals are written in figures. Put a zero in front of the decimal point if it is not preceded by a whole number. Do not put a decimal point and zero after a whole number.

- *The dose you need to take is **50 mg**. (**correct**)*
- *The dose you need to take is **50.0 mg**. (**wrong**)*
- *The distance is **0.65** miles. (**correct**)*
- *The distance is **.65** miles. (**wrong**)*

**Note:**

On a check/cheque (Brit.) the number 100 is always written in words. *(one hundred)*

9. We use the **percent sign (%)** if a number is written as a numeral, it is part of a calculation or part of a report.

- *Her income is **125%** of her husband's income.*
- ***5%** + **2%** = **7%***
- *The profit was **157%**.*

10. We use the word **"percent"** after a number that is written in letters.

- *Only **twenty-seven percent** of the students accepted the new regulations.*
- *I am **hundred percent** sure of my facts.*

**Note:**

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Publications often use numerals and the percent sign to save space.

- *Unfortunately **56%** of the passengers died in the crash.*

11.The names of monarchs, (kings, queens, dukes, emperors. etc.) and popes need a **"the" before the ordinal number** when written in words.

- *Elizabeth II — Elizabeth **the second (correct)***
- *Elizabeth II — Elizabeth **second** (**wrong**)*
- *Pope Benedict XVI — Pope Benedict **the sixteenth** (**correct**)*
- *Pope Benedict XVI — Pope Benedict **sixteen** (**wrong**)*
- *Pope Benedict XVI — Pope Benedict **sixteenth** (**wrong**)*

12. When combining a number and one or more adjectives in front of a noun, put a hyphen between the words.

- *Father sometimes works a **13-hour** shift.(**correct**)*
- *John climbed over the **four-feet-high** wall. (**correct**)*

Do not use a hyphen if the number is not used as a **compound adjective preceding a noun.**

- *Mandy slept for **nine hours**. (**correct**)*
- *Mandy slept for **nine-hours**. (**wrong**)*
- *Father was very tired after driving **450 miles**. (**correct**)*
- *Father was very tired after driving **450-miles**. (**wrong**)*

13. Use figures for units of measurement (meters/metres, miles, pounds, minutes, etc.) The abbreviations should always be in the **singular**.

- *Mother needs **4 kg** of white flour for the rusks. **(correct)***
- *Mother needs **4 kgs** of white flour for the rusks. **(wrong)***

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• *Will **25 m** of material be enough for the curtains? **(correct)***
• *Will **25 ms** of material be enough for the curtains? **(wrong)***

14. Amounts of money are written in figures.

• *Ann paid **$1,50** for the chocolate.* **(correct)**
• *He paid **$2 million** for his house.* **(correct)**

Do not use a decimal point or a dollar (pound, euro, etc.) sign when writing out amounts less than a dollar.

• *The change was **nine cents**. **(correct)***
• *The change was $0.09 cents. **(wrong)***
• *He had only 65 cents in his pocket.(correct)*

We do not add the the word "dollar " if the figure is preceded by a dollar sign.

• *She has **$1,500** in her savings account. **(correct)***
• *She has **$1,500 dollar** in her savings account. **(wrong)***

## Ways to say the number 0

1. When we mean **"not a single one"** we say:

*There were **no** dogs in our garden.*

2. We say **oh (like the letter o)** when we say a number by itself, the name of a year, phone numbers, road numbers or a series of numbers, decimals and percentages.

• *206 (two oh six)*
• *2007 (two oh oh seven)*
• *35 607 9006 (three five six oh seven nine oh oh six)*
• *Morgan Street 405 (four oh five)*

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- *RF 112 853 50307 (one one two eight five three five oh three oh seven)*
- *30.05 (three oh point oh five)*

3. In mathematics, science and technical contexts we say **zero**. (British English also nought)

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4. In measurements of temperature **0** (freezing point) is called **zero**. (American and British English)

5 In team games **0** is called **nil/zero/nought/ nothing or naught.**

- *France seven, Mexico zero/nothing/naught (American English)*
- *France seven, Mexico nil/nought (British English)*

6 In tennis the word **"love"** is used for **0**.

- *Thirty–love: Williams to serve*

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# 3. ROMAN NUMERALS

Roman numerals were the system of numbering used by the Romans in ancient Rome.

Seven letters of the alphabet are used to express Roman numerals.

Capital letters are usually used for Roman numerals.

Roman numerals greater than 1,000 are not commonly used.

There is no Roman numeral to represent 0.

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## The seven letters that are used for Roman numerals

| I | V | X | L | C | D | M |
|---|---|---|---|---|---|---|
| 1 | 5 | 10 | 50 | 100 | 500 | 1,000 |

## The rules for writing Roman numerals

**1. A Roman numeral are not used more than three consecutive times.**

- *10 = X*
- *20 = XX*
- *30 = XXX*
- *40 = XL (50 - 10)*
- *400 = LD (500 - 100)* ***(Correct)***
- *400 = LLLL (100 + 100 + 100 + 100)* ***(Wrong)***

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2. If a symbol appears **after** a larger symbol it is **added**.

- *6 = VI (5 + 1 = 6)*

3. If a symbol appears **before** a larger symbol it is **subtracted**.

- *4 = IV (5 - 1 = 4)*

4. Only subtract **one symbol** from another.

- *12 = XII (10 + 1 + 1)* ***(Correct)***
- *12 = IIIXV (15 - 1 - 1 - 1)* ***(Wrong)***

5. Only subtract the symbols **I, X or C**. (**NOT V** or **L**)

- *150 = CL (100 + 50)* ***(Correct)***
- *150 =* ***LCC*** *(200 - 50)* ***(Wrong)***

6. A bar placed on top of a symbol **increases the value by 1,000 times.**This is used from 4,000 and above.

- *150 = CL*
- *150,000 = $\overline{CL}$*

## Large numbers in Roman numerals

| $\overline{V}$ | $\overline{X}$ | $\overline{L}$ | $\overline{C}$ | $\overline{D}$ | $\overline{M}$ |
|---|---|---|---|---|---|
| 5,000 | 10,000 | 50,000 | 100,000 | 500,000 | 1,000,000 |

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# List of Roman numerals

## Roman numerals 1–99

| Cardinal | Roman | Cardinal | Roman |
|---|---|---|---|
| 1 | I | 21 | XXI |
| 2 | II | 22 | XXII |
| 3 | III | 23 | XXIII |
| 4 | IV | 24 | XXIV |
| 5 | V | 25 | XXV |
| 6 | VI | 26 | XXVI |
| 7 | VII | 27 | XXVII |
| 8 | VIII | 28 | XXVIII |
| 9 | IX | 29 | XXIX |
| 10 | X | 30 | XXX |
| 11 | XI | 40 | XL |
| 12 | XII | 50 | L |
| 13 | XIII | 54 | LIV |
| 14 | XIV | 60 | LX |
| 15 | XV | 62 | LXII |
| 16 | XVI | 70 | LXX |
| 17 | XVII | 80 | LXXX |
| 18 | XVIII | 88 | LXXXVIII |
| 19 | XIX | 90 | XC |
| 20 | XX | 99 | XCIX |

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## Roman numerals 100–1,650

| Cardinal | Roman | Cardinal | Roman |
|---|---|---|---|
| 100 | C | 600 | DC |
| 128 | CXXVIII | 666 | DCLXVI |
| 200 | CC | 700 | DCC |
| 256 | XLVI | 760 | DCCLX |
| 300 | CCC | 800 | DCCC |
| 339 | CCCXXXIX | 803 | DCIII |
| 400 | CD | 900 | CM |
| 485 | CDLXXXV | 999 | CMXCIX |
| 500 | D | 1,000 | M |
| 512 | DXII | 1,650 | MDCL |

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# The conversion of numbers to Roman numerals

Break the number into thousands, hundreds, tens and ones and write them down one-by-one.

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**1,965**

1,000 = M

900 = CM

60 = LX

5 = V

**MCMLXV**

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# Modern day uses of Roman numerals




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**Note:**

On some clockfaces **IIII** is used instead of **IV**.

1. To number chapters, parts of books or acts or scenes in plays;

- *Chapter II*
- *Part IV*
- *Act V*
- *Scene I*

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2. On clocks and watches;

3. **Lower case** Roman numerals are used for the preliminary ages in books before the page numbering starts;

- *i, ii, iii, iv, v, vi*

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4. For the names of monarchs (kings, queens, emperors) and when other have had the same names;

- *Henry VIII*
- *Elizabeth II*
- *Pope Benedict XVI*

5. Copyright date on films, television shows, and documentaries;

- *MXMLXXVI = 1976*

6. On public buildings, monuments and gravestones;

- *MDCCCLXXXV = 1885*

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7. To mark sporting events;

- *The Games of the XXVIII Olympiad*
- *The Super Bowl XLIII*

8. To number items in a list (**lower case**);

- *i Sweep the floor.*
- *ii Wash the dishes.*

9. To number paragraphs to distinguish between main sections and subsections;

- *III.2.vii*

10. To refer to wars.

- *World War I*
- *World War II*

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# 4. DAYS OF THE WEEK

## Names and abbreviations

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Sunday (Sun.)

Monday (Mon.)

Tuesday (Tue.)

Wednesday (Wed.)

Thursday (Thu.)

Friday (Fri.)

Saturday (Sat.)

**Note:**

In British English periods/full stops are **not** used after the abbreviations.

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# A leap year and a leap day

• There are 365 days in one year, but in a leap year there are 366 days.

• Nearly every fourth year is a leap year. Years that can be divided evenly by 4 are leap years (2016).

• Century years are not leap years unless they can evenly be divided by 400. (2000 was a leap year, but not 1800.) Our next leap year is 2020.

• February 29 is called a leap day.

## Interesting facts:

• We use the modern day Gregorian calendar.

• There are 24 hours in one day.

• Each day starts at midnight (12 o'clock at night) and ends at midnight the next day.

• There are seven days in one week.

• In most countries Sunday is considered as the first day of the week and Saturday as the seventh (last) day of the week.

• There are 52 weeks in one year.

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# 5. MONTHS OF THE YEAR

## Names and abbreviations

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January (Jan.)

February (Feb.)

March (Mar.)

April (Apr.)

May (May)

June (Jun.)

July (Jul.)

August (Aug.)

September (Sept.)

October (Oct.)

November (Nov.)

December (Dec.)

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**Note:**

In **British English** periods/full stops are **not** used after the abbreviations.

## Days in each month

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January (31 days)

February (28 days, 29 days in a leap year)

March (31 days)

April (30 days)

May (31 days)

June (30 days)

July (31 days)

August (31 days)

September (30 days)

October (31 days)

November (30 days)

December (31 days)

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# A decade, century and millennium

• There are 12 months in one year.

• **A decade is 10 years.**

• **A century is 100 years.**

• **A millennium is 1,000 years**.

• The **21st century** is the period from **2001–2100**. (It is **not** the 20th century.)

**Note:**

• My birthday is **in** June.

• My birthday is **on** June the 10th.

## How to say year numbers

**Note:** The "**and**" is only used in British English.

• 1500: fifteen hundred

• 1618: sixteen eighteen

• 1786: seventeen eighty-six

• 1805: eighteen hundred (and) five/eighteen oh five

• 1932: nineteen hundred (and) thirty-two

• 2000 two thousand

• 2007 two thousand (and) seven/twenty oh seven

• 2017: Two thousand (and) seventeen/twenty seventeen

## AD and BC

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• **AD** stands for Anno Domini (Latin for in the year of Our Lord.)

It is used to denote years after the birth of Jesus.

Sometimes **CE** (Common Era) is preferred.

• **BC** stands for Before Christ. (From the ancient Greek word Christos.)

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It is used to denote years before the birth of Jesus.

Sometimes **BCE** (Before Common Era) is preferred.

• **CE** and **BCE** are regarded as more neutral terms.

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# The seasons

| Season | Months |
|---|---|
| spring | March, April, May |
| summer | June, July, August |
| autumn/fall | September, October, November |

• The four seasons are the result of the tilting of the Earth's axis.

• Summer is the hottest season with the longest days and the shortest nights.

• When it is winter in the Northern Hemisphere, it is summer in the Southern Hemisphere.

• The longest and shortest day of the year, the summer and winter solstice, occur when the earth's axis is either the closest or farthest from the sun.

• In the Northern Hemisphere the longest day (summer solstice) is about June 21. On the same date it is the shortest day (winter solstice) in the Southern Hemisphere.

• In the Northern Hemisphere the shortest day (winter solstice) is December 21. On the same date it is the longest day in the Southern Hemisphere.

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# 6. DATES (How to write)

**Note:**

• To avoid confusion, it is better to spell out the month.

• There are different ways to write dates, but it is important to be consistant.

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## American English

In American English dates are written in the following order: month — day — year.

- *May 11*
- *May 11, 2018*
- *Friday, May 11, 2018*

We can also write the date in numbers only.

- *05/11/2018*

Although **not commonly used in American English**, the letters (***th, rd, st, nd***) can be used after the number**, especially when speaking the dates.**

- *August (the) 6**th***
- *February (the) 3**rd***
- *January (the) 1**st***
- *on June the 2**nd***

## British English

In British English dates are written in the following order: day — month — year.

- *11 May*
- *11 May 2018*
- *11th May 2018*
- *Friday, 11 May 2018*
- *Friday the 11th of May, 2018*
- ***the** 11th **of** May 2018*

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## Note:

**The** and **of** always have to be used together when writing dates in British English.

We can also write the date in numbers only.

- *11/05/2018*

The following letters (***th, rd, st, nd***) can be used after the number.

- *the 6**th** August*
- *the 3**rd** February*
- *the 1**st** January*
- *the 2**nd** of June*

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## Speaking the dates

- It is January the first. (Amer.)
- It is the first of January. (Brit.)
- We will leave on June the tenth. (Amer.)
- We will leave on the tenth of June. (Brit.)

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# 7. USES OF THE VERB "TO BE"

## Am, is, are, was, were, shall and will

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1. The verb to be (**am**, **is**, **are**, **was**, **were**, **shall**, **will**) connects a noun to another noun, adjective or pronoun.

- *John **is** a **prefect**. (noun)*
- *The dogs **are hungry**. (adjective)*
- *Pat **is her** friend. (pronoun)*

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2. It helps to form the present, past or future tense in a sentence.

- *Sue **is** in my class. (present tense)*
- *Sue **was** in my class. (past tense)*
- *Sue **will** be in my class. (future tense)*

| | Present | Past | Future |
|---|---|---|---|
| I | am | was | shall be |
| He, she, it | is | was | will be |
| We | are | were | shall be |
| They | are | were | will be |
| You | are | were | will be |

3. When something is a wish or impossible we say I **were**.

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- *If I **were** a bird, I would enjoy flying.*
- *I wish I **were** taller.*

## Rules for using shall and will

I **shall**, we **shall** all the others **will.**

• This rule can **change to express determination, a promise, an obligation, a command, or something inevitable.**

- *I **will** go even if you don't want me to go. (determination)*
- *He **shall** be there on time. (promise)*
- *You **shall** obey the rules. (command)*

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# 8. ARTICLES

An article precedes a noun or the adjective describing the noun.

They indicate whether a noun is specific or general.

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## The

**The** is a definite article. It refers to a specific noun or something that is one of a kind.

- *Sit on the chair. (a specific chair)*
- *The earth is round. (only one earth)*

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## A and an

**A** and **an** are indefinite articles. They do not refer to a specific noun.

- *Sit on a chair. (any chair)*
- *Would you like an apple? (any apple)*

## Rules for using a and an

1. We use an before singular, countable nouns which begin with vowel **SOUNDS** (a, e, i, o, u.).

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- *I like to eat **an** apple. **(Correct)***

2. We use **a** before singular, countable nouns which begin with consonant **SOUNDS**.

- *Mandy has **a** cat.*

3. **A** and **an** are singular and cannot be used with plural nouns.

- *I have cats.* ***(Correct)***
- *I have a cats.* ***(Wrong)***

4. When there is an adjective before the noun, **a** or **an** should agree with the first sound in the adjective.

- *Mother has* ***a pretty*** *apron.* ***(Correct)***

5. If there is an adverb-adjective combination before the noun, **a** or **an** must agree to the first sound in the adjective or adverb-adjective combination.

- *He loves* ***an extremely*** *beautiful girl.* ***(Correct)***

## A

a bee

a big tree

a car

a euro (sounds like **you**ro)

a European (sounds like **You**ropean)

a fox

a house

a long pole

a one (sounds like **won**)

a one-wheel bike (sounds like **won**-wheel)

a university (sounds like **you**niversity)

a useful present (sounds like **you**seful

## AN

an ape

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an extra pencil

an f (sounds like **e**ff)

an hour (sounds like **o**ur)

an honor/honour (Brit.) (sounds like **o**nor/**o**nour)

an interesting story

an iron

an old man

an honest man (sounds like **o**nest)

an umbrella

an unicorn (sounds like **you**nicorn)

an X-ray (sounds like **eks**-ray)

**Note:**

Words are pronounced differently in some American and British accents. (Americans — **a** **h**ospital) (some British accents — **an** hospital, because it sounds like **o**spital)

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# 9. QUANTIFIERS

1. We use the quantifiers **much, many, a lot of** and **lots of** to talk about quantities, amounts and degree.

2. **Much**, **many**, **a lot of** and **lots of** express that there is a large quantity of something

3. We use the quantifiers **few/a few** and **little/a little** to express small quantities.

4. They can be used with or without nouns.

5. We often leave out the noun when the noun is obvious.

**Examples with a noun:**

- *Our dog drinks **much water**.*
- *Anne has **many cats**.*
- *Our dog drinks **a lot of water**.*
- *Our dog drinks **lots of water**.*
- *Anne has a **lot of cats**.*
- *Anne has **lots of cats**.*
- *She has only **a few** pages left to read.*
- *Very **few** people came to the party.*

**Examples without a noun:**

- *Will you give the dog some water? How **much**?*
- *Please pass me some spoons. How **many**?*
- *How much milk do you need? **A lot**. (or **lots**)*

**Note:** We do not use **a lot of** without a noun.

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# Much and many

We use **many** for things that **can be counted**.

We use **much** for things that **cannot be counted**.

Much and many are often used in **negative sentences** and **questions**.

- *I do not want to eat too **much** food.*
- *How **many** horses does he have?*

Much and many are also used in sentences with **so**, **as much as/as many as** and **too.**

- *Joan made **so many** mistakes.*
- *Do not waste **so much** time.*
- *Try to do **as many** sums **as** you can.*
- *Eat **as much as** you want.*
- *I bought **too many** glasses.*
- *I drank **too much** gingerbeer.*

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# Many

many glasses of water

many animals

many difficulties

many extra glasses

many interesting stories

many slices of bread

many times

many sums

## Much

much water

much sand

much difficulty

much information

much traffic

much pain

much bread

much time

much work

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**Note:**

- *Mother bought **many** jars of jam.*
- *Do you like **much** jam on your bread?*
- *We have **many** hours to do the work.*
- *We have **much** time to do the work.*

## A few/few and a little/little

We use **a few/few** and **a little/little** to suggest a small quantity or not much of something.

We use **(a) few** for things that **can be counted**.

We use (a) little for things that **cannot be counted**.

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An **"a"** is often used before **few** and **little.**

- *She has only **a few** sweets left. (countable)*
- ***Few** people attended the meeting. (countable)*
- *May I have **a little** sugar? (uncountable)*

• *We have l**ittle** hope of finding our dog. (uncountable)*

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## A few/few

few good friends

few books

few presents

few months

few bananas

few cups

few horses

few times

few bottles of water

## little

little milk

little sugar

little shy

little time

little water

little knowledge

little patience

**Note:** a little = some (I have a little food — I have some food.)

little = hardly any (I have little food — I have hardly any food.)

## A lot of/lots of

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**See also:** Much and many

In affirmative sentences it is preferred to use **a lot of/lot**s of instead of much/many.

**A lot of/lots of** of are not usually used in questions or negative sentences.

A lot of/lots of are used with countable and uncountable nouns.

- *The farmer has **a lot of/lots of** horses.*
- *The farmer does not have **many** horses.*
- *Does the farmer have **many** horses?*
- *There are **a lot of/lots** of books on the shelf.*
- *There were a **lot of/lots** of people in the streets.*

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# 10. HAS, HAVE AND HAD

1. **Has, have** and **had** are important for forming the perfect tenses.

- *Mary **has** finished her homework. (present perfect)*
- *I **have** hurt my leg. (present perfect)*
- *I **had** finished my work before we left. (past perfect)*

2. They can also be used to show possession.

- *She **has** two white mice.*
- *Jenny and Suzy **have** long hair.*
- *I **had** a black pen, but now I **have** a red one.*

3. **Has** is used for third-person, singular pronouns (he, she ,it) and all singular nouns.

- *He **has** a friendly personality.*
- *She **has** many talents.*
- *You can still wear the shirt, it **has** only a small stain.*
- *The car **has** a huge scratch.*

4. **Have** is used with the pronouns **I**, **we, they** and **you** and all plural nouns.

- *I **have** a very nice friend.*
- *We **have** little time left.*
- *They **have** to leave early.*
- *You **have** to attend the class.*
- *All birds **have** wings.*

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5. **Had** is the past tense of has and **have**.

- *Jane **had** two cats, but one died.*
- *I **had** a great time yesterday.*

## Present tense

I (singular) **have**

He/she/it (singular) **has**

We (plural) **have**

They (plural) **have**

You (singular and plural) **have**

## Past tense

I (singular) **had**

He/she/it (singular) **had**

We (plural) **had**

They (plural) **had**

You (singular and plural) **had**

## Future tense

I (singular) **shall have**

He/she/it (singular) **will have**

We (plural) **shall have**

They (plural) **will have**

You (singular and plural) **will have**

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# 11. DO, DOES AND DID

## Present tense

I (singular) **do**

He/she/it (singular) **does**

We (plural) **do**

They (plural) **do**

You (singular and plural) **do**

## Past tense

I (singular) **did**

He/she/it (singular) **did**

We (plural) **did**

They (plural) **did**

You (singular and plural) **did**

## Future tense

I (singular) **shall do**

He/she/it (singular) **will do**

We (plural) **shall do**

They (plural) **will do**

You (singular and plural) **will do**

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# 12. CAN, MAY AND MUST

Use **can** to say you are able to do something.

- *I **can** go with you.*

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Use **may** to ask for permission to do something.

- ***May** I go with you?*

Use **must** when something is a fact.

- *I **must** remember to buy my friend a present.*

# 13. IF AND THEN

We join sentences with **if** when we are not sure that something will happen.

- ***If** it is a sunny day then they will go for a picnic.*

We can also use **if** without the "**then**" in the middle of a sentence.

- *They will go for a picnic **if** it is a sunny day.*

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# 14. THE COMPOSITION OF WORDS

## Root words

A word is formed by a root, with or without a prefix or suffix. The most basic form of a word is a root word.

- *I have a new **dress**.*

## Prefixes

A prefix is a group of letters which is added to the **beginning** of a word to make another word with a different meaning.

- *Father needs to **re**paint the wall.*

A prefix can also be used to form antonyms.

- *I do not want to **un**dress for the doctor.*

## Suffixes

A suffix is a group of letters added to the **end** of a word to form a new word.

- *I play**ed** with the dog.*
- *It was very thought**ful** of you to help him with his work.*

A prefix and suffix cannot be used without a root word.

## Compound words

A compound word is when **two words are joined** to form a new word.

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| | | | |
|---|---|---|---|
| air + port | airport | my + self | myself |
| bed + room | bedroom | moon + light | moonlight |
| black + board | blackboard | out + side | outside |
| by + pass | bypass | pop + corn | popcorn |
| class + room | classroom | rain + drop | raindrop |
| fire + place | fireplace | sun + flower | sunflower |
| foot + print | footprint | surn + off | turnoff |
| friend + ship | friendship | up + side | upside |
| grand + mother | grandmother | water + melon | watermelon |
| key + board | keyboard | weather + man | weatherman |

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# 15. WORD DIVISION AND SYLLABLES

A syllable is a word or a part of a word that is pronounced as a **single sound.**

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1. **Long words** are easier to spell when they are divided into syllables. (*Wed-nes-day, ad-ver-tise-ment*)

2. It is necessary to divide a word into syllables if it cannot fit on a line. The last part of the word is then written on the next line of the page.

3. **A hyphen** is used to mark the division.

- Every syllable must have a vowel. (*d**a**d*)
- Some words have one syllable. (*mat, dish, talk*)
- Some words have two syllables. (*mat-tress, dish-cloth, talk- ing*)
- Some words have three syllables. (*di-vi-sion, py-ja-mas, im-por-tant*)
- Some words have more.(*i-ma-gi-na-tion*)

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## Rules for word division

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- Compound words are split. (*him-self, foot-ball*)
- Divide words after prefixes. (***un**-safe, **dis**-like*)
- Divide words before suffixes. (*sharp-**en**, child-**ish***)
- Words with two middle consonants (except ph, ch, sh, gh or th) are divided between the consonants. (*a**p-p**le, mo**n-k**ey*)

• Never split up **ph**, **ch**, **sh**, **gh** or **th** because they form one sound. (*al-**ph**a-bet, au-**th**or*)

• Divide before a single middle consonant. (*o-**p**en. i-**t**em*)

• Divide before the consonant before an **-le** syllable. (*Bi-b**le**, ea-g**le***)

• Words with just one syllable cannot be divided. (*rat, still*)

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## Examples of word divisions

| | | | |
|---|---|---|---|
| ab- bre-via-tion | ham-burg-er | lock-a-ble | om-e-let |
| ad-mire | hand-i-cap | lodge (1) | o-pen |
| aer-o-plane | hand-y | log-ic | o-rig-i-nal |
| af-ter-noon | hand-some | long-ish | ounce (1) |
| ba-by | high-er | lyr-ic | pad-dle |
| back-bone | i-dol | mag-net | pal-ace |
| can-not | ig-nore | ma-jor-i-ty | pan-cake |
| com-pu-ter | in-be-tween | mar-i-nade | pan-ic |
| door-mat | in-clude | mar-riage | par-tic-u-lar |
| eve-ry-one | i-tin-er-ar-y | mat-a-dor | patch-y |
| fa-ther | jack-et | ma-te-ri-al | per-so-nal |
| flex-i-ble | jeal-ous | me-te-or | pip-er |
| float-ing | jew-el | mil-len-ni-um | pri-cy |
| flu-ent | join (1)) | mi-nor | proj-ect |
| fog-gy | ken-nel | mis-er-a-ble | ra-di-o |
| fruit-y | kil-o-gram | more (1) | ra-ther |
| fu-el | know-ing | mo-ther | reg-is-ter |
| fu-ture | lan-guage | neigh-bo(u)r | search (1) |
| gadg-et | lead-er | Neth-er-land | see-ing |
| gar-den-er | leath-er | nose (1) | tal-ent |
| ge-og-ra-phy | lim-it | nurs-er-y | tel-e-phone |
| gi-raffe | li-tchi | o-a-sis | us-er |
| goat (1) | lit-er-al | ob-serve | wor-ry-ing |
| golf-er | loathe (1) | Oc-to-ber | youth-ful |

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# 16. SENTENCES

1. A sentence is a group of words that contains **a verb and makes sense on its own**.

- *Jamie runs in the park.*

2. A sentence always starts with a **capital letter.**

- ***T**he boy reads fast.*

3. It ends with a **full stop**, **question mark** or **exclamation point**.

- *My name is John**.***
- *What is your name**?***
- *Don't hit me again**!***

• A **statement** is a fact. (*It is my dog.)*

• A **question** asks something. (*Where is Mother?)*

• An **exclamation** describes a strong emotion. (*You're hurting me!*)

• A **command** gives an order. (*Please sweep the floor.)*

• In the **negative form** no or not is used, but an antonym can also be used.

(*I am not happy. I am unhappy.*)

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## Simple sentences

A simple sentence has one subject and one verb.

- *Jim plays tennis every day.*

## Complex sentences

A complex sentence has one main clause and one or more supporting clauses.

- *Jany ran fast, although she felt ill.*

## Compound sentences

When two or more simple sentences (two main clauses) are joined together, it is a compound sentence.

A compound sentence has two verbs.

- *Tim **worked** inside, but Jane **played** outside.*

## Ambiguous sentences

An ambiguous sentence can have more than one meaning.

- *John hit the man with the bat.*

(Did John hit the man holding a bat or did he hit the man with a bat?)

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# 17. CLAUSES

A clause is a group of words with a **verb and a subject**.

Two main clauses form a **compound sentence**. **See:** Compound sentences

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## The main (independent) clause

A main clause (verb clause) has a subject and a verb and makes sense on its own.

- ***Mary did not win**, although she tried hard.*

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## The subordinate (supporting, depending) clause

1. A subordinate clause gives more information about the main clause.

2. A subordinate clause always has a verb, but cannot stand alone.

- *Mary did not win, **although she tried hard**.*

3. A main clause and a supporting clause are joined by conjunctions. **See:** Conjunctions

- *Eric is scared of the dog **that** bit him.*

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4. There are different types of subordinate clauses.

## (a) The adjectival clause

An adjectival clause acts like an adjective.

They often begin with: **who**, **which**, **whom** or **that**.

- *Alice, **whom I met last week**, is very pretty*.

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## (b) The adverbial clause

An adverbial clause acts as an adverb. Ask: **here? when? how? or why?**

- *We eat vegetables **in order to stay healthy**.*

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## (c) The noun clause

A noun clause acts as the noun in a sentence.

When the words **if**, **how**, **that**, **whether**, **what**, **which**, **who**, **whom**, **whose** and **where**, are used, it is a noun clause.

- *Mary told me **that she has failed the test**.*

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## (d) The conditional clause

A conditional clause states a condition and a result.

These clauses include the words **if**, and/or **unless**. They often start with the word **if**.

- ***If you do well**, I'll give you a reward.*

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# 18. PHRASES

• A phrase is **not a complete sentence**.

• It **does not contain a subject or a verb** and does not make sense on its own.

• It is used to **ad detail** to a sentence.

## (a) The adjectival phrase

An adjectival phrase acts the same as an adjective. It gives more information about a noun.

• *The cat **with the fluffy tail** is beautiful.*

## (b) The adverbial phrase

An adverbial phrase acts the same an adverb. It gives more information about a verb.

• *Enid studied **as much as she could**.*

## (c) The noun phrase

A noun phrase replaces the noun in a sentence.

• *Father bought me **a beautiful silver bangle**.*

## (d) The linking phrase

A linking phrase join ideas and gives order to events.

• ***Before going jogging**, you have to finish your homework.*

• ***Later in the afternoon**, if you have done everything, you can contact Peter.*

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# 19. THE SUBJECT, OBJECT AND PREDICATE

Sentences must always include both a subject and a predicate.

Not all sentences have a predicate.

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## The subject

The subject of a sentence is the person, place or thing or thing that does the **action** in the sentence. The subject is often found at the beginning of a sentence.

- ***The dog*** *chases the cat*.

## The predicate

The predicate is the rest of the sentence (except the subject).

- *The dog* ***chases the cat.***

Not all predicates have an object.

- *The girl* ***plays happily***.

The **simple predicate** is the main verb in the predicate (**chases** and **plays**).

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## The object

The **direct object** of a sentence is the person or thing that has **an action done to it**.

(Ask who or what after the verb.)

- *Mother bought* ***sweets*** *for Liezel.*

The **indirect object** answers to whom or what **after the direct object**.

For an indirect object to appear, a sentence must first have a direct object.

- *Mother bought sweets **for Liezel.***

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# 20. PLURALS

## Rules for plurals

1. Most plurals are formed by just adding an **s**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| book | book**s** | hour | hour**s** |
| friend | friend**s** | rabbit | rabbit**s** |

**Note:**

We never use an **'s** to form the plural of a **proper noun**.We only add an **s**.

(Ann**s**, Smith**s**)

2. Words ending in **y**. If there is a vowel before the **y**, just add an **s**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| day | day**s** | guy | guy**s** |

3.If there is a consonant before the **y**, drop the **y** and add **ies**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| dairy | dair**ies** | sky | sk**ies** |
| fairy | fair**ies** | study | stud**ies** |

4. If words end in **-ch**, **-s**, **-sh**, **-ss** or **-x**, add **es**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| beach | beach**es** | bush | bush**es** |
| box | box**es** | dress | dress**es** |

5. If a word ends in an **-f** or **-fe**, drop the **f** or **fe** and add **ves**.

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| Singular | Plural | Singular | Plural |
|---|---|---|---|
| thief | thieves | wife | wives |
| elf | elves | life | lives |

**Note:**

Some nouns ending in **-f** or **-fe**, are made plural by only adding an **s**: roof–roofs, chief–chiefs, chef–chefs, café–cafés, safe–safes, handkerchief–handkerchiefs, ref–refs

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6. If a word ends in **-ff**, only add an **s**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| cuff | cuffs | cliff | cliffs |
| sniff | sniffs | puff | puffs |

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7. Words ending in an **-o**, add only an **s**, but some words take **es**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| piano | pianos | tomato | tomatoes |
| zero | zeros | buffalo | buffaloes |
| solo | solos | hero | heroes |

8. If a word ends in **-oo**, just add an **s**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| bamboo | bamboos | zoo | zoos |
| kangaroo | kangaroos | tattoo | tattoos |

9. Single numbers, letters and symbols form plurals by adding an **s or ‘s**.

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An **apostrophe is acceptable if it is used to prevent confusion**.

- Capital letters rarely need an **‘s**, but for clarity it is better to use **‘s** for lower case letters.
- *She got two **Bs** and three **Cs** in her tests.*

• *You have to write your **p's** clearly.*

An apostrophe is **never** used for the plural of years.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| 3 | 3s/3's | i | i's |
| + | +s/+'s | do | do's |
| $ | $s/$'s | CV | CVs |
| A | As/A's | CD | CDs |
| K | Ks | 1960 ('60) | 1960s ('60s) |
| a | a's | 1980 ('80) | 1980s ('80s) |

10. Words that cannot be counted are the same in the singular and plural form.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| sand | sand | information | information |

11. Some words change completely in the plural form.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| goose | geese | man | men |
| louse | lice | mouse | mice |

12. The plural of a proper noun is formed by adding **s** or an **es** even if the **y** is preceded by a consonant.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| Amy | Amys | March | Marches |
| Jones | Joneses | February | Februarys |

13. If a word ends in **-is**, the **is** is changed to **es**.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| crisis | crises | basis | bases |

14. If a word ends in **-ful**, just add an **s**

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| Singular | Plural | Singular | Plural |
|---|---|---|---|
| handful | handfuls | spoonful | spoonfuls |

15. In a hyphenated compound noun, an **s** is usually added to the last word.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| go-kart | go-karts | set-up | set-ups |

16. If a word ends in **-us**, an **es** can be added or the **-us** can be omitted and an **i** added.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| focus | focuses, foci | radius | radiuses, radii |

17. In words containing prepositions an **s** is added to the most important, usually the first, word.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| son-in-law | sons-in-law | runner-up | runners-up |

18. Many English words adopted from other languages, Greek and Latin words in particular, form the plural in the same way as in the original language.

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| medium | media | criterion | criteria |
| spectrum | spectra | phenomenon | phenomena |
| stimulus | stimula | vertebra | vertebrae |

**Note:**

The Latin-style plural is correct in formal, scientific, or technical writing, while the English plural is better for everyday language**.**

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# Plurals (Lists)

*These nouns have the same form for both singular and plural.

## Singular — Plural

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### A — A's

abattoir — abattoirs

abacus — abacuses, abaci

abbey — abbeys

ABC — ABCs

ability — abilities

able seaman — able seamen

abnormality — abnormalities

academy — academies

accusation — accusations

ache — aches

achievement — achievements

acre — acres

acrobat — acrobats

activity — activities

actress — actresses

actuary — actuaries

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addendum — addendums, addenda

adder — adders

address — addresses

adjudant — adjudants

adjudant general — adjudants general

administrator — administrators

admiral — admirals

adult — adults

adventure — adventures

advertisement — advertisements (advertizements is considered to be archaic)

advice* — advice

aeroplane (Brit.) — aeroplanes

aerobics* aerobics

agapanthus — agapanthuses

agency — agencies

agenda* — agenda, agendas

agony — agonies

agreement — agreements

aid — aids

air* — air (gas)

aircraft* — aircraft

airfield — airfields

air hostess — air hostesses

airline — airlines

air conditioner — air conditioners

airplane (Amer.) — airplanes

airport — airports

airs* — airs (affected manners)

aisle — aisles

albatross* — albatross, albatrosses

albino — albinos

album — albums

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alcohol — alcohols

alga — algae

alias — aliases

alibi — alibis

allergy — allergies

alley — alleys

alligator — alligators

allowance — allowances

alloy — alloys

ally — allies

almanac — almanacs

almond — almonds

aloe — aloes

alter ego — alter egos

alto — altos

aluminum* (Amer.) — aluminum

alumunium* (Brit.) — aluminium

alumna — alumnae

alumnus — alumni

amateur — amateurs

ambulance — ambulances

ambush — ambushes

ameba — amebas, amebae

amen — amens

amoeba — amoebas, amoebae

amor (Amer.) — amors

amour (Brit.) — amours

amphitheater (Amer.) — amphitheaters

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amphitheatre (Brit.) — amphitheatres

amplifier — amplifiers

anaconda — anacondas

analysis — analyses

anatomy — anatomies

ancestor — ancestors

anchor — anchors

anchovy* — anchovy, anchovies

anecdote — anecdotes

angel — angels

angelfish* — angelfish, angelfishes

anger* — anger

angle — angles

animal — animals

ankle — ankles

annals* — annals

annex/ annexe — annexes

anniversary — anniversaries

announcement — announcements

anorak — anoraks

answer — answers

ant — ants

anniversary — anniversaries

antelope* — antelope, antelopes

antenna — antennas, antennae

anthem — anthems

anthology — anthologies

anthrax — anthraces

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antibody — antibodies

antilogy — antilogies

antiseptic — antiseptics

antithesis — antitheses

antrum — antrums, antra

anxiety — anxieties

aorta — aortas, aortae

apartment — apartments

ape — apes

apeman — apemen

apex — apexes, apices

apiary — apiaries

apology — apologies

apostrophe — apostrophes

apparatus* — apparatus, apparatuses

appeal — appeals

appearance — appearances

appendix (Amer.) — appendixes, appendices

appendix (Brit.) — appendixes (medical), appendices (books)

applause* — applause, applauses

apple — apples

application — applications

appointment — appointments

apollo — apollos

apprentice — apprentices

apricot — apricots

apron — aprons

apsis — apsides

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aptitude — aptitudes

aqua — aquas, aquae

aquarium — aquariums, aquaria

arcade — arcades

arch — arches

archipelago — archipelagos, archipelagoes

area — areas

arena — arenas

aria — arias

aristocrat — aristocrats

arm — — arms

armadillo — armadillos

armchair — armchairs

armful — armfuls

armhole — armholes

army — armies

aroma — aromas

arpeggio — arpeggios

array — arrays

arrow — arrows

art — arts

artery — arteries

article — articles

artillery* — artillery, artilleries

artilleryman — artillerymen

artist — artists

ash* — ash, ashes

ass — asses

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athletics* — athletics

atlas — atlases

attorney — attorneys

attorney general — attorneys general

auditorium — auditoriums, auditoria

aunt — aunts

aurora — auroras, aurorae

author — authors

authority — authorities

auto — autos

automaton — automatons, automata

autopsy — autopsies

aviary — aviaries

avocado — avocados

ax Amer.) — axes

axe (Brit.) — axes

axis — axes

**B — Bs**

baby — babies

bacillus — bacilli

bacterium — bacteria

bag — bags

baggage* — baggage

bakery — bakeries

balcony — balconies

ball — balls

balloon — balloons

bamboo — bamboos

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banana — bananas

band — bands

banjos — banjos, banjoes

barracks* — barracks

barracuda — barracudas

bash — bashes

basis — bases

basket — baskets

bat — bats

batch — batches

bath — baths

battery — batteries

bay — bays

beach — beaches

bear — bears

beau — beaus, beaux

beauty — beauties

bed — beds

bee — bees

behavior (Amer.)  behaviors

behaviour (Brit.) — behaviours

belief — beliefs

bell — bells

bellows* — bellows

belly — bellies

belongings* — belongings

bench — benches

beneficiary — beneficiaries

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berry — berries

best man — best men

bias — biases

biceps* — biceps, bicepses

bicycle — bicycles

bikini — bikinis

bill-of-fare — bills of fare

billiards* — billiards

binoculars* — binoculars

biography — biographies

bird — birds

bison* — bison

bistro — bistros

bitch — bitches

block — blocks

blotch — blotches

board — boards

boat — boats

body — bodies

bonus — bonuses

book — books

boot — boots

booth — booths

boss — bosses

botch — botches

bottle — bottles

boundary — boundaries

bowl — bowls

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box — boxes

boy — boys

branch — branches

brandy — brandies

bravo — bravos

bread* — bread

break-in — break-ins

breeches* — breeches

bride — brides

bridegroom — bridegrooms

bridge — bridges

brigadier general — brigadier generals

brother — brothers

brother-in-law — brothers-in-law

brush — brushes

buck* — buck

bucketful — bucketfuls

building — buildings

bunch….bunches

buddy — buddies

buffalo* — buffalo, buffalos, buffaloes

building — buildings

bunch — bunches

bunny — bunnies

bureau — bureaus, bureaux

bus — buses

bush — bushes

butterfly — butterflies

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buy (noun) — buys

buyer — buyers

buzz — buzzes

by-law — by-laws

## C — Cs

cabby — cabbies

cactus — cactuses, cacti

cage — cages

caliber (Amer.) — calibers

calibre (Brit.)— calibres

calculus — calculuses

calf — calves

calico — calicoes, calicos

camel — camels

cameo — cameos

campus — campuses

canary — canaries

candelabra — candelabras

candle — candles

candy — candies

cannelloni* — canelloni

cannon — cannons

cano — canoes

canopy — canopies

canto — cantos

canvas — canvases

capacity — capacities

car — cars

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cardinal — cardinals

cargo — cargos, cargoes

carpet — carpets

carriage — carriages

carrot — carrots

carton — cartons

cash* — cash

casino — casinos

cassette — cassettes

castaway — castaways

castle — castles

casualty — casualties

cat — cats

catch — catches

cattle* — cattle

caucus — caucuses

cave — caves

cavity — cavities

cayman — caymans

CD — CDs

celebrity — celebrities

cell — cells

cello — cellos, celli (rarely used)

cemetery — cemeteries

census — censuses

center (Amer.) — centers

centimeter (Amer.) — centimeters

centimetre (Brit.) — centimetres

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centre (Brit.) — centres

century — centuries

cervix — cervixes, cervices

chair — chairs

chairman — chairmen

change* — change

charge — charges

charwoman — charwomen

chateau/château — chateaus/châteaux

check (Amer.) — checks

chef — chefs

cheque (Brit.) — cheques

cherub — cherubs, cherubim

cherry — cherries

chief — chiefs

chief of staff — chiefs of staff

child — children

chimney — chimneys

Christmas — Christmases

church — churches

cigarette — cigarettes

circus — circuses

city — cities

city-state — city-states

clash — clashes

class — classes

classics* — classics

classmate — classmates

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cliff — cliffs

clock — clocks

cloth — cloths

clothes* — clothes

clown — clowns

clutch — clutches

clutter* — clutter

coach — coaches

coat — coats

cod* — cod, cods

codex — codices

colony — colonies

color (Amer.) — colors

colour (Brit.) — colours

coma — comas

combo — combos

comedy — comedies

commando — commandos

company — companies

compass — compasses

complex — complexes

computer — computers

concerto — concertos, concerti

confetti* — confetti

congratulations* — congratulations

congress — congresses

cookie — cookies

copper* — copper

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copy — copies

corn* — corn

cornea — corneas

corner — corners

corpus — corpuses, corpora

corrigendum — corrigenda

cot — cots

couch — couches

counsellor (Brit.) — counsellors

counselor (Amer.) — counselors

country — countries

court-martial — courts-martial

cow — cows

crash — crashes

crisis — crises

criterion — criterions, criteria

crocus — crocuses

cross — crosses

crucifix — crucifixes

crutch — crutches

cry — cries

cuckoo — cuckoos

cuff — cuffs

cup — cups

cupboard — cupboards

cupful — cupfuls

curio — curios

curiosity — curiosities

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curl — curls

currency — currencies

curriculum — curriculums, curricula

cycle — cycles

**D — Ds**

daily — dailies

dairy — dairies

daisy — daisies

dance — dances

darts* (game) — darts

dash — dashes

data* — data

daughter-in-law — daughters-in-law

day — days

death — deaths

decision — decisions

deer* — deer, deers

defence (Brit.) — defences

defense (Amer.) — defenses

delay — delays

delivery — deliveries

demo — demos

democracy — democracies

desk — desks

diagnosis — diagnoses

dialysis — dialyses

diamond — diamonds

diary — diaries

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dictionary — dictionaries

die — dies, dice

difficulty — difficulties

director general — directors general

disability — disabilities

disco — discos

discus — discuses

dish — dishes

dislikes* — dislikes

display — displays

district — districts

ditch — ditches

dodo — dodos, dodoes

dog — dogs

dogma — dogmas, dogmata

doily — doilies

dollar — dollars

domino — dominoes

donkey — donkeys

door — doors

dormouse — dormice

dove — doves

dozen* — dozen, dozens

draftsman — draftsmen

dregs* — dregs

dress — dresses

drive-in — drive-ins

duck* — duck, ducks

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duo — duos

duplex — duplexes

dust* — dust

duty — duties

duvet — duvets

dwarf — dwarfs, dwarves

dynamo — dynamos

dynasty — dynasties

**E — E's**

ear — ears

earnings* — earnings

echo — echoes

economics* — economics

edge — edges

egg — eggs

ego — egos

elephant* — elephant, elephants

elf — elves

elk* — elk, elks

ellipsis — ellipses

embargo — embargoes

embassy — embassies

embryo — embryos

emergency — emergencies

emphasis — emphases

encyclopaedia (Brit.) — encyclopaedias

encyclopedia, (Amer) — encyclopedias

enemy — enemies

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entry — entries

epoch — epochs

equinox — equinoxes

equipment* — equipment

erratum — errata

Eskimo* — Eskimo, Eskimos

espresso — espressos

essay — essays

etch — etches

ethics* — ethics

evidence*  evidence

example — examples

eye — eyes

eyeglasses* — eyeglasses

**F — Fs**

fabric — fabrics

face — faces

factory — factories

faculty — faculties

focus — focuses, foci

fairy — fairies

family — families

fancy — fancies

fantasy — fantasies

fatality — fatalities

father — fathers

father-in-law — fathers-in-law

fatigue* — fatigue

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favor (Amer.) — favors

favorite (Amer.) — favorites

favour (Brit.) — favours

favourite (Brit.) — favourites

fax — faxes

fear — fears

February — Februarys

fee — fees

femur — femurs, femora

ferry — ferries

fetus (Amer.) — fetuses

fez — fezzes

fiasco — fiascos

fiber (Amer.) — fibers

fibre (Brit.) — fibres

fibula — fibulas, fibulae

field mouse — field mice

finger — fingers

fire — fires

fire-eater — fire-eaters

fireman — firemen

fireplace — fireplaces

fish* — fish, fishes

fisherman — fishermen

five — fives

fix — fixes

flag — flags

flagman — flagmen

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flamingo — flamingos, flamingoes

flash — flashes

flat — flats

flea — fleas

flora — floras, florae

flour* — flour

flower — flowers

flush — flushes

fly — flies

foam* — foam

focus — focuses, foci

foetus (Brit.) — foetuses

folio — folios

foot — feet

forceps* — forceps

foreman — foremen

foretooth — foreteeth

fork — forks

formula — formulas, formulae

forum — forums, fora

fourteen-year-old — fourteen-year-olds

fowl* — fowl, fowls

fox — foxes

frame — frames

frequency — frequencies

fresco — frescos, frescoes

friend — friends

frog — frogs

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fruit* — fruit, fruits

full moon — full moons

fungus — funguses, fungi

furniture* — furniture

futon — futons

fry (noun) — fries

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**G — Gs**

gallery — galleries

galley — galleys

gallows* — gallows

game — games

game* (animals) — game

garage — garages

gas — gases, gasses

gash — gashes

gateau — gateaus, gateaux

gazebo — gazebos, gazeboes

genesis — geneses

genie — genies, genii

genius — geniuses

gentleman — gentlemen

genus — genuses, genera

ghetto — ghettos, ghettoes

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ghost — hosts

giant — giants

giraffe* — giraffe, giraffes

girl — girls

glass — glasses

glasses* (to read with) — glasses

glove — gloves

go — goes

godmother — godmothers

go-kart — go-karts

gold* — gold

goodbye — goodbyes

goodness* — goodness

goods* — goods

goose — geese

gooseberry — gooseberries

governor-general — governors-general

graffiti* — graffiti

grain* — grain

grass* — grass, grasses

gravy — gravies

grief — griefs

gross* — gross

grotto — grottos, grottoes

group — groups

grouse* — grouse, grouses

guaranty — guaranties

guess — guesses

gulf — gulfs

guy — guys

gymnasium — gymnasiums, gymnasia

gymnastics* — gymnastics

**H — Hs**

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hair* — hair, hairs

half — halves

halo — halos, haloes

hand — hands

handful — handfuls

handkerchief — handkerchiefs

hanger-on — hangers-on

hangman — hangmen

harbor (Amer.) — harbors

harbour (Brit.) — harbours

hat — hats

hatch — hatches

head — heads

head of state — heads of state, heads of states

headphones* — headphones

headquarters* — headquarters

heathen* — heathen, heathens

he-goat — he-goats

he-man — he-men

herbarium — herbariums, herbaria

hero — heroes

hiatus — hiatuses

hippopotamus — hippopotamuses, hippopotami

history — histories

hoax — hoaxes

hobby — hobbies

hobo — hobos, hoboes

holiday — holidays

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home — homes

homework* — homework

honesty* — honesty

honor (Amer.) — honors

honour (Brit.) — honours

hoof — hoofs, hooves

hope — hopes

horse — horses

hour — hours

house — houses

housewife — housewives

humor (Amer.) — humor

humour (Brit.) — humours

hundred — hundreds

hydro — hydros

hypothesis — hypotheses

**I — I's**

icon — icons

idea — ideas

identity — identities

idiot — idiots

igloo — igloos

ignoramus — ignoramuses

illness — illnesses

insect — insects

inch — inches

index — indexes, indices

industry — industries

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inferno — infernos

information* — information

injury — injuries

inventory — inventories

IQ — IQs

iris — irises

itch — itches

item — items

itinerary — itineraries

ivy — ivies

**J — Js**

Jack — Jacks

jackal — jackals

jacket — jackets

jack-in-the-box — jacks-in-the-box, jack-in-the-boxes

jacuzzi — jacuzzis

jay — jays

jeans* — jeans

jelly — jellies

jersey — jerseys

jetty — jetties

jewel — jewels

jewellery* (Amer.) — jewellery

jewelry* (Brit.) — jewelry

jockey — jockeys

joke — jokes

journey — journeys

journeyman — journeymen

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joy — joys

judge — judges

jug — jugs

**K — Ks**

kangaroo — kangaroos

kayak — kayaks

key — keys

kibbutz — kibbutzim

kidney — kidneys

kimono — kimonos

kilo — kilos

kilometer (Amer.) — kilometers

kilometre (Brit.) — kilometres

kin* — kin

kindergarten — kindergartens

king — kings

kiss — kisses

kitchen — kitchens

kite — kites

kitty — kitties

kiwi — kiwis

kloof — kloofs

klutz — klutzes

knee — knees

knife — knives

knot — knots

knowledge* — knowledge

**L — Ls**

Broad Band Group
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laborer (Amer.) — laborers

labourer (Brit.) — labourers

laboratory — laboratories

lad — lads

lady — ladies

lady-in-waiting — ladies-in-waiting

lamp — lamps

lap — laps

laptop — laptops

larch — larches

larva — larvas, larvae

lasagna (Amer.) — lasagnas

lasagne (Brit.) — lasagnes

lash — lashes

lass — lasses

lasso — lassos, lassoes

latch — latches

laundry — laundries

lay-by — lay-bys

laziness* — laziness

leaf — leaves

leash — leashes

leg — legs

legacy — legacies

leggings* — leggings

legislation* — legislation

lemma — lemmas, lemmata

lens — lenses

Broad Band Group
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WhatsApp On 03034268557

leopard — leopards

letter — letters

levy — levies

liability — liabilities

liberty — liberties

library — libraries

libretto — librettos, libretti

licence (Brit.) — licences

license (Amer.) — licenses

life — lives

lifeboat — lifeboats

lily — lilies

lieutenant — lieutenants

lieutenant colonel — lieutenant colonels

likes* — likes

linguistics* — linguistics

lion — lions

liter (Amer.) — liters

litre (Brit.) — litres

loaf — loaves

lobby — lobbies

locus — loci

logo — logos

looker-on — lookers-on

lorry — lorries

osprey — ospreys

loss — losses

lottery — lotteries

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WhatsApp On 03034268557

louse — lice

luck* — luck

luggage* — luggage

lunch — lunches

luxury — luxuries

lynx* — lynx*, lynxes

Broad Band Group

**M — Ms**

machine — machines

maestro — maestros, maestri

magistracy — magistracies

maid-of honor (Amer.) — maids-of-honor

maid-of-honour (Brit.) — maids-of-honour

maidservant — maidservants

mailman (Amer.) — mailmen

major general — major generals

majority — majorities

man — men

man-about-town — men-about-town

man-at-arms — men-at-arms

man of war — men-of-war

mango — mangos, mangoes

man-hour — man-hours

manservant — menservants

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WhatsApp On 03034268557

mantis — mantises, mantes

march — marches

March (month) — Marches

marriage — marriages

mark — marks

marsh — marshes

mash — mashes

mass — masses

massage — massages

master-at-arms — masters-at-arms

match — matches

mathematics* — mathematics

maths* — maths

mattress — mattresses

matrix — matrixes, matrices

maxi — maxis

maximum — maximums, maxima

means* — means

measles* — measles

meat* — meat, meats

meatus* — meatus, meatuses

mechanic — mechanics

medicine — medicines

medium — mediums (spiritualists), media (in communication systems)

melody — melodies

memento — mementos, mementoes

memo — memos

memorandum — memorandums, memoranda

memory — memories

mercy — mercies

merino — merinos

mess — messes

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WhatsApp On 03034268557

meter (Amer.) — meters

metre (Brit.) — metres

middle class — middle classes

midwife — midwives

millennium — millenniums, millennia

millimeter (Amer.) — millimeters

millimetre (Brit.) — millimetres

minibus — minibuses

minimum — minimums, minima

minister — ministers

minister-president — ministers-president

minority — minorities

minute — minutes

mischief — mischiefs

misery — miseries

miss — misses

mix — mixes

modulus — moduli

momentum — momentums momenta

mongoose — mongooses

monkey — monkeys

monopoly — monopolies

monthly — monthlies

mood — moods

moose* — moose

moratorium — moratoriums, moratoria

morning — mornings

mosquito — mosquitos, mosquitoes)

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WhatsApp On 03034268557

moss — mosses

moth — moths

mother — mothers

mother-in-law — mothers-in-law

motto — mottos, mottoes

mountain — mountains

mouse — mice

mouse (computer) — mouses

mousetrap — mousetraps

mouth — mouths

mouthful — mouthfuls

movie — movies

muck* — muck

mud* — mud

muff — muffs

mulberry — mulberries

mummy — mummies

mumps* — mumps

municipality — municipalities

museum — museums

music* — music

mutton* — mutton

mystery — mysteries

**N — Ns**

name — names

nanny — nannies

navy — navies

nebula — nebulas nebulae

Broad Band Group
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WhatsApp On 03034268557

needle — needles

neighbor (Amer.) — neighbors

neighbour (Brit.) — neighbours

nemesis — nemeses

nerve — nerves

nest — nests

neurosis — neuroses

news* — news

night — — nights

nightdress — nightdresses

ninja — ninjas

no — no's, noes

nose — noses

notice — notices

nova — novas

nucleus — nuclei

nurse — nurses

nursery — nurseries

**O — O's**

oaf — oafs

oasis — oases

oath — oaths

oats* — oats

observatory — observatories

oceanarium — oceanariums, oceanaria

octopus — **octopuses** (the word octopus is from Greek, not Latin)

odor (Amer.) — odors

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odour.(Brit.) — odours

offence (Brit.) — offences

offense (Amer.) — offenses

office — offices

offspring* — offspring, offsprings

ombudsman — ombudsmen

opportunity — opportunities

opus — opuses, opera

orange — oranges

ostrich — ostriches

outcast — outcasts

ovum — ova

owl — owls

ox — oxen

**P — Ps**

packet — packets

page — pages

paint — paints

pajamas* (Amer.) — pajamas

panini — paninis

pansy — pansies

pantry — pantries

pants* — pants

paparazzo — paparazzi

paradox — paradoxes

paralysis — paralyses

parenthesis — parentheses

parish — parishes

Broad Band Group
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WhatsApp On 03034268557

party — parties

pass — passes

passenger — passengers

passer-by — passers-by

pastry — pastries

patch — patches

path — paths

pathway — pathways

patience* — patience

patio — patios

patty — patties

peace* — peace

peach — peaches

peg — pegs

pen — pens

penalty — penalties

pencil — pencils

pendulum — pendulums

penny — pennies, pence

people* — people, peoples (nations)

person — persons, people

Peter — Peters

pew — pews

phalanx (medical) — phalanges

phalanx (military) — phalanxes

pharmacy — pharmacies

phase — phases

PhD — PhDs

Broad Band Group
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WhatsApp On 03034268557

phenomenon — phenomenons, phenomena

phobia — phobias

phone — phones

photo — photos

photograph — photographs

phrase — phrases

physics* — physics

piano — pianos

piccolo — piccolos

picnic — picnics

picture — pictures

piece — pieces

pike* — pike, pikes

pill — pills

pillar — pillars

pillow — pillows

pilot — pilots

pimento — pimentos

pincers* — pincers

pinch — pinches

pipe — pipes

pitch — pitches

pizza — pizzas

place — places

plan — plans

plankton* — plankton

plant — plants

plateau — plateaus, plateaux

Broad Band Group
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WhatsApp On 03034268557

platypus — platypuses, platypi (seldom used)

play — plays

player — players

pliers* — pliers

plough — ploughs

pocket — pockets

podium — podiums, podia

poem — poems

poet — poets

point — points

pole — poles

police* — police

policeman — policemen

policewoman — policewomen

policy — policies

politics* — politics

polyhedron — polyhedrons, polyhedra

pomelo — pomelos

poncho — ponchos

pony — ponies

pool — pools

poppy — poppies

porcelain* — porcelain

porch — porches

pork* — pork

porter — porters

Porter — Porters

portfolio — portfolios

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portico — porticos, porticoes

portmanteau — portmanteaus, portmanteaux

possibility — possibilities

postman (Brit.) — postmen

postmaster general — postmasters general

post office — post offices

posy — posies

potato — potatoes

poultry* — poultry

pound — pounds

prefix — prefixes

preliminary — preliminaries

premises — premises

present — presents

presidency — presidencies

press — presses

pretence (Brit.) — pretences

pretense (Amer.) — pretenses

prey — preys

price — prices

prince — princes

princess — princesses

principal — principals

priority — priorities

prize — prizes

pro — pros

process — processes

prognosis — prognoses

Broad Band Group
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WhatsApp On 03034268557

program (Amer.) — programs

programme (Brit.) — programmes

progress* — progress

proof — proofs

propaganda* — propaganda

property — properties

prospectus — prospectuses

puff — puffs

pumpkin — pumpkins

punch — punches

pupa — pupas, pupae

pupil — pupils

puppy — puppies

party — parties

push — pushes

puzzle — puzzles

pygmy — pygmies

pyjamas* (Brit.) — pyjamas

**Q — Qs**

quality — qualities

quail — quails

quantum — quanta

quantity — quantities

quarry — quarries

quarto — quartos

quay — quays

queen — queens

query — queries

Broad Band Group
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WhatsApp On 03034268557

question — questions

quilt — quilts

quiz — quizzes

R — Rs

rabbi — rabbis

rabbit — rabbits

race — races

radio — radios

radish — radishes

radius — radiuses, radii

rain* — rain, rains

rally — rallies

rash — rashes

raspberry — raspberries

ratio — ratios

ration — rations

reality — realities

reason — reasons

reef — reefs

ray — rays

reference — references

referendum — referendums, referenda

reflex — reflexes

registry — registries

remedy — remedies

reply — replies

reservoir — reservoirs

residency — residencies

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WhatsApp On 03034268557

responsibility — responsibilities

rhapsody — rhapsodies

rhino — rhinos

rhinoceros* — rhinoceros, rhinoceroses

rhombus — rhombuses, rhombi

rice* — rice

riches* — riches

ring — rings

risotto — risottos

river — rivers

robbery — robberies

rock — rocks

rocket — rockets

rodeo — rodeos

roof — roofs

room — rooms

rope — ropes

root — roots

rosarium — rosariums, rosaria

rose — roses

royalty — royalties

rubbish* — rubbish

ruby — rubies

rumor (Amer.) — rumors

rumour (Brit.) — rumours

runner-up — runners-up

rush — rushes

rye* — rye

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WhatsApp On 03034268557

**S — Ss**

sacrifice — sacrifices

saddle — saddles

safari — safaris

safe — safes

sailor — sailors

salami — salamis

salary — salaries

sale — sales

salesman — salesmen

salmon* — salmon, salmons

samosa — samosas

samurai* — samurai

sanatorium — sanatoriums, sanatoria

sanctuary — sanctuaries

sand* — sand

sandwich — sandwiches

sash — sashes

sauna — saunas

savage — savages

savings* — savings

savior (Amer.) — saviors

saviour (Brit.) — saviours

scarf — scarfs, scarves

scheme — schemes

schema — schemas, schemata

scheme — schemes

scholar — scholars

Broad Band Group
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WhatsApp On 03034268557

school — schools

scissors* — scissors

scratch — scratches

screech — screeches

screw — screws

sea — seas

seaman — seamen

secateurs* (Brit.) — secateurs

secretary — secretaries

secretary of state — secretaries of state

security — securities

self — selves

self-starter — self-starters

senior — seniors

sentence — sentences

septum — septa

sergeant major — sergeants major

seraph — seraphs, seraphim

series* — series

serum — serums, sera

servant — servants

set-up — set-ups

seven — sevens

shadow — shadows

shampoo — shampoos

shandy (Brit.) — shandies

shark — sharks

sheaf — sheaves

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shears* — shears

sheath — sheaths

sheep* — sheep

shelf — shelves

shell — shells

sheriff — sheriffs

she-wolf — she-wolves

ship — ships

shipmate — shipmates

shirt — shirts

shoe — shoes

shop — shops

shorts* — shorts

shoulder — shoulders

shrimp* — shrimp, shrimps

sick* (people) — sick

side — sides

sieve — sieves

silo — silos

silver* — silver

singer — singers

sinus — sinuses

sissy — sissies

sister-in-law — sisters-in-law

six — sixes

size — sizes

sketch — sketches

ski — skis

Broad Band Group
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sky — skies

slacks* — slacks

slash — slashes

sleeve — sleeves

smash — smashes

SMS — SMSs

smuggler — smugglers

snail — snails

snake — snakes

sniff — sniffs

soap* — soap, soaps

society — societies

sole* (fish) — sole, soles

soliloquy — soliloquies

solo — solos

sombrero — sombreros

son — sons

son-in-law — sons-in-law

son of a bitch — sons of bitches, sons-of-a-bitch

soprano — sopranos

SOS — SOSs

sound — sounds

space — spaces

spade — spades

spaghetti* — spaghetti

speaker — speakers

species* — species

spectacles* — spectacles

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specter (Amer.) — specters

spectre (Brit.) — spectres

spectrum — spectra

speculum — specula

speech — speeches

splash — splashes

splendor (Amer.) — splendors

splendour (Brit.) — splendours

spokesman — spokesmen

spoof — spoofs

spoonful — spoonfuls

sport* — sport*, sports

sprout — sprouts

spy — spies

squid* — squid

stable — stables

stadium — stadiums, stadia

staff (music) — staffs, staves

staff (people) — staffs

staff (pole, rod) — staffs, staves

stain — stains

stairs* — stairs

stamina* — stamina

stamp — stamps

stand-by — stand-bys

starch — starches

statesman — statesmen

statics* — statics

Broad Band Group
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WhatsApp On 03034268557

station — stations

statistics* — statistics

statue — statues

status — statuses

step — steps

stepdaughter — stepdaughters

stepsister — stepsisters

stepson — stepsons

stereo — stereos

stick — sticks

stigma — stigmas stigmata

stoma — stomas stomata

stiletto — stilettos

still life — still lifes (in paintings)

stimulus — stimuli

stitch — stitches

stomach — stomachs

storey — storeys

story — stories

stove — stoves

stratum — strata

stray — strays

stretch — stretches

strife — strifes

stripe — stripes

stroke — strokes

student — students

studio — studios

Broad Band Group
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study — studies

sty — sties

stylus — styluses, styli

subsidy — subsidies

success — successes

suds* — suds

suffix — suffixes

sugar* — sugar, sugars

suit — suits

suite — suites

suitcase — suitcases

summary — summaries

summons — summonses

sunglasses* — sunglasses

superman — supermen

supply — supplies

surname — surnames

surplus — surpluses

surroundings* — surroundings

swine* — swine

switch — switches

syllabus — syllabuses, syllabi

sympathy — sympathies

symphony — symphonies

symposium — symposiums, symposia

synopsis — synopses

synthesis — syntheses

**T — Ts**

Broad Band Group
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WhatsApp On 03034268557

table — tables

tableau —tableaus, tableaux,

tablet — tablets

tacky — tackies

taco — tacos

tagliatelle* — tagliatelle

tail — tails

talisman — talismans

talon — talons

tango — tangos

tannery — tanneries

tapestry — tapestries

tariff — tariffs

tattoo — tattoos

tax — taxes

taxi — taxis

tea* — tea

teacher — teachers

teapot — teapots

tear — tears

television — televisions

tempo — tempos, tempi

ten — tens

tendency — tendencies

ten-year-old — ten-year-olds

terminus — terminuses, termini

territory — territories

thesis — theses

Broad Band Group
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WhatsApp On 03034268557

thanks* — thanks

that — those

theory — theories

testimony — testimonies

tête-tà-tête — tête-à-têtes

theater (Amer.) — theaters

theatre (Brit.) — theatres

thesaurus — thesauruses, thesauri

thesis — theses

thief — thieves

thing — things

this — these

thousand — thousands

three — threes

thumb — thumbs

ticket — tickets

tidings* — tidings

tie — ties

tights* — tights

time* — time, times

tin — tins

tobacco — tobaccos

toe — toes

toffee, toffy — toffees, toffies

tomato — tomatoes

tongs* — tongs

tooth — teeth

topaz — topazes

Broad Band Group
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WhatsApp On 03034268557

topic — topics

torch — torches

tornado — tornados, tornadoes

torpedo — torpedos, torpedoes

torso — torsos, torsi

tortellini — tortellinis

torus — tori

toss — tosses

touch — touches

tour de force — tours de force

toy — toys

traffic* — traffic

tragedy — tragedies

train — trains

trash* (Amer.) — trash

trauma — traumas, traumata

travel — travels

tray — trays

treaty — treaties

tree — trees

trench — trenches

triangle — triangles

trio — trios

trolley — trolleys

trophy — trophies

trouble* — trouble, troubles

trousers* — trousers

trousseau — trousseaus, trousseaux

Broad Band Group
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WhatsApp On 03034268557

trout* — trout, trouts

truck — trucks

truss — trusses

try — tries

tsunami* — tsunami, tsunamis

tulip — tulips

tummy — tummies

tuna* — tuna, tunas

turf — turfs

turkey — turkeys

turtle — turtles

tuxedo — tuxedos, tuxedoes

tweezer — tweezers

twitch — twitches

two — twos

typo — typos

**U — U's**

ultimatum — ultimatums, ultimata

uncle — uncles

uniform — uniforms

unity — unities

university — universities

URL — URLs

use — uses

uterus — uteruses, uteri

utility — utilities

**V — Vs**

vacancy — vacancies

Broad Band Group
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WhatsApp On 03034268557

valley — valleys

value — values

van — vans

vapor (Amer.) — vapors

vapour (Brit.) — vapours

variety — varieties

varsity — varsities

veal* — veal

vegetable — vegetables

vehicle — vehicles

venison* — venison

venue — venues

vermin* — vermin

verse — verses

vertebra — vertebrae

vertebrate — vertebrates

vertex — vertexes, vertices

vespers* — vespers

vest — vests

vestry — vestries

veterinary — veterinaries

veto — vetoes

victory — victories

video — videos

virtuoso — virtuosos, virtuosi

virus — viruses

viscus — viscera

vita — vitae

Broad Band Group
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WhatsApp On 03034268557

vocabulary — vocabularies

voice — voices

volcano — volcanos, volcanoes

volley — volleys

voluntary — voluntaries

vortex — vortexes, vortices

vote — votes

voter — voters

vowel — vowels

**W — Ws**

wage — wages

wagon — wagons

waitress — waitresses

walk — walks

wall — walls

wallaby — wallabies

walrus — walruses

waltz — waltzes

war — wars

warehouse — warehouses

warrant — warrants

wash — washes

washer woman — washer women

washing* — washing

water* — water, waters

watch — watches

wave — waves

way — ways

Broad Band Group
Broad Band WhatsApp Group 03034268557
WhatsApp On 03034268557

wealth* — wealth

week — weeks

weekly — weeklies

whale — whales

wharf — wharfs, wharves

wheat* — wheat

wheel — wheels

whip — whips

widow — widows

wife — wives

wind — winds

window — windows

wine* — wine, wines

wisdom* — wisdom

wish — wishes

witch — witches

witness — witnesses

wolf — wolves

woman — women

woman doctor — women doctors

woman of the street — women of the street

wool* — wool

word — words

worm — worms

worry — worries

wrench — wrenches

wrist — wrists

writer — writers

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**X — Xs**

Xhosa* — Xhosa, Xhosas

X-ray — X-rays

**Y — Ys**

yacht — yachts

yard — yards

year — years

yeast* — yeast

yelp — yelps

yeoman — yeomen

yes — yeses

yolk — yolks

youngberry — youngberries

yourself — yourselves

yo-yo — yo-yos

yuppy — yuppies

**Z — Zs**

zebra* — zebra, zebras

zero — zeros, zeroes

zip — zips

zoo — zoos

Zulu — Zulus

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# Examples of plurals of names and surnames

| Singular | Plural | Singular | Plural |
|---|---|---|---|
| Abby | Abbys | Charles | Charleses |
| Alan | Alans | Charlie | Charlies |
| Aldrich | Aldrichs | Clarence | Clarences |
| Alec | Alecs | Harry | Harrys |
| Alex | Alexes | Hophouse | Hophouses |
| Alexander | Alexanders | James | Jameses |
| Amy | Amys | June | Junes |
| Angela | Angelas | Kennedy | Kennedys |
| Ashley | Ashleys | Lee | Lees |
| Atkins | Atkinses | Murphy | Murphys |
| Barry | Barrys | Rodriquez | Rodriquezes |
| Ben | Bens | Smith | Smiths |
| Bennett | Bennetts | Stevens | Stevenses |
| Brown | Browns | Thomas | Thomases |
| Bush | Bushes | Wendy | Wendys |
| Carlos | Carloses | Williams | Williamses |
| Cartwright | Cartwrights | Wright | Wrights |

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# 21. SYNONYMS

Words with the **same**, or **nearly the same**, meaning

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abandon — leave, quit, desert

abduct — steal, kidnap

ability — skill, talent, competence

able — competent, fit, capable

about — about, nearly, roughly

abbreviate — shorten, abridge, condense

abroad — overseas

absent — away, gone

abstain — resist, withhold, refrain

absurd — ridiculous, stupid, foolish, silly

abundance — plenty, ample, exuberance

abusive — insulting, offensive, scolding

accomplish — perform, fulfill

accord – agreement

accurate — exact, precise, right, correct

ache — pain, soreness, distress

acquire — achieve, obtain, collect, attain

actor — performer, player

acute — serious, severe, urgent, vital

adamant — rigid, stubborn, unshakable, firm, insistent

additional — extra, more, added

admit — confess, accept, acknowledge

adore — admire, honor/honour (Brit.)

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cherish, idolize/idolise (Brit.), worship

advantage — benefit, blessing, profit

adversity — misfortune, misery, poverty

afraid — scared, fearful, anxious, terrified

aggressive — angry, cross, hostile

aid — help, assist

alliance — partnership, agreement, coalition, pact

allow — permit, assist

amazing — incredible, unbelievable, fabulous, fantastic

ambition — desire, dream, hope

amount — quantity, total, sum

ample — lots, unlimited, abundant, extensive

angry — aggressive, mad, furious

animosity — hatred, resentment, bitterness, antagonism

annoy — irritate, harass, disturb, trouble

annually — yearly

answer (n) — reply, response

anxious — worried, concerned, distressed, uneasy

argue — quarrel, fight, differ

ask — inquire, request

assault — attack

assemble — store, hoard, gather

assembly — meeting, conference, gathering

assist — help, aid, relieve

astonish — surprise, amaze

attach — join, link, unite

attempt — try, seek, strive

average — moderate, acceptable adequate, fairish

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away — absent, gone, missing

awful — terrible, bad, dreadful

baby — infant, newborn

baggage — luggage, bags, belongings

basic — simple, easy, elementary

battle — fight, conflict, combat, war

beach — shore, coastline, sand

beat — win, conquer, defeat, overcome

beautiful — pretty, lovely, stunning

beg — plead, implore, appeal

begin — start, commence, initiate

beliefs — principles, opinions, views

belly — stomach, tummy, abdomen

bend — curve, arch

beneath — under, below, underneath

benefit — advantage, gain, profit

benign — curable, good, favorable/favourable (Brit.)

best — finest, excellent, splendid

big — large, immense, vast

bizarre — weird, strange, creepy

blank — empty, space, gap

blunder — mistake, error, fault

blunt — direct, insensitive, undiplomatic

boast — brag

boffin — genius, Einstein, mastermind

brave — fearless, bold, daring

break — fracture, demolish

brief — short, quick, fast

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bright — shiny, gleaming, clever (person)
brisk — quick, lively, sprightly
broad — wide, extensive, immense
brusque — gruff, discourteous, abrupt
brutal — cruel, barbarous, pitiless, savage
bucket — pail, container
busy — active, occupied, engaged
buy — purchase, acquire, obtain
cab — taxi (Brit.)
calamity — disaster, misfortune, catastrophe
calm — quiet, peaceful, tranquil
come — approach, arrive, appear
candy — sweets (Brit.)
capable — efficient, competent, skilful
careful — cautious, watchful, alert, vigilant
cargo — load, freight, goods, contents
celebration — party, festivity, fete, ceremony
center/centre (Brit.) — middle, midpoint
certain — sure, positive, confident, definite
chance — opportunity, option, break
chaos — confusion, disorder
characteristics — qualities, features, appearance
chat — talk, gossip, babble
cheap — inexpensive, worthless, inferior
cheer — shout, applaud, praise
cheerful — happy, sunny, gay, joyous
chief — leader, boss, ruler head
chiefly — mainly, importantly, primarily

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chilly — cold, cool, breezy

clean — spotless, unblemished, washed, unsoiled

clear — bright, sparkly, unobstructed

close — shut

cold — chilly, icy, freezing, wintry

collect — gather, compile, assemble, accumulate

command — order, instruct, authorize/authorise (Brit.), direct

commence — begin, initiate, launch, start

companion — friend, colleague, associate

compassion — sympathy, kindness, tenderness

competent — fit, capable, qualified, suitable

complete — finish, finalize/finalise (Brit.), conclude, end

conceal — hide, cover, disguise, camouflage

concise — brief, condensed, compact, abridged, compressed

confine — restrict, bind, limit, narrow, impute

conflict — disagreement, argument, quarrel, dispute

confused — mixed up, puzzled, baffled, perplexed, bewildered

considerate — thoughtful, kind, caring, understanding

conspiracy — plot, scheme, plan, complot, treachery

contrary — opposite, conflicting, opposing, different

convict — prisoner, criminal, offender, villain

constant — steadfast, everlasting, ceaseless

contract — agreement, commitment, arrangement

correct — right, accurate, exact, precise

corridor — passage, hallway, aisle, foyer

courage — bravery, heroism

crazy — mad, insane, foolish, irrational, senseless, bizarre

criteria — requirements

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crooked — bent, curved, winding

cross — angry, annoyed, irritated, frustrated

cruel — unkind, vicious, brutal, mean, nasty, pitiless

cunning — sly, devious, shrewd, sneaky, foxy

custom — habit, way, norm, tradition

customary — usual, general, habitual, normal, popular, traditional

cry — weep, sob, bawl, shout, yell, scream

damage — harm, impair, hurt, ruin

danger — risk, jeopardy, threat, hazard, trouble

dangerous — harmful, unsafe, risky, hazardous

data — information, facts, records, files

daybreak — dawn, sunrise, daylight

dazzling — shining, glittering, sparkling, brilliant

deceive — cheat, betray, trick

decide — determine, choose, resolve

declare — announce, proclaim, state, inform

decline — discard, reject, refuse

dedicated — committed, loyal, devoted, keen, enthusiastic

definite — exact, specific, certain, fixed

deliberated — planned, contemplated

delicate — fragile, frail, slight, flimsy

delicious — appetizing, scrumptious, enjoyable

depart — leave, proceed, go

describe — portray, report, explain, portray, depict

despair — hopelessness, despondency, desperation

desperate — frantic, anxious, distressed, worried

destiny — fate, future, expectation

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destruct — destroy, ruin, demolish, exterminate, wreck

devoted — fond, affectionate, loving, dedicated

difference — disagreement, contrast, incompatibility

difficult — hard, complicated, tricky, complex

dirty — soiled, unclean, filthy, foul, impure

disappear — vanish, leave, abandon

disapprove — dislike, reject, condemn, object, criticize/criticise (Brit.)

discard — reject, remove, dump, ditch

disclose — reveal, expose, unveil, unfold

discount — reduction, markdown, rebate

disease — sickness, ailment, disorder

disgrace — shame, degradation, disrespect, dishonor/dishonour (Brit.)

dismal — sad, gloomy, depressing, dreary

dispute — argument, quarrel, row, disagreement, conflict

distant — far, remote, inaccessible

dizzy — dazed, shaky, faint, lightheaded, unsteady

do — execute, perform, finish, accomplish, achieve

doleful — cheerless, unhappy, miserable, down, sad

dreadful — awful. horrible, frightful, alarming

drowsy — sleepy, tired, dopy, dreamy

dull —boring, uninteresting, dreary

dusky — dark, hazy, dim, gray/grey (Brit.)

eager — keen, enthusiastic, interested

easy — simple, uncomplicated, straightforward, effortless, unproblematic

educate — teach, instruct, coach, train

elevate — raise, lift, hoist, heighten,

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embark — board, go on, go aboard, set out

embrace — hug, cuddle, hold, cradle

emerge — appear, arrive, surface, turn up

emit — eject, discharge, transmit, throw out

emotion — passion, feeling, sensation, sentiment, reaction

emperor — ruler, leader, monarch, head of state

enchanted — charmed, fascinated, entranced, captivated

end  stop, finish, terminate, close, conclude, finish off, cease

enemy — foe, opposition, foe, opponent, rival, competitor

enlarge — increase, magnify, expand, amplify

enormous — big, huge, colossal, massive, immense, gigantic, vast

enough — sufficient, adequate, abundant, ample, plentiful

*enquire/inquire — ask, query, question, investigate

*In American English inquire is mostly used for all questions. In British English enquire is used for general questions and inquire for more formal matters like investigations.

enrage — madden, infuriate, anger, madden, irritate, provoke

epilogue — postscript, conclusion, ending

equal — alike, corresponding, identical, equivalent, duplicate

erase — delete, cancel, obliterate, remove, eliminate, wipe out

error — mistake, fault, miscalculation, error, wrong

essential — necessary

evaluate — assess, estimate, calculate, value, classify

event — affair, ceremony, happening, occasion, celebration

evil — bad, wicked, malicious, immoral, hateful, hideous, vicious

exact — precise, truthful, accurate, identical, perfect, specific

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exaggerate — enlarge, overstate, overstress, misrepresent, overdo

excellent — brilliant, outstanding, exceptional, superb, accomplished, exquisite

except — apart from, excluding, omitting, rejecting

excess — surplus, overload, overabundance, extra, additional

exit (v) — leave, go out, depart

explain — clarify, define, justify

extend — lengthen, stretch, prolong

exterior — outside, outer, outdoor, surface

extravagant — excessive, lavish, wasteful, profuse

extreme — severe, drastic, intense, maximum, ultimate

fabric — material, cloth, textile

fabulous — fantastic, amazing, superb, incredible, spectacular, marvelous

fact — truth, law, reality, certainty

faint — weak, dizzy, unstable, fragile

fair — just, impartial, objective, honest

faith — belief, trust, hope, loyalty

faithful — loyal, dedicated, trustworthy, genuine

fall — drop, plunge, tumble

false — untrue, fake, unfounded, deceptive

famine — starvation, hunger, food, shortage, deprivation

famous — well-known, renowned, distinguished, notorious

fantastic — excellent, wonderful, great, fabulous

fast — quick, rapid, speedy, hasty, swiftly

fasten — connect, bind, join

fat — obese, stout, plump, chubby

fatal — deadly, incurable, terminal, lethal

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fate — destiny, lot, future

fault — mistake, error, inaccuracy, wrongdoing

fear — fright, terror, horror

feline — catlike

feminine — womanly, ladylike, girlish, dainty, effeminate

fetch — bring, take, carry, retrieve, get, obtain

fierce — violent, aggressive, ferocious, vicious, dangerous

filthy — dirty, impure, foul, soiled, mucky

final — conclusive, last, finishing, ultimate

finish — complete, end, close, terminate, cease

firm — steadfast, adamant, strict, strong, unshakable

flawless — perfect, unspoiled, undamaged, faultless, spotless

flimsy — frail, delicate, fragile, weak

foolish — silly, stupid, unwise, crazy

forecast — predict, estimate, foretell, guess

foreigner — immigrant, foreign person, newcomer, outsider

formerly — previously, before, earlier, in the past

fortunate — lucky, happy, prosperous, blessed

fraction — part, segment, portion, section, fragment, piece

fragile — breakable, delicate, brittle

frail — flimsy, weak, sickly, vulnerable

frank — open, honest, truthful, trustworthy, reliable

frantic — desperate, panicky, anxious, hysterical

fraud — fake, scam, deceit, hoax, deception

frequent — often, regularly, numerous times, repeatedly

frighten — scare, terrify, startle, shock, horrify

function (v) — operate, work, act, perform, behave

fundamental — basic, crucial, primary, essential, important

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funny — humorous, amusing, comical, silly, hilarious

furious — angry, cross, mad, upset, fuming, enraged

futile — unsuccessful, worthless, fruitless, useless, unimportant

garbage — rubbish, trash, junk, waste, litter, debris

genre — category, type, kind, field, sort

gentle — kind, calm, tender, placid

get — acquire, obtain, find, collect, gather, receive

ghastly — horrible, awful, shocking, appalling, frightful

gift — present, reward, donation, contribution

glad — happy, joyful, delighted, pleased, grateful, content

glitter — sparkle, twinkle, shimmer, dazzle, flash

glimpse — view, see, spot, peep

gloomy — depressing, cheerless, somber, dismal

go — depart, move, proceed

good — fine, excellent, suitable, honorable/honourable (Brit.)

grab — seize, take, snatch, grasp, catch

grateful — thankful, obliged, pleased, gratified, glad, indebted

grave — serious, solemn, grim, unsmiling, sober

grief — sorrow, heartache, anguish, misery, unhappiness, agony

gross — improper, rude, coarse, vulgar, outrageous, shameful

grumpy — ill-tempered, miserable, unhappy, gloomy

guest — visitor, caller

guide — leader, controller, mentor

gust — breeze, wind

habit — custom, way, style, routine, pattern, manner, tendency, tradition

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handsome — attractive, good-looking, striking, beautiful, gorgeous

handy — skillful, able, competent, ingenious

happy — joyful, pleased, contented, delighted, cheerful, ecstatic, glad

harass — torment, bother, trouble, annoy, worry, bully, pester

hard — difficult, complicated, demanding, challenging, troublesome, problematical

harm — hurt, injure, wound, abuse, ruin

haste — hurry, speed, rush, swiftness, quickness

hate — dislike, despise, loathe, detest

have — hold, possess, own, get, acquire

havoc — chaos, disorder, catastrophe, mayhem, turmoil, confusion

hazardous — dangerous, unsafe, harmful, risky, dicey, threatening

headstrong — stubborn, obstinate, determined, intractable, willful

hectic — chaotic, frantic, confused, feverish, exciting, unsettled

help — assist, aid, support, encourage

heritage — legacy, birthright, inheritance, bequest, estate

hesitant — reluctant, unwilling, unenthusiastic, cautious, uncertain, wary

hide — conceal, cover, shield, protect, disguise, camouflage

hideous — revolting, gruesome, repulsive, ugly, horrible, dreadful, awful, disgusting

high — tall, soaring, elevated, towering, skyscraping, steep

highest — maximum, top, ultimate, supreme, topmost, most, uppermost, superlative

hijack — kidnap, take over, grab, seize

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hilarious — funny, humorous, entertaining, hysterical, laughable, amusing

hint — tip, clue, suggestion, insinuation, reminder, sign

holiday — vacation, leave, recess

home — residence, house, dwelling, apartment, quarters

hot — warm, blistering, sizzling, scorching, blazing, sweltering, flaming

humorous — funny, entertaining, hilarious, witty, comical, amusing

hurry — rush, race, hasten, accelerate

hurt — injure, damage, harm, punish, wound, disable

idea — concept, opinion, plan, view

ill — sick, injured, harmed, abused, in pain

illegible — unreadable, scrawled, scribbled, unclear

illustration — drawing, sketch, image, design, picture, artwork

imitation — copy, duplicate, replication, impersonation, replica

immaculate — perfect, spotless, neat, exquisite, flawless

immediately — instantly, now, promptly, rapidly, urgently, at once

immense — huge, gigantic, massive, enormous, vast, colossal

impact — collision, crash, blow influence, consequences, impression, effect

impartial — neutral, unbiased, objective, unprejudiced, balanced

implore — beg, plead, appeal, urge

important — vital, valuable, primary, principal, distinguished (person)

incapable — unable, unqualified, incompetent, unfit, inadequate, unsuited

incision — cut, slit, laceration

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inconsiderate — thoughtless, selfish, uncaring, insensitive, careless, ungracious

increase — enlarge, raise, surge, growth, escalation, gain

infamous — notorious, shameful, disgraceful, hateful, scandalous

infant — baby, newborn, nursling

infect — contaminate, poison, pollute, spoil, spread

infinite — endless, boundless, vast, countless, unlimited, everlasting

informal — casual, easygoing, relaxed, comfortable

innocent — blameless, legitimate, uninvolved, cleared, guiltless, honest

insane — mad, stupid, senseless, ridiculous, foolish, crazy, deranged

insolvent — bankrupt, indebted, broke, financially ruined

insomnia — sleeplessness, wakefulness, restlessness

inspect — examine, review, check/cheque (Brit.), investigate, oversee

instructions — directions, orders, guidelines, information, commands

instrument — tool, device, utensil, apparatus, appliance, equipment

insufficient — inadequate, deficient, scarce, faulty, incomplete, unsatisfactory

integrity — honesty, reliability, truthfulness, virtue, sincerity

intelligent — clever, smart, gifted, intellectual, bright, sharp, brilliant, wise

intend — plan, mean, propose, expect, aim, think, contemplate

interesting — exciting, fascinating, engaging, attractive, intriguing, captivating

invoice/bill — statement, account

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jail/gaol (Brit.) — prison

jealous — envious, resentful, green-eyed

job — occupation, work, career, profession, employment

jolly — merry, jovial, cheerful, friendly, happy, joyful, festive

journalist — reporter, correspondent, columnist, writer

joy — delight, happiness, enjoyment, pleasure, gladness

jumpy — nervous, jittery, tense, edgy, restless, anxious

justice — fairness, integrity, honesty, rightness, lawfulness

keen — eager, interested, enthusiastic

keep — hold, retain, maintain, sustain

kid — child, toddler, youngster, baby, infant

kill — slay, execute, assassinate, murder

kind — affectionate, benevolent, caring, gentle, nice, kindhearted, compassionate

lack — need, want, scarceness, shortness, shortcoming

large — big, massive, enormous, huge, great, gigantic

law — rule, act, ruling, commandment, regulation, legislation, order

lazy — idle, inactive, sluggish

leap — jump, dive, leap, bounce, fly, rocket, surge

learn — study, memorize/memorise (Brit.), absorb, master, prepare

legacy — inheritance, birthright, heritage, bequest, heirloom, estate

legalize/legalise (Brit.) — authorize/authorise (Brit.), validate, permit, allow, approve

lethal — deadly, fatal, mortal, harmful, disastrous, malignant, toxic, devastating

liberty — freedom, independence

link — connect, join, combine, attach, tie, fasten

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listen — hear, pay attention, take note, observe, concentrate

little — small, tiny, minute, miniature, petite, slight

load — cargo, freight, consignment, amount, contents, goods

loathe — despise, dislike, detest, hate

look — see, glance, stare, observe

lots — many, plenty, loads, masses, heaps, stacks

loud — noisy, roaring, thunderous, deafening, piercing

love — like, admire, fancy, cherish, adore

lowest — minimum, slightest, bottom, shortest, least

loyal — faithful, genuine, devoted, trustworthy, reliable, dependable

lucid — clear, bright, brilliant, gleaming, shining, radiant

mad — insane, crazy, delirious, foolish, daft, deranged, nutty

mail — post (Brit.), letters, packages

make — create, invent, produce, get, prepare, create, construct

manage — control, achieve, bring about, accomplish, execute, succeed

mania — obsession, craze, passion, desire, enthusiasm, infatuation

marriage — wedding, matrimony

massacre — slaughter, carnage, extermination, butchery, holocaust, genocide, murder

massive — large, immense, enormous, huge, colossal, big, vast, gigantic

match — contest, game, competition, test, race

maybe — perhaps, possibly, credible, conceivable, feasible, obtainable, can be

maximum — largest, biggest, best, extreme, utmost, top, superlative

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mend — repair, correct, restore, fix, rectify, reconstruct, revamp

mentor — teacher, tutor, guide, advisor, coach, instructor, trainer

messy — dirty, cluttered, grimy, filthy, disorganized/disorganised (Brit.)

midget — dwarf, midge, manikin, small person, gnome

mild — gentle, placid, calm, kind, meek, mellow, subdued, easygoing

minimum — smallest, least, slightest, bottom, tiniest

mischievous — playful, naughty, sportive

misery — distress, sadness, despair, grief, unhappiness, agony, anguish, hardship

mistake — fault, error, misstep, blunder, miscalculation

moan — complain, wail, sigh, groan, complain, grumble

modern — contemporary, up-to-date, new, present, current, fresh, stylish

moist — humid, damp, clammy, wet, soggy, drizzly

moody — temperamental, changeable, irritable, unstable, sulky

morals — beliefs, standards, principles, ethics, integrity, manners

motivate — inspire, encourage, influence, stimulate, drive, excite

mournful — sad, anguished, somber, doleful, cheerless, grieving, depressed

massive — large, gigantic, big, great, enormous, vast, colossal, immense

mystery — secret, puzzle, problem, question, vagueness

naive — childlike, innocent, simple, ignorant, trusting, inexperienced

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nasty — disgusting, horrible, vicious, mean, evil, hateful, unpleasant

naughty — disobedient, ill-disciplined, misbehaved, headstrong, disorderly

near — close, nearby, adjoining, neighboring/neighbouring (Brit.), bordering, alongside, beside

neat — tidy, orderly, well-organized, arranged, uncluttered, precise

necessary — essential, crucial, needed, obligatory, required

new — recent, current, contemporary, modern

next — following, subsequent, succeeding, after

nice — pleasant, good, lovely, fine, enjoyable, wonderful, delightful

noon — midday, twelve o'çlock

normal — regular, customary, usual, typical, standard, common

notable — striking, prominent, famous, remarkable, important, distinguished

notify — inform, alert, report, advise, tell, announce, brief, disclose, reveal

numerous — many, copious, plenty, several, abundant

obese — fat, stout, overweight, large, plump

obscure — secluded, unclear, incomprehensible, vague, concealed, hidden

observe — watch, view, see, notice, detect, discover, look at, recognize/recognise (Brit.)

obvious — clear, evident, noticeable, distinct, distinguishable

occupant — resident, dweller, occupier, lodger, householder, possessor

ocean — sea

odd — strange, weird, funny, abnormal, unusual, eccentric, peculiar, uncommon

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odor/ odour (Brit.) — smell, scent, aroma, fragrance, flavor/flavour (Brit.)

often — frequently, repeatedly, regularly, much, continuously

old — frail, weak, aged (person), archaic (words), dilapidated (house)

opportunity — chance, opening, occasion, excuse, moment

optimistic — positive, expectant, enthusiastic, hopeful, idealistic

oral — verbal, spoken, voiced, vocal

ornament — decoration, enhancement, beautification, trimming, accessory, enrichment

outgoing — friendly, spontaneous, extrovert, sociable, friendly, easy, informal, unrestrained

outlook — prospect, view, vision, perspective, direction, prospect, expectation, forecast

overlook — miss, omit, disregard, skip, ignore, fail to notice

oversee — supervise, manage, run, administer, watch, command

pageant — show, parade, procession, display, celebration

pain — ache, agony, discomfort, hurt, illness, misery, soreness, suffering

pants — trousers, shorts, slacks

part — section, share, piece, chunk, portion, share

particular — specific, certain, precise, actual, exact, distinct

partner — companion, friend, helper, spouse, mate, colleague, accomplice, assistant

pastor — preacher, minister, priest, reverend

peak — top, summit, highest-point, crest

peculiar — strange, odd, bizarre, funny, irregular, weird, unconventional

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peddler — hawker, vendor, seller, street-seller, marketer, costermonger

perception — insight, opinion, viewpoint, assessment, view, understanding, thoughts, idea

perfect — flawless, impeccable, faultless, excellent, superb , splendid

perhaps — possibly, maybe

peril — danger, jeopardy, threat, pitfall, endangerment

permission — consent, approval, agreement, clearance, blessing

persist — continue, pursue, persevere, carry on, endure, insist

personal — private, subjective, individual, delicate, secret, intimate, laborers/labourers (Brit.)

pessimistic — negative, gloomy, unenthusiastic, distrustful, sad, despondent, downhearted

picky — choosy, finicky, particular, critical, fussy, fault-finding

pile — heap, mass, stack, batch, load, hoard, collection

pity — sorrow, empathy, kindness, compassion, sympathy, sadness, tenderness

plan — plot, scheme, design, map

plead — beg, implore, appeal, request, pray, ask

pleasant — delightful, lovely, enjoyable, nice, charming, cheerful, delightful

poor — needy, impoverished, broke, insolvent, penniless, bankrupt

popular — well-liked, favorite/favourite (Brit.), admired, famous, prominent

port — harbor/harbour (Brit.), docks, seaport, anchorage, wharf, dockyard

position — situation, site, point, place, location, area

possessions — belongings, assets, property, goods, wealth

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possibility — chance, likelihood, feasibility, probability, opportunity

posterior — after, later, following, succeeding, rear, back, behind, last, hindmost

praise — compliment, honor/honour (Brit.), admire, commend, congratulate, applaud

prank — trick, hoax, joke

preacher — pastor, minister, missionary, vicar, reverend, clergy, evangelist

precise — accurate, specific, exact, particular, actual

predict — forecast, expect, foretell, envision, anticipate

predicament — dilemma, problem, crisis, dilemma, mess, difficulty, deadlock

preface — foreword, prologue, introduction, preamble

pretty — beautiful, lovely, striking, gorgeous, stunning, cute, dazzling

proceed — continue, go on, advance, go ahead, progress, move on

produce — create, make, construct, generate, manufacture, fabricate, cultivate, develop

productive — creative, industrious, dynamic, constructive, energetic

proposal — suggestion, plan, scheme, outline, idea, program/programme (Brit.), design

propose — suggest, recommend, advise, offer, submit, introduce, urge

prosper — thrive, bloom, flourish, grow, advance, benefit, gain

protect — shield, defend, guard, save, safeguard, cover, secure

provide — supply, give, grant, bestow, present, offer, contribute, support

purchase — buy, obtain, get, acquire, pay for

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purpose — aim, goal, target, intention, ambition, direction, plan

qualities — characteristics, abilities, assets, virtues, advantages

quantity — amount, mass, number, capacity, size, load, pile, bulk, sum

quarrel — argument, clash, dispute, squabble, disagreement, fight, row

quenching — satisfying

query — inquiry, question, concern, request

quickly — fast, hastily, swiftly, rapidly, hurriedly, speedily, immediately, promptly, briskly

quiet — silent, still, tranquil, peaceful, calm

quit — resign, leave, depart, abandon, go, withdraw

quote — retell, repeat, cite, mention, recall

rage — anger, frenzy, fury, animosity, madness, violence, outburst

raise — lift, elevate, hoist, construct, erect

rare — unusual, unique, exceptional, infrequent, strange, extraordinary, uncommon

ravenous — starving, hungry, famished, ferocious

readable — clear, understandable, legible, precise

real — genuine, actual, factual, authentic, honest, solid, substantial, true

reality — truth, genuineness, certainty, absoluteness, concreteness

rear — back, last, end, following, hindmost, posterior

reasonable — fair, sensible, realistic, practical, sound, logical, thoughtful

reassure — comfort, uplift, soothe, support, assure, encourage, console, inspire

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reckless — careless, thoughtless, irresponsible, uncontrolled, inattentive, daring

recover — heal, redeem, restore, improve, retrieve, cure, regain

reduce — decrease, cut, diminish, lessen, lower, slash

refugee — fugitive, migrant, exile, evacuee, immigrant, foreigner, expatriate

regain — recover, reclaim, salvage, retake, recapture, retrieve, repossess

regret — remorse, shame, guilt, repentance, anguish, concern, bitterness, discomfort

regular — consistent, usual, normal, standard, conventional, standard, typical, common

renowned — famous, great, outstanding, well-known, prominent, distinguished, outstanding

reliable — trustworthy, dependable, steadfast, decent, consistent, good, respectable

remark — comment, note, statement, explanation, conclusion, note, opinion

remedy — cure, medicine, medication, antidote, drug, treatment

remorse — sorrow, repentance, guilt, shame, anguish, compassion, grief

remote — secluded; far-off, isolated, distant, inaccessible, faraway, apart, lonesome

renovate — restore, revamp, recondition, renew, repair, modernize/modernise (Brit.)

replica — duplicate, imitation, copy, reproduction, model

reply — answer, response, account, reaction, acknowledgment/acknowledgement (Brit.)

reporter — journalist, writer, columnist, editor, newsperson, interviewer

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repulsive — hideous, revolting, disgusting, repellent, offensive, hateful, nasty

respond — reply, react, answer, acknowledge

rest — relax, take it easy, doze, drowse, idle, loaf, recline, slumber, unwind

restrain — confine, hold back, control, constrain, detain, hamper, prevent, limit

restrict — limit, confine, check/cheque (Brit.), curb, control, reduce, regulate

retract — withdraw, back down, cancel, deny, reverse, revoke, abjure, retreat

reveal — display, disclose, tell, affirm, admit, confess, explain, declare, inform, report

rich — wealthy, well-off, prosperous, loaded, affluent

right — correct, true, good, accurate, precise, exact, perfect, spot-on, immaculate

roomy — spacious, large, sizable, big, wide

route — way, course, direction, road, lane, track, path, trail

rubbish — waste, refuse, litter, garbage, debris, junk, rubble

rude — impolite, unmannerly, discourteous, offensive, disrespectful, coarse

rule — govern, reign, administrate, run, lead, control, manage

sacred — holy, religious, blessed, spiritual, angelic, pure

sad — unhappy, gloomy, down, miserable, depressed, blue, sorrowful, dismal

sadistic — cruel, heartless, inhuman, violent, aggressive, perverted, barbarous

safe — secured, protected, sheltered, intact, guarded, snug, shielded, unharmed

satisfied — content, convinced, gratified, pleased, positive

save — rescue, recover, revive, free, salvage, resuscitate

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scanty — skimpy, flimsy, revealing, inadequate, tight, insufficient, sparse, minimal

scare — frighten, startle, terrify, petrify, daunt, shock, terrorize/terrorise (Brit.)

scared — afraid, frightened, terrified, fearful, disturbed, horrified, petrified

scream — yell, shout, cry, howl, wail

sea — ocean

section — part, sector, unit, piece, division, segment, portion, fragment, part

see — look, view, stare, spot, perceive, notice, detect, distinguish, observe, watch

select — choose, pick, decide on, decide, take, mark

sensitive — delicate, vulnerable, emotional, nervous, touchy

several — many, numerous, various, considerable

shiver — tremble, shudder, shake, quiver, vibrate

show — display, exhibit, present, demonstrate

sidestep — avoid, bypass, evade, ditch, elude, duck, dodge

significant — meaningful, important, major, valid, noteworthy, big, considerable

similar — alike, duplicate, identical, comparable, related, coinciding

simple — easy, straightforward, uncomplicated, clear, understandable

sincere — honest, frank, genuine, earnest, trustworthy, unaffected

slaughter — kill, murder, slay, butcher, massacre, destroy

sleek — smooth, shiny, glossy, lustrous, silky

sleepy — drowsy, tired, somnolent, dull, dopey, dozy, listless, snoozy

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slender — slim, trim, willowy, lean, slight, thin, frail, lanky, skinny

slow — unhurried, gradually, leisurely, relaxed, passive, stagnant, reluctant

sly — cunning, nifty, shrewd, crafty, mischievous, skillful, devious, crooked

smack — hit, spank, whack, strike, clap, punch

smell — odor/odour (Brit.), scent, fragrance, aroma, stench, stink

solitary — alone, lonely, unsocial, private, introverted, independent, friendless, aloof

sorrow — grief, sadness, distress, regret, mourning, unhappiness, agony, misery, suffering

sound — noise, crash, echo, thud, crunch, clatter, splash

special — particular, distinct, extraordinary, unusual, different, exceptional, unique

steady — firm, sturdy, solid, stable, secure, fixed, durable, safe, immoveable, reliable

stern — strict, unyielding, harsh, hardhearted, unsympathetic, firm, rigid

stop — cease, discontinue, end, finish, halt, hold, pause, quit, stall refrain, stay

strange — odd, peculiar, unusual, unfamiliar, irregular, uncommon, queer, weird

strong — powerful, muscular, sturdy, tough, big, forceful, robust, capable

suggest — propose, advocate, recommend, advise, submit, commend, offer

sure — certain, definite, real, positive, absolute, clear

swiftly — quickly, rapidly, promptly, fast, suddenly, speedily, hastily, instantly

symbolize/symbolise (Brit.) — represent, indicate, signify, suggest, imply, illustrate

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synopsis — summary, outline, abrigment/abridgement (Brit.), recap, review

take — hold, catch, seize, grasp, acquire, remove, accept, have, collect, receive, attain

talk — chat, speak, communicate, gossip, tell, babble, chant, voice, discuss, negotiate

tall — high, giant, towering, soaring, high-reaching, sky-high, skyscraping

tantrum — outburst, fit, rage, frenzy, flare-up, temper, anger

tell — declare, disclose, reveal, advise, explain

temper — mood, attitude, temperament, nature, character, personality

thrive — prosper, develop, succeed, grow, advance, shine, progress

tidy — neat, immaculate, organized/organised (Brit.), orderly, uncluttered, clean, well-groomed

trainer — coach, mentor, advisor, teacher, guide, instructor, tutor, lecturer

transform — change, convert, alter, renovate, reconstruct, revamp, remodel

trouble — distress, anguish, anxiety, worry, misfortune, difficulty

true — genuine, accurate, right, precise, exact, valid, real, actual

trustworthy — reliable, honest, dependable, honorable/honourable (Brit.), responsible, trusty

try — attempt, test, evaluate, experiment with, investigate, prove, examine, inspect

ugly — hideous, frightening, horrible, unpleasant, terrifying, ghastly, repulsive, gruesome

umpire — referee, mediator, official, arbitrator, ref, judge, assessor, inspector, peacemaker

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unbiased — fair, impartial, neutral, unprejudiced, honest, even-handed, just, objective

uncommon — unusual, scarce, exceptional, special, rare, infrequent, surprising, odd, bizarre

uncooked — raw, rare, fresh, unprepared

under — below, beneath, underneath, bottom, downward, down, lower

unfortunate — unlucky, ill-fated, bad, unsuccessful, disastrous, adverse, doomed

unhappy — miserable, downhearted, depressed, gloomy, dismal, sad

unique — special, exclusive, exceptional, matchless, rare, uncommon, particular

urge — beg, commend, advise, plead, encourage, implore, request

use — utilize/utilise (Brit.), employ, apply, control, manage, operate, handle

usually — generally, mainly, frequently, regularly, typically, commonly, routinely

value — cost, price, rate, amount, worth, charge, expense

vanquish — conquer, overcome, defeat, crush, overpower, beat, overturn

vary — differ, fluctuate, change, alter, deviate, convert, transform

vast — huge, massive, gigantic, immense, enormous, big, tremendous

verify — confirm, prove, validate, authenticate, certify, check/cheque (Brit.)

vital — essential, important, essential, critical, crucial, necessary, needed, cardinal

vivid — clear, brilliant, bright, intense, vibrant, rich, colorful/colourful (Brit.), striking

wage — pay, earnings, income, remuneration, salary

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want — desire, crave, yearn, hunger, fancy, wish, ache, long for, lust, pine

warm — hot, melting, perspiring, sweltering, roasting, sizzling, scorching

warranty — guarantee, assurance, promise, contract, security

way — route, path, direction, road, access

weak — faint, frail, fragile, shaky, powerless, weakened, wobbly, sickly, delicate, flimsy

withstand — resist, survive, endure, combat, hold off, confront, contest, oppose

wizard — magician, sorcerer, witch doctor, enchanter, fortuneteller

writer — author, journalist, novelist, essayist, reporter, correspondent, editor, columnist

wrong — incorrect, inaccurate, unsuitable, faulty

yearly — annually, once a year

yearn — crave, long for, desire, hunger for, lust, pine

yell — scream, shout, cry, shriek, howl, roar, wail

zero — nothing, nil, nought, naught, blank

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A **metonym** is a word or expression used as a substitute for a closely related word.

• He started to drink.

• **He took to the bottle**.

• The restaurant has good food.

• The restaurant has a good **menu**

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# 22. ANTONYMS

able — unable, incapable, incompetent, unskilled, ineffective, useless

abnormal — normal, familiar, ordinary, regular, standard, conventional, usual

above — below, under, beneath, underneath, lower

absent — present, attending, existing, here

abundant — scarce, needy, poor, insufficient, lacking, sparse, rare

accept — refuse, deny, reject, decline, disapprove, disagree, oppose, condemn

acceptable — unacceptable, bad, unrespectable, unsuitable, unsatisfactory

accomplish — fail, forfeit, destroy, miss, lose, abandon, give up

accurate — careless, faulty, false, imprecise, inaccurate, unsuitable, invalid

active — passive, unmovable, inactive, fixed, calm, dormant, immobile, lazy, slow

add — subtract, decrease, deduct, delete, reduce, lessen, detach, remove

admire — despise, dislike, disapprove, condemn, hate, detest, scorn

admit — deny, abstain, dispute, disagree, reject, disregard, dismiss, expel

advance — retreat, stop, recede, back down, withdraw, turn

affirmative — negative, dissenting, unfavorable/unfavourable (Brit.)

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afraid — fearless, brave, unworried, courageous, calm, confident, heroic, valiant

age — youth, adolescence, childhood, infancy

aggressive — peaceful, apathetic, calm, easy-going, shy, timid, meek

agree — disagree, disapprove, differ, oppose, reject, decline, clash, object

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alive — dead, deceased, lifeless

alone — together

all — none, nothing, naught, zero

allow — forbid, deny, reject, disallow, prohibit, protest, refuse, disapprove, resist, oppose

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ally — enemy, foe, antagonist, opponent, opposition, detractor

always — never, at no time

ancient — modern, current, new, up-to-date, fashionable, stylish, popular

anxiety — calmness, calm, ease, peace, contentment, security, composure

apex — base, bottom

appear — disappear, vanish, abandon, hide, conceal, depart, miss, leave

appoint — dismiss, reject, disallow, fire, retract, refuse

approve — disapprove, decline, reject, condemn, disregard, dislike, despise, refuse, oppose

arrive — depart, go, leave, abandon, disappear

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arrogant — modest, timid, meek, humble, unsure, shy

artificial — natural, genuine, real, unaffected, sincere, unpretentious

ascend — descend, decrease, drop, fall, decline, lower

assemble — disperse, destroy, disperse, distribute, divide, separate, demolish

assent — dissent, disagreement, refusal, denial, opposition, disapproval, rejection

assistance — resistance, blockage, hindrance, damage, handicap, harm, obstruction

assorted — similar, the same, like, unvaried, identical, duplicate

attack — defend, support, assist, aid, guard, help, protect, shelter, shield, retreat, withstand

awake — asleep, unaware, ignorant, bored, calm

awful — terrific, delightful, beautiful, pretty, attractive, good, great, wonderful, pleasing

back — front, forward, proceed, advance, go forward, beginning, first, current

bad — good, happy, great, lucky, pleasing, fortunate, wonderful, beneficial, honest, just, worthy

barbaric — refined, civilized/civilised (Brit.), kind, cultured, nice, gentle

barren — fertile, fruitful, moist, wet, productive, cultivated, useful

base — summit, top, highest point

bashful — bold, forward, confident, aggressive

beaten — unbeaten, won, undefeated, unconquered

beautiful — ugly, horrible, repulsive, disgusting, unattractive, hideous

before — after, behind, later

begin — end, stop, cease, complete, finish, close, conclude

beginning — end(ing), conclusion, completion, outcome, finale, epilog/epilogue (Brit.)

behave — misbehave, unmannered, rowdy, improper, naughty, bad, unruly

believable — unbelievable, improbable, unlikely, unconvincing, unreliable

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benediction — malediction, refusal, disfavor/disfavour (Brit.), condemnation

beneficial — useless, bad, harmful, disadvantageous, worthless, unrewarding

benevolent — malevolent, hateful, cruel, merciless, mean, unkind, spiteful

benign — malignant, harsh, cancerous, unfriendly, violent, bad, severe, hostile, harmful

bent — straight, direct, unswerving

best — worst, poorest, inferior, least, incorrect, unimportant, fewest

betrayal — loyalty, honesty, devotion, truthfulness, faithfulness, protection, support

better — worse, more ill, sicker

big — small, little, tiny, short, insignificant, minute, slight, minor

bitter — sweet, pleasant, kind, friendly, gentle, mild, easy, nice, wonderful, soothing

black — white

blame — praise, compliment, approve, applaud, flatter, commend

bless — curse, condemn, criticize/criticise (Brit.), humiliate, shame, disapprove

blonde — brunette, dark

blunt — sharp

bold — timid, cautious, meek, weak, shy, reserved, apathetic, quiet, subdued

bottom — top, highest point, summit, peak

brave — cowardly, scared, fearful, frightened, afraid, cautious, meek, weak

broad — narrow, limited, slight, miniature, little, thin

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broad-minded — narrow-minded, conservative, prejudiced, intolerant

buoyant — despondent, gloomy, apathetic, down, morose, unhappy, upset, inactive, sad

busy — idle, inactive, lazy, unemployed

buy — sell, trade, market, auction

capable — incapable, clumsy, incompetent, stupid, unable, useless, unskilled

captivity — freedom, liberty, independence

capture — release, free, let go, discharge, rescue, save, dismiss

carefree — sad, worried, depressed, troubled, unhappy, anxious

careful — careless, reckless, foolish, idiotic, inaccurate, negligent, lax, unwise

casual — formal, smart, evening wear

cause — effect, result, conclusion, end, consequence, outcome

certain — uncertain, doubtful, indefinite, false, unclear, questionable, vague, unfixed

chaos — order, neatness, tidiness, properness

cheap — expensive, costly, unreasonable, dear, valuable, worthy, priceless

chubby — slim, slender, lean, thin, skinny

civilized/civilised (Brit.) — uncivilized/uncivilised (Brit.), uncultured, unkind, barbarous, unrefined

clean — dirty, contaminated, impure, filthy, soiled, unclean, polluted, stained

clever — foolish, unintelligent, foolish, stupid, idiotic, unwise, brainless, senseless

close — open, unblock, free, release, unlock

cloudy — clear, transparent, bright, brilliant, cloudless, sunny

clumsy — handy, agile, athletic, coordinated, graceful

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cold — hot, warm, sizzling, burning, blistering, blazing, fiery, sweltering, flaming, steaming

colossal — tiny, small, little, miniature, minute

comfort — discomfort, discontent, inconvenience, misery, unhappiness, sadness, depression

complex — simple, clear, direct, apparent, obvious, plain, evident

compliment — insult, blame, criticize/criticise (Brit.), dishonor/dishonour (Brit.), condemn

conceal — expose, disclose, uncover, reveal, show, tell

concrete — abstract, flexible, indefinite, insubstantial

conflict — agreement, harmony, peace, surrender, approval, accord, assist

connect — disconnect, divide, separate, dissociate, detach, loosen

continue — stop, discontinue, condemn, cease, end, retreat, quit, finish

convex — concave

cool — hot, warm, sweltering, sizzling, roasting, flushed, broiling

correct — wrong, incorrect, false, inaccurate, invalid, flawed

corrupt — honest, honorable/honourable ( Brit.), respectable, trustworthy, good, ethical, noble

courage — cowardice, timidity, weakness, fear, faint-heartedness

courageous — cowardly, fearful, meek, cautious, afraid, timid, weak

coward — hero, brave person, aggressor, conqueror, superman

creditor — debtor, giver, donor, borrower

crooked — straight, unbent, untwisted, horizontal

cruel — kind, friendly, compassionate, decent, gentle, humane, pleasant, merciful, nice

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curse — bless, praise, compliment, aid, help, comfort

dangerous — safe, good, harmless, honest, kind, secure, stable, guarded

dark — light, clear, luminous, sparkling, brilliant, shining, radiant, vivid

dawn — dusk, sunset, evening, sundown

day — night, darkness, evening

dear — cheap, inexpensive, worthless, low-priced, valueless

death — life, birth

decent — improper, rude, inappropriate, bad, unacceptable, unfit, unsuitable, unrefined

decline — accept, approve, grant, allow, agree, praise, flourish, progress

decrease — increase, expand, compliment, extend, raise, enlarge, grow, improve, add

deep — shallow

defeat — victory, success, accomplishment, win, triumph

defendant — complainant, accuser, plaintiff, suer

deliberate — accidental, careless, inattentive, thoughtless, unplanned, unintentional

delightful — unpleasant, horrible, repulsive, offensive, bad, unhappy, disappointing

demand — supply, give, please, grant, offer, present

deny — admit, accept, approve, agree, allow, support, assist, aid, welcome, permit

depart — arrive, enter, come, land, disembark, get there, reach, check in

depth — height, tallness, top, crest, peak, crown, highness, summit

desirable — undesirable, disgusting, evil, repulsive, unattractive, useless

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despair — hope, comfort, joy, encouragement, pleasure, happiness, joyfulness

deteriorate — improve, increase, elevate, strengthen, cure, fix, heal

different — similar, like, the same, alike, resembling, correspondent

difficult — easy, simple, effortless, plain, straightforward, uncomplicated

dirty — clean, spotless, orderly, neat, sterile, tidy

disappoint — please, assist, encourage, delight, excite, satisfy

discord — harmony, agreement, accord, coordination, coherence, unity, order

discreet — indiscreet, tactless, inconsiderate, careless, rash, foolish, thoughtless

dislike — enjoy, like, adore, admire, cherish, love, fond, respect

dismal — cheerful, happy, bright, pleasant, joyful, hopeful

diversity — unity, agreement, sameness, similarity

doubtful — certain, reliable, decided, safe, clear, definite, secure, sure, stable, trustworthy

drab — colorful/colourful (Brit.), interesting, bright, cheerful, nice, exciting, inspiring

dress — undress, take off, uncover, disrobe, reveal, bare

dry — wet, damp, moist, soaked, soggy, watery

dwarf — giant

eager — reluctant, half-hearted, unresponsive, apathetic, emotionless, uninterested

early — late, later, deferred, postponed, delayed

east — west

ebb — flow

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educated — uneducated, stupid, inexperienced, unrefined, uncultured, illiterate

elementary — advanced, complex, complicated, additional, extra, hard, difficult

emigrant — immigrant, migrant, refugee, newcomer, foreigner, outsider

employ — dismiss, lay off, fire, discharge, lose, release

empty — full, filled, bursting, crammed, packed, crowded, stocked, brimming, loaded

encourage — discourage, dishearten, upset, sadden, trouble, dampen, hinder, disapprove

enjoy — dislike, hate, detest, disapprove, condemn, despise

entirely — partly, inadequately, incompletely, partially

epilogue — prologue, introduction, preface, preamble, prelude, beginning

equal — unequal, unbalanced, uneven, irregular, different, mismatched, unlike, variable

even — uneven, irregular, unbalanced, not level

ever — never, not ever, no way, certainly not

everybody — nobody, no one

evil — good, happy, kind, modest, decent, noble

exact — inaccurate, approximate, flawed, wrong, vague, incorrect, unreliable

excess — shortage, lack, need, insufficiency, scarcity, deficiency

exclude — include, add, contain, involve, combine, cover, incorporate, accommodate

exhale — inhale, breathe in, gasp, pant

exit — entrance, way in, doorway, entry, foyer, lobby, porch, portal

fact — lie, untruth, invention, distortion, fiction, fabrication

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fail — pass, achieve, succeed, accomplish, deliver, complete, obtain, prosper, gain, win

failure — success, improvement, increase, accomplishment, benefit, blessing, achievement

fair — unfair, deceitful, dishonest, illegitimate, illegal, devious, prejudiced, misbehaving, unjust

false — true, right, correct, accurate, authentic, genuine, honest, sound, trustworthy, valid

far — near, close, nearby, adjacent, adjoining, neighboring/neigbouring (Brit.), bordering

far-fetched — acceptable, believable, realistic, genuine, decent, fair, respectable

fashionable — dated, old-fashioned, unfashionable, out-of-date, archaic, obsolete

fast — slow, clumsy, unhurried, leisurely, gradual, relaxed, lazy, reluctant

fat — lean, skinny, thin, frail, slim, slight, little, slender

fearful — fearless, courageous, unafraid, daring, brave, heroic, valiant, unflinching

feminine — masculine, manly, macho, hunk

few — many, a lot, much, lots, numerous, masses, loads, plenty, countless, abundant

find — lose, misplace, mislay, displace

finish — start, begin, commence, construct, create, introduce, initiate, open

first — last, final, ending, conclusion, end, completion, finale

flexible — rigid, inflexible, firm, intractable, stiff, unbendable, unyielding

flimsy — strong, sturdy, firm, thick, solid, heavy

float — sink, go under, submerged, disappear

follow — lead, precede

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folly — wisdom, knowledge, intelligence, judgment/judgement (Brit.)

forbid — allow, permit, tolerate, authorize/authorise (Brit.), favor/favour (Brit.), approve

forget — remember, learn, recall, recollect, revive, memorize/memorise (Brit.)

formal — casual, informal, relaxed, ordinary, unaffected

found — lost, misplaced, gone, mislaid, vanished, hidden, disappeared, obscured

freedom — captivity, confinement, imprisonment, custody, constraint

friend — enemy, foe, opponent, rival, competitor, antagonist, opposition, contender

friendly — hostile, aggressive, antagonistic, unfriendly, mean, hateful, nasty, militant

full — empty, unfilled, bare, dry

funny — serious, logical, sensible, wise, sad, unhappy, tragic, unamusing

future — past, formerly, previously, some time ago, in the past

gay — sad, depressed, unhappy, discouraged, worried, upset, miserable, gloomy, down

genius — idiot, fool, moron, jerk, imbecile, simpleton

give — take, deny, conceal, withhold, hold, hinder, keep, refuse, refrain

glad — sad, heartbroken (**See:** gay)

glory — dishonor/dishonour (Brit.), shame, discredit, disgrace, abuse, degradation, scandal

go — come, arrive, enter, stay, stop, wait

good — bad, unacceptable, unsuitable, useless, detestable, evil, mean, rotten, wicked

gorgeous — ugly, awful, unattractive, horrible, repulsive, hideous, appalling

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gradual — fast, quick, speedy, swift, hasty, rapid, dashing, hurried

grateful — ungrateful, unappreciative, ungracious, thankless, dissatisfied, unpleasant

guilty — innocent, blameless, uninvolved, pure, honest, impeccable

hamper — assist, help, aid, back, support, boost, reinforce

handsome — unattractive, ugly, repellent, unappealing, repulsive, revolting

haphazard — orderly, methodical, neat, arranged, tidy, organized/organised (Brit.)

happiness — sorrow, distress, unhappiness, grief, sadness, misery, heartache

happy — sad, unhappy, gloomy, down, depressed, miserable, dismal, cheerless

hard — soft, flimsy, cushioned, fluffy, velvety, silky, fleecy, feathery

harm — protect, assist, help, aid

harsh — gentle, tender, compassionate, courteous, good, sympathetic, considerate, friendly

hate — love, cherish, like, admire, adore, worship, treasure

healthy — ill, sick, unwell, ailing, off-color/colour (Brit.), unhealthy, run-down

heavy — light, weightless, buoyant, feathery, agile, flimsy, delicate, lightweight, portable

hectic — calm, composed, peaceful, unruffled, tranquil, relaxed, serene, placid

help — hinder, block, delay, deter, hamper, prevent, obstruct, impede, curb

heroic — cowardly, timid, weak, afraid, frightened, fearful

hideous — attractive, pretty, handsome, beautiful, stunning, striking, glamorous, lovely

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hide — reveal, show, unveil, exhibit, uncover, bare, unmask

high — low, bottom, deep, under, beneath, sunken

hit — miss (a ball)

hoist — lower (a flag)

honest — dishonest, untruthful, corrupt, lying, deceitful, crooked, shady, cunning

honor/honour (Brit.) — disgrace, blame, evil, immorality, blemish, indecency, degradation

hope — despair, doubt, disbelief, hopelessness, discouragement, pessimism

hopeful — hopeless, apathetic, pessimistic, depressed, discouraging, despairing, gloomy

host — guest

hostile — friendly, favorable/favourable (Brit.), kind, helpful, good, hospitable, pleasant

humane — cruel, sadistic, brutal, merciless, heartless, vicious, vindictive, hateful, evil

humble — boastful, proud, bragging, arrogant, bigheaded, vain, immodest, pompous

hurt — unhurt, unharmed, uninjured, safe, well, all right

ideal — unsuitable, unfit, inadequate, unacceptable, improper, irrelevant, discordant

idle — busy, engaged, occupied, unavailable, working, overloaded

impatience — patience, tolerance, self-control, calmness, passiveness

import — export, sell overseas

important — unimportant, irrelevant, insignificant, slight, minor, meaningless, unnecessary

impoverished — rich, wealthy, prosperous, well-off

include — exclude, reject, prohibit, prevent, expel, ignore, omit, block, eliminate, disallow

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increase — decrease, lessen, cut, shrink, reduce, fall, drop, depreciate, subside, lower

inferior — superior, better, improved, excellent, exceptional, good, remarkable, exclusive, expert

injustice — fairness, justice, equality, objectivity, decency, honesty, equity, integrity, humanity

inner — outer, external, exterior, outside, exposed

inside — outside, outdoor, external, open-air

insignificant — important, notable, high-ranking, prominent, outstanding, prominent, noteworthy

interesting — uninteresting, unconcerned, apathetic, indifferent, distant, aloof, uninvolved

interior — exterior, outside, outer

intoxicated — sober, not drunk, clear-headed, abstinent

join — separate, detach, disjoin, disconnect, divide, loosen, release

joy — grief, sadness, heartache, pain, agony, unhappiness, misery, remorse, distress

junior — senior, leading, older, experienced

just — unjust, partial, unfair, undeserved, unmerited, unreasonable, prejudiced, unjustified

justice — injustice, unfairness, dishonesty, corruption, illegality, lawlessness

kindle — extinguish, terminate, eliminate, end

kind — unkind, mean, unfriendly, hostile, unpleasant, uncaring, bad, inconsiderate

kindness — cruelty, wickedness, unkindness, vindictiveness, meanness, inhumanity

knowledge — ignorance, unawareness, illiteracy, inexperience, innocence, simplicity

landlord — tenant, occupier, lodger, boarder

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last — first, leading, original, primary, earliest, former, fundamental, introductory

late — early, punctual, prompt

latitude — longitude

laugh — cry, sob, weep, bawl, howl, wail, whine

learn — teach, lecture, explain, coach, instruct, direct, train, brief, inform, guide

left — right

legal — illegal, unlawful, banned, prohibited, dishonest, illegitimate forbidden, criminal

lengthen — shorten, abbreviate, condense, reduce, abridge, decrease, lessen, trim

light — dark/heavy

like — hate, dislike, detest, despise, loathe

live — die, pass away, perish

lock — unlock, open, unbolt

long — short

lose — win, succeed, accomplish, earn, obtain, receive

loss — gain, increase, improvement, achievement, addition, acquisition, benefit, progress, profit

loud — soft, quiet, melodious, low, gentle, muted, mellow, soothing, sweet, subdued

love — hate, despise, loathe, detest, dislike, disapprove

lovely — ugly, horrible, dreadful, unattractive, revolting, awful, appalling

loyal — unfaithful, deceitful, false, treacherous, disloyal, cheating, unreliable, two-faced

lucky — unlucky, unfortunate, unsuccessful, unhappy, ill-fated

mad — sane, collected, rational, sensible, wise, reasonable, balanced, sound, composed

majority — minority, secondary, section, element

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many — few, less, insufficient, hardly, any, limited, scarce, rare, little, skimpy

married — single, unmarried

massive — small, tiny, little, minute, frail, diminutive, petite, miniature

master — servant, helper, assistant, worker, servant, employee

mature — immature, young, youthful, undeveloped, childish, inexperienced, juvenile

maximum — minimum, smallest, least, slightest, tiniest

messy — clean, sparkling, spotless, hygienic, uncontaminated, bright, immaculate, sterile

miser — spendthrift, waster, spender

mobile — static, motionless, stationary, stagnant, unmoving, inactive, rigid

modern — ancient, old-fashioned, antique, olden, archaic, old-fashioned

monotony — variety

mount — dismount

much — little, tiny, minute, slight, limited, small amount, hardly any

narrow — wide, broad

nasty — kind, gentle, good, nice, refined, wonderful, decent, friendly, helpful, compassionate

near — far, distant, remote

neat — untidy, unkept, disorderly, sloppy, messy, chaotic, disarranged, slovenly, shabby

nervous — calm, relaxed, peaceful, composed, unruffled, tranquil, serene, placid

new — old, outdated, former, archaic, previous, dated, antique, old-fashioned, old-time

noise — silence, quiet, calmness, peace, stillness

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normal — abnormal, different, eccentric, extraordinary, rare, unusual, exceptional, strange

north — south

obedient — disobedient, neglectful, disloyal, unfaithful, misbehaving, rebellious, obstinate

objective — prejudiced, partial, unfair, unrealistic, opinionated

occupied — vacant, empty, unoccupied, available, untaken

often — seldom, rarely, infrequently, scarcely, irregularly, hardly

old — young, youthful, immature, adolescent, inexperienced

open — close, shut, bar, seal, lock

oppose — support, assist, aid, help, promote

optimist — pessimist, doubter, cynic, worrier

oral — written, printed, on paper, inscribed, typed, scriptural

order — chaos, disorder, loudness, indecency, confusion, violence, lawlessness

outrageous — reasonable, moral, commendable, gentle, acceptable, good, pleasing, sensible

outside — inside, indoors, interior

over — under, below, underneath, beneath

overdue — premature, early, too soon

painful — painless, good, easy, great, pleasant, delightful, wonderful

patient — impatient, agitated, frustrated, intolerant, unwilling

peace — war, battle, conflict, warfare, bloodshed, hostility, fight, struggle, rivalry, attack

peaceful — hostile, violent, disordered, agitated, unfriendly, aggressive, antagonistic, hateful

permanent — temporary, provisional, momentary, short-term, interim, acting, substitute

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permit — forbid, prevent, prohibit, ban, block, disallow, oppose, deny, restrict, obstruct, veto

play — work, toil, labor/labour (Brit.)

pleasant — unpleasant, cold, horrible, distasteful, nasty, bad, repulsive, troublesome, hostile

plural — singular, one

poison — antidote, remedy, antitoxin, cure, counteragent, neutralizer/neutraliser (Brit.)

polished — unpolished, vulgar,, bad-mannered, rough, coarse, insulting, barbaric, indecent

polite — rude, disrespectful, offensive, abusive, crude, uncivil, graceless, impolite

poor — rich, wealthy, prosperous, loaded, well-off

positive — negative, unconstructive, pessimistic, unenthusiastic, discouraging, depressing

poverty — wealth, plenty, richness, abundance, excess, luxury

praiseworthy — disgraceful, shocking, shameful, outrageous, appalling, dreadful, offensive

predecessor — successor, replacement, follower

present — absent, gone, out, missing, not present, away

pretty — ugly, unsightly, repulsive, unattractive, repelling, dreadful, disgusting

primitive — civilized/civilised (Brit.), polished, refined, cultured, educated, polite, sophisticated

probable — improbable, unlikely, dubious, doubtful, questionable, unbelievable, far-fetched

professional — amateur, casual, beginner, learner, apprentice

profound — superficial, sketchy, shallow, flimsy, slight, general, insignificant, meaningless

prohibit — allow, let, permit, agree, approve, support, empower, authorize/authorise (Brit.)

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promote — degrade, lower, damage, reduce, humiliate, degenerate, downgrade, belittle

proper — improper, indecent, unacceptable, rude, inappropriate, shocking, immoral, vulgar

prosperity — failure, disappointment, disaster, fiasco, loss, downfall

protect — harm, hurt, injure, damage, ruin, shatter, wreck, crush, ill-treat

public — private, confidential, intimate, personal, concealed, secret, exclusive, hidden

punish — reward, help, compliment, assist, praise, protect, boost

pure — impure, corrupt, dishonest, false, obscure, contaminated, indecent

qualified — unqualified, inadequate, unsuitable, incapable, inefficient, incompetent, unfit

question — answer, reply, agreement, acceptance, resolution

quick — slow, unhurried, leisurely, sluggish, lazy, relaxed, passive, reluctant, slack

quiet — noisy, rowdy, loud, deafening, boisterous, disorderly

rapid — slow, gradual, unhurried, leisurely, relaxed, slack, lazy, sluggish

reckless — careful, wary, alert, watchful, cautious, attentive, apprehensive, guarded, observant

relevant — unrelated, incompatible, inapplicable, insignificant, unfitting, unsuitable

reliable — unreliable, false, corrupt, undependable, dishonest, bad, fraudulent, deceptive

religious — unbelieving, unholy, unsacred, atheistic

remember — forget

repulsive — appealing, charming, attractive, fascinating, likable/likeable (Brit.), cute, lovable

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respect — disrespect, hate, condemn, disregard, ignore, disobey, insult, belittle

rest — work, advance, begin, go, continue, labor/labour (Brit.), start, move

rich — poor, impoverished, lacking, destitute, needy

rigid — flexible, supple, stretchy, bendable, adjustable, formable, movable/moveable (Brit.)

right — left/wrong, incorrect, mistaken, inaccurate, false, untrue

rough — smooth, soft, silky, velvety, fine

rural — urban, city, town

sad — happy, glad, pleased, joyful, cheerful, delighted, blissful, jubilant, merry

safe — dangerous, unsafe, risky, treacherous, daring, threatening, hazardous, deadly

same — different, unlike, diverse, contrasting, incomparable, mismatched, unequal

sane — insane, stupid, senseless, foolish, ridiculous, crazy, deranged, mad, irrational, mental

scarce — plentiful, ample, sufficient, abundant, common

seldom — often, many times, frequently, repeatedly, regularly, recurrently, continuously

selfish — unselfish, kind, giving, generous, benevolent, considerate, charitable, open-handed

sell — buy, purchase, obtain, acquire

senseless — wise, sensible, clever, educated, informed, experienced, smart

sharp — blunt

short — long, tall, lengthy

sick — well, healthy, strong, sound, perfect

similar — different, unlike, unequal, unrelated, opposite

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slow — fast, quick, speedy, rapidly, hasty, swiftly, racing

small — big, large, great, gigantic, immense, huge, vast, colossal, enormous, massive

smile — frown, glare

soft — hard, unbreakable, firm, rigid, solid, tough, dense, unyielding

stagnant — moving, mobile, active

stern — friendly, pleasant, sociable, pleasant, welcoming, kind, affectionate, loving, genial

stormy — calm, gentle, mild, placid

straight — bent, crooked, curly, frizzy

strengthen — weaken, discourage, dishearten, deteriorate, wane

strong — weak, frail, flimsy, delicate, fragile, unstable

sturdy — flimsy (**See:** strong)

submissive — obstinate, disobedient, resistant, unyielding, assertive

subtract — add

success — failure, disaster, fiasco, collapse, disappointment, breakdown, loss, mess

sufficient — insufficient, inadequate, unsatisfactory, lacking, deficient

suitable — unsuitable, inappropriate, incorrect, awkward, improper, unacceptable

summer — winter

sweet — sour, vinegary, acidic, bitter, unsweetened

systematic — disorderly, disorganized/disorganised (Brit.), muddled, chaotic, untidy

tactful — tactless, rude, careless, impolite, thoughtless, unrefined, uncivil, unmannered

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talkative — quiet, silent, reserved, gentle, calm, tranquil, serene, shy

tall — short, small, little, petite, undersized, tiny

tame — wild, undomesticated, untamed, uncontrolled, unmanageable

tedious — enjoyable, pleasant, fun, gratifying, entertaining, delightful

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tender — tough, chewy, stringy

tense — calm, composed, relaxed, serene, tranquil, peaceful, soothing, quiet, undisturbed

thick — thin

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thoughtful — thoughtless, insensitive, uncaring, inconsiderate, unkind, rude, indiscreet, tactless

tidy — untidy, messy, disorderly, cluttered, chaotic, littered, slovenly, topsy-turvy

tighten — slacken, loosen, expand, extend, lengthen, release, relax

told — untold, shrouded, concealed, secret

topsy-turvy — orderly, organized/organised (Brit.), arranged, tidy, neat, systematic

total — partial, incomplete, limited, restricted, part, fraction, unfinished

true — false, untrue, fake, counterfeit, forged, distorted, inaccurate, invalid, misleading

truth — lie, untruthfulness, falseness, dishonesty, inaccuracy, misrepresentation

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ugly — pretty, lovely, beautiful, attractive, appealing, good-looking

unbalanced — stable, balanced, sound, well, unwavering, solid, strong

underdone — overdone, burned/burnt (Brit.), well-done

unison — discord, disagreement, conflict, friction, dispute, disharmony

unity — diversity, discord, disagreement, antagonism, disarray, division

unhappy — happy, cheerful, glad, ecstatic, delighted, blissful, pleased, joyful, elated

unkind — friendly, kind, pleasant, welcoming, approachable, affectionate, good, helpful

upper — lower, bottom, below, under

upset — calm, tranquil, relaxed, peaceful, composed, unruffled, placid, serene

urban — rural, country

urgent — unimportant, optional, nonessential, unsubstantial

used — unused, new, untouched, surplus, additional

useful — useless, hopeless, unusable, inadequate, incompetent, ineffective, worthless

vain — humble, meek, unpretentious, modest, gentle, simple, timid, reserved, docile

valuable — worthless, useless, ineffective, valueless, rubbish, garbage, no good, junk

vindictive — forgiving, tolerant, merciful, sympathetic, lenient, understanding, compassionate

visible — invisible, obscure, hidden, indefinite, indistinct, unclear, concealed, vague

weak — strong, powerful, sturdy, capable, unshaky, confident, steady, brave, unwavering

wealth — poverty, need, scarcity, shortage, hardship

welcome — unwelcome, uninvited, unwanted, unacceptable, excluded, rejected

wholesale — retail

wholesome — unhealthy, harmful, damaging, detrimental, dangerous, risky, undesirable

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wisdom — folly, stupidity, foolishness, ignorance, thoughtlessness, senselessness

worse — better

young — old, aged, elderly

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# 23. COLLECTIVE NOUNS

A collective noun is the name for a **group** or **collection** of people, animals or things.

A collective noun can also be used without the noun to which it refers.

- *A **crowd** gathered at the door of the hall.*
- *The **board** decided against his proposal.*

a faculty of **academics**

a cast/troupe/company of **actors**

a squadron/flight/fleet of **aeroplanes** (Brit.)

a fleet/squadron/flight of **airplanes** (Amer.)

an attack of **aliens**

a congregation of **alligators**

a herd of **alpacas**

a host/choir of **angels**

a host/company of **angel fish**

a tribe/menagerie of **animals**

a herd of **antelope(s)**

a collection of **antiques**

a colony/army/swarm of **ants**

a shrewdness/troop of **apes**

a crop of **apples**

an argument of **architects**

a sheaf/quiver of **arrows**

a battery of **artillery**

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a troupe of **artistes**

a bundle of **asparagus**

a herd/drove of **asses**

a belt of **asteroids**

a field/team of **athletes**

an album of **autographs**

a troop/congress of **baboons**

a culture of **bacteria**

a cete/colony of **badgers**

a tabernacle of **bakers**

a crate/bunch of **bananas**

a roll of **banknotes**

a babble of **barbers**

a battery of **barracudas**

a fleet of **bass**

a colony of **bats**

a grove of **bayonets**

a string/rope of **beads**

a sloth of **bears**

a colony/lodge of **beavers**

a bevy of **beauties**

a bevy of **beautiful ladies**

a dormitory of **beds**

a swarm/hive of **bees**

a peal of **bells**

a flock/aviary of **birds**

a flight of **birds** (flying)

a bench of **bishops**

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a herd of **bison**

a sedge/siege of **bitterns**

a pack/sute of **bloodhounds**

a shower of **blows**

a herd/sounder of **boars**

a cluster of **bombs**

a pile/shelf/library of **books**

a grind of **bottle-nosed whales**

a set of **bowls**

a gang of **boys**

a batch of **bread**

a chatter of **budgerigars**

a herd of **buffalo**

a hail of **bullets**

a drove of **bullocks**

a clump/head of **bushes**

a flock of **bustards**

a sneer of **butlers**

a swarm/flight/rainbow of **butterflies**

a batch of **cakes**

a caravan/flock of **camels**

a slate of **candidates**

a deck of **cards** (Amer.)

a pack of **cards** (Brit.)

a fleet/convoy of **cars**

a cluster/clowder of **cats**

an army of **caterpillars**

a herd of **cattle**

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a drove of **cattle** (being driven)

**a herd of chamois**

a coalition of **cheetahs**

a brood/hatch of **chickens**

a horde of **children**

a set of **china**

a colony of **chinchillas**

a chattering of **choughs**

a pack of **cigarettes** (Amer.)

a packet of **cigarettes** (Brit.)

a bank of **circuits**

a bed of **clams**

a gathering of **clans**

an assembly of **clergy**

a wardrobe/suit/outfit of **clothes**

a bank/cluster of **clouds**

a set of **clubs**

a bed of **cockles**

an intrusion of **cockroaches**

a race/rag/rake of **colts**

a cluster of **coconuts**

a school of **cod**

a collection of **coins**

an array/rainbow of **colors/colours** (Brit.)

a network of **computers**

a batch of **cookies**

a flight of **cormorants**

a sheaf/harvest of **corn**

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a bale of **cotton**

a herd of **cows**

a pack of **coyotes**

a herd/siege/sedge of **cranes**

a crate of **crockery**

a bask of **crocodiles**

a bunch/gang of **crooks**

a clan/murder of **crows**

a litter of **cubs**

a collection of **curiosities**

a herd of **curlews**

a canteen of **cutlery**

a troupe/group of **dancers**

a herd of **deer**

a cluster of **diamonds**

a glossary of **difficult words**

an embassy of **diplomats**

a board of **directors**

a plague of **diseases**

a mob of **disorderly people**

a bubble of **divers**

a dossier of **documents**

a pack/kennel of **dogs**

a school/pod of **dolphins**

a herd/pace of **donkeys**

a dole/flight of **doves**

a chest of **drawers**

a clutch of **ducklings in a nest**

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a team of **flying ducks**

a flight/flock/leash/paddling of **ducks on land**

a cloud of **dust**

a aerie/convocation/army of **eagles**

a swarm of **eels**

a clutch/nest of **eggs**

a herd of **eland(s)**

a herd of **elephants**

a herd/gang of **elk**

a staff of **employees**

a series/chain of **events**

a panel of **experts**

a charm of **fairies**

a cast of **falcons**

a set of **false teeth**

a cast/business of **ferrets**

a real/roll of **film**

a charm/flight of **finches**

a brigade of **firemen**

a bundle of **firewood**

a shoal/school of **fish**

a bunting of **flags**

a flurry/stand of **flamingoes**

a block of **flats**

a brood/clutch of **fledglings/fledgelings** (Brit.)

a swarm of **flies**

a bouquet/bunch/arrangement/bed/vase of **flowers**

a team of **footballers**

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a lead/skulk of **foxes**

a pack of **foxhounds**

a circle/party/gathering of **friends**

an army/colony of **frogs**

a crate/basket of **fruit**

an orchard of **fruit trees**

a colony of **fungi**

a suite of **furniture**

a gaggle/flock of **geese**

a skein of **geese** (in flight)

a herd/tower/corps of **giraffe(s)**

a bevy of **girls**

a set of **glasses**

a horde/swarm/cloud of **gnats**

a flock/tribe/herd of **goats**

a pantheon of **gods**

a hoard of **gold**

a drum/chattering/charm of **goldfinch(es)**

a troubling/glint of **goldfish**

a set of golf **clubs**

a catalogue of **goods**

a troop/band of **gorillas**

a sheaf of **grain**

a bunch/cluster of **grapes**

a tuft of **grass**

a cloud of **grasshoppers**

a pack/leash of **greyhounds**

a brood/pack/covey of **grouse**

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a rasp of guinea **fowl**

a colony of **gulls**

an arsenal of **guns**

a caravan of **gypsies**

a horde of **hamsters**

a down/drove/warren of **hares**

a shock of **hair**

a herd/stud of **hart**

a field of **harvesters**

a cast/aerie of **hawks**

a stack/bale of **hay**

an array of **hedgehogs**

a brood/flock of **hens**

a scattering/siege of **herons**

an army/shoal of **herring(s)**

a range of **hills**

a herd/school/bloat/crash of **hippopotamuses**

an argumentation of **historians**

a herd/drove/drift of **hogs**

a mob of **hooligans**

a swarm/nest of **hornets**

a troop/cavalcade of **horsemen**

a team/stud of **horses**

a pack of **hounds**

a row of **houses**

a hamlet of **houses in a village**

a charm of **hummingbirds**

a blast/group of **hunters**

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a clan of **hyenas**

a crowd/colony of **ibises**

a mess of **iguanas**

a tribe of **Indians**

a wealth of **information**

a budget of **inventions**

a flight/swarm of **insects**

a group/chain/an archipelago of **islands**

a band of **jays**

a brood/smack of **jellyfish**

a cache of **jewels**

a stack of **journals**

a bench of **judges**

a panel of **jurymen**

a mob/herd/troop of **kangaroos**

a bunch of **keys**

a dynasty/empire of **kings**

a kindle/litter of **kittens**

a banner of **knights**

a gang of **laborers (Amer.)**

a gang/team of **labourers (Brit.)**

a bevy of **ladies**

a fall of **lambs**

field of **crops**

a bevy/exultation/ascension of **larks**

a murder of **lawyers**

a pile/heap of **leaves**

a troop of **lemurs**

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a leap of **leopards**

a colony of **lepers**

a shush of **librarians**

a flock of **lice**

a pack of **lies**

a pride/troop of **lion(s)**

an audience of **listeners**

a herd of **llamas**

a swarm/plague/cloud of **locusts**

a fleet/convoy of **lorries**

a school/shoal of **mackerel**

a bench of **magistrates**

a tiding/tittering/congregation of **magpies**

a bevy of **maidens**

an atlas of **maps**

a flock/stud of **mares**

a box of **matches**

a party/gang/body of **men**

a diligence of **messengers**

a nest of **mice**

a company of **moles**

a mint of **money**

a troop/tribe/barrel of **monkeys**

a monastery of **monks**

a gang/herd of **moose**

a scourge of **mosquitoes**

a fleet of **motorcars**

a range/chain of **mountains**

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a cortege of **mourners**

a band/orchestra of **musicians**

a batch of **muffins**

a barren/pack/span of **mules**

a bed of **mussels**

a list of **names**

a tribe of **natives**

a bundle of **nerves**

a watch of **nightingales**

a book of **notes**

a horde of **nomads**

a superfluity/convent of **nuns**

a cluster of **nuts**

a collection of **objects**

a bundle of old **clothes**

a rope/pocket of **onions**

a crowd of **onlookers**

a pocket of **oranges**

a flock/pride of **ostriches**

a bevy/family of **otters**

a parliament/stare of **owls**

a drove/team/yoke of **oxen**

a bed of **oysters**

a ream of **paper**

a flock/company of **parrots**

a covey of **partridges**

a tray of **peaches**

a muster/pride of **peacocks**

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a rope/string of **pearls**

a pod of **peas**

a pod of **pelicans**

a rookery/colony of **penguins**

a crowd/group/mass/queue of **people**

a troupe of **performers**

an assembly of **persons**

a brook/nest of **pheasants**

an album of **photographs**

a collection of **pictures**

a flight/flock of **pigeons**

a litter/farrow of **piglets**

a herd/litter of **pigs**

a shoal of **pilchards**

a herbarium of **plants**

a stack of **plates**

a team of **players**

a congregation/flight of **plover**

an anthology of **poems**

a patrol/posse of **policemen**

a chine of **polecats**

a herd of **ponies**

a school/pod of **porpoises**

a pocket of **potatoes**

a flock/run of **poultry**

a coterie of **prairie dogs**

a catalogue of **prices**

a gang of **prisoners**

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an anthology of **prose**

an assembly/class of **pupils**

a litter of **puppies**

a bevy/covey of **quail**

an empire of **queens**

a rosary of **quotations**

a bury/colony/warren of **rabbits**

a field/string of **racehorses**

a nursery/gaze of **raccoons**

a bundle of **rags**

a shower of **rain**

a pack of **rascals**

a colony/horde of **rats**

an unkindness of **ravens**

a clump of **reeds**

a family of **relatives**

a band of **revolutionaries**

a crash of **rhinoceroses**

a bowl of **rice**

a mob of **rioters**

a band/gang of **robbers**

a parliament/rookery of **rooks**

a suite of **rooms**

a pile/heap of **rubbish**

a mob of **ruffians**

a heap/mass of **ruins**

a line of **rulers**

a set of **rules**

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a nest of **rumors/rumours** (Brit.)

a crew of **sailors**

a set of **sails**

a communion of **saints**

a shoal/run of **salmon**

a fling of **sandpipers**

a shoal/family of **sardines**

a horde of **savages**

a troop of **scouts**

a herd of **seahorses**

a colony/herd/rookery of **seals**

a herd of **sea urchins**

a scolding of **seamstresses**

a house of **senators**

a staff of **servants**

a flock of **sheep**

a fleet/armada of **ships**

a pair of **shoes**

a mall of **shops**

a troupe of **shrimps**

a shrubbery of **shrubs**

a choir/group of **singers**

a gang of **slaves**

a surfeit of **skunks**

a gang of **slaves**

a cloud of **smoke**

a den/pit/bed of **snakes**

a fall of **snow**

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a layer of **soil**

an army/regiment/company/division/brigade/battalion of **soldiers**

a flight/host of **sparrows**

a crowd of **spectators**

a cluster/clutter of **spiders**

a dray/scurry of **squirrels**

a flight of **stairs**

a collection/album of **stamps**

a chattering/crowd/congregation of **starlings**

a cluster/constellation of **stars**

a flight of **steps**

a bundle of **sticks**

a heap/pile of **stones**

an anthology/collection of **stories**

a herd/mustering of **storks**

a picket of **strikers**

a class/academy of **students**

a flight of **swallows**

a bevy/herd of **swans**

a herd/drove of **swine**

a flotilla of **swordfish**

an agenda of **tasks**

a chest of **tea**

a fleet of **taxis**

a staff of **teachers**

a set of **teeth**

a colony of **termites**

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a battery of **tests**

a gang/pack of **thieves**

a reel of **thread**

an ambush/streak of **tigers**

a stack of **timber**

a knab/knot of **toads**

a set/kit of **tools**

a flock of **tourists**

a heap of **trash**

a chest of **treasures**

a clump/forest/plantation of **trees**

a hover of **trout**

a convoy of **trucks**

a float of **tuna(s)**

a dule/raffle/rafter of **turkeys**

a bale/dole of **turtles**

a pool of **typists**

a spawn/ phalanx of **umbrellas**

an unction of **undertakers**

a blessing of **unicorns**

a set of **utensils**

a crop/patch of **vegetables**

a fleet of **vehicles**

a haggle of **vendors**

a nest of **vipers**

a party/group of **visitors**

a queue of **voters**

a colony of **vultures**

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a mob of **wallabies**

a herd/pod of **walruses**

a convoy of **warships**

a bundle of **washing**

a colony/nest of **wasps**

a cache of **weapons**

a pack/colony of **weasels**

a school/pod of **whales**

a harvest/sheaf of **wheat**

an ambush of **widows**

a menagerie of **wild animals**

a destruction of **wildcats**

a herd of **wildebeest(s)**

a skein of wild **geese in flight**

a coven of **witches**

an argument of **wizards**

a pack of **wolves**

a stack of **wood**

a descent of **woodpeckers**

a bale of **wool**

a staff of **workers**

a gang of **workmen**

a congregation of **worshippers**

a herd of **wrens**

a worship of **writers**

a fellowship of **yeomen**

a herd of **zebra**

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# 24. PUNCTUATION

## The capital letter

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## A capital letter is used for:

1. The first word of all sentences

- *They live on a farm.*
- *Is your mother at home?*

2. The letter I, when referring to yourself

- *Where can I find her?*
- *Mother said I may go to the show.*

3. Proper nouns

(a) The names and surnames of people and the names of animals and breeds.

- *I think she is friends with Elza Jones.*
- *Our cat, Paws, is a British Shorthair.*

(b) The days of the week the and months of the year

- *Yesterday was Friday.*
- *We are going on holiday in June.*

**Note:**

The names of the seasons are not capitalized/capitalised (Brit.).

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• *In **w**inter I play netball and in **s**ummer I play tennis.*

(c) The names of public holidays, festivals and historical periods

• *New **Y**ear's **D**ay is a public holiday in most of the countries of the world.*

• *The **M**iddle **A**ges was a period of great changes.*

(d) The names of languages, countries, cities, and nationalities

• *Mr Smit teaches **E**nglish and **S**panish.*

• *Uncle John went to **I**taly and said the **I**talians were very friendly.*

• *We love **C**hinese food.*

**Note:**

We do not use capital letters for the names of school subjects, unless it is a language. *(**E**nglish, **S**panish and **G**erman, but **h**istory and **a**ccounting.)*

(e) The names of oceans, rivers, waterfalls, mountains, islands, deserts, regions, provinces, streets, bridges, monuments, the planets, volcanoes, hurricanes and other natural disasters

• *The **P**acific **O**cean is the world's largest ocean.*

• *When we were in **P**aris, we went for a cruise on the **R**hine **R**iver.*

• ***L**iberty **I**sland is near **N**ew **Y**ork.*

• *John lives in **C**hurch **S**treet.*

• ***B**ig **B**en is in London.*

**Note:**

If two or more nouns form a name, use capital letters for all the words.

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- *Yosemite National Park*
- *East Sussex*
- *Amazon River)*

(f) The names of schools, universities, hospitals, institutions, companies, organizations/organisations (Brit.) and trademarks

- *A Polo is a popular car.*
- *Benita teaches at Miami Elementary School.*
- *Sydney Hospital is a large hospital.*

(g) The names of vehicles like ships, trains and spacecraft

- *The Italian cruise ship, Costa Concordia, sank in 2012.*
- *It is very expensive to travel on the Orient Express.*
- *The first spacecraft to land on the moon was Luna 2.*

4. Titles of people when used **with, or in place of**, their names. Also other words when used instead of a name.

- *I like Dr Smit.*
- *Is the Principal in his office? (a specific person)*
- *No, Father did not attend the meeting.*

**Note:**

- *A principal has a difficult job. (any principal)*
- *No, my father did not attend the meeting.*

5. Religions, religious events, holy people, holy days, sacred books and important religious events.

- *I believe in God.*
- *The New Testament in the Bible has 27 books.*

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• *In the month of **R**amadan Muslims do not eat or drink during the day.*

**Note:**

*Venus is the Roman **g**od of love.*

6. We use capital letters for the main words in the titles. of books, songs, films and plays.

• *The **C**at in the **H**at*

• ***I**'ts **N**ow or **N**ever*

• ***F**iddler on the **R**oof*

7. The first word in a direct quotation if it is a full sentence.

• *Mother asked, "**W**here are you going?"*

• *Peter cried, "**P**lease help me!"*

8. Roman numerals, unless they are used to number information in books or used as bullets.

• *The Roman numeral for five is **V**.*

**See also:**

Roman numerals

**Note:**

• Chapter **iii**

• **iv** Do not tease the dog.

9. Initials, many abbreviations and acronyms

• *Our teacher is Mr **S**.**L**. Blake.*

• ***LOL** (acronym)*

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10. The letters on number plates of vehicles, postcodes (when letters are used) and reference numbers on documents or objects

- *997* ***AMQ***
- ***SE****1 (postcode)*
- ***TPF*** *33167 (reference number)*

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**Note:**

Capital letters are usually not used in e-mails.

- ***psmith@select.co.za***

We do not use capital letters for decades.

- *I love the music of the* ***s****ixties and* ***s****eventies.*

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## The period/full stop (Brit.)

**See also:**

Abrreviations

1. A period shows the end of a sentence.

- *Adrian has to do his homework****.***
- *The cat drinks milk****.***
- *Father works in the garden****.***

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**Note:**

A period is not used after an exclamation point, a question mark or if the sentence ends with an abbreviation with a full stop.

- *Where is the cat****?***
- *Leave me alone****!***

• She likes bright colors/colours (Brit.) like red, blue, orange, etc.

2. A period is used after initials.

• *My father's initials are H.J.*

3. Periods are used after many abbreviations.

• *adj. (adjective)*

• *Jun. (June)*

4. A period is used as a decimal separator.

• *Mother needs 12.5 m red material.*

• *I need 12.5 mg salt.*

• *The shop is 3.5 km from our house.*

Some countries use a comma as a decimal separator.

## The comma (,)

1. A comma separates words, phrases or clauses.

• *I like oranges, apples, peaches and bananas.*

• *John finished all his work, and he went to bed.*

• *The burglar broke the window, got into the study, grabbed the computer and jumped through the window.*

**Note:**

A comma is not used before **and** or **or** in a list.

• *She wants an apple, orange or a pear.*

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2. A comma creates pauses in sentences.

- *I want to go with you, but I have work to do.*

3. A comma is used after or before a name when speaking to a person.

- *Janet, come and fetch your tea.*
- *Please close the door, Dave.*

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4. In direct speech a comma is used before or after the spoken words.

- *Mother said, "Please come here."*
- *"I am coming," Ann replied.*
- *"Put your books away," said Mother.*

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5. A comma is used between two adjectives.

- *Sam ate a large, red apple.*
- *Ann has a black, fluffy cat.*
- *He is an attractive, tall boy.*

6. When more information is given in a sentence, a comma is used before and after the additional information.

- *James, the boy next door, is very naughty.*
- *The man, who found the dog, adopted him.*

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7. A comma is used to separate digits in large numbers. (1,000)

**See:** Numbers

8. Commas are used when a surname appears before a name and before a title or qualification that follows a name.

- *Jones, Tom*
- *Barry Dick, BSc*

9. Use a comma to separate geographic locations.

- *My cousin got married in Rome, Italy.*
- *They camped near Christal River, Florida.*
- *The Taj Mahal at Agra, India, is one of the most famous buildings in the world.*

10. Use a comma where one phrase or clause ends and another begins.

- *If you want to join us, please phone me.*
- *Just thinking about her behavior/behaviour (Brit.), makes me mad.*

11.Use a comma before the conjunction in a compound sentence.

- *I wanted to sleep late, but the noise outside was terrible.*
- *He failed the test, because he was ill.*

## The question mark (?)

A question mark is used after a direct question.

- *Where is Jane?*
- *May I come with you?*

A question mark is not used after indirect questions.

- *Tell me what your name is.*

## The exclamation point/mark (Brit) (!)

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Exclamation points are used after exclamations or to express strong emotions like anger, excitement, or happiness. An exclamation point must be followed by a capital letter.

- *Stop!*
- *You coward!*
- *Wonderful! He won the race.*

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**Note:**

If the exclamation point is **inside quotation marks in the direct speech**, we do not use a capital letter after the exclamation point.

- *"Be careful!" she shouted.*

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## The colon (:)

1. The colon is used to introduce a list.

- *I like bright colors/colours (Brit.): red, blue, green and yellow.*

2. A colon is used after the words "for example".

- *Mammals feed their young on milk, for example: sheep,cows and cats.*

3. It is used before a quotation.

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- *My mother always tells me: "I told you so."*

4. A colon is used when a second sentence explains the first sentence.

- *Father could not go to the concert: He had a meeting with his boss.*

5. When writing dialogue, a colon is used after the speaker. It separates the speaker from wat is being said.

• *Dr Louw: "Are you taking the medicine?"*

6. A colon is used to separate minutes from hours.

• *The concert starts at 19:30.*

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7. A colon is used between a cause and an effect.

• *If you eat less: You will lose weight.*

8. A colon is used after the title of a work to introduce the subtitle.

• *Bruno: The Story of a Dog*

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**Note:**

You only use a capital letter after a colon if you have a **complete sentence or a proper noun** after it.

## The semicolon (;)

1. A semicolon is used to join sentences where conjunctions are not used.

• *Tony practiced/practised (Brit.) very hard; he wanted to win.*

•*I have four kittens; two are bigger than the others; one kitten is grey; the other three are black.*

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2. It marks a long pause between two related ideas.

• *Danny studied very hard; it was late when he got to bed.*

3. It shows opposite ideas.

• *He is tall**;** she is short.*

4. A semicolon is often used before co-ordinate conjunctions such as yet, nevertheless, however, therefore, then, still and for.

• *Uncle Tom had a stroke a few days ago**;** however, you probably know all the details already.*

• *Anne studied very hard**;** yet she did not reach her goal.*

**Note:**

We do not use a capital letter after a semicolon**.**

## Quotation marks/inverted commas [Brit.] (“ ”)

**See:** Direct speech

1. Quotation marks are used to show direct speech.

• *Linda said: **“**I know my work well.**”***

• ***“**Where is my pen?**”** she asked.*

2. It is used to enclose the titles of songs, poems, short stories and articles.

• ***“Hallelujah”** is my favorite/favourite (Brit.) song.*

• ***“The Flying Lion”** is a short story.*

• *Mary Jones wrote the article **“How to Study”** in The Washington Post.*

**Note:**

The titles of books, newspapers and magazines are **italicized**.

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- ***The Ghost*, *The London Times*** *and* ***Country Life***

3. Quotation marks are used to repeat (quote) someone else's words.

- *Winston Churchill said:* ***"Never, never, never give up."***

4. Use quotation marks to enclose nicknames, slang or words which are not often used in that context.

- *He is called* ***"Moaner"*** *because he always complains.*
- *The car is* ***"pleading to be repaired",*** *but John pretends not to notice.*

**Note:**

All punctuation should be placed **inside** quotation marks.

## The hyphen (-)

1. A hyphen is used after a syllable when a word cannot be completed on a line.

- *tea-cher (****cher*** *on the next line)*
- *bas-ket (****ket*** *on the next line)*

2. The hyphen is used to connect some compound words.

- *The work was well-done.*
- *I like a soft-boiled egg.*

3.Use a hyphen for ages.

- *My ten-year-old brother is very naughty.*
- *His nine-year-old dog is still healthy and happy.*

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4. Use a hyphen when a single letter or number is joined to a word.

- *When Mandy broke her arm, she went for an X-ray.*
- *We have an A-frame house.*
- *Please buy a 2-litre Coke.*
- *Mother says she needs a 1-month holiday.*

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5. Hyphenate prefixes when they come before proper nouns.

- *.Nelson Mandela was an ex-president of South-Africa.*
- *In mid-winter it is very cold in London.*

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6. Use a hyphen between the parts of compound numerals from twenty-one to ninety-nine and for fractions.

- *eighty-five*
- *nine hundred fifty-five (Amer.)*
- *nine hundred and fifty-five (Brit.)*
- *two-thirds*

7. A hyphen is used between two similar letters to avoid confusion.

- *re-elect*
- *re-enter*
- *semi-invalid*

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8. Use a hyphen when the first, or more parts of a compound word are separated from the word(s) to which they are joined in meaning.

- *The four- and five-year-olds are playing games.*
- *In the test we had to do easy- and difficult sums.*

9. A hyphen is used to distinguish between the same words with different meanings.

- *You will have to re-cover that dirty book.*
- *I hope Peter will recover his stolen bicycle.*

10. Hyphenate all written-out fractions.

- *About two-fifths of the money was recovered.*
- *Only one-third of the boys play football.*

**Note:**

grandmother, stepson, sister-in-law, mother-in-law

## The dash (en dash and em dash)

An en dash (–) is slightly longer than a hyphen and an em dash (—) is the longest.

1. An en dash (–) is often used to indicate a closed range of values, such as dates, times or numbers. It is also used when the time frame has not yet ended.

- *Anne was in hospital from March 22–April 10.*
- *You have to learn pages 126–170.*
- *Theo Martins (1978–2014)*
- *Joy Bain (2010– )*

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The **en dash** is read as **"to"** or **"through".**

1. An **em dash (—)** can be used in the same way as commas or parenthesis to give an explanation or additional information.

- *The girl—who is very thin—eats very little.*
- *Bruno—our dog—is very big.*

• *The thief—who stole our car—was caught by the police.*

2.. An **em dash (—)** can be used to indicate unfinished dialogue, words or letters.

• *"Please help! The dog is—"*

• *"I will," he screamed. "I will—"*

• *He said that the truth was that—*

3. It can also force a pause similar to a comma, semicolon and colon.

• *I am not going to the show—I want to study.*

• *Tom is in bed—he is not feeling well.*

• *Janet is cross with me—I don't know why.*

4. An **em dash** can be used in a list.

Please do the following:

—wash the car

—clean the bathroom

—do the ironing

**Note:**

There is no space added on either side of a dash, except when it is a hanging dash **(2010– )**

## Parentheses/brackets [Brit.] ( )

Parentheses can often be replaced by commas or dashes.

1. Parentheses are used to supply additional information.

• *My cousin (Carl) is a prefect.*

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• *Thomas Edison (the inventor of a light bulb) was an American.*

2. It is used to explain something.

• *The baby (who is very tiny) sleeps a lot.*

• *Nelson Mandela (a former president of South Africa) was a respected leader.*

3. Parentheses are used to enclose information about word origin.

• *potjiekos (Afr.)*

• *au pair(Fr.)*

4. Parentheses are used in mathematical expressions–for example to show which part of a calculation should be done first.

• *20 - (6 x 2) = 8*

• *5 + (3 x 3) = 14*

## The ellipsis ( … )

1. An ellipsis shows that a word or words, have been left out of a sentence or quote.

• *I will be able to …*

2. It is also used to create suspense.

• *The winning team is …*

3. It shows that a sentence has not been finished.

• *Help! The dog is …*

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# The Apostrophe (‘)

The apostrophe **(‘)** plus the letter **s** is used to show ownership, form plurals or to abbreviate words.

1. To form the possessive case. It shows something belongs to someone or something.

(a) If the owner is singular, the apostrophe comes after the singular form of the noun.

- *The girl’s dress is pretty.*
- *The child‘s book is neat.*

(b) Plurals get an apostrophe after the plural form of the noun.

- *The girls‘ dresses are pretty.*
- *The ladies’ coats are warm.*
- *I have to fetch the geese’s food.*

(c) If a noun ends in **-ss**, add the apostrophe **‘s**.

- *The hostess‘s shoes were black.*
- *The boss‘s orders are final.*

(d) In plural compound nouns an **s** is added to form the plural and a separate **‘s** is added for the possessive form.

- *My sisters-in-law’s dresses are very pretty.*

2.The apostrophe is sometimes used to form plurals of letters, numbers or short words to **prevent confusion. See:** Plurals

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• *The word stress has two s'**s** and the plural of two is two'**s**.*

• *Add all the **6's** in the list.*

**Note:**

• The apostrophe is also used to shorten or abbreviate words. **See:** Contractions

• The apostrophe takes the place of the letter or letters which have been left out.

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# 25. CONTRACTIONS

When an apostrophe takes the place of a letter or letters which have been left out, it is called a contraction.

- *I am not ill.(**I'm** not ill.)*
- *They have not been to church.*

*(**They've** not been to church.)*

**Note:**

Contractions are not used in formal writing.

## Examples of contractions

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| Ally is | Ally's | let us | let's |
|---|---|---|---|
| are not | aren't | she had | she'd |
| cannot | can't | she has | she's |
| could not | couldn't | she is | she's |
| did not | didn't | she will | she'll |
| do not | don't | should not | shouldn't |
| does not | doesn't | they are | they're |
| has not | hasn't | they have | they've |
| have not | haven't | they will | they'll |
| he had | he'd | was not | wasn't |
| he has | he's | we are | we're |
| he will | he'll | we have | we've |
| I am | I'm | we did not | didn't |
| I shall | I'll | what is | what's |
| is not | isn't | where is | where's |
| it is | it's | you have | you've |

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# 26. DEGREES OF COMPARISON

## Rules for degrees of comparison

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1. Degrees of comparison are used for **adjectives and adverbs**.

2. Only the **positive degree** can be used with **more** and **most**.

3. By using **less** and **least**, we can indicate the lower or **lowest degree** of something.

- *competitive — less competitive — least competitive.*
- *Tom is very competitive, Andy is **less** competitive and Amy is the least competitive.*

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4. Some words have two comparative and superlative forms.

- *clever — cleverer/more clever — cleverest/most clever*
- *likely — likelier/more likely — likeliest/most likely*

5. Comparisons can also be used to compare something to herself, himself or itself.

- *John is **most unpleasant** when someone criticiz(s)es him.*
- *His car starts **more difficult** when it is very cold.*

**Note:**

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In these cases **the** is not used before more and most.

**1. The positive degree** refers to one thing.

- *My horse is **fast**.*

**2. The comparative degree** compares to two things.

- *His horse is **faster** than John's horse.*

(a) For words with a short vowel add another consonant and **er**.

- *red — redd**er***

(b) For words with double vowels or double consonants add **er**.

- *loud — loud**er***
- *stiff — stiff**er***

(c) For words ending in **-e** add **r.**

- *late — later*

(d) For words ending in **-y** change the **y** to **i** and add **er.**

- *pretty — prettier*
- *cloudy — cloudier*

(e) For words with more than two syllables, use **more** before the word.

- *attractive — **more** attractive*

(f) For some words different words are used.

- *bad — **worse***
- *good — **better***

(g) For **adverbs** ending in **ly** we use **more** before the word.

- *beautifully — more beautifully*

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• *greedily — more greedily*

**Exception:** early — earlier

(h) If a word has **two syllables** and ends in **-ful**, **-less**, **-ing**, **ed** or **-ous**, use **more.**

• *hopeful — more hopeful*

• *fearless — more fearless*

• *boring — more boring*

• *crowded — more crowded*

• *famous — more famous*

## 3. The superlative degree refers to more than two things. It describes the best or the most.

(a) The rules are the same as for the comparative degree except that the **r** and **er** are changed to **st**.

• *Father's horse is the fastest of the three.*

(b) **More** is replaced with **most**.

• *He ate the most food.*

(c) In the superlative degree we use **the** before the adjective.

• *He is the best of all.*

(d) Some words change completely in the superlative degree.

• *little — less — **least***

(e) For **adverbs** ending in **ly** we use **most** before the word.

• *beautifully — **most** beautifully*

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• *greedily — **most** greedily*

**Exception:** early — earliest

(f) If a word has **two syllables** and ends in **-ful**, **-less**, **-ing**, **ed** or **-ous**, use **most.**

• hopeful — most hopeful
• fearless — most fearless
• boring — most boring
• crowded — most crowded
• famous — most famous

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## List of degrees of comparison

**Positive degree — Comparative degree — Superlative degree**

able — abler/more able — ablest/most able
active — more active — most active
adorable — more adorable — most adorable
agile — more agile — most agile
agreeable  more agreeable  most agreeable
alert — more alert — most alert
amusing — more amusing — most amusing
ancient — more ancient — most ancient
angry — angrier — angriest
astonished — more astonished — most astonished
attractive — more attractive — most attractive
bad — worse — worst
badly — worse — worst

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baggy  baggier — baggiest

beautiful — more beautiful — most beautiful

beautifully — more beautifully — most beautifully

beefy  beefier  beefiest

big — bigger — biggest

bitchy — bitchier — bitchiest

bitter — bitterer/more bitter — bitterest/most bitter

black — blacker — blackest

bland — blander — blandest

bloody — bloodier — bloodiest

blue — bluer — bluest

bold — bolder — boldest

bony  bonier — boniest

bossy — bossier — bossiest

bouncy — bouncier — bounciest

brave — braver — bravest

breezy — breezier — breeziest

brief — briefer — briefest

bright — brighter — brightest

brilliant — more brilliant — most brilliant

broad — broader — broadest

broody — broodier — broodiest

busy — busier — busiest

calm — calmer — calmest

capable — more capable — most capable

careful — more careful — most careful

carefully — more carefully — most carefully

careless — more careless — most careless

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catchy — catchier — catchiest

cautious — more cautious — most cautious

certain — more certain — most certain

certainly — more certainly — most certainly

cheap — cheaper — cheapest

cheeky — cheekier — cheekiest

cheerful — more cheerful — most cheerful

cheerfully — more cheerfully — most cheerfully

chewy — chewier — chewiest

chubby — chubbier — chubbiest

classy — classier — classiest

clean — cleaner — cleanest

cleanly — cleanlier — cleanliest

clear — clearer — clearest

clever — cleverer/more clever — cleverest/most clever

close — closer — closest

clouded — more clouded — most clouded

cloudy — cloudier — cloudiest

clumsy — clumsier — clumsiest

coarse — coarser — coarsest

cocky — cockier — cockiest

cold — colder — coldest

colorful — more colorful — most colorful

colourful — more colourful — most colourful (Brit.)

comfortable — more comfortable — most comfortable

common — commoner/more common — commonest/most common

competitive — more competitive — most competitive

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conservative — more conservative — most conservative

convenient — more convenient — most convenient

cool — cooler — coolest

costly — costlier — costliest

cosy — cosier — cosiest

courageous — more courageous — most courageous

crazy — crazier — craziest

cream — creamier — creamiest

creepy — creepier — creepiest

crispy — crispier — crispiest

crooked — more crooked — most crooked

cruel — crueler — cruelest

cruel — crueller — cruellest (Brit.)

crunchy — crunchier — crunchiest

cunning — more cunning — most cunning

curious — more curious — most curious

curly — curlier — curliest

curvy — curvier — curviest

cute — cuter — cutest

dainty — daintier — daintiest

damp — damper — dampest

dangerous — more dangerous — most dangerous

dark — darker — darkest

dead — dead — dead

deadly — deadlier — deadliest

dear — dearer — dearest

deep — deeper — deepest

dense — denser — densest

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delicate — more delicate — most delicate

delicious — more delicious — most delicious

delightful — more delightful — most delightful

determined — more determined — most determined

difficult — more difficult — most difficult

dim — dimmer — dimmest

dim — more dimly — most dimly

dirty — dirtier — dirtiest

disappointed — more disappointed — most disappointed

distant — more distant — most distant

dizzy — dizzier — dizziest

dry — drier/dryer — driest/dryest

dull — duller — dullest

dumb — dumber — dumbest

dusty — dustier — dustiest

eager — more eager — most eager

early — earlier — earliest

easy — easier — easiest

effective — more effective — most effective

effectively — more effectively  most effectively

efficient — more efficient — most efficient

efficiently — more efficiently — most efficiently

enjoyable — more enjoyable — most enjoyable

enjoyably — more enjoyably — most enjoyably

enthusiastic — more enthusiastic — most enthusiastic

excellent — more excellent — most excellent

expensive — more expensive — most expensive

experienced — more experienced — most experienced

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faint — fainter — faintest

fair — fairer — fairest

faithful — more faithful — most faithful

fancy — fancier — fanciest

famous — more famous — most famous

far — farther/further — farthest/furthest

** In American English farthest is used for physical distances and furthest for figurative*

*distances.*

*Their farm is the **farthest** from town. (physical distance)*

*Ben's problem was the **furthest** thing from my mind.(figurative distance)*

*In British English furthest is used for both.*

fast — faster — fastest

fat — fatter — fattest

fearless — more fearless — most fearless

feeble — feebler — feeblest

few — fewer — fewest

fierce — fiercer — fiercest

filthy — filthier — filthiest

fine — finer — finest

firm — firmer — firmest

fit — fitter — fittest

flabby — flabbier — flabbiest

flaky — flakier — flakiest

flat — flatter — flattest

fleshy — fleshier — fleshiest

flimsy — flimsier — flimsiest

foolish — more foolish — most foolish

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forgetful — more forgetful — most forgetful

fragile — more fragile — most fragile

free — freer — freest

freely  more freely — most freely

frequently — more frequently — most frequently

fresh — fresher — freshest

friendly — friendlier — friendliest

frightened — more frightened — most frightened

frightening — more frightening — most frightening

frizzy — frizzier — frizziest

full — fuller — fullest

fully — more fully — most fully

fun  more fun — most fun

funny — funnier — funniest

furious — more furious — most furious

furry — furrier — furriest

generous — more generous — most generous

gentle — gentler — gentlest

gifted — more gifted — most gifted

glad — gladder — gladdest

gladly — more gladly — most gladly

gloomy — gloomier — gloomiest

glossy — glossier — glossiest

gnarly — gnarlier — gnarliest

good — better — best

gorgeous — more gorgeous — most gorgeous

graceful — more graceful — most graceful

grand — grander — grandest

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grassy — grassier — grassiest

grave — graver — gravest

greasy — greasier — greasiest

great — greater — greatest

greedy — greedier — greediest

greedily  more greedily — most greedily

green — greener — greenest

gross — grosser — grossest

grumpy — grumpier — grumpiest

guilty — guiltier — guiltiest

hairy — hairier — hairiest

handsome — more handsome — most handsome

handy — handier — handiest

happy — happier — happiest

happily — more happily — most happily

hard — harder — hardest

harmless — more harmless — most harmless

harsh — harsher — harshest

hasty — hastier — hastiest

healthy — healthier — healthiest

heavy — heavier — heaviest

heavily — more heavily — most heavily

helpful — more helpful — most helpful

hideous — more hideous — most hideous

high — higher — highest

hilarious — more hilarious — most hilarious

hind — hinder — hindmost

hip — hipper — hippest

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honest — more honest — most honest

honestly  more honestly — most honestly

hopeful — more hopeful — most hopeful

horrible — more horrible — most horrible

horribly — more horribly — most horribly

hot — hotter — hottest

huge — huger — hugest

humble — humbler — humblest

hungry — hungrier — hungriest

icy — icier — iciest

ignorant — more ignorant — most ignorant

ill — more ill — most ill

ill — worse — worst

imaginative — more imaginative — most imaginative

immense — more immense — most immense

important — more important — most important

impractical — more impractical — most impractical

in — inner — inmost/innermost

intelligent — more intelligent — most intelligent

interesting — more interesting — most interesting

itchy — itchier — itchiest

jealous — more jealous — most jealous

joyful — more joyful — most joyful

joyfully — more joyfully — most joyfully

jolly — jollier — jolliest

juicy — juicier — juiciest

kind — kinder — kindest

kindly — kindlier — kindliest

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large — larger — largest

late — later/latter — latest/last

lazy — lazier — laziest

lean — leaner — leanest

leggy — leggier — leggiest

light — lighter — lightest

likely — likelier/more likely — likeliest/most likely

little (money) — less — least

little (girl) — littler — littlest

lively — livelier — liveliest

lonely — lonelier — loneliest

long — longer — longest

loud — louder — loudest

loudly — more loudly — most loudly

lovable — more lovable — most lovable

lovely — lovelier — loveliest

low — lower — lowest

lucky — luckier — luckiest

luxurious — more luxurious — most luxurious

mad — madder — maddest

manageable — more manageable — most manageable

many — more — most

mean — meaner — meanest

meek — meeker — meekest

mellow — mellower — mellowest

mercy — mercier — merciest

merry — merrier — merriest

messy — messier — messiest

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mighty — mightier — mightiest

mild — milder — mildest

miserable — more miserable — most miserable

misty — mistier — mistiest

modern — more modern — most modern

moist — moister — moistest

much — more — most

muddy — muddier — muddiest

mysterious — more mysterious — most mysterious

narrow — narrower/more narrow — narrowest/most narrow

nasty — nastier — nastiest

naughty — naughtier — naughtiest

near — nearer — nearest

neat — neater — neatest

necessary — more necessary — most necessary

needy — needier — neediest

nervous — more nervous — most nervous

new — newer — newest

nice — nicer — nicest

noble — nobler — noblest

noisy — noisier — noisiest

obedient — more obedient — most obedient

observant — more observant — most observant

odd — odder — oddest

offensive — more offensive — most offensive

often — more often/oftener — most often/oftenest

oily — oilier — oiliest

old — older/elder — oldest/eldest

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original — more original — most original

out — outer — outmost/outermost

painful — more painful — most painful

painfully — more painfully — most painfully

pale — paler — palest

peaceful — more peaceful — most peaceful

perfect — more perfect — most perfect

petty — pettier — pettiest

plain — plainer — plainest

pleasant — pleasanter/more pleasant — pleasanter/most pleasant

plump — plumper — plumpest

polite — politer/more polite — politest/most polite

poor — poorer — poorest

popular — more popular — most popular

positive — more positive — most positive

powerful — more powerful — most powerful

practical — more practical — most practical

pretty — prettier — prettiest

proper — more proper — most proper

prosperous — more prosperous — most prosperous

proud — prouder — proudest

pure — purer — purest

qualified — more/better qualified — most/best qualified

quick — quicker — quickest

quickly  more quickly — most quickly

quiet — quieter/more quiet — quietest/most quiet

rare — rarer — rarest

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raw — rawer — rawest

recent — more recent — most recent

red — redder — reddest

reliable — more reliable — most reliable

remote — remoter — remotest

rich — richer — richest

ripe — riper — ripest

risky — riskier — riskiest

robust — more robust — most robust

rocky — rockier — rockiest

romantic — more romantic — most romantic

roomy — roomier — roomiest

rosy — rosier — rosiest

rough — rougher — roughest

round — rounder — roundest

rude — ruder — rudest

rusty — rustier — rustiest

sad — sadder — saddest

safe — safer — safest

salty — saltier — saltiest

sane — saner — sanest

satisfactory — more satisfactory — most satisfactory

savage — more savage — most savage

scary — scarier — scariest

secure — more secure — most secure

selfish — more selfish — most selfish

sensible — more sensible — most sensible

severe — more severe — most severe

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shallow — shallower — shallowest

sharp — sharper — sharpest

shiny — shinier — shiniest

short — shorter — shortest

shy — shyer — shyest

silly — sillier — silliest

simple — simpler/more simple — simplest/most simple

simply — more simply  most simply

sincere — more sincere — most sincere

skinny — skinnier — skinniest

sleepy — sleepier — sleepiest

slim — slimmer — slimmest

slimy — slimier — slimiest

slow — slower — slowest

slowly — more slowly — most slowly

sly — slyer/sliest — slyest/sliest

small — smaller — smallest

smart — smarter — smartest

smelly — smellier — smelliest

smoky — smokier — smokiest

smooth — smoother — smoothest

soft — softer — softest

softly — more softly — most softly

soon — sooner — soonest

sore — sorer — sorest

sorry — sorrier — sorriest

sour — sourer — sourest

spicy — spicier — spiciest

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splendid — more splendid — most splendid

steep — steeper — steepest

sticky — stickier — stickiest

stiff — stiffer — stiffest

still — stiller — stillest

stingy — stingier — stingiest

strange — stranger — strangest

strict — stricter — strictest

strong — stronger — strongest

stubborn — more stubborn — most stubborn

studious — more studious — most studious

stupid — stupider/more stupid — stupidest/most stupid

subtle  subtler/more subtle  subtlest/most subtle

successful — more successful — most successful

sunny — sunnier — sunniest

sure — surer/more sure — surest/most sure

surly — surlier — surliest

surprising — more surprising — most surprising

sweaty — sweatier — sweatiest

sweet — sweeter — sweetest

sweetly — more sweetly — most sweetly

swiftly — more swiftly — most swiftly

swollen — more swollen — most swollen

tall — taller — tallest

tan — tanner — tannest

tasty — tastier — tastiest

tender — tenderer/more tender — tenderest/most tender

terrible — more terrible — most terrible

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terribly  more terrible — most terrible

terrific — more terrific — most terrific

thirsty — thirstier — thirstiest

thick — thicker — thickest

thin — thinner — thinnest

thoughtful — more thoughtful — most thoughtful

tight — tighter — tightest

tiny — tinier — tiniest

tough — tougher — toughest

tragic — more tragic — most tragic

true — truer — truest

truly — more truly — most — truly

truthful — more truthful — most truthful

ugly — uglier — ugliest

unkind — more unkind — most unkind

unusual — more unusual — most unusual

up — upper — uppermost

upset — more upset — most upset

useful — more useful — most useful

usefully — more usefully — most usefully

valuable — more valuable — most valuable

visible — more visible — most visible

warm — warmer — warmest

wealthy — wealthier — wealthiest

weird — weirder — weirdest

well — better — best

wet — wetter — wettest

white — whiter — whitest

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wide — wider — widest

wild — wilder — wildest

windy — windier — windiest

wise — wiser — wisest

witty — wittier — wittiest

wonderful — more wonderful — most wonderful

worldly — worldlier — worldliest

worthy — worthier — worthiest

yellow — yellower/more yellow — yellowest/most yellow

young — younger — youngest

zealous — more zealous — most zealous

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# 27. LITERAL AND FIGURATIVE LANGUAGE

## Literal language

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When we use literal language we say **exactly what we mean**.

- *Mia broke a cup.*
- *The black horse won the race.*
- *Mother likes to wear red.*
- *The wind is very strong today.*
- *I like cats and dogs.*
- *We saw an elephant in the reserve.*

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## Figurative language

1. The figurative meaning is when a word means something **different than what it appears to mean.**

2. It makes text **more interesting** and is often used in **idioms and poems.**

3. **Metaphors** and **similes** are also types of figurative language.

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- *Her heart is broken because her cat died. (She feels very sad.)*
- *I am so hungry I could eat a horse. (I am very hungry.)*

• *She saw red when he threw a stone at her. (She was very angry.)*

• *He ran like the wind. (He ran very fast.)*

• *It is raining cats and dogs. (It is raining hard.)*

• *The woman is as big as an elephant. (The woman is very large.)*

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# 28. METAPHORS

1. Metaphors have a figurative meaning.

2. They describe something by comparing two things, which are essentially not alike, but that share a common characteristic.,

3. Metaphors do not use the words **like** or **as**.

- *He **saw red** when the boy tripped him.*
- *Jane's brain is a **computer**.*
- *Everything goes wrong on a **blue Monday.***
- *A **blanket of snow** covered the yard.*
- *Andrew was a **pig** at dinner.*
- *Life is a **rollercoaster**.*
- *Margie is my **sunshine**.*
- *The murderer has a **heart of stone**.*
- *Jill is a **night owl**.*
- *You are my little **angel**.*
- *Time is **money**.*
- *Mother is feeling **blue**.*
- *The poor girl's home was a **prison**.*
- *Our teacher is a **walking dictionary**.*
- *The principal is a **monster**.*
- *John is a **couch potato.***

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**Note:**

All metaphors are figurative, but not all figurative things are metaphors.

# 29. SIMILES

## (Comparisons)

1. A simile is a type of figurative expression.

2. Similes are comparisons where one thing is compared to the other using the words **like** or **as**.

3. New similes are often created and used, especially by authors and poets.

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as **active** as quicksilver

as **afraid** as a grasshopper

as **ageless** as the sun

as **agile** as a cat

as **alert** as a bird

as **alike** as two peas in a pod

as **alone** as a leper (Crusoe)

as **ambitious** as the devil (lady Macbeth)

as **American** as apple pie

as **ancient** as the sun (stars)

as **angry** as a wasp

as **artificial** as clockwork (made-ice)

as **audacious** as the day

as **awful** as justice (thunder, silence)

as **awkward** as a cow on ice

as **bad** as the itch

as **bald** as an eagle (a coot, an egg))

as **bare** as a stone (winter)

as **barren** as winter rain

as **bashful** as a schoolgirl

as **beautiful** as the sunset (a rainbow)

to **behave** like a cat on hot bricks (to behave nervously or anxiously)

as **big** as an elephant (a bus, a whale, a building)

as **bitter**as gall ( hemlock)

as **black** as coal (pitch)

as **blameless** as snow

as **blank** as a wall (an empty bottle)

as **blind** as a bat (a mole, ignorance))

as **blue** as the deepest ocean (forget-me-nots)

as **blunt** as a hammer (the back of a knife)

as **boisterous** as stormy sea winds

as **bold** as brass (a lion)

as **boring** as watching paint dry

as **boundless** as the ocean

as **brainless** as a chimpanzee

as **brave** as a lion (Achilles)

as **brief** as time (a dream)

as **bright** as a new penny (a new pin/button/shilling)

as **brilliant** as stars

as **brittle** as glass

as **broad** as heaven

as **brown** as a berry

as **busy** as a bee (a cat on a hot tin roof)

as **calm** as the summer sea (glass, death,a millpond)

as **candid** as mirrors

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as **careless** as the wind

as **cautious** as a fox

as **certain** as the rising of the morning sun (Christmas)

as **changeable** as a weathercock (the moon)

as **chaste** as a lily

as **cheap** as dirt (lies)

as **cheeky** as a young bantam cock

as **cheerful** as a lark (the birds)

as **cheerless** as the grave

as **chilly** as a tomb

as **chubby** as a cherub

as **clammy** as death

as **clean** as a new pin (a whistle)

as **clear** as daylight (crystal, a bell)

as **clever** as paint

to **climb** like a monkey

as **clumsy** as a bear (an elephant)

as **cold** as ice (winter)

as **colorful/colourful** (Brit.) as a rainbow

as **common** as dirt (pins, poverty)

as **complacent** as a cat

as **confident** as Hercules (justice)

as **conscientious** as a dog

as **consoling** as night

as **constant** as the sun

as **contagious** as yawn

as **contrary** as light and dark

as **convincing** as a multiplication table

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as **cool** as a cucumber

as **costly** as an election

as **cosy** as the nest of the bird

as **countless** as the stars (the desert sand)

as **cowardly** as a wild duck

as **crafty** as a fox

as **credulous** as a child

as **crisp** as new banknotes

as **crooked** as a corkscrew

as **cruel** as death (winter)

as **cunning** as a fox

to be **cunning** like a wolf in sheep's clothing

as **curious** as a fish

to **cry** like a baby

to **dance** like no one is watching

as **dangerous** as a machine gun

as **dark** as pitch (a dungeon, midnight)

as **dead** as a doornail (the dodo)

as **deaf** as a post

as **deceitful** as the devil

as **deceptive** as a mirage in a desert

as **deep** as the sea

as **dejected** as a wet hen

as **delicious** as forbidden fruit

as **desolate** as a tomb

as **devoted** as a faithful dog

as **different** as chalk from cheese

as **difficult** as nailing jelly to a tree (a Greek puzzle)

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as **dirty** as a hog

as **disappointing** as wet gunpowder

as **dismal** as a hearse

as **distant** as the horizon

as **dizzy** as a goose

as **docile** as a lamb

as **dreadful** as a gathering storm

as **dreary** as an empty house

to **drink** like a fish (drink too much)

to **drop** like flies (falling or dying in great numbers)

as **drunk** as a lord

as **dry** as dust (a bone)

as **dull** as ditchwater (dishwater)

as **eager** as a bridegroom

as **easy** as ABC (pie, as taking candy from a baby)

to **eat** like a horse

as **elusive** as quicksilver

as **empty** as an idiot's mind

as **enticing** as a riddle

as **essential** as the dew

to have **eyes** like a hawk (very good vision)

as **faithful** as a dog

as **far** as the eye can see

as **far apart** as the poles

as **fast** as light

as **fat** as a pig

as **fierce** as a tiger

as **fiery** as a volcano

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to **fight** like cats and dogs (to fight very often)

it's like **finding** a needle in a haystack (very difficult to find)

as **firm** as a rock

as **fit** as a fiddle

something **fits** like a glove (fits perfectly)

as **flat** as a pancake

as **fleet** as the wind

as **fragile** as a house of cards

as **free** as a bird

as **fresh** as a daisy (the air in spring, a mountain stream)

as **friendly** as a puppy

to be **frightened** like a deer/rabbit caught in the headlights (very frightened)

as **frisky** as a lamb

as **gaudy** as a butterfly

as **gay** as a lark

as **gentle** as a lamb

as **glad** as a fly (a blooming tree)

to **gleam** like pearls

as **gloomy** as night

as **glorious** as the sun

as **glossy** as a mole (the finest silk)

as **good** as gold

as **graceful** as a swan

as **gracious** as the morning (a duchess)

as **grand** as a victory, (a Greek statue)

as **grave** as a judge

as **great** as a lord

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as **greedy** as a dog (a hog)

as **green** as grass

as **grey** as smoke (time)

as **grim** as death (hell)

to **grow** like a weed (to grow fast)

as **grumpy** as a bear with a sore head

as **haggard** as specters/spectres (Brit.) (crime)

as **hairless** as an egg

as **hairy** as a spider

as **handsome** as paint (a picture)

as **happy** as a king (a lark, a dog with two tails)

as **hard** as nails (granite, steel)

as **harsh** as the truth

as **harmless** as a dove (a baby)

as **hasty** as fire

as **hateful** as death

as **healthy** as a May morning

as **heavy** as lead

as **helpless** as a baby

as **hideous** as the Witch of Ender

as **high** as heaven (the stars)

as **hoarse** as a crow (a raven)

as **hollow** as a drum

as **honest** as a mirror

as **hopeful** as the break of day

as **hot** as hell (fire, a desert, molten lead)

as **huge** as high Olympus

as **humble** as a worm

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as **hungry** as a wolf (bear, a hunter)

**incredible** like a dream (hard to believe)

as **ignorant** as a child

as **illusive** as a dream (quicksilver)

as **immaculate** as an angel

as **immense** as the sea

as **immortal** as the stars

as **inconsistent** as the moon (the sea)

as **industrious** as an ant

as **inevitable** as death

as **innocent** as a lamb (a baby)

as **invisible** as air

**irritable** like a bear with a sore head

as **jealous** as a Spaniard (a cat)

as **jolly** as a shoe brush

as **joyful** as a fly

as **joyous** as the laughter of a child

as **jumpy** as a flea

as **keen** as mustard

as **killing** as a plague

like bringing a **knife** to a gunfight (to attend something completely unprepared)

as **kind** as consent

to **know** something like the back of your hand (know very well)

as **large** as life

as **lasting** as the pyramids

to **laugh** like a hyena

as **lawful** as eating

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as **lawless** as a stormy wind

as **lax** as a cut string

as **lazy** as a pig (a toad)

as **lean** as a skeleton

as **level** as a pond

as **liberal** as the sun

as **lifeless** as the grave

as **light** as a feather (air)

as **lithe** as panther (a tiger)

to **live** like a candle in the wind

as **lively** as a cricket

as **loathsome** as a toad

as **long** as a month of Sundays

to **look** like death warmed up (to look very ill)

to **look** like the cat that ate the canary (to look very pleased)

to **look** like something the cat dragged in (to look very unappealing)

as **loose** as a goose

as **loud** as thunder

as **lovely** as Venus (a violet)

as **low** as a grave

as **loyal** as a dog (a dove)

as **mad** as a hatter (a March hare)

as **malicious** as Satan

as **mean** as a miser

as **meek** as a dove (a mouse)

to have a **memory** like a sieve (not a good memory)

as **merciless** as the grave

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as **merry** as a cricket (a lark, spring)

as **mild** as a dove

as **mischievous** as a kitten (a monkey)

as **miserable** as sin

as **modest** as a dove

as **monotonous** as the sea

as **motionless** as a corpse

as **mournful** as the grave

to **move** like a bat out of hell/a scalded cat (very fast)

to **multiply** like rabbits

as **mute** as the grave (a tomb)

as **mysterious** as a sphinx

as **naked** as night (a jaybird)

as **natural** as life

as **nearsighted** as a mole

as **neat** as a nail (new pin)

as **needful** as the sun

as **nervous** as a mouse

as **new** as day

as **noiseless** as a shadow

as **noisy** as menagerie (a herd of elephant)

as **numerous** as the sand on the seashore

as **nutty** as a fruitcake

as **obedient** as a puppet

as **obstinate** as a mule (a pig)

as **old** as the hills (Methuselah, creation)

as **opaque** as the sky

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as **open** as a smile

as **opposite** as the poles

as **pale** as death (a ghost)

as **passionate** as young love

as **patient** as Job (hours)

as **peaceful** as sleep

as **piercing** as light

as **persistent** as a mosquito

as **placid** as a duck-pond

as **plain** as day

as **playful** as a kitten (a rabbit)

as **pleased** as punch

as **poor** as a church mouse

as **populous** as an ant hill

as **powerful** as a lion (death)

as **powerless** as an infant

as **pretty** as a picture (paint)

as **progressive** as time

as **proud** as a peacock

as **punctual** as springtime

as **pure** as a lily (the driven snow)

as **quarrelsome** as a weasel

as **quick** as lightning (a wink, the wind, a flash)

as **quiet** as a mouse

as **rapid** as lightning

as **rare** as a blue rose

as **ravenous** as a winter wolf

as **red** as blood (rubies, a cherry)

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as **regular** as sunrise (clockwork)

as **relentless** as fate

to **repeat** something like a broken record (to repeat continuously)

as **restless** as the wind (the sea, ambition)

as **rich** as Croesus

as **right** as rain

as **ripe** as a cherry

to **roar** like a lion

as **rosy** as a bride

as **rotten** as dirt

as **round** as a ball

as **rude** as a bear

to **run** like the wind (a cheetah)

to **run around** like a chicken with its head cut off (to behave aimlessly)

as **ruthless** as the sea

as **sacred** as a shrine

as **sad** as night

as **safe** as houses (the Bank of England, a tortoise under its shell)

as **salt** as brine

as **scarce** as hen's teeth (feathers on a fish)

as **secret** as thought

as **secure** as the grave

as **selfish** as a fox

to **sell** like hot cakes (to sell quickly)

as **senseless** as stones

as **sensitive** as a flower

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as **serious** as a doctor

as **shameful** as sin

as **shameless** as a nude statue

as **shapeless** as an old shoe

as **sharp** as a needle (a razor)

as **shiny** as gold

as **short** as a dream (the life of a wave)

to **shout** like a horn

as **shy** as squirrel (a fawn)

as **sick** as a dog (a parrot)

as **silent** as the grave (the dead, a stone)

as **silly** as a goose (a sheep)

as **simple** as ABC

as **sincere** as sunlight

to **sing** like an angel

as **sleek** as a mouse

to **sleep** like a log

as **sleepless** as owls

as **slippery** as an eel (ice)

as **slow** as a snail (a tortoise)

as **sly** as a fox

as **small** as an atom (a speck of dust)

to **smell** like a flower

as **smelly** as dirty socks

to **smoke** like a chimney

as **smooth** as butter (silk, a baby's bottom)

as **snug** as a bug in a rug

as **sober** as a judge

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as **soft** as silk (velvet)

as **solid** as bricks (the ground we stand on)

as **sound** as a bell

as **sour** as vinegar (lime)

to **sparkle** like diamonds

as **speechless** as a stone

as **spineless** as a jellyfish

as **spiteful** as a monkey

as **spotless** as snow

as **stale** as old beer

to **standout** like a sore thumb

as **steadfast** as the sun

as **steady** as a rock

as **stealthy** as a cat

as **stiff** as a poker (a post, a board)

as **still** as death (the grave, a statue, a log)

as **straight** as an arrow

as **strong** as a lion (an ox)

as **stubborn** as a mule

as **stupid** as a donkey (a log. a post)

as **sturdy** as an oak

as **sudden** as lightning

as **sulky** as a bear

as **superstitious** as sailors

as **supple** as a snake

as **sure** as sunrise (death, taxes)

to **sweat** like a pig

as **sweet** as honey (sugar)

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to **swim** like a fish (a dolphin

as **swift** as an arrow (lightning, a flash)

as **tall** as a steeple (giraffe)

to **take it** like a man (to behave bravely)

as **tame** as a sheep

as **taut** as fiddle string

a **temper** like a volcano

as **tender** as a lamb

as **terrible** as hell

as **tight** as teeth

as **thick** as a brick (not clever)

as **thick** as thieves (very close friends)

as **thin** as a rake

as **thirsty** as a sponge

as **thorny** as a rose bush

as **thoughtless** as a lark

as **tidy** as a candy shop

as **timid** as a mouse (a fawn, a rabbit)

as **tiny** as an ant

as **tired** as a dog

as **tough** as leather (nails, old boots)

as **trackless** as a desert (the sea)

as **tranquil** as the summer sea

as **transparent** as glass

as **tricky** as an ape

as **troublesome** as a monkey

as **true** as the gospel (steel)

as **ugly** as a scarecrow (sin, a toad, a mouse)

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as **uncertain** as the weather

as **unchangeable** as the past

as **unclean** as sin

as **uncomplaining** as a lamb

as **uncompromising** as justice

as **unconquerable** as chewing gum

as **uncontrollable** as a wave

as **unfeeling** as rocks

as **unhappy** as King Lear

as **unmerciful** as the billows

as **unprofitable** as smoke

as **unreal** as a dream

as **unstable** as the wind

as **unsteady** as the ocean

as **unusual** as a sailor on horseback

as **upright** as a tower

as **useful** as a cow

as **vague** as a shadow

as **vain** as a peacock

as **variable** as the weather

as **vast** as eternity

as **venomous** as a snake

as **vigilant** as the stars

as **vigorous** as fire

as **voracious** as a camel

as **vulgar** as money

as **warlike** as a wolf

as **warm** as wool (sunbeams, toast)

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as **wary** as a fox

as **wasteful** as a hen

to **watch** like a hawk

as **watchful** as a sentinel

as **wavering** as Hamlet

as **weak** as water (a baby, a kitten)

as **weather-beaten** as fisherman's oar

as **welcome** as a star (a rainstorm in hell, a skunk at a lawn party- not welcome)

as **wet** as a fish (a drowned rat)

as **white** as a sheet (snow, a ghost)

as **wide** as hope

as **willful/wilfull** (Brit.) as a mule

as **wily** as a fox

as **wise** as Solomon (an owl)

to **work** like a dream (the devil)

to **yell** like a maniac

as **yellow** as saffron (sulphur/sulfur (Brit.), jaundice)

as **young** as morning (dawn)

as **youthful** as the month of May

as **zigzag** as lightning

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# 30. HOMONYMS

Homonyms have the same spelling and pronunciation, but they differ in meaning.

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**address**

Provide your street **address** please.

We have to **address** the problem first.

**arm**

Sandy broke her **arm** when she fell.

Some countries aim to **arm** their soldiers with laser weapons.

**back**

At what time will you be **back**?

Tom carried the heavy bag on his **back**.

**ball**

The dog plays with the **ball**.

People dance at a **ball**.

**band**

When the **band** played, the people cheered.

I put a **band** round my ponytail.

**bank**

It is good to put your money in a **bank**.

The crocodile sleeps on the **bank** of the river.

**bark**

Our dog **barks** at cats.

The goats eat the **bark** of the trees.

**bat**

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**Bats** fly at night.

Henry got a **bat** and a ball for his birthday.

**bear**

A **bear** is a large animal.

The girl can't **bear** the pain any longer.

**beat**

Mother **beats** the eggs for the pancakes.

I'm going to win today—you **beat** me yesterday.

**bill**

Mother wants to pay the **bill**.

Some birds have long **bills**.

**blind**

Some dogs are trained to lead **blind** people.

The **blind** helps to keep my room cool.

**blue**

I like the **blue** dress.

Mother is feeling a little **blue** today.

On a **blue** Monday everything goes wrong.

**board**

Mother cuts the vegetables on a **board**.

Mr. Jones is on the **board** of directors.

You have to **board** the ship now.

**boil**

I like a **boiled** egg.

The **boil** on her arm is very sore.

**book**

I don't want to read this **book**.

Father will **book** our seats.

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**bow**

We **bow** our heads when the minister prays.

Cathy has a yellow **bow** in her hair.

**break**

Please do not **break** that glass.

During **break** the boys play rugby.

**calf**

The cow stays with her **calf**.

I am limping because I hurt my **calf**.

**can**

**Can** you do the sum?

Please open the **can** of peaches.

**case**

In **case** of an emergency, you can phone me.

The judge postponed the **case** to August 20. (20 August [Brit.])

**change**

Mother wants to **change** the carpets.

I wait for my **change** at the shop.

**check**

May I pay by **check**?

When are you going to **check** out?

Please **check** the stock before you leave.

**cheek**

She has mumps and her **cheeks** are swollen.

Sue had the **cheek** to take my pen without asking for it.

**chip**

I do not like to drink from a cup with a **chip**.

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Mona loves vinegar on her **chips**.

**chop**

John will **chop** the wood for the fire.

I ate only one **chop** and a piece of sausage.

**clear**

We always help Mother to **clear** the table.

Your handwriting is very neat and **clear**.

**coat**

My **coat** keeps me warm.

Father puts another **coat** of paint on the table.

A bear has a thick **coat**.

**cold**

In winter is very **cold**.

If I have a **cold**, I have to stay inside.

**crane**

**Cranes** are often used in the construction of high buildings.

A **crane** is a big bird.

**cream**

William wants a **cream** shirt, not a green one.

I like **cream** on cake.

**cross**

We must **cross** the road at a safe place.

In our church there is a **cross** against the wall.

I get **cross** when she screams at me.

**deck**

The ship had twelve **decks**.

Did you buy a new **deck** of cards?

**down**

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Please sit **down**.

**Down** is fine, soft feathers.

**drain**

Please **drain** the potatoes.

Father called a plumber because the **drain** was blocked.

**draw**

Jane **draws** a picture with crayons.

It is a **draw** when the score is even.

**drop**

There is not a **drop** of milk in the bottle.

Do not **drop** the cup.

**duck**

A **duck** quacks.

You will have to **duck** for cover if he throws a stone at you.

**engaged**

My sister got **engaged** and will marry in June.

The students are **engaged** in the lecture.

**eye**

We sleep with closed **eyes**.

It is hard to get thread through the **eye** of a needle.

**fall**

Be careful, don't **fall** into the pool.

Don't **fall** in love with him.

John had a bad **fall** and broke his ankle.

**Fall** (autumn) is the season before winter.

They had a steep **fall** in salaries.

**fair**

Sally has dark hair and Carol has **fair** hair.

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Our church had a big **fair** to raise money for the poor.

It is not **fair** that I have to do his work.

**fast**

My grandfather does not drive **fast**.

I am going to **fast** today and eat nothing.

**fat**

It is not healthy to be too **fat**.

Mother cuts the **fat** off the meat.

fawn

**file**

The carpenter often uses a **file** in his workshop.

I put my notes in a **file**.

**fine**

John was ill but he is **fine** now.

He got a **fine** for parking on the red lines.

**fit**

That dress **fits** you nicely.

Jogging keeps me **fit**.

**flat**

As **flat** as a pancake.

They live in a small **flat**.

**foot**

She hurt her **foot** on the rocks.

One **foot** is equal to twelve inches.

**fringe**

The couch has a **fringe** at the bottom.

She has long hair and a **fringe**.

**groom**

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The **groom** should not see the bride before the wedding.

She has to **groom** her horse regularly.

**hand**

Ken writes with his left **hand**.

Please **hand** me that book.

**head**

My **head** aches.

He is the **head** of the department.

**hood**

Father opens the **hood** of the car to check the oil.

She likes a jacket with a **hood**.

**ice**

I like lots of **ice** in my water.

She uses icing sugar to **ice** the cake.

**iron**

Use a hot **iron** to **iron** cotton.

The **iron** pole is very heavy.

We need enough **iron** in our diet.

**jam**

I like fig **jam** on my bread.

Barney was late because of a traffic **jam**.

**kind**

Our teacher is very **kind**.

What **kind** of meat is this?

**lay**

Birds **lay** eggs.

I always **lay** the table.

Last night I **lay** on my bed and watched television.

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**lead**

Some dogs are trained to **lead** blind people.

The **lead** sentence is the first sentence in an article or book.

**lean**

The opposite of fat is **lean**.

Why do you always **lean** against the wall?

**left**

Do you write with your **left** hand?

I **left** my book at home.

**letter**

A is the first **letter** of the alphabet.

Sally wrote me a **letter**.

**light**

Please turn of the **light**.

Mother loves her **light** blue dress.

Ben gave her a **light** kiss on her cheek.

Plants need **light** to grow.

**line**

We had to stand in a straight **line**.

I phoned mother but the **line** was busy.

Draw a **line** from the one dot to the other.

The material is too soft, you need to **line** the jacket.

**match**

I need a **match** to light the candle.

The team has a **match** on Saturday.

I don't think you can **match** my record.

**mean**

Do not be **mean** to another person.

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I **mean** what I say.

**mine**

There are many gold **mines** in South Africa.

That pen is **mine**.

During the war many soldiers were killed by enemy **mines**.

**mole**

The doctor removed the **mole** on her cheek.

A **mole** lives underground.

**nail**

Laura broke a **nail** when she tried to open the flask.

Tony pulled the **nail** out of the wood.

**note**

I shall write you a **note** to remind you.

Please **note** that I am not going with you.

**order**

I am going to **order** fish.

Everything is in **order**.

You need to obey an **order**.

**pack**

I have to **pack** my bags.

She bought a new **pack** of cards. (Brit.)

**park**

We love to walk in the **park**.

**Park** the car in the garage.

**play**

Jamie loves to **play** tennis.

Peter acted in the **play**.

**raise**

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After the operation I cannot **raise** my left arm.

The pupils need to **raise** money for a tour.

He asked his manager for a **raise** in salary.

**rest**

After the hard work I need a **rest**.

Take what you can use and throw the **rest** away.

**right**

I write with my **right** hand.

It is their **right** to strike.

Is this **right** or wrong?

Wait for me **right** here.

**rock**

Please **rock** the baby's cradle.

Tom likes **rock** music.

Chris slipped on a **rock** and fell into the water.

**rose**

A **rose** is a beautiful flower.

The pupils **rose** to their feet when the principal entered.

**row**

The pupils must stand in a **row**.

You **row** a boat.

**saw**

I **saw** Ann at church.

Father uses the **saw** to **saw** wood.

**seal**

I **seal** the envelope before I mail it.

The **seal** swims in the waves.

**set**

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The sun will **set** at about seven.

Please **set** the table.

They **set** off to Paris.

I bought a lovely **set** of glasses.

**shower**

The boys **shower** in the morning.

Tomorrow will be cloudy with **showers**.

**sick**

I am **sick** and am not going to school.

His jokes are **sick** and offensive.

Paula is **sick** of him moaning about everything.

**sign**

Just give me a **sign** if you see someone coming.

She needs to **sign** the document.

We saw no **sign** of him.

What does the **sign** say?

**sow**

The **sow** cares for her piglets.

The farmers **sow** the seed.

**space**

I have no wish to travel in **space**.

Mary needs **space** to store her belongings.

**store**

I need to go to the **store** to buy things.

We **store** extra furniture in the garage.

**tank**

Father bought a **tank** to save water.

Nicci likes to wear a **tank** top and shorts.

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**Tanks** were developed in Word War I.

**tie**

If a man wears a suit, he often also wears a **tie**.

Help her to **tie** her shoes.

**trip**

Don't **trip** over that rock.

During the holidays we are going on a **trip**.

**watch**

Mother likes to **watch** tennis.

I look at my **watch** to see what the time is.

**wave**

**Wave** at me if you see me.

I like to dive through a **wave**.

**watch**

She got a silver **watch** for her birthday.

Let's **watch** the movie.

**well**

The farmer gets water from a **well**.

Father is **well**, thank you.

**Well**, I am not sure about her, but I am going.

Miranda sings very **well**.

**wind**

The **wind** ripped the roof off the building.

Babies get **wind** by swallowing air.

**yard**

The dogs enjoy to play in our big **yard**.

She only needs one **yard** of lace.

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# 31. HOMOPHONES

These words sound alike but differ in spelling and meaning.

**See:** Words often confused

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**all, awl**

**All** the learners have to attend the concert.

An **awl** is a tool to make holes with.

**accept, except**

I shall **accept** the rules.

All the children were there **except** Jane.

**advice** (noun), **advise** (verb)

The teacher always gives us good **advice**.

Mother **advised** me not to go to the party.

**air, heir**

He went outside for some fresh **air**.

Put your hands in the **air**.

Peter was the sole **heir** to his father's estate.

**aisle, I'll, isle**

The bride looked very pretty when she walked down the **aisle**.

**I'll** return your book tomorrow.

An **isle** is a small island.

**aloud, allowed**

Jenny had to read the story **aloud** in class.

The children are not **allowed** to play in the busy street.

**altar, alter**

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The minister stood on the **altar** when he delivered his sermon.

You need to **alter** your plans, the road has been damaged.

Mother needs to **alter** my dress because it doesn't fit nicely.

**ascent, assent**

His **ascent** up the mountain was exhausting.

As she is a hard worker, her **ascent** up the company was quick.

He has to give his **assent** before we can start with the project.

**ate, eight**

He **ate** all his food.

She is **eight** years old.

**axil, axle**

A bud is formed in the **axil** of a leaf.

The rear **axle** of the car broke and caused the accident.

**ball, bawl**

The baby plays with the big **ball**.

They danced a lot at the **ball**.

The mother told her child not to **bawl** so loudly.

**bare, bear**

I can't walk on the rocks with **bare** feet.

Sally saw a beautiful white **bear** in the zoo.

**be, bee**

We must always **be** honest.

There is a **bee** on the flower.

**beat, beet**

William can **beat** you in tennis.

I wish someone would **beat** up that bully.

All of us like **beet** salad.

**berth, birth**

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Tom wants to sleep on the upper **berth** of the cabin.

Lucy gave **birth** to a cute little girl.

**berry, bury**

I like a **berry** on top of my dessert.

We are going to **bury** my grandmother on the farm.

**blew, blue**

The wind **blew** the leaves away.

The sky is **blue**.

**board, bored**

Mother chops vegetables on a cutting **board**.

If you are **bored**, get something interesting to do.

**boarders, borders**

There are five **boarders** staying in the house with them.

You need a passport to cross the **border** into Mexico

You can put a **borders** around your drawings.

**brake, break**

The car crashed into the wall because the **brakes** did not work.

Do not not **break** my bicycle.

**bread, bred**

She likes cheese on her **bread**.

The horse was **bred** by a well-known breeder.

**bridal, bridle**

A traditional **bridal** gown is white.

A **bridle** is part of the harness of a horse.

**Britain, Briton**

In 1939 **Britain** and France declared war on Germany.

A British person is a **Briton**.

**brows, browse**

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He wiped the sweat from his **brows**.

Betty loves to **browse** through the magazines.

**buoy, boy**

The swimmers had to swim around the **buoy.**

Is her baby a **boy** or a girl?

**by, bye, buy**

He was attacked **by** a lion.

**Bye**, I'll see you on Sunday.

Father wants to **buy** a new car.

**caddie, caddy**

The **caddie** carry the player's clubs.

She took the tea out of the **caddy**.

**cell, sell**

Four prisoners sleep in one **cell**.

We are going to **sell** our car.

**cellar, seller**

The wine is kept in a **cellar**.

The **seller** gave he a huge discount.

**cent, scent, sent**

A dollar is equal to hundred **cents**.

The cat followed the **scent** of the mouse.

I **sent** her a present on her birthday.

**clause, claws**

A sentence must have at least one **clause**.

A lion has huge **claws**.

**coarse, course**

That material is too **coarse**, it will scratch me.

We had three **courses** in the restaurant.

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Of **course**, you are welcome.

She is taking a **course** in typing.

You can view the bike **course** on the map.

**crews, cruise**

The **crews** of the ships are very friendly.

We are in no hurry so we can just **cruise** all the way.

We went for a **cruise** around the island.

**cymbal, symbol**

Rose strikes the **cymbals** in the orchestra.

A heart is the **symbol** of love.

**dear, deer**

My **dear** friend, I'll miss you so much.

The hunter shot a **deer**.

**device (noun) and devise (verb)**

Father bought a **device** to simplify the work.

Tom **devised** a way to leave earlier.

## desert, dessert

It seldom rains in a **desert**.

Please don't **desert** me, I need you here.

I love **dessert** after my meal.

**die, dye**

I don't want my cat to **die**.

Sandra is going to **dye** her hair.

**doe, dough**

A doe is a female **deer**.

Bread is made from **dough**.

**ewe,. you**

The **ewe** cares for her lamb.

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I want to go with **you**.

**fair, fare**

Her **fair** hair is very pretty.

Mavis has to pay her **fare** for the bus.

**fate, fete**

It is her **fate** to spend her life alone.

There were many food stalls at the **fete**.

**flair, flare**

James has a natural **flair** for painting.

The fire **flared** up again.

Her dress has a wide **flare**.

**flea, flee**

A **flea** is small and very hard to catch.

They had to **flee** before the storm.

**flew, flu**

I saved the dove from the cat and it **flew** away.

Simon has **flu** and is staying in bed today.

**flour, flower**

We use **flour** to bake bread.

I put the **flower** in a vase.

**genes, jeans**

Children can inherit defective **genes** from their parents.

Levi Strauss invented blue, denim **jeans** in 1853.

**grate, great**

Please **grate** the carrots for the salad.

We had a **great** day at the beach.

The possibility that you will cause an accident is **great**.

**groan, grown**

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I heard him **groan** with pain.

grown He has **grown** very tall.

**hall, haul**

All the learners had to attend the meeting in the **hall**.

It was hard to **haul** her out of the water.

**hear, here**

Yes, I can **hear** you very well.

You have to sign **here**.

Come **here**, I want to talk to you.

**heroin, heroine**

**Heroin** is a very dangerous drug.

The **heroine** saved the children from drowning.

**hoarse, horse**

Her throat is sore and her voice is **hoarse**.

Will's **horse** is a beautiful, black stallion.

**hole, whole**

The rabbit ran into the **hole**.

I want to eat the **whole** apple.

**hour, our**

In one **hour** we have to leave.

We love **our** dogs.

**idle, idol**

Sue, don't be so **idle,** do something worthwhile.

He is my **idol** and I adore him.

In Ancient Egypt **idols** like bulls and calves were worshipped.

**in, inn**

Father is **in** the lounge.

We booked a room at an **inn** for the night.

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**its, it's**

The dog eats **its** food.

**It's** hard to study so much.

**kernel, colonel**

Tap the pine nut lightly with a hammer to get the **kernel** out.

A **kernel** sentence has only one verb.

The **colonel** ordered the soldiers to attack.

**key, quay**

I haven't got the **key** to open the door.

We stood on the **quay** and watched the ships.

**kneed, need**

Mother **kneeds** the dough.

I **need** to go to the store to buy milk.

**knew, new**

He is a hard worker and I **knew** he would pass.

Sally **knew** her work well and also passed.

Tammy wants a **new** dress for the party.

**knight, night**

**Knights** often used their swords.

It is dark in the **night**.

**knit, nit**

Auntie Jane taught me how to **knit** slippers.

A **nit** is the egg of a louse found in human hair.

**knot, not**

The rope was fastened with a tight **knot**.

Do **not** borrow money from your friends.

**know, no**

Do you **know** your work well?

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**No**, I cannot do the sum.

**lain, lane**

The poor man had **lain** in the snow for three hours before he was saved.

Swimmers and athletes have to stay in their **lanes**.

The road to the farm is a narrow **lane**.

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**leak, leek**

There is a **leak** in the basin and the water is pouring out.

She puts a **leek** in the soup.

**loan, lone**

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Charlie has to pay back the **loan** with interest.

A **lone** lion slept under the tree.

**male, mail**

Is the puppy a **male** or a female?

I got some **mail** from home.

**manner, manor**

He speaks in a very relaxed **manner**.

The wealthy man lives in a beautiful **manor**.

**mane, main**

The horse has beautiful, long **mane**.

The shop is in the **main** road.

**meat, meet**

A vegetarian does not eat **meat**.

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She will meet as at the **station**.

**meter, metre**

We have parking **meters** in the main road. (Amer./Brit.)

Please convert the yards to **meters**. (Amer.)

I need one **metre** red material. (Brit.)

**mind, mined**

Never **mind**, everything is in order.

The clever boy has a great **mind**.

Do you **mind** if I join you?

Latin American countries export great amounts of illegally **mined** gold.

**muscle, mussel**

I strained a **muscle** when I overstretched my arm.

Gina does not eat **mussels** or oysters.

**none, nun**

**None** of them is going to the movies.

A **nun** does not always wear black.

**one, won**

**One** child, two children.

Peter **won** the prize.

**oar, or, ore,**

When he rowed the boat, the one **oar** fell into the water.

You can go with us **or** stay at home.

**Ore** is rock that contains minerals with elements that can be extracted.

**packed, pact**

Audrey **packed** two bags.

The hall was **packed** with people.

In 2016 The European Union and Canada signed a trade **pact**.

**pain, pane**

Rose has a lot of **pain** after her operation.

A bee is buzzing against the window **pane**.

**pail, pale**

He waters the tree with a **pail**.

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Jane turned very **pale** when she received the bad news.

**pair, pear**

I have two **pairs** of black shoes.

A **pear** is a fruit.

**pause, paws**

There was a long **pause** before he continued.

A lion has huge **paws**.

**peace, piece**

I don't want to fight, I just want peace.

piece May I have a piece of the tart?

**plain, plane**

She is a **plain** girl and does not wear make-up.

The antelope graze on the grass **plains**.

You have to be in time to board the **plane**.

**plait, plate**

For school Sue braids her hair into a single **plait**.

She served the food on a blue **plate**.

The number **plate** of the car got lost.

The small **plate** of the stove is still hot.

**pray, prey**

**Pray** for Sandy to get well.

The crocodile pull his **prey** under the water.

**principal, principle**

The **principal** of the school is very strict.

We should all have sound **principles**.

**read, red**

Sally **read** in bed last night.

I like blue and **red**.

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**rains, reigns, reins**

It seldom **rains** in a desert.

A king **reigns** over a country.

**Reigns** are used to control a horse.

**raise, rays**

If you know the answer, please **raise** your hand.

Mr Jones said he thinks he should give his worker a **raise** in salary.

It is hard work to **raise** a child.

The **rays** of the sun can harm your skin.

**rap, wrap**

She does not like **rap** music.

Please **wrap** her gift with the pink paper.

**Wrap** the blanket around you to stay warm.

**review, revue**

The author hopes the book will get a good **review** in the magazine.

We loved all the songs and dancing in the **revue**.

**right, write**

She **writes** with her **right** hand.

**ring, wring**

**Ring** the bell and I shall open the gate.

Amy got a lovely **ring** for her birthday.

The boxer got back into the **ring**.

She **wrings** her hands when she is upset or worried.

You have to rinse and **wring** the washing.

**road, rode, rowed**

The dog was hit by a car in the **road**.

I **rode** on an elephant.

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Jimmy took the boat and **rowed** on the dam.

**role, roll**

She auditioned for a **role** in the play.

Is your name on the **roll**?

The dogs love to **roll** on the grass.

Henry loves meat and lettuce on a **roll**.

It is your turn to **roll** the dice.

Please buy a **roll** of tissue paper.

**rose, rows**

A **rose** is a popular flower.

We have to stand in **rows**.

**root, route**

A plant cannot grow without **roots**.

New York City has many cycling **routes**

**sail, sale**

Jenny loves to **sail** with her uncle on his yacht.

Mother bought a nice dress at the summer **sale**.

**scene, seen**

It was a shock to see the crime **scene**.

Have you **seen** my dog?

**sea, see**

The **sea** can be very rough.

Father can see well without his glasses.

**seam, seem**

Penny needs to shorten the **seam** of her dress.

The boys **seem** to be very happy in school.

**side, sighed**

The beggar sat at the **side** of the road.

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I have a pain in my **side**.

She **sighed**, but did not complain.

**some, sum**

**Some** of you will not pass the test.

I cannot do the **sum**.

**son, sun**

He has a **son** and a daughter.

In summer the **sun** often shines.

**spade, spayed**

Roy uses a **spade** to dig a hole.

All cross-breed female dogs should be **spayed**.

**stake, steak**

You cannot give up, too much is at **stake**.

Ben loves to eat **steak** and chips.

**steal, steel**

If I leave my purse on the counter someone might **steal** it.

**Steel** is a kind of metal.

**suites, sweets**

The **suites** in the new hotel are beautiful.

Children usually love **sweets**.

**tail, tale**

The cat has a fluffy **tail**.

Tell me a **tale** about a clever jackal.

**their, there**

John and Peter play with **their** dogs.

**There** are many dogs outside.

**throne, thrown**

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Prince Charles is the oldest heir to the **throne** in British history.

Kelly got injured when she was **thrown** off a cliff.

**tide, tied**

During high **tide** the waves are huge.

The robber **tied** Peter's hands behind his back.

**to, too, two**

I am not going **to** school tomorrow.

Do you want **to** stay at home too?

The **two** girls are playing chess.

**toe, tow**

The boy stubbed his big **toe** against a rock.

Our car broke and Chris had to **tow** the car back.

**tucks, tux**

Henry **tucks** his shirt in for formal events.

The groom wore a black **tux** and a black bow tie.

**vain, vein**

She shouted in **vain** for help.

Phil is so **vain**, he thinks he's the smartest boy in our class.

The doctor struggled to find a **vein** to draw blood.

**wail, whale**

Do not **wail**, everything will be fine.

The blue **whale** is the largest animal on Earth.

**waist, waste**

She has a tiny **waist** and looks pretty in all her clothes.

We should not **waste** food.

**war, wore**

Many American and British soldiers died in **wars**.

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Suzie **wore** a pretty dress to the party.

**ways, weighs**

Look both **ways** before you cross a street.

There are many **ways** to earn money.

Her cat **weighs** about 6 kg.

**weak, week**

I have flu and feel very **weak**.

There are 52 **weeks** in one year.

**wear, weir, where**

The learners **wear** navy blazers to school.

The wall had started to **wear** away.

They built a **weir** in the river to raise the water level.

**Where** is John?

**weather, whether**

The **weather** is nice for swimming.

I want to know **whether** you are coming or not.

**which, witch**

**Which** movie would you like to see?

The **witch** wears a pointed black hat.

**whine, wine**

Some babies **whine** for hours to get attention.

He drank too much **wine** and couldn't drive home.

**yoke, yolk**

She bought a navy dress with a white **yoke**.

An egg **yolk** contains iron, and vitamins.

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# 32. PARTS OF SPEECH

## Nouns

A noun is the **name of something**. (people, animals, places, things, feelings)

**Countable nouns** are things that we can count. (three **cats**)

**Uncountable nouns** are things that we cannot count. (**sand**, **water**)

**Concrete nouns** are things that you can taste, touch, hear or see. (**pancakes**, **cat**, **chair**, **wind**, **house**)

Nouns that are formed from verbs and end in **-ng** are called **gerunds**. (Running is good exercise.) **See:** Gerunds

1. **Common nouns** are the names of things, places or people.
    - *We live in a **house** and have two **cats** and a **dog**.*
    - *The **children** like to play in the **park**.*
    - *James is a **doctor** and Jimmy is a **teacher**.*

2. **Proper nouns** are the specific names given to common nouns (places, persons, animals, buildings, etc.) They are always written with capital letters. **See:** The capital letter
    - *My uncle lives in **Salisbury**.*
    - *My sister's name is **Marian** and her cat's name is **Tammy**.*
    - *The **Empire State Building** is in **Manhattan**.*

3. **Collective nouns** are names for collections or groups of people, animals or things. **See:** Collective nouns
    - *A huge **flock** of birds flew over our house.*
    - *I bought Mother a **bouquet** of flowers for her birthday.*
    - *Mary wore a long **string** of pearls around her waist.*

4. **Abstract nouns** name an idea, feeling, quality or concept and cannot be seen, touched, heard or smelled. (love, fear, happiness, anger, naughtiness, sadness, shock)
    - *I have a great **idea**.*
    - *Simon and Fred had **fun** at the beach*
    - ***Kindness** is a great asset.*

5. A **compound noun** is made up with two or more words. **See:** Compound words
    - *She needs a nice **haircut**.*
    - *It was supposed to be **sunshine**, but now it's raining.*

**The possessive form of a noun** shows that something is owned (possessed). **See:** The apostrophe

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(a) You add an **'s** for a singular noun.

• *Sam**'s** shirt is blue.*

(b) You add just an **'** for a plural noun that ends in **s**.

• *The girls' dresses are red.*

(c) When a plural noun does not end in an **s**, you add an **'s**.

• *The women**'s** dresses are black.*

## Adjectives

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An adjective is a describing word. It tells us more about a noun or pronoun and makes the meaning more exact.

An adjective can be used **before** or **after** a noun.

• *The **pretty** girl is crying.*

• *The crying girl is **pretty**.*

**An attributive adjective** comes before the noun.

• *The **pretty** girl is crying.*

**A predicative adjective** comes after the noun and follows a verb.

• *The crying girl is **pretty**.*

We use a comma between two or more adjectives.

• *The sad**,** pretty girl is crying*

**1. Descriptive (or quality) adjectives** describe what kind. They are the most commonly used adjectives.

- *The **small** child plays with the **friendly** dog.*
- *Lian wears a **navy** blazer to school.*

**2. Possessive adjectives** show ownership and are used in front of the noun. **See:** Possessive pronouns

- *Anne always wears **her** blue dress to church.*
- *The cat eats **its** food.*

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**3. Proper adjectives** are proper nouns used as adjectives. They take capital letters.

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- *We love **American** movies.*
- *The **July** weather in London is usually pleasant**.***

**4.Demonstrative adjectives** point things out.

- *Mother likes **this** picture.*
- ***These** children know their work.*

**5.Adjectives of number or quantity** specify **how much** or **how many.** They are used with all numbers accompanying a noun and all definite and indefinite amounts. (**Examples:** half, more, some, many, less, any, whole, little, enough, two, four,etc.)

- *There is only **one** apple.*
- ***Some** animals are dangerous.*
- *James wants **more** milk.*

**6. Adjectives of order** specify the position or order.

- *Jo went over the gate **first**.*
- *Arno was the **second** boy to cross the line.*

**7. Compound adjectives** are two or more adjectives usually linked with a hyphen.

- *Mother bought a **two-seater** couch.*
- *I love **sun-dried** peaches.*

**8. Interrogative adjectives** help to ask a questions.

- ***Which** ball is hers?*
- ***Whose** book is that?*

**9. Relative adjectives** link adjectival clauses. There are only two relative adjectives, **which** and **what**.

- *I don't know **which** pen is mine.*

**Note:**

A relative adjective refers to a noun; a relative pronoun does not. (*I don't know **which** is mine.*)

## Verbs

Verbs describe what is happening. (present, past and future) The time that the action takes place is called the tense. **See:**Tenses

1. A verb expresses an action or a state of being. Every sentence must have a verb.

- *My mother **works** from home.*

2.Verbs change their form, or sometimes the verb changes completely, to show when the action took place.

- *She **works** hard. (present)*
- *She **worked** hard. (past)*
- *She **will work** hard. (future)*

3. Verbs agree to subject numbers. Singular subjects need singular verbs; plural subjects need plural verbs. (Add an **s** to the verb if its subject is singular.)

- *Tom work**s** hard.*
- *The children work hard.*

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- *John play**s** in the park.*
- *John and Peter play in the park*

4. Verbs can consist of more than one word.

- *I **am doing** my homework.*
- *The dogs **were playing** on the lawn.*

5**. Imperative verbs** give instructions or commands.

- ***Clean** the floor, John!*
- ***Use** the broom!*
- ***Do** your homework!*

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## Finite and infinite verbs

### The finite verb

A finite verb (or main form of the verb) can stand on its own. It can be singular or plural and has a subject and a tense.

- *Merle **sings** in church.*
- *Peter and Louis **sing** in church.*
- *Last week she **sang** in church.*

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### The infinite verb

The infinitive form of the verb is formed by adding **to** to the basic form of the verb. Infinitive verbs cannot stand alone.

- *I like to walk **to** school.*
- *Mary went **to** play with Ann.*

## Regular and irregular verbs

**Regular verbs** are changed into the past tense by adding **-ed** to the end of the verb. (work + ed = worked.)

- *I play**ed** with her yesterday.*
- *Father work**ed** late last night**.***

**Irregular verbs** change in a different way or not at all. (write - wrote, burst - burst)

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- *Last week I **wrote** him a letter.*
- *Mandy was very sad and **burst** into tears.*

## Auxiliary verbs

1. An auxiliary **verb is a helping verb** that comes before the main verb in a sentence. (**Examples:** am, is, are, was, were, has, have, had, do, did, will, shall, do, does, did, etc.)

**See:** Uses of the verb to be, Has, have and had, Do, does and did, Can and may

2. Auxiliary verbs can **stand alone** in a sentence.

- *Jane **is** ill.*

3. Auxiliary verbs **help to form the tense** of the sentence. The verb to be changes from the present tense to the past tense or future tense but the participle stays the same.

- *I **am** doing my homework.*
- *I **was** doing my homework.*

4. In the continuous tenses, the auxiliary **verb "to be" is used with the present participle of the verb**, which always ends in **-ing** (running, speaking, working).

- *Merle **is** singing.*
- *Merle **was** singing.*
- *Merle **will be** singing.*

**Examples of auxiliary verbs which are always used with the present tense of the verb:** shall, will, may, can, should, would, could, might, must.

- *We **shall go**.*
- *He **might join** us.*
- *Mother **should leave** tomorrow.*

## Gerunds

Nouns that are formed from verbs and end in **-ing** are called gerunds.

- ***Running** is good exercise.*

When you can use **the** in front of a word ending in **-ing**, it is a gerund.

- *The **writing** in his book is neat.*
- *The **singing** in church was beautiful.*

If a noun or pronoun is used **before a gerund, the possessive form** (my, her, his, our, their, etc.) must be used.

- ***Their** shouting is unpleasant.*
- ***Tom's** crying upsets Mother.*

## Participles

Participles help to form the tenses of verbs.

**The present participle** is formed when we combine an auxiliary verb (am, have, etc.) and a main verb (finite verb) to which we add **-ing**.

- *I **am working**.*
- *She **was playing**.*

**The past participle** is usually formed by adding **-ed** to the verb.

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- *I have work**ed** outside.*
- *She has play**ed** with the cat.*

**Note:**

When a participle ending in **-ing** acts as a **noun**, it is called a gerund. (***Working** is not nice.*) **See:** Gerunds

## Adverbs

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An adverb gives more information about a verb, adjective or other adverb. It is used to make a phrase or sentence more exact.

- *Jimmy walks **fast**. (More information about the verb **walks**.)*
- *She is a very **friendly** girl. (More information about the adjective **friendly**.)*
- *John ran very **quickly**. (More information about the adverb **quickly**)*

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## Types of adverbs:

**1. Adverbs of manner** describe how an action takes place. (ask how?) (**Examples:** neatly, quickly, strongly, carefully, slowly, fast, etc.)

- *She walks **slowly**.*

**2. Adverbs of place** (ask where?) (**Examples:** here, there, anywhere, far, near, nowhere, inside, etc.)

- *Go and play **there**.*

**3. Adverbs of time** describes when an action took place. (ask when?) (**Examples:** yesterday, today, immediately, soon, now, etc.)

- *Granny is coming **tomorrow**.*

**4. Adverbs of frequency** (ask how often?) (**Examples:** never, occasionally, now, soon, always, sometimes, seldom, often, etc.)

- *We **never** forget to do our homework.*

**5. Adverbs of degree** (ask to what extent?) (**Examples:** very, extremely, quite, almost, hardly, barely, just, less, nearly, really, etc.)

- *The tank is **nearly** empty.*

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**6. Adverbs of duration** tell us how long an action continued, if it is still happening, stopping or is not happening at that time. (**Examples:** briefly, forever, long, shortly, permanently, temporarily, quickly, still, yet, already, no more, any more, any longer, etc.)

- *We **quickly** finished our homework.*
- *Mother is **still** working.*
- *Sheila is not playing tennis **any more**.*
- *The concert has not started **yet**.*

**Note:**

• Adverbs can consist of more than one word.

• Adverbs often end in **-ly**.

## Pronouns

**A pronoun takes the place of a noun and avoids repetition of the noun.**

**The first person:** The person or people speaking or writing. (I, me, we, us, my, mine, our, ours)

**The second person:** The person or people spoken or written to. (you, yours)

**The third person:** The person, people or things being spoken or written about. (she, he, her, him, it, his, hers, its, they, them, their, theirs)

**1. Personal pronouns** refer to people or things. (**Examples:** I, me, we, us, you, he, she, it, him, they, them)

- *Sue said **she** wants to go to town.*
- *The boys are upset because **they** may not go to the party.*
- *Jamie said **he** will repair the car.*
- *The cat eats **its** food.*

**2. Possessive pronouns** show that something belongs to someone. (**Examples:** my, mine, our, ours, your, yours, her, his, hers, their, theirs, its)

- *The ball belongs to **her**.*
- *It is not yours, it is **mine**.*
- ***Ours** will be paid tomorrow.*
- *The cat washes **its** face.*

**3. Relative pronouns** refer to persons or things already mentioned. They are used to join sentences. (**Examples:** which, that, who, whom, whose)

- *The car was white. The car ran into the river.*
- *The car **that** ran into the river was white.*
- *Fred was injured. Fred is in hospital.*
- *Fred, **who** was injured, is in hospital.*
- *My cousin's dog died. My cousin got a new puppy.*
- *My cousin, **whose** dog died, got a new puppy.*

**4. Reflexive pronouns** refer back to the subject (noun or pronoun) of the sentence. They end in -self or -selves. (**Examples:** myself, yourself, himself, herself, itself, ourselves, themselves)

- *I wash **myself**.*
- *The dog licks **itself**.*
- *We can go to the shop **ourselves**.*

**5. Demonstrative pronouns** point to and identifies a noun or pronoun. (**Examples:** this, that, these, those)

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- ***This*** *is yours.*
- *Norman wanted* ***those****.*
- *My brother studied* ***that.***

Do not confuse demonstrative **pronouns** and demonstrative **adjectives**.

**Demonstrative pronouns** identify or point to a noun.

- *This is* ***my*** *dress.*

**A demonstrative adjective** describes the noun that follows it.

- *This book is* ***mine****.*

**See:** Demonstrative adjectives

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**6. Interrogative pronouns** ask questions. (**Examples:** who, what, which, whose, to, whom)

- ***What*** *is Mother doing?*
- ***Which*** *book is yours?*
- ***Whose*** *book is she reading?*
- ***To whom*** *does the car belong?*

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**7. Indefinite pronouns** refer to people or things in a general way. They are not definite in number. (**Examples:** one, other, you, some, many, none, no-one, anyone, everyone, someone)

- ***One*** *should make your bed every morning.*
- ***Many*** *were away.*
- ***Someone*** *broke the ladder.*

## Conjunctions (Connecting or linking words)

**Conjunctions join words, sentences, phrases and clauses**. (**Examples:** after, as, and, also, then, but, firstly or, because, however, yet, although, unless, so, if, because, before, next, last, yet, in addition, as well as, etc.)

- *James tried hard,* ***but*** *he did not win.*
- *Jenny* ***and*** *Carol are clever.*
- *I bought the book* ***because*** *I need it.*

### 1. Conjunctions of time

(**Examples:** before, after, until, since, when, while, finally, at the same time, etc.)

- *Finish the project* ***while*** *you have time.*

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### 2. Conjunctions of order

(**Examples:** next, lastly, firstly, before, in addition, finally, etc.)

- *Mary does not need a new bag and* ***secondly****, she does not want one.*

### 3. Conjunctions of cause and effect

(**Examples:** because, since, as, for, yet, therefore)

- *I bought the book* ***because*** *I need it.*

## Interjections

Interjections are words that are added to a sentence to show emotion.

- ***No!***
- ***Wonderful!***

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# 33. PREPOSITIONS

Prepositions show the relationship of one thing to another.

Prepositions tell us where, when and how things happen. (to, into, past, down, up, across, near, under, below, behind, in front of, on, above, around)

1. A **common preposition** is a one word preposition.

- *We live **on** a farm.*
- *Tom **dived** into the dam.*

**• There are about 70 common (one-word) prepositions in the English language.**

2. A **compound preposition** is a preposition where two or more words are used as a group.

- *She sits **next to** me.*
- ***As far as** I know he is not guilty.*

3. A **prepositional phrase** includes the preposition and its object.

- *I love living **near the mountain**.*
- *She got the doll **from her aunt.***

4. Prepositions can also be used **at the end of a sentence**.

- *That book has not been paid **for.***
- *Do you know what you are taking **on?***
- *John has much to feel sad **about.***

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• *Where does she come **from?***

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# List of often used prepositions

## About

forget **about** it

travels **about** the world

brags **about** cleverness

tell **about** the incident

glad **about** the money

know a lot **about** sewing

**about** 75 survivors

kind **about** something

costs **about** two dollars

## Across

walk **across** the bridge

slap **across** his face

a shop just **across** the street

friends live **across** the country

## After

ran **after** the ball

takes **after** his father

week **after** week

go home **after** school

close the door **after** you

birthday comes **after** his

to ask **after** someone

named **after** her mother

he arrived **after** all

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**Against**

injected **against** diseases

work **against** your will

play rugby **against**

wind blows **against** the curtains

vote **against** a decision

insured against break-ins

cycle **against** strong winds

have nothing **against** her

weigh advantages **against** disadvantages

your back **against** the wall

advise **against** something

rate of exchange the euro against the dollar

his weight is **against** him

the bed against the wall

the odds are stacked **against** her

**Among**

a dam **among** the trees

divide **among** three

agree **among** ourselves

**among** the first to arrive

be **among** friends

**At**

be here **at** nine o' clock

buy **at** a shop

it is **at** your disposal

knock **at** the door

surprised **at** something

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**at** church

sell **at** ten cents

stars shine **at** night

good **at** figures

laugh **at** him

**at** your disposal

book **at** a quest farm

aim the gun **at**

an expert **at**

meet you **at**

look **at** someone

**at** that time

**at** war

arrive **at** a place

shout **at** someone

**at** an end

sit **at** table

near **at** hand

the time **at** which

**Before**

brought **before** a judge

come **before** me

sit **before** the fire

be back **before** lunch

the day **before** yesterday

they stood **before** the pulpit

put your work **before** pleasure

say something **before** the whole class

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many years of **study** lay before me

retreat **before** the tanks

**Behind**

**behind** the tree

**behind** the times

do something **behind** his back

look **behind** you

lock the door **behind** you

**behind** schedule

in difficult times her family stood **behind** her

the man **behind** the plan

put something bad **behind** you

**Between**

**between** John and Sam

a matter **between** the two

**between** two fires

C comes **between** A and B

travel **between** the two schools twice a day

the border **between** Peru and Brazil

decide **between** us

bad feelings **between** them

**Beyond**

**beyond** all our hopes

**beyond** doubt

**beyond** repair

**beyond** his ability

nothing **beyond** his car and house

not working **beyond** midnight

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**By**

travel **by** car (bus, train, etc.)

met **by** chance

died **by** violence

connected **by** a railway

pay **by** the hour

hit **by** a stone

learn **by** experience

to live day **by** day

**by** accident (mistake)

do **by** yourself

four **by** six feet

divide or multiply **by** two

wash **by** hand

carry **by** the handle

mean **by** that

attacked **by** someone

one **by** one

made **by** hand

hunt **by** night

**by** the way, have you

sold **by** auction

**by** that time

sit **by** the window

teachers **by** profession

scared **by** the dog

**During**

**during** the day

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**during** his stay

**during** the 1970s

**For**

**for** sale

go **for** a walk (swim, etc.)

prepare **for** a meeting

change trains **for** Pretoria

away **for** a few days

grateful **for** help

know **for** certain

blame someone **for**

**for** or against a proposal

pay **for** something

ready **for** supper

working **for** a company

searched **for** something

ask **for** information

walked **for** miles and miles

apply **for** a job

could not speak **for** fright

leave **for** New York

curtains **for** the bedroom

cry **for** joy

word **for** word

died **for** his friend

mourn **for** someone

no need **for**

**for** the last time

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small **for** her age

**From**

drink **from** a cup

died **from** lack of

suffers **from**

need a break **from** working

choose one **from** these

comes **from** Durban

**from** here to Durban

disappear **from** sight

sick **from** eating too much

different **from**

exhausted **from** working

answer **from** someone

heard **from** home

fall **from** a tree

**from** bad to worse

**from** what I heard

see the river **from** here

deaf **from** birth

the flight **from** Paris

children **from** eight to ten years old

a gift **from** someone

**In**

all **in** black

back **in** a short while

live **in** Bloemfontein

**in** time for tea

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a man **in** uniform

cut **in** two

dressed **in** red

affairs **in** order

flowers **in** full bloom

**in** bed

believe **in**

sign **in** blue

hit **in** the face

**in** the end

**in** love

**in** tears

get **in** the car

swim **in** water

food rich **in** starch

take part **in**

an expert **in**

go out **in** the sun

arrive **in** town

hundred cents **in** one dollar

to be **in** trouble

**in** the drawer

**in** their thousands arrived

an interest **in** it

**in** a soft voice

**in** front of

**in** charge of

the second parcel **in** seven days

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**in** favor/favour (Brit.) of something

**in** need of a home

**in** the 1980s

come **in** sight of

two yards **in** length

**in** honor/honour (Brit.) of

**in** the name of the law

**in** his old age

the eggs **in** the nest

**in** my excitement

an excellent bookkeeper **in** John

pay **in** cash

one **in** eight could do it

**in** his sixties

**Into**

come **into** the room

burst **into** flames

to jump **into** water

walks **into** things

an inquiry **into** the matter

to be **into** music

pour milk **into** a bottle

get **into** the bath

look **into** his eyes

enter **into** an agreement

translate **into** Spanish

put hands **into** pockets

get **into** bed

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cut **into** small pieces

put **into** the drawer

turn a garage **into** an apartment

go **into** a garden

**Of**

take advantage **of** an opportunity

die **of** an illness

a friend **of** mine

the friendliest **of**

jealous **of** someone

afraid **of**

doctor **of** medicine

very kind **of** someone

be careful **of** something

the best **of** all

to dream **of**

at the age **of** nine

a bottle **of** wine

go **of** one's own accord

the pain **of** loss

heard **of** something

members **of** the club

**of** her own free will

the problem **of** poverty

both **of** them

on behalf **of** someone

in favor/favour (Brit.) **of**

within two miles **of**

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**of** great integrity

certain **of** a date

robbed **of** money

best **of** all the paintings

the dying **of** millions

fond **of** tennis

the first **of** June

a man **of** great integrity

in front **of** the line

the strength **of** a lion

south **of** the city

a half **of** the apple

a bottle **of** water

**Off**

fell **off** something

gone **off** alcohol

**off** the target

feel **off** color/colour (Brit.)

keep **off** the grass

to be **off** the track

church just **off** the road

come **off** pills

boat found just **off** the west coast

get **off** someone

cut something **off**

take a top **off** a bottle

get **off** a train

**On**

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see someone **on** Monday

nerves are **on** edge

sleep **on** a bed

get **on** someone's nerves

go **on** holiday

congratulate **on** success

fell **on** his head

cattle live **on** grass

operate **on**

get him **on** this number

borders **on** a river

a ban **on** making fires

**on** foot (horseback)

lives **on** a farm

**on** arriving in the city

decide **on** the color/colour (Brit.)

**on** holiday

live **on** a little money

to be hard **on** someone

something is **on** fire

a book **on** Mexico

spend money **on**

the food is **on** me

arrive **on** Sunday

live **on** a security estate

keen **on** rugby

play **on** the piano

give a lecture **on**

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speak **on** behalf of

**on** his return

**on** the point of leaving

**on** someone's advice

book based **on** facts

to be **on** a committee

turn your back **on** someone

**on** the first day of the month

**Over**

jump **over** something

a fight **over** money

discuss **over** dinner

a tablecloth **over** the table

a bridge **over** a river

cannot hear **over** the noise in the room

turn **over** a page

visit someone for **over** a week

lives **over** the road

change **over** the years

wear a coat **over** the dress

put a blanket **over** someone

tell someone **over** the phone

get **over** an illness

save money **over** many years

rules **over** a great country

**Through**

water flows **through** the pipe

to go **through** a crisis

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get **through** the tests

fail **through** carelessness

drive **through** a red light

**through** no fault of mine

help **through** difficult times

walk **through** the trees

climb **through** the window

**To**

fifteen minutes **to** eight

agree **to** your proposal

the way **to** the shop

go **to** Paris

devoted **to** someone

**to** no purpose

talk **to** someone

**to** my surprise

in debt **to** his parents

walk **to** school

a reference **to** a book

it's ten **to** six

prefer tea **to** milk

belongs **to**

invite **to** lunch (tennis)

drink **to** someone

kind **to** animals

reply **to** the letter

from city **to** city

explain the work **to**

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rush **to** someone's rescue

from beginning **to** end

lend a book **to**

three **to** five years old

an example **to**

good to someone

sounds like a cat **to** me

rock the baby **to** sleep

an exception **to** the rule

stand **to** attention

engaged **to** someone

add this **to** that

listen **to** me

help yourself **to** something

grateful **to** him

invited **to**

not **to** my taste

looking forward **to**

cooked **to** perfection

starved **to** death

it is clear **to** me

devoted **to** someone

look **to** someone for advice

burnt **to** the ground

Friday **to** Sunday

not agree **to** the plan

keep **to** your word

long **to** breakfast

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tell someone **to** his face

miles **to** the gallon

a solution **to** a problem

**Towards**

rain **towards** evening

friendly **towards** me

they headed **towards** the forest

walk **towards** someone

her back **towards** me

he is very loving **towards** her

money will go **towards** the orphanage

**Under**

building is **under** repair

the bridge is still **under** construction

**under** martial law

rest **under** a tree

**under** the terms of the agreement

new **under** the sun

buried **under** the snow

prosper **under** his rule

writes **under** his own name

found something **under** the bed

**under** great stress

find it **under** another topic

only children **under** eight are allowed

**under** an hour to finish

**under** investigation

two girls working **under** her

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**Up**

the time is **up**

stay **up** late

**up** to now

**up** to no good

**up** for sale

not **up** to much

climb **up** a tree

be **up** to something

walk **up** the road

not **up** to the job

take **up** painting

the sun is **up**

jump **up** from the couch

**up** to eight people

to be **up** for something

to turn the oven **up**

**up** and running

river has dried **up**

the village is **up** north

**up** and about

gather **up** belongings

set **up** a committee

what's **up**

**Upon**

act **upon** instructions

**upon** my word

once **upon** a time

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nearly **upon** you

mile **upon** mile

**With**

wet **with** dew

bear **with** me

cross **with** someone

fill something **with** water

part **with** something

dine **with** someone

part **with** something (someone)

compared **with** last week

a disagreement **with** someone

shook hands **with** someone

groaned **with** pain

off to bed **with** you

not very **with** it

shivered **with** cold

pleased **with** the results

be **with** someone on a suggestion

down **with** fever

comply **with** a request

leave something **with** someone

tremble **with** rage

success comes **with** hard work

**with** great respect

pleased **with** a result

not agree **with** someone

plead **with** her

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faint **with** hunger

help **with** all the cooking

angry **with** someone

the hamburger comes **with** salad

play **with** the dog

to have someone **with** you

**Within**

back **within** an hour

**within** walking distance

**within** bounds

**within** two miles

live **within** your income

**strength** within yourself

**Without**

cannot go **without**

**without** doubt

to be **without** water

leave **without** someone

leave **without** greeting

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## List of compound prepositions

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according to

affection for

affectionate to

ahead of

along with

alongside of

alternate with
alternative to
ambition to
ambitious of
apart from
as against
as between
as compared with (to)
as for
as of
as to
aside from
away from
at that point
at the point of
at this point
at the time of
away from
because of
but for
by force of
by means of
by reason of
by virtue of
by way of
capable of
capacity for
confidence in

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confident of
contrast to
derogate from
derogatory to
descendant of
descended from
desires of
desirous of
dislike to
disqualified from
due to
during the course of
equal to
equally with
except for
exception to
fond of
for fear of
for lack of
for the purpose of
for the reason that
for the sake of
forward of
founded on
from above
from among
from behind
from beneath

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from between
from over
from the point of view of
from under
hindered from
hindrance to
in a manner similar to
in accordance to
in accordance with
in addition to
in as much as
in behalf of
in between
in care of
in case of
in close connection with
in close proximity with
in common with
in comparison to (with)
in compliance with
in connection with
in consequence of
in consideration of
in contrast to (with)
in course of
in default of
in deference to
in excess of

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in exchange for
in favor/favour (Brit.) of
in front of
in memoriam
in opposition to
in order to
in place of
in preference to
in quest of
in receipt of
in reference to
in regard to
in relation to
in search of
in spite of
in terms of
in the course of
in the event of
in the event that/of
in the face of
in the light of
In view of
independently of
infatuated with
insensible to
inside of
instead of
liking for

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neglectful of
negligent in
next to
on account of
on behalf of
on the basis of
on the part of
on the point of
on top of
out of
outside of
owing to
prejudicial for
prejudicial to
prepared for
pursuant to
previous to
prior to
qualified for
regardless of
relating to
relative to
respect for
respectful to
result of
resulted from
round about (around about)
seized upon

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seizure of
sensible of
short of
similar to
subsequent to
together with
under cover of
what with
with (in) regard to
with a view to
with reference to
with respect to
with the intension of

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# 34. GENDER

1. **Masculine gender** nouns **are used for men, boys and male animals.**

- *My **father** is John Collins.*
- *My **brother** is Andy Collins.*
- *The **lion** has a thick mane.*

2. **Feminine gender** nouns are used for **women, girls and female animals**.

- *My **mother** is Zelda Collins.*
- *My **sister** is Gina Collins.*
- *The **lioness** feeds her cubs.*

3. **Common gender** nouns can be used for **both the male and the female** of people and animals.

- *The **bird** sits in the tree.*
- *My **cousin** is very clever.*
- *The **owner** of the car refuses to pay for the damage.*

4. **Neuter gender** nouns denote lifeless things.

- *I like **bread**, **butter** and **honey**.*
- *On **Sundays** we go to **church**.*
- *We use **pens** and **pencils** in **school**.*

**People often tend to use only the masculine form for both words.**

- *The **murderer** escaped from prison.*

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• *The **hunter** shot a lion.*

• *The **landlord** cares for his tenants.*

**The words “female” and “male” may also be used for the feminine form of some nouns.**

• *The **female kangaroo** carries her young in her pouch.*

• *Jane wants to buy a **male rabbit.***

• *The **male antelope** died from shock when he was caught.*

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# List of masculine and feminine nouns

**Masculine — Feminine**

abbot — abbess

actor — actress

(antelope) buck — doe

(ass) jack — jenny

aviator — aviatrix

bachelor — spinster

barman — barmaid

baron — baroness

best man — bridesmaid

billy goat — nanny goat

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boar — sow

boy — girl

Boy Scout — Girl Guide

bridegroom — bride

brother — sister

brother-in-law — sister-in-law

buck — doe

buck rabbit — doe rabbit

bull — cow

bull calf — cow calf

chairman — chairwoman

clergyman — clergywoman

cock — hen

cockerel — pullet

colt — filly

comedian — comedienne

conductor — conductress

count — countess

craftsman — craftswoman

czar — czarina

dad — mum

daddy — mummy

deacon — deaconess

dog — bitch

(donkey) jack — jenny

drake — duck

drone — bee

duke — duchess

earl — countess

editor — lady editor

(elephant) bull — cow

emperor — empress

enchanter — enchantress

executor — executrix

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father — mother

father-in-law — mother-in-law

(ferret) buck — doe

fiancé — fiancée

(foal) colt — filly

fox — vixen

friar — nun

gander — goose

gentleman — lady

giant — giantess

(goat) billy goat/he-goat — nanny-goat/she-goat

god — goddess

godfather — godmother

godson — goddaughter

governor (male/female)

grandfather — grandmother

grandson — granddaughter

(guinea pig) boar — sow

(hare) buck — doe

(hedgehog) boar — sow

he — she

headmaster — headmistress

he-bear — she-bear

heir — heiress

hero — heroine

him — her

(horse) stallion — mare

(horse, father and mother) sire — dam

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host — hostess

hound — bitch

housemaster — housemistress

hunter — huntress

husband — wife

inspector — inspectress

Jew — Jewess

(kangaroo) buck — doe

king — queen

lad — lass

landlord — landlady

leading man — leading lady

lecturer (male/female)

lion — lioness

lord — lady

male — female

man — woman

manager — manageress

manservant — maidservant

marquis — marchioness

masculine — feminine

masseur — masseuse

master — mistress

mayor — mayoress

merman — mermaid

milkman — milkmaid

millionaire — millionairess

monitor — monitress

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mr. — mrs.

murderer — murderess

nephew — niece

pageboy — flower girl

papa — mama

peacock — peahen

(pigeon) cock — hen

poet — poetess

policeman — policewoman

postman — postwoman

postmaster — postmistress

priest — priestess

prince — princess

principal boy — principal girl

prophet — prophetess

proprietor — proprietress

prosecutor — prosecutrix

protector — protectress

(rabbit) buck — doe

ram — ewe

(rat) buck — doe

(rhinoceros) bull — cow

(reindeer) stag, hart — cow

rooster — hen

salesman — saleswoman

schoolboy — schoolgirl

schoolmaster — schoolmistress

Scotsman — Scotswoman

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(seal) bull — cow

shepherd — shepherdess

shop boy — shop girl

signor — signora, signorina

sir (yes, sir) — madam, miss

Sir (Sir David) — Lady

son — daughter

(sparrow) cock — hen

stag — hind

stallion — mare

statesman — stateswoman

steer — heifer

stepfather — stepmother

stepson — stepdaughter

steward — stewardess

sultan — sultana

superman — superwoman

(swan) cob — pen

tailor — female tailor, seamstress

testator — testatrix

tiger — tigress

tom-cat — tabby cat, queen

tsar — tsarina

(turkey) cock — hen

tutor — governess

tzar — tzarina

uncle — aunt

usher — usherette

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viscount — viscountess

waiter — waitress

(whale) bull — cow

widower — widow

(wolf) he-wolf — she-wolf

wizard — witch

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## Some names with feminine forms

| Masculine | Feminine | Masculine | Feminine |
|---|---|---|---|
| Alexander | Alexandra | Michael | Michelle |
| Alfred | Alfreda | Nigel | Nigella |
| Brendan | Brenda | Oliver | Olivia |
| Christian | Christina | Patrick | Patricia |
| Claude | Claudia | Paul | Paula |
| Dennis | Denise | Phillip | Phillipa |
| Joseph | Josephine | Robert | Roberta |
| Max | Maxie/Maxine | Simon | Simone |

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# 35. SOUNDS OF ANIMALS

## Animal — Sound

apes — gibber

asses — bray

bats — screech

bears — growl

bees — buzz, hum

beetles — drone

birds — chirp, twitter, tweet, sing

bitterns — boom

blackbirds — whistle

bulls — bellow

calves — bleat, bawl

camels — grunt

canaries — sing

cats — mew, purr, hiss

cattle — moo, low

chickens — cluck, cackle

chicks — peep, cheep

cocks — crow

cows — moo, low

crickets — chirp, creek

crows — caw

deer — snort, bleat

dogs — bark, howl, growl

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dolphins — click

donkeys — bray

doves — coo

ducks — quack

eagles — scream

elephants — trumpet

flies — buzz, hum

foxes — bark, yelp, simper

frogs — croak

geese — quack, hiss, cackle

giraffes — bleat

goats — bleat

grasshoppers — chirr, chirp

guinea pigs — squeak

hamsters — squeak

hares — squeak

hawks — scream

hens — cackle, cluck

hogs — grunt

horses — neigh, whinny, snort

hounds — bay

hummingbirds — hum

hyenas — laugh, scream

jackals — howl

kangaroos — chortle

kittens — mew

koalas — scream, bellow, wail

lambs — bleat

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larks — sing, warble

lions — roar, growl

mice — squeak, squeal

monkeys — chatter, gibber, screech

mosquitoes — whine

nightingales — sing, warble

ostriches — chirp, bark, hiss

owls — hoot, scream, screech, shriek

oxen — low, bellow

parrots — talk, screech, squawk

peacocks — scream

pigeons — coo

pigs — grunt, screech, snort

puppies — yelp

rabbits — squeal

raccoons — chitter

rats — squeak

ravens — croak

rhinoceroses — bellow

robins — chirp

roosters — crow

seagulls — scream, squawk

seals — bark

serpents — hiss

sheep — bleat

snakes — hiss

sparrows — chirp

swallows — twitter

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swans — cry

tigers — growl, roar

turkeys — gobble

vultures — scream

whales — hum, sing

wolves — howl, cry, yell

zebras — whinny

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# 36. SOUNDS OF THINGS

| Object | Sound | Object | Sound |
|---|---|---|---|
| bells | ring, jingle | leaves | rustle |
| breaks | screech | rain | patters |
| clocks | chime, tick | sirens | wail |
| dishes | clatter | thunder | roars |
| doors | creak, slam | tires | screech |
| horns | hoot, toot | whips | crack |
| keys | jingle | winds | howl |

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# 37. DIMINUTIVES

## Diminutives indicate smallness

| Word | Dimunitive | Word | Dimunitive |
|---|---|---|---|
| bird | birdie | kitchen | kitchenette |
| book | booklet | lamb | lambkin |
| can | cannikin | leaf | leaflet |
| crown | coronet | river | rivulet |
| drop | droplet | root | rootlet |
| flower | floweret | statue | statuette |
| grain | granule | tart | tartlet |
| hill | hillock | tower | turret |

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# 38. THE YOUNG OF ANIMALS

**Animal — Young**

aardvark — cub, calf

alligator — hatchling

alpaca — cria

ant — larva, antling

anteater — pup

antelope — calf

ape — baby

armadillo — pup

ass — foal

baboon — infant

badger — cub, kitten

bat — pup

bear — cub

beaver — kitten, kit

bee — larva

beetle — larva

bird — nestling, hatchling, chick

bittern — chick, fledgling/fledgeling (Brit.)

boar — piglet

buck — fawn, calf

buffalo — calf

bull — calf

butterfly — caterpillar, larva

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camel — calf

cat — kitten

cattle  calf

cheetah — cub

chicken — chick, pullet, cockerel

chimpanzee — infant

clam — larva

cock — chick, cockerel

cockroach — nymph

codfish — codling

cow — calf

coyote — cub, pup, whelp

crane — chick

crocodile — hatchling

crow — chick

deer — fawn

dinosaur — juvenile, hatchling

dog — puppy

dolphin — pup, calf

donkey — foal

dove — squad, chick

duck — duckling

eagle — eaglet, fledgling/fledgeling (Brit.)

eel — elver, larva

elephant — calf

elephant seal — weaner, pup

elk — calf

emu — chick, hatchling

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falcon, chick

ferret — kit

fish — fry

fly — maggot

fowl — chicken

fox — cub, pup

frog — tadpole

giraffe — calf

gnu — calf

goat — kid

goose — gosling

gorilla — infant

grasshopper — nymph

grouse — cheeper

guinea fowl — keet

guinea pig — pup

hamster — pup

hare — leveret

hawk — eyas

hen — chick, pullet

hippopotamus — calf

hog — shoat

horse — foal, colt, filly

hound — pup

hyena — cub

jellyfish — ephyna

kangaroo — joey

koala — joey

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lemur — baby, infant

leopard — cub

lion — cub

llama — cria

louse — nit, nymph

mallard — duckling

mare — foal, filly

mole — pup

monkey — infant

moose — calf

mosquito — nymph

moth — caterpillar

mouse — pup, kitten

mule — foal

opossum — joey

ostrich — chick

otter — pup, whelp

owl — owlet

ox — calf

oyster — spat

panda — cub

parrot — chick

partridge — cheeper

peacock — peachick

peafowl — peachick

penguin — chick

pig — piglet

pigeon — squab, squeaker

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platypus — puggle

porcupine — porcupette

possum — joey

raccoon — cub

rat — pup, kitten

reindeer — calf

rhinoceros — calf

rooster — cockerel

salmon — parr

seal — pup

serval — kitten

sheep — lamb, lambkin

shark — cub, pup

skunk — kit

snake — snakelet, hatchling

spider — spiderling, baby spider

squirrel — kitten, pup

stallion — foal, colt

swan — cygnet

termite — larva

tiger — cub, whelp

toad — tadpole

trout — fry

turkey — poult

turtle — hatchling

wallaby — joey

walrus — cub, pup

wasp — larva

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weasel — kit

whale — calf

wolf — whelp, pub

wombat — joey

zebra — foal

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# 39. THE TENSES

The tense of the verb shows if something is happening in the present, past or future.

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## 1. The simple present tense

(a) Used for actions that happen in the **present**.

- *The injured dog **needs** help now.*
- *I **work** in the garden.*

(b) To express a fact or that it **usually happens**.

- *We **wash** our faces every morning.*
- *John and Peter **ride** to school on their bicycles.*

(c) To talk about **scheduled events** or **intentions in the near future**.

- *They **leave** for Johannesburg this afternoon.*
- *The show **starts** early tomorrow night.*

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## 2. The present progressive (continuous) tense

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This tense describes what is **happening at that moment** and that the action is **continuing**. Two words are used to form present progressive tense. Use **am**, **is**, **are** and a **present participle** to form this tense. (**Examples of present participles:** run - running, bark - barking, do - doing)

- *Jack and David **are running** away.*

- *The dog **is barking** at the cat.*
- *What is **she doing** now?*

## 3. The present perfect tense

(a) The present perfect tense tells us about something that **started in the past and is still happening or true now.** This tense can only be used with **unspecific time expressions.**

(**Unspecific expressions:** *ever, never, many times, before, so far, already, yet, once, etc.)* Use **has** or **have** and a **past participle** to form this tense.

(**Examples of past participles:** *see — seen, fail — failed*)

- *I **have seen** him many times.*
- *Janet **has never** failed.*
- *They **have been** to London before.*

**Note:**

With **specific expressions** (yesterday, last week, when I was a child, at that moment, that day, one day, Monday, etc.) we use the **simple past tense**.

- *Last week I **worked** very hard.*

(b) It refers to an action which **has just been completed**.

- *I **have just** fed the dog.*
- *Father **has arrived** a while ago.*

(c) When **two actions take place and the one is completed before the other begins**, the present perfect tense is used for the first action.

- *Miriam will phone me as soon as she **has arrived**.*
- *The dogs drink water after they **have eaten**.*

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## 4. The simple past tense

Use the Simple Past Tense to express that an action **started and finished in the past**.

- *Yesterday Fred **worked** in the garden.*
- *I **wrote** a test last week.*

**See:** Regular and irregular verbs

## 5. The past progressive (continuous) tense

This tense is used when one action was continuing when another action started–both actions took place in the past. Use **was** or **were** and the **present participle** to form this tense. (**Examples of present participles:** *play — playing, do — doing*)

- *Tim **was playing** rugby when Leo phoned.*
- *What **was** Ian **doing** when I called him?*

## 6. The past perfect tense

Use the past perfect tense to express that **something happened before something else happened in the past**.This tense is formed by **had** and a **past participle**.

(**Examples of past participles:** *take — taken, work — worked*)

- *Ian did not get well fast because he **had not taken** his medicine.*
- *When I got there he **had left** the house already.*

## 7. The simple future tense

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The simple future tense tells us that something **will happen in the future or is expected to happen in the future**. It is formed by **shall** or **will** and the **infinitive**(The verb in its basic form — *go, play, write, etc*.).

**See:** Infinitives

- *Henry **will go** to town tomorrow.*
- *If I drink my medicine, I **shall get** well soon.*

**Note:**

I shall and we shall – all the others will. If a threat or promise is made, or there is a tone of determination, this rule is reversed. If I and we are used in a question we always use shall.

**See also:** Uses of the word **"to be"**

- *I **shall** go to school on Monday.*
- *I **will** go to school on Monday whether you like it or not.*
- *John **will** be late tomorrow.*
- *John **shall** help me now if he wants to go to the show.*
- ***Shall** we go to town?*

## 8. The future progressive (continuous) tense

The future continuous tense is used to show that an **action will begin and continue in the future**. It is formed by **shall be** and **will be** and the **present participle**.

- *I shall be playing netball when you arrive.*
- *Uncle Tom will be taking me to music lessons next week.*
- *Jimmy will be sweeping the garage while Mary and June will be cleaning the kitchen.*

# 9. The future perfect tense

The Future Perfect Tense is used to refer to actions that will be completed before another action in the future. It is formed by **shall have** and **will have** and the **past participle.**

- *I **shall have solved** the problem by the time John wants his book back.*
- *When you arrive at noon, Josh **will have cleaned** the room.*

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# 40. CONCORD

# (Verb and subject agreement)

Concord is the **agreement of verbs and nouns** in sentences. In all sentences, the verbs must agree with the subjects.

## Rules for the matching of verbs and subjects:

1. A **singular subject** takes a **singular verb**.

   • *Rover **is** outside.*

2. A **plural subject** takes a **plural verb.**

   • *My sisters **are** at the show.*

**3. Two singular** subjects joined by **and** take **a plural verb.**

   • *Tammy and Lisa **are** friends.*

4. A **singular and a plural subject** connected by **and** take a **plural verb**.

   • *Rick and his cousins **are** playing in the park.*

5. The words **anybody**, **anyone**, **each**, **each one**, **either**, **everybody**, **everyone**, **neither**, **nobody**, **no one**, **somebody** and **someone**, take **singular verbs**.

   • *Anybody **is** welcome to come with me.*

   • *Someone **has** to do the work.*

   • *One of them **is** guilty.*

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- *Neither of them **has** seen my dog.*

6. **Uncountable nouns** such as water, news, means, economics, electronics, game (animals), measles and sand, take **singular verbs**.

- *The water **is** clean.*
- *The game **has** lots of food.*
- *Good news **makes** me happy.*
- *The sand **moves** down the dune.*

7. When a sentence **does not start with the subject** of the sentence, the verb **agrees with the subject that follows the verb.**

- *On the table **are** pens.*
- *There **is** a tree in the camp.*
- *In the tree **are** many nests.*
- *At school **are** many good teachers.*

**Note:**

In **American English** a collective noun is usually followed by a **singular verb.**

In **British English** a collective noun is usually followed by a **plural verb.**

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# 41. THE PRINCIPAL PARTS OF VERBS

**Regular verbs** In the past tense these verbs usually end in -d or -ed. (bake — bake**d**, play — play**ed**)

**Irregular verbs** change in a different way or not at all. (write — **wrote**, burst — **burst**)

**Note:**

In **American English** the past tense and past participle ending with **-ed** are preferred.

In **British English** both endings are usually acceptable, but the **irregular form (learnt)** is preferred.

- **American English:** *learn — learn**ed** — learn**ed***
- **British English:** learn.— *learned/learn**t** — learned/learn**t***

The preferred **American English** word is mentioned **first** in the list**.**

**Present tense — Past tense — Past participle**

accept — accepted — accepted

accuse — accused — accused

act — acted — acted

admit — admitted — admitted

agitate — agitated — agitated

agree — agreed — agreed

aid — aided — aided

allot — allotted — allotted

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am (I am) — was (I was) — been (I have been)

apply — applied — applied

arise — arose — arisen

arrest — arrested — arrested

arrive — arrived — arrived

ask — asked — asked

attack — attacked — attacked

awake — awoke — awoken

bake — baked — baked

bar — barred — barred

bat — batted — batted

bath — bathed — bathed

be — was — has been

beat — beat — beaten

become — became — become

begin — began — begun

behave — behaved — behaved

behold — beheld — beheld

believe — believed — believed

bend (knees) — bent — bent

bet — bet/betted — bet/betted

bid (at an auction) — bid — bid

bind — bound — bound

bite — bit — bitten

blame — blamed — blamed

blast — blasted — blasted

bleed — bled — bled

bless — blessed — blessed

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blow — blew — blown

boil — boiled — boiled

bomb — bombed — bombed

bounce — bounced — bounced

brag — bragged — bragged

break — broke — broken

breed — bred — bred

bring — brought — brought

broadcast — broadcast — broadcast

build — built — built

bump — bumped — bumped

burn — burned/burnt — burned/burnt

burst — burst — burst

bury — buried — buried

buy — bought — bought

call — called — called

cancel (Amer.) — canceled — canceled

cancel (Brit.) — cancelled — cancelled

care — cared — cared

carry — carried — carried

cast — cast — cast

catch — caught — caught

celebrate — celebrated — celebrated

certify — certified — certified

challenge — challenged — challenged

change — changed — changed

chase — chased — chased

chat — chatted — chatted

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cheer — cheered — cheered

choose — chose — chosen

chop — chopped — chopped

clap — clapped — clapped

clean — cleaned — cleaned

climb — climbed — climbed

cling — clung — clung

clip — clipped — clipped

close — closed — closed

collect — collected — collected

comb — combed — combed

come — came — come

control — controlled — controlled

cook — cooked — cooked

copy — copied — copied

correct — corrected — corrected

cost — cost — cost

cover — covered — covered

crawl — crawled — crawled

creep — crept — crept

cross — crossed — crossed

crush — crushed — crushed

cry — cried — cried

cut — cut — cut

dance — danced — danced

dare — dared — dared

deal — dealt (pron. delt) — dealt

decide — decided — decided

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defeat — defeated — defeated

defy — defied — defied

delay — delayed — delayed

deny — denied — denied

depart — departed — departed

destroy — destroyed — destroyed

dial — dialed — dialed

die — died — died

dig — dug — dug

dip — dipped — dipped

dive — dived/dove — dived/dove

(**Dove** is now standard in American and Canadian English)

do, does — did — done

draw — drew — drawn

dream — dreamed/dreamt — dreamed/dreamt

dress — dressed — dressed

drink — drank — drunk

drive — drove — driven

drown — drowned — drowned

dry — dried — dried

dust — dusted — dusted

dye — dyed — dyed

earn — earned — earned

eat — ate — eaten

empty — emptied — emptied

enjoy — enjoyed — enjoyed

enter — entered — entered

escape — escaped — escaped

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except — excepted — excepted

expect — expected — expected

expel — expelled — expelled

face — faced — faced

fail — failed — failed

fall — fell — fallen

fancy — fancied — fancied

fear — feared — feared

feed — fed — fed

feel — felt — felt

fight — fought — fought

fill — filled — filled

find — found — found

finish — finished — finished

fit — fit/fitted — fit/fitted

flee — fled — fled

fling — flung — flung

flush — flushed — flushed

fly — flew — flown

fold — folded — folded

follow — followed — followed

force — forced — forced

foresee — foresaw — foreseen

forget — forgot — forgotten

forgive — forgave — forgiven

forsake — forsook — forsaken

freeze — froze — frozen

fry — fried — fried

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fuel (Amer.) — fueled — fueled

fuel (Brit.) — fuelled — fuelled

gag — gagged — gagged

gain — gained — gained

gather — gathered — gathered

get — got — got/gotten (gotten only Amer.)

give — gave — given

glue — glued — glued

go — went — gone

grant — granted — granted

grin — grinned — grinned

grind — ground — ground

grow — grew — grown

growl — growled — growled

grunt — grunted — grunted

hang (persons) — hanged — hanged

hang (things) — hung — hung

has/have — had — had

hear — heard — heard

help — helped — helped

hide — hid — hidden

hit — hit — hit

hold — held — held

hope — hoped — hoped

hug — hugged — hugged

hurry — hurried — hurried

hurt — hurt — hurt

identify — identified — identified

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imply — implied — implied

inform — informed — informed

injure — injured — injured

invite — invited — invited

join — joined — joined

judge — judged — judged

jump — jumped — jumped

justify — justified — justified

keep — kept — kept

kick — kicked — kicked

kill — killed — killed

kneel — kneeled/knelt — kneeled/knelt

knit — knitted— knitted

knock — knocked — knocked

know — knew — known

label (Amer.) — labeled — labeled

label (Brit.) — labelled — labelled

laugh — laughed — laughed

lay (a table, an egg) — laid — laid

lead — led — led

lean — leaned/leant — leaned/leant

learn — learned/learnt — learned/learnt

leave — left — left

lend — lent — lent

let — let — let

lie (to lie down) — lay — lain

lie (to tell lies) — lied — lied

lift — lifted — lifted

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light — lighted/lit — lighted/lit

like — liked — liked

listen — listened — listened

lock — locked — locked

look — looked — looked

lose — lost — lost

love — loved — loved

make — made — made

manage — managed — managed

march — marched — marched

marry — married — married

may — might — might

mean — meant (pron. ment) — meant

meet — met — met

melt — melted — melted

mend — mended — mended

mislay — mislaid — mislaid

mislead — misled — misled

miss — missed — missed

mistake — mistook — mistaken

mix — mixed — mixed

move — moved — moved

murder — murdered — murdered

need — needed — needed

nod — nodded — nodded

notice — noticed — noticed

nurse — nursed — nursed

occupy — occupied — occupied

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open — opened — opened

outgrow — outgrew — outgrown

outwear — outwore — outworn

overcome — overcame — overcome

overdo — overdid — overdone

overdraw — overdrew — overdrawn

overflow — overflowed — overflowed

overhear — overheard — overheard

override — overrode — overridden

overrun — overran — overrun

own — owned — owned

pack — packed — packed

pain — pained — pained

paint — painted — painted

panic — panicked — panicked

partake — partook — partaken

pass — passed — passed

pat — patted — patted

patrol — patrolled — patrolled

pay — paid — paid

peel — peeled — peeled

phone — phoned — phoned

photocopy — photocopied — photocopied

pick — picked — picked

pin — pinned — pinned

pity — pitied — pitied

plan — planned — planned

plant — planted — planted

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play — played — played

plead — pleaded/pled — pleaded/pled

please — pleased — pleased

plod — plodded — plodded

plot — plotted — plotted

poke — poked — poked

post — posted — posted

pour — poured — poured

practice (Amer.) — practiced — practiced

practise (Brit.) — practised — practised

pray — prayed — prayed

preach — preached — preached

prefer — preferred — preferred

prepare — prepared — prepared

prepay — prepaid — prepaid

present — presented — presented

press — pressed — pressed

proceed — proceeded — proceeded

proclaim — proclaimed — proclaimed

promise — promised — promised

prove — proved — proved

pry — pried — pried

pull — pulled — pulled

push — pushed — pushed

put — put — put

qualify — qualified — qualified

quarrel (Amer.) — quarreled — quarreled

quarrel (Brit.) — quarelled — quarrelled

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queue — queued — queued

quit — quit — quit

quote — quoted — quoted

race — raced — raced

rain — rained — rained

reach — reached — reached

read — read (pron. red) — read

realise (Brit.) — realised — realised

realize (Amer.) — realized — realized

reap — reaped — reaped

receive — received — received

recover — recovered — recovered

refer — referred — referred

regret — regretted — regretted

relieve — relieved — relieved

remind — reminded — reminded

remit — remitted — remitted

rent — rented — rented

repay — repaid — repaid

reply — replied — replied

reread — reread (pron. re**red**) — reread (pron. re**red**)

rest — rested — rested

restring — restrung — restrung

retake — retook — retaken

rid — rid — rid

ride — rode — ridden

ring — rang — rung

rinse — rinsed — rinsed

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rise — rose — risen

roar — roared — roared

rob — robbed — robbed

roll — rolled — rolled

rot — rotted — rotted

rub — rubbed — rubbed

run — ran — run

sag — sagged — sagged

sail — sailed — sailed

satisfy — satisfied — satisfied

saw (wood) — sawed — sawed/sawn

say — said — said

scold — scolded — scolded

score — scored — scored

scratch — scratched — scratched

search — searched — searched

see — saw — seen

seek — sought — sought

seem — seemed — seemed

sell — sold — sold

send — sent — sent

set — set — set

sew — sewed — sewn/sewed

shake — shook — shaken

share — shared — shared

shave — shaved — shaved/shaven

shear — sheared —sheared/shorn

shed — shed — shed

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shine — shone — shone

shout — shouted — shouted

shoot — shot — shot

shop — shopped — shopped

show — showed — showed/shown

shrink — shrank — shrunk

shut — shut — shut

sing — sang — sung

sink — sank — sunk

sip — sipped — sipped

sit — sat — sat

ski — skied — skied

skid — skidded — skidded

slay — slew — slain

sleep — slept — slept

slice — sliced — sliced

slide — slid — slid

sling — slung — slung

slip — slipped — slipped

slit — slit — slit

smell — smelled/smelt — smelled/smelt

smile — smiled — smiled

smoke — smoked — smoked

sob — sobbed — sobbed

solve — solved — solved

sow — sowed — sowed/sown

speak — spoke — spoken

specify — specified — specified

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speed — speeded/sped — speeded/sped

spell — spelled/spelt — spelled/spelt

spend — spent — spent

spill — spilled/spilt — spilled/spilt

spin — spun — spun

spit — spat— spat

split — split — split

spoil —spoiled/spoilt — spoiled/spoilt

spread — spread — spread

spy — spied — spied

stab — stabbed — stabbed

stand — stood — stood

stare — stared — stared

steal — stole — stolen

step — stepped — stepped

stick — stuck — stuck

sting — stung — stung

stir — stirred — stirred

stop — stopped — stopped

strew — strewed — strewed/strewn

stride — strode — stridden

strike — struck — struck

string — strung — strung

stroke — stroked — stroked

surprise — surprised — surprised

swear — swore — sworn

sweep — swept — swept

swim — swam — swum

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swing — swung — swung

take — took — taken

talk — talked — talked

tan — tanned — tanned

taste — tasted — tasted

teach — taught — taught

tear — tore — torn

tease — teased — teased

tell — told — told

thank — thanked — thanked

think — thought — thought

threaten — threatened — threatened

thrill — thrilled — thrilled

thrive — thrived/throve — thriven/thrived

throw — threw — thrown

thrust — thrust — thrust

tidy — tidied — tidied

tie — tied — tied

touch — touched — touched

train — trained — trained

trap — trapped — trapped

travel (Amer.) — traveled — traveled

travel (Brit.) — travelled — travelled

tread — trod —trod/trodden

trim — trimmed — trimmed

try — tried — tried

turn — turned — turned

unbend — unbent — unbent

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undergo — underwent — undergone

understand — understood — understood

undertake — undertook — undertaken

undo — undid — undone

upset — upset — upset

use — used — used

value — valued — valued

vary — varied — varied

veto — vetoed — vetoed

view — viewed — viewed

visit — visited — visited

vote — voted — voted

wait — waited — waited

wake — waked/woke — waked/woken

walk — walked — walked

wash — washed — washed

waste — wasted — wasted

watch — watched — watched

water — watered — watered

wear — wore — worn

weep — wept — wept

win — won — won

wind — wound — wound

wipe — wiped — wiped

wish — wished — wished

withdraw — withdrew — withdrawn

withhold — withheld — withheld

work — worked — worked

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worry — worried — worried

wring — wrung — wrung

write — wrote — written

yell — yelled — yelled

yield — yielded — yielded

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# 42. PROVERBS, IDIOMS AND EXPRESSIONS

**A proverb** is a short, wise saying that gives advice. Proverbs are passed down from generation to generation.

• ***Never cross a bridge until you come to it****: do not worry unnecessarily*

**An idiom** has a figurative or indirect meaning. We have to learn because the meaning of an idiom is not clear from the usual meaning of the words.

• ***A bag of bones****: a very thin person or animal*

## A

From A to Z: *from beginning to end*

### ABC

As simple as ABC: *very easy*

Not to know one's ABC: *to be ignorant*

### Aback

To take someone aback: *to shock or surprise someone*

### Abdabs

To give someone the screaming abdabs: *to cause an attack of extreme anxiety or irritation in someone*

### Ability

To the best of your ability: *to do as well as you possibly can*

### Abode

Of (no) fixed abode: *nowhere permanent to live*

### About

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Know what you are about: *be aware of the implications of your actions or situation*

**Above**

It is above board: *it's been done in a legal and honest way*

Not to be above something: *willing to do unworthy actions*

To be above oneself: *to have too high an opinion of oneself*

**Abraham**

In Abraham's bosom: *in heaven*

**Abreast**

To keep (be) abreast of the times: *to keep up with the times*

**Absence**

Absence makes the heart grow fonder: *one likes a person more if he is not seen often*

**Abuse**

To abuse someone's hospitality: *to visit someone too often*

**Accident**

An accident waiting to happen: *a potentially dangerous situation*; *a person certain to cause problems*

Accidents will happen: *unfortunate or unforeseen things will happen*

Done more by accident than (by) design: *done without deliberate intention*

To do something accidentally on purpose: *to pretend that something you did was an* accident

**Accord**

To do something of your own accord: *to do something willingly, with*out *being influenced*

**Account**

Give a good account of yourself: *make a favorable/favourable (Brit.) impression*

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To be called to account: *to have to give an explanation*

To be of no account: *to be unimportant*

To go to one's last account: *to die*

**Ace**

To ace a test or exam: *to obtain a very high score or an excellent result*

To have an ace up your sleeve: *to have something in reserve with which you can gain an advantage*

To hold all the aces: *in a very strong position because you have more advantages than anyone else*

**Act**

To get an act together: *to organize/organise (Brit.) affairs more effectively in order to be more successful*

**Action**

Actions speak louder than words: *a person is judged more by what he does than by what he says he will do*

**Adam**

Adam blamed Eve, Eve in turn the snake: *neither wanted to accept the blame*

Not to know someone from Adam*: not to know a person at all*

**Ado**

Much ado about nothing: *much frustration for little reason*

**Advantage**

To seek one's own advantage: *to be selfish*

**Advice**

Sound advice is a rare commodity: *good advice is not easily to get*

**Afraid**

To be afraid of one's own shadow: *to be scared easily*

**Age**

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To come of age: *to become twenty-one years old*

**Agree**

Agree to differ: *agree to disagree*

When people agree to differ, or agree to disagree: *they accept that they have different opinions about something and stop trying to change each other's opinion*

**Air**

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To be full of airs: *to be affected*

To be up in the air: *to be uncertain*

To beat the air: *to try in vain*

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To clear the air: *to remove the causes of fear, worry or suspicion by talking about it*

To disappear into thin air: *to vanish in a mysterious way*

To give oneself airs: *to behave in an unnatural way*

To leave something up in the air: *something is unsolved*

To live on fresh air: *to have little to eat or drink*

To tread on air: *to be very happy*

**Alarm bells**

To set the alarm bells ringing: *to start to worry, because it shows that there may be a problem*

**Alert**

To be on the alert: *to be watchful*

**Alive**

To be alive and kicking: *to be well and active*

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**All**

All along: *it has been there all the time, from the beginning*

To get all the clear: *allowed to do something after a check-up to make sure that everything is all right*

All hands on deck: *everyone must help*

It is not the be-all and end-all: *it is not what matters most or what is most essential*

You are all the better for something: *you benefit from it or feel much better as a result of it*

All told: *the final number, when everything has been counted*

Taking it all in all: *considering everything*

He is all-in: *he is very tired*

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**Alley**

Up a blind alley**:** *going down a course of action that leads to a bad outcome*

If something is (right)up or down your alley: *it is exactly the sort of thing that you will like*

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**Alpha**

The alpha and the omega*: the beginning and the end*

**Altar**

To lead someone to the altar: *to marry someone*

**Angel**

There is an angel passing over: *said when a sudden silence occurs in a conversation*

**Answer**

No answer is also an answer: *by remaining silent one can indicate what one thinks*

To answer for something*: to accept responsibility for actions*

To answer the call of nature*: to go to the toilet*

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To have much to answer for: *to be guilty of much*

**Ants**

To have ants in your pants: *to be very restless or excited*

**Appearance**

Appearances are deceptive: *one should not judge persons by what they look like*

To judge by appearances: *to draw conclusions from what one sees*

**Apple**

An apple a day keeps the doctor away: *it is healthy to eat apples*

An apple of discord: *the cause of a dispute*

Stolen apples (kisses, waters) are sweet: *one often wants most what one cannot have*

The apple of one's eye: *a person greatly loved*

The apples on the other side of the wall are sweeter: *we desire most what we are prevented from having*

**Applecart**

To upset the applecart: *to spoil someone's plans*

**Apple-pie**

In apple-pie order: *in perfect order*

**Apron**

To be tied to someone's apron strings: *to be too close to another (especially a woman)*

**Ark**

It came out of the Ark: *it is very old*

**Arm**

An arm and a leg: *very expensive*

To chance your arm: *you decide to do something although there is little hope of success*

To give your right arm: *to do almost anything to obtain something*

To have a chink in your armor/armour (Brit.): *to have a weakness that other people can take advantage of*

To have a long arm: *to have great power*

To keep at arm's length: *not to allow someone to become too friendly*

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To take up arms: *to get ready to fight*

To be up in arms: *to be very angry about something and protest very strongly*

With open arms: *gladly*

**Around**

What goes around, comes around: *one will eventually face the consequences of one's own actions*

**Ass**

To make an ass of oneself: *to do or say something stupid*

**Avail**

Of no avail: *not helpful or useful*

**Awakening**

To get a rude awakening: *to be forced to accept the unpleasant truth or reality*

**Ax/axe**

To have an ax/axe to grind with someone: *to have a dispute with someone*

**Baby**

To be left with the baby: *to have an unwanted responsibility*

To have outgrown one's baby clothes: *to have become an adult*

To throw the baby out with the bath water: *to reject the good with the bad*

**Back**

Back or bet on the wrong horse: to support the loser

Back to square one: *to start all over again*

Behind one's back: *without one's knowledge*

Get back into shape: *to become fit and healthy again*

In the back of beyond: *an isolated place*

Scratch my back and I will scratch yours: *if you help me, I will help you in return*

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To be on someone's back: *to harass someone*

To break someone's back: *to give someone too much work to do*

To know something like the back of one's hand: *to know something very well*

To take a back seat: *to take an unimportant position*

To turn one's back on: *to desert*

With one's back to the wall: *hard pressed*

Would give one's back teeth: *would very much like*

**Backhanded**

A backhanded compliment: *a compliment that can also be an insult*

**Back door**

To get in by the back door: *to obtain a good position in an untruthful manner*

**Backward**

Backward people: *unrefined people*

**Bacon**

To bring home the bacon: *to be successful*

**Bad**

Bad blood: *ill feeling*

From bad to worse: *deteriorating progressively*

To take the good with the bad: *to accept the pleasant with the unpleasant*

**Badger**

To badger someone: *to nag someone until you obtain what you want*

**Bag**

A bag of bones: *a thin animal or person*

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Bag and baggage: *all one's belongings*

In the bag: *to assume to have something secured*

**Baker's Dozen:** thirteen

**Balaam**

Balaam's ass: *an ill-treated animal*

**Balance**

A balancing act: *to satisfy people with different needs*

To hang in the balance: *uncertain or undecided*

To set one's life in the balance: *to risk one's life*

**Ball**

A ball and chain: *something that prevents you from doing what you want to do*

It is a whole new ball game: *it is a completely different situation*

That's the way the ball is bouncing: *things don't always work out as planned*

The ball is in your court: *you have to do something now*

To be on the ball: *to be alert*

To have a ball: *to enjoy yourself immensely*

To have the ball at one's feet: *to have an opportunity*

To set the ball rolling: *to initiate*

**Balloon**

To go down like a lead balloon: *to be received badly by an audience*

**Ballpark figure**

A ballpark figure: *an approximate number or a rough estimate*

**Baloney**

A load of baloney: *idle talk, or pretentious, insincere statements*

**Bandit territory:** *an area where people ignore all rules*

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**Bandwagon**

To jump on the bandwagon: *to do something when it is already successful or fashionable*

**Bank**

As safe as the Bank of England: *completely safe*

**Barefaced**

A barefaced lie: *an obvious lie*

**Bargain**

To drive a hard bargain: *to make someone pay more than he should*

To get more than one bargained for: *to receive more than one has expected*

**Bark**

All bark and no bite: *persons who threaten seldom carry out their threats*

His bark is worse than his bite: *he speaks angrily but acts harmlessly*

To bark against the moon: *to do something futile*

To bark up the wrong tree: *to make a wrong choice or ask the wrong person*

**Barrel**

Empty barrels make the most noise: *those who have the last reason tend to be most boastful*

**Bat (n)**

To move like a bat out of hell: *to move very quickly*

**Bat (v)**

Without batting an eyelid: *showing no emotion at all*

**Bat/s**

To have bats in the belfry: *to be eccentric or crazy*

**Battle**

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Battle lines are drawn: *opposing groups are ready to defend the reasons for the conflict*

Battle of wills: *a conflict or struggle where both sides are determined to win*

Half the battle: *halfway to success*

**Be**

Be that as it may: *it may be true but it will not change the situation*

**Beam**

First remove the beam from your own eye: *consider your own faults before you judge others*

**Bean**

Full of beans: *energetic*

Not to have a bean: *to be without money*

To spill the beans: *to reveal a secret*

**Bear** (n)

He is like a bear with a sore head: *he is irritable or disgruntled*

**Bear** (v)

Bear fruit: *positive or successful results*

To bear in mind: *to take into consideration*

To bear the brunt of something: *to be the one who suffers the most in a bad situation*

**Beard**

To beard the lion in his den: *to confront someone in his working place*

**Beat**

It beats me: *to be surprised that something cannot be understood*

To beat about the bush: *to evade the issue*

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To beat someone to the draw: *to react faster than another person*

To beat the (living) daylights out of someone: *to hit someone very hard and repeatedly*

To feel beat: *very tired*

**Beauty**

Beauty is only skin-deep: *beauty does not last*

Beauty is in the eye of the beholder: *everybody has their own idea of beauty*

**Beck**

At someone's beck and call: *always ready to obey orders or to please a person*

**Bed**

As you make your bed, so you must lie on it: *one must take responsibility for one's actions*

To get out of bed on the wrong side: *to be bad-tempered and grumpy*

**Bedpost**

Between you and me and the bedpost: *in confidence*

**Bee**

To have a bee in one's bonnet: to be *obsessed with something*

**Bee**

Someone that thinks he's the bee's knees: *someone who has a high opinion of himself*

**Beef**

To beef something up: *to improve something by making it better*

**Beggar**

Beggars cannot be choosers: *people in need must be grateful for what is given to them*

**Beginning**

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A good beginning makes a good ending: *a good beginning leads to a positive result*

**Bell**

Saved by the bell: *saved at the last possible moment*

Something rings a bell: *you know something about it, but you can't remember the details*

To do something with bells on: *to do something eagerly*

**Belt**

To hit below the belt: *unfairly*

To tighten your belt: *to spend less money or be careful how you spend it*

Under the belt: *to have acquired experience or achieved something*

**Bend**

Bend over backwards: *do whatever it takes to help*

To bend the truth: *to say something that is not entirely true.*

**Bet**

One's best bet: *the action most likely to succeed*

**Better**

Better to wear out than to rust out: *it is better to be active than to be idle*

For better or worse: *whatever the circumstances may be in future*

To get the better of: *to overcome*

**Beyond**

Beyond me: *impossible to understand*

Beyond recall: *impossible to retrieve or cancel*

Beyond redemption: *no hope for improvement*

To hit below the belt: *unfairly*

**Better**

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Better to wear out than to rust out: *it is better to be active than to be idle*

For better or worse: *whatever the circumstances may be in future*

To get the better of: *to overcome*

**Bigger**

The bigger they are the harder they fall: *when prominent people fail, it is more drastic*

**Bird**

A bird in the hand is worth two in the bush: *what one has is better than just a promise*

A bird's-eye view: *a general view; a view from a height*

A little bird told me: *an unnamed person told me*

Birds of a feather flock together: *people who like the same things stick together*

Flip the bird: *to raise your middle finger at someone*

For the birds: *uninteresting or useless*

Old birds are not caught with chaff: *experienced people are not easily deceived*

The early bird catches the worm: *it is to one's advantage to be up and about early*

To kill two birds with one stone: *to achieve two results with one course of action*

**Birthday**

Wearing one's birthday suit: *naked*

**Bit**

To be champing at the bit: *to be impatient and eager to start*

**Birthday**

Wearing one's birthday suit: *naked*

**Bite**

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Bite your tongue: *not to say what you would like to say*

Don't bite off more than you can chew: *don't undertake more than you can cope with*

To bite the dust: *to fall down dead; to be defeated*

**Bitten**

Once bitten, twice shy: *not to allow oneself to suffer the same unpleasantness twice*

**Black**

A black sheep: *one who is regarded as a disgrace or failure by his family or fellows*

A black tie event: *a formal event*

Black market: *illegal market*

In black and white: *in print or writing*

To black out: *to lose consciousness*

**Blank**

To give someone a blank check/cheque (Brit.): *to allow a person to do what he thinks is best*

**Blanket**

A wet blanket: *a person who dampens the enthusiasm of others*

**Bleed**

To bleed someone dry: *to take whatever one can from another*

**Blessing**

A blessing in disguise: *a misfortune that is actually beneficial*

Count your blessings: *focus on all the good things in life*

**Blind**

Go up a blind alley: *follow a course of action which leads nowhere*

In the land of the blind the one-eyed man is king: *among those who are not gifted a slightly gifted person seems to be very*

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*important*

The blind cannot lead the blind: *an ignorant person cannot advise others*

There are none so blind as those who will not see: *those who do not wish to be convinced will not be convinced*

To blind with science: *to confuse by using difficult or technical words*

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**Blink**

Something is on the blink: *it is not working properly and needs repair*

**Block**

New kid on the block: *someone new to the group or area*

To be a chip of the old block: *to resemble one of his parents*

**Blood**

Blood is thicker than water: *the bond between relations is stronger than that created by other circumstances*

His blood was up: *he was very angry*

In cold blood: *deliberately*

It runs in the blood: *it is a family characteristic*

Makes your blood boil: *it makes you very angry*

Makes your blood run cold: *it shocks or scares you*

One's own flesh and blood: *one's own kin*

Something requires blood sweat and tears: *something requires a lot of hard work*

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You cannot squeeze blood out of a stone: *you cannot do the impossible*

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**Bluff**

To call someone's bluff: *to challenge someone to do what he threatens to do*

**Board**

*A* situation is above board: *it is open, honest and legal*

It is across the board: *it relates to all*

**Blow**

A heavy blow: *a serious setback*

Blow it out of proportion: *exaggerate the importance of something*

Blow the whistle on someone: *report someone to the authorities*

Blow your top: *suddenly become very angry*

Come to blows: *they start to fight*

It blows up in your face: *it suddenly goes wrong or fails*

**Blue**

A bolt from the blue: *it happened totally unexpectedly*

Blue Monday: *a Monday on which everything goes wrong*

Once in a blue moon: *very rarely*

Out of the blue: *Something happened suddenly and unexpectedly*

To feel blue: *to feel depressed*

To look blue/green/pale around the gills: *to look sick*

To scream blue murder: *to scream and shout very loudly*

To talk until one is blue in the face: *to talk a great deal but without effect*

**Boat**

To rock the boat: *to cause disharmony or dissent*

We are all in the same boat: *all will have to suffer the same risks and punishment*

**Body**

Over my dead body: *not to allow something to happen*

To keep body and soul together: *to earn sufficient money*

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To miss the boat: *to miss an opportunity by not acting fast enough*

**Bombshell**

To drop a bombshell: *to surprise everybody*

**Bone**

A bone of contention: *a subject about which there is great disagreement*

Not to make old bones: *to die young*

To feel something in one's bones: *to be sure of something*

To have a bone to pick with someone: *to have a dispute to settle with someone*

To make no bones about: *to say something clearly and confidently*

**Book**

A closed book: *something (or someone) of which you know*
foot: *things have changed*

To be too big for your boots: *to think you are more important than you are*

To get the boot: *to be dismissed*

To lick another person's boots: *to please a person in order to obtain something from him*

**Bored**

Bored to tears: to find something boring and uninteresting

**Born**

Born with a silver spoon in the mouth: *born into a very rich family*

Not born yesterday: *not foolish or easily deceived*

**Botch**

To botch up/make a botch of it: *to make a mess of something*

**Bottle**

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To be addicted to the bottle: *to drink too much*

To be on the bottle: *to drink too much*

To bottle up one's feelings: *not to express feelings*

**Bottom**

The bottom fell out of the plans: *the plans failed*

**Bow**

To be bowing and scraping: *to be excessively polite*

**Boy**

Boys will be boys: *boys do get up to mischief*

**Brain**

A brain like a sieve: *a bad memory*

All brawn and no brain: *physically strong but not intelligent*

Beat your brain out: *trying very hard to understand*

To have something on the brain*: to think about something constantly*

The brains behind something*: the person who planned and organized/organised (Brit.) something*

**Branch**

To hold out an olive branch: *to end a disagreement*

**Brass**

To get down to brass tack: *to start discussions about a problem or situation*

**Bread**

Half a loaf is better than no bread: *one should be thankful for a little*

His bread is buttered on both sides: *he has everything he wants*

To earn one's bread and butter: *to earn a living*

To know which side your bread is buttered: *to know what will be to your advantage*

To live below the breadline: *to have less than what is needed*

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To take the bread out of someone's mouth: *to take away someone's means of earning a living*

**Break**

Break a leg: *wishing someone good luck*

Break out in cold sweat: *to perspire a lot from anxiety*

To break fresh ground: *to develop something new*

To break the back of the beast: *to overcome a major problem*

To break the mould: *to change what people expect from a traditional situation*

To break your back to do something: *to work very hard to achieve something*

**Breath**

To take one's breath away: *to cause extreme surprise*

To wait with bated breath: *to be very excited and anxious about a forthcoming event*

To waste one's breath: *to talk in vain*

**Breeze**

Something is a breeze: *something is very easy*

**Bricks**

Someone comes down on you like a ton of bricks: *to be criticized/criticised (Brit.) severely*

**Bridge/s**

Never cross a bridge until you come to it: *do not worry unnecessarily*

To build bridges: *to help people to understand each other better*

To burn your bridges: *to do something that cannot be rectified in the future*

**Broad**

As broad as it's long: *there is no difference*

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In broad daylight: *in daylight when everyone can see*

In/with broad strokes*: without any detail*

**Broke**

Go for broke: *to gamble with everything you have*

**Broom**

New brooms sweep clean: *newly appointed people can make good impressions*

**Brown/ed**

To be browned off: *to be bored or disheartened*

**Brush**

To have a brush with something: *to experience something briefly*

**Bubble**

The bubble has burst: *the success has suddenly ended*

**Buck**

To pass the buck: *to avoid responsibility by giving it to another person*

**Bucket**

A drop in the bucket: *just a little*

To kick the bucket: *to die*

**Buckle**

Buckle down: *give something your full attention*

**Bud**

To nip in the bud: *to stop something at an early stage*

**Bug**

Bitten by the bug: *suddenly very interested in something*

**Bull**

A bull in a china shop: *a clumsy, reckless person*

It's like a red flag to a bull: *it will make someone very angry*

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To take the bull by the horns: *to do boldly what has to be done*

**Bulldoze**

To bulldoze someone to do something: *to force someone*

**Bullet**

To bite the bullet: *to accept something unpleasant because it cannot be avoided*

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**Bundle**

A bundle of nerves: *very tense or nervous*

**Burn/er**

To burn the midnight oil: *to be busy until late into the night*

To put something on the back burner: *to postpone something which is not urgent*

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**Bury**

To bury your head in the sand: *to ignore an unpleasant situation pretending it doesn't exist*

**Bush**

Beat around the bush: *avoiding to speak about an issue*

**Business**

Business as usual: *continuing in an normal way*

Business before pleasure: *to finish work before relaxing*

Business is business: *friendship should not have an influence on business transactions*

To make it one's business: *to get involved in something*

To mean business: *to be serious about something*

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To mind one's own business: *to attend to your own affairs*

**Busman**

To have a busman's holiday: *to do your usual job during your holidays*

**Butter**

Butter would not melt in his mouth: *he seems too good to be true*

To butter one's bread on both sides: *to be extravagant in one's ways*

To butter someone up: *to flatter someone*

**Butterflies**

Butterflies in your stomach: *to be very nervous*

**Bygone**

Let bygones be bygones: *forgive and forget*

**Cahoots**

In cahoots with someone: *to work closely together (usually conspiring something dishonest)*

**Cake**

Icing on the cake: *to get something good on top of many other good things*

It's a piece of cake: *it's an easy thing to do*

The cake/game is not worth the candle: *the advantages are not worth the effort*

To want to share in the cake: *to want to share in the profits or benefits*

You can't have your cake and eat it: *you can't have the advantages of two situations when only one is possible*

**Calf**

To kill the fatted calf: *to welcome someone with everything of the best*

**Call**

A close call: *a narrow escape*

It is anyone's call: *is difficult to predict the winner*

To make cold calls: *to make calls to potential customers from a list*

To call for: *to need or require*

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To call it quits: *to stop doing something*

To call the shots/tune: *to be in control and make the decisions*

To call to mind: *to remember*

**Camera**

In camera: *in private*

**Can**

To carry the can for someone: *to take the blame for something that is not your fault*

**Candle**

Can't hold a candle to another: *not as competent as the other person*

To burn the candle at both ends: *to be wasteful of one's energy*

**Candy**

Like taking candy from a baby: *easy to do*

**Cannon**

A loose cannon: *an unpredictable person*

**Canoe**

To paddle your own canoe: *to do what you want to do without any help*

**Cap**

If the cap fits, wear it: *if a remark applies to you, take it to heart*

To ask for something cap in the hand: *to ask very respectfully*

To ask someone to put his thinking cap on*: to ask someone to think about a problem to get a solution*

**Card/s**

On/in the cards: *likely to happen*

To have a card up one's sleeve: *to have a secret*

To play one's cards right: *to act wisely*

To put one's cards on the table: *to make one's intentions clear*

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To show one's cards: *to reveal one's plans*

**Carpet**

The red carpet was laid out for them: *they were greatly welcomed*

To have someone on the carpet: *to reprimand someone*

**Carrot**

A carrot and stick approach: *to promise a reward for success and punishment for failure*

**Carry**

To be carried away by one's feelings: *to become emotional*

To carry something too far: *to exceed the proper bounds*

**Cast-iron**

To have a cast-iron stomach: *to be able to eat any food without bad effects*

**Castle**

To build castles in the air: *to daydream*

**Cat**

A cat and dog life: *a life full of quarrels*

A cat in gloves catches no mice: *someone who is too careful or polite may not succeed*

A cat nap: *a short sleep during the day*

A cat's lick: *a very quick wash*

Curiosity killed the cat: *said to inquisitive people*

It is like herding cats: *it is very hard to work with people who all want to act independently*

It is raining cats and dogs: *it is raining hard*

Like a cat on hot bricks/a hot tin roof: *very restless and nervous*

No room to swing a cat: *a very small place*

Not a cat in hell's chance: *there is no chance*

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Someone thinks he is the cat's whiskers: *someone thinks he is better than others*

Something the cat dragged in: *something/someone looking very unappealing*

To fight like cat and dog: *to fight very often*

To let the cat out of the bag: *to disclose a secret*

To live like a cat and dog: *to be quarrelling*

To look like the cat that ate the canary: *to appear very self-satisfied*

To play cat and mouse with someone: *to keep someone uncertain*

When the cat is away the mice will play: *when the person in control is absent, the other people will do as they like*

**Catch/caught**

A catch 22 situation: *a problem can't be solved before another problem has been solved*

Catch-as-catch can: *to try in any way possible*

Caught in the crossfire: *to become unpleasantly involved in arguments or disputes between other people*

Caught red-handed: *caught while doing something wrong or illegal*

Caught unawares*: to be unprepared and surprised*

To catch someone's eye: *to find a person attractive*

Wouldn't be caught/seen dead in something/a place: *to dislike something very much*

**Champagne**

*Champagne taste on a beer budget: to like expensive things that are unaffordable*

**Chance**

A chance in a million: *a very small chance*

**Change**

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A change of heart: *a change in feelings or attitude*

To change the face of something: *to change something in a major way*

**Chapter**

To give chapter and verse: *to give exact details*

**Charity**

Charity begins at home: *the interests of one's family should come first*

**Charm**

Third times a charm: *unsuccessful twice, but lucky the third time*

**Cheek**

Cheek by jowl: *uncomfortably close together*

**Cheese**

To be cheesed off: *to be annoyed or frustrated*

**Cherry**

To cherry pick: *to choose only the best*

To get a second bite at the cherry: *to get a second chance*

**Chest**

To get something off one's chest: *to express one's feelings to relieve one's anxiety about it*

To push out one's chest: *to show one's pride*

**Chestnut**

An old chestnut: *something that has been repeated so often that it has become boring*

**Chew**

To chew someone out: *to scold someone*

**Chicken**

Chicken feed: *a very small amount of money*

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Do not count your chickens before they hatch: *do not make plans based on events that may not happen*

The chickens have come home to roost: *the consequences have to be accepted*

To rush about like a headless chicken: *to act in a disorderly way*

To be no chicken: *to be no longer young*

To chicken out: *not to do something because you're afraid*

To go to bed with the chickens: *to go to bed early*

**Chicken-hearted**

To be chicken-hearted: *to be weak or cowardly*

**Chief**

To many chiefs not enough Indians: *too many leaders and too few workers*

**Child**

Child's play: *very easy*

Children will be children: *don't expect children to behave like grown-ups*

Children should be seen and not heard: *children should not join in the conversation of grown-ups*

**Chill**

To chill out: *to relax*

To face/feel the chill wind: *to encounter the problems something is causing*

**Chime**

To chime in: *to interrupt or join a conversation*

**Chin**

Keep your chin up: *don't lose heart*

**Chinese**

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Something is like Chinese arithmetic: *something is very difficult to understand*

Chinese whispers: *rumor*s/*rumours (Brit.) or news that are passed on and the final version is not accurate*

**Chinwag**

To have a chinwag with someone: *to have a conversation with someone*

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**Chip/s**

A chip of the old block: *a son who resembles his father*

Someone has had his chips: *he has failed completely*

To cash in your chips: to sell something (especially shares) because you need the cash or think the value will decrease

To have a chip on your shoulder: *to feel you are not being treated fairly or to be upset about something that happened in the past*

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**Chop**

To chop and change: *to keep on changing*

**Christmas**

Christmas comes but once a year: *pleasure is not to be had all the time*

To be off someone's Christmas list: *not on friendly terms anymore*

To look like a Christmas tree: *to be dressed ornately*

**Cigar**

Close but no cigar: *to be very near and almost accomplish a goal, but then fails*

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**City hall**

You cannot fight the city hall: *you cannot win a battle against the state, establishment, etc.*

**Claw**

To claw one's way back: *to gradually regain your former position back by hard work*

**Clay**

To be clay in someone's hands: *to be controlled by another person*

**Clean**

To come clean about something: *to tell the truth*

To show a clean pair of heels: *to run away fast*

**Clock**

Against the clock: *rushed and not enough time*

Around the clock: *it continuous day and night*

Like clockwork: *everything happens as expected*

**Cloth**

Cut from the same cloth: *very similar*

**Clothes**

Clothes make the man: *one is judged by one's appearance*

**Cloud**

A cloud on the horizon: *a problem may arise in the future*

Every cloud has a silver lining: *misfortune is followed by happiness*

In cloud cuckoo land: *in a place where impossible things can happen*

To be on cloud nine: *to be very happy*

To drop from the clouds: *to appear suddenly*

**Clue**

Not a clue: *not to know anything about something*

**Coal**

To carry coals to Newcastle: *to take something where it is not needed*

To haul over the coals: *to scold*

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**Coast**

The coast is clear: *there is no danger in sight*

**Coat**

Cut your coat according to your cloth: *make what you have, serve your needs*

**Cobwebs**

It blows away the cobwebs: *it makes you feel more refreshed*

**Cock**

A cock and bull story: *an improbable story*

Every cock crows best on his own dunghill: *everybody regards himself as an expert in his own field*

**Coffin**

To drive a nail into one's coffin: *to do something which will hastens one's end or failure*

**Coin**

To pay someone back in his own coin: *to treat someone as he has treated you*

**Cold**

The words were hardly cold: *the words had just been spoken*

To be left out in the cold: *to be neglected*

To give the cold shoulder: *to be unfriendly*

To have cold feet: *to be afraid*

To throw cold water on: *to discourage*

**Color/colour (Brit.)**

To come off with flying color/colours (Brit.): *to succeed greatly*

To feel off color/colour (Brit.): *to feel slightly ill*

**Come**

Come hell or high water: *whatever may happen*

To come to light: *to be revealed*

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To come to the point: *to speak plainly*

To do something come what may: *to do something whatever happens*

**Comeuppance**

To get your comeuppance: *to get what you deserve (usually punishment)*

**Company**

A man is known by the company he keeps: *one is judged by one's friends*

**Cook**

Too many cooks spoil the broth: *when there are too many people involved, the result can be a failure*

**Cookie**

That's the way the cookie crumbles: *that is the way things are*

**Copper-bottomed**

Copper bottomed: *safe and reliable*

**Copy-book**

To blot your copy-book: *to spoil a good record or reputation*

**Cork**

To cork up feelings: *not to express feelings*

**Corner**

To drive someone into a corner: *to trap someone*

**Cost**

To want something at all costs: *to want something regardless of the cost or effort involved*

**Cotton wool**

To wrap something or somebody in cotton wool: *to overprotect something or somebody*

**Cough**

To cough up  something: *to give something reluctantly*

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**Courage**

To take your courage in two hands: *to force yourself to do something very brave*

**Course**

A crash course: *intensive training in a short time*

To be on course for something*: to be on your way to success*

To steer a straight course: *to be honest*

**Courtesy**

Courtesy costs nothing: *one loses nothing by being polite*

**Cow**

Till the cows come home: *for a long time*

Why buy a cow when you can get the milk for free: *not paying for something that you can get for free*

**Crack**

At the crack of dawn: *early in the morning*

Crack someone up: *to make someone laugh*

To be cracked: *to be a little mad*

To crack down on something: *taking severe measures to restrict criminal actions*

To crack the whip: *to become very strict and demand obedience and hard work*

# Cramp

To cramp someone's style: *to restrict a person*

**Cream**

The cream of the crop: *the best people or things in a group*

To skim the cream: *to select the best*

**Creeps**

To give one the creeps: *to make one nervous and scared*

**Crocodile**

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Shed crocodile tears: *false tears or insincere grief*

**Cross**

An idea crosses your mind: *to suddenly think of something*

People are at cross purposes: *they have a misunderstanding about what they are talking about*

To have a cross to bear: *to have a serious problem or great responsibility to live with*

To cross the lines: *to do something unacceptable*

To cross someone's path: *to meet someone by chance*

People are at cross purposes: *they have a misunderstanding about what they are talking about*

**Crossroads**

To come to the crossroads: *to have come to a moment of decision*

**Crow**

As the crow flies: th*e shortest distance between two places*

The crow thinks her bird the fairest: *every mother thinks her child is the most beautiful*

**Crown**

Uneasy lies the head that wears the crown: *a leader or ruler has many worries*

**Cruel**

Sometimes one has to be cruel to be kind: *harsh measures are sometimes necessary*

**Crunch**

A situation come to the crunch: *it becomes critical and a decision has to be made*

**Crux**

The crux of the matter: *the most important part of an discussion*

**Cry**

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A crying need: *very urgently needed*

A crying shame: *very sad or unfortunate*

A far cry from something else: *very different*

For crying out loud: *an expression to show anger or irritation*

**Cue**

It happens on cue: *it happens exactly at the expected moment*

**Cuff**

To peak off the cuff: *to speak without preparation or thinking about it*

**Cup**

A bitter cup: *a source of great regret or sorrow*

A cup of Joe: *a cup of coffee*

Not one's cup of tea: *what does not interest one*

**Cure**

What cannot be cured must be endured: *the inevitable must be accepted*

**Curtain**

To draw a curtain over: *to say no more about something*

**Cut**

A cut above: *superior to*

Cut and dry: *clear and straightforward*

Cut it out: *stop doing something*

Cut it/things fine: *to have barely enough time to do something*

Cut to the chase: *get to the point*

Cut the cackle: *stop talking aimlessly and get serious*

Cutting corners: *not following correct procedures to save time or money*

Everything is cut and dried: *everything is in order and ready*

It cuts both ways: *it affects both sides*

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Not cut out for something: *not suited for something*

To cut a dash: *to make a great impression by appearance and clothes*

To cut loose: *not to be controlled by another person anymore*

To cut someone some slack: *to allow a person to do something which is not usually permitted*

To cut someone to the quick: *to hurt or someone's feelings*

**Dagger**

To look daggers at: *to look angrily at*

**Damper**

To put a damper on something: *to make something less enjoyable*

**Dance**

To dance attendance on somebody: *always available and pleasing a person*

To dance to one's tune: *to do exactly as one wishes*

**Dark**

In the dark all cats are grey: *in the dark there is no difference between the ugly and the beautiful*

The dark side of things: *the bad aspects of life*

To be in the dark: *to know nothing*

To grope around in the dark: *to guess at an answer*

To keep someone in the dark: *not to inform someone*

**Dawn**

After the darkness comes the dawn: *there is always comfort after misfortune*

**Day**

A field day: *an enjoyable day*

From day to day: *regularly*

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Something is a day late and a dollar short: *something that comes too late and is not good enough*

Let's call it a day: *it's time to stop doing something*

That is all in a day's work: *it is what is to be expected*

To this day and age: *at present*

**Daylight**

Daylight robbery: *the price is too high*

**Dead**

A dead cert: *something that is certain to happen*

A dead duck: *a scheme or project which is certain to fail*

A dead loss: *completely useless*

A dead man walking: *someone who will be in great trouble soon*

A dead ringer: *a duplicate*

Dead right: *absolutely correct*

Dead set against something: *strongly opposed to something*

Dead to the world: *fast asleep*

Dead wood: *no longer useful*

Let the dead bury their dead: *let bygones be bygones*

Over my dead body: *I will never approve*

Something that is dead in the water: *something that has ceased to function*

**Deadline**

A deadline: *a time limit*

**Deal**

To clinch a deal: *to reach an agreement*

To get a raw deal: *to be treated unfairly*

**Death**

After death the doctor: *too late*

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At death's door: *critically ill*

Nothing is certain than death and the taxes: *death is inevitable*

To look like death warmed up: *to look very ill or tired*

**Deck**

Not playing with a full deck: *not acting sanely*

To deck out someone: *to dress or decorate someone in a special way*

**Deed**

Deeds must second words: *what one promises to do must be done*

One good deed deserves another: *a favor/favour (Brit.) or kindness should be returned*

**Deep**

How he feels deep down: *how he really feels*

To go off the deep end: *to suddenly become very angry or emotional*

**Degrees**

To develop by degrees: *to happen gradually*

**Depth**

To be out of your depth: *to be uncomfortable in a situation*

**Devices**

To leave someone to his own devices: *not to help someone*

**Devil**

Between the devil and the deep blue sea: *to be faced with two dangerous situations*

Give the devil his due: *the good qualities of a bad person*

Go to the devil: *telling a bad person to go away*

Talk of the devil: *when a person who is being talked about suddenly arrives*

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The devil is in the details: *a task which seems simple, but is actually difficult*

The devil makes hard work for idle hands: *idleness leads to mischief*

The devil takes the hindmost: *to think of oneself and do not worry about other people*

The devil's advocate: *a person who supports an unpopular view*

There will be the devil to pay: *there will be trouble if something goes wrong*

**Dial**

Dial something back: *to reduce the intensity of something*

**Diamond**

A rough diamond: *a person with rough manners but a kind heart*

**Die**

To die in harness: *to die while still at work*

**Dice**

A dicey situation: *a dangerous situation*

No dice: *not to agree*

The dice are loaded against someone: *someone is not succeeding because everything goes wrong*

To dice with death: *to do something very dangerous*

**Die (v)**

To die with your boots on: *to die while still living an active life*

**Die (n)**

The die is cast: *a final decision has been made*

**Dime**

A dime a dozen: *cheap and easy to obtain*

**Distance**

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To keep one's distance: *not to be too friendly*

## Dog

A dog and pony show: *a stylish presentation with little content*

A dog in a manger: *someone who prevents people to enjoy something that he cannot use*

A dog's breakfast: *a complete mess*

A dog's life: *an unpleasant, miserable situation*

A living dog is better than a dead lion: *it is better to be discreet than too bold*

An old dog for a hard road: *experience is necessary for doing a hard job*

Barking dogs seldom bite: *those who threaten, seldom act*

Dog eats dog: *when people in similar situations harm one another*

Dogs bark as they are bred: *everybody behaves according to their nature*

Every dog has his day: *no one is always unlucky*

He who lies down with dogs will rise with fleas: *one is affected by one's friends*

Like a dog with two tails: *pleased and happy*

Small dog, tall weeds: *too difficult task for a inexperienced person*

The hindmost dog may catch the hare: *even the slowest or most backward person may succeed*

To go to the dogs: *to deteriorate*

To help a lame dog over a stile: *to help someone in need*

To lead a dog's life: *to lead a life of misery*

To let sleeping dogs lie: *do not interfere*

To treat someone like a dog: *to treat someone badly*

You cannot teach old dogs new tricks: *old people do not easily change their habits*

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He who lies down with dogs will rise with fleas: *one is affected by one's friends*

Like a dog with two tails: *pleased and happy*

The hindmost dog may catch the hare: *even the slowest or most backward person may succeed*

Someone's dogs are barking: *someone's feet are sore*

To go to the dogs: *to deteriorate*

To help a lame dog over a stile: *to help someone in need*

To lead a dog's life: *to lead a life of misery*

To let sleeping dogs lie: *do not interfere*

To treat someone like a dog: *to treat someone badly*

You cannot teach old dogs new tricks: *old people do not easily change their habits*

Wag the Dog: *a diversion away from something of greater importance*

Why keep the dog and bark yourself: *to do something yourself when someone/something else can do it faster and easier*

**Doldrums**

In the doldrums: *a negative situation*

**Dole**

A person is on the dole: *an unemployed person who receives money from the government*

**Dollar**

To bet your bottom dollar: *to be very certain of something*

**Done**

Done and dusted: *completely finished*

The done thing: *the correct way to do something*

**Donkey/'s**

For donkey's years: *for a very long time*

Donkey work: *boring and simple work*

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**Doom**

Doom and gloom: *a negative and pessimistic situation*

**Doomsday**

To put off till doomsday: *to keep on postponing something*

You can wait until doomsday: *you'll wait for ever*

**Door**

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All doors are open to him: *he is welcome everywhere*

Behind closed doors: *privately*

The door swings both ways: *the same argument applies to both sides of a situation*

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To darken someone's door: *to be an unwanted and unwelcome visitor*

To keep open doors: *to keep your options open*

To show someone the door: *to ask someone to leave*

**Doormat**

To be someone's doormat: *to be abused by someone*

**Double-faced**

A double-faced person: *an insincere person*

**Doubt**

Beyond any reasonable doubt: *it is certain*

Beyond the shadow of a doubt: *absolute certainty*

Without a doubt: *for certain*

**Downhill**

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All downhill/downhill all the way: *very easy to do*

Something goes downhill: *something gradually gets worse*

**Drain**

Gone down the drain: *wasted or gone*

**Draw**

Back to the drawing board: *to start again*

To draw a blank: *to be unable to remember or think of something*

To draw a line/a line in the sand: *to give a limit beyond which something will not be accepted*

**Dream/s**

Beyond your wildest dreams: *much better than you expected*

Two people is a dream ticket: *two people work well together*

**Dressed**

Dressed to kill: dressed very glamorously

**Dribs**

In dribs and drabs: *in small amounts*

**Drift**

To get someone's drift: *to understand what someone is trying to say*

**Drinking**

Binge drinking: *drinking a lot of alcohol in a short time*

**Drop**

Drop someone/something like a hot potato: to let go immediately

Ready to drop: *very exhausted*

To drop someone a line: *to write a letter to someone*

To the last drop of blood: *until nothing is left*

**Dry**

A dry/dummy run: *a rehearsal or practice/practise (Brit.) session*

**Duck**

Like water off a duck's back: *with no effect*

Like a duck to water: *naturally and easily*

**Dullard**

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A dullard: *a stupid person*

**Dumb**

He is as dumb as an oyster: *he will never reveal something told in confidence*

**Dump**

To be down in the dumps: *to be depressed*

**Dust**

Bite/hit the dust: *to fall (also to die in a lighthearted way)*

Collecting dust: *not used for a very long time*

The dust has settled: *everything is calm now*

To dust someone's jacket: *to beat someone*

To kick up dust: *to create a disturbance*

To make someone bite the dust: *to defeat someone*

To shake the dust from one's feet: *to depart in anger and have no intention to return*

To throw dust in one's eyes: *to mislead a person*

**Dustman**

The dustman has arrived: *it is bedtime*

**Dutch**

To go Dutch: to share the costs

**Duty**

Above and beyond the call of duty: *to do more than is expected from you*

**Dwell**

To dwell on something: *to constantly talk and think about something*

**Dying**

To be dying for something: *to want something desperately*

**Eagle**

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To have eagle eyes: *to be very observant*

**Ear**

All ears: *listening with attention*

In one ear and comes out the other ear: *forgotten immediately*

It did not fall on deaf ears: *it was taken notice of*

Lend me your ear: *ask for someone's attention*

Little pitchers have big ears: *young children understand more than we think they do*

Music to your ears: *something that you hear makes you very happy*

Pick up your ears: *listen carefully*

Something makes your ears burn: *to be embarrassed*

To be all ears: *to listen eagerly*

To come to one's ears: *to hear*

To have long ears: *to overhear* (said esp. of children)

To keep your ear to the ground: *to make sure you know what is happening*

To listen with half an ear: *not listening attentively*

To play something by ear: *to do something without preparation*

To prick up one's ears: *to listen carefully*

To set persons by the ears: *to start them quarrelling*

To turn a deaf ear: *to refuse to listen*

Wet behind the ears: *young and immature*

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**Earmark**

To earmark something: *to assign something to a person or to reserve it*

**Earth**

Down to earth: *realistic and practical*

It costs the earth: *it is very expensive*

To come back to earth: *to be realistic*

To feel as if the earth could swallow one: *very embarrassed*

**Easy/easier**

Easier done than said: *something is more difficult to do than you think*

Easy done it: *do it slowly and carefully*

**Eat**

Someone could eat a horse: *someone is very hungry*

To eat crow: *to admit your fault and apologize/apologise (Brit.)*

To eat/dip into savings: *to use money which was saved for future use*

To eat dirt: *forced to accept another person's bad treatment*

To eat, sleep and breathe something: *to think about something constantly*

To eat someone alive: *to scold someone severely*

To eat out of house and home: *to eat great amounts of food*

To eat out of somebody's hand: *to please a person and do whatever he asks*

To eat your words: *to admit that what you said was wrong*

You are what you eat: *eat healthy foods to stay healthy*

**Economical**

Economical with the truth: *to give incomplete information without lying*

**Edge**

At the cutting edge: *to be at the most advanced stage*

On the edge of your seat: *very excited and anxious*

**Egg**

A bad egg: *a person that cannot be trusted*

A nest egg: *savings for future use*

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To have all one's eggs in one basket: *to risk all on a single venture*

What has that to do with the price of eggs? *What relevance has it?*

**Eggshells**

To walk on eggshells with someone: *to be careful not to offend a person*

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**Elbow**

To elbow one's way in: *to push one's way in*

To lift the elbow: *to be addicted to alcohol*

**Eleven**

At the eleventh hour: *at the last moment*

**Elvis**

Elvis has left the building: *it has come to an end*

**End**

All's well that ends well: *a happy conclusion compensates for problems experienced*

At a loose end: *to have nothing to do*

At one's wits' end: *not to know what to do*

Someone comes to a bad end: *a person's actions leads to very bad consequences*

To find it hard to make ends meet: *to be poor*

**Envelope**

A back-of-the-envelope calculation: *a quick approximate calculation*

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**Eleven**

At the eleventh hour: *at the last moment*

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All's well that ends well: *a happy conclusion compensates for problems experienced*

At one's wits' end: *not to know what to do*

To find it hard to make ends meet: *to be poor*

**Eve**

Daughters of Eve: *women*

**Evil**

A necessary evil: *something that one dislikes but needs*

To see no evil in someone: *not to see someone's faults*

**Example**

Example is better than precept: *it is better to show others how to behave than to tell them*

**Exchange**

Fair exchange is no robbery: *it is fair to exchange things that have equal value*

**Expect**

Expect him when you see him: *not certain about his arrival*

**Eye**

An eye for an eye and a tooth for a tooth: *to treat the same way as you were treated*

An eye-opener: *something that is surprising*

Before your very eyes: *openly, in front of you*

Bright-eyed and bushy-tailed: *very positive and energetic*

Far from eye, far from heart: *absent, and forgotten*

His eyes are bigger than his stomach: *he takes more food than he can manage to eat*

In the blink of an eye: *suddenly*

Keep your eyes peeled: *watch carefully*

To catch someone's eye: *to attract someone's attention*

To clap eyes on something/someone: *to see it/a person*

To cry your eyes out: *to cry a lot*

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To have an eye on something: *to want something*

To keep an eye on someone: *to watch someone*

To see eye to eye: *to think alike*

To turn a blind eye to something: *to pretend not to notice or know something*

To walk with your eyes shut: *not to observe*

What the eye doesn't see, the heart doesn't grieve over: *we do not worry about things we do not know about*

**Eyelid**

Without batting an eyelid: *without emotion*

**Face**

In your face: *an aggressive confrontation*

Not to show one's face again: *not to appear again*

To his face: *openly and in his hearing*

To put a bold face on something: *to make it look good*

To save one's face: *to avoid losing dignity*

**Fact**

Done after the fact: *done too late*

**Fair**

A fair-weather friend: *a person who is your friend only when things go well*

Fair and square: *in a just and honest manner*

**Fairies**

To be away with the fairies: *not to be in touch with reality*

The fairies are baking*: it is raining while the sun is shining*

**Fall**

To fall flat: *not to succeed*

To fall in with: *to agree with*

To fall out: *to quarrel*

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To fall short: *not to reach an amount or standard*

To fall through: *not to take place*

**Familiarity**

Familiarity breeds contempt: *one loses one's respect for those whom one knows well*

**Family**

Every family has a skeleton in the cupboard: *every family has a secret to hide*

**Fan**

To fan the flames: *to increase the excitement or anger*

**Far**

A far cry: *very different from*

Far and wide: *over a wide area*

Far gone: *drunk*

So far so good: *until now all has gone well*

Thus far and no further: *this is the limit*

**Farm**

A funny farm: *a mental institution*

**Fat**

The fat is in the fire: *there is trouble*

To chew the fat with somebody: *to chat about unimportant things*

To live off the fat of the land: *to live luxuriously*

**Fate**

His fate is sealed: *he is doomed*

**Father**

Like father, like son: *a son who resembles his father*

**Favor/favour (Brit.)**

To win favor/favour (Brit.): *to become popular*

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**Feast**

A feast for the eyes: *something beautiful or good*

**Feather**

A feather in one's cap: *a cause for pleasure at one's achievement*

As you feather your nest, so you must lie in it: *you must accept what you are responsible for*

To show the white feather: *to show cowardice*

You could have knocked me down with a feather: *I was surprised*

**Fence**

To sit on the fence: *to refuse to take sides*

**Fiddle**

To play first fiddle: *to take a leading position*

To play second fiddle: *to take a subordinate position*

**Fight**

To fight shy of: *to avoid*

To fight tooth and nail: *to fight hard*

**Finger/s**

Finger licking good: *very nice food*

His fingers are all thumbs: *he is clumsy*

Not to lift a finger: *refuse to do anything*

One's fingers itch: *one longs to do something*

To burn one's fingers: *to suffer loss*

To cross your fingers: *to hope to get what you wish for*

To have a finger in the pie: *to have a share in doing something*

To have green fingers: *to have great success with gardening*

To have sticky fingers*: to have a tendency to steal*

To keep one's fingers crossed: *to wish for success*

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To let something slip through one's fingers: *to miss an opportunity*

**Fire**

Between two fires: *threatened from two sides*

Don't kindle the fire: *don't stir up emotions*

To pour oil on the fire: *to make matters worse*

To be under fire: *to have become a target*

To fire someone: *to dismiss someone*

To play with fire: *to do something risky*

**Fire-eater**

A fire-eater: *a quarrelsome person*

**First**

First come first served: *he who arrives first, gets attended to first*

First things first: *handle important matters first*

**Fish**

Like a fish out of water: *feeling uncomfortable*

Other fish to fry: *other business to attend to*

To drink like a fish: *to drink too much*

**Fish/y**

A big fish in a small pond: *an important person in a small organization/organisation (Brit.)*

A person or situation is a different kettle of fish: *completely different than what was previously assumed*

There is something fishy about it: *there is something strange about it*

**Flag**

To hoist the white flag: *to surrender*

**Flame**

An old flame of his: *a former sweetheart of his*

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To fan the flames: *to make the emotions more intense*

**Flesh**

In the flesh: *in person*

More than flesh and blood can bear: *unbearable*

**Floor**

To have the floor: *to have the opportunity to speak*

To wipe the floor with someone: to humiliate someone

**Fly/flies**

A fly by night business: *an unreliable business which can close down quickly*

A fly in the ointment: *something that spoils a good experience*

Dropping like flies: *a large group either falling or dying*

Flies are easier caught with honey than with vinegar: *it is easier to get what you want by*

*flattery than by harsh words*

He wouldn't hurt a fly: *he is very gentle*

To wish one could be a fly on the wall: *to wish to witness something*

**Fool**

A fool and his money are easily parted: *a foolish person loses his money easily*

Fools rush in where angels fear to tread: *foolish people say and do things that wise people avoid*

There is no fool like an old fool: *foolishness in an older person seems worse than in a younger person*

To live in a fool's paradise: *to be happy because you refuse to accept how bad a situation is*

**Foot/feet**

Off on the wrong foot: *a bad start on a relationship or task*

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To catch someone on the wrong foot: *to catch someone unprepared*

To drag your feet: *to do something slowly because you are not enthusiastic about it*

To find no rest for the sole of one's foot: *to find no rest*

To find one's feet: *to manage well*

To foot the bill: *to pay the bill*

To have a foot in the door: *to have slight access or a slight advantage*

To have both feet firmly on the ground: *to be realistic*

To have one foot in the grave: *to be nearing one's end*

To put one's best foot forward: *to make a good impression*

To put one's foot down: *to act firmly*

To put someone back on his feet: *to help someone recover from a setback*

To stand on one's own feet: *to be independent*

**Footstep**

To follow in another's footsteps: *to do as another did*

**Forewarned**

Forewarned is forearmed: *a warning enables one to be prepared*

**Fortune**

Fortune favors/favours (Brit.) the brave (bold): *one must have courage to succeed*

Fortune smiles on him: *he is a lucky person*

To tell someone his fortune: *to rebuke someone*

**Free**

To give a free hand: *to give a person the right to act as he thinks best*

**French**

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Excuse my French: *to apologize/apologise (Brit.) for cursing*

**Friday**

He who laughs on Friday will weep on Sunday: *sorrow follows joy*

**Friend**

A friend in need is a friend indeed: *a true friend proves himself in time of trouble*

To kiss and make up: *to become reconciled*

**Fruit**

A tree is known by its fruit: *what one does reveals one's character*

Forbidden fruit is sweet: *we desire what we are not allowed*

**Fuel**

To add fuel to the flames: *to make a bad situation worse*

**Fume**

To be in a fume: *to be very angry*

**Fur**

The fur will fly: *there will be a serious quarrel*

**Fuse**

To blow a fuse: *to lose your temper and become very angry*

**Fuss**

To make a fuss: *to complain angrily*

**Gain**

No gain without pain: *nothing is achieved without effort*

To gain ground: *to make progress*

**Gallows**

To be born for the gallows: *to grow up irresponsibly*

**Game**

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Ahead of the game: *to have an advantage over your competitors*

To give away the game: *to let out the secret*

Two can play at that game: *you can harm the same way as you have been harmed*

**Garden**

No garden is without its weeds: *in every group there are bad people*

**Gasket**

Blow a gasket: *explode with anger*

**Gear**

Cranks/gets into gear: *start to work effectively*

**Get**

Get down to brass tacks: *to become serious about something*

Get over it: *stop thinking and worrying about it*

Get your walking papers: *to get fired*

To get along with someone: *to have a good relationship*

To get something across: *to explain clearly*

**Give**

Give him the slip: *to get away or escape from someone*

To give away the show: *to let out a secret*

To give oneself away: *to betray oneself through thoughtlessness*

**Glazier**

Is your father a glazier? *you are obscuring my view*

**Glove**

It is not to be handled without gloves: *it must be dealt with carefully*

To put on the gloves: *to be ready to fight*

**Go**

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To go one better: *to outdo someone*

To go out of one's way: *to make a special effort*

While the going is good: *while circumstances are favorable/ favourable (Brit.)*

**Goat**

It gets my goat: *it puzzles me; it annoys me*

**God**

An act of God: *a natural event or accident for which no person is responsible*

God helps those who help themselves: *one should try to help oneself*

To make a god of: *to attach too much attention to*

**Gold**

All that glitters is not gold: *appearances can be deceptive*

Worth its weight in gold: *worth a lot*

**Good/s**

For good or ill: *whatever the consequences may be*

For one's own good: *for one's own benefit*

To be as good as one's word: *to carry out one's promise*

One good turn deserves another: *if someone does you a favor/favour (Brit.) you should do a favor/favour (Brit.) in return*

To deliver the goods: *to do what is expected*

To return good for evil: *to be kind to an unkind person*

Too good to be true: *to seem unbelievable*

**Goose**

A wild goose chase: *a search with little chance of success*

All his geese are swans: *he sees things as better than they are*

His goose is cooked: *he is done for; he is ruined*

To cook someone's goose: *to spoil someone's plans*

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To kill the goose that lays the golden eggs: *to destroy the source of profit*

What is sauce for the goose is sauce for the gander: *what's good for one is good for another*

**Grapes**

The grapes are sour: *said to (of) one who pretends to dislike something that he cannot have*

**Grass**

Not to let the grass grow under one's feet: *to waste no time*

The grass is always greener on the other side: *people always think they will be happier in other circumstances*

**Grassroots**

To get down to (the) grassroots: *to consider basic facts*

**Grave/yard**

Someone is walking over my grave: *said when one suddenly shudders*

To dig one's own grave: *to bring about one's own downfall*

To make someone turn in his grave: *to say or do something that would have upset someone in his lifetime*

To work the graveyard shift: *to work during the night when most people are sleeping*

**Greek**

It is Greek to me: *I don't understand it*

**Green**

Not as green as one looks: *not as inexperienced as one may seem*

The green room: *a waiting room for people who are appearing on a television or radio show*

**Grief**

To come to grief: *to experience misfortune*

**Grin**

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To grin and bear it: *to endure pain or sorrow cheerfully*

**Grip**

To come to grips with something: *to deal with something*

To lose one's grip: *to lose control*

**Ground**

Common ground: *shared interests or mutual understanding between people*

To clear the ground for someone: *to remove difficulties for another*

To cut the ground from under someone's feet: *to spoil someone's plans or weakens someone's position*

To gain ground: *to make progress*

To get something off the ground: *to start something*

**Guard**

To be on one's guard: *to be prepared*

To catch someone off his guard: *to take someone unawares*

**Guess**

Your guess is as good as mine: *I know as little about the matter as you do*

**Guest**

A constant guest is never welcome: *someone who outstays his welcome is unpopular*

Be my guest: *to give someone permission to do something*

**Gun**

To stick to one's guns: *to stand firm*

**Gut**

Gut feeling: *to have an intuition about something*

**Hair**

A bad hair day: *a day when everything goes wrong*

By a hair's breadth: *by a small margin*

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His hair stood on end: *he was terrified*

Not a hair of his head shall perish: *he will suffer no harm*

To tear out one's hair: *to be angry and desperate*

**Half**

The better half: *one's wife or husband*

To do nothing by halves: *to do things thoroughly*

To go halves: *to share*

**Hand**

All hands on deck: *everyone must help*

His hands are tied: *he is unable to act*

In the hollow of one's hand: *entirely in one's power*

Many hands make light work: *if everyone helps a task is done quickly*

To allow (give) someone a free hand: *to allow someone to do as he pleases*

To be a good/dab hand at: *to be an expert at*

To bite the hand that feeds you: *to be mean to a person who is kind to you*

To eat out of someone's hand: *to be completely in the power of another*

To get the upper hand: *to prove to be stronger than another*

To go on hands and knees: *to plead*

To have a free hand: *to be allowed do as one pleases*

To have one's hands full: *to have a lot to do*

To have the matter well in hand: *to have control*

To hold someone's hand: *to give someone support*

To keep a tight hand on someone: *to control someone*

To know something like the back of your hand: *you know it very well*

To lend a hand: *to offer help*

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To live from hand to mouth*: to live without providing for the future*

To put one's hand to the plough: *to start doing something*

To sit with folded hands: *to be unhelpful*

To take something off someone's hands*: to relieve someone of something*

To try one's hand at: *to do something for the first time*

**Handful**

To be a handful: *to be difficult*

**Handy**

Something may come in handy: *it may be useful*

**Hang**

To get the hang of something: *to understand something*

To hang upon someone's lips: *to listen attentively*

**Haste**

Haste makes waste: *what is done in a hurry may cause loss*

**Hat**

A hat trick: *when a player score three goals in the same game*

At the drop of a hat: *willing to do a task immediately*

I'll eat my hat if that is true: *I doubt very much that it is true*

To pass (send) round the hat: *to ask for contributions*

**Hatchet**

To batten down the hatchet: *to prepare for trouble*

To bury the hatchet: *to stop quarreling*

**Hay**

Hit the hay: *go to bed/sleep*

To make hay of: *to confuse*

To make hay while the sun shines: *to make use of opportunities*

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To take too much hay on one's fork: *to undertake more than one can cope with*

**Head**

A problem comes to a head: *action has to be taken to solve the problem*

All in your head: *in your imagination*

Can't make head or tail of something: *cannot understand something*

Heads are going to roll: *people are going to lose their positions*

Off one's head: *crazy*

Over one's head: *above one's understanding*

To bang/knock your head against a brick wall: *to try vainly to achieve a difficult task*

To be head over *heels in love: to be very much in love*

To bite someone's head off: *to react angrily*

To bring something upon one's own head: *to be responsible for what happens to oneself*

To bury one's head in the sand: *to avoid taking notice of reality and unpleasant facts*

To drum it into someone's head: *to teach through constant repetition*

To go off one's head: *to go insane*

To have a head for something: *to have the ability to do something well*

To have one's head screwed on the right way: *to be sensible*

To keep a cool head on one's shoulders: *to stay calm*

To keep one's head above water: *to be able to cope with financial difficulties*

To lose one's head: *to lose control*

To put heads together: *to discuss with others*

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To put a thing out of one's head: *to stop thinking of something*

To suffer from a swollen head: *to be vain*

To talk someone's head off: *to talk continuously*

Two heads are better than one: *it is better to consult others than it is to act on one's own*

**Health**

A clean bill of health: *a report stating good health*

**Hear**

None are so deaf as those who will not hear: *one who does not wish to hear will not hear*

To hear someone out: *to listen to a person*

**Heart**

By heart: *by memory*

Every heart has its own sorrow: *everybody has their cares*

Faint heart never won fair lady: *one has to have courage to succeed*

Have a heart: *be reasonable*

He has his heart in the right place: *his intentions are good*

Heart and soul: *with all one's energy*

His heart is in his boots: *he is very discouraged*

His heart missed a beat: *he was frightened*

In the heat of the moment: *to say something impulsively or unwise because of what is happening at that moment*

To break someone's heart: *to cause one sorrow*

To have a heart of gold: *to be kind and generous*

To have a heart of stone: *to be insensitive*

To lose heart: *to become discouraged*

To lose one's heart to: *to fall in love with*

To set one's heart on: *to be determined to have to do something*

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To steal someone's heart: *to win someone's affections*

To take heart: *to pluck up courage*

To take to heart: *to take something seriously*

To wear one's heart on one's sleeve: *to show one's feelings*

What the heart thinks the tongue speaks: *what one feels strongly about one speaks about*

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**Heaven**

To be in seventh heaven: *to be very happy*

To have heaven on earth: *to live a very happy life*

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**Heel/s**

Down at heel: *untidy and neglected because of not having much money*

To bring someone to heel: *to discipline someone*

To cool your heels: *someone keeps you waiting*

To dig in your heels: *to refuse to do something*

To show a clean pair of heels: *to run away quickly*

To take to one's heels: *to run away*

**Hell**

All hell broke loose: *a violent or chaotic situation*

Come hell or high water: *whatever may happen*

Hell in a hand basket: *headed for a great disaster*

To have hell on earth: *to suffer greatly*

**Hen**

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A hen party: *where only women are present*

It is not the hen that cackles most that lays the largest egg: *it is not those who talk much that achieve most*

**High**

Don't fly too high: *don't undertake more than you can handle*

High five: *a celebration gesture where a person slap the palm of his hand against another person's palm in the air*

High winds blow through high trees: *persons in prominent positions are most exposed to criticism*

To hold the high ground: *to have a dominant position*

**History**

History repeats itself: *the same things happen from time to time*

**Hit**

Hit the sack: *to go to bed*

Never hit a man when he is down: *do not take advantage of someone who has been weakened or who cannot defend himself*

**Hog**

High on the hog: *to live in luxury*

To go the whole hog: *to finish something completely*

**Hole**

To be in a hole: *to be in an awkward situation*

To pick holes in something: *to find fault*

**Home**

A remark is close to home: *a very personal remark which is so true that you feel uncomfortable*

A man's home is his castle: *everybody is master in his own home*

East west, home's best: *at home one is most comfortable and happy*

Nothing to write home about: *nothing unusual or exciting*

There is no place like home: *one is happiest in one's home*

**Honesty**

Honesty is the best policy: *being honest is to one's advantage*

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## Hook

By hook or by crook: *by fair means or foul*

Off the hook: *not responsible to deal with a difficult situation anymore*

## Hope

Hope for the best and prepare for the worst: *hope, but do not trust that all will be well*

## Hornet

To stir up a hornet's nest: *to create trouble by interfering*

## Horse

Back/bet on the wrong horse: *to support the wrong person*

A dark horse: *a person who reveals little about himself*

A horse of a different color/colour (Brit.): *a different thing or matter*

Change horses in midstream: *to change plans/a leader in the middle of a project*

Charley horse: *a cramp/stiffness in the leg*

Hold your horses: *slow down*

Never look a gift horse in the mouth: *never criticize a gift*

Straight from the horse's mouth: *direct from a reliable source*

The grey mare is the better horse: *the wife rules the household*

To beat/flog a dead horse: *wasting time to achieve something that is impossible*

To put the cart before the horse: *to do things in the wrong order*

You can lead a horse to water, but you cannot make it drink: *one may offer help to a person, but one cannot force him to accept it*

## Hot

To blow hot and cold about something: *to constantly change your opinion*

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## Hour

At the eleventh hour: *just in time*

His hour has struck: *he is about to die*

The darkest hour is just before dawn: *when circumstances are most serious, relief may come soon*

## House

A house divided against itself cannot stand: *to succeed everyone must function together*

Every house has its trials: *every house has its cares*

Like a house on fire: *very fast*

No house without a mouse: *there is no home without its problems*

To bring the house down: *to give an excellent performance*

## Humble

To eat humble pie: *to apologize/apologise (Brit.) humbly*

## Ice

It cuts no ice: *it has no effect*

To break the ice: *to relax a tense situation*

To skate on thin ice: *to take a risk*

## Idleness

Idleness is the root of all evil: *having nothing to do gives rise to temptations*

## Idol

A clay idol: *a person or thing greatly admired but without worth*

## Ignorance

Where ignorance is bliss, 'tis folly to be wise: *if something will lead to unhappiness, it is better not to know it*

## ill

To feel ill at ease: *to feel uneasy*

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**Image**

A spitting image: *exactly the same*

**Inch**

Give him an inch and he'll take an ell (a yard): *if a little is offered him, he takes much more*

Within an inch: *very nearly*

**Ink**

To change before the ink is dry: *to change minds directly after an agreement*

**Inside**

To know something inside out*: to know something thoroughly*

**Insult**

To add insult to injury: *to do or say something to upset a person who already has been upset*

**Iron**

To be an iron man: *to have great strength*

To have too many irons in the fire: *to busy with too many things at the same time*

To rule with an iron rod: *to control very strictly*

To strike while the iron is hot: *to act when the opportunity is favorable/favourable (Brit.)*

**Jack**

A good Jack makes a good Jill: *a good husband makes a good wife*

Every Jack has his Jill: *there is a partner for everybody*

Jack of all trades and master of none: *one who can do many jobs (but not necessarily well)*

Jack among the maids: *a favorite/favourite (Brit.) among the ladies*

**Jack-in-the-box**

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A real Jack-in-the-box: *a very active person*

**Jack Robinson**

Before you can say Jack Robinson: *very fast*

**Jacket**

To dust someone's jacket: *to beat someone*

**Jam**

To be in a jam: *to be in an awkward position*

**Jaywalk**

To jaywalk: *to cross a street at an illegal or dangerous place*

**Jazz**

All that jazz: *everything of that kind*

**Jiffy**

In a jiffy: *quickly*

**Jitters**

To have the jitters: *to be very nervous*

**Job**

A Job's comforter: *one who, while trying to comfort, causes more distress*

A soft job: *a job demanding little work*

Job's news: *bad news*

**Joshing**

Joshing someone: *tricking someone*

**Judgment,/judgement (Brit.)**

To do something against your better judgment/judgement (Brit.): *to do something although you know it is not wise*

**Jump**

To jump out of one's skin: *to be highly excited*

To jump the gun: *to move or act too soon*

**Keep**

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To keep (hold) *one's ground: to stand firm*

To keep out of harm's way: *to avoid trouble*

**Kick**

To get a kick out of something: *to get pleasure from something*

To kick the bucket: *to die*

To kick up a dust: *to cause a disturbance*

**Kiss**

Stolen kisses are the sweetest: *we enjoy most what we are not allowed to have or do*

The kiss of Judas: *a deceitful kiss*

You can kiss him (or it) goodbye: *you will never see him (or it) again*

**Kitchen sink**

Everything but the kitchen sink: *almost everything has been included*

**Kite**

A kite raises against the wind: *opposition can be overcome*

**Kitty/catty-corner:** *diagonally across*

**Knee**

A knee jerk reaction: *a quick, automatic response*

To bring someone to his knees: *to force someone to submit*

To have weak knees: *to lack courage*

To put someone over one's knee: *to give someone a spanking*

**Knife**

Bringing a knife to a gunfight: *being unprepared*

One could cut it with a knife: *the atmosphere was very tense*

To have a knife at someone's throat: *to force someone to do something by threatening him*

**Knot**

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Tie the knot: *getting married*

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To get oneself tied into a knot: *to become confused and worried*

To tie a knot in one's handkerchief: *to enable oneself to remember something*

**Know**

Before you know/where you are: *something happened very suddenly*

Not to know whether one is coming or going: *to be confused*

To know the ropes: *to be familiar with something*

**Knowledge**

It is common knowledge: *everyone knows about it*

**Knuckle**

To rap someone on the knuckles: *to reprimand someone*

**Lamb**

To be led like a lamb to the slaughter: *to offer no resistance*

**Lance**

To break a lance for someone or something: *to argue on behalf of someone or something*

**Land**

A land flowing with milk and honey: *a land of great prosperity*

The promised land: *a place in which happiness is expected*

To see how the land lies: *to find out how matters stand*

**Language**

(Not) to speak the same language: *(not) having the same views*

**Lap**

To lay something in someone's lap: *to help someone to obtain something without effort*

**Large**

At large: *free*

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**Lash**

Lash someone with the tongue: *to scold someone*

**Last**

At long last: *after a long time*

Last but not least: the *last is not the least important*

On one's last legs: *utterly exhausted; near to death*

The last mile is the longest: *the last part of a task is the most exhausting*

**Late**

Better late than never: *said of someone who arrives late or of something that is not done in time*

**Laugh**

He laughs best that laughs last: *one must not rejoice too soon, someone else might be the winner*

He who laughs on Friday will weep on Sunday: *sorrow often follows joy*

It is not a laughing matter: *it is a serious matter*

Laugh and the world laughs with you (cry and you cry alone): *others are ready to share your joys but not your misfortunes*

Laugh one's head off: *to find something very funny*

Laughter is the best medicine: *laughter makes you feel better*

To laugh up one's sleeve: *to be secretly amused*

**Law**

A law of the Medes and Persians: *an unchangeable law*

**Lay**

I'll lay my head on a block: *I am very sure*

To lay bare: *to reveal*

To lay down the law: *to enforce rules*

To lay oneself open: *to expose oneself*

**Lead**

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To lead by the nose: *to get somebody to do all one wishes*

**Leaf**

To turn over a new leaf: *to make a new beginning*

To take a leaf out of someone else's book: *to copy something from someone*

**League**

Not in the same league: *of a much lower standard*

**Lean**

Lean years: *years of need*

To lean over backwards: *to make special efforts*

**Leap**

By leaps and bounds: very *quickly*

Look before you leap: *think before acting*

A leap in the dark: *taking a risk*

**Leopard**

A leopard cannot change its spots: *a person's nature cannot be changed*

**Learn**

Earn while you learn: *to earn a salary while training*

**Leg**

As fast as your legs can carry you: *very fast*

To move one's legs: *to hurry*

To pull someone's leg: *to tease someone*

To stand on one's own legs: *to be independent*

Without a leg to stand on: *having no excuse*

**Lemon**

To buy a lemon: *to buy a vehicle that constantly gives problems*

**Length**

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At great length: *in great detail*

To go to any length: *to be prepared to do anything*

**Let**

To let someone down: *to disappoint someone*

To let things slide: *to be negligent*

**Liar**

A bare-faced liar: *someone who lies easily and shamelessly*

**Lick**

A lick and a promise: *a superficial cleaning*

**Lie**

A white lie: *a harmless lie*

To lie through your teeth: *telling something untrue*

**Life**

A matter of life and death: *very serious*

I can't for the life of me: *impossible to do something*

If life deals you lemons, make lemonade: *turn a bad experience into a good experience*

Not on your life: *never*

Something is the bane of your life: *it is the cause of your problems*

To lay down one's life: to *sacrifice one's life*

To take your life into your own hands: *to risk death*

While there is life there is hope: *one should not despair if there is still a chance*

**Light**

To be given the green light: *to be allowed to proceed*

To begin to see the light: *to begin to understand*

To come to light: *to become known*

To have light fingers: *to be prone to stealing*

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To hide one's light under a bushel: *not to reveal one's talents*

To make light of: *to regard as unimportant*

To present something in a good light: *to represent something in a good way*

To throw light on: *to clarify*

**Limb**

Out on a limb: *to put yourself in a risky situation*

**Limelight**

In the limelight: *in the public eye*

**Line/s**

All along the line: *everywhere; in every way*

To have the lines crossed: *very confused*

To line one's stomach: *to eat*

To read between the lines: *to understand a hidden meaning*

**Linen**

To wash dirty linen in public: *to talk about unpleasant personal things in the presence of others*

**Lion**

To place oneself in the lion's mouth: *to expose oneself to danger*

**Lip/s**

To be on everybody's lips: *to be much talked about*

To curl one's lip: *to show disgust*

To hang on someone's lips: *to listen with great attention*

To keep one's lips sealed: *not to say anything*

**Liquor**

To liquor someone up: *to get someone drunk*

**Little**

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A little goes a long way: *a small amount can have a great effect*

Every little bit helps: *even a small contribution is helpful*

**Live**

Live and let live: *tolerate the opinions and behavior/behaviour (Brit.) of others*

**Load**

A load off one's shoulders: *a release from worries*

**Loaf**

Use your loaf/head: *think cleverly*

Half a loaf is better than no bread: *one should be grateful for what you have*

**Lock**

Lock, stock and barrel: *everything*

**Loggerhead**

To be at loggerheads: *to be in a state of disagreement*

**Long**

The long and the short of it: *all that there is to be said*

The longest day must have an end: *a time of difficulty does not last for ever*

**Look**

By the look of things: *as it seems*

To look down on: *to despise*

To look in on someone: *to pay a short visit*

To look on the bright side: *to be optimistic*

To look up to: *to respect*

Look before you leap: *do not act before you have considered the consequences*

**Lord**

To live like a lord: *to live in luxury*

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**Loss/es**

To be at a loss: *to be unable to find an answer*

To cut your losses: *to withdraw from something before you lose too much*

**Love**

All's fair in love and war: *in a difficult situation there are no firm rules of behavior/behaviour (Brit.)*

Love is blind: *if you love someone you do not notice his faults*

Love makes the world go round: *love brings happiness*

Not to be had for love or money: *unobtainable*

The course of true love never did run smooth: *differences between lovers are to be expected*

There is no love lost between them: *they don't like each other*

**Luck**

He has the devil's own luck: *he is very lucky*

The worse luck now, the better another time: *things may change for the good*

**Lucky**

You may thank your lucky stars: *it is fortunate that everything turned out well*

**Lump**

A lump in the throat: *full of emotion*

**Machine**

A cog in the machine: *someone who plays only a small part in an organization/organisation (Brit.)*

# Madness

Method to my madness: *although actions seem meaningless, there is a good reason for*

**Mammon**

To serve Mammon: *to be interested mainly in wealth*

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**Man**

A man in a million: *a fine person*

A man of action: *a person who does things quickly*

A man of the world: *a man with social experience*

As one man: *all those present at the same moment*

Every man for himself: *let everybody look after his own interests*

Every man has his price: *everybody can be bribed to act wrongfully*

Man or mouse: *brave or cowardly*

Man should not live by bread alone*: it is not only material things that are essential in life*

To know as much about something as the man in the moon: *to know very little*

**Manner**

Manners maketh man: *behavior/behaviour (Brit.) determines character*

**Mare**

The grey mare is the better horse: *the wife rules the household*

**Mark**

To make one's mark: *to make an impression*

To miss the mark: *to make a mistake*

**Market**

Cornered the market: *to completely dominate an area of business*

**Master**

No man can serve two masters: *it is impossible to give equal attention to two different interests*

**Matter**

A matter of life and death: *a serious matter*

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Not to mince matters: *to speak plainly*

**Means**

By fair means or foul: *at all costs*

To live beyond one's means: *to spend more than one earns*

**Measure**

As you measure, so it will be measured unto you: *you will be judged in the same way as you judge others*

Half measures: *lacking thoroughness*

To measure by two standards: *to be inconsistent*

**Medicine**

A taste of your own medicine: *to treat a person as badly as he had treated you*

To take one's medicine: *to accept punishment*

**Mellow**

To be mellow: *to be drunk*

**Men**

So many men, so many minds: *everyone has his own ideas*

**Mercy**

To be thankful for small mercies: *to be grateful for small things*

**Merit**

Someone of great merit: *a worthy person*

To have no merit: *to be worthless*

**Method**

There is method in his madness: *his suggestions or actions are not as foolish as they seem*

**Midnight**

To burn the midnight oil: *to study hard or work late into the night*

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## Mile

Go the extra mile: *to do more than what is expected from you*

## Milk

Cry over spilt milk: *to worry about something from the past*

A country flowing with milk and honey: *a prosperous country*

It is no use crying over spilt milk: *it is no use regretting what has already happened*

To come home with the milk: *to return very early in the morning*

To milk someone dry: *to take as much as you can from someone*

To milk the ram: *to try to do the impossible*

## Mill

No mill, no meal: *one must work for a living*

To go through the mill: *to suffer much*

## Millstone

A millstone round one's neck: *a heavy burden*

## Mince

To mince matters: *to say or do things with delicacy*

## Mincemeat

To make mincemeat of someone: *to defeat someone*

## Mind

Great minds think alike: *when two persons express the same thought*

In two minds: *undecided*

Mind boggling: *very surprising and hard to understand*

Mind over matter: *one's thinking can control physical conditions*

Speak your mind: *say what you are thinking*

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To give someone a piece of one's mind: *to reprimand someone*

To have a mind of one's own: *to decide for oneself*

To have a mind like a sieve: *to be very forgetful*

To have something on one's mind: *to have something one wishes to speak about*

To my mind: *as I see it*

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## Minute

A New York minute: *a minute that seems to go by quickly*

### Miss

A miss is as good as a mile: *a failure is a failure no matter how close to success one may have been*

To have missed the boat: *to be too late*

### Mitten

To handle something without mittens: *to deal with something firmly*

### Money

His money burns a hole in his pocket: *he cannot save money*

Love does much but money does all: *money enables one to achieve much*

Money does not grow on trees: *money is not to be had easily and should therefore not be wasted*

Money is round and rolls: *money can easily be spent*

Money makes the mare to go: *money enables one to achieve much*

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Money talks: *by means of money much can be obtained or achieved*

More money than brains: *said of a wealthy person who uses his money wrongly*

Not for all the money in the world: *not for anything*

Not to be had for love or money: *unobtainable*

Time is money: *time is valuable*

To coin money: *to make money quickly*

To have money to burn: *to have lots of money*

**Monkey**

It puts his monkey up: *it makes him angry*

To play monkey tricks: *to do silly things*

To try monkey business: *to do something illegal or improper*

**Month**

A month of Sundays: *a very long time*

# Monty

The full monty: *completely naked or everything that is needed*

**Moon**

Once in a blue moon: *rarely*

To cry for the moon: *to want the impossible*

To make someone believe that the moon is made of cheese: *to make someone believe something that is untrue*

To reach for the moon: *to want or to try to do the impossible*

**More**

The more the merrier: *the more people there are together, the greater the fun*

There is more to it than meets the eye: *there is a secret motive*

**Morning**

The morning hour has gold in the mouth: *it is good to be up early*

**Morpheus**

In the arms of Morpheus: *asleep*

# Moth

Like a moth to a flame: *to be very attracted to someone*

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**Mountain**

If the mountain won't come to Mohammed, Mohammed must go to the mountain: *one should compromise if another is stubborn*

To make a mountain out of a molehill: *exaggerate something*

To move mountains: *to achieve much*

**Mouth**

Down in the mouth: *to look very unhappy or depressed*

Foam at the mouth*: to be and look very angry*

Not to open one's mouth: *not to speak*

Out of the mouths of babes and sucklings: *children speak the truth*

To make one's mouth water: *to rouse one's desire or appetite*

To pass from mouth to mouth: *to be transmitted orally*

To take the words out of one's mouth: *to say what another was about to say*

**Much**

He is not up to much: *he is not an impressive person*

Much of muchness*: very similar*

To have too much on one's plate: *to have more than one can cope with*

Too much is too much: *there is a limit of what one can bear*

**Mud**

His name is mud: *he is in disgrace*

To throw (sling) mud at: *to speak badly of*

**Mumbo Jumbo:** *meaningless speech*

**Mum's the word:** *to keep quiet*

**Murder**

Murder will out: *the truth will become known*

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To get away with murder: *to do something wrong without punishment*

**Muscle**

Not to move a muscle: *to show no reaction*

**Music**

To face the music: *to accept the consequences*

**Mustard**

After meat, mustard: *too late*

Can't cut the mustard: *not capable enough*

**Mutton**

Mutton dressed as lamb: *an old woman dressed too youthfully*

**Nail**

A nail in one's coffin: *nearer to one's death*

To hit the nail on the head: *to say or do the right thing*

To pay on the nail: *to pay immediately*

**Name/s**

To drop names: *to mention the names of famous people to impress others*

To make a name for oneself: *to be successful*

**Nature**

Second nature: *a habit that has become instinctive*

**Near**

It was a near thing: *it was a narrow escape*

So near and yet so far: *not yet accomplished or complete*

**Necessity**

Necessity is the mother of invention: *if you really need something, you will find a way of getting it*

Necessity knows no law: *in times of need one attaches little importance to custom or law*

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**Neck**

To breathe down someone's neck: *to make someone uncomfortable by watching him too closely*

To risk one's neck: *to endanger one's life*

To save one's neck: *to escape death*

To stick one's neck out: *to expose oneself to hurt*

**Needle**

To look for a needle in a haystack: *very difficult or impossible to find*

**Nest**

A nest egg: *savings for future use*

To feather one's nest: *to enrich oneself*

To foul one's own nest: *to do something that ruins your reputation*

**Net**

To cast a wide net: *to cover a great area or range to find what you are looking for*

**Never**

Never in a month of Sundays: *not in a long time*

**New**

There is nothing new under the sun: *little that exists or happens has not existed or occurred before*

**News**

No news is good news: *when one hears no news, one assumes that all is well*

**Next**

In next to no time: *in a short time*

Next to nothing: *very little*

**Niche**

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To carve out a niche: *to make or create a position in the market*

**Night**

The night is young: *it is still early*

**Nimrod**

A Nimrod: *a great hunter or sportsman*

**Noah**

In the days of Noah: *long ago*

**Nook**

In every nook and cranny: *in all secluded places*

**Noose**

To put one's head in a noose: *to put oneself in a dangerous position*

**Nose**

Do not cut off your nose to spite your face: *do not do something when you are angry if it will cause problems for you*

Not to look beyond one's nose: *not to see what is really important*

To keep one's nose out of other people's business: *not to interfere in the affairs of others*

To lead someone by the nose: *to make someone do exactly what you want*

To pay through the nose: *to pay too much*

To turn up one's nose at: *to show contempt for*

To walk with one's nose in the air: *to think you're smarter than others*

Under one's nose: *in full view*

**Note**

To begin on a high note: *to start very good*

To make a mental note of: *to keep something in mind*

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To strike the right note: *to say what is approved*

**Nothing**

An abbreviated piece of nothing: *worthless*

Nothing doing: *there is nothing that can be done*

Nothing ventured, nothing gained: *one must be brave to succeed*

Nothing will come of it: *it will fail*

There is nothing to it: *it is easy*

**Null**

Null and void: *not valid*

**Nut**

A hard nut to crack: *a difficult person or problem*

To be nuts; to be off one's nut: *to be mad*

**Nutshell**

In a nutshell: *briefly*

**Oar**

To put one's oar in: *to interfere*

**Occasion**

To rise to the occasion: *to show skill in a difficult situation*

**Ocean**

A drop in the ocean: *a very small quantity*

To boil the ocean: *to spend time on something that is impossible to achieve or not worth doing*

**Odds**

Against all odds: *to do something that seemed impossible to do*

Makes no odds: *makes no difference*

Odds and ends: *remnants of little value*

To be at odds with one another: *to be on bad terms with another*

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**Oil**

To oil one's tongue: *to flatter*

To pour oil on the flame: *to make matters worse*

To pour oil on troubled waters: *to calm a situation*

To strike oil: *to make a profitable discovery*

**Olive**

To hold out the olive branch: *to offer peace*

**Omelet/omelette (Brit.)**

You cannot make an omelet/omelette (Brit.) without breaking eggs: *you can't make big changes without some unpleasant effects*

**Once**

Once and for all: *finally*

Once bitten twice shy: *after a bad experience one will be cautious*

**One**

To be one too many for someone else: *to surpass or outwit someone*

**One-track**

To have a one-track mind: *interested in only one thing*

**Onion**

To know one's onions: *to be clever and experienced*

**Open**

An open secret: *what is supposed to be a secret but everyone knows it*

Open and shut: *straightforward*

To be open with: *to be frank with*

With open hands: *generous*

**Opportunity**

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Opportunity seldom knocks twice: *an opportunity seldom presents itself a second time*

To let the opportunity slip through one's fingers: *not to take advantage of the chance*

**Order**

A tall order: *an unreasonable demand*

Of the highest order: *of the best*

It is in the order of things: *it is the manner in which things normally happen*

**Ostrich**

To have the stomach of an ostrich: *to be able to eat anything*

**Out**

Out and out: *thoroughly*

To feel out of sorts: *not to feel well*

**Outstay**

To outstay one's welcome: *to remain longer than one is welcome*

**Outwit**

To outwit someone: *to be cleverer than someone else*

**Over**

It is over and done with: *there is nothing more to be said or done about the matter*

**Own**

To come into your own: *to become useful and successful*

**Oyster**

He is as close/dumb as an oyster: *he will never reveal something told in confidence*

**P**

To mind one's p's and q's: *to be careful*

**Pace**

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Can’t stand the pace: *can’t work under a lot of pressure*

To keep pace with: *to keep up with*

To put someone through his paces: *to test someone’s abilities*

**Pack**

Ahead of the pack: *more successful than his rivals*

To pack someone off: *to send someone away*

**Package**

Good things come in small packages: *small things are often more valuable than big ones*

**Paddle**

To paddle one’s own canoe: *to pay your own way in life*

**Page**

To be on the same page: *to agree*

**Pain**

A pain in the neck: *an annoying person*

No pain no gain: *without effort one cannot obtain what one desires*

To spare no pains: *to take great trouble*

**Paint**

To paint the town red: *to enjoy oneself*

**Palm**

Greasing palms: *to bribe or pay for a favor/favour (Brit.)*

To palm off: *to pass off something under false pretences*

**Pan**

A flash in the pan: *promising in the beginning, but not successful in the end*

From the frying pan into the fire: *from bad to worse*

**Paper**

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Not worth the paper it is written on: *a worthless statement or promise*

**Par**

Not up to par: *not the required standard*

**Part**

A man of parts: *one who is versatile*

**Pass**

To pass away: *to die*

**Passage**

A passage of arms: *a fight*

**Past**

It is past crying for: *regret can be of no further use*

Things past cannot be recalled: *what is over is over*

To rake up the past: *to mention past unpleasantness*

**Pat**

To pat on the back: *to praise*

**Patch**

Not a patch on: *not to be compared with*

To patch up: *to repair something temporarily; to settle or resolve*

To strike a bad patch: *to enter a period of bad fortune*

**Patience**

Patience is a virtue: *patience is a good quality*

**Payment**

A down payment: *to pay a part of the total amount*

**Pearl**

To cast pearls before swine: *to offer something good to one who cannot appreciate it*

**Pebble**

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Not the only pebble on the beach: *not the only person worthy of one's interest*

**Pecker**

To keep one's pecker up: *to remain cheerful*

Pedal to the metal: *to drive full speed in a vehicle*

**Pedestal**

To place someone on a pedestal: *to admire someone*

**Peg**

A square peg in a round hole: *not to be suited*

**Pence**

Take care of the pence and the pounds will take care of themselves: *if one is thrifty one will succeed in saving money*

**Penny**

A penny for your thoughts: *said to someone deep in thought*

A penny saved is a penny gained (earned): *by not spending money, you are saving money*

A pretty penny: *a large sum of money*

In for a penny, in for a pound: *a thing once begun must be completed*

Not to have a penny to bless oneself with: *to be without money*

Pennies long saved become pounds at last: *thrift is profitable*

Penny wise, pound foolish: *thrifty in small but wasteful in large matters*

The penny has dropped: *something is becoming clear*

Without a penny to one's name: *very poor*

**People**

People who live in glass houses should not throw stones: *it is wrong to criticize another if you have the same faults*

The chosen people: *the Jews*

To be all things to all people: *to please or satisfy everyone*

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**Pep**

To give someone a pep talk: *to try to encourage a person*

**Perch**

To knock someone off his perch: *to defeat someone*

**Peter**

To rob Peter to pay Paul: *to deprive one so as to give to another*

**Petticoat**

The petticoat army: *an army of women*

To be under petticoat rule: *to submit to the authority of a woman*

**Physician**

Physician, heal thyself: *one should overcome one's own faults before condemning others*

**Pick**

The pick of the bunch: *the best*

To pick someone's brains: *to get information from someone*

**Picnic**

It's a (no) picnic: *It's (not) easy*

**Picture**

A picture paints a thousand words: *to see something is much better than a description*

The big picture: *the overall situation*

To put (bring) someone in (into) the picture: *to give someone with the details or facts*

To be out of the picture: *not to be considered*

**Piece**

It is a piece of cake: *it can be done easily*

The pieces fall into place: *everything fits perfectly*

To give a piece of one's mind: *to scold*

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**Pig**

In a pig's eye: *very unlikely*

Pig out: *eat a lot*

To be driving pigs: *to be snoring*

To buy a pig in a poke: *to buy something without seeing it or knowing its value*

To have the wrong pig by the ear: *to blame the wrong person; to be mistaken*

To make a pig of oneself: *to eat greedily*

To put lipstick on a pig: *a vain attempt to make something unappealing look nice*

When pigs fly: *never*

**Pill**

A bitter pill: *something disappointing*

**Pillar**

From pillar to post: *from one place to another*

On automatic pilot: *doing something without thinking about it*

**Pin**

One could have heard a pin drop: *it was very quiet*

To be on pins and needles: *to be worried or anxious*

To pin someone down: *to bind someone to a promise*

**Pink**

To be in the pink: *to be very healthy*

**Pins**

On pins and needles: *anxious or nervous*

**Pipe**

Pipe down: *be quiet*

**Pistol**

To hold a pistol against someone's head: *to force someone*

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**Pitch**

To queer the pitch: *to ruin a plan*

To pitch into someone: *to attack or scold violently*

**Place**

To be unable to place someone: *to be unable to recognize someone*

To feel out of place: *to feel that one that does not fit in*

**Plain**

It is plain sailing: it is easy

To tell someone the plain truth: *to be frank*

A level playing field: *a fair competition*

**Pleasure**

No pleasure without pain: *there always seem to be unpleasant consequences when one enjoys oneself*

**Plight**

In a sorry plight: *in a bad state*

**Plough**

To plough with another man's heifer: *to use information obtained unfairly*

**Plunge**

To take the plunge: *to take an important step*

**Pocket/s**

It is beyond my pocket: *I cannot afford it*

Money burns a hole in his pocket: *he finds it difficult not to spend his money*

To be quite beside the point: *to be irrelevant*

To have deep pockets: *to have a lot of money*

To press the point: *to put great emphasis on a statement*

**Point**

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You have a point there: *what you say is true or valid*

**Poker**

To have swallowed a poker: *to be erect*

**Pole**

To be poles apart: *to be very different*

**Post**

To keep someone posted: *to keep someone informed*

**Pot**

The pot calling the kettle black: *to be guilty of the very thing that one accuses someone else of*

To keep the pot boiling: *to make a living*

**Potato**

A couch potato: *a passive person*

To drop something like a hot potato: *to drop quickly*

**Pound**

To want one's pound of flesh: *to insist on the whole bargain or the exact terms of the agreement*

**Poverty**

When poverty comes in at the door, love flies out of the window: *difficult times often ruin a happy relationship*

**Power**

The corridors of power: *the high levels of government where decisions are made*

**Practice [Amer. and Brit.] (noun)**

Practice makes perfect: *we learn to do things well by doing them often*

**Practice/practise [(Brit.] (verb)**

Practice/practise (Brit.) what you preach: *do what you urge others to do*

**Praise**

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To get more praise than pudding: *to receive compliments but not be rewarded in a material way*

**Preach**

To preach to deaf ears: *to try to advise those who will not listen*

**Press**

Hot off the press: *something that has just been printed*

**Prevention**

Prevention is better than cure: *it is better to prevent misfortune than to remedy it*

**Price**

At any price: *no matter what the cost*

Everyman has his price: *everybody can be bribed*

What has that to do with the price of eggs? *What relevance has it?*

**Pride**

To put one's pride in one's pocket: *to do what may be humiliating*

**Promise**

A lick and a promise: *a superficial wash or cleaning*

A promise is a promise: *a promise has to be kept*

One cannot live on promises: *unfulfilled promises are of no use to one*

To promise the moon: *to make a promise that can never be carried out*

**Propose**

Man proposes, God disposes: *whatever man intends is subject to the will of God*

**Pudding**

The prove of the pudding is in the eating: *people are judged by their actions*

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**Pull**

To pull a long face: *to show disapproval*

To pull down a person: *to degrade a person*

To pull out of the fire: *to save when the case seems hopeless*

To pull the plug: *to stop something*

To pull to pieces: *to criticize/criticise (Brit.)*

To pull up one's socks: *to try to improve*

**Puppy**

Puppy love: *childish love*

**Purposes**

To be at cross-purposes with someone*: to think you are talking about the same thing, but you're not*

**Purse**

To hold the purse strings: *to have control over finance*

You cannot make a silk purse out of a sow's ear: *you cannot get better results from something than its qualities allow*

**Put**

To put up with something: *to tolerate something*

**Quarrel**

It takes two to make a quarrel: *there are two parties in any dispute*

To pick a quarrel: *to seek a dispute*

You cannot quarrel with your bread and butter: *one cannot afford to disagree with one's employer*

**Question**

A burning question: *something all want to know about and everyone is asking about*

Ask no questions and hear no lies: *said in answer to inquisitive persons*

That is out of the question: *it cannot be considered*

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To call in question: *to doubt*

To pop the question: *to propose marriage*

**Quickly**

Quickly come, quickly go: *what is easily acquired is soon wasted*

**Quit**

To be quit of: *to be rid of*

**Rabbit**

To produce a rabbit from the hat: *to reveal something surprising*

**Rack**

To rack one's brains: *to puzzle over something*

**Rage**

Something is all the rage: *it is very popular or in fashion*

**Rags**

From rags to riches: *from being very poor to being very rich*

**Rain/s/ing**

It never rains but it pours: *several things seem to happen at the same time*

Put something by for a rainy day: *to save what you will require in a time of need*

Its raining cats and dogs: *heavy raining*

To do something come rain or shine: *to do something regularly whatever the conditions are*

**Rainbow**

Chasing rainbows: *trying to achieve something that will never be achieved*

**Rain check**

To take a rain check: *to decline an offer which you may accept*

**Rap**

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To rap over the knuckles: *to reprimand*

To take the rap: *to accept the responsibility*

**Rat**

Caught like a rat in a trap: *caught without hope of escape*

**Razor**

On the razor's edge: *in a critical situation*

**Reap**

You reap what you sow: *things that happen to you is a result of your own actions*

**Rear**

Someone who brings up the rear: *the last person in a group of people who are walking or running*

**Reason**

It stands to reason: *it makes sense*

To be open to reason: *to be ready to accept advice*

To lose one's reason: *to become insane*

**Record**

Off the record: *something said in confidence*

To sound like a broken record: *to say the same thing repeatedly*

**Red**

A red-letter day: *a day to remember*

To see red: *to become very angry*

To see the red light: *to become aware of danger*

**Red-handed**

To be caught red-handed: *to be caught in the act*

**Reed**

A broken reed: *an unreliable thing or person*

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A reed shaken by the wind: *an unstable person influenced by everything he hears*

To lean on a reed: *to rely on a weak person or thing*

**Refuse**

What one refuses, one loses: *what one does not accept may not be obtainable later*

**Rein**

To have the reins firmly in hand: *to be in full control*

To pull in the reins: *to exercise greater control over*

To take the reins: *to assume control*

**Remedy**

It is beyond remedy: *nothing can be done about it*

**Remorse**

Remorse always comes too late: *one regrets a thing only when nothing can be done about it*

**Retreat**

To beat a (hasty) retreat: *to hurriedly avoid a dangerous or difficult situation*

**Rhyme**

Without rhyme or reason: *for no reason at all*

**Ride**

To ride for a fall: *to act recklessly*

To ride out the storm: *to pass safely through a crisis*

To take someone for a ride: *to pull someone's leg*

**Ripe**

Soon ripe, soon rotten: *it is harmful for children to develop too fast*

**Rise**

To rise and shine: *to get out of bed and get ready for work or school*

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To rise from the ashes: *to be restored after destruction*

To rise to the occasion: *to be able to handle a situation*

**Rock**

Between a rock and hard place: *faced with a choice* between *two very difficult situations*

To stand as firm as a rock: *not to yield*

**Rocker**

To be off one's rocker: *to be mad*

**Rocket**

To go up like the rocket and come down like the stick: *to have high aspirations but fail miserably*

**Rod**

Spare the rod and spoil the child: *children must be punished if they are to be brought up correctly*

To make a rod for one's own back: *to bring trouble upon oneself*

To rule with a rod of iron: *to rule strictly*

**Rome**

Rome was not built in a day: *it takes time to accomplish something worthwhile*

When in Rome do as the Romans do: *follow the manners and customs of the people one is visiting*

**Roof**

Not to have a roof over one's head: *to be without shelter*

To raise the roof: *to be very noisy*

To wet the roof: *to celebrate the completion of the building*

**Roost**

To rule the roost: *to be master*

**Root**

The root of the evil: *the cause of the trouble*

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To get rid of something root and branch: *to remove something completely*

**Rope**

Give him enough rope and he'll hang himself: *give him time and he will bring about his own downfall*

To give someone more rope: *to give someone more freedom*

To know the ropes: *to be familiar with something*

To show someone the ropes: *to teach someone*

**Rose/s**

Her path is strewn with roses: *her life is filled with pleasure*

Something comes up roses: *something ends successfully*

Not a bed of roses: *not pleasant*

There is no rose without a thorn: *every good thing has something bad about it*

**Rough**

Rough and tumble: *unorganized/unorganised (Brit.)*

To have a rough time: *to experience hardship*

To take the rough with the smooth: *to accept the pleasant and the unpleasant*

**Rowdy**

A rowdy: *a noisy person*

**Royal**

To be having a royal time: *to enjoy something*

**Rub**

To rub it in: *remind someone constantly of something unpleasant*

To rub up the wrong way: *to irritate*

**Rubicon**

To cross the Rubicon: *to take a step from which there is no turning back*

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**Rule**

A golden rule: *a valuable principle*

A rule of thumb: *a very rough estimate*

To rule something out: *to regard something as invalid or irrelevant*

**Rumpus**

To cause a rumpus: *to cause a quarrel*

**Run**

A dry run: *a rehearsal*

Learn to walk before you run*: take it slowly*

Run out of steam*: completely without energy*

The run of the mill*: ordinary*

Things must run their course: *what is to happen cannot be prevented*

To be run down: *to lack health and energy*

To have the run of something: *to have free use of*

To let somebody run wild: *to let somebody do what he wishes*

To run away with an idea: *to expect too much*

To run for dear life: *to run very fast*

To run like the wind: *to run fast*

To run the show: *to play the dominant part*

**Sack**

To hit the sack: *to go to bed*

**Saddle**

Better lose the saddle than the horse: *it is better to lose a little if by so doing a much greater loss is avoided*

To be saddled with something: *to be burdened with a task*

To set the saddle on the wrong horse: *to put the blame on someone who is innocent*

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To sit firmly in the saddle: *to be in control*

**Sadness**

Sadness and gladness succeed each other: *after sorrow comes joy and after joy comes sorrow*

**Safe**

Better be safe than sorry: *do not take risks that you may regret*

**Said**

Least said, soonest mended: *if one wishes to heal a quarrel quickly, the best way is to stop speaking about it*

More easily said than done: *very difficult*

No sooner said than done: *done immediately*

There is much to be said for him: *he has many good qualities*

**Sail**

To hoist all sails: *to make use of all resources*

To take the wind out of someone's sails: *to take someone by surprise*

**Sailing**

It is plain sailing: *it is easy, it is going well*

**Salt**

Back to the salt mines: *back to work*

The salt of the earth: *honest and good people*

To be worth one's salt: *to do good work*

To rub salt into the wounds: *to make one feel worse*

To stand like a pillar of salt: *to stand motionless*

To take with a pinch of salt: *reluctant to believe*

**Samaritan**

A good Samaritan: *a truly charitable person*

**Sand**

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Something is like taking sand to the beach: *something is of no use or unnecessary*

**Sandman**

The sandman is coming: *said of a child who is sleepy*

**Save/d**

Saved by the bell: *saved just in time*

To save something for a rainy day: *to keep something in reserve until a time of need*

**Scale**

The scales fell from his eyes: *things became clear to him*

To tip the scales: *to do the decisive thing*

**Scapegoat**

To be the scapegoat: *to bear the blame*

**Scarecrow**

To look like a scarecrow: to be badly dressed

**Scene**

Behind the scenes: *not known to the public*

That is not my scene: *that is not what I enjoy*

**Scent**

On a false scent: *on a wrong line of enquiry*

**Score**

To settle a score with someone: *to repay someone*

**Scot-free:** *without harm or punishment*

**Screw**

There is a screw loose: *there is something wrong*

To have one's head screwed on the right way: *to be intelligent and sensible*

To have a screw loose: *to be slightly mad*

To put the screw on: *to enforce one's demands*

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**Sea**

He is all at sea: *he is confused*

To be half seas over: *to be drunk*

**Seams**

Coming apart at the seams: *extremely anxious or upset*

**Second**

At second hand: *by hearsay*

Second thoughts are best thoughts: *it is better to consider carefully before acting*

Second to none: *having no superior*

To come off second best: *to get the worst of an encounter*

To have second thoughts: *to reconsider a matter*

**See/ing**

Seeing is believing: *the best way to prove something is to see for yourself*

To see through something: *to detect what is false*

**Sense/s**

It does not make sense: *it is not clear and logical*

To bring someone to his or her senses: *to make someone see the foolishness of his ways*

To come to your senses: *to start to think clearly and use good judgment/judgement (Brit.)*

**Set**

To be dead set against: *to be firmly opposed to*

To be set in one's ways: *to have fixed habits*

**Sex**

The stronger sex: *men*

The weaker sex: *women*

**Shadow**

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Afraid of one's own shadow: *easily frightened*

Someone's shadow: *someone's constant companion*

To cast a shadow of gloom: *to cause sorrow*

**Shame**

To put one to shame: *to disgrace*

**Shape**

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All shapes and sizes: *many different types or forms*

In bad shape: *in a poor physical condition*

To get bent out of shape: *to become upset about something unimportant*

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**Sharp**

Sharp practice: *dishonest dealings*

Sharp's the word: *hurry*

To look sharp: *to be alert*

Too sharp for me: *too clever for me*

**Shave**

It was a close shave: *it was almost a failure*

**Sheep**

As well be hanged for a sheep as a lamb: *if the punishment will be the same for both actions, a person might as well do something that is considered very wrong and will bring an additional advantage than do something which is considered slightly wrong*

In sheep's clothing: *hypocritical*

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The black sheep of the family: *the one who brings disgrace on the family*

To separate the sheep from the goats: *to separate the good from the bad*

**Shell**

To come out of one's shell: *to become more lively*

To creep into one's shell: *to withdraw*

**Ship**

The ship of the desert: *the camel*

**Shirt**

Close is my shirt, but closer is my skin: *my own interests come first*

To give away the shirt off one's back: *to be very generous*

**Shoe**

No one knows where the shoe pinches like the wearer: *everybody knows best what his or her troubles are*

Not to wish to stand in someone else's shoes: *not to envy another*

To step into someone else's shoes: *to take over another's position*

**Shoot**

To shoot oneself in the foot: *to cause oneself harm*

**Shop**

To shut up shop: *to retire or withdraw*

To talk shop: *to talk about one's work (profession)*

**Short**

Short and sweet: *brief and clear*

To come short of: *not to be up to the standard*

To cut someone short: *to interrupt*

To fall short: *to be inadequate*

To make short work of: *to finish off quickly*

To take someone up short: *to interrupt someone*

**Shot**

A big shot: *an important person*

A cheap shot: *an unfair or nasty comment*

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A shot in the dark: *a random guess or attempt*

To do something like a shot: *to do something very quickly*

To take a shot at: *to make an attempt*

**Shoulder**

Put your shoulder to the wheel: *work harder*

Straight from the shoulder: *with full force*

To give someone the cold shoulder: *to ignore someone*

To stand shoulder to shoulder: *to be a united front*

To take too much on one's shoulders: *to undertake more than one can manage*

**Show**

Just for show: *purely for the sake of appearances*

To give away the show: *to reveal the secret*

To steal the show: *to attract most attention*

**Shut**

To shut one's eyes to: *to ignore*

**Shy**

Once bitten, twice shy: *an unpleasant experience makes one cautious in the future*

To fight shy of: *to try to avoid*

**Sick**

To be sick (and tired) of: *to be bored and disgusted with something*

**Side**

There are two sides to every story: *there are two points of view to whatever is reported*

**Sieve**

To try to carry water in a sieve: *to try to do the impossible*

**Sight**

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Out of sight, out of mind: *absent and therefore forgotten*

To make a sight of oneself: *to make yourself look foolish*

**Sing**

To sing another tune: *to change one's manner*

To sing small: *to become more humble*

To sing the same song: *to say the same thing repeatedly*

**Sink**

To be sinking: *to become weaker*

To sink all differences: *to settle a dispute*

**Sins**

To cover a multitude of sins: *to prevent others from seeing or discovering bad things*

**Sit**

To sit back in comfort: *to be rich*

To sit tight: *to hold on*

To sit heavily on another's chest: *to force your company on someone*

**Sitting**

A sitting duck: *an easy target*

**Six**

At sixes and sevens: *confused*

Six of the one and half a dozen of the other: *the same or nearly the same*

**Skeleton**

A skeleton in the cupboard: *an unpleasant fact kept from strangers*

**Skin**

By the skin of one's teeth: *with great difficulty*

To be skin and bone: *to be very thin*

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To get under someone's skin: *to annoy someone*

To save one's skin: *to get off without punishment*

**Sky**

Out of a clear sky: *unexpectedly*

**Slap**

A slap on the wrist: *a mild punishment*

**Slate**

Starting with a clean slate: *a fresh start without thinking of past mistakes*

**Sleeve**

To have something up one's sleeve: *to have a secret plan*

To roll up one's sleeves: *to prepare to work or to fight*

**Slide**

To let things slide: *to be neglectful*

**Slip**

To give the slip: *to avoid or escape from*

**Slippery**

To be on slippery ground: *to be in danger*

**Slow**

Slow but sure: *slowly making steady progress*

**Small**

Small change: *coins of small value*

Small hours: *early hours of the morning*

**Smell**

To smell a rat: *to suspect something to be wrong*

To smell something fishy: *to be suspicious about something*

**Smoke**

From the smoke into the smother: *from bad to worse*

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No smoke without fire: *there is always some truth in a rumor/rumour (Brit.)*

**Snake**

There is a snake in the grass: *something is wrong*

**Snug**

Snug as a bug in a rug: *cozy/cosy (Brit.) and comfortable*

**Sock**

Put a sock in it: *to tell noisy people to be quiet*

To pull up one's socks: *try to do better*

**Soft**

To have a soft spot for: *to like someone*

**Solomon**

A Solomon: *a wise person*

**Song**

The same old song: *something that has repeatedly been said*

To sell for a song: *to sell for a little money*

**Soon**

Sooner or later: *eventually*

Sooner said than done: *difficult to do*

**Sort**

Nothing of the sort: *not at all*

It takes all sorts (to make a world): *people differ*

Out of sorts: *not feeling well*

**Soul**

To bare your soul: *to reveal you deepest feelings*

**Soup**

To be in the soup: *to be in trouble*

**Sour**

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The joke has turned sour: *the joke is no longer funny*

**Sow**

As you sow, so you shall reap: *you must accept the consequences of your actions*

**Spade**

To call a spade a spade: *to use plain and blunt language*

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**Spark**

The sparks are beginning to fly: *there is trouble*

**Speak**

It speaks for itself: *it is plain and clear*

Not to speak the same language: *to have nothing in common*

Speak when you are spoken to: *said to silence a person who was not addressed*

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**Spectacles**

To look through rose-colored/coloured (Brit.): spectacles: *to take a cheerful view of life*

**Speech**

Speech is silver, silence is golden: *speech is a great gift, but to know when to remain silent is an even greater gift*

**Splash**

To make a splash: *to make a grand display*

**Spoil**

To be spoiling for a quarrel: *to be looking for a quarrel*

To spoil someone's game: *to deprive someone of the pleasure he has expected*

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**Sponge**

To throw in the towel: *to give up*

**Sponger**

To be a sponger: *a person who gets money or other things from people and never gives something in return*

**Spoon**

To be born with a silver spoon in the mouth: *to be born into a rich family*

**Spur**

On the spur of the moment: *to act without thinking*

To win one's spurs: *to make a name for oneself*

**Square**

To get square with: *to get even with*

To get things square: *to put things in order*

**Stake**

To have a lot at stake: *to be in a situation where a lot can be won or lost*

To have everything at stake: *to run the risk of losing everything*

To stake everything on one throw: *to risk everything in one venture*

**Stand**

To stand by someone: *to give someone support*

To stand down: *to withdraw or to retire*

To stand in good stead: *to come in handy*

To stand one's ground: *not to yield*

To stand over: *to wait until another time*

To stand up for: *to act in support of*

To take a (firm) stand: *not to yield*

**Star**

Born under an evil star: *prone to misfortune*

His star is in the ascendant: *everything is going well*

To thank one's lucky stars: *to be most fortunate*

**Start**

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To be off to a flying start: *to start at full speed*

To make a fresh start: *to begin again*

To start from scratch: *to start again from the beginning*

**Steak**

Something is all sizzle and no steak: *although there were great expectations and great efforts made, something or someone turns out to be disappointing*

**Steam**

To blow off steam: *to get rid of strong feelings*

Under one's own steam: *by one's own efforts*

**Steel**

To steel one's heart: *to harden one's heart*

**Steer**

To steer clear of someone: *to avoid someone*

To steer clear of trouble: *to avoid trouble*

**Step**

Step by step: *gradually*

To take the first step: *to start something*

To watch one's step: *to be careful not to do the wrong thing*

**Stew**

To be in a stew: *to be in a difficult position*

To let someone stew in his own juice: *not to help someone*

**Stick**

To stick one's chin (neck) out: *to expose oneself to trouble or danger*

To stick to it: *not to give up trying*

**Stiff**

To be stiff-necked: *to be self-willed*

**Stir**

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Something causes a stir: *it causes great interest*

**Stitch**

A stitch in time saves nine: *what is done promptly saves a great deal of trouble later*

**Stolen**

Stolen kisses are the sweetest: *we tend to enjoy most what we are forbidden*

**Stomach**

Cast iron stomach: *having no problems or ill effects with eating or drinking anything*

To be unable to stomach something: *to be unable to accept something*

**Stone**

A rolling stone gathers no moss: *one who continually changes his circumstances will never improve his position in life*

A stone's throw: *a very short distance*

To cast stones at: *to insult someone*

To cast the first stone: *to make the first accusation*

To give stones for bread: *not to help someone*

To leave no stone unturned: *to do everything in one's power*

**Stools**

Fall between two stools: *if you hesitate between two courses of action, you may miss both opportunities*

**Storm**

Any port in a storm: *any solution is acceptable when you are in trouble and have no choice*

A storm in a teacup: *a great fuss made about very little*

The lull before the storm: *a quiet spell before a crisis or outburst*

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To make a long story short: *to skip some details in a story to keep the listener's attention*

**Straight**

To be quite straight: *to be upright and honest*

To keep a straight face: *to try to be serious*

To keep to the straight and narrow: *to behave in a proper and honest way*

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**Strain**

To strain every nerve: *to do one's best*

**Straits**

In dire straits: *in a very difficult situation*

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**Straw**

A man of straw: *a worthless person*

A straw will tell which way the wind is blowing: *a small sign or happening will indicate what the future holds*

Not worth a straw: *worthless*

The last straw that breaks the camel's back: *the last drawback makes the burden unbearable*

To clutch/grasp at a straw: *to make a desperate effort*

**Stream**

To swim against the stream: *to oppose the majority*

To swim with the stream: *to do, say or think like others*

**Strike**

To strike up: *to begin*

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**String**

To harp on the same string: *to repeat something until others become bored*

To have another string in your bow: *to have another way of making a living*

To pull strings: *to try to achieve one's ends by using influence*

With no strings attached: *without conditions or reservations*

**Strokes**

Different strokes for different people: *different people like different things*

**Stumble**

To stumble upon: *to come across by accident*

**Stump**

To be stumped: *not to know what to do or say*

**Succeed**

Nothing succeeds like success: *one success leads to another*

**Suck**

To suck someone dry: *to take advantage of someone*

**Suit**

To suit the deed to the word: *to do what is promised*

**Summer**

Dog days of summer: *the hottest days of summer*

**Sunshine**

Sunshine comes after rain: *happiness follows on sorrow*

**Swallow**

One swallow does not make a summer: *it is unreliable to base one's conclusions on only a single incident*

**Sweat**

By the sweat of one's brow: *by hard manual labor/labour (Brit.)*

To be in a cold sweat: *to be very nervous or afraid*

**Sweep**

Sweep in front of your own door: *mind your own business*

To make a clean sweep: *to get rid of completely*

**Sweet**

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To have a sweet tooth: *to be fond of sweet things*

To take the sweet with the bitter: *to accept the good and the bad*

**Swim**

Sink or swim: *to succeed or fail*

To swim with the tide: *to do what most people do*

**Swing**

In full swing: *fully active*

**Sword**

To cross swords with someone: *to have a dispute or a fight with someone*

To draw the sword: *to begin a conflict*

**System/s**

All systems go: *everything is ready*

**T**

To a T: *exactly*

**Table/s**

To bring nothing to the table: *to have nothing to contribute to a conversation or project*

To lay on the table: *to be raised for discussion*

To turn the tables: *to turn a weak position into a strong one*

**Tail**

To chase your (own) tail: *to do many things, but achieve little*

To have one's tail between one's legs: *in a state of defeat or confusion*

**Tailor**

The tailor makes the man: *one is judged by one's clothes*

**Take**

Take it or leave it: *do as you wish*

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To take after someone: *to resemble someone*

To take for granted: *to accept without question*

To take in: *to deceive*

To take off one's hat to: *to admire*

To take things as they come: *to accept the circumstances*

**Tale**

An old wives' tale: *a traditional tale which is not based on facts*

**Talk**

She is all talk: *she brags a lot*

Talk is cheap, but money buys the whisky: *things are accomplished by doing not by talking*

The talk of the town: *something talked about by everybody*

To talk the hind leg off a donkey: *to talk a lot*

**Tap**

On tap: *always available*

**Tape**

Red tape: *tasks that seem unnecessary*

**Taste**

To acquire a taste for something: *to get to like something which you previously disliked*

**Tea**

Not for all the tea in China: *not for anything*

**Teapot**

Useful as a chocolate teapot: *not useful at all*

**Tears**

Too late for tears: *too late for regret*

**Teeth/tooth**

Armed to the teeth: *armed fully*

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By the skin of one's teeth: *narrowly*

Long in the tooth: *old*

In the teeth of: *in spite of*

Like pulling teeth: *very difficult to obtain*

To clench one's teeth: *to be determined*

To escape by the skin of one's teeth: *to have a narrow escape*

To fight tooth and nail: *to fight hard*

To show one's teeth: *ready to fight*

**Tell**

To tell someone a thing or two: *to reprimand someone*

You never can tell: *the most unlikely things can happen*

**Territory**

Something comes with the territory: *it is part of a job or responsibility*

**Tether**

At the end of one's tether: *unable to endure any longer*

**Thick**

In the thick of it: *in the middle of something*

Through thick and thin: *under all conditions*

**Thief**

It takes a thief to catch a thief: *only the shrewd can outwit the shrewd*

Like a thief in the night: *unobserved*

The receiver is as bad as the thief: *a person who receives stolen goods is as guilty as the one who stole them*

**Thing**

A near thing: *a narrow escape*

If it is not one thing, it's another: *when something goes wrong many things go wrong*

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**Think**

To think better of something: *to decide not to do what you initially wanted to do*

**Thoughts**

To collect your thoughts: *to think clearly and calmly*

**Throat**

To be at each other's throats: *to be hostile to each other*

To cut each other's throats: *to adopt a mutually destructive line of action*

To cut your own throat: *to do something that will cause your own failure*

**Throw**

Don't stake everything on one throw: *don't risk all your resources on one venture*

To throw in the towel: *to admit defeat*

To throw over old friends*: to abandon old friends*

To throw up one's hands: *to give up*

**Thumb/s**

A rule of thumb: *a rough estimate*

Something sticks out like a sore thumb: *it is very unattractive and visible*

To be all thumbs: *to be clumsy*

To have someone under one's thumb: *to control someone*

To suck something from one's thumb: *to invent something*

To steal someone's thunder: *to accept the credit for something you did not do*

**Thunderstruck**

To be thunderstruck: *to be astonished*

**Tide**

To go against the tide: *to oppose whatever is popular*

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To tide over a difficulty: *to manage to overcome a difficulty*

To turn the tide: *to change the course of events*

**Tilt**

At full tilt: *at full speed*

**Time/s**

Drastic times call for drastic measures: *in desperate situations you need to take extreme actions*

In the course of time: *as time goes by*

In the nick of time: *just in time*

Procrastination is the thief of time: *things that are put off are never done*

Time and tide wait for no man: *if you miss an opportunity, you may not be presented with another*

Time heals all wounds: *time lessens sorrow and pain*

Time is money: *time is valuable*

To be behind the times: *to be old-fashioned*

To bide your time: *to wait for the right time to do something*

To have the time of one's life: *to enjoy oneself*

To work against time: *to try to finish something in a short time*

**Tittle**

Not one jot or tittle: *nothing at all*

**Today**

Here today and gone tomorrow: *what exists today will not exist tomorrow*

**Toe/s**

To be on one's toes: *to be alert*

To dip your toes in the water: *to start or explore something new*

To tread on someone's toes: *to offend someone*

**Tomorrow**

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Never put off till tomorrow what you can do today: *do what has to be done immediately*

To do something like there is no tomorrow: *to do something quickly not thinking of the future*

Tomorrow is another day: *other opportunities will present themselves*

Tomorrow never comes: *if something is not done now, it will probably not be done at all*

**Tongue**

A confusion of tongues: *a mixture of languages*

I could have bitten off my tongue: *I regretted what I had said*

To be on the tip of one's tongue: *to have it on the verge of one's memory but it cannot be remembered*

To give someone the length of one's tongue: *to rebuke someone*

To have lost one's tongue: *to be too shy to speak*

To hold one's tongue: *to keep silent*

Tongue in the cheek: *not to be taken seriously*

**Tongue-tied**

To be long in the tooth: *to be old*

To be tongue-tied: *to be unable to say anything*

**Top**

Over the top: *very excessive*

To blow one's top: *an angry outburst*

**Topsy-turvy**

To turn everything topsy-turvy: *to cause confusion*

**Torch**

To carry the torch: *to have strong feelings for someone with whom you do not have a relationship*

**Toss**

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A toss up: *a result that is unclear*

To argue the toss: *to dispute a decision which has already been made*

**Touch/y**

Out of touch: *not keeping in contact*

To keep in touch with: *to maintain contact*

Touch wood: *said to avoid bad luck*

To be touchy: *to be very sensitive*

**Towel**

To throw in the towel: *to admit defeat*

**Tower**

A tower of strength: *a very reliable person*

**Town**

Out on the town: *to go out to enjoy yourself*

**Toy**

To toy with an idea: *to consider casually*

**Track/s**

Not on the right track: *following the wrong course*

To cover your tracks: *to conceal your past activities*

To make tracks: *to run away*

**Train**

In the train of: *as a result*

**Trample**

To trample someone in the dust: *to treat someone badly*

**Tread**

To tread underfoot: *to destroy*

To tread warily: *to be very careful*

**Tree**

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A tree must be bent while it is still young: *a child's character should be moulded while he is young*

To bark up the wrong tree: *to accuse the wrong person*

To know a tree by its fruit: *to judge parents by the qualities or the conduct of their children*

You cannot judge a tree by its bark: *outward appearance is not to be relied upon*

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**Trick/s**

To be up to many tricks: *to resort to many foolish acts*

To do the trick: *to succeed*

To know the tricks of the trade: *to know the methods*

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Use your (whole) bag of tricks: *use all the methods you know to succeed*

**Trouble**

Asking for trouble: *doing something very risky*

Never trouble trouble till trouble troubles you: *do not go looking for trouble*

Troubles never come singly: *when troubles come they seem to come at the same time*

**Trousers**

To be caught with one's trousers down: *to be in an embarrassing position or state of*

*unpreparedness*

**Truant**

To play truant: *to stay away without permission*

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**Trumpet**

To blow one's own trumpet: *to boast*

**Trumps**

To come/turn up trumps: *to achieve surprising good results*

**Truth**

The truth hurts: *people do not like to hear the truth*

To bend the truth: *to change or leave out certain facts*

Truth lies at the bottom of a well: *it is difficult to arrive at the real truth*

Truth will out: *the truth will be revealed*

**Tune**

To be in tune with: *to agree with*

To call the tune: *to have control*

To change one's tune: *to change one's opinion*

To dance to another's tune: *to be dictated to by someone*

**Turkey**

To do something cold turkey: *to stop something immediately*

**Turn**

An about turn: *a complete change*

A turn for the better: *a favorable/favourable (Brit.) change*

One good turn deserves another: *a kind action should be rewarded with another*

To do someone a good turn: *to do someone a favor/favour (Brit.)*

To turn against: *to become hostile to*

To turn over a new leaf: *to mend one's ways*

To turn something down: *to reject something*

To turn the other cheek: *to respond meekly to insult or injury*

**Two**

It takes two to make a quarrel: *an argument is never only one person's fault*

It takes two to tango: *both people are at fault*

To put two and two together: *to draw a conclusion*

Two is company, three is none (two is company, three is a crowd): *a third person would cause an inconvenience in a*

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*situation where two people are happy to be by themselves*

Two wrongs do not make a right: *a second wrong action does not improve matters*

**Two-faced**

A two-faced person: *a hypocrite*

**Ugly**

An ugly duckling: *a person who surprises others by becoming cleverer or more beautiful*

**Up**

Not up to much: *of little interest or worth*

To be up and about: *to be active*

Ups and downs: *good and bad fortune alternately*

**Uphill**

Uphill work: *difficult work*

**Upper**

To be down on one's uppers: *to be very poor*

To have something wrong in one's upper storey: *to be insane*

**Up-to-date**

To be up-to-date: *to know the latest trends*

**Van**

To be in the van: *to be among the leaders*

**Van Gogh**

Van Gogh's ear for music: *tone deaf*

**Variety**

Variety is the spice of life: *diversity is interesting*

**Veil**

To draw a veil over: *to prefer not to discuss*

To take the veil: *to become a nun*

**Vent**

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To give vent to: *to release emotion in an outburst*

**Vessels**

Empty vessels make the most noise: *those who know little often have the most to say*

**View**

To take a dim view of something: *to disapprove of or dislike something*

**Viper**

To nourish a viper in one's bosom: *to treat kindly someone who is likely to harm one*

**Voice**

At the top of one's voice: *loudly*

To speak with two voices: *to be deceitful*

To voice a grievance: *to protest against an injustice*

**Volume**

It speaks volumes: *it is very meaningful*

**Wag**

Tongues are wagging: *there is much gossip*

**Waiting**

To play a waiting game: *to wait patiently to see what is going to happen*

**Wake**

Wake not a sleeping lion: *do not stir up trouble*

**Walk**

To walk off with: *to take without permission*

To walk on air: *to be very happy*

Walk of life: *profession or occupation*

You must learn to walk before you run: *one must begin in a modest way*

**Walking**

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A walking dictionary: *someone who knows much*

**Wall/s**

Bouncing off the walls: *very excited and full of energy*

Drive someone up the wall: *to irritate or annoy someone very much*

Like talking to a brick wall: *talking to someone without any reaction or response from him*

The writing is on the wall: *there are clear signs that something bad will happen*

Walls have ears: *even the most private conversation may become known to other people*

With one's back against the wall: *to be in a desperate situation*

**Wash**

The writing is on the wall: *there are clear signs that something bad will happen*

Walls have ears: *even the most private conversation may become known to other people*

With one's back against the wall: *to be in a desperate situation*

**Wars**

To have been in/through the wars: *to show signs of injury or damage*

**Wash**

It will come out in the wash: *it won't have any serious effect*

To wash one's hands of somebody: *not to be responsible for another*

To wash your dirty linen in public: *to make private unpleasantness public*

**Waste**

To waste one's breath: *to speak in vain*

Waste makes want: *by being wasteful one can become impoverished*

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Waste not want not: *what you save you cannot lack*

**Watch**

You had better watch out: *you must take care*

**Water**

Like pouring water into a sieve: *spending a lot of time or effort on something without any effect*

Still waters run deep: *a person who is quiet often hides deep feelings or a lot of knowledge*

To be in hot water: *to be in trouble*

To be in smooth water: *to have passed through unpleasantness safely*

To carry water to the river: *to take something where it is least needed*

To fish in troubled waters: *to take advantage of disorder*

To keep one's head above water: *to keep out of debt*

To make one's mouth water: *to long for food*

To throw cold water on: *to discourage*

Water under the bridge: *an event that has happened and cannot be altered*

We never miss the water till the well runs dry: *we only miss things if we do not have it anymore*

**Waterworks**

To turn on the waterworks: *to start crying*

**Wave**

On the crest of the wave: *being very successful*

**Way/s**

Fixed in your ways: *unwilling to change your ways*

There are more ways of killing a cat than choking it with cream: *there is more than one effective method*

To be under way: *to be moving*

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To clear the way*: to remove obstacles*

To look the other way: *to pretend not to notice*

Where there's a will there's a way: *if there is determination to do something, a means of doing it will be found*

**Weather**

To make heavy weather: *to make an easy task seem difficult*

To weather the storm: *to come safely through*

Under the weather: *to feel slightly ill*

**Weight**

A weight lifted from one's shoulders: *no need to worry about something anymore*

He carries little weight: *he has no influence*

To carry weight: *to be important*

To pull one's weight: *to do one's fair share of work*

To throw one's weight around: *to act as if you have a lot of power or authority*

**Welcome**

As welcome as snow in the harvest: *unwelcome*

To outstay one's welcome: *to stay too long as a visitor*

**Well**

All's well that ends well: *if a matter ends well, the past unpleasantness need not be remembered*

Well begun is half done: *a good beginning makes the task easier*

**Whale/s**

It's like kicking whales down the beach: *a very slow and difficult task*

To have a whale of a time: *to have an enjoyable time*

**What**

To know what is what: *to be well informed*

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**Wheel**

Asleep at the wheel: *to be unattentive*

A fifth wheel to the coach: *unwanted and extra*

The wheel has turned/come full circle*: things are back where they began*

**Whistle**

To wet one's whistle: *to drink*

To whistle down the wind: *to abandon something*

**White**

A white elephant: *a possession for which one has little use*

To bleed someone white: *to deprive someone of all his wealth*

**Wife**

An old wives' tale: *a foolish tradition*

**Wild and wooly:** *uncultured and without laws*

**Wildfire**

To spread like wildfire: *to spread very quickly*

**Will**

Of one's own free will: *voluntarily*

To have a will of one's own: *to be stubborn*

**Wind (noun)**

Between wind and water: *in a vulnerable situation*

He knows which way the wind blows: *he knows the state of affairs*

High winds blow on high hills: *prominent people are often criticized*

Something in the wind: *signs that something is about to happen*

To cast to the winds: *to abandon*

To find out how (which way) the wind blows (lies): *to find out the true state of affairs*

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To get one's second wind: *to recover and have lots of energy*

To take the wind out of someone's sails: *to make a person feel less confident*

To throw caution to the wind: *to take risks without worrying about the dangers involved*

To trim one's sails to the wind: *to adapt to all circumstances*

**Wind (verb)**

To wind a person round one's finger: *to make a person do whatever one wishes*

**Wine**

Wine and dine: *to have an expensive meal*

**Wing**

His wings have been clipped: *he is prevented from doing something*

To spread one's wings: *to do new and exciting things*

To take someone under one's wing: *to assist and protect someone*

**Wire**

Down to the wire: *at the last moment possible*

**Wisdom**

No wisdom like silence: *it is sensible to be silent*

**Wise**

Wise men learn by other men's mistakes, fools by their own: *sensible people learn not to repeat the foolish behavior/behaviour (Brit.) of others and avoid suffering in the same way*

**Wish**

If wishes were horses, beggars would ride: *if all our wishes came true everybody would be happy*

The wish is father to the thought: *we readily believe what we wish to believe*

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To wish one could fall through the floor: *to feel very embarrassed*

**Wit**

At one's wit's end: *not to know what to do or say*

**Wolf**

A wolf in sheep's clothing: *a dangerous person who appears to be friendly*

To cry wolf: *to raise a false alarm*

To keep the wolf from the door: *to earn barely enough to live on*

To throw someone to the wolves: *to put someone in a situation where he is badly treated*

**Wood**

Can't see the wood from the trees: *looking too closely at the details and unable to see the situation as a whole*

Knock on wood: *tapping with knuckles on wood to prevent bad luck*

**Woodwork**

To come out of the woodwork: *to appear unexpectedly*

**Wool**

To be dyed in the wool: *to have uncompromising, deep beliefs in something*

To pull the wool over someone's eyes: *to deceive someone*

**Word**

A man of his word: *one who keeps his promises*

A word out of season: *ill-timed advice*

A word spoken is past recalling: *what has been said cannot be unsaid*

A word to the wise is sufficient: *those who are wise do not need long explanations*

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Fair (fine) words butter no parsnips: *talk, without action, is useless*

In a word: *briefly*

Not to mince words: *to speak plainly*

To go back on one's word: *to break a promise*

To have words with: *to quarrel*

To keep one's word: *to carry out a promise*

To make someone eat his words: *to make someone retract what he has said*

To suit the action to the word*: to do what one has promised*

To take the words out of someone's mouth: *to say what someone else was about to say*

**Work**

All work and no play makes Jack a dull boy: *not to relax has harmful consequences*

Equal pay for equal work: *wages should be the same if the work is the same*

No work, no pay: *if work is not done there can be no remuneration*

To do someone's dirty work: *to do unpleasant work that another person does not want to do*

To make short work of: *to accomplish quickly*

To work mischief: *to cause trouble*

To work wonders: *to be very effective*

**Workman**

A bad workman blames his tools: *an inefficient person never admits his inefficiency*

**World/s**

A person who has come up in the world: *a person who has become more wealthy and successful*

A world of difference: *a big difference*

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It is a small world: *people meet each other by chance in the most unexpected places*

It takes all sorts to make a world: *there are lots of different kinds of people in the world*

The best of two worlds: *to have the advantages of two different things*

To be on top of the world: *to be very happy*

To think the world of someone: *to admire someone*

Worlds apart: *very different*

**Worms**

Don't open that can of worms: *don't create a situation that will cause trouble*

**Wound**

To lick one's wounds: *to soothe one's hurt*

**Wriggle**

To wriggle out of something: *to evade something*

**Wrong/s**

Two wrongs do not make a right: *one wrongful action does not justify another*

**X**

X marks the spot: *said when someone finds something he/she has been looking for*

**Yard/s**

The whole nine yards: *everything*

**Yardstick**

To have two different yardsticks: *to judge by different standards*

**Year**

Year in, year out: *continuously*

**Yield**

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Not to yield an inch: *not to retreat*

**Yourself**

Beside yourself: *losing your self-control because of a stressful situation*

**Zero**

Zero tolerance: *nothing will be overlooked*

**Zest**

To add zest to: *to make more enjoyable*

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# 43. DIRECT AND INDIRECT SPEECH

## 1. Direct speech

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**See:** Quotation marks/Inverted commas (Brit.)

**Direct speech** repeats the **exact words of the speaker**.

- *Mother said, "Do your work."*

(a) **Said**, **replied**, **screamed**, **asked**, etc. are **introductory verbs**.

(b) The **actual words spoken** are placed **in quotation marks**.

(c) All punctuation marks go **inside** the quotation marks.

**Note:**

In **British English** periods and commas are placed **outside** the quotation marks.

- American English: *Suzie said: "I want to go with you."*
- British English: *Suzie said: "I want to go with you".*

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(d) Start **a new line** each time someone new begins to speak.

(e) Always use a **capital letter** for the first word of a **complete sentence of a direct quotation**.

- *Tim said: "I don't want to go to school today."*

(f) A **colon or comma** separates the introductory verb from the spoken words. Put the colon or comma **before opening the quotation marks**. A **colon is used for long dialogue** and **a comma for short dialogue.**

- *Henry asked**:** "Why are you not going to the dinner?"*
- *Mother replied**,** "I am too tired."*

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(g) If **the spoken words come first**, it can also be followed by a question mark or exclamation point (never a full stop).

- *"What is your name**?**" he asked.*
- *"Where is my pen**?**" asked Mary.*
- *"It hurts**!**" Tom shouted.*

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**Note:**

The introductory verb after a sentence with a question mark or **exclamation point** is written with a **small letter** unless it starts with **I** or a **proper noun**.

- *"Help!" **M**ary cried.*
- *"Can you help me?" **a**sked David.*

(h) When the introductory verb is in the **middle of two sentences, a full stop** is used after the introductory verb.

- *"I am sorry," said Penny**.** "It was my mistake."*

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(i) When the introductory verb is in **die middle of a single sentence, a comma** is used after the introductory verb and a **capital letter is not used** for the second part of the sentence.

- *"I never knew," Lea said**,** "that she was so clever."*

(j) If the last punctuation is not part of the actual quotation, **but applies to the whole sentence**, the punctuation mark goes

**outside the final quotation mark.**

- *Did you really enjoy "The Girl on the Train"?*

(k) We use **single quotation marks (' ')** when quotation marks are needed **in a quotation**.

- Mother said: "Be careful what you say 'Mr. sensitive' is coming to visit today."

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## 2. Indirect speech

Indirect speech reports **what another person has said** and **does not use the exact words**.

- *Mother said that we must do our work.*

(a) Always use the word **that** after the introductory word.

- *Father said **that** he is working very hard.*
- *Len says **that** he does not eat a lot.*
- *Graham replied **that** he did not know the answer.*

(b) When **the introductory verb is in the present tense** (says), repeat the words also in the present tense.

- *"I **am going** to town today," Mother **says**.*
- *Mother **says** that she **is going** to town today.*

(c) When **the introductory verb is in the past tense** (said), all the words are changed into the past tense.

- *"I am going to town today," Mother **said**.*
- *Mother said that she **was going** to town **that day**.*

(d) With **exclamations** we describe the **emotion in the indirect speech**.

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• *"Hurrah!" shouted Cindy, "I have won."*

• *Cindy shouted **happily** that she had won.*

(e) **Pronouns need to change to** keep the meaning of the sentence accurate.

• *She said, "**I** like school." (direct speech)*

• *She said that **she** liked school. (indirect speech)*

• *Dick answered: "We **will** be back before dark." (direct speech)*

• *Dick answered that they **would** be back before dark. (indirect speech)*

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## Rules for the changing of pronouns in indirect speech

**See:** First person, second person and third person

1. **First person** pronouns change to third person.

• *She said: "**I** don't want to go to the party." (direct speech)*

• *She said that **she** did not want to go to the party. (indirect speech)*

2. There is **no change** in the pronoun when the person reports **his own words**.

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• *I told him: "**I** don't want to go with you." (direct speech)*

• *I told him that **I** did not want to go with him. (indirect speech)*

3. **Second person** pronouns change according to the person that reports the speech.

• *She told him: "**I** think **you** are very kind." (direct speech)*

• *She told him that **she** thought **he** was very kind. (indirect speech)*

• *He replied: "**I** like the green dress." (direct speech)*

• *He replied that **he** liked the green dress. (indirect speech)*

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4. **Third person** pronouns do not change in the indirect speech

• *Mary said: "I do not like **him.**" (direct speech)*

•*Mary said that she did not like **him**.*

**Some words that can be used to describe emotion in the indirect speech:** happily, joyfully, angrily, thankfully, with an exclamation of disgust, exclaimed with joy, sorrow, regret, surprise, laughingly, applauded, delightfully

## Examples of words we need to change from direct speech to indirect speech

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| Direct speech | Indirect speech |
|---|---|
| ago | before |
| come | go |
| has | had |
| here | there |
| in one hour | one hour later |
| last month | the previous month |
| next week | the following week |
| now | then |
| this | that |
| today | that day/the same day |
| tomorrow | the following day/the next day |
| yesterday | the previous day/the day before |

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# 44. ACTIVE AND PASSIVE VOICE

Only verbs **followed by an object** have an active and passive voice.

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## 1. The active voice

(a) The active voice is shorter and easier.

- ***Tom feeds the cat.***

(b) In the active voice the subject of the sentence is doing the action.

- ***Tom*** *feeds the cat.*

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## 2. The passive voice

(a) In the passive voice the subject is having the action done to it.

- ***The cat*** *is fed by Tom.*

(b) Subjects and objects are interchanged in the passive voice.

- ***The cat*** *is fed by* ***Tom***

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(c) The tense of the verb changes in the passive voice.

- *The cat* ***is fed*** *by Tom.*

(d) Pronouns change in the passive voice.

| Active voice | Passive voice |
| --- | --- |
| **He** feeds the dog. | The dog is fed by **him**. |
| **We** picked the apples. | The apples were picked by **us**. |
| Andrew teases **her.** | **She** is teased by Andrew. |
| By next week **I** shall have written the test. | By next week the test will have been written by **me**. |

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# 45. COUNTRIES, PEOPLE AND WAYS

**Country/city — People — Ways (Adjective)**

Afghanistan — Afghans — Afghan

Africa — Africans — African

Albania — Albanians — Albanian

Algeria — Algerians — Algerian

America — Americans — American

Angola — Angolese — Angolese

Arabia — Arabs — Arab

Argentina — Argentines/Argentinians — Argentine/Argentinian

Armenia — Armenians — Armenian

Asia — Asians — Asian

Australia — Australians — Australian

Austria — Austrians — Austrian

Belgium — Belgians — Belgian

Bolivia — Bolivians — Bolivian

Botswana — Tswanas — Botswanan

Brazil — Brazilians — Brazilian

Britain — British — British

Brunei — Bruneians — Bruneian

Bulgaria — Bulgarians — Bulgarian

Burkina — Burkinese — Burkinese

California — Californians — Californian

Canada — Canadians — Canadian

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Cape Town — Capetonians — Capetonian

Chad — Chadians — Chadian

Chile — Chileans — Chilean

China — Chinese — Chinese

Colombia — Colombians — Colombian

Comoros — Comorans — Comoran

Croatia — Croats/Croatians — Croat/Croatian

Cuba — Cubans — Cuban

Cyprus — Cypriots — Cypriot

Czech Republic — Czechs — Czech

Denmark — Danes — Danish

Denver — Denverites — Denverite

Egypt — Egyptians — Egyptian

England — English — English

Estonia — Estonians — Estonian

Ethiopia — Ethiopians — Ethiopian

Europe — Europeans — European

Fiji — Fijians — Fijian

Finland — Finns — Finnish

Florence — Florentines — Florentine

France — French — French

Gabon — Gabonese — Gabonese

Gambia — Gambians — Gambian

Geneva — Genevans — Genevan

Georgia — Georgians — Georgian

Germany — Germans — German

Ghana — Ghanaians — Ghanaian

Greece — Greeks — Greek

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Grenada — Grenadians — Grenadian

Guatemala — Guatemalans — Guatemalan

Guinea — Guineans — Guinean

Haiti — Haitians — Haitian

Hawaii — Hawaiians — Hawaiian

Houston — Houstonians — Houstonian

Hungary — Hungarians — Hungarian

Iceland — Icelanders — Icelandic

India — Indians — Indian

Indonesia — Indonesians — Indonesian

Iran — Iranians — Iranian

Iraq — Iraqis — Iraqi

Ireland — Irish — Irish

Israel — Israelis — Israeli

Italy — Italians — Italian

Jamaica — Jamaicans — Jamaican

Japan — Japanese — Japanese

Java — Javanese — Javanese

Jordan — Jordanians — Jordanian

Kenya — Kenyans — Kenyan

Korea — Koreans — Korean

Kuwait — Kuwaitis — Kuwaiti

Lebanon — Lebanese — Lebanese

Liberia — Liberians — Liberian

Libya — Libyans — Libyan

Liverpool — Liverpudlians — Liverpudlian

London — Londoners — Londonese

Madagascar — Madagascans — Madagascan

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Madrid — Madrilenians — Madrilenian

Malawi — Malawians — Malawian

Malaysia — Malaysians — Malaysian

Maldives — Maldivians — Maldivian

Malta — Maltese — Maltese

Mauritius — Mauritians — Mauritian

Melbourne — Melburnians — Melburnian

Mesopotamia — Mesopotamians — Mesopotamian

Mexico — Mexicans — Mexican

Monaco — Monacans — Monacan

Mongolia — Mongolians — Mongolian

Morocco — Moroccans — Moroccan

Mozambique — Mozambicans — Mozambican

Namibia — Namibians — Namibian

Naples — Neapolitans — Neapolitan

Nauru — Nauruans — Nauruan

Nepal — Nepalese — Nepalese

Netherlands, The — Netherlanders/Dutch — Netherlandish/Dutch

New Orleans — New Orleanians — New Orleanian

New Zealand — New Zealanders — New Zealand

New York — New Yorkers — New York

Nicaragua — Nicaraguans — Nicaraguan

Nigeria — Nigerians — Nigerian

Normandy — Normans — Norman

Norway — Norwegians — Norwegian

North Korea — North Koreans — North Korean

Oman — Omanis — Omani

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Oslo — Oslovians — Oslovian

Oxford — Oxonians — Oxonian

Pakistan — Pakistanis — Pakistani

Palestine — Palestinians — Palestinian

Paraguay — Paraguayans — Paraguayan

Paris — Parisians — Parisian

Pennsylvania — Pennsylvanians — Pennsylvanian

Peru — Peruvians — Peruvian

Poland — Poles — Polish

Pompeii — Pompeians — Pompeian

Portugal — Portuguese — Portuguese

Qatar — Qataris — Qatari

Romania — Romanians — Romanian

Rome — Romans — Roman

Russia — Russians — Russian

Rwanda — Rwandans — Rwandan

Salt Lake City — Salt Lakers — Salt Lake

Scandinavia — Scandinavians — Scandinavian

Scotland — Scots — Scottish

Seychelles— Seychellois — Seychellois

Shanghai — Shanghainese — Shanghainese

Siberia — Siberians — Siberian

Sicily — Sicilians — Sicilian

Sierra Leone — Sierra Leonians — Sierra Leonian

Singapore — Singaporeans — Singaporean

South Africa — South Africans — South African

Spain — Spaniards — Spanish

Sri Lanka — Sri Lankans — Sri Lankan

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St Helena — St Helenians — St Helenian

St Lucia — St Lucians — St Lucian

Sudan — Sudanese — Sudanese

Swaziland — Swazis — Swazi

Sweden — Swedes — Swedish

Switzerland — Swiss — Swiss

Syria — Syrians — Syrian

Tahiti — Tahitians — Tahitian

Taiwan — Taiwanese — Taiwanese

Tanzania — Tanzanians — Tanzanian

Tasmania — Tasmanians — Tasmanian

Texas — Texans — Texan

Thailand — Thai(s) — Thai

Tibet — Tibetans — Tibetan

Tunisia — Tunisians — Tunisian

Turkey — Turks — Turkish

Uganda — Ugandans — Ugandan

Ukraine — Ukrainians — Ukrainian

United States (US) — Americans — American

Uruguay — Uruguayans — Uruguayan

Venezuela — Venezuelans — Venezuelan

Venice — Venetians — Venetian

Vienna — Viennese — Viennese

Vietnam — Vietnamese — Vietnamese

Virginia — Virginians — Virginian

Wales — Welsh — Welsh

Yemen — Yemeni(s) — Yemeni

Yugoslavia — Yugoslavs — Yugoslavian

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Zambia — Zambians — Zambian

Zimbabwe — Zimbabweans — Zimbabwean

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# 46. ABBREVIATIONS AND ACRONYMS

**An abbreviation is a shortened form of a word or a few words.**

## Rules for abbreviations

**Note: Period** (American English) **Full stop** (British English)

1. In American English a period is **always** used after an abbreviation of a single word.

- February — Feb**.**
- America(n) — Amer**.**
- avenue — ave**.**

2. In **British English** periods are **not used** after the abbreviation of a single word.

- February — Feb
- America(n) — Amer
- avenue — ave

**The following rules are the same for American and British English**

3. A period is not used for abbreviations of measurements.

- *1 kilogram — 1* ***kg***

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4. Put a space between the number and the abbreviation of measurements.

- *5 meter/metre — 5* ***m***

5. The initials of words are often used for the abbreviation. It is called **initialism**. No periods are used between the letters.

- *United Kingdom —* ***UK***

6. An **acronym** is an abbreviation which forms a "word" and are made up of the initials of a string of words. No periods are used between the letters.

- *British Broadcasting Corporation — BBC*

**Truncated words** are shortened words. (fab. — fabulous)

## List of often used abbreviations

3D — three-dimensional

a. — annum (year)

adj. — adjective

abbrev. — abbreviation

a/c, a.c. — air conditioning

advt. — advertisement

adj. — adjective; adjutant

adm. — admiral

adm., admin. — administration; administrator

ADSL — Asymmetric Digital Subscriber Line

adv. — adverb; advocate

Afr. — Africa; Afrikaans

AGM — annual general meeting

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AIDS — acquired immune deficiency syndrome

a.m. — ante meridiem (before noon)

Amer. — America(n)

Angl. — Anglican

anon. — anonymous

ans. — answer

Apr. — April

arith. — arithmetic

art. — article

Asap — As soon as possible

ASPCA — American Society for the Prevention of Cruelty to Animals

asst. — assistant

ATM — automated teller machine

Aug. — August

ave. — avenue

AWOL — absent without official leave

BAT — British American Tobacco

BBC — British Broadcasting Corporation

BCE — Before the Common Era

B/F — brought forward

Bib. — Bible

biol. — biology

bk. — book; bank

Brit. — Britain; British

bro. — brother

C — Celsius

c — cent(s); circa (about); century

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CA — chartered accountant

CAD — computer-aided design

cal. — calendar

capt. — captain

CA — chartered accountant

C/B — credit balance

c/d — carried down

CD — compact disc

CD-ROM — compact disc read-only memory

CE — Christian Era (previously AD Anno Domini (in the year of our Lord)

cell. — cellular

cent. — century (hundred)

CEO — chief executive officer

cert. — certificate; certified

CIA — Central Intelligence Agency

cm — centimeter/centimetre (Brit.)

C/N — credit note

co. — company

c/o — care of; corner of

COD — cash on delivery

CV — Curriculum Vitae

Dec. — December

def. — definition

dept. — department

DG — director-general

dict. — dictionary

dir. — director

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dist. — district

DJ — disc jockey

D/N — debit note

do. — ditto (the same)

doz. — dozen

Dr. — doctor

Dstv — digital satellite television

dt — debit

DIY — do it yourself

dup. — duplicate

DVD — digital video disc

ECG — electrocardiogram

econ. — economic; economy

e.g. — exempli gratia (for example)

e-mail — electronic mail

eng. — engineer

Eng. — England; English

esp. — especially

etc. — et cetera (and so forth)

EU — European Union

Eur. — Europe; European

ex. — example

F — Fahrenheit

fax — facsimile

Feb. — February

fig. — figure; figurative

fol. — following (next)

Fr. — France; French

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Fri. — Friday

ft — foot; feet

g — gram(s)

gall. — gallon

GB — Great Britain

GB., Gb — gigabyte(s)

gen. — general

Gen. — Genesis; General

geog. — geography

geol. — geology; geologic(al)

Ger. — Germany; German

GM — general manager

GMT — Greenwich Mean Time

gov. — government ; governor

GP — general practitioner (doctor)

Gr. — Greece; Greek

gram. — grammar

guar. — guarantee

gym. — gymnasium; gymnastic(s)

ha — hectare(s)

HD — high-definition

HDTV — high-definition television

HG — higher grade

hist. — history; historic(al)

HIV — human immune deficiency virus

HM — His (Her) Majesty

HMS — His (Her) Majesty's Ship

hosp. — hospital

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ICU — intensive care unit

ID — identification

illust. — illustrated, illustration

in. — inch(es)

int. — international

Interpol — International Criminal Police

inv. — invoice

IOC — International Olympic Committee

IOU — I owe you

IQ — intelligence quotient

IRC — International Red Cross

ISBN — International Standard Book Number

IT — information technology

ital. — italic

Jan. — January

Jap. — Japan; Japanese

jpeg — joint photographic experts group

Jr., jr. — junior

Jul. — July

Jun. — June

KB, Kb, K, kbyte — kilobyte

kg — kilogram

km — kilometer/kilometre (Brit.)

km/h — kilometer/kilometre (Brit.) per hour

l — liter/litre (Brit.)

Lat. — Latin

lab. — laboratory

LAN — local area network

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lang. — language

LCD — Liquid Crystal Display

lib. — library

Lt. — lieutenant

lit. — literature; literally

Ltd — limited

m — meter/metre (Brit.)

Maj. — Major

Maj. Gen. — Major General

Mar. — March

max. — maximum

MD — Managing Director

med. — medical; medicine

memo. — memorandum

mg — milligram(s)

mil — military

Min. — Minister

min. — minimum; minute(s)

ml — milliliter/millilitre (Brit.)

mm — millimeter/millimetre

Mon. — Monday

mph — miles per hour

Mr — Mister

MRC — Medical Research Council

Mrs. — Mistress

MS, ms — manuscript

Ms — title used for married and single women

mun. — municipal; municipality

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n/a — not applicable

N.Am — North America; North American

Nam. — Namibia; Namibian

NASA — National Aeronautics and Space Administration

Nat. — National; Nationalist

NATO  North Atlantic Treaty Organiz(s)ation

NB, nb — Nota Bene (take notice)

neg. — negative

Neth. — Netherlands

no. — number

Nov. — November

NT — New Testament

NY — New York

NZ — New Zealand

o/a — on account

o.b. — on board

OBE — Order of the British Empire

obj. — object; objective

Oct. — October

OK — all correct

orig. — origin; original

o/s — out of stock

OT — Old Testament

p. — page; *per* (for); piano (soft)

p.a. — per annum (yearly)

par. — paragraph

Parl. — Parliament

PB — private bag

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PC — personal computer

pd. — paid

p.h. — per hour

PIN — personal identification number

PM — Prime Minister

p.m. — post meridiem (afternoon); per month; per minute

PO — Post Office

pp. — pages

p.p. — per person

PR — public relations

pres. — president

prim. — primary

PRO — public relations officer

Prof. — professor

pron. — pronoun

prov. — province; provincial

PS — postscriptum (postscript)

p.s. — power steering

pt. — part; point

PTO — please turn over

Pty Ltd — Proprietary Limited

pub. — public

p.w. — per week

RAM — random access memory

Rd. — road

rec. — receipt

ref. — reference; referee

Rep. — Republic

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Rev. — Revelations; Reverend

RIP — rest in peace

ROM — read-only memory

RSA — Republic of South Africa

RSVP — please reply

Russ. — Russia; Russian

Sat. — Saturday

Sun. — Sunday

SA — South Africa; South African

S.Am. — South America; South American

Sat. — Saturday

sec. — second(s); secretary

Snr. — senior

Sept. — September

Sgt. — sergeant

Sms — short message service

soc. — society

SOS — save our souls (last signal for help)

SP — State President

sq. — square

St — Saint

st., str. — street

sta. — station

stat. — statistic(s

subj. — subject

Sun. — Sunday

supt. — superintendent

syll. — syllable

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tsp — teaspoon

TB — tuberculosis

tbsp — tablespoon

tel. — telephone

temp. — temperature

Thurs. — Thursday

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tsp — teaspoon

Tues. — Tuesday

TV — television

u.c. — upper case

UFO — unidentified flying object

UK — United Kingdom

UN — United Nations

UNESCO — United Nations Educational, Scientific and Cultural Organiz(s)ation

univ. — university

US; U.S. — United States of America

USA — United States of America

v. — verse

vb. — verb

vs. — versus (against)

vet. — veterinary surgeon

via — through; by way of

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VIP — very important person

vol. — volume

w. — week; wicket

W. — west; westerly; watt(s)

Wed. — Wednesday

wt. — weight

WTC — World Trade Center

WTO —World Trade Organiz(s)ation

WWF — World Wildlife Fund for Nature

WWW, www — World Wide Web

XL. — extra large

yd. — yard(s)

yuppie — young upwardly mobile professional person

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# 47. BORROWED WORDS

## (Words from foreign languages)

• We borrow words from other languages when we do not have an English word with the same meaning.

• We borrow words from Afrikaans, French, German, Italian, Latin, Zulu, Xhosa and many other languages.

• There are many different opinions about using italics for borrowed words. Generally italics should be used only for "new" words. It can be very confusing, therefore italics for this purpose, are not used in this book.

## Examples of borrowed words

**a cappella** to **halal**

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| Afr. Afrikaans<br>Arab. Arab<br>F. French | G. German<br>It. Italian<br>Jap. Japanese | L. Latin<br>Sp. Spanish |
|---|---|---|

| | |
|---|---|
| a cappella (It.) | unaccompanied |
| à la carte (F.) | from a menu |
| bonsai (Jap.) | dwarf trees and shrubs |
| biltong (Afr.) | dried raw meat |
| bon appétit (F.) | enjoy the meal |
| bon voyage (f.) | best wishes for a traveler/traveller (Brit.) |
| braai (Afr.) | a barbecue |
| cappucino (It.) | coffee with frothy milk |
| café (F.) | a small restaurant |
| confetti (It.) | small pieces of paper thrown at a wedding |
| decor (F.) | furnishing and decorations |
| cul-du-sac (F.) | a street closed at one end |
| cum laude (L.) | with honors/honours (Brit.) |
| curriculum vitae (L.) | an account of one's education, etc. |
| en route (F.) | on the way |
| entrée (F.) | a main meal (Amer.)/a starter (Brit.) |
| fiesta (Sp.) | a holiday or festivity |
| frankfurter (G.) | a type of sausage |
| hadj (Arab.) | a pilgrimage to Mecca |
| halal (Arab.) | meat treated according to Muslim law |

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# **hamburger** to **victor ludorum**

| | |
|---|---|
| hamburger (G.) | a mincemeat patty in a bread roll |
| hors d'oeuvre (F.) | an appetizer |
| ikebana (Jap.) | a Japanese flower arrangement |
| jacuzzi (It.) | a kind of hot tub |
| kaput (G.) | broken or useless |
| kitsch (G.) | tasteless or sentimental art |
| kraal (Afr.) | an enclosure for livestock |
| mayonnaise (F.) | a sauce made from oil and eggs |
| muesli (G.) | breakfast cereal |
| pizza (It.) | flat bread with a topping |
| plaza (Sp.) | a marketplace or open square |
| potjiekos (Afr.) | a stew made on a fire |
| siesta (Sp.) | an afternoon sleep or rest |
| springbok (Afr.) | a jumping antelope |
| sushi (Jap.) | small rolls made of rice filled with raw seafood or vegetables |
| victor lodorum (L.) | the overall champion in a sport |

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# 48. DERIVATIONS

(The formations of nouns, verbs, adjectives and adverbs)

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**Noun — Verb — Adjective — Adverb**

admiration — admire — admirable — admirably

adoration — adore — adorable — adorably

advice — advise — advisory — advisably

agreement — agree — agreeable — agreeably

argument — argue — arguable — arguably

attraction — attract — attractive — attractively

beauty — beautify — beautiful — beautifully

belief — believe — believable — believably

benefit — benefit — beneficial — beneficially

breadth — broaden — broad — broadly

brightness — brighten — bright — brightly

change — change — changeable — changeably

conclusion — conclude — conclusive — conclusively

criticism — criticize — critical — critically

danger — endanger — dangerous — dangerously

darkness — darken — dark — darkly

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death — die — dead — deadly

decision — decide — decisive — decisively

desire — desire — desirable — desirably

despair — despair — desperate — desperately

difference — differ — different — differently

earth — unearth — earthen — earthwards

enjoyment — enjoy — enjoyable — enjoyable

explanation — explain — explanatory — explanatorily

explosion — explode — explosive — explosively

extend — extend — extensive — extensively

failure — fail — (in)fallible — infallibly

fear — fear — fearful — fearfully

force — enforce — forcible — forcibly

forgetfulness — forget — forgetful — forgetfully

freedom — free — free — freely

glory — glorify — glorious — gloriously

grief — grieve — grievous — grievously

harm — harm — harmful — harmfully

haste — hasten — hasty — hastily

heart — dishearten — hearty — heartily

joy — enjoy — joyful — joyfully

justice — justify — just — justly

largeness — enlarge — large — largely

laughter — laugh — laughable — laughably

length — lengthen — lengthy — lengthily

lightness — lighten — light — lightly

loudness — louden — loud — loudly

love — love — lovely — lovingly

pardon — pardon — pardonable — pardonably

peace — pacify — peaceable — peaceably

pleasure — please — pleasant — pleasantly

possession — possess — possessive — possessively

prediction — predict — predictable — predictably

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preference — prefer — preferable — preferably

reason — reason — reasonable — reasonably

riches — enrich — rich — richly

sadness — sadden — sad — sadly

satisfaction — satisfy — satisfactory — satisfactorily

shape — shape — shapeless — shapely

sharpness — sharpen — sharp — sharply

simplicity — simplify — simple — simply

softness — soften — soft — softly

space — space — spacious — spaciously

speed — speed — speedy — speedily

strength — strengthen — strong — strongly

study — study — studious — studiously

sweetness — sweeten — sweet — sweetly

talk — talk — talkative — talkatively

thirst — thirst — thirsty — thirstily

tightness — tighten — tight — tightly

use — use — useful — usefully

warmth — warm — warm — warmly

weakness — weaken — weak — weakly

width — widen — wide — widely

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# 49. ONE WORD FOR MANY

## Places

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airport

a complex for the take-off and landing of aircraft

amphitheater/ amphitheatre (Brit.)

a round unroofed building with seats

annex(e)

a separate or added building

apiary

a place where bees are kept

aquarium

a place where fish and other aquatic creatures are kept

arsenal

a place where weapons are made or stored

asylum

an institution for the care of mentally ill people

attic

a room just below the roof of a house

aviary

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a place where birds are kept

bakery

a place where bread and cakes are made

bank

a place where money is paid in, drawn or stored

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barrack(s)

a building for the accommodation of soldiers

brewery

a place where beer is made

burrow

the dwelling of an animal underground

butcher's shop/butchery (Brit.)

a place where meat is sold

cabin

a room on a ship where passengers sleep

campus

the grounds of a university or college

casino

a place with public dance halls, gambling tables, etc.

cell

a small room in a prison

cellar

a place where wine is made or stored

cemetery

a place where the dead are buried

classroom

a room in which pupils are taught

cockpit

a small room from which an airplane/aeroplane (Brit.) or boat is controlled

court

a place where legal cases are heard by a magistrate

crèche

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a place where children are cared for

cul-de-sac

a street open only at one end

curio shop

a store selling local objects for tourists to buy

dairy

a place for dealing with milk and its products

den

the home of a wild animal such as a lion

dock

a place where ships are loaded and unloaded

doghouse/kennel (Brit.)

a house or shelter for a dog

drugstore/chemist (Brit.)

a shop where medicines are prepared and sold

dry dock

the place where ships are repaired

duplex

a flat on two levels

embassy

a diplomatic office in a foreign country

entrance

where one enters

exit

where one goes out

factory

a place where goods are manufactured

fire department/fire station (Brit.)

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a place where fire engines are housed

flea market

a street market selling second-hand goods, etc.

game reserve

a place where wild animals are protected in their natural state

garage

a place where motor cars are repaired or stored

ghetto

a slum area

gymnasium

a place for practice/practise (Brit.) in physical training

hangar

a place where airplanes/aeroplanes (Brit.) are housed

harbor/harbour (Brit.)

a place of shelter for ships

herbarium

a place for the collection of dried plants

hospice

a place where very sick or dying people are cared for

hospital

a place for the treatment of sick people

hostel

a place where students can stay

hothouse

a sheltered place where plants are grown

hutch

a cage in which rabbits are kept

igloo

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a hut built of snow

insectarium

a place for keeping or breeding insects

kibbutz

a communal farming settlement in Israel

kiosk

a small shop

kitchen

the room where food is prepared and cooked

kraal

a village of huts; an enclosure for cattle

laundry

a place where clothes are washed and ironed

library

a place where books are kept

market

a place where fruit and vegetables are sold

mint

a place where money is coined

monastery

a building in which monks or priests live

mortuary

a place where dead bodies are kept before burial

mosque

a building in which Muslims worship

movie theater/cinema (Brit.)

a place where films are shown

museum

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a building used for storing and exhibiting objects

nursery

a place where young plants are reared; a room for the use of small children

oasis

a place with water and trees in a desert

observatory

a building for astronomical observations

oceanarium

a large place for keeping sea animals

operating theater/theatre (Brit.)

a place where doctors perform operations

orchard

a place where fruit trees are planted

orphanage

a home for children whose parents have died

paddock

a place where horses and other farm animals are kept

palace

a large house in which a king or bishop lives

pen

a small enclosure for cows, sheep, etc.

planetarium

a domed building in which images of stars, planets, etc. are projected

plantation

an area of land planted with trees

power station

a place where electricity is generated

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prison

a place where prisoners are kept

quay

a place where ships are loaded or discharged

racecourse

a place where horse races take place

rectory

the house of a rector

reservoir

a place where water is collected and stored

restaurant

a place where food can be bought and consumed

rural area

a remote part of a country where the population is low

sanatorium

a place where sick people are treated and cared for

sanctuary

a place for the preservation and protection of birds and wild animals

sawmill

a factory where wood is cut up by machines

scullery

a place where dishes are washed

showroom

a room used to display goods for sale

silo

an airtight structure in which grain are stored

skyscraper

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a high building

slaughterhouse/abattoir (Brit.)

a place where animals are slaughtered

sleeping car

a railway coach provided with beds or berths

stock exchange

a place where stocks and shares are bought and sold

studio

a place where an artist works

supermarket

a large self-service store

surgery

a place where a doctor examines his patients

synagogue

a place where Jews worship

tannery

a place where animal hides are processed

trailer/caravan (Brit.)

a covered vehicle used for camping or living

vineyard

an area with grapevines

waiting room

a room provided for people to wait in

ward

a large room for hospital patients

warehouse

a building where goods are stored

zoo

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a place where wild animals are kept in cages or paddocks

## People

acrobat

one who performs daring gymnastic feats

activist

a person who aims to bring about social or political change

actor

the performer of a part in a play or film

admiral

the commander of a fleet

adolescent

a person between childhood and adulthood

Adonis

a handsome young man

adult

one who is grown up

air hostess

a stewardess on an airplane/aeroplane (Brit.)

amateur

one who engages in something for the love of it – not for money

Amazon

a strong woman

Ananias

one who to tells lies

ancestor

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any person from whom one is descended

angler

one who fishes with a rod

apiarist

one who keeps bees

applicant

one who applies for work

Apollo

a very handsome man

apprentice

one who works to learn a trade

architect

one who designs buildings

aristocrat

a member of nobility

artisan

one who does skilled work with his hands

artist

one who paints, draws, sculpts, etc.

assistant

one who helps

astronaut

one who travels in a spacecraft

astronomer

one who studies the sun, moon, stars and planets

atheist

one who does not believe in God

attorney (lawyer Amer.)

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one who gives legal advice

audience

a group of listeners or spectators

auditor

one who examines accounts

au pair

a young person who works for a family and cares for the children

author

one who writes books, articles, etc.

autocrat

a person who orders people around and always wants his own way

bachelor

an unmarried man

back seat driver:

someone giving unwanted advice from the back seat of a vehicle

baker

one who makes bread and cakes

barber

one who cuts men’s hair

barman

a man serving behind a bar

basket case

a person whose mental state leaves him helpless or unable to cope with things

eager beaver

a person who is hardworking and enthusiastic

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beautician

a person who gives beauty treatment

beggar

one who begs

bookseller

one who sells books

botanist

one who studies plants

bricklayer

one who builds walls or buildings from bricks

broadcaster

a person who talks on radio or television

brunette

a woman with dark hair

bully

a person who uses strength or power to mistreat others

burglar

one who breaks into a building to steal

butcher

one who sells meat

caddie

one who carries a golfer's clubs

cannibal

one who feeds on human flesh

captain

the person in charge of a ship or airplane/aeroplane (Brit.)

a person who leads a sports team

caretaker

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one who looks after a building

carpenter

one who works in wood

cashier

one who works with cash in a shop, bank, etc.

caterer

a person prepares food for social events

cavalry

troops mounted on horseback

celebrity

a well-known person

chatterbox

a talkative person

chauffeur

one who drives a car for someone else

chiropodist

one skilled in the care of hands and feet

church mouse

one who is extremely poor

clown

one who is very funny

coastguard

one who keeps a watch along a coast

cobbler

one who mends shoes

colleague

a fellow worker

comedian

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a humorous entertainer

composer

a person who writes music

consumer

one who buys goods

creditor

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one to whom money is owed

Croesus

a very wealthy person

crybaby

a child who cries easily

cyclist

one riding a bicycle

debtor

a person who owes money

dentist

one who attends to a person’s teeth

doctor

one who attends to sick people

donkey

a person who is very stupid

donor

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a person who gives or donates something

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dramatist

one who writes plays

eavesdropper

one who listens secretly to the conversation of others

electrician

one who works with electrical goods

emigrant

a person who leaves his country to settle in another

estate agent

one who sells land and houses

eyewitness

one who sees an event happening

fool

a stupid person

foreigner

one who comes from another country

fruitarian

one who eats only fruit

fruiterer

one who sells fresh fruit

gardener

one who works in a garden

gatecrasher

an uninvited guest at a function

genius

a person who is very clever

geologist

one who studies the structure of the earth

glazier

one who fits glass in windows and picture frames

goldsmith

one who works in gold

good-for-nothing

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a worthless person

greengrocer

one who sells vegetables and fruit

grocer

one who sells groceries

guardian

a person having legal custody of another person

guest

one who is received at another's house

guide

a person who leads or shows the way

hag

an ugly old woman

hairdresser

one who cuts and sets hair

hadji/haji

a Muslim who has been to Mecca as a pilgrim

hawker

a person who sells things in a street

herbalist

one who deals in medicinal herbs

Hercules

a very strong man

hero

a person who acts bravely

hijacker

a person takes control of a vehicle and forces it to go to a different destination

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home bird

one who is devoted to his home

host

one who entertains someone

hotshot

an important person

housekeeper

a person who manages a household

Houdini

a person skilled at escaping

humanitarian

a person who seeks to promote human welfare

hypocrite

one who pretends to be what he is not

idiot

a stupid person

immigrant

a person who comes to live in a new country

infantry

foot soldiers

introvert

a shy person

jackass

a fool

jack-in-the-box

a very lively and funny person

jeweler/jeweller (Brit.)

one who sells watches, jewelery/jewellery (Brit.), etc.

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Jezebel

a shameless woman

jockey

a professional rider in horse races

joiner

one does light woodwork

Jonah

a person who brings bad luck

journalist

one who writes for a newspaper or periodical

Judas

a person who betrays a friend

judge

a person who hears cases in a court of law

laborer/labourer (Brit.)

a person doing unskilled work

landlord

a man who lets land, a building, etc.

lazybones

a lazy person

lexicographer

one who compiles a dictionary

librarian

one who supervises the activities of a library

linguist

one who is skilled in foreign languages

locksmith

one who makes and repairs locks

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lunatic

a person who is insane

mailman/postman/ (Brit.)

one who delivers letters, parcels, etc.

magistrate

one who tries minor offences

martial artist

a person trained in the art of war

martyr

one who died for a noble cause

matron

a woman who is in charge of a hospital, boarding school, etc.

matador

a bullfighter whose task it is to kill the bull

mayor

the chief citizen of a town

mechanic

one who repairs cars, trucks, etc.

mentor

an experienced advisor

mercenary

a hired soldier in a foreign country

Methuselah

a very old person

Midas

a very rich man

miser

one who hoards money

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missionary

one who is sent to convert heathen

mountaineer

a person skilled in mountain climbing

musician

one who plays a musical instrument

namesake

a person having the same name as another

neighbor/neighbour (Brit.)

one who lives nearby

Nero

a cruel person

newsagent

one who sells newspapers and magazines

Nimrod

a great sportsman or hunter

nincompoop

a foolish person

novelist

one who writes novels

nudist

a person who practices/practises (Brit.) nudity

nurse

one who cares for the sick

nurseryman

one who grows and sells plants and trees

optimist

one who is hopeful about the future

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organist

one who plays the organ

orphan

a child whose parents have died

passenger

one who travels by train, bus, etc.

patient

one who is ill

patriot

one who loves his country and serves it

pedestrian

a person who walks in a street

pessimist

one who looks on the dark side of things

pest

a troublesome person

pharmacist/chemist (Brit.)

one who sells medicines

philanthropist

one who devotes his service for the love of mankind

philatelist

one who collects and studies stamps

photographer

one who takes photographs

physician

one who practices/practises (Brit.) medicine and surgery

pianist

one who plays the piano

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pilgrim

one who journeys to a sacred place

pilot

one who flies an airplane/aeroplane (Brit.)

plumber

one who works with taps and water pipes

poacher

one who steals game

poet

one who writes poetry

policeman

one who keeps law and order

porter

one who carries a passenger's luggage

potter

one who makes pots, cups, etc. out of clay

poulterer

one who sells chickens, ducks, etc. as meat

president

the head of a state; the person in charge of a meeting or society

prime minister

the head of a government

principal

the head of a school

prophet

one who foretells events

psychiatrist

one who treats mental disease

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psychologist

one who studies people's minds

rabbi

a Jewish religious leader

rebel

a person who fights against authority

receptionist

one who receives people in a hotel, doctor's rooms, etc.

recluse (hermit)

one who lives a solitary life

referee

a person who controls a sports match

refugee

one who takes refuge in a foreign country

reporter

a person employed to report news

rough diamond

a person of good nature but rough manners

rowdy

a noisy person

Samaritan

a charitable or helpful person

Samson

a very strong person

scarecrow

an object in the shape of a person to frighten birds away

scavenger

a person who collects things discarded by others

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sculptor

one who makes shapes from marble, stone, etc.

seamstress

a woman who earns a living by sewing

servant

one who works for another

shepherd

one who looks after sheep

shipwright

one who builds ships

shopkeeper

one who owns a shop

signwriter

one who writes on boards, walls, windows, etc.

silversmith

one who works in silver

Simple Simon

a foolish boy or man

simpleton

a foolish person

sitting duck

a person who is easy to deceive

skeleton

a very thin person

slowcoach

a slow or lazy person

sluggard

a lazy, sluggish person

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soldier

one who serves in the army

Solomon

a very wise person

somnambulist

one who walks in his sleep

spectator

a person watching a game

spinster

an unmarried woman

spouse

a husband or wife

stationmaster

the person in charge of a railway station

stowaway

one who hides away on a ship or airplane/aeroplane (Brit.)

surgeon

doctor who operates on people

surveyor

one who measures the size of a plot, district, etc.

survivor

one escaping with his life

tailor

one who makes men's clothes

taxidermist

one who preserves and mounts the hides of animals

teacher

a person who teaches in a school

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teller

one who receives and pays out money over a bank counter

telltale

one who talks about the affairs of others

tenant

one who pays rent to a landlord

thief

one who steals

tourist

a person who visits places for pleasure

traitor

a person who betrays his country or someone

treasurer

one who handles the money of a club

undertaker

someone who manages funerals

upholsterer

one who covers chairs, etc.

usher

a man who shows you to your seat at a cinema, etc.

vandal

a person who deliberately causes damage

vegetarian

one who eats no meat, fish or poultry

veteran

a person who has much experience

veterinarian/vet, veterinary surgeon (Brit.)

one skilled in the treatment of diseases of animals

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victor ludorum

the overall champion in a sports competition

villain

a person who is guilty or behaves badly

violinist

one who plays the violin

vixen

a spiteful and ill-tempered woman

volunteer

person who offers to do something

waiter

one who serves people at table

warder

one who looks after prisoners

watchmaker

one who repairs watches

weathercock

a person who is changeable

welder

one who joins together pieces of meta

whistle-blower

Someone who reports an illegal activity to the authorities, and give information about those responsible for it

wholesaler

one who sells goods to shopkeepers

widow

a woman whose husband is dead

witness

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a person who saw an event happening

workaholic

a person addicted to working

yuppie (yuppy)

young middle-class professional person working in a city

zoologist

one who studies the structure, form and distribution of animals

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## General

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achievements

things that you do well

admire

to like and respect someone

aisle

a passage in a church, cinema or airplane/aeroplane (Brit.)

alien

a creature from another planet

alien vegetation

vegetation not from the specific area

alloy

a mixture of two or more metals

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ambulance

a vehicle for conveying sick or injured people

amnesia

loss of memory

amphibious

equally at home on land or in water

amputate

to remove a part of the body

anatomy

the structure of the human body

anniversary

the date on which an event took place in a previous year

annually

once a year

anonymous

having no known name

anthology

a published collection of poems, songs, etc.

antiseptic

a substance which destroys germs

astronomy

the science of all heavenly bodies

atlas

a book of maps and charts

autobiography

a record of a person’s life written by himself

autopsy

an examination of a dead body

avalanche

a mass ice tumbling down a mountain

bail

money required when a prisoner is temporarily released

bar code

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a code in the form of lines which is printed on an object to identify it

barometer

an instrument for measuring the pressure of the atmosphere

bayonet

a short sword fixed to the end of a rifle

benign

not harmful

bibliography

a list of books on a particular subject

binoculars

an instrument which makes distant objects seem closer

biography

an account of a person's life written by someone else

botany

the study of plants

Braille

a system of writing and printing for the blind

breakfast

the first meal of the day

breakwater

a barrier to break the force of waves

briefcase

a flat case for carrying documents

brunch

a meal eaten in the late morning

cab/taxi (Brit.)

a vehicle licensed to transport passengers

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calendar

a chart showing the days, weeks and months

camera

an instrument for taking photographs

carcass

the dead body of an animal

carnivore

an animal that eats flesh

cartoon

a humorous drawing

catalogue

a printed list of articles for sale

census

an official periodic count of the population

century

a period of a hundred years

cliché

an over-used phrase that has lost its interest

coffin

a chest in which a corpse is buried

comedy

a humorous play

commotion

a confused and noisy disturbance

constellation

a group of stars

corpse

the dead body of a human being

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cremation

the disposal of a dead body by burning

curriculum

subjects that are studied or prescribed

crutches

metal poles that are designed to help you walk

dermatology

the study of skin disorders

destination

a place to which someone is traveling/travelling (Brit.)

dictionary

a book which shows the spelling and meanings of words

dinner

the main meal of the day (midday or evening)

dinosaur

a huge animal that lived millions of years ago

drought

no rain for a long period

emaciated

very thin because of illness or lack of food

endangered

animals in danger of extinction

endemic

a disease confined to a particular district

entomology

the study of insects

epidemic

a disease affecting many persons at the same place and time

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erosion

the wearing away of the earth’s surface by wind, water, etc.

escalator

a moving staircase

euthanasia

putting to death painlessly

expedition

a journey made for a special reason

glacier

a slow-moving mass of ice

graffiti

inscriptions or drawings on a surface

guarantee

a formal promise or assurance

gymkhana

a meeting for competition or display in horse riding

fauna

animals peculiar to a certain region

flora

plants and vegetation peculiar to a certain region

fossil

the remains or impression of a prehistoric plant or animal

frail

very weak (physically)

habitat

the natural home of plants or animals

hemorrhage/haemorrhage (Brit.)

bleeding heavily

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hearse

a vehicle for taking dead bodies to the cemetery

herbivore

an animal that feeds on plants

heritage

that which has been inherited

hibernate

to spend the winter in a dormant state

Holocaust

The murder of Jews by the Nazi regime

holster

a leather case for a pistol

horizon

the line at which the earth and sky appear to meet

horizontal

from side to side (like the horizon)

horticulture

the art of cultivating and managing gardens

hovercraft

a vehicle that travels over land or water on a cushion of air

humus

decayed organic matter

hurricane

a storm with a violent wind

immune

free from infection

ingredients

food you use to prepare a dish

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inhabitant

a person or animal that lives in a particular place or region

insecticide

a preparation for killing insects

insolvent

having insufficient money to pay one's debts

intestate

to die without leaving a will

inventory

a list of articles and their description

invertebrates

animals without backbones (spines)

irrigate

to supply land with water by artificial means

jet lag

extreme tiredness after a long flight

jet set

wealthy people who travel by air, frequently for pleasure

journal

a type of diary

kangaroo court

an improperly constituted or illegal court

kayak

a one-man Eskimo canoe

curb/kerb (Brit.)

the stone edging of a pavement

keyboard

a set of keys on a computer, piano, etc.

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lagoon

water separated from the sea by a sandbank or reef

laptop

a portable microcomputer

lava

the molten matter which flows from a volcano

leap year

a year with 366 days

legacy

the property left to someone in a will

lexicography

the compiling of dictionaries

lifeguard

a person trained to help swimmers in danger

logo

a symbol that represents a company, city, team, etc.

lunch

a meal eaten in the middle of the day

maiden name

a wife's surname before marriage

malignant

harmful or cancerous

mammal

any warm-blooded animal who feeds her young with her own milk

manuscript

an author's handwritten or typed text

marathon

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a long-distance running race

marionette

a puppet worked by strings

massacre

a general slaughter of people or animals

marsupials

animals which carry their young in a pouch

mathematics

the science of numbers

memento

an object kept as a reminder

memoirs

a written account of one's life

menu

a list of various items of food served at a meal

microbiology

the scientific study of microorganisms

microphone

an instrument for increasing the volume of the voice

microscope

an instrument which magnifies

millennium

a period of 1 000 years

mine

a place with deep holes or tunnels for extracting ores and minerals

mongrel

of mixed breed

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monologue

a speech for or by only one person

monopoly

the exclusive right to buy or sell something

mummy

an ancient Egyptian dead body preserved and wrapped in cloth

mutton

the meat of sheep

nest

a place that a bird builds to lay eggs

octagon

a figure with eight sides

ore

rock from which metal is extracted

origami

the Japanese art of folding paper into shapes and figures

ornithology

the study of birds

pandemic

a disease affecting a wide area

parachute

an apparatus which enables a person to drop safely from an aircraft

parasite

a plant or animal living in or on another

pentagon

a figure with five sides

perennial

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living for many years

periscope

an instrument for enabling persons inside a submarine to see objects above the surface of the water

pets

tame animals that are kept at home

pharaoh

an ancient Egyptian king

pork

the meat of a pig

portfolio

samples of an artist's work

porthole

a small window in a ship or airplane/aeroplane (Brit.)

predator

an animal preying on other animals

preface

an introduction to a book

premiere

the first performance or showing of a play or film

prognosis

forecasting the course of a disease

prologue

an introduction to a play, book, poem, etc.

psychology

the study of the human mind

public transport

buses, trains and taxis that anyone can pay to use

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pulpit

a platform in a church on which the preacher stands

pyramids

large tombs built for Egyptian kings

quadruple

fourfold or having four parts

quarantine

confinement to one place to avoid the spread of infection

queue

a line of people

quota

limited share allotted to someone

radiology

the scientific study of X-rays

rehearsal

a trial performance

relatives

members of a family

respiration

a process by means of which plants and animals breathe

revenge

to want to punish people who hurt you

rodent

a gnawing animal

salary

a fixed regular payment made by an employer

semester

a half-year term at a university

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septennial

lasting for seven years or recurring every seven years

septennium

a period of seven years

shack

a small house often built from wood and zinc

skeleton

all the bones of a dead person or animal

slogan

a short phrase that is used to advertise something

software

the programs and other operating information used by a computer

solo

a musical composition for one person

sombrero

a broad-brimmed felt or straw hat

spaceship

a spacecraft controlled by its crew

space shuttle

a rocket for repeated use between the earth and a space station

stampede

a sudden flight by animals or people

stereotype

commonly held idea of a group of people

subsidiary

a part of another business

suicide

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the act of killing oneself

synopsis

a summary or outline

solar power

energy from the sun’s light

speedometer

an instrument for measuring the speed of a vehicle

stethoscope

an instrument for listening to the sound of the heart and lungs

surveying

the art of measuring land

sword

a long sharp knife used for fighting

talented

able to do something well

tandem

a bicycle with two or more seats one behind another

technology

modern machines and equipment

telephone directory

book listing subscribers and telephone numbers

telescope

an instrument for seeing distant objects

textbook

a book for use in studying

thermometer

an instrument for measuring temperature

thriller

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an exciting story or play involving crime

torpedo

a fast missile that travels under water

tourist

a person who travels for enjoyment

tragedy

a sad event or situation

trio

a set or group of three

trousseau

the clothes and linen collected by a bride

tunnel

an underground passage

veal

the meat of a calf

venison

the meat of a deer

vertebrates

animals with backbones (spines)

vertical

pointing upwards

virology

the study of viruses

wallet

small flat case for holding banknotes, etc.

yearling

an animal between one and two years old

zest

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great interest or pleasure

zoo

a place where wild animals are kept for people to look at

zoology

the study of animals

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# 50. BRITISH AND AMERICAN ENGLISH

## Words spelt differently

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1. British English words that end in **-our** change to **-or** in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| amor | amour | humor | humour |
| behavior | behaviour | labor | labour |
| color | colour | neighbor | neighbour |
| favorite | favourite | odor | odour |
| flavor | flavour | rumor | rumour |
| glamor | glamour | savior | saviour |
| harbor | harbour | splendor | splendour |
| honor | honour | vapor | vapour |

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**Note:**

Glam**our** is now accepted as an alternative spelling in American English.

2. British English verbs that end in **-ise/-ize** or **-yse** change to **-ise/-ize** or **-yze** in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| authorize | authoris(z)e | dramatize | dramatis(z)e |
| capitalize | capitalis(z)e | organize | organis(z)e |
| characterize | characteris(z)e | analyze | analyse |
| civilize | civilis(z)e | catalyze | catalyse |
| criticize | criticis(z)e | electrolyze | electrolyse |
| dramatize | dramatis(z)e | breathalyze | breathalyse |
| organize | organis(z)e | paralyze | paralyse |

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**Note:**

• In British English **-ise** or **-ize** may be used, but only **-yse** is correct.

• **Some words are the same in British and American English.** (**advertise**, **advice** (noun), **advise** (verb), **device** (noun), **devise** (verb), **surprise**, **capsize**, **prize**, **seize**, **size**)

3. British English words that end in **-re** end in **-er** in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| amphitheater | amphitheatre | liter | litre |
| caliber | calibre | louver | louvre |
| centimeter | centimetre | meter | metre |
| center | centre | millimeter | millimetre |
| fiber | fibre | specter | spectre |
| kilometer | kilometre | theater | theatre |

4. When an ending that begins with a vowel is added to a British English word that ends with an **-l**, the **l** is doubled. In American English the **l** is not doubled.

| American English | British English | American English | British English |
|---|---|---|---|
| canceled | cancelled | leveled | levelled |
| counselor | counsellor | marvelous | marvellous |
| equaled | equalled | modeling | modelling |
| fueled | fuelled | paneled | panelled |
| jeweler | jeweller | quareling | quarelling |
| jewelery | jewellery | woolen | woollen |

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5. Nouns that are spelt **-ence** in British English are spelt **-ense** in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| defense | defence | offense | offence |
| license | licence | pretense | pretence |

6. The **ae** and **oe** in British English words change to **e** in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| anemia | anaemia | hemorrhage | haemorrhage |
| diarrhea | diarrhoea | leukemia | leukaemia |
| encyclopedia | encyclopaedia | maneuver | manoeuvre |
| fetus | foetus | estrogen | oestrogen |
| gynecology | gynaecology | pediatric | paediatric |

7. Some British English words with one **l** get double **l's** (**ll**) in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| appall | appal | fulfill | fulfil |
| distill | distil | skillful | skilful |
| enroll | enrol | willful | wilful |

8. British English words that end in **-ogue** change to **-og** in American English.

| American English | British English | American English | British English |
|---|---|---|---|
| dialog | dialogue | monolog(ue) | monologue |
| catalog | catalogue | prolog(ue) | prologue |
| epilog | epilogue | travelog(ue) | travelogue |

**Note:**

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In American English **-ogue** can also be used.

## More words that have different meanings or different spellings

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# **absorbent cotton** to **curb**

| American English | British English | American English | British English |
|---|---|---|---|
| absorbent cotton | cotton wool | cell phone | mobile phone |
| acknowledgment | acknowledgement | check | cheque |
| airplane | aeroplane | check (restaurant) | bill |
| alligator clip | crocodile clip | checkers (game) | draughts |
| aluminum | aluminium | chips, potato chips | crisps |
| anise | aniseed | closet | cupboard/wardrobe |
| apartment | flat | clothespin | clothes peg |
| appetizer | starter | cocktail party | drinks party |
| ax | axe | cookie/cracker | biscuit |
| bachelor party | stag night | corn | maize |
| bachelorette party | hen night | cornstarch | cornflour |
| back pack | ruck sack | cotton candy | candyfloss |
| bangs (hair) | fringe | cotton swab | cotton bud |
| beet(s) | beetroot | counterclockwise | antidockwise |
| busy (phone) | engaged | countertop | worktop |
| can | tin | cozy | cosy |
| candy | sweet(s) | crib | cot |
| candy apple | toffee apple | crosswalk | pedestrian/zebra crossing |
| candy store | sweet shop | curb | kerb (road) |

# **detour** to **jelly beans**

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| American English | British English | American English | British English |
|---|---|---|---|
| detour | diversion | flashlight | torch |
| dial tone | dialling tone | flextime | flexitime |
| diaper | nappy | freight train | goods train |
| dish towel | tea towel | French fries | chips |
| doghouse | kennel | front desk | reception |
| draft | draught | game (sport) | match |
| drop cloth | dust sheet | gas, gasoline | petrol |
| drugstore | chemist | garbage can | dustbin |
| eggplant | aubergine | German Shepherd | Alsation |
| elementary school | junior school | gray | grey |
| emergency room | casualty | ground wire | earth wire |
| elementary school | junior school | hatrack | hatstand |
| elevator | lift | heavy cream | double cream |
| eraser | rubber | highway | motorway |
| expiration date | expiry date | hood (car) | bonnet |
| facecloth | flannel | hose (garden) | hosepipe |
| fall | autumn | installment plan | hire purchase |
| faucet | tap | inventory | stock |
| film/movie | film | jacket potato | baked potato |
| fire department | fire brigade | jelly beans | jelly babies |

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# **judgment** to **shade (window)**

| American English | British English | American English | British English |
|---|---|---|---|
| judgment | judgement | mustache | moustache |
| jump rope | skipping rope | overpass | flyover |
| jumper cable | jump lead | pajamas | pyjamas |
| ladybug | ladybird | pants | trousers |
| lawn bowling | bowls | pantyhose | tights |
| lawyer/attorney | solicitor | parking lot | car park |
| license plate | license plate/ registration plate | period | full stop |
| licorice | liquorice | potato chip | potato crisp |
| line | queue | plastic wrap | cling film |
| lumber | timber | Popsicle | ice lolly |
| mad | angry | program | programme |
| mail | post | public school | state school |
| mailbox | postbox/letter box | race car | racing car |
| mailman | postman | railroad | railway |
| mashed potatoes | mashed potato | robe, bathrobe | dressing gown |
| mom/mommy | mum/mummy | sandbox | sandpit |
| mortician | undertaker | sedan (car) | saloon |
| motorcycle | motorbike | self-rising flour | self-raising flour |
| movie theater | cinema | shade (window) | blind |

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# **shopping cart** to **zucchini**

| American English | British English | American English | British English |
|---|---|---|---|
| shopping cart | shopping trolley | truck | lorry |
| sidewalk | pavement | trunk (car) | boot |
| skim milk | skimmed milk | turn signal (car) | indicator |
| sneakers | trainers | turtleneck | polo neck |
| soccer | football | undershirt | vest |
| stovetop | hob | vacation | holiday |
| stroller | pram | veterinarian | veterinary surgeon |
| subway | underground | wall-to-wall carpeting | fitted carpet |
| sweater | jumper | wax paper | greaseproof paper |
| taxi stand | taxi rank | whiskey | whisky |
| thermos bottle | vacuum flask | windbreaker | windcheater |
| thumbtack | drawing pin | windshield | windscreen |
| tire | tyre | yard/lawn | garden |
| tow truck | breakdown van | zipper | zip |
| trash/garbage | rubbish | zucchini | courgette |

**Interesting to know:**

In **British English**, the floor of a building which is level with the ground is called the ground floor. The floor above it is called the first floor.

In **American English**, the floor which is level with the ground is called the first floor, the floor above it is the second floor.

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# 51. WORDS OFTEN CONFUSED

**See also**: Homophones

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**Alliterate and illiterate**

Words which begin with the same sound alliterate.

if you can't read, you are illiterate.

**All ready and already**

Ann has packed and is all ready to leave.

She had already told her father of her plans.

**Aloud and allowed**

You have to read that sentence aloud.

Mother allowed the children to play outside .

**Among and between**

Divide the money among all the girls.

Decide between Sue and Ann.

**Angel and angle**

An angel has wings.

A square has four angles .

**Anymore and any more**

She is not scared of the dog anymore.

I don't want any more food.

**Apart and a part**

Can you tell the twins apart?

Tom took the computer apart to repair it.

Her father lives apart from her mother.

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Jane wants to be a part of the red team.

He spent a part of his life overseas.

**Ascent and assent**

I was very tired after our ascent up the mountain.

Father gave his assent that Tom could go with us.

**Benefactor and beneficiary**

Joey was very thankful when her benefactor paid all her expenses.

Peter became very rich after his father passed away because he was the sole beneficiary.

**Borrow and lend**

May I **borrow** your book?

Mandy will **lend** me her pen.

**Cacao and cocoa**

We get cocoa seeds from a Cacao tree.Device

From the seeds cocoa powder is made.

**Dairy and diary**

Milk comes from a **dairy**.

I write everything that happens in my **diary**.

**Desert and dessert**

It is hot and dry in a **desert**.

We eat **dessert** after our food.

**Lay and lie**

The hens **lay** eggs. (Yesterday the hens **laid** eggs.)

Mother and I always **lay** the table. (Mother and I always **laid** the table.)

You must not **lie** to me. (You **lied** to me yesterday.)

I **lie** under two blankets. (Yesterday I **lay** under two blankets.

**Learn and teach**

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I **learn** my work.

The teachers **teach** us in school.

**Loose and lose**

He has two **loose** teeth.

Do not **lose** your keys.

**Of and off**

I can't remember the name **of** the place.

The baby **fell** off the bed.

Switch **off** the kettle please.

**Remind and remember**

Please **remind** me to bring your book tomorrow.

I shall try to **remember** his birthday.

**Stationary, stationery**

Be careful there is a stationary car at the side of the road.

She has to buy stationery at the book shop.

**Voyage, cruise and journey**

A **voyage** is a long journey by sea or in space.

A **cruise** is a short journey by sea.

We undertake a **journey** by car, bus, train, etc.

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# 52. USEFUL LITERARY TERMS

**Alliteration**

The repetition of the same consonant sound at the beginning of each or most of the words in a sentence.

- *Butter makes bread better.*

**Ambiguity**

When a word or a sentence can have more than one meaning.

- John hit the man with the bat. (Did John hit the man holding the bat or did he hit the man with the bat?)

**Anecdote**

A short, interesting description of an event.

**Annotation**

Annotations are comments, notes, or explanations that are added to a document.

**Assonance**

The repetition of vowel sounds in a sentence.

- *The wild cat can attack the man.*

**Autobiography**

The story of a person's life written by himself.

**Biography**

The story of a person's life written by someone else.

**Blurb**

A short description, that you find on the back of a book or online, to describe the contents of a book.

**Brochure**

A small booklet with information about specific topics; used to advertise something.

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**Caption**

Words below a photo or picture to provide information about the picture.

**Catchphrase**

A phrase that captures attention.

**Consonance**

The repetition of consonant sounds in the middle or end of a word.

- *The bla**ck** dog is at the ba**ck.***

**Diaries**

A diary is personal and describes the writer's experiences, feelings and thoughts.

**Dialogue**

A conversation between two or more people.

**Draft**

A draft is a rough, unfinished example of a letter of document.

**Excerpt**

A short piece taken from a longer piece of writing.

**Fable**

A short story, often about animals, that teaches a lesson or a moral.

**Fairytale**

A fairy tale is a special kind of folk tale that has something magical in it. Many fairy tales deal with the struggle between good and evil.

**Fiction**

Writing that is not real, but imaginary.

**Folktale**

In the olden days people made up stories to explain natural events (like thunder) and these stories were told from

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generation to generation as though they were true.

**Headline**

The title of a newspaper report.

**Hyperbole**

A hyperbole is a deliberate exaggeration which is used to emphasize/emphasise (Brit.) something.

- *I read **thousands of books** last year.*
- *Mother will **kill me if I fail**.*

**Jingle**

A short, catchy song used in commercials.

**Legend**

A story from the past that is believed by many people but cannot be proved to be true.

It is sometimes based on a real event or person.

**Monologue**

A speech or composition presenting the words or thoughts of a single character.

**Myth**

A myth is a belief that is not true.

**Non-fiction**

Non-fiction is true happenings or facts.

**Novel**

A novel is a long, made-up story.

**Onomatopoeia**

This is when words sound like the sound they describe.

- *We heard a loud **bang** when he fired the gun.*
- *The ducks **quack**.*

**Paragraph**

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A paragraph is a group of sentences with a main idea. It simplifies reading.

## Personification

It is when you use human qualities to describe an animal, thing or idea.

- *The flowers are **begging** for water.*
- *She is pretty and the camera **loves** her.*

## Review

A review is a person's personal opinion about a book, movie or show.

## Rhyming words

Words that have similar sounds.(**cat — hat**; **feed — lead)**

## Rhythm is a regular pattern of sounds

A tailor can **sew**

Old and **new**

A baker can **bake**

Bread and **cake**

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**Slogan**

A short, clever phrase that is easy to remember. It is often used in advertisements.

**Stanza**

A verse of a poem.

**Summary**

A summary is a short description, just giving the main points.

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# Part II General knowledge

## 1. THE LARGEST MAMMALS OF THE WORLD

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1. Blue whale (*Balaenoptera musculus*) — 150 ton(s)
2. Elephant (*Loxodonta africana*) — 4–8 ton(s)
3. White rhinoceros (*Ceratotherium simum*) — 2–3 ton(s)
4. Hippopotamus (*Hippopotamus amphibius*) — 1–2 ton(s)
5. Black rhinoceros (*Diceros bicornis*) — 1–1.4 ton(s)

**Note:** A ton is equal to 2,000 pound(s)or about 907 kilogram(s)

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# 2. SIGNS OF THE ZODIAC

**Aquarius (The Man who Carries Water)** — January 20–February 18

**Pisces(The Fish)** — February 19–March 20

**Aries (The Ram)** — March 21–April 19

**Taurus (The Bull)** — April 20–May 20

**Gemini (The Twins)** — May 21–June 20

**Cancer (The Crab)** — June 21–July 22

**Leo (The Lion)** — July 23–August 22

**Virgo (The Maiden)** — August 23–September 22

**Libra (The Scales)** — September 23–October 22

**Scorpio (The Scorpion)** — October 23–November 21

**Sagittarius (The Centaur)** — November 22–December 21

**Capricorn (The Mountain Goat)** — December 22–January 19

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# 3. THE COLOR/COLOUR (BRIT.) SPECTRUM

White light can be separated into the following colo(u)rs when resolved as by a prism, spectroscope, raindrops, etc.

Violet

Indigo

Blue

Green

Yellow

Orange

Red

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# 4. FAMOUS INVENTIONS

## New inventions are made continuously. This is a selection of some well-known inventions.

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**Invention — Inventor/s, country, year**

Aërosol spray can — Erik Rotheim, Norway (1926)

Air-conditioning — Willis Carrier, America (1911)

Airplane/aeroplane (Brit.) — Orville and Wilbur Wright, America (1903)

Airship — Count Ferdinand von Zeppelin, Germany (1900)

Antibiotics — Alexander Fleming, Scotland (1928)

Atomic bomb — Julius R. Oppenheimer, America (1940's)

Bacteria — Antonie van Leeuwenhoek, The Netherlands (1683)

Ball-point pen — John J. Loud, America (1888)

Balloon, air — Jacques and Joseph Montgolfier, France (1783)

Barbie doll — Ruth Handler, America (1959)

Bar codes — Monarch Marketing, America (1970)

Barometer — Evangelista Torricelli, Italy(1644)

Bikini — Jacques Heim and Louis Réard, France (1946)

Blender (Liquidiser/liquidizer both Brit.) — Stephen Poplawski, America (1922)

Blood transfusion — Jean-Baptiste Denys, France (1652)

Braille (writing) — Louis Braille, France(1829)

Car (petrol) — Karl Benz, Germany (1885)

Cat's eyes (road) — Percy Shaw, England (1934)

CD (Compact disc) — Philips (The Netherlands), Sony (Japan) (1979–1983)

CD-ROM — Philips (The Netherlands), Sony (Japan) (1985)

Champagne — Dom Pérignon (France) (1670)

Chemotherapy — G. Rosen, America (1964)

Cloning (Dolly, the sheep) — Dr Ian Wilmot (Roslin Institute), Scotland (1997)

Coca-Cola — John S. Pemberton, America (1886)

Computer (electronic) — Alan Turing, England (1943)

Computer (personal) — Steve Jobs and Steve Wozniak, America (1978)

Contact lenses — Adolf E. Fick, Germany (1887)

Contact lenses (plastic) — Kevin Tuohy, Canada (1948)

Credit card — Ralph Schneider and Frank Mcnamara, America (1950)

Crossword puzzle — Arthur Wynne, America (1913)

Disposable nappies — Marion Donovan, America (1950)

DNA — Francis Crick and James Watson, England (1953)

Doorbell (electric) — Joseph Henry, America (1831)

Drive-in (bioscope) — Richard M. Hollingshead, America (1933)

Dynamite — Alfred Nobel, Switzerland (1867)

ECG — Willem Einthoven, The Netherlands (1903)

Electric lamp — Thomas Edison, America (1879)

Escalator — Jesse Reno, George A Wheeler Japan (1892)

Facebook — Mark Zuckerberg, America (2004)

Facelift — Eugene Hollander, Germany (1901)

Face transplant (total) — Dr Joan Barret, Spain (2010)

Glassware — Egypt and Mesopotamia (c. 1500 BC)

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Google — Larry Page and Sergey Brin, America (1996)

Hallmark cards — Joyce and Rolly Hall, America (1910)

Heart transplant, human — Christiaan Barnard, South Africa (1976)

Helicopter — Etienne Oehmichen, France (1924) and Igor Sikorky America (1936)

Hot-air balloon — Jacques and Joseph Montgolfier, France (1783)

Instant coffee — G. Washington, Quatemala (1906)

Internet (WWW) — Tim Berners-Lee, England (1989–1991)

iPod and iPhone — Tony Fadell, Lebanese-American (2001)

Jeans — Levi-Strauss, German-American (1872)

Jigsaw puzzle — John Spilsbury, England (1767)

Kidney dialysis machine — Willem J. Kolff, The Netherlands (1985)

Knitting machine — William Lee, England (1589)

Laser (medical) — Theodore H. Maiman, America, based on the research of Gordon Guild in 1957, (1960)

Lawn-mower — Edwin B. Budding, England (1830)

Lawn-mower (Flymo) — Karl Dahlman, Switzerland (1963)

Lego — Godtfred Christiansen, Denmark (1958)

lift — Elisha G. Otis, America (1852)

Lipstick — Hazel Bishop, America (1949)

Locomotive — Richard Trevithick, England (1804)

Match (friction) — John Walker, England (1826)

McDonalds — Maurice and Richard McDonald, America (1948)

Microphone — Emile Berliner, America (1876)

Microwave oven — Percy LeBaron Spencer, America (1946)

Miniskirt — Mary Quant, England (1965)

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Mobile phone/cell phone — Martin Cooper from Motorola, America (1973)

Monopoly — Charles Darrow, America (1933)

Morse code — Samuel F.B. Morse, America (1840)

Nuclear reactor — Enrico Fermi, Italy (1942)

Nylon stockings — Du Pont Company, America (1938)

Pacemaker, internal — Wilson Greatbatch, America (1986)

Panty hose — Allen Gant, America (1959)

Pasteurization/pasteurisation (Brit.) — Louis Pasteur, France (1860s)

Pepsi-Cola — Caleb Bradham, America (1898)

Petrol — Benjamin Silliman, America (1855)

Plastic — Alexander Parkes, England (1862)

Plastic, Bakelite — Leo Baekeland, America (1909)

Pressure-cooker — Denis Papin, France (1679)

Quantum theory — Max Planck, Germany (ca. 1900)

Radar — Dr Albert Taylor and Leo Young, America (1922)

Razor, electric — Col. Jacob Schick, America (1931)

Razor, safety — King C. Gillette, America (1895)

Rubik cube — Prof. Ernö Rubik, Hungary (1974)

Safety belt — Nils Bohlin, Sweden (1962)

Saggarine — Constantin Fahlberg, America (1879)

Scrabble — Alfred Butts, America (1948)

Sewing machine — Barthélemy Thimonnier, France (1830)

Sonar (medical) — Paul Langevin and M. Chilowski, America (1916)

Teflon — Ray J. Plunkett, American (1938)

Telephone — Guglielmo Marconi, Italy (theory, 1849) and Alexander Graham Bell America (1876)

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Telescope — Hans Lippershey,The Netherlands (1608) and Sir Isaac Newton, England (1668)

Television — John Logie Baird, Scotland (1926)

Thermometer — Galileo Galilei, Italy (1593)

Tin-opener — William W. Lyman, America (1870)

Traffic light — Garret A. Morgan, America (1923)

Tupperware — Earl Silas Tupper, America (1945)

Umbrella (steel frame) — Samuel Fox, England (1852)

Velcro — Georges de Mestral, Switzerland (1948)

Washing machine, electric — Alva J. Fisher (Hurley Machine co.), America 1907

Wheel — Sumeria (c. 3500 BC)

Wheelchair, folding, tubular steel — Harry Jennings, America (1932)

Writing — Sumeria (c. 3000 BC)

Whisky — John Cor, Scotland (1494)

X-ray — Wilhelm Röntgen, Germany (1895)

YouTube — Steve Chen, Chad Hurley and Jawed Karim, America (2005)

Zip fastener — Whitcomb Judson, America (1893)

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# 5. PHOBIAS

## (Abnormal fears)

Acrophobia — Heights
Agoraphobia — Open spaces
Ailourophobia — Cats
Akousticophobia — Sound
Algophobia — Pain
Amathophobia — Dust
Androphobia — Men
Anemophobia — Draughts
Anginophobia — Narrowness
Anthropophobia — Human beings
Apiphobia — Bees
Arachnophobia — Spiders
Astraphobia — Lightning
Atelophobia — Imperfection
Autophobia — Being alone
Bacilliphobia — Microbes
Barophobia — Gravity
Bathophobia — Depth
Batophobia — Walking
Batrachophobia — Reptiles
Belonephobia — Needles
Bibliophobia — Books
Blennophobia — Slime

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Brontophobia — Thunder

Carcinophobia — Cancer

Cardiophobia — Heart conditions

Chaetophobia — Hair

Cheimatophobia — Cold

Chionophobia — Snow

Chrometophobia — Money

Chromophobia — Color/colour (Brit.)

Claustrophobia — Enclosed spaces

Clinophobia — Going to bed

Cynophobia — Dogs

Demonophobia — Demons

Demophobia — Crowds

Dendrophobia — Trees

Dermatophobia — Skin

Dikephobia — Justice

Dromophobia — Crossing streets

Eisoptrophobia — Mirrors

Elektrophobia — Electricity

Eleutherophobia — Freedom

Enetephobia — Pins

Entomophobia — Insects

Ergophobia — Work

Erythrophobia — Blushing

Gametophobia — Marriage

Gymnophobia — Nudity

Gynophobia — Women

Haematophobia — Blood

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Haphephobia — Touching

Haptophobia — Touch

Harpaxophobia — Robbers

Hedonophobia — Pleasure

Heliophobia — Sun

Hippophobia — Horses

Hodophobia — Travel

Homichlophobia — Fog

Hydrophobia — Water

Hygrophobia — Dampness

Hypegiaphobia — Responsibility

Hypnophobia — Sleep

Hypsophobia — High places

Ideophobia — Ideas

Kleptophobia — Stealing

Koniphobia — Dust

Lalophobia — Speech

Linonophobia — String

Mechanophobia — Machinery

Metallophobia — Metals

Musicophobia — Music

Musophobia — Mice

Mysophobia — Dirt

Necrophobia — Corpses

Nelophobia — Glass

Nephophobia — Clouds

Nosophobia — Disease

Nyctophobia — Darkness, night

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Ochlophobia — Crowds

Ochophobia — Vehicles

Odontophobia — Teeth

Ophiophobia — Snakes

Ornithophobia — Birds

Pantophobia — Everything

Pathophobia — Disease

Peccatophobia — Sinning

Pediculophobia — Lice

Peniaphobia — Poverty

Phagophobia — Swallowing

Pharmacophobia — Drugs

Phasmophobia — Ghosts

Phobophobia — Fears

Phonophobia — Noise, speaking aloud

Photophobia — Strong light

Phyllophobia — Leaves

Pnigerophobia — Smothering

Pogonophobia — Beards

Poinephobia — Punishment

Pteronophobia — Feathers

Pyrophobia — Fire

Satanophobia — Satan

Scholionophobia — School

Sciophobia — Shadows

Siderodromophobia — Traveling/travelling (Brit.) by train

Siderophobia — Stars

Sitophobia — Food

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Spermophobia, Spermatophobia — Germs

Stasophobia — Standing

Stygiophobia, Hadephobia — Hell

Tachophobia — Speed

Taphophobia — Burial alive

Teratophobia — Monsters

Terdekaphobia, Triskaidekaphobia, Number thirteen

Thalassophobia — Sea

Thanatophobia — Death

Theophobia — God

Thermophobia — Heat

Thixophobia — Touching

Toxiphobia — Poison

Traumatophobia — Wounds, injury

Tremophobia — Trembling

Trypanophobia — Inoculations, injections

Xenophobia, Zenophobia — Foreigners

Zoophobia — Animals

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# 6. VENUES OF THE MODERN OLYMPIC GAMES

## (The Summer Games)

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1. 1896 — Athens, Greece
2. 1900 — Paris, France

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3. 1904 — St Louis, USA

4. 1906 — Athens, Greece (A celebration to mark the tenth anniversary of the Modern Olympic Games. Officially intercalated but is not numbered.)

5. 1908 — London, England

6. 1912 — Stockholm, Sweden

7. 1916 — Berlin, Germany (Not held due to war)

8. 1920 — Antwerp, Belgium

9. 1924 — Paris, France

10. 1928 — Amsterdam, Netherlands

11. 1932 — Los Angeles, USA

12. 1936 — Berlin, Germany

13. 1940 — Tokyo, then Helsinki (Not held due to war.)

14. 1944 — London, England (Not held due to war.)

15. 1948 — London, England

16. 1952 — Helsinki, Finland

17. 1956 — Melbourne, Australia

18. 1960 — Rome, Italy

19. 1964 — Tokyo, Japan

20. 1968 — Mexico City, Mexico

21. 1972 — Munich, Germany

22. 1976 — Montreal, Canada

23. 1980 — Moscow, Russia

24. 1984 — Los Angeles, USA

25. 1988 — Seoul, South Korea

26. 1992 — Barcelona, Spain

27. 1996 — Atlanta, USA

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28. 2000 — Sydney, Australia
29. 2004 — Athens, Greece
30. 2008 — Beijing, China
31. 2012 — London, England
32. 2016 — Rio de Janeiro, Brazil
33. 2020 — Tokyo, Japan

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# 7. GREEK GODS AND GODDESSES

Adonis — God of vegetation and rebirth

Aeolus — God of the winds

Alphito — Barley goddess of Argos

Aphrodite — Goddess of love and beauty

Apollo — God of prophecy, music and medicine

Ares — God of war

Arethusa — Goddess of springs and fountains

Artemis — Goddess of chastity and hunting

Asclepius — God of healing

Athene — Goddess of prudence and wise council; protectress of Athens

Atlas — A Titan who holds up the earth

Attis — — God of vegetation

Boreas — God of the north wind

Cronus — Father of the god Zeus

Cybele — Goddess of the earth

Demeter — Goddess of the harvest, agriculture

Dionysus — God of wine and the good life

Eos — Goddess of the dawn

Eros — God of love

Gaia — Goddess of the earth

Ganymede — God of rain

Hebe — Goddess of youth and spring

Hecate — Goddess of the moon, witchcraft and magical rites

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Helios — God of the sun

Hera — Goddess of the sky, power and riches

Hermes — God of trade and travellers, luck, wealth and dreams

Hestia — Goddess of fire

Hypnos — God of sleep

Iris — Goddess of the rainbow

Morpheus — God of dreams

Nemesis — Goddess of vengeance

Nereus — God of the sea

Nike — Goddess of victory

Oceanus — Ruler of the sea

Pan — God of male sexuality and of herds

Persephone — Goddess of the underworld and of spring

Pluto — God of the underworld

Poseidon — God of the sea

Prometheus — God of creation

Rhea — The original mother goddess; wife of Cronus

Selene — Goddess of the moon

Thanatos — God of death

Zeus — The overlord of the Olympian gods and goddesses; god of the sky and all its properties

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# 8. ROMAN GODS AND GODDESSES

Bellona — Goddess of war

Ceres — Goddess of agriculture, fruits of the earth

Consus — God of seed sowing

Cupid — God of love

Diana — Goddess of fertility and hunting

Dis Pater — God of the underworld

Egreria — Goddess of fountains and childbirth

Epona — Goddess of horses

Fauna — Goddess of fertility and herds

Faunus — God of crops and herds

Feronia — Goddess of spring flowers

Fides — God of honesty

Flora — Goddess of fruitfulness and flowers

Fortuna — Goddess of chance and fate

Genius — Protective god of individuals, groups and the state

Janus — God of entrances, travel and the dawn

Juno — Goddess of marriage, childbirth and light

Jupiter — God of the sky and its attributes (sun, moon, thunder, rain, etc.)

Liber Pater — God of agricultural and human fertility

Libitina — Goddess of funeral rites

Maia — Goddess of fertility

Mars — God of war and agriculture

Mercury — The messenger god; also god of merchants

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Minerva — Goddess of war, craftsmen and education

Mithras — The sun god; god of regeneration

Neptune — God of the sea

Ops — Goddess of the harvest

Orcus — God of death

Pales — Goddess of flocks

Penates — God of food and drink

Picus — God of agriculture

Pomono — Goddess of fruit trees

Portunus — God of husbands

Rumina — Goddess of nursing mothers

Saturn — God of the vine and of working men

Silvanus — God of trees and forests

Venus — Goddess of spring and gardens (later goddess of love)

Vertumnus — God of fruit trees

Vesta — Goddess of fire

Victoria — Goddess of victory

Vulcan — God of fire and thunderbolts

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# 9. CONVERSION TABLES

## Length

**Conversion from: — To — Multiply with:**

Inch — Centimeter/centimetre (Brit.) — 2,54

Foot — Meter/metre (Brit.) — 0,3048

Yard — Meter/metre (Brit.) — 0,9144

Mile — Kilometer/kilometre (Brit.) — 1,6093

Centimeter/centimetre (Brit.) — Inch — 0,3937

Meter/metre (Brit.) — Foot — 3,2808

Meter/metre (Brit.) — Yard — 1,0936

Kilometer/kilometre (Brit.) — Mile — 0,6214

## Volume

**Conversion from: — To — Multiply with:**

Cubic inch — Cubic centimeter/centimetre (Brit.) — 16,3871

Cubic foot — Cubic meter/metre (Brit.) — 0,0283

Cubic yard — Cubic meter/metre (Brit.) — 0,7646

Cubic centimeter/centimetre (Brit.) — Cubic inch — 0,6102

Cubic meter/metre (Brit.) — Cubic foot — 35,3147

Cubic meter/metre (Brit.) — Cubic yard — 1,308

## Area

**Conversion from: — To — Multiply with:**

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Square inch — Square centimeter/centimetre (Brit.) — 6,4516

Square foot — Square meter/metre (Brit.) — 0,0929

Square yard — Square meter/metre (Brit.) — 0,8361

Acre — Hectare — 0,4047

Square mile — Square kilometer/kilometre (Brit.) —2,59

Square centimeter/centimetre (Brit.) — Square inch — 0,155

Square meter/metre (Brit.) — Square foot — 10,7639

Square meter/metre (Brit.) — Square yard — 1,196

Hectare — Acre — 2,4711

Square kilometer/kilometre (Brit.) — Square mile — 0,3861

**Mass**

**Conversion from: — To — Multiply with:**

Ounce — Gram — 28,3495

Pound — Kilogram — 0,4536

Stone — Kilogram — 6,3503

Ton (imperial) — Metric ton — 1,0161

Gram — Ounce — 0,0353

Kilogram — Pound — 2,2046

Kilogram — Stone — 0,1575

Metric ton — Ton (imperial) — 0,9842

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## Speed

**Conversion from: — To — Multiply with:**

Miles per hour — Kilometer/kilometre (Brit.) per hour — 1,6093

Miles per hour — Meter/metre (Brit.) per second — 0,447

Kilometer/kilometre (Brit.) per hour — Miles per hour — 0,6214

Meter/metre per second — Miles per hour — 2,237

Foot per second — Miles per hour — 0,6818

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# 10. IMPORTANT CAPITAL CITIES

**Country — Capital**

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**Afghanistan** — Kabul

**Akrotiri and Dhekelia** — Episkopi Cantonment

**Albania** — Tirana

**Algeria** — Algiers

**American Samoa** — Pago Pago

**Andorra** — Andorra-la-Vella

**Angola** — Luanda

**Anguilla** — The Valley

**Antigua and Barbuda** — St John's

**Argentina** — Buenos Aires

**Armenia** — Yerevan

**Aruba** — Oranjestad

**Australia** — Canberra

**Austria** — Vienna

**Azerbaijan** — Baku

**Bahamas, The** — Nassau

**Bahrain** — Manama

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**Bangladesh** — Dhaka

**Barbados** — Bridgetown

**Belgium** — Brussels

**Belize** — Belmopan

**Benin** — Porto-Novo

**Bermuda** — Hamilton

**Bhutan** — Thimphu

**Bolivia —** Sucre (constitutional), La Paz (administrative)

**Bosnia and Herzegovina** — Sarajevo

**Botswana** — Gaborone

**Brazil** — Brasilia

**British Virgin Islands** — Road Town

**Brunei** — Bandar Seri Begawan

**Bulgaria** — Sofia

**Burkino Faso** — Ouagadougou

**Burundi** — Bujumbura

**Cambodia** — Phnom Penh

**Cameroon** — Yaoundé

**Canada** — Ottawa

**Cape Verde Cabo** — Praia

**Cayman Islands, The —** George Town

**Central African Republic** — Bangui

**Chad** — N'Djamena

**Chile** — Santiago

**China** — Beijing

**Christmas Island** — The Settlement

**Cocos (Keeling) Islands, The** — West Island

**Colombia** — Bogotá

**Comoros, The** — Moroni

**Congo, Democratic Republic of** — Kinshasa

**Congo, Republic of** — Brazzaville

**Cook Islands, The** — Avarua

**Costa Rica** — San José

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**Cote d'Ivoire (Ivory Coast)** — Yamoussoukro

**Croatia** — Zagreb

**Cuba** — Havana

**Curacao** — Willemstad

**Cyprus** — Nicosia

**Czechia (Czech Republic)** — Prague

**Denmark** — Copenhagen

**Djibouti** — Djibouti

**Dominica** — Roseau

**Dominican Republic** — Santo Domingo

**Ecuador** — Quito

**Egypt** — Cairo

**El Salvador** — San Salvador

**England** — London

**Equatorial Guinea** — Malabo

**Eritrea** — Asmara

**Estonia** — Tallinn

**Ethiopia** — Addis Ababa

**Falkland Islands, The** — Port Stanley

**Faroe Islands, The** — Torshavn

**Fiji** — Suva

**Finland** — Helsinki

**France** — Paris

**French Guiana** — Cayenne

**French Polynesia** — Papeete

**Gabon** — Libreville

**Gambia** — Banjul

**Georgia** — Tbilisi

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**Germany** — Berlin

**Ghana** — Accra

**Gibraltar** — Gibraltar

**Greece** — Athens

**Greenland** — Nuuk

**Grenada** — St George's

**Guadeloupe** — Basse-Terre

**Guam** — Hagatna

**Guatemala** — Guatemala City

**Guernsey** — St Peter Port

**Guinea** — Conakry

**Guinea-Bissau** — Bissau

**Guyana** — Georgetown

**Haiti** — Port-au-Prince

**Honduras** — Tegucigalpa

**Hong Kong** — Victoria

**Hungary** — Budapest

**Iceland** — Reykjavik

**India** — New Delhi

**Indonesia** — Djakarta

**Iran** — Teheran

**Iraq** — Baghdad

**Ireland** — Dublin

**Isle of Man, The** — Douglas

**Israel** — Jerusalem

**Italy** — Rome

**Jamaica** — Kingston

**Japan** — Tokyo

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**Jersey** — St Helier

**Jordan** — Amman

**Kazakhstan** — Astana

**Kenya** — Nairobi

**Kiribati** — Tarawa

**Kuwait** — Kuwait City

**Kyrgyzstan** — Bishkek

**Laos** — Vientiane

**Latvia** — Riga

**Lebanon** — Beirut

**Lesotho** — Maseru

**Liberia** — Monrovia

**Libya** — Tripoli

**Liechtenstein** — Vaduz

**Lithuania** — Vilnius

**Luxembourg** — Luxembourg

**Macedonia** — Skopje

**Madagascar** — Antananarivo

**Malawi** — Lilongwe

**Malaysia** — Kuala Lumpur

**Maldives**, **The** — Malé

**Mali** — Bamako

**Malta** — Valletta

**Man,The Isle of** — Douglas

**Marshall Islands, The** — Majuro

**Martinique** — Fort-de-France

**Mauritania** — Nouakchott

**Mauritius** — Port Louis

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**Mexico** — Mexico City

**Micronesia, Federated states of** — Palikir

**Moldova** — Chisinau

**Monaco** — Monaco

**Mongolia** — Ulan Bator

**Montenegro** — Podgorica

**Morocco** — Rabat

**Mozambique** — Maputo

**Myanmar (Burma)** — Naypyidaw (previously Yangon)

**Namibia** — Windhoek

**Nauru** — No official capital

**Nepal** — Kathmandu

**Netherlands, The** — Amsterdam

**New Caledonia** — Nouméa

**New Zealand** — Wellington

**Nicaragua** — Managua

**Niger** — Niamey

**Nigeria** — -Abuja

**Niue** — Alofi

**Norfolk Island** — Kingston

**Northern Ireland** — Belfast

**Northern Mariana Islands, The** — Saipan

**North Korea** — Pjongjang

**Norway** — Oslo

**Oman** — Muscat

**Pakistan** — Islamabad

**Palau** — Ngerulmud

**Panama** — Panama City

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**Papua New Guinea** — Port Moresby

**Paraquay** — Asunción

**Peru** — Lima

**Phillipines, The** — Manila

**Pitcairn Islands, The** — Adamstown

**Poland** — Warsaw

**Portugal** — Lisbon

**Puerto Rico** — San Juan

**Qatar** — Doha

**Réunion** — St Denis

**Romania** — Bucharest

**Russia** — Moscow

**Rwanda** — Kigali

**Samoa** — Apia

**San Marino** — San Marino City

**Sao Tome and Principe** — Sao Tome

**Saudi Arabia** — Riyadh

**Scotland** — Edinburgh

**Senegal** — Dakar

**Serbia** — Belgrade

**Seychelles, The** — Victoria

**Sierra Leone** — Freetown

**Singapore** — Singapore

**Slovakia** — Bratislava

**Slovenia** — Ljubljana

**Solomon Islands, The** — Honiara

**Somalia** — Mogadishu

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**South Africa** — Pretoria (administrative),Cape Town (legislative), Bloemfontein (judicial)

**South Korea** — Seoul

**South Sudan** — Juba

**Spain** — Madrid

**Sri Lanka** — Colombo

**St Barthélemy** — Gustavia

**St Helena, Ascension and Tristan da Cunha** — Jamestown

**St Kitts and Nevis** — Basseterre

**St Lucia** — Castries

**St Maartin** — Philipsburg

**St Martin** — Marigot

**St Pierre and Miquelon** — St Pierre

**St Vincent and the Grenadines** — Kingstown

**Sudan** — Khartoum

**Suriname** — Paramaribo

**Svalbard** — Longyearbyen

**Swaziland** — Mbabane

**Sweden** — Stockholm

**Switzerland** — Bern

**Syria** — Damascus

**Taiwan** — Taipei

**Tajikistan** — Dushanbe

**Tanzania** — Dodoma

**Thailand** — Bangkok

**Timor-Leste** — Dili

**Togo** — Lomé

**Tokelau** —Each atoll has its own administrative center/centre (Brit.)

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**Tonga —** Nuku'alofa

**Trinidad and Tobago** — Port-of-Spain

**Tunisia** — Tunis

**Turkey** — Ankara

**Turkmenistan —** Ashgabat

**Turks and Caicos Islands, The** — Cockburn Town

**Tuvalu** — Funafuti

**Uganda** — Kampala

**Ukraine** — Kiev

**United Arab Emirates** — Abu Dhabi

**United Kingdom** — London

**United States (U.S.)** — Washington D.C.

**Wales** — Cardiff

**Uruguay** — Montevideo

**Uzbekistan** — Tashkent

**Vanuatu** — Port-Vila

**Vatican City** — Vatican City

**Venezuela** — Caracas

**Vietnam** — Hanoi

**Virgin Islands, The** — Charlotte Amalie

**Wales** — Cardiff

**Wallis and Futuna Islands, The —** Mata-Utu

**Western Sahara** — El Aaiún

**Yemen** — Sanaa

**Zambia** — Lusaka

**Zimbabwe** — Harare

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# 11. THE STATES AND CAPITALS OF THE UNITED STATES

## (There are 50 states)

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**State — Capital**

Alabama — Montgomery

Alaska — Juneau

Arizona — Phoenix

Arkansas — Little Rock

California — Sacramento

Colorado— Denver

Connecticut— Hartford

Delaware — Dover

Florida — Tallahassee

Georgia — Atlanta

Hawaii — Honolulu

Idaho — Boise

Illinois — Springfield

Indiana — Indianapolis

Iowa — Des Moines

Kansas — Topeka

Kentucky — Frankfort

Louisiana — Baton Rouge

Maine — Augusta

Maryland — Annapolis

Massachusetts — Boston

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Michigan — Lansing

Minnesota — St. Paul

Mississippi — Jackson

Missouri — Jefferson City

Montana — Helena

Nebraska — Lincoln

Nevada — Carson City

New Hampshire — Concord

New Jersey — Trenton

New Mexico — Santa Fe

New York — Albany

North Carolina — Raleigh

North Dakota — Bismarck

Ohio — Columbus

Oklahoma — Oklahoma City

Oregon — Salem

Pennsylvania — Harrisburg

Rhode Island — Providence

South Carolina — Columbia

South Dakota — Pierre

Tennessee — Nashville

Texas — Austin

Utah — Salt Lake City

Vermont — Montpelier

Virginia — Richmond

Washington — Olympia

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West Virginia — Charleston

Wisconsin — Madison

Wyoming — Cheyenne

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# 12. IMPORTANT CURRENCIES

**Country — Currency**

Afganistan — afghani (100 puls)

Albania — lek (100 qindars)

Algeria — dinar (100 centimes)

Andorra — euro (100 cents)

Angola — kwanza (100 lweis)

Argentina — peso (100 centavos)

Australia — dollar (100 cents)

Austria — euro (100 cents)

Bahamas — dollar (100 cents)

Bahrain — dinar (1 000 fils)

Bangladesh — taka (100 paise)

Barbados — dollar (100 cents)

Belgium — euro (100 cents)

Belize — dollar (100 cents)

Benin — franc (100 centimes)

Bermuda — dollar (100 cents)

Bolivia — boliviano (100 centavos)

Botswana — pula (100 thebe)

Brazil —real (100 centavos)

Brunei — dollar (100 cents)

Bulgaria — lev (100 stotinki)

Burundi — franc (100 centimes)

Cameroon — franc (100 centimes)

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Canada — dollar (100 cents)

Cayman Islands — dollar (100 cents)

Chile — peso (100 centavos)

Central African Republic — franc (100 centimes)

Chad — franc (100 centimes)

China — yuan (10 jiao, 100 fen)

Colombia — peso (100 centavos)

Congo — franc (100 centimes)

Costa Rica — colon (100 centimos)

Cote d'Ivoire (Ivory Coast) — franc (100 centimes)

Cuba — peso (100 centavos)

Cyprus (Greek) — euro (100 cents)

Cyprus, (Turkish) — lira(100 kurus)

Czech Republic — koruna (100 haleru)

Democratic Republic of the Congo — zaire (100 makuta)

Denmark — krone (100 ore)

Djibouti — franc (100 centimes)

Dominican Republic — peso (100 centavos)

Ecuador — sucre (100 centavos)

Egypt — pound (100 piastres)

El Salvador — colon (100 centavos)

England — pound (100 pennies/pence)

Ethiopia — birr (100 cents)

Fiji — dollar (100 cents)

Finland — euro (100 cents)

France — euro (100 cents)

Gabon — franc (100 centimes)

Gambia — dalasi (100 bututs)

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Germany — euro (100 cents

Ghana — cedi (100 pesewas)

Gibraltar — pound (100 pence)

Greece — euro (100 cents)

Guatemala — quetzal (100 centavos)

Guinea — franc (100 centimes)

Guyana — dollar(100 cents)

Haiti — gourde (100 centimes)

Honduras — lempira (100 centavos)

Hong Kong — dollar (100 cents)

Hungary — forint (100 fillér)

Iceland — krona (100 aurar)

India — rupee (100 paise)

Indonesia — rupiah (100 sen)

Iran — rial (100 dinars)

Iraq — dinar (1 000 fils)

Ireland — euro (100 cents)

Israel — shekel (100 agorot)

Italy — euro (100 cents)

Jamaica — dollar (100 cents)

Japan — yen (100 sen)

Jordan — dinar (1 000 fils)

Kenya — shilling (100 cents)

Kuwait — dinar (1 000 fils)

Laos — kip (100 ats)

Lebanon — pound (100 piastres)

Lesotho — loti (100 lisente)

Liberia — dollar (100 cents)

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Libya — dinar (1 000 dirhams)

Liechtenstein — franc (Swiss) (100 centimes)

Luxembourg — euro (100 cents)

Madagascar — franc (100 centimes)

Malawi — kwacha (100 tambala)

Malaysia — dollar (ringgit) (100 cents)

Maldives, The — rufiyaa (100 laris)

Malta — euro (100 cents)

Mauritania — ouguiya (5 khoums)

Mauritius — rupee (100 cents)

Mexico — peso (100 centavos)

Monaco — euro (100 cents)

Morocco — dirham (100 centimes)

Mozambique — metical (100 centavos)

Myanmar (Burma) — kyat (100 pyas)

Namibia — dollar (100 cents)

Nepal — rupee (100 paisa)

Netherlands — euro (100 cents)

New Zealand — dollar (100 cents)

Nicaragua — córdoba (100 centavos)

Niger — franc (100 centimes)

Nigeria — naira (100 kobo)

North Korea — won (100 chon)

Norway — krone (100 ore

Oman — rial (1,000 baiza)

Pakistan — rupee (100 paisas)

Panama — balboa (100 centésimos)

Paraguay — guarani (100 céntimos)

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Peru — neuvo sol (100 céntimos

Philippines — peso (100 centavos)

Poland — zloty (100 groszy)

Portugal — euro (100 cents)

Qatar — riyal (100 dirhams)

Russia — r(o)uble (100 copecks)

Romania — leu (100 bani)

Saudi Arabia — riyal (100 dirhams)

Senegal — franc (100 centimes)

Seychelles, The — rupee(100 cents)

Serbia — dinar (100 paras)

Sierra Leone — leone (100 cents)

Singapore — dollar (100 cents)

Slovakia — euro (100 cents)

Slovenia — euro (100 cents)

South Africa — rand (100 cents)

South Korea — won (100 jeon)

Spain — euro (100 cents)

Sri Lanka — rupee (100 cents)

Sudan — pound (100 dinars)

Suriname — dollar (100 cents)

Swaziland — lilangeni (100 cents)

Sweden — krona (100 ore)

Switzerland — franc (100 centimes)

Syria — pound (100 piastres)

Taiwan — dollar (100 cents)

Tanzania — shilling (100 cents)

Thailand — baht (100 satangs)

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Trinidad and Tobago — dollar (100 cents)

Tunisia — dinar (1 000 millimes)

Turkey — lira (100 kurus)

Uganda — shilling (100 cents)

United Kingdom — pound (100 pennies/pence)

United States — dollar (100 cents)

Uruguay — peso (100 centésimos)

Vatican City— euro (100 cents)

Venezuela — bolivar (100 céntimos)

Vietnam — dong (100 xu)

Western Samoa — tala (100 sene)

Yugoslavia — dinar (100 paras)

Zambia — kwacha (100 ngwee)

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# 13. THE EURO (€)

• On 1 January 2002 the euro banknotes and coins were introduced in 12 member states of the European Union.

• It is the largest monetary changeover the world has ever seen.

• The participating states were: Austria, Belgium, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, Netherlands, Portugal and Spain.

• The coins have one side common to all the countries and a reverse side which differ in every country.

• The banknotes are similar throughout the euro area .

• Today the euro is one of the world's most powerful currencies.

• Not all of the member countries (27) of the EU use the euro as their currency.

• Some countries that are **not** members of the EU use the euro as their currency.

• The collective noun for countries that use the euro (18) is the Eurozone.

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# 14. AMERICAN PRESIDENTS

F — Federalist

DR — Democratic-Republican

D — Democratic

W — Whig

R — Republican

U — Union

**Name/Party — Term**

1. George Washington (F) — (1789–1797)
2. John Adams (F) — (1797–1801)
3. Thomas Jefferson (DR) — (1801–1809)
4. James Madison (DR) — (1809–1817)
5. James Monroe (DR) — (1817–1825)
6. John Quincy Adams (DR) — (1825–1829)
7. Andrew Jackson (D) — (1829–1837)
8. Martin van Buren (D) — (1837–1841)
9. William H. Harrison (W) — (March–April 1841)
10. John Tyler (W) — (1841–1845)
11. James K. Polk (D) — (1845–1849)
12. Zachary Taylor (W) — (1849–1850)
13. Millard Fillmore (W) — (1850–1853)
14. Franklin Pierce (D) — (1853–1857)
15. James Buchanan (D) — (1857–1861)
16. Abraham Lincoln (R) — (1861–1865)
17. Andrew Johnson (U) — (1865–1869)

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18. Ulysses S. Grant (R) — (1869–1877)
19. Rutherford B. Hayes (R) — (1877–1881)
20. James A. Garfield (R) — (March-April 1881)
21. Chester A. Arthur (R) — (1881–1885)
22. Grover S. Cleveland (D) — (1885–1889)
23. Benjamin Harrison (R) — (1889–1893)
24. Grover S. Cleveland (D) — (1893–1897)
25. William McKinley (R) — (1897–1901)
26. Theodore Roosevelt (R) — (1901–1909)
27. William H. Taft (R) — (1909–1913)
28. Woodrow Wilson (D) — (1913–1921)
29. Warren G. Harding (R) — (1921–1923)
30. Calvin Coolidge (R) — (1923–1929)
31. Herbert C. Hoover (R) — (1929–1933)
32. Franklin D. Roosevelt (D) — (1933–1945)
33. Harry S. Truman (D) — (1945–1953)
34. Dwight D. Eisenhower (R) — (1953–1961)
35. John F. Kennedy (D) — (1961–1963)
36. Lyndon B. Johnson (D) — (1963–1969)
37. Richard M. Nixon (R) — (1969–1974)
38. Gerald R. Ford (R) — (1974–1977)
39. James E. (Jimmy) Carter (D) — (1977–1981)
40. Ronald W. Reagan (R) — (1981–1989)
41. George H. W. Bush (R) — (1989–1993)
42. William J. (Bill) Clinton (D) — (1993–2001)
43. George W. Bush (R) — (2001–2009)
44. Barack Obama (D) — (2009–2017)
45. Donald Trump (R) — (2017–)

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# The White House



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• It is the official residence and workplace of the President of the United States.

• The White House is located at 1600 Pennsylvania Avenue NW in Washington D.C.

• The White House was designed John Adams in 1800.

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• It has been the residence of all the presidents since John Adams.

• The term “White House” is often used when referring to the president and his advisors.

# 15. BRITISH PRIME MINISTERS

Lab — Labour

C — Conservative

W — Whig

T — Tory

Co — Coalition

P — Peelite

L — Liberal

**Name/Party — Term**

1. Sir Robert Walpole (W) — (1721–1742)
2. Earl of Wilmington (W) — (1742–1743)
3. Henry Pelham (W) — (1743–1754)
4. Duke of Newcastle (W) — (1754–1756)
5. Duke of Devonshire (W) — (1756–1757)
6. Duke of Newcastle (W) — (1757–1762)
7. Earl of Bute (T) — (1762–1763)
8. George Grenville (W) — (1763–1765)
9. Marquess of Rockingham (W) — (1765–1766)
10. Earl of Chatham (W) — (1766–1767)
11. Duke of Grafton (W) — (1767–1770)
12. Lord North (T) — (1770–1782)
13. Marquess of Rockingham (W) — (1782)
14. Earl of Shelburne (W) — (1782–1783)
15. Duke of Portland (Co) — (1783)
16. William Pitt (T) — (1783–1801)

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17. Henry Addington (T) — (1801–1804)
18. William Pitt (T) — (1804–1806)
19. Lord Grenville (W) — (1806–1807)
20. Duke of Portland (T) — (1807–1809)
21. Spencer Perceval (T) — (1809–1812)
22. Earl of Liverpool (T) — (1812–1827)
23. George Canning (T) — (1827)
24. Viscount Goderich (T) — (1827–1828)
25. Duke of Wellington (T) — (1828–1830)
26. Earl Grey (W) — (1830–1834)
27. Viscount Melbourne (W) — (1834)
28. Sir Robert Peel (T) — (1834–1835)
29. Viscount Melbourne (W) — (1835–1841)
30. Sir Robert Peel (T) — (1841–1846)
31. Lord John Russell (W) — (1846–1852)
32. Earl of Derby (T) — (1852)
33. Earl of Aberdeen (P) — (1852–1855)
34. Viscount Palmerson (L) — (1855–1858)
35. Earl of Derby (C) — (1858–1859)
36. Viscount Palmerson (L) — (1859–1865)
37. Earl Russell (L) — (1865–1866)
38. Earl of Derby (C) — (1866–1868)
39. Benjamin Disraeli (C) — (1868)
40. William Gladstone (L) — (1868–1874)
41. Benjamin Disraeli (C) — (1874–1880)
42. William Gladstone (L) — (1880–1885)
43. Marquess of Salisbury (C) — (1885–1886)
44. William Gladstone (L) — (1886)

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45. Marquess of Salisbury (C) — (1886–1892)
46. William Gladstone (L) — (1892–1894)
47. Earl of Rosebery (L) — (1894–1895)
48. Marquess of Salisbury (C) — (1895–1902)
49. Arthur Balfour (C) — (1902–1905)
50. Sir Henry Campbell-Bannerman (L) — (1905–1908)
51. Herbert Asquith (L) — (1908–1915)
52. Herbert Asquith (Co) — (1915–1916)
53. David Lloyd-George (Co) — (1916–1922)
54. Andrew Bonar Law (C) — (1922–1923)
55. Stanley Baldwin (C) — (1923–1924)
56. James Ramsay MacDonald (Lab) — (1924)
57. Stanley Baldwin (C) — (1924–1929)
58. James Ramsay MacDonald (Lab) — (1929–1931)
59. James Ramsay Macdonald (Co) — (1931–1935)
60. Stanley Baldwin (Co) — (1935–1937)
61. Neville Chamberlain (Co) — (1937–1940)
62. Winston Churchill (Co) — (1940–1945)
63. Winston Churchill (C) — (1945)
64. Clement Attlee (Lab) — (1945–1951)
65. Sir Winston Churchill (C) — (1951–1955)
66. Sir Anthony Eden (C) — (1955–1957)
67. Harold Macmillan (C) — (1957–1963)
68. Sir Alec Douglas-Home (C) — (1963–1964)
69. Harold Wilson (Lab) — (1964–1970)
70. Edward Heath (C) — (1970–1974)
71. Harold Wilson (Lab) — (1974–1976)
72. James Callaghan (Lab) — (1976–1979)

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73. Margaret Thatcher (C) — (1979–1990)
74. John Major (C) — (1990–1997)
75. Tony Blair (Lab) — (1997–2007)
76. Gordon Brown (Lab.) — (2007–2010)
77. David Cameron (C) — (2010–2016)
78. Theresa May (C) — (2016–)

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# 10 Downing Street




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• 10 Downing Street is the official residence and the office of the British Prime Minister since 1735.

• Margaret Thatcher was Britain's first female prime minister.

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# 16 IMPORTANT CURRENT WORLD LEADERS

**Country — Leader**

**Australia** — Prime Minister Malcolm Turnbull (2015– )

**Canada** — Prime Minister Justin Trudeau (2015– )

**China** — Premier Li Keqiang (2014– )

**France** — President Emmanuel Macron (2017– )

**Germany** — Chancellor Angela Merkel (2005– )

**Greece** — President Prokopis Pavlopoulos (2015– )

**India** — President Pranab Mukherjee (2012– )

**Ireland** — President Enda Kenny (2011– )

**Italy** — President Sergio Mattarella (2015– )

**Netherlands, The** — Prime Minister Mark Rutte (2010– )

**New Zealand** — Prime Minister John Key (2008– )

**Russia** — President Vladimir Putin (2012– )

**South Africa** — President Jacob Zuma (2009– )

**United Kingdom** — Prime Minister Theresa May (2016– )

**United States** — President Donald Trump (2017– )

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# 17. THE NATIONAL ANTHEM OF THE UNITED STATES

## (*The Star-Spangled Banner*)

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**The last three verses are generally omitted in performances.**

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O say can you see, by the dawn's early light,
What so proudly we hail'd at the twilight's last gleaming,
Whose broad stripes and bright stars through the perilous fight
O'er the ramparts we watch'd were so gallantly streaming?
And the rocket's red glare, the bomb bursting in air,
Gave proof through the night that our flag was still there,
O say does that star-spangled banner yet wave
O'er the land of the free and the home of the brave?

On the shore dimly seen through the mists of the deep
Where the foe's haughty host in dread silence reposes,
What is that which the breeze, o'er the towering steep,
As it fitfully blows, half conceals, half discloses?
Now it catches the gleam of the morning's first beam,
In full glory reflected now shines in the stream,
'Tis the star-spangled banner - O long may it wave
O'er the land of the free and the home of the brave!

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And where is that band who so vauntingly swore,

That the havoc of war and the battle's confusion
A home and a Country should leave us no more?
Their blood has wash'd out their foul footstep's pollution.
No refuge could save the hireling and slave
From the terror of flight or the gloom of the grave,
And the star-spangled banner in triumph doth wave
O'er the land of the free and the home of the brave.

O thus be it ever when freemen shall stand
Between their lov'd home and the war's desolation!
Blest with vict'ry and peace may the heav'n rescued land
Praise the power that hath made and preserv'd us a nation!
Then conquer we must, when our cause it is just,
And this be our motto - "In God is our trust,"
And the star-spangled banner in triumph shall wave
O'er the land of the free and the home of the brave.

- **Words by Francis Scott Key.**
- **Music by John Stafford Smith 1814.**
- **It became America's national anthem in 1931.**

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# 18. THE NATIONAL ANTHEM OF ENGLAND AND THE UK

## (*God Save the Queen*)

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## The standard version.

God save our gracious Queen,
Long live our noble Queen,
God save the Queen:
Send her victorious,
Happy and glorious,
Long to reign over us:
God save the Queen.

O Lord, our God, arise,
Scatter her enemies,
And make them fall.
Confound their politics,
Frustrate their knavish tricks,
On thee our hopes we fix,
God save us all.

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Thy choicest gifts in store,
On her be pleased to pour;
Long may she reign:
May she defend our laws,

And ever give us cause

To sing with heart and voice

God save the Queen.

• There is no certainty about the author or composer of this song.

• There are many versions of the lyrics.

• *God Save the King* was a patriotic song first publicly performed in London in 1745.

• When the monarch of the time is a male, “Queen” is replaced with “King” and the feminine pronouns are replaced with masculine pronouns.

•This anthem, (especially the melody) was also used in many Common Wealth countries and is still used in some.

• Some British people feel England should have its own national anthem.

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# 19. GEOGRAPHICAL FACTS

**The information in this section varies in different sources.**

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## Earth facts

• Earth is 4,6 milliard years old.

• Earth is the fifth largest planet in the Solar System.

• Oceans cover about 70% of the earth's surface.

• It is the densest planet in the Solar System.

• Earth has one moon.

• The average distance of the earth from the sun is 149,598,262 km (92,956,050 miles)

• The diameter/diametre (Brit.) at the equator is 12,756 km (7,926 miles).

• Earth's atmosphere is composed mainly of argon (93%), nitrogen (78%), oxygen (21%) and carbon dioxide (0.03%).

• The length of a solar day (single rotation on its axis) is 23.934 hours.

• The length of a year (single revolution around the sun) is 365.26 days.

•. Light from the sun takes about 8 minutes and 19 seconds to reach the earth.

• The highest point from the earth is Mount Chimboraza*, 6,263 m (20,548 ft), in Ecuador.

* The reason for this is that the base of Mount Everest is on a lower point on earth.

• The deepest spot on earth is in the Mariana Trench at 1,772 m (5,813 ft) below sea level in the Pacific ocean.

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# The continents

**Continent — Area**

1. Asia — 43 998 000 km² (16,987,723 mi²)
2. Africa — 30,244,000 km² (11,700,000 mi²) (11,677,274 mi²)
3. North America — 24 255 000 km² (9,364,908 mi²)
4. South America — 17 814 000 km² (6,878,024 mi²
5. Antarctica — 13 600 000 km² (5,250,989 mi²)
6. Europe — 10 500 000 km² (4,054,073 mi²)
7. Australia/Oceania — 8,600,000 km² (3 300,000 mi²)

• Asia is the largest and most populated continent.

• Africa is the hottest continent.

• Antarctica is coldest continent and have no permanent residents.

• Australia is the least populated continent after Antarctica.

• Oceania is the name of the region which includes Australia, New Zealand, Papua New Guinea and many small islands in the Pacific ocean.

• The name "Oceania" is often used rather than "Australia", because unlike the other continents, it is the ocean that links the nations together.

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# Principal oceans of the world

**Ocean — Area**

1. Pacific — 155,557,000 km² (64,000,000 mi²)
2. Atlantic — 76,762,000 km² (33,420,000 mi²)
3. Indian — 68,556,000 km² (24,469,500 mi²)
4. Southern — 20,327,000 km² (7,848,300 mi²)
5. Artic — 14,056,000 km² (5,427,000 mi²)

# The highest mountains of the world




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**Mountain/location — Height (Measured from sea level)**

1. Mount Everest (Nepal/China) — 8,850 m (29,035 ft)
2. K2 (Kashmir/China) — 8 610 m (2,8248 ft)
3. Kanchenjunga (Nepal/Sikkem) — 8,598 m (28 ft)
4. Lhotse (Nepal/Tibet) — 8,511 m (28 ft)
5. Makalu (Nepal) — 8,481 m (27 ft 10 in.*)

* We use a period after the abbreviation of "inches", so that it's not confused with the word **"in".**

**Note:**

Mauna Kea (U.S.) is the world's highest mountain as measured from **base** to **summit**.

The summit is in Hawaii but the base begins more than 70 km (43.5 mi) offshore.

The total height estimate is about 10,210 meter/metre (Brit.) (33,500 feet).

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# Principal rivers of the world




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**River/location — Length**

1. Nile (Africa) — 6,695 km (2,585 mi)
2. Amazon (South America) — 6,440 km (2,486 mi)
3. Yangtze (China) — 6,300 km (2,432 mi)
4. Mississippi (North America) — 6,020 km (2,324 mi)
5. Yenisey-Angara (Asia) — 5,536 km (2,137 mi)

# Principal deserts of the world

**Desert — Location — Area**

1. Sahara — North Africa — 8,600,000 km² (3,320,479² mi)
2. Arabian — SW Asia — 2,330,000 km² (899,618² mi)
3. Gobi — Mongolia/NE China — 1,040,000 km² (401,546² mi)
4. Patagonian — Argentina — 673,000 km² (259,847² mi)
5. Great Victoria — SW Australia — 647,000 km² (249,808² mi)

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## Principal islands of the world

**Island — Area — Ocean**

1. Greenland — 2,166,086 km² (836,330 mi²) — Artic
2. New Guinea — 785,753 km² (303,381 mi²) — Pacific
3. Borneo — 751,929 km² (290,320 mi²) — Indian
4. Madagascar — 587,713 km² (226,917 mi²) — Indian
5. Baffin Island — 507,451 km² (195,928 mi²) — Artic

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## The highest waterfalls of the world

**Waterfall — Country —Height**

1. Angel — Venezuela — 979 m (3,212 ft)
2. Tugela — South Africa — 947 m (3,110 ft)
3. Utigard — Norway — 800 m (2,625 ft)
4. Mongefossen — Norway — 774 m (2,540 ft)
5. Gocta Cataracts — Peru — 771 m (2,532 ft)

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## The largest countries (By land mass)

**Country — Area**

1. Russia — 17,075,400 km² (6,592,846 mi²)
2. Canada — 9,330,970 km² (3,602,707 mi²)
3. China — 9,326,410 km² (3,600,947 mi²)
4. USA — 9,166,600 km² (3,539,242 mi²)
5. Brazil — 8,456,510 km² (3,265,075 mi²)

## The smallest countries (By land mass)

**Country —Area**

1. Vatican City — 0.44 km² (0.17 mi²)
2. Monaco — 1.95 km² (0.75 mi²)
3. Nauru — 21.2 km² (8.2² miles)
4. Tuvalu — 26 km² Tuvalu (10 mi²)
5. San Marino — 61 km² (24 mi²)

## The largest cities (By population)

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**City — Estimated population, 2017**

1. Tokyo — 38,241,000
2. Delhi — 27,197,000
3. Shanghai — 25,202,000
4. Beijing — 22,063,000
5. Mumbai — 21,690,000

The estimated world population in 2017 is 7.5 billion. (United Nations estimate)

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# 20. THE PLANETS

• The planets are much nearer to earth than any of the stars.

• They have no light of their own, but reflect sunlight.

• The planets move around the sun.

• For many years Pluto was regarded as the eighth planet, but in 2006 it was reclassified as a dwarf planet.

## The first recognized five dwarf planets from the biggest to the smallest are:

1. Pluto
2. Eris
3. Makemake
4. Haumea
5. Ceres

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# From the closest to the sun to the furthest away from the sun

## Planet — Average distance from the sun

1. Mercury — 57,909,100 km (22,358,828.50925 mi)
2. Venus — 108,208,600 km (41,779,574.032856 mi)
3. Earth — 149,598,000 km (57,760,110.713633 mi)
4. Mars — 227,939,200 km (88,007,817.136438 mi)
5. Jupiter — 778,298,400 km (300,502,692.23013 mi)
6. Saturn — 1,429,394,000 km (551,892,108.80762 mi)
7. Uranus — 2,875,039,000 km (1,110,058,763.7937 mi)
8. Neptune — 4,504,450,000 km (1,739,177,868.0465 mi)

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# From the largest to the smallest

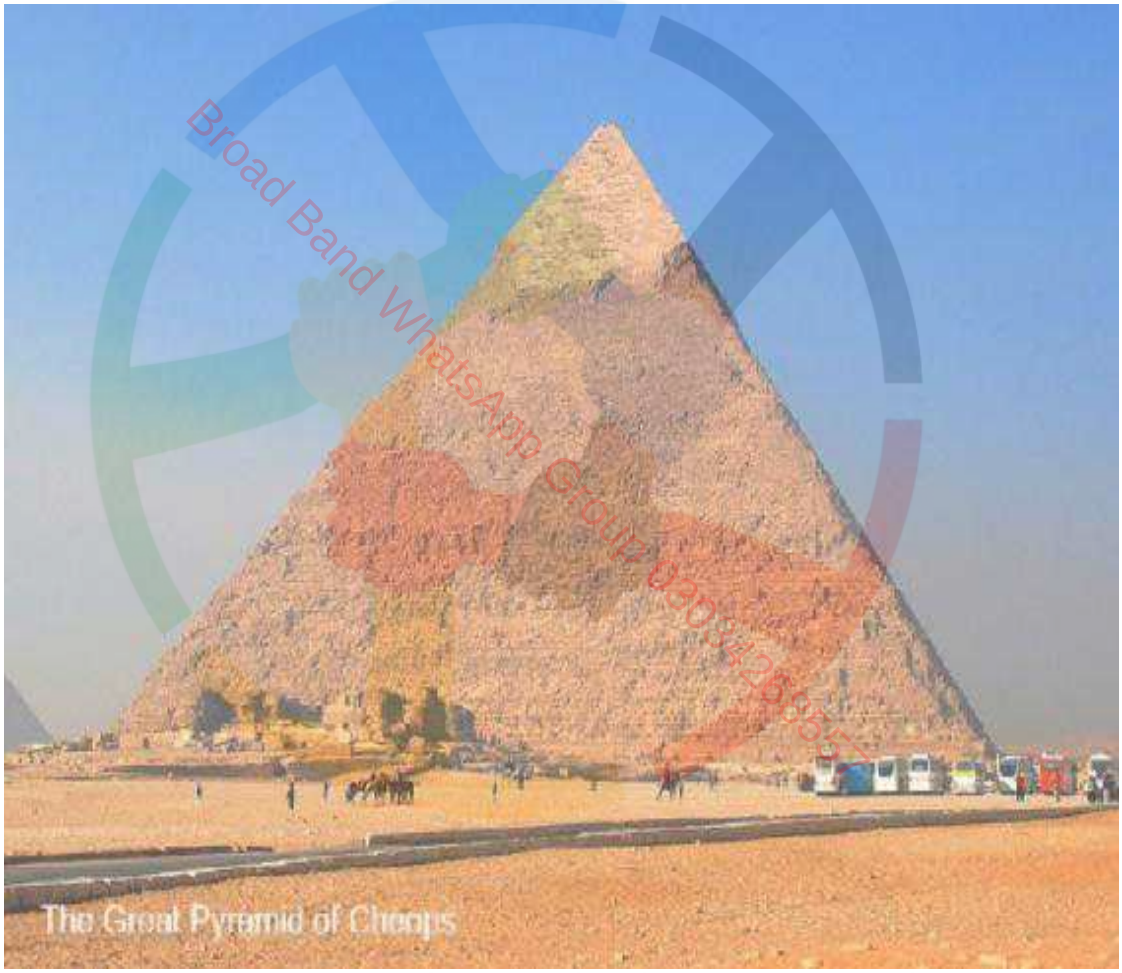
**Planet — Diameter/diametre (Brit.)**

1. Jupiter — 139,822 km (86,881 mi)
2. Saturn — 120,500 km (74,900 mi)
3. Uranus — 51,120 km (31,763 mi)
4. Neptune — 49,530 km (30,775 mi)
5. Earth — 12,760 km (7,926 mi)
6. Venus — 12,104 km (7,521 miles)
7. Mars — 6,787 km (4,217 mi)
8. Mercury — 4,878 km (3,031 mi)

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# 21.THE SEVEN WONDERS OF THE ANCIENT WORLD

## Originally compiled by Antipater of Sidon, a Greek poet in the 100s BC.




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### 1. Pyramids of Egypt

The oldest and only surviving wonder. Built in the 2000s BC as Royal tombs. About 80 are still standing. The largest is the Great Pyramid of Cheops at El Gizeh. It is 147 m (482 ft) high. (Egypt)

## 2. Hanging gardens of Babylon

Terraced gardens adjoining Nebuchadnezzar's palace. Supposedly built by the king to please his wife (600 BC). No trace has ever been found. (Iraq)

## 3. Statue of Zeus at Olympia, Athens

This 12 m (39 ft) statue was carved by Phidias and marked the site of the original Olympic Games in the 400s BC. It was constructed of ivory and gold, and showed Zeus (Jupiter) on his throne. Destroyed by fire. (Greece)

## 4. Temple of Artemis (Diana) at Ephesus

Constructed of Parian marble and more than 122 m (400 ft) long and 18 m (59 ft) high. It was begun about 350 BC and took some 120 years to build. It was destroyed by the Goths in AD 262. (Turkey)

## 5. Tomb of King Mausolus of Caria

Erected by Queen Artemisia in memory of her husband who died in 353 BC. It stood 43 m (141 ft) high. Fragments are to be found in the British Museum. (Turkey)

## 6. Colossus of Rhodes

A gigantic bronze statue of the sun god Helios (or Apollo). It was 36 m (118 ft) high and was built by the sculptor Chares. It was completed in 280 BC and was destroyed by an earthquake in 244 BC. (Rhodes, Aegean Sea)

## 7. Pharos of Alexandria

This marble lighthouse and watchtower stood on the island of Pharos in the harbor/harbour (Brit.) at Alexandria. It stood 122 m (400 ft) high and was destroyed by an earthquake in 1375. (Alexandria, Egypt)

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# 22. THE BOOKS OF THE BIBLE

## Books of the Old Testament (39)

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Genesis
Exodus
Leviticus
Numbers
Deuteronomy
Joshua
Judges
Ruth
1 Samuel
2 Samuel
1 Kings
2 Kings
1 Chronicles
2 Chronicles
Ezra
Nehemiah
Esther
Job
Psalms
Proverbs
Ecclesiastes
Song of Solomon
Isaiah

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Jeremiah

Lamentations

Ezekiel

Daniel

Hosea

Joel

Amos

Obadiah

Jonah

Micah

Nahum

Habakuk

Zephaniah

Haggai

Zechariah

Malachi

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# Books of the New Testament (27)

Matthew
Mark
Luke
John
Acts
Romans
1 Corinthians
2 Corinthians
Galatians
Ephesians
Philippians
Colossians
1 Thessalonians
2 Thessalonians
1 Tomothy
2 Timothy
Titus
Philemon
Hebrews
James
1 Peter
2 Peter
1 John
2 John
3 John

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Jude

Revelation

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*If you found this book useful would you kindly please write a short review on Amazon? It will be greatly appreciated.*

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*Please copy and paste to write a review:*

**https://www.amazon.com/dp/B071W7JKZS**


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***Thank you!***

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