

A HANDY BOOKLET

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(Last minute Language Reminder)

English for Preparatory Engineering Schools

(Level 2)

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Language:

Grammar rules to remember:

Rule.1: Result

.....so+ adj/adv +that.....:

He ran so fast that no one could catch him.

.....such +a +adj +singular noun +that.....

(As a result/therefore/consequently) ,+clause

Too +adj/ adv+ to +verb: the bag is very heavy, I cannot carry it.

→The bag is too heavy for me to carry.

Adj/adv+ enough +to+ verb: because he is not very strong, he cannot lift this heavy box.

→He's not strong enough to be able to carry this heavy box.

Such +a +singular noun +that clause

Rule 2: contrast

Although/though /even though +clause =

Despite / (in spite of) +noun/ v +ing /the fact that +clause/ the fact of + v+ing.

✓ Despite his extreme wealth, he does not give any donations to charity.

→ **Although** he is extremely wealthy, he doesn't give any donations to charity.

✓ Human cloning is being experimented with although opponents criticize it fiercely.

→ **Despite** fierce criticism from the opponents, human cloning is being experimented with.

Rule 3: The passive 1 +2

(tenses do not change only forms do): active form → passive form)

1) S+v+o =active→ o+(be in the right tense)+p.p +(by +agent)

people speak English everywhere→English is spoken everywhere

✓ Technology is changing our lives.

→Our lives are being changed by technology.

2) Reporting with passive verbs

-It+ passive verb +that clause(they say that he likes English→ it is said that he likes English)

-subject+ passive verb +infinitive: he is said to like English

***Remember the infinitive form depends on the tense of the verb in the that – clause(v2)1 if v2 is in the present: to +verb (active)/to be +p.p (active)

They say he likes English →he is said to like English/ English is said to be liked.

2) If v2 is in the past/present perfect: to have + p.p(active)/(to have been +p.p (passive): they say he has liked English→ he is said to have liked English/ English is said to have been liked.

✓ We think the thief robbed the bank.

→ The thief is thought to have robbed the bank.

Active tenses & their equivalents:

simple present	keeps	Is kept
Present progressive	Is keeping	Is being kept
Simple past	kept	Was kept
Past continuous	Was keeping	Was being kept
Present perfect	Has kept	Has been kept
Past perfect	Had kept	Had been kept
future	Will keep	Will be kept
conditional	Would keep	Would be kept
Perfect conditional	Would have kept	Would have been kept
Present infinitive	To keep	To be kept
Perfect infinitive	To have kept	To have been kept
Present participle/gerund	keeping	Being kept
Perfect participle	Having kept	Having been kept

1. The Internet is invading our privacy.

→ Our privacy is being invaded by the Internet.

2. People say Chinese food is the best in the world

→ Chinese food is said to be the best in the world.

Rule 4: Preference

Would rather/sooner+bare infinitive+than+bare inf (preference)(same subject)
=prefer +(v+ing) to +(v+ing)/prefer s.th to s.th else

Would rather+bare inf=would prefer+ full infinitive

Would rather+subject+simple past. (I would rather you kept a secret(2 different subjects)

✓ I prefer reading a book to watching television.

→ I'd rather read a book than watch television.

Rule 5: purpose

In order to+verb (one subject) = So as to +verb

I go to school to study/so as to study.

*in order **that(+clause(with modal))** :

So that+ clause(s+modal(can/could/will/would)

She saved some money because she wanted to travel abroad.

→she saved some money so that she **would /could** travel abroad.

Rule 6.

Comparisons :

Irregular adjectives:

adjective	comparative	superlative
good	better	best
bad	worse	worst
little	less	least
Many/much	more	most
far	Farther/further	Farthest/furthest
old	Older/elder	oldest/eldest

*** (very) /much/a lot/ a little/ a(little)bit/rather/far(very much)+comparative: very much taller

***By far/easily+ superlative : by far the tallest

A comparison of 2	Short adj+er More/less+long adj
A comparison of 1 to many/all	The+ +short adj+est The most/the least+long adj
A comparison of equality	As +adj/adv+as *Negative verb+as/so+adj/adv+as
Progressive increase/decrease	Comparative+and+ same comparative (double comp)
Parallel increase/decrease	The+comparative..., the+comparative
A comparison of scale	Number of times+as+adj/adv+as

Rule.7 The conditional:

Type0: **if+s.present→s.present** (general statements/scientific truth)

Type 1:**if+s.present→s.future** (real/possible present/future)

Type2:**if+s.past→ would+verb** (unreal present)

Type 3: **if +past perfect→would have +past participle**(unreal past)

(Could/should/may/might or would)

✓ Sami was not hurt because he was wearing a seat belt.

➔ If Sami had not been wearing a seat belt, he *would have been hurt*.

✓ I didn't see the red light that's why I didn't stop.

➔ **If I had seen the red lights, I would have stopped.**

Rule 8: If+ a negative verb = unless +a positive verb

✓ You'll have to study hard if you want to become an engineer.

➔ **You won't** *become an engineer unless you study hard.*

Rule 9: Cause

because / since / as+ clause =
due to/ owing to/ because of/ thanks to + v+ ing / noun

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Rule 10: Inversions: (Conditional type3)

Had+ subject+ past participle, would (could/should) have +past participle

=if +past perfect , would have +past participle

✓ The economic crisis occurred because the government didn't take strict measures.

➔ *Had the government taken strict measures, the economic crisis wouldn't have occurred.*

Rule 11: Negative adverb/negative adverbial phrase+ inversion

Hardly/barely/scarcely/rarely/seldom/never+ inversion

Not only+ inversion....but also-----

Nowhere/under no circumstances /in no circumstances/on no account/only in this way/+inversion

Never before/not till+clause +inversion

✓ Scientists hardly believe in groundless theories.

➔ *Hardly do scientists believe in groundless theories.*

Rule 12 :should+Inversions

✓ The findings of our research **should not be published before** they are fully endorsed by the research team.

➔ **Not until** they are fully endorsed by the research team, **should the findings of our research be published.**

Rule 13 :Addition

In addition to/besides+ noun/ v+ ing

Clause; in addition, clause.

✓ This machine is efficient and cost –effective.

➔ *In addition to its efficiency, this machine is cost-effective.*

= this machine is efficient; in addition, it is cost effective.

This machine is not only efficient but also cost-effective.

=this machine is not only efficient but it is efficient, too/as well.

=this machine is efficient as well as cost-effective.

Rule 14: A positive verb +comparative =
A negative verb +as/so+ adjective +as

- ✓ The conventional batteries **do not last as long as** the nanotechnological ones
→ The nanotechnological batteries **last longer than** the conventional ones.

Rule 15: Modals

Obligation	Positive deduction/near certainty	Negative deduction
Must +v Must=have to +v	Must +v ⁶ (present) Must have +pp (past)	Can't +v (present) Can't have +pp (past)
Absence of necessity	Ability/permission/ no permission	Possible action in the past but not achieved
Needn't + v Don't/doesn't/didn't have to +v = Needn't + v (present) Needn't have+p.p (past)	can/can't +v(present) Could/couldn't + v (past)	Could have +pp It was possible for x to do s.th but x didn't.
Advice/moral obligation	Regret/reproach for s.th done in the past	Probability
Should/ought to + verb (&their negative forms) Should+bare inf=had better+bare infinitive	Should/shouldn't have+pp	May/may not/might+verb (present or future) Be likely to+v= will+probably+verb Might have +pp (probability in the past)
Polite request/suggestions & inquiries	Other equivalent	Expressions
Could +v : polite request / suggestion/inquiry	Necessity: it's necessary/essential/vital +to +v/have got to +verb Ability : be able to +verb Advice : had better('d better) + bare infinitive	Permission : would mind+V+ing (polite request) Do you mind if.....?

- ❖ Mustn't +verb: prohibition
- ❖ Don't /doesn't have to : absence of necessity

- ✓ I'm sure that it was my grandmother who cooked the meal.
- ➔ My grandmother *must have cooked* the meal. (positive deduction +past action)
- ✓ It isn't necessary for you to turn the light on, I can see quite well.
- ➔ You *needn't turn* the light on, I can see quite well. (absence of necessity +present)

Likely is used when the speaker thinks that something **will probably happen**.

Unlikely when the speaker thinks that **something probably won't happen**

Bound, sure and certain are used when the speaker thinks that **something will certainly happen**.

Remember:

SPECULATING ABOUT THE PRESENT

Key words

Maybe, perhaps

I'm sure/I'm certain/

certainly/surely

it's certain/it's sure **FOLLOWED BY PRESENT TENSE**

They probably

It's possible that

It's impossible that

It's not possible that

It's out of the question that

It's likely/he's likely to

Maybe,perhaps=**may/might+bare infinitive**

I'm sure/I'm certain/it's sure/it's certain/certainly/surely=**must+ bare infinitive**(positive deduction/**certainty:present action**)

They probably= **may+bare infinitive**

It's probable that./is-are likely to+v =**may/might+bare infinitive**

It's impossible that/it's not possible that/it's out of question that= **can't +bare infinitive**

SPECULATING ABOUT THE PAST

Key words

Maybe, perhaps

I'm sure/I'm certain/

certainly/surely

it's certain/it's sure

FOLLOWED BY PAST TENSE / PRESENT PERFECT

They probably

It's possible that

It's impossible that

It's not possible that

It's out of the question that

Maybe/perhaps=**may have+past participle**

I'm sure/I'm certain=**must have+past participle** (certainty ,past action/positive deduction, past)

They probably=**may have+past participle**

It's possible that...=**may/might have+past participle**

It's impossible that/it's not possible that/it's out of the question that=**can't have+past participle**

ABSENCE OF NECESSITY:

NEEDN'T+BARE INF (PRESENT)

NEEDN'T HAVE+PAST PARTICIPLE (PAST)

ADVICE : key words: it's (not) a good idea/you are advised to +v/it's advisable for you to++/what about +v+ing

OUGHT TO/SHOULD+BARE INF

If +I+ were.....,+would+bare inf =should +bare inf

REPROACH / REGRET : SHOULD HAVE +PAST PARTICIPLE

It was wrong of you/it was careless of you/it's a pity

It was unethical/immoral/illegal for you to...

They were expected to...

Rule 16 : Compound adjectives:

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- | | |
|----------------------------|-------------------------|
| 1. Noun+past participle: | a man-made material |
| 2. Adjective+ noun +ed: | a blue-eyed girl |
| 3. Adjective+verb+ing: | a nice-looking person |
| 4. Adverb+verb+ing: | a fast-running man |
| 5. Noun+verb+ing: | a water-conducting pipe |
| 6. Number+ noun: | a twenty-millime coin |
| 7. Number +year+ old: | a twenty-year- old boy |
| 8. Adverb+past participle: | a well-known scientist |
| 9. Ordinal number +noun: | a first-class seat |
| 10. Noun+adjective: | an olive-green shirt |
| 11. Adjective +noun: | a high frequency set |

✓ They like the vegetables they grow at home.

➔ They like the *home-grown* vegetables.

Rule 17 : Wish

In present or past, the wish or desire expressed in the noun clause is contrary to the reality.

The past tense is used to refer to the present and the past perfect is used to refer to the past. (Move one tense backwards☺!)

wish +would (willingness: I wish you would help me (hypothesizing about present action or event)/ If only she would speak loudly (annoying habit)

wish+infinitive: expresses a desire.

If the conditional clause contains were/had/could or should, the conjunction may be omitted. In this case the auxiliary precedes the subject(inversion)

If I were in your position, I would resign→ were I in your position, I would resign

- ✓ It's a pity; I didn't meet this actress at the festival yesterday.
 ➔ I wish *I had met this actress at the festival.*

Rule 18: The Reported Speech

*regardless of the reporting verb tense, in an indirect speech, the imperative becomes an infinitive

**when the reporting verb is in the present or present perfect or future, there is no change of tenses

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***when the reporting verb is in the past, the following tense changes are respected:

Present (simple or progressive)	Past(simple or progressive)
Present perfect (simple or progressive)	Past perfect (simple or progressive)
Past (simple or progressive)	Past perfect (simple or progressive)
Past perfect (simple or progressive)	Unchanged
Modals: Will Shall(simple futurity) Shall(suggestion) Can May Must (obligation/necessity) Must (general ruling/prohibition/logical deduction) Needn't(absence of necessity) Should/ought to/might/would/needn't have/used to/had better	Would Would Should Could Might Had to Unchanged May remain <u>unchanged</u> or be replaced by <u>didn't have to</u> Unchanged

Other changes

Pronouns: the antecedent pronoun agreement is respected.

Time : now→then
 day tomorrow→the next/following day
 yesterday→the day before/the previous day
 today→that day / tonight→that night / last night→the night before
 ago→before
 here→there
 this→that these→those

Yes/no questions , **if/whether** is used as a link between the introducing verb and the reported question

**wh-questions,the wh-word is used as a link between the reporting verb and the indirect question.

- ✓ "The invasion was planned here." says the policeman
 ➔ The policeman said *that the invasion had been planned there.*

✓ “Last year we tried to go out on a high note, and Discovery has done that.” Said Dr Hu.

➔ Dr Hu said that *the previous year they had tried to go out on a high note and Discovery had done that.*

Rule 19 : *Be/get used to (s.th)+v+ing = be/get accustomed to(s.th)/ +v+ing/be/get familiar to +(s.th)/ +v+ing (used =adjective)

*Used to+verb (a past habit or a routine past action that was true in the past but is no longer true now)

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Rule 20 : adjective + ly ➔adverb

Irregular adverbs: Fast ,hard, late, early, daily (do not change) ; good ➔well

Adjective ending in “ly” (friendly, silly) ➔ in a friendly/silly way/ manner

Rule 21: Manage to do something = succeed in doing something.

Rule 22: causative verbs

The English verbs let, make, have, get, and help are called causative verbs because they cause something else to happen.

Here are some specific examples of how causative verbs work in English sentences.

HOW TO USE CAUSATIVE VERBS IN ENGLISH

LET = PERMIT SOMETHING TO HAPPEN

LET + PERSON/THING + VERB (base form)

I don't let my kids watch violent movies.

Note: The verbs allow and permit are more formal ways to say “let.” However, with allow and permit, we use to + verb:

I don't allow my kids to watch violent movies.

MAKE = FORCE OR REQUIRE SOMEONE TO TAKE AN ACTION

MAKE + PERSON + VERB (base form)

After Billy broke the neighbor's window, his parents made him pay for it.

HAVE = GIVE SOMEONE ELSE THE RESPONSIBILITY TO DO SOMETHING

HAVE + PERSON + VERB (base form)

HAVE + THING + PAST PARTICIPLE OF VERB

I'll have my assistant call you to reschedule the appointment.

I'm going to have my hair cut tomorrow.

Note: In informal speech, we often use get in these cases:

I'm going to **get** my hair **cut** tomorrow.

GET = CONVINCE/ENCOURAGE SOMEONE TO DO SOMETHING

GET + PERSON + TO + VERB

How can we **get** all the employees **to arrive** on time?

HELP = ASSIST SOMEONE IN DOING SOMETHING

HELP + PERSON + VERB (base form)

HELP + PERSON + TO + VERB

After "help," you can use "to" or not – both ways are correct. In general, the form *without* "to" is more common: He helped me carry the boxes.

He helped me to carry the boxes.

Rule 23 : Relative Pronouns

Who :subject (people)

Which :subject and object pronouns (animals+things) /**Which** :referring to the whole sentence

Whose :possession

Whom :object pronoun for people in non defining relative clauses (in defining relative clauses we use who)

That: subject or object pronoun for people,animals +things in defining relative clauses.

When : time

Where : place

Why: reason

Rule 24 : Quantifiers :

We use these quantifiers with **both countable and uncountable** nouns: **All-any-enough-less-a lot of – lots of-more- most-no-none of-some**

*and some more **colloquial forms**: **plenty of- heaps of- o load of- loads of- tons of**

* Some quantifiers can be used **only with count nouns**: **both-each-either-(a)few-fewer-neither-several**

*And some more **colloquial forms**: **a couple of-hundreds of-thousands of...**

*Some quantifiers can be used **only with uncountable nouns**: **a little-(not) much- a bit of**

*And, particularly with **abstract nouns** such as **time, money, trouble**, etc., we often use:

A great deal of-a good deal of

Members of groups: You can put a **noun after quantifiers** when you are talking about members of a group in general... (**Few** snakes are dangerous.)(**Both** brothers work with their father.)(I never have **enough** money.)

...but if you are talking about a **specific group of people or things**, use *of the* ... (Few of the snakes are dangerous.) (He has spent **all of his money**).

Note that, if we are talking about **two people or things** we use the quantifiers **both, either and neither**: Both the supermarkets were closed. /Neither of the supermarkets was open. - I don't think **either of the** supermarkets **was** open.

This booklet aims at providing you with a better understanding of the different and most common grammatical structures you need. Do not forget "Practice makes perfect". Good work ☺

Your teacher: Mrs Karima Taguia (IPEIN)

Mrs Karima Taguia