

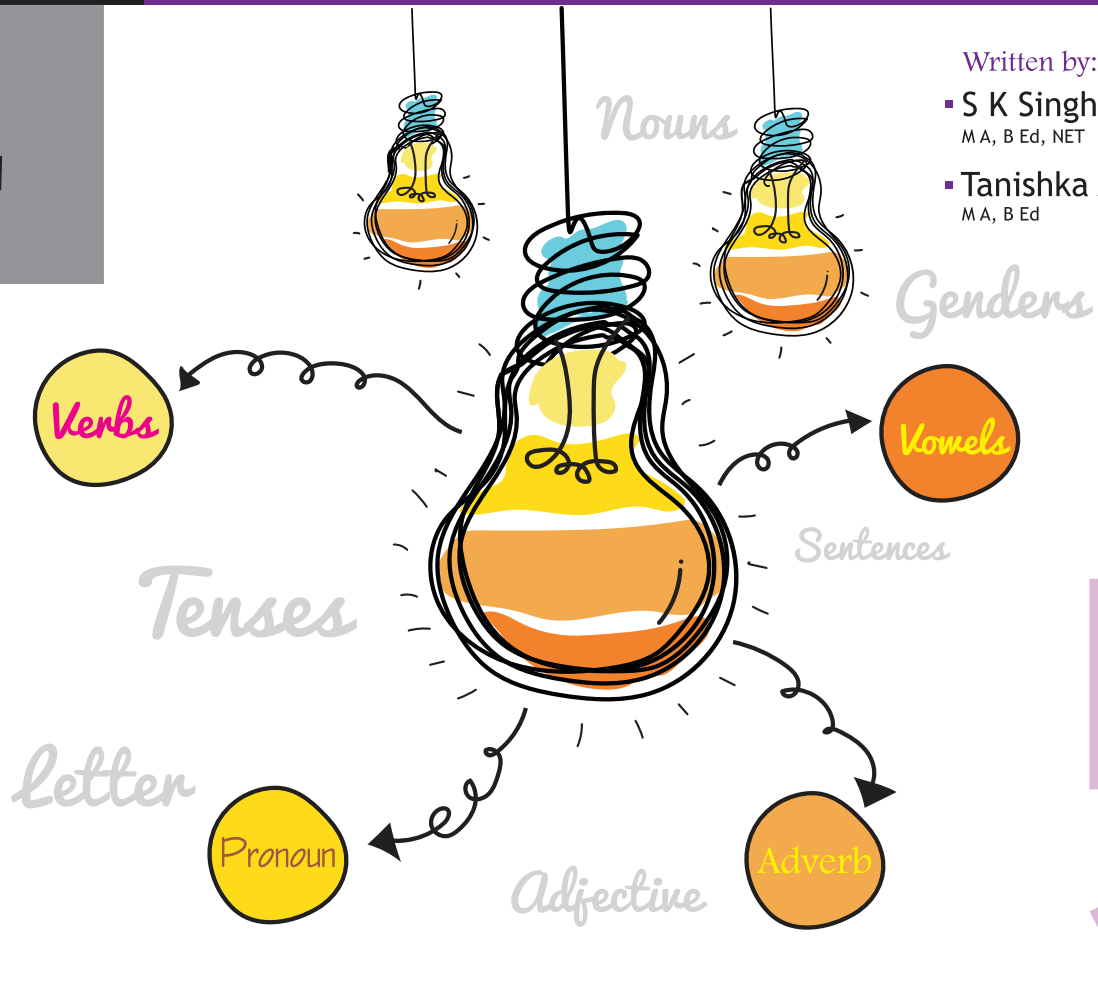


# INFINITIVE GRAMMAR

*Step by Step*

A Complete Book of Grammar & Composition

4



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# PREFACE

Man chiefly depends on language to communicate with others. There are so many languages in practice in the world. Each language has its own grammar to govern its usage. All languages follow the rules of its grammar. So, grammar is the foundation of any language.

'**Infinitive Grammar Step-by-step**' is a series of five books meant for class 1 to 5. Books of this series serve as a systematic guide to learn English Grammar. The ultimate objective of the series is to equip young learners with basic tools of English language to enable them achieve accuracy in the use of English language.

## SPECIAL FEATURES OF THE SERIES :

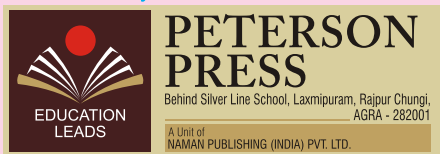
- All books of this series have been divided into different parts i.e. Grammar, Useful Vocabulary, Composition & Comprehension in a systematic way.
- Traditional and modern techniques embodied in the books provide a new perspective to the topics included.
- Step-by-step gradation of topics and clear instructions ensure easy comprehension of concepts and rules.
- Essay Writing and Comprehension passages will expand children's imagination and sharpen their writing skills.
- Activities on conversation foster group-work with enhancing their speaking and listening skills.
- Plenty of exercises based on latest trend provide a wide scope for learning the concepts taught.
- Language used is quite easy giving learners an at home feel and confidence in grasping the basics of English Grammar.

We expect the books of this series will help the students acquire rapid improvement in learning the language skills. We are confident that it will prove to be a valuable aid to the English learning programme.

Any suggestion for further improvement of the series would be cordially acknowledged.

—Author/Publisher

- **Published by :**



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# Parts of Speech

Words are divided into different classes according to their use or function they do in a sentence. This division of words into classes or kinds of words is called 'Parts of Speech'.

Parts of Speech are eight in number :

1. Noun
2. Pronoun
3. Adjective
4. Verb
5. Adverb
6. Preposition
7. Conjunction
8. Interjection

**1. Noun :** Noun is a naming word. It is used as the name of a person, place or thing; as

- a. Virat hit the ball hard.
- b. Honesty is the best policy.
- c. Gold is a precious metal.
- d. A table is made of wood.

**2. Pronoun :** Pronoun is a word used instead of a noun; as

- a. Ashoka was a great king, and he loved his people.
- b. Sunil is absent because he is ill.

**3. Adjective :** Adjective is a describing word. It describes a noun or pronoun; as

- a. The apple is a sweet fruit.
- b. She has blue eyes.
- c. The elephant is a big animal.
- d. A chair has four legs.

**4. Verb :** Verb is a doing word. It tells us what a person, animal or thing does; as

- a. Grandmother tells good stories.
- b. Boys play cricket.
- c. Mary sings a song.
- d. The lion lives in a den.

**5. Adverb :** Adverb is a word used to add something to the meaning of a verb, an adjective or another adverb; as

- a. The lion roared loudly.
- b. The sun shines brightly.
- c. He came here yesterday.
- d. This house is very big.



**6. Preposition :** **Preposition** is a word used before a noun or pronoun to show the relation between that noun or pronoun and some other words in a sentence; as

- a. The lamp is **on** the table.
- b. I went **to** school **with** my brother.
- c. The frog jumped **into** the pond.
- d. The stars shine **at** night.

**7. Conjunction :** **Conjunction** is a word used to join two or more words and sentences; as

- a. Jack **and** Jill went up a hill.
- b. He is old **but** looks strong.
- c. She left **because** she was late.
- d. He worked hard **so** he passed.

**8. Interjection :** **Interjection** is a word which expresses some sudden feeling of joy, sorrow or surprise; as

- a. **Wow!** What a big car.
- b. **Hurrah!** We have won the match.
- c. **Alas!** He is dead.
- d. **Bravo!** Well done.

As the words are divided into different parts of speech according to the function they do in a sentence, we cannot say to which part of speech a word belongs to, unless we see its use in a sentence. A word may belong to different parts of speech according to its use. For example :

- 1. He is reading a **book**. (Noun)
- 2. Mehar is a **book**-binder. (Adjective)
- 3. **Book** two seats for the journey. (Verb)



Read the use of 'back' and 'water' in the following sentences and write what parts of speech they belong to :

- 1. I have pain in my **back**. \_\_\_\_\_
- 2. **Back** your car. \_\_\_\_\_
- 3. He is **back-bencher**. \_\_\_\_\_
- 4. He is coming **back** home. \_\_\_\_\_
- 5. She drinks a glass of **water**. \_\_\_\_\_
- 6. The gardener **waters** the plants everyday. \_\_\_\_\_
- 7. These are **water-plants**. \_\_\_\_\_
- 8. My mouth **watered** to see the sweets. \_\_\_\_\_





# The Noun

**Noun** is a word that is used to name a person, place, animal or thing.

*Example :*

1. **Subhash Chandra Bose** was a great leader of India.
2. Always speak the **truth**.
3. I bought a **bunch** of **grapes**.
4. **Gold** is a costly **metal**.

The words in colour are the names of persons, places and things. So they are **Nouns**.



## Kinds of Nouns

There are five kinds of nouns :

1. Proper Noun
2. Common Noun
3. Collective Noun
4. Material Noun
5. Abstract Noun.

**1. Proper Noun :** A **Proper Noun** is the name of a particular person, place or thing, such as :

**Person** : Gopal, Ashoka, Indira, Vandana

**Place** : Delhi, Kolkata, Bihar, India

**Thing** : the Red Fort, the Taj, the Everest, the Ganga

**Note :** A Proper Noun should always begin with a capital letter.

**2. Common Noun :** A **Common Noun** is the name given in common to any and every person or thing of the same class or kind, such as :

**Person** : boy, girl, child, uncle, teacher, actor

**Place** : village, town, street, school, valley

**Thing** : book, table, house, pen, train, bird



The difference between Proper nouns and Common nouns can be understood by the following examples :

1. Ashoka was a great king. Ashoka is the name of a particular **king**.
2. Ishan is a boy. Ishan is the name of a particular **boy**.
3. Delhi is a big city. Delhi is the name of a particular **city**.
4. India is a vast country. India is the name of a particular **country**.
5. The Ganga is a holy river. The Ganga is the name of a particular **river**.

The nouns in colour are Proper nouns, while nouns in bold type are common nouns.

**3. Collective Noun :** A **Collective Noun** is the name of a group or collection of things or persons of the same kind, taken together and described as one whole, such as :

A group of **sheep** is called a **flock**.

A group of **students** is called a **class**.

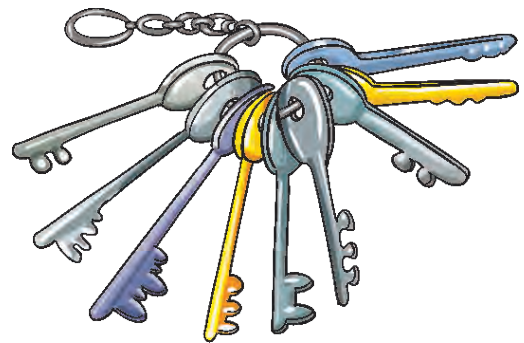
A group of **cattle** is called a **herd**.

A group of **keys** is called a **bunch**.

A collection of **ships** is called a **fleet**.

A collection of **soldiers** is called an **army**.

A collection of **people** is called a **crowd**.



The nouns in bold type (sheep, students, cattle, keys, ships, soldiers and people) are Common nouns or Class-nouns. The nouns in colour (flock, class, herd, bunch, fleet, army and crowd) are Collective nouns, because they are the names of groups or collections.

**4. Material Noun :** A **Material noun** is the name of the matter (or substance) of which things are made, such as :

A **chair** is made of wood.

A **pitcher** is made of clay.



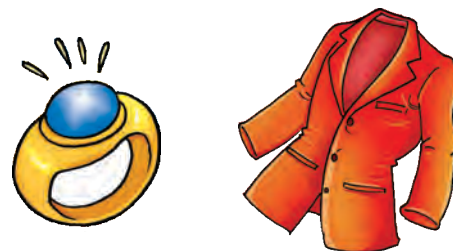
A **balloon** is made of rubber.

A **box** is made of iron.

A **coin** is made of silver.

A **ring** is made of gold.

A **coat** is made of cloth.



The nouns (chair, pitcher, balloon, box, coin, ring and coat) are common nouns.

The nouns (wood, clay, rubber, iron, silver, gold and cloth) are material nouns because things are made of them.

**5. Abstract Noun :** An **Abstract noun** is the name of some feeling, quality, action or state.

An abstract noun can only be felt or thought of. It cannot be seen or touched because an abstract noun has no form, shape, size, weight or colour; as:

Feeling	Quality	Action	State
joy	honesty	theft	childhood
grief	bravery	laughter	boyhood
sorrow	beauty	movement	youth
fear	mercy	flight	poverty

The names of arts and sciences (such as Grammar, Chemistry, Physics, Music, etc.) are also Abstract Nouns.

## Countable and Uncountable Nouns

All the nouns discussed above can be put under two heads :

- (a) Countable Nouns      (b) Uncountable Nouns

**Countable nouns** are the nouns that we can count such as boy, girl, table, chair, cup, pen, house, etc. ‘Common nouns’ and ‘Collective nouns’ are included in countable nouns.

**Uncountable nouns** are the nouns which we cannot count or usually don’t count such as rice, wheat, sugar, paper, cloth, water, milk, etc. ‘Material nouns’ and ‘Abstract nouns’ come under this group.

‘Proper nouns’, though a class in themselves, are treated as uncountables.



# PRACTICE Activity

## A. Tick (✓) the correct answer :

- Which nouns always begin with a capital letter?  
 (a) proper noun  (b) common noun  (c) material noun
- An army is a collection of :  
 (a) players  (b) soldiers  (c) people
- Vishal always spoke the truth. Here 'truth' is :  
 (a) material noun  (b) abstract noun  (c) collective noun
- The name given to a thing from which other things are made, is :  
 (a) proper noun  (b) common noun  (c) material noun

## B. Name the kind of nouns italicised in the following sentences :

- Never tell a *lie*. \_\_\_\_\_
- Gold* is a precious metal. \_\_\_\_\_
- Our *team* won the match. \_\_\_\_\_
- There was a huge *crowd*. \_\_\_\_\_
- The old man lives on *milk*. \_\_\_\_\_
- Slavery* is a curse for *mankind*. \_\_\_\_\_
- The *Yamuna* is a sacred river of *India*. \_\_\_\_\_
- Vikramaditya* was famous for his *wisdom*. \_\_\_\_\_
- Honesty* is the noblest quality of *man*. \_\_\_\_\_
- The *class* is studying *physics*. \_\_\_\_\_

## C. Put the following nouns under countable or uncountable nouns :

Kusum, honey, heat, friendship, book, army, glass, fleet, meat, freedom, darkness, chair, Nehru, class, death, herd, farmer, London, cycle, truth, gold, India, cat, hill, electricity

### COUNTABLE NOUNS

### UNCOUNTABLE NOUNS

Common	Collective	Proper	Material	Abstract
farmer	army	London	honey	darkness
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____





D. Fill in the blanks with suitable collective nouns. Choose from the box :

pack army shoal library committee  
crew mob gang swarm wardrobe

1. Our teacher has a whole \_\_\_\_\_ of books.
2. A \_\_\_\_\_ of wolves attacked the travellers.
3. The \_\_\_\_\_ of soldiers marched into the battle.
4. A \_\_\_\_\_ of bees flew out of the hive.
5. The police were trying to control the \_\_\_\_\_ .
6. The fisherman saw a big \_\_\_\_\_ of fish.
7. A \_\_\_\_\_ of thieves entered the village at night.
8. The ship had a \_\_\_\_\_ of hundred sailors.
9. He had a whole \_\_\_\_\_ of clothes.
10. A \_\_\_\_\_ of five was appointed.

E. Match the things with the materials they are made of :

- |              |   |        |
|--------------|---|--------|
| 1. ice-cream | ← | wool   |
| 2. chair     |   | steel  |
| 3. sweater   |   | rubber |
| 4. eraser    | → | milk   |
| 5. scissors  |   | glass  |
| 6. mirror    |   | wood   |

F. Complete the following table. The first one has been done for you :

Adjective	Noun	Adjective	Noun
1. deep	depth	5. proud	_____
2. high	_____	6. _____	quickness
3. _____	childhood	7. _____	difficulty
4. strong	_____	8. honest	_____





# The Noun : Number

Countable nouns can be in two forms :

1. Singular Number
2. Plural Number.

◆ A noun which stands for one person/place/thing is said to be in the Singular number :



boy



car



baby

◆ A noun which stands for two or more persons/places/things is said to be in the Plural number :



boys



cars



babies

## Conversion of Singular Nouns into Plural

Examine the following nouns and their plurals :

**Rule 1.** Most nouns form their plurals by adding -s to the singulars.

Singular	Plural	Singular	Plural	Singular	Plural
bee	bees	rose	roses	tree	trees
ear	ears	shop	shops	uncle	uncles
eye	eyes	street	streets	window	windows
plate	plates	table	tables	year	years

**Rule 2.** Nouns ending in **s**, **ss**, **x**, **sh** or **ch** form their plurals by adding **-es** to the Singular.

Singular	Plural	Singular	Plural	Singular	Plural
gas	gases	fox	foxes	batch	batches
ass	asses	brush	brushes	bush	bushes
church	churches	box	boxes	watch	watches

**Rule 3.** If the noun ends in **y**, and the **y** has a consonant before it, its plural is formed by changing **y** into **-ies**.

army	armies	copy	copies	fly	flies
baby	babies	country	countries	lady	ladies
lily	lilies	body	bodies	duty	duties
pony	ponies	cherry	cherries	fairy	fairies
city	cities	family	families	story	stories

**Rule 4.** But if the noun ends in **y**, and the **y** has a vowel before it, its plural is formed by adding **-s** to the singular.

joy	joys	toy	toys	boy	boys
key	keys	tray	trays	day	days
monkey	monkeys	valley	valleys	donkey	donkeys

**Rule 5.** Nouns ending in **f** or **fe** form their plurals by changing **f** or **fe** into **-ves**.

calf	calves	knife	knives	leaf	leaves
thief	thieves	wolf	wolves	wife	wives

But the following nouns form their plurals by simply adding **-s** to the singulars.

chief	chiefs	gulf	gulfs	roof	roofs
dwarf	dwarfs	safe	safes	proof	proofs

**Rule 6.** Nouns ending in **o**, if they have a consonant before them, generally form their plurals by adding **-es** to the singulars.

buffalo	buffaloes	mango	mangoes	potato	potatoes
mosquito	mosquitoes	tomato	tomatoes	hero	heroes



But the nouns ending in **oo** form their plurals by adding **-s** to the singulars; as, bamboo—bamboos. (The plurals of piano, photo are pianos, photos.)

**Rule 7.** Some nouns form their plurals by a change of the inside vowel.

Singular	Plural	Singular	Plural	Singular	Plural
foot	feet	goose	geese	tooth	teeth
man	men	mouse	mice	woman	women

**Rule 8.** The following nouns form their plurals with **-en** :

brother	{	brothers	child	children
		brethren	ox	oxen

Note the plurals of the following compound nouns :

Singular	Plural
son-in-law	sons-in-law
maid-servant	maid-servants
passer-by	passers-by
step-mother	step-mothers
washerman	washermen
commander-in-chief	commanders-in-chief



**Remember**

1. Some nouns have the same form in singular and plural :

Singular	Plural	Singular	Plural
deer	deer	dozen	dozen
fish	fish	sheep	sheep

2. Some nouns are always used in singular : furniture, scenery

3. Some nouns are used only in their plural forms :

assets	goods	scissors	innings
trousers	spectacles	measles	politics
physics	mathematics	news	



# PRACTICE Activity

## A. Tick (✓) the correct answer :

- The noun is in singular form when it refers to :  
 (a) one thing  (b) two things  (c) many things
- Which of the following nouns is the same in its singular and plural forms?  
 (a) cat  (b) mouse  (c) sheep
- Which of the following nouns is always used in the plural form?  
 (a) deer  (b) trousers  (c) fish
- The plural form of 'foot' is :  
 (a) foots  (b) footes  (c) feet

## B. Fill in each blank with singular form of the noun given in brackets :

- Keep the book on the \_\_\_\_\_ . (shelves)
- Reena wore a beautiful \_\_\_\_\_ on her birthday. (dresses)
- That \_\_\_\_\_ in the white shirt is my uncle. (gentlemen)
- My \_\_\_\_\_ is aching. (feet)
- There was a wrong \_\_\_\_\_ in yesterday's paper. (news)
- I got tired of jogging so I rested on a \_\_\_\_\_ . (benches)

## C. Complete the list with singular or plural forms as required :

Singular	Plural	Singular	Plural
bus	_____	_____	women
_____	classes	ox	_____
cake	_____	_____	heroes
_____	dishes	country	_____
buffalo	_____	_____	roofs
_____	photos	lady	_____
tomato	_____	_____	leaves

## D. Tick (✓) the correct word from those given in brackets :

- Put this (book, books) on that (shelf, shelves).
- A pack of (wolf, wolves) attacked the sick horse.
- How many (prize, prizes) have you won?
- He had to hire several (pony, ponies) on that (journey, journeys).
- Which (locality, localities) is full of (fly, flies)?