

Glaucoma

## GIAUCOMA

Glaucoma is an eye disease that can damage your optic nerve . optic nerve supplies visual information to brain from eyes

## Glaucoma

Glaucoma is usually, but not always, the result of abnormally high pressure inside eye . Over time, the increased pressure > 20 can erode optic nerve tissue, which may lead to vision loss or even blindness. If it's caught early, you may be able to prevent additional vision loss

## Causes OF Glaucoma

The back of eye continuously makes a clear fluid called aqueous humor. As this fluid is made, it fills the front part of eye. Then, it leaves eye through channels in your cornea and iris. If these channels are blocked or partially obstructed, the natural pressure in eye, which is called the intraocular pressure (IOP), may increase. As IOP increases, optic nerve may become damaged. As damage to nerve progresses, may begin losing sight in eye


## causes the pressure in eye

## dilating eye drops

blocked or restricted drainage in your eye
poor or reduced blood flow to your optic nerve
high or elevated blood pressure

## Types of Glaucoma

Open-Angle (Chronic) Glaucoma
Angle-Closure (Acute) Glaucoma
Congenital Glaucoma
Secondary Glaucoma
Normal Tension Glaucoma

## CIRCULATORY SYSTEM



## Key terms

Circulatory system:-
The body system responsible for carrying blood, nutrients, and waste throughout the body
. Cardiac :-
Related to the heart

## circulatory system

The circulatory system is a network consisting of blood, blood vessels, and the heart. This network supplies tissues in the body with oxygen and other nutrients, transports hormones, and removes unnecessary waste products

## heart

The heart is made of specialized cardiac muscle tissue that allows it to act as a pump within the circulatory system The human heart is divided into four chambers. There are one atrium and one ventricle on each side of the heart. The atria receive blood and the ventricles pump
blood.

## human circulatory system consists of circuits

---The pulmonary circuit provides blood flow between the heart and lungs.
---The systemic circuit allows blood to flow to and from the rest of the body.
---The coronary circuit strictly provides blood to the heart


## Blood and blood vessels

Blood from the heart is pumped throughout the body using blood vessels. Arteries carry blood away from the heart and into capillaries, providing oxygen (and other nutrients) to tissue and cells. Once oxygen is removed, the blood travels back to the lungs, where it is reoxygenated and returned by veins to the heart.
The main artery of the systemic circuit is the aorta which branches out into other arteries, carrying blood to different parts of the body.

Inferior vena cava

## Brachial

 arteryBasilic Vein

## Gastric

 vein
lliac vein

veins Carotid artery Pulmonary arteries Pulmonary veins
Heart
Thoracic aorta

Hepatic artery
Superior mesenteric artery

Renal artery Abdominal aorta

Common
iliac artery

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4th Stage COMPOUND WORDS
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## What are Compound Words?

The compound word is defined as made up of two or more parts or things. Compound words are larger words with their own meaning that are made up of two or more smaller words.

## Compound Words Meaning

When two smaller words are combined to make a compound word, the word will have its own meaning. The meaning of a compound word can be a combined meaning, or the word can have its own unique meaning. A compound word is formed when two words are combined to make a new word. It is one of the ways in which the English language is flexible and always changing, as compound words allow people to create new words as the need arises. For example, you might use "in" and "side" to create the compound word "inside". A radio was playing inside the apartment.

## Types of Compound Words

Compound words can take three possible forms: closed, open, or hyphenated.
In closed form, there is no space between the joined words. In open form, there is a space between the "joined" words that still act as one unit, and in hyphenated form, there is a hyphen between the joined words.

1. Closed Compound Words

They are usually made up of two separate words that are put together to form a new word. There is no space between the two words in a closed form compound word; the compound appears as one single word.
Cup + cake becomes cupcake
Basket + ball becomes basketball
Key + board becomes keyboard
Extra + ordinary becomes extraordinary
Birth + day becomes birthday
You can see through these examples that the meaning of the compound word is not just a merger of the independent definitions of the individual words that join together to make that compound.
2. Open Compound Words

In an open compound word, there is a space between the two independent words, though they are still treated as one unit with a new "compound meaning."
e.g.

Living room: as a unit, this compound noun refers to a room in a house.
High school: as a unit, this compound noun refers to a school that has students in grades 9-12.
Post office: as a unit, this compound refers to a building where mail is collected, sorted, and sent.
Give up: as a unit, this compound verb means to stop trying.
Ask for: as a unit, this compound verb means to request something
See more: peanut butter, Boy Scouts , ice cream, real estate, high school, living room, sweet tooth

## 3. Hyphenated Compound Words

Words that have hyphens between each of the independent words that serve as connectors. The hyphens are a visual cue that the words form one unit.
e.g.

Merry-go-round , Mother-in-law (and brother-, sister-, and father-in-law) , Self-esteem *Hyphenated Compound Adjectives When compound words are used as adjectives, the hyphenation rules change depending on where the compound adjective comes in the sentences. If the compound adjective comes before the noun it modifies (describes), you should usually add a hyphen, e.g.
High-speed chase, Part-time employee, Full-time job Fireresistant pajamas , Good-looking person , Well-respected politician, Up-to-date records

- Close compound words Open compound words Hyphenated compound words
- Football Living room Brother-in-law Aircraft First aid Long-term Grandparent Full moon Far-fetched Footpath Real estate So-called Cardboard Coffee table Last-minute Placeholder Hot dog Ear-splitting Airport Post office High-tech Blueberry Cotton candy Mindblowing Firefly Frying pan Great-grandfather Watermelon High school Warm-up Bedroom Roller coaster High-rise Battleship Washing machine Halfbaked

| Close compound <br> words | Open compound <br> words | Hyphenated <br> compound words |
| :---: | :---: | :---: |
| Football | Living room | Brother-in-law |
| Aircraft | First aid | Long-term |
| Grandparent | Full moon | Far-fetched |
| Firefly | Frying pan | Great-grandfather |
| Airport | Post office | High-tech |
| Cardboard | Coffee table | Last-minute |
| Footpath | Real estate | Mind-blowing |
| Bedroom | Roller coaster | High-rise |
| Battleship | Washing machine | Half-baked |
| Placeholder | Hot dog | Ear-splitting |

## EXERCISE:

In THE FOLLOWING EXAMPLES, IDENTIFY THE COMPOUND WORD and state what type it is: Closed, open, or hyphenated

1. A rainbow appeared after the rainstorm.
2. I started attending high school when I was thirteen.
3. The web page was useful for my research.
4. The hotel offered us cookies at check-in.
5. My daughter's favorite ride is the merry-go-round
6. We should play inside today
7. We can carry over that surplus into the next sprint. 8. My bedroom is bigger than my living room
8. Firefighters worked hard to extinguish the fire at the high school gymnasium.
9. Her mother-in-law works at the post office

## Third lecture present perfect

## What is present perfect tense?

The present perfect tense is one of the common verb tenses in English, used to show an action that happened in the past that is directly related to the present, such as actions that are still continuing or that indicate a change over time. We cover a complete list of when to use the present perfect tense below

## How do you use the present perfect tense?

In the present perfect tense, the main verbs always use the auxiliary verbs (helper verbs) has or have. The main verb takes a participle form, specifically the past participle. The past participle is often the same form as the simple past form of the verb, unless it's an irregular verb, which each have their own unique past participle form. We explain in more detail how to form them in our guide to participles.

Only the auxiliary verbs are conjugated to fit the subject-verb agreement in the present perfect tense; the past participle of the main verb remains the same no matter what the subject is. Generally, you use have for all subjects except the singular third-person, which instead uses has

- First-person: I have come a long way.
- Second person: You have come a long way.
- Third-person plural: They have come a long way.
- Third-person singular: He/she/it has come a long way

The present perfect tense has specific constructions for standard statements, negatives, and questions, explained below. We also discuss how to use the present perfect tense with adverbs and with the passive voice.

## Uses of the present perfect:

1. Action started in the past, but has not yet been completed.

- The professor has taught here for two decades.
- They have played piano since the age of three.

2. A series of the same action completed multiple times in the past, likely to happen again in the future.
When the same action has happened a few times already, you can use the present perfect tense if the action will likely happen again in the future.

- I've seen the movie six times! [probably will see it again].

3. An action that was completed very recently (often used with just or now).
If an action was only completed very recently, you can describe it with the present perfect tense. Even though the action happened in the past, it was so recent that it's directly connected to the present. These cases usually use adverbs like just or now to show that the action happened not long ago.

- I shouldn't eat anymore because I've just brushed my teeth.
- We've finished practice now, so let's go home.

4. A change over time

The present perfect tense is often used to emphasize a change that happened over an extended period of time.

- My cousin has grown so much since I saw her two years ago.
- Thanks to the many months of playing, I have become an expert at Wardle.

5. An uncompleted action that is expected to be finished (in the negative)
If an action started in the past but was not completed, you can describe it with the present perfect tense if it's likely to be completed in the future. This situation uses the negative form to show that the action is still unfinished and often uses the adverb yet.

- The jury has not reached a verdict yet.
- I haven't finished my paper, but it's due in an hour!


## 6. To add significance to a completed action

Last, you can use the present perfect tense to make any past action sound more important. The present perfect tense is often used with great achievements or accomplishments, as well as dramatic or rare events. This makes it appropriate for newsworthy events or major life experiences.

- Macbeth has killed the king.
- I've met the love of my life!


## The present perfect tense for statements

For general statements, the most common use of the present perfect, use have or has plus the past participle form of the main verb.

## Subject + have/has + past participle

Charlotte has become friends with Wilbur.
We've broken up before, but this time feels different.
The present perfect tense for negative
simply add the negative word (like not or never) after the auxiliary verb but before the past participle.
Subject + have not (haven't)/has not (hasn't) + past participle
I have not slept well since exams started.
My Midwestern friend has never seen the ocean.

The present perfect tense for questions:
When asking a question in the present perfect tense, the auxiliary verb comes first, followed by the subject, and then the past participle of the main verb. This follows a similar construction as questions with the auxiliary verb do, which also comes before the subject.
Have/Has + subject + past participle?
Have you eaten dinner yet?
Has the party started?
present perfect tense with passive voice:
When discussing writing, we often talk about the active vs. passive voice. Although we recommend using the active voice as much as possible, sometimes the passive voice is unavoidable.
To use the present perfect tense in the passive voice, use been (the past participle of the verb be) before the past participle of the main verb.
[have/has] + [been] + [past participle]
She has been given an award.
You have just been handed a once-in-a-lifetime opportunity.

The present perfect tense with adverbs
Although you can still use adverbs after the verb (as you do normally), with the present perfect tense you can also place the adverb between the auxiliary verb and the past participle.
[have/has] + [adverb] + [past participle]
They have gradually advanced their career from cashier to senior manager.
All the guests have already arrived.
Be careful, though. Certain adverbs-especially yet and just-have special rules for where they're placed. Moreover, because these adverbs relate to time, they're often used together with the present perfect tense.
The adverb yet, used often with a negative or in questions, almost always comes at the end of a sentence or clause.
Sadly, he hasn't finished the race yet.
Have you finished your homework yet?
Conversely, the adverb just is always placed between the auxiliary verb and the past participle.
l've just woken up.
Their plane has just landed.

## Filler Words fourth stage

## What Are Filler Words?

As the name suggests, filler words are short sounds used when people need to "fill" in the gaps between thoughts or sentences.
Fillers words such as um or uh are words, sounds, or phrases people use to "fill in" empty spaces in communication. In speech, they usually indicate the speaker is thinking about what to say next, while in writing they're often clichés or padding. Also known as discourse markers, filler words are what we use when we don't know what else to say. More often than not, they're unintentional; we use them subconsciously to fill the space or time while we prepare our main message.
Fillers words are most prevalent in speech. When speaking, our brains occasionally need to stall while thinking about what to say next or which words to use. Filler words can also indicate a specific mood or emotion, such as good-natured hesitation before delivering bad news.

Filler words are words (and phrases) that are used to fill silence when you're speaking. They're words that don't add any real value to the sentence. They simply keep you going while you come up with the rest of your sentence.
Their actual name is "discourse markers," but they're much more commonly known as "filler words."
Since filler words don't really add any meaning to the sentence, you don't need to think about using them. This leaves your brain free to think of other things-like the word you're trying to remember.
You might already use filler words without realizing it. When you can't think of the right word to use in a sentence, you might say "umm." This gives you a break while you think, without an awkward, silent pause

## When Are Filler Words Used in English?

Filler words are used for a number of reasons:

1. To show that you're thinking. Use filler words when you need to think about your answer or statement. For example:

- "I have basically... ten more years of college."

2. To make a statement less harsh. When your friend has some broccoli stuck between his teeth, you could just tell him, "You have something in your teeth," but that might make him embarrassed. It might be nicer to say something more like:

- "Well, you have, um, you have a little something in your teeth."

3. To make your statement weaker or stronger. While filler words don't add anything to sentences, they can be used to change the sentence tone and the attitude of the sentence.
Ex: "I think pugs are cute" is just a regular statement.
Ex: "Actually, I think pugs are cute" shows contrast-that someone else doesn't agree.
Ex: "At the end of the day, I think pugs are cute" is something you might say as a conclusion to a discussion about pugs and their ugly (or cute!) wrinkles.
4. To stall for time. To stall for time means to do
something to try and gain more time. Filler words are an excellent way to stall when you don't know how to answer a question, or when you don't want to. Ex: "Uhh. Umm. Well, you see.. My dog ate it."
5. To include the listener in the conversation without ending your sentence. A conversation takes at least two people. Some filler words and phrases can include the other person in the conversation. It's a bit like reaching out to them as you're speaking to keep their attention.

- "It was a really big bear, you know?"

This sentence includes the listener without ending your speaking turn. Your listener might nod in agreement, allowing you to continue telling him about your pet bear.

15 Common English Filler Words You Should Know:

## 1. Well

"Well" can be used in a few different ways. You can use it to show that you're thinking.

- "Well, I guess \$20 is a good price for a pair of jeans."

You can also use it to put a pause in a sentence.

- "The apples and cinnamon go together like, well, apples and cinnamon."
You can even use the word to stall.
- "Well... fine, you can borrow my car."


## 2. Um/er/uh

"Um," "er" and "uh" are mostly used for hesitation, such as when you don't know the answer or don't want to answer.

- "Um, er, I uh thought the project was due tomorrow, not today."

You can use any of the words at any time-they don't all have to go together.

- "Umm... I like the yellow dress better!"


## 3. Hmm

- "Hmm" is a thoughtful sound, and it shows that you're thinking or trying to decide something.
- "Hmm, I like the pink bag but I think I'll buy the black one instead."


## 4. Like

"Like" is sometimes used to mean something is not exact.

- "My neighbor has like ten dogs."

In the above example, the neighbor probably doesn't have exactly ten dogs. Rather, the neighbor has a lot of dogs.
Usually, though, the word is used when you need a moment to figure out the next word to use.

- "My friend was like, completely ready to like kick me out of the car if I didn't stop using the word 'like'."
Keep in mind that the word "like" as a filler is seen as a negative thing. The word is often overused by young females, and can make you sound like you're not sure what you're talking about


## 5. Actually/Basically/Seriously

"Actually," "basically" and "seriously" are all adverbs-words that describe actions. Many adverbs (though not all of them) have an "-ly" at the end of the word, which makes it easier to recognize them. All these words can be used as fillers which change the strength of a statement.
The word "actually" is used to point out something you think is true, when others might not agree

- "Actually, pugs are really cute!"
"Basically" and "seriously" change the sentence in slightly different ways too. "Basically" is used when you're summarizing something, and "seriously" is used to show how strongly you take the statement.
- "Basically, the last Batman movie was seriously exciting!"

Other adverbs that are often used as fillers
are "totally," "literally" and "clearly."
The word "literally" means "something that is true," but many times in conversation it's used with a different meaning: to state strong feelings.

- you're not just laughing you're literally dying from laughter.
"Totally" means "completely," and is used to emphasize (show that you feel strongly) about something.
The word "clearly" means the same as obviously, and is used to state something that is very obviously true.
These three words don't have to be used together either, but here they are in one sentence:
- "Clearly you totally didn't see me, even though I was literally in front of your face."


## 6. You see

"You see" is used to share a fact that you assume the listener doesn't know.

- "I was going to try the app, but you see, I ran out of space on my phone."


## 7. You know

"You know" is used to share something that you assume the listener already knows.

- "We stayed at that hotel, you know, the one down the street from Times Square."
It can also be used instead of an explanation, in cases where we feel the listener just understands what you mean.
- "When the elevator went down, I got that weird feeling in my ears, you know?"


## 8. I mean

"I mean" is used to clarify or emphasize how you feel about something.

- "I mean, he's a great guy, I'm just not sure if he's a good doctor." It's also used to make corrections when you misspeak.
- "The duck and the tiger were awesome but scary. I mean, the tiger was scary, not the duck."
- "The cave is two thousand-I mean-twenty thousand years old!"


## 9. You know what I mean?

"You know what I mean?" is used to make sure the listener is following what you're saying.

- "I really like that girl, you know what I mean?"


## 10. At the end of the day

"At the end of the day" is a phrase that means "in the end" or "in conclusion."

- "At the end of the day, we're all just humans, and we all make mistakes."


## 11. Believe me

"Believe me" is a way of asking your listener to trust what you're saying.

- "Believe me, I didn't want this tiny house, but it was the only one I could afford."
It's also used to emphasize what you're about to say.
- "Believe me, this is the cheapest, tiniest house ever!"


## 12. I guess/I suppose

"I guess" and "I suppose" are used to show that you're hesitant, or not really sure about what you're saying.

- "I was going to eat dinner at home, but I guess I can go eat at a restaurant instead."
"I guess" is used more often in speech, but "I suppose" can sound classier (a bit smarter).


## 13. Or something

"Or something" is a sentence ending that means you're not being exact.

- "The cake uses two sticks of butter and ten eggs, or something like that."


## 14. Okay/so

"Okay" and "so" are usually used to start sentences, and can be a sign that a new topic is starting.

- "So what are you doing next weekend?"

They can also be used to introduce a summary.

- "Okay, so we're going to need to buy supplies for our trip this weekend."


## 15. Right/mhm/uh huh

"Right," "mhm" and "uh huh" are all affirmative responses-they all mean a "yes" response.

- "Right, so let's prepare a list of all the things we'll need."
- "Uh huh, that's exactly what he told me too."


## Prefix \& Suffix fourth stage

Prefix and Suffix are common in English and their correct use can help enhance the language skills and deal with the unknown vocabulary easily. Let us understand what does prefix and suffix mean.

## What is Prefix?

A Prefix is a word that is added at the beginning of the root word to form a new word. A prefix word does not have any meaning of its own but when added to a root word it modifies the meaning of the word. Prefix makes a word negative, indicate opinion or show repetition.
Prefix examples:

- Un (Prefix) + Happy (Root Word) = Unhappy (new word)
- Dis (Prefix) + Organised (Root word) = Disorganised (new word)

List of Prefixes

## 1. Prefix ante-

Meaning: Before
Examples: Antenatal, anteroom, antedate

## 2. Prefix anti-

Meaning: Against, opposing
Prefix examples: Antibiotic, antidepressant, antidote, antisocial
3. Prefix circum-

Meaning: Around
Examples: Circumstance, circumvent, circumnavigate
4. Prefix co-

Meaning: With
Examples: Co-worker, co-pilot, co-operation
5. Prefix de-

Meaning: Off, down, away from
Examples: Devalue, defrost, derail, demotivate
6. Prefix dis-

Meaning: Opposite of, not
Prefix examples: Disagree, disappear, disintegrate, disapprove
7. Prefix em-, en-

Meaning: Cause to, put into
Examples: Embrace, encode, embed, enclose, engulf
8.Prefix epi-

Meaning: Upon, close to, after
Examples: Epicentre, episcope, epidermis
9. Prefix ex-

Meaning: Former, out of
Examples: Ex-president, ex-boyfriend, exterminate
10. Prefix extra-

Meaning: Beyond, more than
examples: Extracurricular, extraordinary, extra-terrestrial
11. Prefix fore-

Meaning: Before
Examples: Forecast, forehead, foresee, foreword, foremost
12. Prefix homo-

Meaning: Same
Examples: Homosexual, homonuclear, homoplastic
13. Prefix hyper-

Meaning: Over, above
Examples: Hyperactive, hyperventilate
14. Prefix il-, im-, in-, ir-

Meaning: Not
Examples: Impossible, illegal, irresponsible, indefinite
15. Prefix im-, in-

Meaning: Into
Examples: Insert, import, inside
16. Prefix infra-

Meaning: Beneath, below
Examples: Infrastructure, infrared, infrasonic, infraspecific
17. Prefix inter-, intra-

Meaning: Between
Examples: Interact, intermediate, intergalactic, intranet, interstellar
18. Prefix macro-

Meaning: Large
Examples: Macroeconomics, macromolecule
19. Prefix micro-

Meaning: Small
Prefix examples: Microscope, microbiology, microfilm, microwave
20. Prefix mid-

Meaning: Middle
Examples: Midfielder, midway, midsummer
21. Prefix mis-

Meaning: Wrongly
Examples: Misinterpret, misfire, mistake, misunderstand

## 22. Prefix mono-

Meaning: One, singular
Examples: Monotone, monobrow, monolithic
23. Prefix non-

Meaning: Not, without
Examples: Nonsense, nonentity, nondescript
24. Prefix omni-

Meaning: All, every
Examples: Omnibus, omnivore, omnipotent
25. Prefix para-

Meaning: Beside
Prefix examples: Parachute, paramedic, paradox
26. Prefix post-

Meaning: After
Examples: Post-mortem, postpone, post-natal
27. Prefix pre-

Meaning: Before
Examples: Prefix, predetermine, pre-intermediate
28. Prefix pro-

Meaning: Foward
Examples: Proceed, prowar, promote, propose, progress
29. Prefix re-

Meaning: Again
Examples: Return, rediscover, reiterate, reunite
30. Prefix semi-

Meaning: Half
Prefix examples: Semicircle, semi-final, semiconscious
31. Prefix sub-

Meaning: Under
Examples: Submerge, submarine, sub-category, subtitle
32. Prefix super-

Meaning: Above, over
Examples: Superfood, superstar, supernatural, superimpose
33. Prefix therm-

Meaning: Heat
Examples: Thermometer, thermostat, thermodynamic
34. Prefix trans-

Meaning: Across, beyond
Examples: Transport, transnational, transatlantic
35. Prefix tri-

Meaning: Three
Examples: Triangle, tripod, tricycle
36. Prefix un-

Meaning: Not
Examples: Unfinished, unfriendly, undone, unknown
37. Prefix uni-

Meaning: One
Examples: Unicycle, universal, unilateral, unanimous

## What is a Suffix?

You find suffixes at the end of the root word, A suffix forms from a letter or group of letters. When you apply a suffix to the root word a new word emerges.
Suffix definition:
In English, a suffix is a letter/a group of letters attached to the end of a word to form a new word or to change the grammatical function (part of speech) of the original word. In other words, a suffix is a few letters put at the end of a word to change its meaning.
Sometimes to form a new word the spelling of the base word needs to change. For example, when you add the suffix -ion to the root word "create" you drop the -e at the end of the word. By removing the -e and adding -ion you beget the word creation.
A suffix is a type of affix which is attached to the root of a word, only this time, the letters are attached to the end of the word rather than the beginning.
Suffixes reveal the class of the word. Suffixes can denote whether a word is a noun. adjective or something else entirely. You can categorize suffixes based on the function they serve in a sentence. That is to say, you can use suffixes to transform words into adjectives, adverbs, nouns, and verbs

## Adjective Suffixes

ful (grateful, beautiful, bountiful)
less (hopeless, baseless, reckless)
able (capable, creatable, craftable)
ous or ious (delicious, humourous, gracious)
ic (stoic, heroic, iconic)
'ive (pensive, expensive, authoritative)
ant (poignant, extravagant, brilliant)
The ending -ful suggests being full of something while -less means without. -Able refers to things that are capable of being. In contrast. -ious or -ous suffixes suggest having qualities of the root word. Finally, -ic means related to, -ive means nature of, and -ant means being inclined to.

## Adverb Suffixes

ly (bravely, stately, sparingly)
ward (backward, forward, wayward)
wise (pennywise, likewise, otherwise)
The adverb suffix -ly refers to how something is being done. You use the ending -ward to suggest a certain direction. Lastly, -wise references a relation to something.

## Noun Suffixes

ion (fusion, revision, opinion)
ness (roughness, darkness, awareness)
ment (treatment, abandonment, movement)
ity (rarity, scarcity, equality)
er (writer, helper, driver)
eer (engineer, volunteer, profiteer)
The noun suffix -ion means action while -ness refers to a quality. -Ment reveals the result of action while -ity references a state. Use -er to show someone performing an action and -eer to show an activity being engaged in.

## Verb Suffixes

ed (mended, jumped, coughed)
ing (running, drifting, smiling)
er (sooner, faster, quicker)
en (soften, moisten, fasten)
ize (memorize, moralize, mesmerize)
We use the verb suffix -ed to represent a past action while we use the verb suffix -ing to represent an action occurring in the present. The -er ending shows a comparison while -en reveals that something is in the process of becoming. Besides, -ize means to
list of common Noun Suffixes

## 1. Suffix -acy

Meaning: State or quality
Example: Democracy, accuracy, lunacy
2. Suffix -al

Suffix meaning: The action or process of
Example: Remedial, denial, trial, criminal
3. Suffix -ance, -ence

Meaning: State or quality of
Example: Nuisance, ambience, tolerance

## 4. Suffix -dom

Meaning: Place or state of being
Example: Freedom, stardom, boredom
5. Suffix -er, -or

Suffix meaning: Person or object that does a specified action
Fyamnle• Reader rroatnr intornrotor invontnr rollahnratnr toarhor
6. Suffix -ism

Meaning: Doctrine, belief
Example: Judaism, scepticism, escapism

## 7. Suffix -ist

Meaning: Person or object that does a specified action
Example: Geologist, protagonist, sexist, scientist, theorist, communist
8. Suffix -ity, -ty

Meaning: Quality of
Example: Extremity, validity, enormity
9. Suffix -ment

Meaning: Condition
Example: Enchantment, argument
10. Suffix -ness

Meaning: State of being
Example: Heaviness, highness, sickness
11. Suffix -ship

Meaning: Position held
Example: Friendship, hardship, internship

## List of common Verb Suffixes

## 1. Suffix -ate

Meaning: Become
Example: Mediate, collaborate, create
2. Suffix -en

Meaning: Become
Example: Sharpen, strengthen, loosen
3. Suffix -ify, -fy

Meaning: Make or become
Example: Justify, simplify, magnify, satisfy
4. Suffix -ise, -ize

Meaning: Become
Example: Publicise, synthesise, hypnotise

## List of common Adjective Suffixes

1. Suffix -able, -ible

Meaning: Capable of being
Example: Edible, fallible, incredible, audible

## 2. Suffix -al

Meaning: Having the form or character of
Example: Fiscal, thermal, herbal, colonial
3. Suffix -ful

Meaning: Notable for
Example: Handful, playful, hopeful, skilful
4. Suffix -ic, -ical

Meaning: Having the form or character of
Example: Psychological, hypocritical, methodical, nonsensical, musical
5. Suffix -ious, -ous

Meaning: Characterised by
Example: Pious, jealous, religious, ridiculous
6. Suffix -ive

Meaning: Having the nature of
Example: Inquisitive, informative, attentive
7. Suffix -less

Meaning: Without
Example: Meaningless, hopeless, homeless

## List of common Adverb Suffixes

## 1. Suffix -ly

Suffix definition: Related to or quality
Examples: Softly, slowly, happily, crazily, madly
2. Suffix -ward, -wards

Suffix meaning: Direction
Examples: Towards, afterwards, backwards, inward
3. Suffix-wise

Meaning: In relation to
Example: Otherwise, likewise, clockwise

## Future Tense fourth stage

## What the Future Tense?

The sin.ple future is a verb tense that's used to talk about things that haven't happened yet.
Use the simple future to talk about an action or condition that will begin and end in the future.
Types of Future Tense

1. Simple future tense

The simple future tense is used for an action that will occur in the future

## A. Declarative form

Subject + will+ base form of the verb

- She will play.
- Martin will paint.


## B. The Negative form

## Subject + will not + base form of verb

- The Moscow State Circus will not perform in Cheltenham next year.
- We won't celebrate our anniversary by flying to New York.
C. The Interrogative form

Will + subject + base form of the verb + .... + ?

- Will the Moscow State Circus perform in Cheltenham next year?
- Will we celebrate our anniversary by flying to New York?
D. Wh- question form

Wh word + Will + subject + base form of the verb + .... + ?

- When will the Moscow State Circus perform in Cheltenham?
- How will we celebrate our anniversary in New York?

2. Future Progressive Tense

The future progressive tense is used for an ongoing action that will occur in the future.

## A. Declarative form

## Subject + will be+ verb (ing) +

- John will be baking a cake.
- They will be painting the fence.
- The Moscow State Circus will be performing in Cheltenham for the next 3 weeks.
- We will be celebrating like kings if it works.


## B. Negative form

Subject + will not be+ verb (ing) +

- The Moscow State Circus will not be performing in Cheltenham for the next 3 weeks.
- We will not be celebrating like kings if it fails.


## C. Interrogative form

will+ [subject] + be + [verb ing]+ .....?

- Will the Moscow State Circus be performing in Washington?
- Will we be celebrating like kings?


## D. Wh- question form

Wh word+ will+ [subject] + be + [verb ing]+ .....?

- When will the Moscow State Circus be performing in Cheltenham?
- Why will we be celebrating like kings?


## 3. Future Perfect Tense

The future perfect tense is used to describe an action that will have been completed at some point in the future.

- I will have gone.
- By the time you arrive, we will have finished the meal and the speeches
- John will have baked a cake.
- They will have painted the fence
- I will have read every magazine in the waiting room before I see the dentist.
- I hope that, when I leave this planet, I will have touched a few people in a positive way


## A. Declarative form

Subject + will have + past participle + ....

- I will have completed my assignment by 3 o'clock.
- After this event, Simon will have walked over 10,000 miles in those boots.


## B. Negative form

Subject + will not have + past participle + ....

- By the time you arrive, we will not have finished the meal and the speeches.
- I will not have readevery magazine in the waiting room before I see the dentist.


## C. Interrogative form

will+ [subject] + have+ [past participle]+ ......+ ?

- By the time you arrive, will we have finished the meal and the speeches?
- Will I have read every magazine in the waiting room before I see the dentist?


## D. Wh form

Wh word+ will+ subject+ have+ past participle+ ?

- Where will the guests have gathered by the time we arrive?
- When will I have done enough work to make her happy?


## 4. Future Perfect Progressive Tense

The future perfect progressive tense is used for an ongoing action that will be completed at some specified time in the future.

- I will have been going.
- In July next year, you will have been studying for three years.
- John will have been baking a cake.
- They will have been painting the fence.

The future perfect progressive tense is typically used with two time expressions: one specifying a time in the future and one stating the length of the activity. For example:

- By six o'clock, John will have been baking a cake for an hour
- They will have been painting the fence for two days by Saturday.
- In July next year, you will have been studying for eight months.
- By the time the boat arrives, they will have been living without proper food for two weeks.


## A. Declarative form

## [subject] + "will have been" + [present participle+ ....

- At 10 pm , I will have been swimming for six hours.
- They will have been talking for two hours by then.


## B. Negative form

[subject] + "will not have been" + [present participle]

- In July next year, you will not have been studying for three years.
- I will not have been playing poker for 30 years by then.


## C. Interrogative form

will+ subject+ have been + present participle+......+?

- In July next year, will you have been studying for 3 years?
- Will I have been playing poker for 30 years by then?


## D. Wh word

Wh word + will + subject + have been+ present participle+ ?

- When will you have been studying for 3 years?


## 5. Future in the past

The future in the past is used to refer to something that was the future at some time in the past. It does not matter if the future event happened or not as it was thought to be the future at the time.
There are three future in the past forms: would, was/were going to and was/were + continuous verb

## 1. Would :

It is used to talk about a past future promise or prediction with no evidence.

## He was sure she would never help him

- They said they would be here by 9 pm , but they haven't arrived yet.
- The newspapers said it would rain but it's stayed dry.
- I thought they would win, but it was a draw.


## 2. Was/were going to

It is used to talk about a past future firm plan, intention or a prediction with evidence.

- I was going to tell her but I didn't get time
- They were going to start the project on Monday but had to change plans due to an operational issue
- He told me he was going to travel by bus so l'll wait for him at the stop
- She said she was going to wash her hair tonight so couldn't go out.

3. Was/were + continuous verb

It is used to talk about a future in the past that was a personal arrangement.

- They were packing their suitcases as they were leaving for a holiday.


## Exercise

- The teacher __ shortly. (arrive)
- The program $\qquad$ for some time now. (continue)
- The cat __ meowing a lot after the vaccine. (will be/ will have been)
- The book is quite lengthy. I __ it for sometime. (will be reading/will have been reading)
- We $\qquad$ our bedroom next month. (paint)
- My brother $\qquad$ for me. (will be waiting/ waited)
- I $\qquad$ home next week. (will be returning/returned)
- Fred $\qquad$ us soon. (will visit/visits)
- It $\qquad$ Christmas next week. (will be/will)
- Tom $\qquad$ completed the chore by then. (will have/will been have)


## Identify the Type of Future Tense

Read the following sentences given below and identify the type of future tense.

- I will go to my sister's house tomorrow.
- Amy will deliver a lecture on neutrons.
- Rumi shall have completed his task by then.
- Miss Smith will have been teaching for twelve years coming May.
- The flight will arrive at 3:30 A.M.
- When I reach home, my dog will be waiting for me on the porch.
- They will have left for Kashmir by next day.
- Mom will have cooked my favourite pasta.
- Shelly will have been practising how to speak Spanish for an hour.
- At 8 o'clock I will have been working for 12 hours.
- The guests will arrive shortly.
- The bride will be waiting for the groom.
- By the next spring, the workers will have completed the bridge.
- Sam will have taken a holiday by next week.
- The sun will rise tomorrow at 8 o'clock.


## Al-Noor University College English Language fourth Stage

Auxiliary Verbs

What Are Auxiliary Verbs?
An auxiliary verb (or a helping verb as it's also called) is used with a main verb to help express the main
verb's tense, mood, or voice.

An auxiliary verb is a verb that is used as a helping verb along with the main verb in a sentence to make it more meaningful. It is used to alter the tense, mood or voice of the sentence.

An auxiliary verb is "a verb such as be, do, and have used with main verbs to show tense, etc. and to form questions, and negatives".
The most common auxiliary verbs are have, be, and do

1. Does Sam write all his own reports?
2. The secretaries haven't written all the letters yet.
3. Terry is writing an e-mail to a client at the moment.

## Functions of the Auxiliary Verbs:

- By expressing tense ( providing a time reference, i.e. past, present, or future)
- Grammatical aspect (expresses how verb relates to the flow of time)
- Modality (quantifies verbs)
- Voice (describes the relationship between the action expressed by the verb and the participants identified by the verb's subject, object, etc.)
- Adds emphasis to a sentence


## Types of the Auxiliary Verbs:

There are three main or common auxiliary verbs:

- To Have ( have_has_had)
- To Do (do_does _ did)
- To Be (Is_am_ are _ was_ were_ been__ being_be)

They have come a long way to meet their families
Do you want to play?
I am playing football.

1. "Be" as an auxiliary verb
A. Used in progressive sentences:

- I am taking a bath.
- She is preparing dinner for us.
- They have been studying all night.
B. Used in passive sentences
- I was given a free meal.
- He was seen by fans at the airport.
- This song has been sung by all nations.

2. "Do" as an auxiliary verb
A. Used in negative sentences:

- I do not know the truth.
- She doesn't agree with me.
- They didn't arrive here yet.
B. Used in questions:
- Do you want to have another one?
- Did he finish his homework?
- Do we need to keep going straight?

3. "Have" as an auxiliary verb

## Used in perfect sentences:

- I have been following you for a mile.
- We have done a lot so far.
- She had been queen of the town.


## Modal Auxiliary Verb

When an auxiliary verb is used to express possibility, conditionality, necessity, obligation, ability, probability, or wishful desires then that verb is known as a Modal Auxiliary Verb. This modal auxiliary verb never changes its form. Here, all modal auxiliary verbs are listed

| Modal Auxiliary Verb | Usages of Modal Auxiliary Verb in <br> Sentences |
| :--- | :--- |
| May | May I go out for a while? |
| Might | Sagar might be able to perform tomorrow. |
| Must | We must focus on our studies. |
| Can | No one can feel my pain. |
| Could | Could you please switch off your phone? |
| Shall | We shall be prepared for the next round. |
| Should | Why should we hire you? |
| Will | Who will be the next millionaire? |
| Would | If I was educated, I would be a damn fool. |
| Jught to | You ought to obey the traffic rules. |

## Exercises:

1. Leena $\qquad$ eating an apple.
( is/am/ were )
2. $\qquad$ you finish the work I $\qquad$ given you yesterday?
( did/ had_ does/ had_do/ has )
3. $\qquad$ you please pass the logbook?
(could_should_ought to)
4. You $\qquad$ follow the rules.
(must_could_should)
5. Your phone $\qquad$ damaged.
(should be_could be_ ought to )
6. I am sorry, I $\qquad$ make it to your wedding.
(cannot_shall not_could)
7. Derrick $\qquad$ submitted all the documents for verification last week.
( had_has_have)
8. The Queen's jewellery $\qquad$ stolen from the museum.
(has been_had been_have been)

## Exercises:

9. Peter $\qquad$ asked to host the ceremony by his uncle.
( was _ were_be)
10. Sam and Joe $\qquad$ attending the event.
(will be _ ought to_ had been)

## Lecture 8 passive voice

What is a passive voice?
The passive voice is a style of writing where what would be the object of a sentence becomes the subject of the sentence.

The voice of a verb expresses whether the subject in the sentence has performed or received the action.
The passive of an active tense is formed by putting the verb to be into the same tense as the active verb and adding the past participle of the active verb. The subject of the active verb becomes the 'agent' of the passive verb. The agent is very often not mentioned. When it is mentioned it is preceded by by and placed at the end of the clause

- Active: My grandfather planted this tree.
- Passive: This tree was planted by my grandfather.


## Uses of the passive voice

1. We use the passive voice when the receiver of the action is more important in our communication than the one who did it (the actor of the verb).

- The president was assassinated this morning.

2. We can use the passive when we don't know who did the action.

- The bank was robbed yesterday.

3. We use the passive when we don't need to say who did the action.

- The bill was signed into law at noon.

4. We can use the passive to avoid saying who did the action.

- The employees were laid off just before the holidays.

5. To make more polite or formal statements.

- The car hasn't been cleaned. (more polite)
(You haven't cleaned the car. - less polite)


## ACTIVE TO PASSIVE

To change a sentence from the active voice to the passive voice:

1. The object of the active voice sentence becomes the subject of the passive voice sentence.

- Agatha Christie wrote this book.
- This book was written by Agatha Christie.

2. We change the main verb of the active voice sentence into the passive voice. The tense remains unchanged.
3. The subject of the active voice sentence becomes the agent of the passive sentence. It is placed after the past participle and it is preceded by the preposition by.

## BY OR WITH?

In the passive voice, we use:

1. BY with the agent to refer to by whom the action is being done.

The door was opened by Mr Black. ( Mr Blak = agent)
2. With to refer to the instrument, object or material that was used for something to be done.
The door was opened with a key. (a key = the object that was used)
The omelet was made with eggs, cheese and peppers. (eggs, cheese and peppers $=$ the material that was used)

## DOUBLE OBJECT VERBS

When we have verbs that take two objects like, for example, give somebody something, we can convert the active sentence into a passive one in two ways:

1. By making the indirect (animate) object the subject of the passive voice sentence, which is also the way that we usually prefer.
2. By making the direct (inanimate) object the subject of the passive voice.

- Rick gave me (indirect object) this book (direct object).
- I was given this book by Rick.
- This book was given to me by Rick.

Some of the verbs that take two objects are: give, tell, send, show, bring, write, offer, pay, etc. When the indirect object is alone after the verb in the passive voice sentence, it needs the preposition to. If the indirect object of the active voice sentence is a personal pronoun it has to be changed into a subject pronoun to be the subject of the passive voice sentence.

## TENSES IN PASSIVE VOICE

The following is a summary of active and passive forms of all verb tenses. Remember that in active forms the subject of the sentence is the person or thing that does the action. In passive constructions, the verb is performed by someone or something other than the subject; often, the action is done to the subject by someone else.

## 1. Present Time

## A. Simple Present

Use the simple present tense to make a generalization, to present a state of being, or to indicate a habitual or repeated action.
am/is/are + past participle

- Sonia is taught by Professor Brown.
- All humans are created equal.
- The cafeteria is cleaned


## B. Present Progressive

Use the present progressive to describe an ongoing activity or a temporary action.
am/is/are + being + past participle

- Classes are being conducted in Spanish.
- He is being hired to work at McDonald's.


## C. Present Perfect

Use the present perfect to describe an action occurring in the past but relevant to the present, or extending to the present. has/have + been + past participle

- The language institute has been opened to relocate students off the main campus.
- E.S.L. courses have been offered since the beginning of Open Admissions


## D. Present Perfect Progressive

Use the present perfect progressive to describe an ongoing action beginning before now and is still relevant to the present.
has/have + been + being + past participle

- Hunter has been awarding BA and MA diplomas for over one hundred years.


## 2. Past Time

## A. Simple Past

Use the simple past to indicate a general or habitual action occurring in the past or at a specific time in the past.
was/were + past participle

- The clothes were bought by my mother.
- The money was given to me to buy new clothes.
- We were always driven to the mall by my friend's older brother.


## B. Past Progressive

Use the past progressive to indicate an ongoing action in the past or an action continuing through a specific past time.
was/were + being + past participle

- The house was being cleaned last week.


## C. Past Perfect

Use the past perfect to indicate an action completed prior to a particular time or before another action in the past.
had + been + past participle

- I discovered that my brilliant idea had been copied.
D. Past Perfect Progressive

Use the past perfect progressive to indicate a continuing action that began before a past action or time.
had + been + being + past participle
Mary had been being trying to tell her mother about Paul for a long time.

## Exercise

Change these sentences to the passive voice, using a form of the verb be + past participle of the main verb.

1. Someone will announce the winner of the contest tomorrow.
2. People report that the damage from the earthquake is extensive.
3. Hopefully, scientists will have cured cancer by the year 2050.
4. I was surprised when I heard that they had approved my. scholarship application.
5. People are debating this issue around the world.
6. Journalists were bombarding the actor with questions.
7. Nobody has painted these walls yet.
8. Somebody finally took down the office Christmas decorations in February.
9. The government has passed a new law.
10. We held the event in a conference center.
11. Farm workers harvest the crops in October.
12. I'm not very athletic. Other kids always chose me last for sports teams.

## Lecture 8 Modal Verbs

## What are modal verbs?

Modal verbs are used to express certain hypothetical conditions, such as advice, capability, or requests. They're used alongside a main verb to change its meaning slightly. Because they're auxiliary verbs, they can't necessarily be used on their own. Modal verbs show possibility, intent, ability, or necessity. Because they're a type of auxiliary verb (helper verb), they're used together with the main verb of the sentence.
Consider the difference between these two examples:

- I swim every Tuesday.
- I can swim every Tuesday.

The second example uses the modal verb can. Notice how the meaning changes slightly. The speaker does not swim every Tuesday; they're saying they are capable of swimming every Tuesday if they need to. It's hypothetical.
Modal verbs are: can, could, shall, should, will, would, may, might, and must, ought to, need to, and be able to.

1. CAN
A. Ability / Capability

- I can swim.
B. Permission
- You can go to the cinema.
C. Possibility
- Smoking can cause cancer
D. Offer
- Can I help you, madam?
F. Negative deduction
- You can't be hungry, you have just eaten two pizzas.
G. Prohibition
- You can never tell anyone


## 2. COULD

A. Ability / Capability (past)

- I could swim when I was seven.
B. Permission
- We could go to the cinema once a week.
C. Possibility
- This vase could be very valuable.
D. Request
- Could I use your phone, please?


## E. Offer

- Could I be of any help?
F. Suggestion
- You could buy Mary some flowers

3. MAY
A. Permission

- You may leave the room
B. Possibility
- He may be waiting for us when we arrive.
C. Request
- May I use your phone, please? (formal request)
D. Offer
- May I help you, sir?
E. Speculation
- John may have gone to Spain.

4. NEED

## A. Necessity

Do you think I need to take an umbrella?

## B. Negative

You needn't water the flowers as John will be back tomorrow. (not necessary)

## 5. MIGHT

## A. Possibility

John might come to your party

## B. Speculation

Someone might have already told his wife.
C. Suggestion

You might not want to drink this because it's very bitter.

## D. Conditional

If you invite him he might come. If you had invited him he might have come to your party
6. MUST

## A. Deduction

He failed the exam. He must be disappointed

## B. Necessity

He failed the exam. He must be disappointed.

## C. Obligation

- John must work harder if he wants to pass this exam.
D. Prohibition
- You mustn't use this computer. (emphatic)


## 7. SHALL

## A. Speculation

- Where shall/will we be this time next year?
B. Suggestion
- Shall we invite John or not?
C. Decision
- We shall overcome
D. Question
- What shall we do?
E. Offer
- Shall we pick you up at 7.00 ?


## 8. SHOULD

A. Assumption / deduction

- The plane should be landing now.
B. Advice
- You should go to the doctor's.
C. Recommendation
- You should take one of these pills every day.
D. Necessity
- You should be wearing a coat, it's very cold.
E. Obligation
- I should be studying but I'm too tired.
F. Prediction
- This should be a very good film.
G. Prohibition
- You should never repeat what you've just said.

9. WILL
A. Assumption

- He will have plenty of time to get to the airport.
B. Deduction
- He left home an hour ago. He'll arrive any minute now.
C. Future
- He will be 27 next month.
D. Offer
- I'll do the shopping.
E. Promise
- I will marry you.
F. Prediction
- It will rain in Rome tomorrow.
G. Conditional
- If it rains tomorrow I will/won't go to the cinema.

10. WOULD
A. Possibility

- Would John come with us?
B. Request
- Would you please answer the question?
C. Speculation
- What would I have done without you?
D. Polite question
- Would you, please, close the door?
E. Offer
- Would you like a cup of tea?
F. Invitation
- Would you like to come with us?
G. Preference
- I would rather have a cup of coffee
H. Conditional
- If I were you I would leave.


## A. Deduction

- He has studied very hard he ought to pass the exam.
B. Assumption
- He ought to have received the parcel by now


## C. Advice

- You ought to go to the doctor's. You ought not smoke so much.

12. BE ABLE TO

## A. Ability / Capability (past, present, future)

- After the operation John was able to walk again. (Single past occasion)
- I'm able to play tennis twice a week. (Circumstances permit me to do this)
- I will be able to visit Paris next year. (Nothing should prevent me from doing this)


## 13. HAVE TO

## A. Obligation

- You have to stop when the traffic light is red.
B. Negative: Not necessary and not done
- I don't have to go to work tomorrow.
- I didn't have to water the flowers yesterday because it rained


## 14. HAD BETTER

## A. Advice

- You had better take those wet clothes off.


## B. Recommendation

- You had better tell me the truth.


## Practice

1. My son ___ be home by now. Where can he be?
a. Have to b. would c. should d. could
2. I think your thumb is broken. You $\qquad$ go to the emergency room.
a. Might b. could c. ought to d. can
3. If you are interested in losing weight, you $\qquad$ try this new diet.
a. Could b. mustn't c. don't have to d. had to 4. John's fallen down the stairs! I $\qquad$ call an ambulance!
a. Will b. might c. may d. ought to
4. You ___ come too early. We won't leave until 9 o'clock.
a. Has to b. must c. needn't d. can't
5. Children $\qquad$ be accompanied by an adult at the zoo.
a. Ought to b. must c. would d. mustn't
6. You $\qquad$ talk during tests. It's forbidden!
a. don't have to b. mustn't c. couldn't d. ought to
7. I can feel the heat. We $\qquad$ be near the fire.
a. Can b. would c. must d. have to
8. They $\qquad$ hear him because he was whispering.
a. Wouldn't b. mustn't c. shouldn't d. couldn't 10. You've never heard of Britney Spears? You be serious!

a. Must b. had to<br>c. can't d. shouldn't

$\qquad$ you like to have dinner with me tonight?

a. Could b. may c. should d. would

12. You $\qquad$ let him hear about the party tomorrow. It's a surprise!
a. mustn't b. wouldn't c. couldn't d. can
13. $\qquad$ I speak to the Chief Councellor, please?
a. Must b. May c. Would d. Need
14. He has arrived late. He $\qquad$ missed the bus

a. Must have b. Should have c. Could have d. must

## Lecture 11 conditional sentences

## What are conditional sentences?

Conditional sentences are used to speculate about what could happen, what might have happened, and what we wish would happen.
A conditional sentence is based on the word 'if'. There are always two parts to a conditional sentence - one part beginning with 'if' to describe a possible situation, and the second part which describes the consequence.
Conditional sentences are statements discussing known factors or hypothetical situations and their consequences.
Complete conditional sentences contain a conditional clause (often referred to as the if-clause) and the consequence.

- If it rains, we'll get wet.

What Are the Different Types of Conditional Sentences?
There are four different types of conditional sentences in English. Each expresses a different degree of probability that a situation will occur or would have occurred under certain circumstances.

- Zero Conditional Sentences
- First Conditional Sentences
- Second Conditional Sentences
- Third Conditional Sentences

It's important to use the correct structure for each of these different conditional sentences because they express varying meanings. Pay attention to verb tense when using different conditional modes. Use a comma after the if-clause when the if-clause precedes the main clause.

## 1. The Zero Conditional

Zero conditional sentences express general truths-situations in which one thing always causes another. When you use a zero conditional, you're talking about a general truth rather than a specific instance of something. The structure is simple:
IF + present simple + , present simple

- If you heat water to $100^{\circ}$, it boils.
- If you eat a lot, you put on weight.
- If it doesn't rain for a long time, the earth gets very dry.
- If we go out with friends, we normally go to a restaurant.
- If I'm tired, I go to bed early.
- If you don't brush your teeth, you get cavities.


## 2. The First Conditional

We use the first conditional to talk about a realistic situation in the present or future. First conditional sentences are used to express situations in which the outcome is likely (but not guaranteed) to happen in the future. The structure of the first conditional is as follows:

If + present simple+, + will, can, must+ verb
imperative form

- If you rest, you will feel better.

Note that we use the simple present tense in the if-clause and simple future tense in the main clause-that is, the clause that expresses the likely outcome. This is how we indicate that under a certain condition (as expressed in the if-clause), a specific result will likely happen in the future.

- If you're free later, we can go for a walk.
- If they're hungry, I'll make some sandwiches.
- If you're not back by 5pm, give me a ring.
- If he studies hard, he'll do well in the exam.
- If we arrive late, we must get a taxi.
- He'll call if he needs help.
- Take a break if you're tired.

Another way to make first conditional sentences is to use 'unless' which means 'only if' or 'except'. As with 'if', the word 'unless' can never be followed by 'will' but only by the present simple. For example:

- Unless you hurry up, you won't catch the bus.
- I'll carry on doing this work, unless my boss tells me to do something else.
- We'll stay at home unless the weather improves.


## 2. The Second Conditional

Second conditional sentences are useful for expressing outcomes that are completely unrealistic or will not likely happen in the future.
We use the second conditional to talk about improbable or impossible situations in the present or future. Here is the structure:
If + past simple+ , + would, could + verb

- If I had more time, I'd exercise more. (But I don't have more time so I don't.)
- If I were rich, I'd spend all my time travelling. (But I'm not rich so I can't.)
- If she saw a snake, she'd be terrified.
- If he didn't have to work late, he could go out with his girlfriend.
- What would you do if you were offered a job in Canada?
- You wouldn't have to walk everywhere if you bought a bike.
- A common expression used to give advice has the second conditional structure. The expression is 'If I were you, I'd..', meaning 'in your situation, this is what I would do'. For example:
- A: I've got a headache.
- B: If I were you, I'd take an aspirin.
- A: I don't understand this.
- B: If I were you, I'd ask your teacher for help.
- A: This order won't be delivered on time.
- B: If I were you, I'd phone the customer to let them know


## 4. The Third Conditional

We use the third conditional to talk about impossible situations, as in the second conditional, in the past. We often use the third conditional to describe regrets.
Third conditional sentences are used to explain that present circumstances would be different if something different had happened in the past. The structure is:
If + past perfect+ ,+ would, could, should have+ past participle

- If you had told me you needed a ride, I would have left earlier.
- If I had cleaned the house, I could have gone to the movies.

These sentences express a condition that was likely enough, but did not actually happen in the past. The speaker in the first sentence was capable of leaving early, but did not. Along these same lines, the speaker in the second sentence was capable of cleaning the house, but did not. These are all conditions that were likely, but regrettably did not happen.

- If we had left earlier, we would have arrived on time.
- If you hadn't forgotten her birthday, she wouldn't have been upset.
- If they had booked earlier, they could have found better seats.
- If I hadn't learnt English, I wouldn't have got this job.
- What would you have studied if you hadn't done engineering?
- They wouldn't have hired you if you hadn't had some experience abroad.
- You could have helped me if you'd stayed later
- Mixed Conditionals
- It's possible to combine the second and third conditional in one sentence when we want to make a hypothesis about the past that has a consequence in the present. In this case, the structure is:
If + past perfect+ , + would, could + verb
- If you'd studied harder, you'd be at a higher level now.
- We'd be lying on a beach now if we hadn't missed the plane.
- They'd have much more confidence if they hadn't lost so many matches.
- What would you be doing now if you hadn't decided to study?


## Conditional Exercise

1. (First conditional) If we $\qquad$ (not / work) harder, we $\qquad$ (not pass) the exam.
2. (Third conditional) If the students $\qquad$ (not be) late for the exam, they ____ (pass).
3. (Third conditional) If the weather $\qquad$ (not be) so cold, we ___ (go) to the beach.
4. (Second conditional) If she $\qquad$ (have) her laptop with her, she $\qquad$ (email) me.
5. (First conditional) If she___ (not go) to the meeting, I___ (not go) either.
6. (Third conditional) If the baby___ (sleep) better last night, I $\qquad$ (not be) so tired.
7. (First conditional) If the teacher (give) us lots of homework this weekend, I $\qquad$ (not be) happy. 8. (Second conditional) If Lucy $\qquad$ (have) enough time, she $\qquad$ (travel) more.
8. (First conditional) If the children____ (not eat) soon, they
(be) grumpy.
9. (First conditional) If I___ (not go) to bed soon,
$\qquad$ (be) tired in the morning.
10. (Second conditional) If I___ (want) a new car, I (buy) one.
11. (Second conditional) If José $\qquad$ (not speak) good French, he $\qquad$ (not move) to Paris
