

## Glaucoma

### **GIAUCOMA**

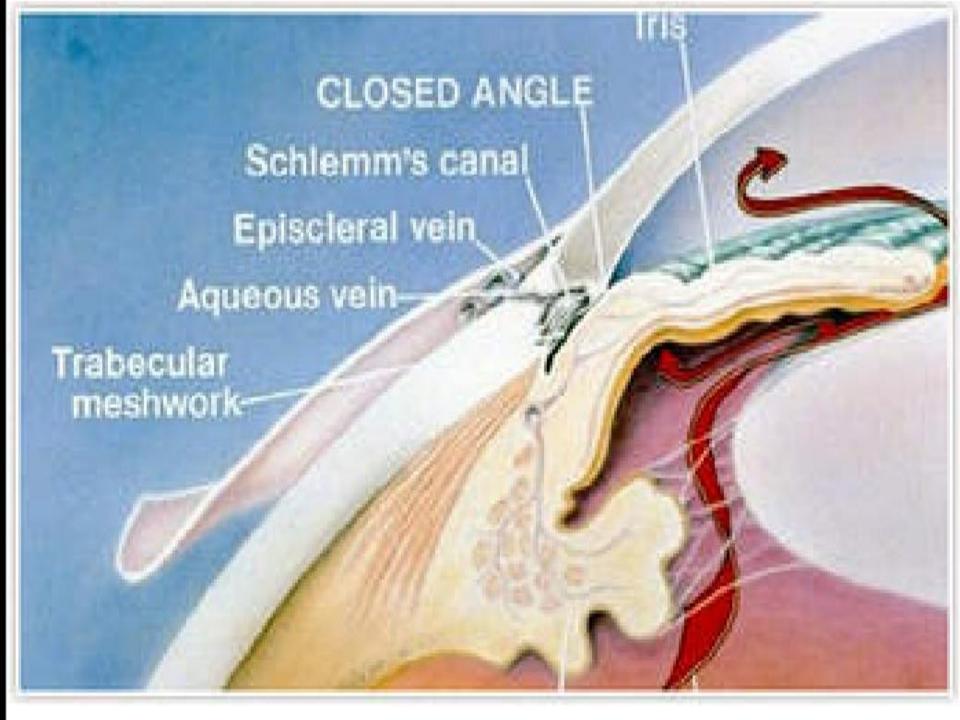
Glaucoma is an eye disease that can damage your optic nerve . optic nerve supplies visual information to brain from eyes

#### 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

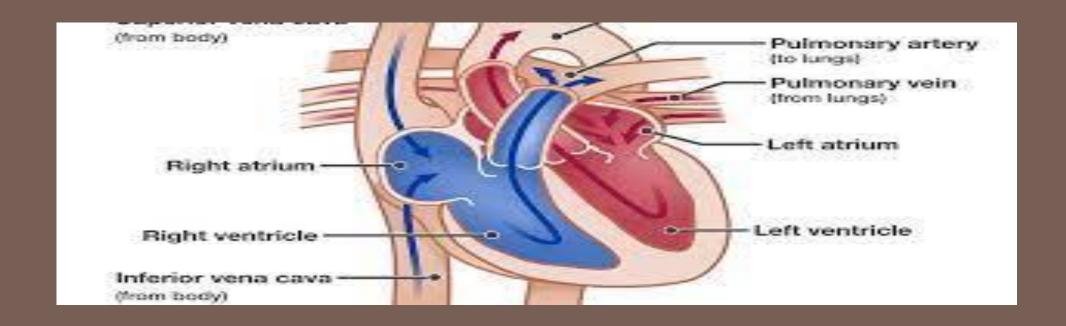
Angle-Closure (Acute) Glaucoma

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

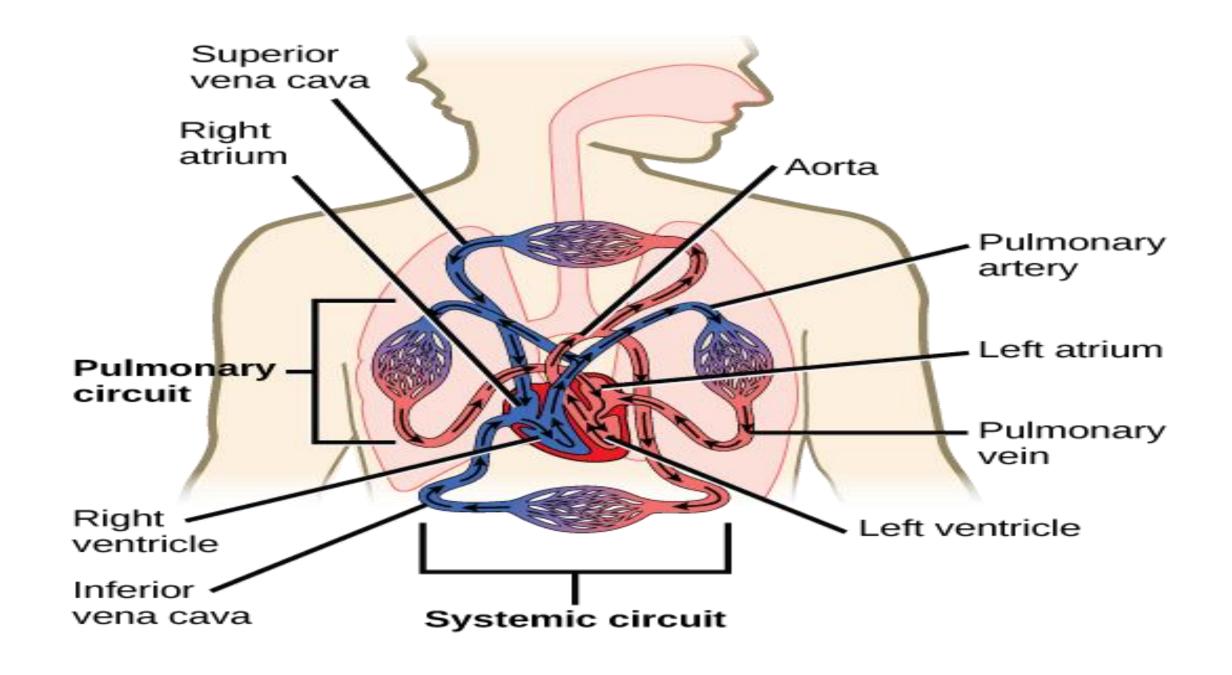
The circulatory system is a network consisting of blood, blood vessels, and the heart. This network supplies tissues in the body with oxygen and other nutrients, transports hormones, and removes unnecessary waste products

### 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.

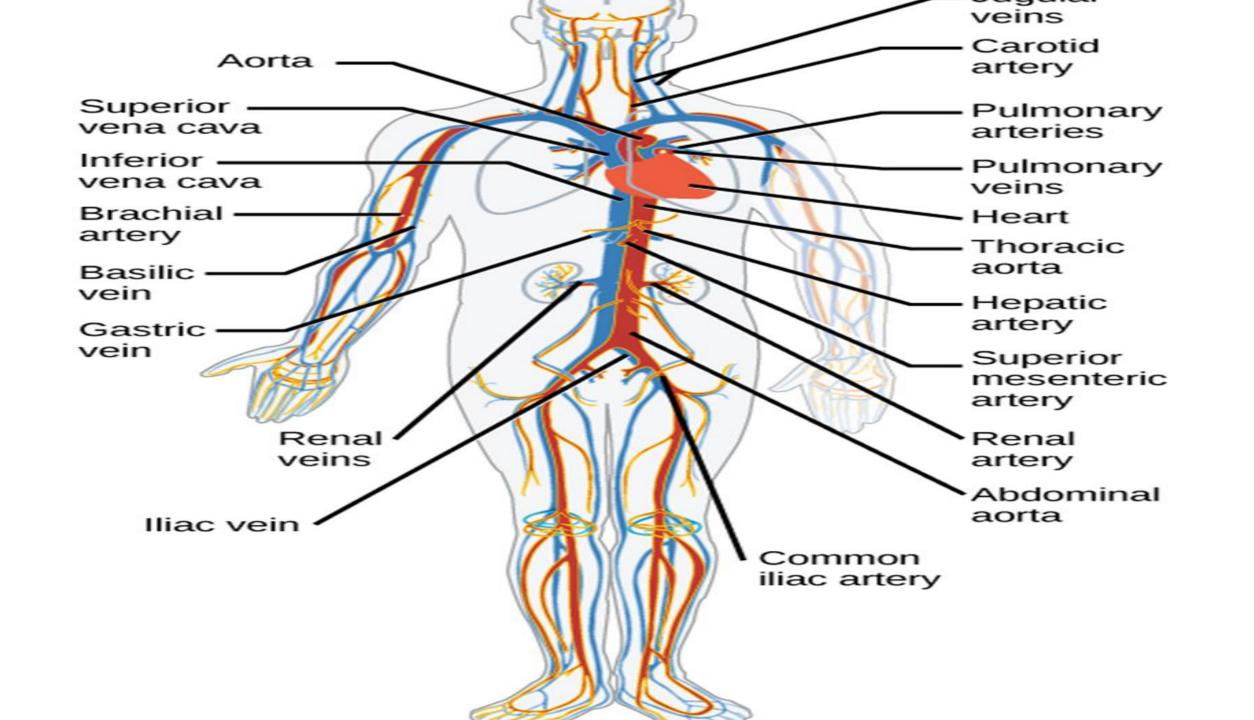
# human circulatory system consists of circuits

- ---The pulmonary circuit provides blood flow •
- ---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.



# AL-NOOR UNIVERSITY ENGLISH LANGUAGE 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 Fire-resistant 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 words	Open compound words	Hyphenated 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
- 9. Firefighters worked hard to extinguish the fire at the high school gymnasium.
- 10. 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 <u>verb</u> <u>tenses</u> 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 <u>verbs</u> 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 <u>irregular verb</u>, which each have their own unique past participle form. We explain in more detail how to form them in our <u>guide to participles</u>.

Only the auxiliary verbs are conjugated to fit the <u>subject-verb</u> <u>agreement</u> 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 <u>active vs. passive</u> <u>voice</u>. Although we recommend using the active voice as much as possible, sometimes the <u>passive</u> 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.

I'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 Sauare."

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-

Examples: Insert, import, inside

16. Prefix infra-

Meaning: Into

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 (<u>part of speech</u>) 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 <u>affix</u> 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

Fyample: Reader creator interpreter inventor collaborator teacher

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 sinple 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 I'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.

# The teacher \_\_\_ shortly. (arrive) The program \_\_\_ 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 \_\_\_ our bedroom next month. (paint) My brother \_\_\_ for me. (will be waiting/ waited) I \_\_\_ home next week. (will be returning/returned) Fred \_\_\_ us soon. (will visit/visits) It \_\_\_ Christmas next week. (will be/will)

Tom 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 <u>am</u> taking a bath.
- She is preparing dinner for us.
- They have <u>been</u> 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 <u>didn't</u> 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 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.
Ought to	You ought to obey the traffic rules.

#### **Exercises:**

LACI CIDCO.
1. Leena eating an apple.
( is/ am/ were )
2 you finish the work I given you yesterday?
( did/ had_ does/ had_ do/ has )
3 you please pass the logbook?
(could_ should_ ought to)
4. You follow the rules.
(must_ could_ should)
5. Your phone damaged.
(should be_ could be_ ought to )
6. I am sorry, I make it to your wedding.
(cannot_ shall not_ could)
7. Derrick submitted all the documents for verification last week.
( had_ has_ have)
8. The Queen's jewellery stolen from the museum.
(has been_ had been_ have been)

#### **Exercises:**

9. Peter \_\_\_\_\_ asked to host the ceremony by his uncle.
( was \_ were\_ be)
10. Sam and Joe \_\_\_\_\_ 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. <u>With</u> 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.

#### **11. OUGHT TO**

#### 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
<ol> <li>My son be home by now. Where can he be?</li> <li>Have to b. would c. should d. could</li> </ol>
2. I think your thumb is broken. You go to the emergency room.
a. Might b. could c. ought to d. can
<b>3.</b> If you are interested in losing weight, you 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 call an ambulance!
a. Will b. might c. may d. ought to
5. You come too early. We won't leave until 9 o'clock.
a. Has to b. must c. needn't d. can't
6. Children be accompanied by an adult at the zoo.
a. Ought to b. must c. would d. mustn't
7. You talk during tests. It's forbidden!
a. don't have to b. mustn't c. couldn't d. ought to
8. I can feel the heat. We be near the fire.
a. Can b. would c. must d. have to
9. They 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 h had to c can't d shouldn't

11	you like to	have dinner with me
tonight?		
a. Could	b. may c. should	d d. would
<b>12.</b> You _	let him	hear about the party
tomorrow	v. It's a surprise!	
a. mustn'	t b. wouldn't c.	couldn't d. can
13	I speak to	the Chief Councellor,
please?		
a. Must k	o. May c. Would	d. Need
<b>14.</b> He ha	is arrived late. He	missed the bus
a. Must h	ave b. Should ha	ve 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°, 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?

Co	nditional Exercise
1.	(First conditional) If we (not / work) harder, we (not pass) the exam.
2.	(Third conditional) If the students (not be) late for the exam, they (pass).
3.	(Third conditional) If the weather (not be) so cold, we (go) to the beach.
4.	(Second conditional) If she (have) her laptop with her, she (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 (not be) so tired.

7. (First conditional) If the teacher (give) us lots of homework this weekend, I (not be) happy.
8. (Second conditional) If Lucy (have) enough time, she (travel) more.
9. (First conditional) If the children (not eat) soon, they (be) grumpy.
10. (First conditional) If I (not go) to bed soon, I (be) tired in the morning.
11. (Second conditional) If I (want) a new car, I (buy) one.
12. (Second conditional) If José (not speak) good French, he (not move) to Paris