

COMMUNICATIVE ENGLISH GRAMMAR 2

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Communicative English

Grammar 2

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PREFACE

Welcome to the book "Communicative English Grammar 2"! This book is specifically designed to assist readers in developing a strong understanding of English grammar with a focus on communication.

With the ongoing globalization, the ability to communicate in English is becoming increasingly crucial. Therefore, this book is crafted to ensure that readers not only comprehend the basic rules of grammar but also apply them effectively in everyday communicative situations.

By integrating grammar concepts with communicative principles, this book presents relevant and practical materials. Each chapter provides clear explanations and real-life examples to help readers better understand grammar concepts. Practical exercises are also included to reinforce understanding and enhance speaking, listening, reading, and writing skills in everyday contexts.

Embark on the journey of learning English grammar with this communicative approach. May this book contribute positively to the development of your English language skills and open doors to various opportunities in your personal and professional life.

Thank you for choosing "Communicative English Grammar 2" as your guide. Happy learning!

Author

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PASSIVE VOICE

A sentence can be either constructed in active or passive form. In active sentence, the thing doing the action is called the subject, and the thing receiving the action is called as the object. Most sentences used in daily communication are commonly constructed in active voice. If the subject of a sentence is not to be explicitly mentioned, not known, or implicitly understood, the passive voice is used rather than the active voice. In other words, passive voice is used when the focus is on the action rather than the doer. Sometimes a statement in passive is regarded more polite than active voice, e.g. "A mistake was made". In this case, the focus is on the fact that a mistake was made, but it's then implicitly understood that no one is intentionally to be blamed.

The term passive voice is used to refer to either a meaning, which is called as *passive meaning*; or a construction, which is called as *passive construction*. A passive meaning occurs in an expression in which the subject of a verb is either the receiver or the undergoer of the action of the verb. If an active sentence has two objects (the indirect object and the direct object), the indirect object is commonly used as the subject of the passive voice rather than the direct object, but yet it depends on the one which is prominently focused as the theme of the sentence, e.g., "The man is killed by the lion." (passive Construction with a passive meaning), but "They are interested in English." (passive Construction without a passive meaning).

When an active sentence is turned into passive, a syntactical change is to be made, and it includes the following:

- The object of the active sentence becomes the subject of the passive sentence.
- The finite form of the verb is changed (*to be* + past participle).
- The subject of the active sentence becomes the doer or the agent of the passive sentence (or sometimes it is omitted).

The passive form of English verb is made with the different tenses of BE + the past participle (for example : English *is spoken* here.)

- We use the active form of a verb to say what a subject does :
 - The chef *cooks* food every day.
- We use the passive form to say what happens to the subject:
 - Food *is cooked* every day.
- We use the passive form of a verb when it is implicitly understood or not important to know who does the action, or when we don't know who does it. (The letter was delivered at 9 a.m.) Passive sentences are commonly constructed as in the following tenses:

VERB		ACTIVE	PASSIVE
Infinitive :		To cook	To be cooked
Present Simple :	I cook food in the kitchen.		Food is cooked in the kitchen.
Present Continuous	I am cooking food in the kitchen.		Food is being cooked in the kitchen.
Present Perfect	I have cooked food in the kitchen.		Food has been cooked in the kitchen.
Past Simple	I cooked food in the kitchen.		Food was cooked in the kitchen.
Past Continuous	I was cooking food in the kitchen.		Food was being cooked in the kitchen.
Past Perfect	I had cooked food in the kitchen.		Food had been cooked in the kitchen.
Future	I will cook food in the kitchen.		Food will be cooked in the kitchen.
Future Perfect	I will have cooked food in the kitchen.		Food will have been cooked in the kitchen.
Present Conditional	I would cook food in the kitchen		Food would be cooked in the kitchen.
Perfect Conditional	I would have cooked food in the kitchen.		Food would have been cooked in the kitchen.

In this lesson we will look further at how to construct the passive voice in various types of sentences and tenses, and some examples are provided so as to help the students acquire them easily.

LESSON 1

AUXILIARY VERBS

1.1 Introduction

An auxiliary verb (also called a helping verb or verbal auxiliary) is a verb functioning to give further syntactic or semantic information about the main or full verb following it. In English, the extra meaning an auxiliary verb imparts alters the basic form of the main verb to have one or more of the following functions: *passive*, *progressive*, *perfect*, or *modal*. In English, every clause has a finite verb which consists of a full verb (a non-auxiliary verb) and optionally one or more auxiliary verbs, each of which is a separate word. Examples of finite verbs include *write* (no auxiliary verb), *have written* (one auxiliary verb), and *have been written* (two auxiliary verbs).

There is a syntactic difference between an auxiliary verb and a full verb; that is, each has a different grammatical function within the sentence. In English, there are some verbs that can act either as auxiliary or as full verbs, such as *be* ("I *am* writing a letter" vs "I *am* a postman") and *have* ("I *have* written a letter" vs "I *have* a letter"). In the case of *be*, it is sometimes ambiguous whether it is auxiliary or not; for example, "*The ice cream was melted*" could mean either "*Someone/something melted the ice cream*" (in which case *melt* would be the main verb) or "*the ice cream was mostly liquid*" (in which case *be* would be the main verb).

There are many auxiliary verbs in English. The primary auxiliary verbs are *to be* and *to have*, and other major auxiliaries include *shall*, *will*, *may* and *can*. There are also numerous other lesser used verbs such as *do*, *must*, *ought to*, *used to* and *dare*. Auxiliary verbs are formed by conjugation into the different forms: *am*, *is*, *are*, *shall*, *should*, *be*, *being*, *been*, *was*, *were*, *will*, *would*, *has*, *have*, *having*, *had*, *do*, *does*, *did*, *can*, *could*, *may*, *might*, *must*, *ought (to)*, *get*, *got(ten)*.

1.2 Functions Of The English Auxiliary Verb

1.2.1 Passive Voice

The auxiliary verb *be* is used with a past participle to form the passive voice; for example, the clause "the door **was opened**" implies that someone opened it, without stating who it was. Besides, the verb *get* is sometimes used colloquially instead of *be* in forming the passive voice.

Examples :

- The window **got closed** at 8:30.
- We all **got** invited to the party.

1.2.2 Progressive aspect

The auxiliary verb *be* is used with a present participle to form the progressive aspect; for example, the sentence "I **am riding** my bicycle" describes what the speaker is doing at the very moment of utterance, while the sentence "I **ride** my bicycle" is a temporally general statement.

1.2.3 Perfect aspect

The auxiliary verb *have* is used with a past participle to form the perfect aspect; for example, the sentence "Peter **has fallen** in love" differs from "Peter fell in love" the former implies some connection to the present — likely that Peter is still in love — while the latter does not.

1.3 Properties of the English Auxiliary Verb

1.3.1 Negation

Auxiliaries take *not* (or *n't*) to form the negative, e.g. cannot (can't), will not (won't), should not (shouldn't), etc. In certain tenses, in questions, when a contracted auxiliary verb can be used, the position of the negative particle *n't* moves from the main verb to the auxiliary, e.g., *Does it not work?* and *Doesn't it work?*.

1.3.2 Inversion

Auxiliaries invert to form questions:

- *You will come.*
- *Will you come?*

1.3.3 Emphasis

The dummy auxiliary *do* is used for emphasis in positive statements (see above):

- I *do* like this beer!

1.3.4 Ellipsis

Auxiliaries can appear alone where a main verb has been omitted, but is understood:

- I will go, but she won't (will not) [*go*].

The verb *do* can act as a pro-VP (or occasionally a pro-verb) to avoid repetition:

- John never sings in the kitchen, but Mary does. (*pro-VP: replaces sings in the kitchen*)
- John never sings in the kitchen, but Mary does in the shower. (*pro-verb: replaces sings*)

1.3.5 Tag questions

Auxiliaries can be repeated at the end of a sentence, with negation added or removed, to form a tag question. In the event that the sentence did not use an auxiliary verb, a dummy auxiliary (a form of *do*) is used instead:

- You *will* come, *won't* you?
- You *didn't* eat, *did* you?

- You know how to dance, *don't* you?

1.4 Types of Auxiliaries

Auxiliary verbs are classified into three types, they are: Tense Auxiliaries, Do Auxiliaries, and Modal Auxiliaries (Frank, 1972). Each type serves a different purpose.

1.4.1 Tense Auxiliaries

Tense auxiliaries are those used to form sentences in various tenses. Auxiliaries used in present progressive tense: *am*, *are*, and *is*; Auxiliaries used in past progressive tense: *was* and *were*; Auxiliaries used in present perfect: *have* and *has*; Auxiliary used in past perfect is *had*; Auxiliaries used in future tense: *shall* and *will*. The Tense Auxiliaries can be shown as in the following chart.

Present Continuous Tense

Subject	Auxiliary	Verb	Adverb
I	am	working	now.
We	are		
You			
They			
He	is		
She			
It			

Past Continuous Tense

Subject	Auxiliary	Verb	Adverb
I	was	working	then.
We	were		
You			
They			
He	was		
She			
It			

Present Perfect Tense

Subject	Auxiliary	Adverb	Verb
I	have	just	worked.
We			
You			
They			
He	has		
She			
It			

Past Perfect Tense

Subject	Auxiliary	Verb	Adverb
I	had	worked	before.
We			
You			
They			
He			
foreShe			
It			

Simple Future Tense

Subject	Auxiliary	Verb	Adverb
I	shall/will	work	soon.
We			
You	will		
They			
He			
She			
It			

1.4.2 Verb Patterns of Auxiliary Verb “Be”

The verb “Be” can be conjugated as in the following sentences, and the students may be asked to form more examples by changing the subject or by using the question words. Question words used to indicate the subject are *who*, *what*, or *which*; and question words used to indicate the subject complements are *who*, *what*, *how*, *where*, or *when*.

Verb Pattern a: Subject + To Be + Noun

Positive	Negative	Interrogative
I am a student.	I am not a student.	Am I a student?
We are students.	We are not students.	Are we students?
You are a student.	You are not a student.	Are you a student?
They are students.	They are not students.	Are they students?
He is a student.	He is not a student.	Is he a student?
She is a student.	She is not a student.	Is she a student?
It is a pen.	It is not a pen.	Is it a pen?

Verb Pattern b: Subject + To Be + Adjective

Positive	Negative	Interrogative
I am fine.	I am not fine.	Am I fine?
We are fine.	We are not fine.	Are we fine?
You are fine.	You are not fine.	Are you fine?
They are fine.	They are not fine.	Are they fine?
He is diligent.	He is not fine.	Is he fine?
She is fine.	She is not fine.	Is she fine?
It is fine.	It is not fine.	Is it fine?

Verb Pattern c: Subject + To Be + Adverb

Positive	Negative	Interrogative
I am in Perth now.	I am not in Perth now.	Am I in Perth now?
We are in Perth now.	We are not in Perth now.	Are we in Perth now?
You are in Perth now.	You are not in Perth now.	Are you in Perth now?
They are in Perth now.	They are not in Perth now.	Are they in Perth now?
He is in Perth now.	He is not in Perth now.	Is he in Perth now?
She is in Perth now.	She is not in Perth now.	Is she in Perth now?
It is in Perth now.	It is not in Perth now.	Is it in Perth now?

1.4.3 Conjugation of Verb “Be”

The auxiliary verb “be” varies according to the time and the subjects used in sentences. Based on the time, the auxiliary verb “be” varies in simple present, present perfect, simple past, past perfect, simple future, and future perfect. In relation to the subjects, it varies in accordance with the first singular and plural persons (I and we), the second singular or plural person (you), and the third singular and plural persons (he, she, it and they). The conjugation of the auxiliary verb “be” can be drawn as in the following chart.

Conjugation of Verb “Be”

Subject	Present	Present Perfect	Past	Past perfect	Future	Future Perfect
I	am	have been	was	had been	shall/will be	shall/ will have been
We	are		were		will be	will have been
You						
They						
He	is	has been	was			
She						
It						

Affirmative Sentences - Present

Subject	Auxiliary	Subject Complement
I	am	in the classroom now.
We	are	
You		
They		
He	is	
She		
It		

Negative Sentences - Present

Subject	Auxiliary	Subject Complement
I	am <i>not</i>	in the classroom now.
We	are <i>not</i>	
You		
They		
He	is <i>not</i>	
She		
It		

Interrogative Sentences - Present

Auxiliary	Subject	Subject Complement
Am	I	in the classroom now?
Are	We	
	You	
	They	
Is	He	
	She	
	It	

Question Asking the Subject - Present

Question Word	Auxiliary	Subject Complement
Who	Is	in the classroom now?
	isn't	

Question Asking the Adverb of Place - Present

Question Word	Auxiliary	Subject	Adverb
Where	Am	I	now?
	Are	We	
		You	
		They	
	Is	He	
		She	
		It	

Affirmative Sentences – Present Perfect

Subject	Auxiliary	Subject Complement
I	have been	here <i>since</i> an hour ago. here <i>for</i> an hour.
We		
You		
They		
He	has been	
She		
It		

Negative Sentences – Present Perfect

Subject	Auxiliary	Subject Complement
I	have <i>not</i> been (haven't been)	here <i>since</i> an hour ago. here <i>for</i> an hour.
We		
You		
They		
He	has <i>not</i> been (hasn't been)	
She		
It		

Interrogative Sentences – Present Perfect

Auxiliary	Subject	Been	Subject Complement
Have	I	been	here <i>since</i> an hour ago. here <i>for</i> an hour.
	we		
	you		
	they		
Has	he	been	
	She		
	It		