

A**Parts of speech**

“I have a brown leather chair by the window, and I often sit there in the morning to listen to music.”

In the sentence above, *I* is a **pronoun**; *chair*, *window*, *morning* and *music* are all **nouns**; *have*, *sit* and *listen* are **verbs**; *brown* and *leather* are **adjectives**; *often* is an **adverb**; *by* and *to* are **prepositions**; *the* is a **definite article**; *a* is an **indefinite article**; *and* is a **conjunction** or **link word**.

Here are two more examples:

“We saw an elephant at the zoo yesterday.”

Elephant and *zoo* are nouns; *saw* is a verb; *at* is a preposition; *an* is an indefinite article; *the* is a definite article.

“It was a cold night, so I walked quickly.”

Was and *walked* are verbs; *cold* is an adjective; *night* is a noun; *quickly* is an adverb; *so* is a link word.

**B****Grammar**

When you are learning vocabulary, you need to know certain things about different words; for example, if nouns are **countable**, e.g. *books*, *apples*, *chairs*; or **uncountable**, e.g. *information* (NOT *informations*), *advice* (NOT *advices*). (See [Unit 86](#).)

With verbs, you need to know if they are **regular**, e.g. *work*, *live*, etc; or **irregular**, e.g. *go/went*, *take/took*. You will also need to learn the grammar of **phrasal verbs**, e.g. *take something off*, *wake up*. (See [Units 79–80](#).)

You also need to learn certain groups of words as **phrases**, e.g. *at the moment*, *never mind*, *see you later*. (See [Units 75–6](#).)

C**Word building**

In the word *uncomfortable*, *un-* is a **prefix**, and *-able* is a **suffix**. Other common prefixes include *in-* and *dis-*, e.g. *incorrect* and *dislike*. Common suffixes include *-ment* and *-ive*, e.g. *improvement* and *attractive*. (See [Units 70–72](#).)

D**Pronunciation**

Dictionaries show the pronunciation of a word using **phonemic symbols**, e.g. *book* /bʊk/, *before* /bɪ'fɔː/, *cinema* /'sɪnəmə/.

Every word has one or more **syllables**, e.g. *book* has one syllable, *before* has two syllables, *cinema* has three syllables.

It is important to know which syllable to **stress**, e.g. *on* before it is the second syllable (be'fore), *on cinema* it is the first syllable ('cinema). The vertical mark ' shows where the stressed syllable begins.

E**Punctuation**

Every sentence must begin with a **capital letter** and end with a **full stop**. Some sentences have a **comma**, which often shows a **pause** [when you stop reading or speaking for a short time] in a long sentence. Did you also know that a question must end with a **question mark**?

Exercises

4.1 Put the words into the correct columns.

noun comma phonemic symbol adverb stress
question mark syllable preposition full stop adjective

parts of speech	punctuation	pronunciation
noun		

4.2 There is one word missing in each line of the text. Where does the missing word go? What could it be? What part of speech is it?

Last year I went to for my holiday. I spent the first week Seville staying with a couple of friends, and then I a train to Barcelona, where I spent another ten days. It is beautiful city and I had a marvellous time. I stayed in a very hotel right in the centre, but I didn't mind spending a lot money because it was a wonderful and it was very convenient. My brother was the person who recommended it; he goes Spain a lot and he stays anywhere else. I may go back next year if have enough time.

- 1 Spain (noun)
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

4.3 Answer the questions.

- 1 What type of verb is **break**? an irregular verb
- 2 What does a sentence begin with?
- 3 What do you put at the end of every sentence?
- 4 What's missing here.
- 5 What shows you there is a pause in the middle of a long sentence?
- 6 What type of noun is **butter**?
- 7 What type of verbs are **pick somebody up** and **grow up**?
- 8 What are **full stop** and **comma** examples of?
- 9 How do dictionaries show the pronunciation of a word?
- 10 Is the 'a' in **phrase** pronounced the same as **can**, **can't** or **late**?

4.4 Mark the stress on each word. How many syllables are there?

'English 2 informal opposite syllable
decide adjective education pronunciation

4.5 Look at these words and answer the questions.

cheap dangerous kind lucky

- 1 What part of speech are these words? adjectives
- 2 Can you change the first two words into adverbs?
- 3 Is the pronunciation of *kind* like *wind* (noun) or *find* (verb)?
- 4 What prefix do you need to form the opposite of the last two words?
- 5 What suffix makes a noun from *kind*?