

APPLICATIONS OF GRAMMAR / BOOK 1

Basics for Communicating Effectively

**Revised
Edition**



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APPLICATIONS OF GRAMMAR, BOOK 1

BASICS FOR COMMUNICATING EFFECTIVELY

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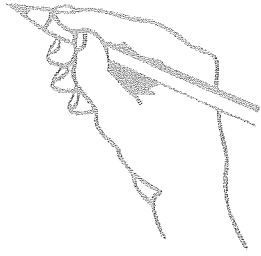
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Unit 1

Start with Words

The basic building block of language is the WORD. A *written word* is a letter or combination of letters forming a stand-alone expression of a thought. A *spoken word* is a sound or combination of sounds capable of standing alone as a single unit of utterance. Words are classified according to their use in expressing a definite idea when combined in larger units of expression—phrases, clauses, and sentences. Another way to state this classification is to say that every word is a **part of speech**. In English, every word is at least one of the eight parts of speech: *noun, pronoun, verb, adjective, adverb, preposition, conjunction, or interjection*. In some cases, a word may be used in special ways so that it functions as more than one part of speech. For example, some verb forms can be used as nouns, adjectives, or adverbs; and some adverbs act as though they are conjunctions.

In this unit, we will classify words as follows:

- ❑ Words that name — nouns and pronouns
- ❑ Words that assert — verbs (and verbals)
- ❑ Words that modify — adjectives and adverbs
- ❑ Words that join — prepositions and conjunctions
- ❑ Words that exclaim — interjections

LESSON 1: WORDS THAT NAME—NOUNS

A NOUN is a part of speech that names a person, place, thing, quality, or idea.

The English word *noun* comes from the Latin word *nomen*, meaning *name*. From this Latin word we also derive the English word *nominative*, which you will use on many occasions in your study of grammar. *Nominative* means “having the quality or character of a noun.” Nominatives can be nouns, pronouns, phrases, or other groups of words that serve the purpose of a noun; that is, they **name** or **rename** *persons, places, things, qualities, or ideas*.

A noun is a word that “names” a person, place, thing, quality, or idea. The following are some examples of nouns in each of these five categories:

PERSONS: James, child, pastor, teacher, father, Mr. Harper, carpenter, president

PLACES: Alaska, London, home, avenue, Argentina, park, school, church, country

THINGS: bird, car, motorcycle, cereal, pole, telephone, computer, hand, lamp

QUALITIES: politeness, warmth, friendliness, honesty, joyfulness, smoothness

IDEAS: freedom, wisdom, hope, faith, worship, power, communism, democracy

KINDS OF NOUNS

There are two different kinds of nouns: **common** and **proper**. Common nouns name the general members of a common group: *tree, boy, building, automobile, radio, house, book*. These kinds of nouns are written without capital letters. Proper nouns name particular persons, places, things, etc.: *Mrs. Davis, Abraham Lincoln, Asia, Bible, Washington Monument, Yellowstone National Park*. These kinds of nouns are always capitalized.

Note: Nouns, especially proper nouns, can sometimes consist of more than one word, as the preceding examples show.

Every sentence has some kind of nominative, very often a noun. Here are some examples of sentences with both common and proper **nouns** (dark print).

The **book** I am reading before **bedtime** every **night** is interesting.

We plan to travel to the **desert** in **Arizona** for our **vacation**.

Millions of **men, women,** and **children** were killed during **World War II**.

The **Sydney Opera House** in **Australia** has an unusual **design**.

FUNCTIONS OF NOUNS

Nouns (and other nominatives) serve three basic functions, or uses, in sentences, phrases, or other sentence parts. These three functions are: *subject, object, and predicate nominative*.

The SUBJECT of a sentence is the noun (or other nominative) about which the sentence makes a statement.

EXAMPLE: The **rain** usually begins in April.

An OBJECT is a noun (or other nominative) to which an action is done or which receives an action of a verb.


EXAMPLE: The store sells **books**.

An object may also be a noun (or other nominative) which follows a preposition. A preposition is a word “positioned before” a noun or pronoun (the object) showing the relationship of that noun or pronoun to other words in the sentence.

EXAMPLE: She walked *to* the *store*.

A PREDICATE NOMINATIVE is a noun (or other nominative) which follows a certain kind of verb called a *linking verb* (usually a form of *to be*: *is, am, are, was, were*) and *renames* the subject of the verb.

EXAMPLE: Robins are *birds*.


 **EXERCISE A** Write examples of nouns in the categories shown below.

Persons _____

Places _____

Things _____

Ideas or qualities _____

 **EXERCISE B** Fill the blanks in the following sentences with nouns that fit the sense of the sentences. Do not use the same noun more than once.

1. In the fabric, there are a few small flaws.

2. My _____ has red _____.

3. His _____ likes to eat _____.


4. She cooked _____ for _____.

5. No one likes a _____.


6. Our _____ during _____ was a great _____.

7. _____ and _____ are our _____.

8. Put your _____ in the _____.

 **EXERCISE C** Underline all the nouns in the following sentences. Do not underline words which stand in the place of nouns, such as *we, he, it, they*, or verb forms used as nouns.

1. We had a very deep snowfall during February last year.
2. God is our refuge and our strength.
3. The harvest was large this year, but prices for crops were not high.
4. The room reserved for the meeting was crowded, so several people could not attend.
5. Serving the Lord has great rewards, both in this life and in eternity.
6. In this exercise, we are instructed to underline all nouns.
7. I sold my bicycle and skateboard to two friends.
8. In this chapter, the hero gets lost in the forest; but a team of rescuers find him.
9. The factory could hardly supply the needs of its customers because materials were scarce.
10. A young lady asked the clerk about the price of the perfume.
11. The movie was not able to hold my attention for more than a few minutes.

 **EXERCISE D** In the blank behind each of the nouns in dark print, write **S** if the noun is a subject, **O** if the noun is an object of a verb or preposition, or **PN** if the noun is a predicate nominative.

1. My **father** (S) is the **president** (PN) of the **committee** (O).

In this sentence, **father** is a noun about which the sentence is making a statement. The word is therefore the subject of the sentence. The word **president** renames the subject; that is, the words **father** and **president** refer to the same person. The word **president** is therefore a *predicate nominative*. The word **committee** follows the preposition **of** (it is the word to which **of** points) and it is therefore an object of a preposition.

2. **Jody** (S) learned her **lessons** (O) well.

In this sentence, **Jody** is a proper noun about which the sentence is making a statement. The word is therefore the subject of the sentence. The word **lessons** follows and receives the action of the verb **learned** and is therefore the *direct object* of the verb. A direct object usually answers the question "what?" about the verb.

3. John (____) finished his **composition** (____) on **Friday** (____).
4. **Birthdays** (____) are always happy **occasions** (____).
5. At our **house** (____), everyone helps with the **work** (____).
6. Our **team** (____) defeated the **team** (____) from **Hope Christian School** (____).
7. His **name** (____) is **Mark** (____).
8. The **teacher** (____) was proud of her **students** (____).
9. **Stores** (____) in our **town** (____) are usually closed on **Sunday** (____).
10. **Robbie** (____) and **Jamie** (____) enjoyed a **game** (____) of **chess** (____).
11. The **clerk** (____) stapled the **papers** (____) together.

LESSON 2: WORDS THAT SUBSTITUTE—PRONOUNS

A PRONOUN is a part of speech that is used in place of a noun.

Pronouns can be thought of as **substitutes for nouns**. We use them so that we do not always have to keep repeating the same noun again and again when speaking or writing about a person, place, thing, idea, or quality. There are a number of different kinds of pronouns, each with a special use as noun substitutes. In this lesson, we will not go into detail about these special classifications of pronouns. The purpose of this lesson is to help you recognize various kinds of words that can be used in the place of nouns. Here are some examples of common pronouns:

PRONOUNS		
I, me, my, mine, myself	we, us, our, ours, ourselves	anybody, nobody, no one
you, your, yours, yourself	they, them, their, theirs	several, few, many, each, all
he, him, his, himself	themselves	somebody, someone
she, her, hers, herself	that, this, these, those	others, none, one, some
it, its, itself	who, whom, whose	both, either, neither

The following paragraph includes several pronouns.

Thinking about how the weather might affect *his* family's plans, Robert said to *himself*, "*We* could go the lake if *it* is not too cold." *He* hoped *everyone* would agree with *him*. *They* said *they* liked *his* idea, but *they* wondered if *his* father could get time off work.

Without pronouns, the paragraph would read as follows:

Thinking about how the weather might affect Robert's family's plans, Robert said to Robert, "The family could go to the lake if the weather is not too cold." Robert hoped all the members of the family would agree with Robert. The family members said the family liked Robert's plan, but the family members wondered if Robert's father could get time off work.

You can see how useful pronouns are in giving our communications variety, smoothness, and meaning. While pronouns are useful, they are also some of the most difficult words to use correctly, because they have so many different forms depending upon their exact function in the sentence. In future lessons, we will learn more about how to use pronouns properly and which forms to select.

For now, remember that *pronouns are substitutes for nouns*. As such, they, like nouns, refer to persons, places, things, ideas, or qualities. Like nouns, they may also be called *nominatives*. Like nouns, they can be used as *subjects, objects, and predicate nominatives*.

Note: Some forms of *pronouns* can also be used as adjectives.

 **EXERCISE** Underline the pronouns, as shown in the first line below, in the following paragraphs.

Before Squanto covered the hills of corn, he did a curious thing. What do you suppose he did? He caught a fish and put it into a hill of corn. He caught a great many fishes, so as to have some for each hill of corn. Then, after he had dropped fish into the hills with the grains of corn, he covered them with earth.

St. Valentine was a good man who lived in Europe nearly two thousand years ago. He was a Christian teacher. At that time, the emperor at Rome was not a Christian. He hated Christians and had many of them put to death. Those Christians who were put to death because of their faith in Christ are called martyrs. St. Valentine was a martyr, for it is said the emperor had him put to death because he kept on teaching men to be Christians.

One reason we love birds is because they sing, and the world loves people who sing. If anybody gives us a good song, we always remember him for it. We remember Francis Scott Key because he gave us "The Star-Spangled Banner"; we remember Samuel Francis Smith because he gave us "America."