

**Example 2:**

Being the sports secretary of your school write a letter to your Principal requesting for the need of proper maintenance and requirement of sports equipment for the upcoming Annual Sports Day. You should write at least 150 words. In your letter:

State the present condition of the sports field and sports equipment

Tell about the problems faced by the players

Demand for special coaches for swimming, aerobics and hockey.

**Questions for Practice**

- a. You are Arman/Aarti, a student of class XII. You ordered for a set of postal course books for preparation of entrance exams for engineering courses. A demand draft for the required amount was also sent, but you have not yet received the material. Write a letter in about 150 words to the Manager, Perfect Success Publications, 25, M.G. Road, New Delhi enquiring about the whereabouts of your ordered books. Invent all other details.
- b. On this Foundation Day of your school you want to donate a set of useful books to the school library. Write a letter stating your demand of books to the Scholastic Publications, detailing your requirement and giving a list of the title of the books. Invent all other details. Write in about 150 words.

**SECTION C**  
**Grammar - 10 Marks**

Different grammatical structures in meaningful contexts will be tested. Item types will include gap filling, sentence re-ordering, dialogue completion and sentence transformation. The grammar syllabus will include determiners, tenses, clauses, modals and Voice. These grammar areas will be tested using the following test types.

- |   |                 |
|---|-----------------|
| <b>Question 6:</b> Error Correction           | <b>04 Marks</b> |
| <b>Question 7:</b> Editing Task               | <b>04 Marks</b> |
| <b>Question 8:</b> Re - Ordering of Sentences | <b>02 Marks</b> |

### **DETERMINERS :**

Determiner is a word that is used before a noun in order to show which thing you mean. In the phrases 'the car' and 'some cars', 'the' and 'some' are determiners.

-A word such as the, some, my etc. that comes before a noun to show how the noun is being used.

List of the Determiners:

- i) Articles (a, an & the)
- ii) Distributives (each, every, either), Demonstrative (this, that, these, those), Quantifiers (little, some, any, few), Possessive (our, your, my), Interrogatives (what, which, whose), all, both, half, many, one fifth, one tenth, two third, cardinal numbers & ordinal numbers.

#### **Examples:**

The indefinite article (Before Noun = singular, countable & common).

-> The form 'a' is used before a word beginning with a consonant, or a vowel with a consonant sound:

- \* A man
- \* A hat
- \* A European
- \* A one-way street

-> The form 'an' is used before words beginning with a vowel or words beginning with a mute h:

- \* An apple
- \* An onion
- \* An hour
- \* An L-plate
- \* An MP
- \* An SOS
- \* An M.A.

-> Before a singular, countable noun.

- \* I need a visa.
- \* He bought an ice-cream.

-> Before a singular noun which is used as an example of a class.

- \* A car must be insured = All cars/Any cars must be insured.

\* A child needs healthy nourishment = All children need/ any children needs healthy nourishment.

-> With a noun complement.

\* It is an earthquake.

\* She'll be a dancer.

-> In certain expressions of quantity.

A lot of, a couple, a great many, a great deal of, a dozen etc.

-> With certain numbers.

a hundred, a thousand, a kilo and a half, a third, a quarter.

-> In expressions of price, speed, ratio etc.

5p a kilo, L 1 a meter, 10p a dozen, for times a day (Here a/an = per)

-> In exclamations before singular, countable nouns:

Such a long queue!

What a pretty girl !

-> A Mr. Shaw (= a man called 'Shaw' and implies that he is a stranger to the speaker.) Without 'a' implies that the speaker knows Mr. Shaw or knows of his existence.

-> The: (the definite article)

-> The object or group of objects is unique:

- The earth, the sea, the sky, the equator.

-> Before a noun which has become definite as a result of being mentioned a second time:

- His car struck a tree; you can still see the mark on the tree.

-> Before a noun made definite by the addition of a phrase or clause:

- The girl in blue.

-the boy that I met.

- The man with the banner.

-> Before superlatives:

- The first week.

- The best day.

- The only way.

-> The + singular noun = a class of animals or things.

- The whale is in danger of becoming extinct.

-The deep-freeze has made life easier for housewives.

-> The old = old people in general.

-> Before the names of seas, rivers, groups of islands, chains of mountain, plural names of countries, deserts, and regions.

- the Atlantic, the Netherlands, the Thames, the Himalayas, the Sahara, the Bay Of Bengal, the Arabian sea, the United States of America.

-> The + plural surname = the ..... family

The Clintons = Mr. and Mrs. Clinton (and children)

-> 'The' is not used before bed, church, court, hospital, prison, school/ college/university, when these places are visited or used for their primary purpose.

- We go to bed/in bed.

- We go to school/at school.

- Demonstratives :

- i) This beach is quite beautiful.
- ii) That ground is nearest to our school.
- iii) These people come from Latin America.

- Distributives :

- i) Each child assembles his or her project.
- ii) She had a bottle in each hand.
- iii) You can park on either side of the street.
- iv) I could hear every word they said.

- Interrogatives :

- i) Whose car broke down?
- ii) Which horse won?
- iii) What paper do you read?

- Possessives :

- i) The girls are with their brother.
- ii) Mary's father is her father.
- iii) She changed her shoes.
- iv) Hand your papers in.

- Quantifiers: Little, Few, Some, Any.

A) Little : before uncountable

(Not much, almost nothing)

Examples:

- i) There is little doubt in my mind. (Not much), have almost the force of a negative.  
 ii) Sugar? ~ A little, please (A small amount)  
 B) Few: before countable & plural (Not many, almost none)

Examples:

- i) Few people understand the plan. (Not many).  
 ii) We've had a few replies. (a small number)  
 C) Some :  
 i) I ate a date/ some dates.  
 ii) They bought some honey. (affirmative)  
 iii) Do some of you sleep on the floor? (I expect so)  
 iv) Would you like some wine? (offers/requests)  
 D) Any :  
 i) I haven't any matches. (negative)  
 ii) I have hardly any spare time. (almost negative)

\* Others:

- i) One more, please!  
 ii) There's only room for one person.  
 iii) It was the first time they had ever met.  
 iv) All the men had weapons.  
 v) All the people are ready.  
 vi) Both doors were open.  
 vii) Half of the fruit was bad.  
 viii) He has a half share in the company.  
 ix) Many people feel that the law should be changed.

## TENSES

Time Structures Uses Examples

## VOICE

### Active tenses and their passive equivalents

<i>Tense</i>	<i>Active</i>	<i>Passive</i>
Simple	S + V1 + O S + V2 + O S + shall/will + V1 + O	O + to be + V3(pp)
Continuous/progressive	S + to be + V-ing + O	O + to be + being + V3(pp)
Perfect	S + to have + V3	O + to have + been + v3(pp)
Imperative	V + O	Let + O + be + V3

V1=base form of the verb.

V2=past tense of the verb

V3=past participle

V-ing=present participle

Form of to be=am, is, are (present); was, were (past); will be/shall be(future)

Form of to have=have, has (present); had (past); will have/shall have (future)

<b><i>Tense/verb form</i></b>	<b><i>Active voice</i></b>	<b><i>Passive voice</i></b>
Simple present	Writes	Is written
Present continuous	Is writing	Is being written
Simple past	Wrote	Was written
Past continuous	was writing	Was being written
Present perfect	Has written	Has been written
Past perfect	Had written	Had been written
Future	Will write	Will be written
Conditional	Would write	Would be written
Perfect conditional	Would have written	Would have been written
Present infinitive	To write	To be written
Perfect infinitive	To have written	To have been written
Present participle/gerund	Writing	Being written
Perfect participle	Having written	Having been written

Modals

<b>Meaning</b>	<b>Modals</b>	<b>Examples</b>
Ability	can, could, be able to, be capable of.	i) <u>Can</u> John swim? ii) My sister could swim when she was five. (past ability) iii) I couldn't find my mobile this morning. (past inability) iv) He could have run faster, but he didn't want to overcome Sarang. v) Rajat has not been able to attend school since the illness. vi) Jyoti was able to speak to Ann before she left. vii) Will students be able to

Permission	can, could, may.	work their assignments on line one day? (future ability)  i) Can I come in? ii) Students may take the books from library between 1.40 to 3.00 .(written) iii) May I sit here ?(formal)
Requests	can, could, will, would.	i) Can you pass me the salt? (most informal) ii) Could you help me to find out the address? (formal) iii) Would you please count your change? iv) Will you get me a glass of water, John?
Obligation	have (got) to, must.	i) All tourists must produce their I-cards whenever it is required. ii) The boss must get that report finished. iii) Do you have to write your date of birth on the form? iv) They had to come on the time.
Possibility	could, can, may, might.	i) <u>I could have</u> lend you the money, why didn't you ask me ? (past ability) ii) Raju <u>may not</u> be at home. iii) I may have/might have left

Advice/Obligation	ought to, should, have to, must.	<p>my mobile in the office.  iv) You can ski on the hills.  v) He could be very unreasonable.</p> <p><u>Teacher to pupil</u> : (speaker's authority)  You must practise at least two hours a day.  <u>Pupil to his friend</u>: (external authority)  I have to practise two hours a day.  <u>His friend to pupil</u> : (subject's obligation or duty)  You ought to should practice for more than two hours.</p>
Prohibition	must not, may not, cannot.	<p>i) You mustn't inform him anything.  ii) John can't work until you're better.  iii) Reference books may not be taken out of the library. (written)  iv) Candidates must not begin writing until the bell rings. (formal)</p>
No necessity	Don't have to, shouldn't have, didn't need to, needn't have.	<p>i) You don't have to help me I can do my work.  ii) They didn't have to sell their flat.  iii) You shouldn't have bothered cooking. They would have bought a meal from hotel.  iv) He didn't need to learn the poem by heart.  v) Passengers needn't have got down earlier.</p>
Assumptions & deductions	Will, should, must, can't	<ul style="list-style-type: none"> <li>That must be Kamala  She often comes on the</li> </ul>



**Rearranging the words for a meaningful sentence.**

A sentence consists of a subject and a predicate.

- The following are the basic structures.

1. John carefully searched the room.
- S A V O
2. The girl is now a student at a large university.
- S V A C A
1. His brother grew happier gradually.
- S V C A
2. It rained steadily all day.
- S A A A
3. He had given the girl an apple.
- S V O O
4. They make him the chairman every year.
- S v o c a
7. She saw that (it rained all day).
- S V O
8. His brother grew happier when his friend arrived.
- S V C A
9. That she answered the question correctly pleased him enormously
- S V O A

**Kinds of sentences & their structures****A. Based on meaning :****i. Assertive /statement :**

I write a letter. S+v+o /c+ .

**ii. Interrogative /Question:**

Do you complete your work?

Where have they been living for a decade?

(Helping verb +S+V+O+?)

(Wh word +h.V.+S+V+O+?)

**iii. Exclamatory –**

How wonderful it is!

What a great king Ashoka was!

(How + adj./adv. + S+V+!)

(What + det + adj/adv + S+V+!)

**iv. Imperative -**

Open the door.

V+O/A

**B. Based on the structure :****1. Simple = consists of only one predicate**

I am living in New Delhi.

**2. Complex = consists of one main clause and sub-ordinate clause/s.**

e.g. If I come to you, I will give a book to you.

**3. Compound = consist of two or more than two clauses of equal importance.**

e.g. We came in first but we did not win the race.

**CLAUSES**

Clause is a group of words that includes a subject and a verb, and forms a sentence or part of a sentence.

e.g. They often go to Italy

because they love the food

Main clause

subordinate clause

Simple sentence – only one main clause

Complex – one main clause +one or more than one subordinate clause.

Compound – two or more than two main clauses.

**Subordinating conjunction** : - A subordination conjunction joins a clause to another on which it depends for its full meaning.

- After, till, no sooner---- than, when, as soon as, as , since, before, while = time
- In order that, so that, lest =purpose
- Where, wherever = place
- Because, since, that, as, = reason, cause

- If, whether, unless, on condition that = condition
- That, = result or consequence
- Than, as-as = comparison
- Though, although, even if = supposition, concession

**Coordinating conjunction** = A coordinating conjunction joins together clauses of equal rank.

- And, but, for, or, nor, also, either---or, neither---nor.

### **GRAMMAR EXERCISES**

**1. Which sentences below are incorrect because 'the' is not needed**

2. The sun was shining.
3. She rushed out of the room.
4. We grow the potatoes and the carrots.
5. One of the men stood up.
6. How long have you been learning the English?
7. He loves playing the tennis.
8. Could you pass me the butter?
9. I was born in the June.
10. She was amazed at the beauty of the island.
11. My mother has a sleep after the lunch every day.

**2. Read the passage below and decide whether a, the, or no articles needed to fill each gap correctly.**

Spanish is one of ----- most widely spoken languages in ----- world. It is spoken all over----- South America except for ----- Brazil. Like Italian and Portuguese, ----- Spanish language is related to Latin. ----- recent report stated that -----number of Spanish speakers in -----United State of America will be higher than -----number of English speakers by -----year 2090. As -----result of this, nearly all North American schools teach Spanish. ----- language with -----most speakers in ----- world is Mandarin Chinese.

**3. Fill in the blanks by using a or an**

He was wearing -----hat. I have just bought-----new computer. What -----interesting life you've had! Do you have to wear ----- uniform? The book was given to me by -----uncle. This should only take half -----hour. ----- plane flew overhead. He took me to ---expensive restaurant. This is ----- one-way street. She wanted to be---- MP.

**4. Complete this narration using suitable determiners.**

A-----months back, -----big fire broke out in our locality. It had caused a ----- damage, but fortunately----- was hurt. It was a calm night and I was reading in the hall. I smelt----- burning and heart ----- shouting down the road. I saw a house on fire with -----flames leaping from one roof to another. I immediately phoned the police and fire department, and -----of us rushed out.

### **5. Use the appropriate modal to fill in the blanks.**

(Meaning of the modal are given in the bracket)

- Teacher to student : you -----study at least three hours a day.(Speaker's authority)  
Student to his classmate: I -----study at least three hours a day (external authority)  
His classmate: you -----study for more three hours. (Moral obligation)
- I read your newspaper? (informal permission)  
-----I come in ? (formal permission)
- She ----- speak Spanish. (present ability)  
She -----swim when she was 11 years old. (Past ability)
- you babysit for us on Friday? (polite request)  
-----you close the door? (Formal request)
- The stadium -----= be emptied in four minutes. (possibility)  
I ----- do it now, if you like. (Less possible)  
They----- well win. (Something is possible)
- They----- burn coal; now they burn fuel oil only. (Expresses a past habit or routine)
- You ----- not begin until I tell you. (formal prohibition)  
Reference books ----- not be taken out of the Library. (Written prohibition)

### **6. JUMBLED SENTENCE**

REARRANGE THE WORDS SO THAT THEY ARE IN THE CORRECT ORDER.

- attention. Babies need constant
- author? Is who your favourite
- the team's the place victory guarantees final. Tonight's
- highlights a of number instances The of injustice. Report
- on contains museum interesting rural some The exhibits Spanish life
- She a on in in tower an estate block London. Lives
- The on today's Flights the displayed are of monitor. Details
- What the school. Wear fairly take to I towards kids a relaxed attitude

**7. The following passage has not been edited. There is one error in each line. Write the incorrect word and the correction in your answer sheet. Remember to underline the word that you have supplied.**

1.

I would welcome the chance to working as part

-----

of a small dynamic team how I could make -----  
 an significant contribution while developing -----  
 my skills yet further. I must be happy to -----  
 show you a portfolio of mine work -----  
 I am available with interview next week and -----  
 look forward to hear from you. -----

## 2.

Could you tell me where many  
 hours the week of language  
 tuition are offer and how  
 large the groups is ?  
 I would also like with know  
 whether special diets is  
 catered with, as  
 one of my friends are  
 a vegetarian.

## **9. Tenses**

Put the verbs in brackets into the correct tense.

Dear Mr. Jones,

My family and I (suffer)a good deal lately from the noise made by your guests when they (leave) your house on Saturday nights. They (stand) in the street, (laugh) loudly and (call) goodbye to you and to each other. Then they (get) into their cars (bang) the doors loudly, and finally they (reverse) their cars on to the road.

## **9. Complete the utterances in the most suitable way using a variety of ways to express future time**

e.g. "It's getting too cold. I'm going to get a sweater."

1. "Thanks a lot for lending me your Mathematics book. I \_\_\_\_\_ it on Monday."
2. "Somebody has broken into our house. I \_\_\_\_\_ the police immediately."
3. "I'm feeling very hungry. I think I \_\_\_\_\_ some snacks."
4. "It's 7.00p.m. They \_\_\_\_\_ here any moment, now."
5. "This circular announces that school \_\_\_\_\_ on 1<sup>st</sup> September."
6. "The dolphin \_\_\_\_\_ through the hoop. Just watch it."
7. "When \_\_\_\_\_ you give us a treat for your birthday?"
8. "Who \_\_\_\_\_ the phone now? I have answered it twice already."

9. "Office \_\_\_\_\_ open this Sunday. So, you may submit the documents then."
10. "\_\_\_\_\_ the computer much longer? I need to use it soon."

**Q.10 Transform the sentences by using appropriate conjunctions.**

1. Hardly had the teacher entered the class, the students stood up. (As soon as)
2. He is too weak to walk properly. (use that)
3. Search the room. You will find the pen. (if)
4. The soldier was wounded. He was not killed. (Although)

**Q.11 In each sentence you find an error. Rewrite the sentence with a correct alternative.**

1. He will stay. If you asked him to. (conditionals)
2. Having doing his duty, he felt satisfied. (participle)
3. I have usually a cold shower in the morning. (place of adverb)
4. The number of people attending the meeting was quite small. (subject verb agreement)

**Q.12. Use the following linking words and fill in the blanks.**

(and, while, because, then, although, or, however, otherwise, so, if)

A few weeks ago, I did some ironing \_\_\_\_\_ went out to do some shopping. \_\_\_\_\_ I was out, I realised that I couldn't remember whether I had switched the iron off \_\_\_\_\_ left it on. \_\_\_\_\_ I had left it on; the house might be on Fire! I was really worried \_\_\_\_\_ I ran home at once. \_\_\_\_\_, I needn't have worried \_\_\_\_\_, I had left the iron on, everything was all right. It was a good thing I got home in time, \_\_\_\_\_ things could have turned out very differently.

**DETERMINERS-SOLVED EXERCISE**

In the passage given below, one word has been omitted in each line. Write the missing word along with the word that comes before and the word that comes after it against the correct blank number.

Have you ever seen banyan tree? The banyan	a)
must be biggest tree found in India. A full	b)
grown banyan is as high as three storeyed building.	c)
We don't see banyan trees in cities. They are so huge that	d)
they can only grow in open places. Banyan looks like	e)
palace standing on pillars. It doesn't have	f)
just main trunk like others do. It has many	g)
roots coming down. These hanging roots enter ground	h)
and look like smaller trunks.	

Answers-

- |                         |                            |
|-------------------------|----------------------------|
| a) seen <u>a</u> banyan | b) be <u>the</u> biggest   |
| c) as <u>a</u> three    | d) see <u>many</u> banyan  |
| e) <u>a</u> banyan      | f) <u>a</u> palace         |
| g) just <u>one</u> main | h) enter <u>the</u> ground |

### **DETERMINERS-UNSOLVED EXERCISE**

In the passage given below, one word has been omitted in each line. Write the missing word alongwith the word that comes before and the word that comes after it against the correct blank number.

It was not new emotion. Doubt was my	a)___
oldest enemy. I knew well. Yet I	b)___
had never expected to come, to	c)___
arrive so suddenly. There was feeling	d)___
that I would be free from it. But was	e)___
not so. More I tried, the more I	f)___
felt confused. But way had to be found at any cost.	g)___
I could not start work without tension.	h)___

### **TENSE-**

### **SOLVED EXERCISE**

Rewrite the following passage using the verbs (in brackets) in their correct form:

For a while I 1)\_\_\_ (can) not decide whether I should speak to her or not. I did not have the guts to tell her that her mother 2)\_\_\_ (die) before the doctor 3)\_\_\_ (arrive). She 4)\_\_\_ (turn) her eyes towards me. She 5)\_\_\_ (anxious) to know about her mother. I 6)\_\_\_ (collect) courage and 7)\_\_\_ (move) my lips and silently told her that her mother 8)\_\_\_ (pass away).

### **Answers-**

- |              |                    |              |
|--------------|--------------------|--------------|
| 1) Could not | 2) had died        | 3) arrived   |
| 4) turned    | 5) was anxious     | 6) collected |
| 7) moved     | 8) had passed away |              |

### **UNSOLVED EXERCISE**

The following passage has not been edited. There is one error in each line. Write the incorrect word and the correction in your answer sheet.

The general elections were to be hold next month e.g. hold...held  
The polling booth was set up. All the a)\_\_\_

Polling officer could be appointed. The task of appointing observers might be completed. Ballot papers will be sent to their proper places. In fact all the arrangements had been made.

The general elections must be held smoothly.

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

e) \_\_\_\_\_

f) \_\_\_\_\_

### **CLAUSES- SOLVED EXERCISE**

Complete the following sentences with proper clauses.

- 1) God helps those .....
- 2) You should act.....
- 3) She cannot convince her husband.....
- 4) There are many places.....

Clues:- 1)..... who help themselves.

2)..... as you are told.

3)..... however hard she may try.

4)..... which we haven't visited.

### **UNSOLVED EXERCISE**

- 1) I want to know .....
- 2) She did not attend the school.....
- 3) Let us consider.....
- 4) The first thing.....

### **MODALS - SOLVED EXERCISE**

There is an error concerning 'modals' in each line of the following passage. Find the error and write the correct word in your answer sheet against the correct blank number.

One ought to say that man has not made e.g. ought to... can/may/might

- |   |     |
|---|-----|
| Much progress from the other animals .It should     | (a) |
| be that in many ways animals are                    |     |
| superior to man still. All dare agree               | (b) |
| that ants have a great social organisation          |     |
| which shall have wandered many. Ants                | (c) |
| work ceaselessly and for others. We have learn      | (d) |
| from them so many things and these shall            | (e) |
| teach us lessons of civilization .In no case may we | (f) |
| late other living beings.                           |     |



**UNSOLVED EXERCISE**

Fill in the blanks with appropriate modals:

- 1) .....I see you in the morning?
- 2) It.....rain. I am not sure.
- 3) We.....improve our lot.
- 4) I.....to express my views on pollution.
- 5).....his soul rest in peace!
- 6) I did all that I.....do for my son.

**EDITING-SOLVED EXERCISE**

The following passage has not been edited. There is a word missing in each line. Find the missing word that comes before and after it.

- An Inter House Debate Competition will held (a)  
 next Sunday.  
 All the House Incharges requested to enlist (b)  
 teams from their houses by tomorrow.  
 The topic and the time limit have already put up (c)  
 On the notice board. The student advised to note (d)  
 down the topic from the notice board .  
 It expected that proper decorum would be made. (e)  
 Proper seating arrangement have already made. (f)

- Clues: a) will be held  
 b)inchargesare requested  
 c)alreadybeen put  
 d)studentsare advised  
 e)itis hoped  
 f)alreadybeen made

**JUMBLED WORDS SOLVED EXERCISE WORDS:**

- 1) In India/grown/is/coffee/the farmers/by

Ans= coffee is grown by the farmers in India.

- 2)by her/not being/the flowers/are / plucked.

Ans= The flowers are not being plucked by her.

- 3)the student/is/by/sung /national anthem/ the

Ans= The national anthem is sung by the students.

4)has come/the/the/is glad/baby/that/mother

Ans= the baby is glad that the mother has come.

### **UNSOLVED EXERCISE**

1) oil/was found/in the/North sea/1960s/the/under

2)world/country/finest/is/the/in/the/India/our

3) they/in the hall/for/ two hours/watching/had been/television

4) blessing/you/all/on/may/showered/be

### **Questions for Practice**

#### **1. Put the verbs in bracket in the correct tense and rewrite the following:**

India (have) many calendars which Indians (use) since very early times. More than thirty (be) still in use. One difficulty about having so many calendars (be) that the same date (fall) of different days according to each.

KEY:

i. has                      ii. have been using                      iii. are                      iv. is                      v. falls

#### **2. Put the verbs in bracket in the correct tense and rewrite the following:**

- i. The efficiency of a truck \_\_\_\_\_ by the load it can take.  
(a) knows                      (b) is known                      (c) has been known                      (d) has known
- ii. Last week every day my maid \_\_\_\_\_ a plate.  
(a) breaks                      (b) was broken                      (c) broke                      (d) has broken
- iii. If I \_\_\_\_\_ one more question, I would have passed.  
(a) had answered                      (b) would answer                      (c) has answered                      (d) would have answered
- iv. The minister promised \_\_\_\_\_ me a post in his department.  
(a) to have given                      (b) having given                      (c) have given                      (d) to give
- v. Please don't \_\_\_\_\_ when you go out.  
(a) leave opening the door                      (b) leave the door open  
(c)leave the door opened                      (d) leave open the door

KEY:i.(b)                      ii. (d)                      iii. (a)                      iv. (d)                      v. (b)

3. The following passage has not been edited. There is an error in each line against which a blank is given. Write the incorrect word and the correction in your answer sheet against the correct blank number as given in the example. Remember to underline the word that you have supplied.

Nothing, they say, was more constant than change. e.g. was – is  
 Science, being a dynamic subject, was regularlywitness (a) \_\_\_\_\_  
 to changes, as old theories periodically gets discarded (b) \_\_\_\_\_  
 and new ideas regularly pop up. We are living at very (c) \_\_\_\_\_  
 interesting times. A scientific temper, having lain (d) \_\_\_\_\_  
 quiescent for some years, is get charged with a slew of (e) \_\_\_\_\_  
 new discoveries tumbling in of laboratories around the globe. (f) \_\_\_\_\_

Key:

(a) was – is (b) gets – get (c) at – in (d) A - The (e) get – getting (f) in – out

**4. Correct the following sentences using proper tense forms:**

- (a) I am liking it very much.  
 (b) Madhu is always writing beautiful poems.  
 (c) If you will go to Ludhiana, buy a good shawl for me.  
 (d) Where you got this pen from?  
 (e) Rohit is working in this film for ten years.  
 (f) These students prepare for their exams these days.

Key:

- (a) I like it very much  
 (b) Madhu writes beautiful poems  
 (c) If you go to Ludhiana, buy a good shawl for me.  
 (d) Where did you get this pen from?  
 (e) Rohit has been working in this firm for ten years.  
 (f) These students are preparing for their exams these days.