

## Parts of Speech

### Nouns

The number of nouns in the English language is enormous.

**Nouns** are “**name**” words; a noun can be the name of a place, person, thing, period of time, feeling, or idea.

**Examples of nouns:** EIT, Taradale; Mary, man, child; computer, pencil; day, month, year, morning, afternoon, evening; kindness, beauty; communism..

#### Proper nouns/ Common nouns.

Nouns are either proper and are **capitalised** (e.g. World Health Organisation, Einstein, Napier) or common (e.g. pencil, empathy).

**Common** nouns are **not capitalised**, unless they are used at the beginning of a sentence.

#### Singular nouns/ Plural nouns

Some nouns change when they are plural.

In the singular (e.g. book, child)      In the plural (e.g. books, children)

Some nouns do not change in the plural form

**Examples include:** sheep, music.

#### Countable nouns/uncountable nouns

**Nouns with a plural form** can be counted; they are **countable nouns**

**For example:**

- one book or two books.

**Nouns without a plural form** are **uncountable nouns**

**For example:**

- you cannot say two sheeps or two musics.

**Some nouns are uncountable in English but are often countable in other languages.**

For example:			
advice	furniture	weather	information
traffic	news	bread	behaviour

## Countable nouns/uncountable nouns, and articles.

The three articles in English are **a, an, the**

All three articles can be used before singular countable nouns

**For example:**

- a book, the book.
- I have a few jobs to do.
- an egg, an organisation, the egg, the organisation.

The may also be used before an uncountable noun, e.g. **The** traffic is heavy. **The** rice is cooked.

### How do you know which article to use?

**A** and **an** are **indefinite** articles. This means that if, for example, I ask you for a pen it could be any pen. I am not referring to a particular one.

However, if I ask for the pen, both of us know which pen is being referred to.

**The** is a **definite** article.

**Note** that **an** is used (instead of **a**) before a noun beginning with a vowel i.e. **a, e, i, o, u**.

## Pronouns

(pro = for – Latin)

A pronoun stands in place of a noun or nouns.

Note also, that when using a pronoun in place of a person's name, it must be clear to whom you are referring.

**For example:**

- The tutor told him that **he** was a good writer. The tutor told the student that **he**, the student, was a good writer.

**Subject** pronouns are used if the pronoun is the subject of the sentence:

**For example:**

- **I, we, you, he, she, it, they.**

**Object** pronouns are used if the pronoun is not the subject, but the object of the sentence:

**For example:**

- **her, him, it, me, them, us, and you.**
- The supervisor gave **me** the Health and Safety policy to read.
- The supervisor gave the Health and Safety policy to **me**.

Examples of **indefinite pronouns** (used to refer to general or indefinite person(s) or thing(s): **all, any, both, each, everyone, few, many, neither, none, nothing, several, some** and **somebody**.

**For example:**

- **Each** student needs to get real about deadlines and demands.
- **Something** isn't making sense.
- **All** of the students completed their course.

Some pronouns give information about who owns something.

They are named **possessive pronouns: hers, his, mine, ours, theirs, and yours**.

**For example:**

- **His** research was thorough and his methodology good.

Some pronouns introduce a part of a sentence (a clause) that describes, or gives extra information about, the noun that precedes it.

**These pronouns are relative pronouns; they start a relative clause:**

Use:	
who/whom/whose	for people
which	for things
that	for people or things
when	time
where	place

For example:

- I stood where you could see me.
- The judge, who spoke first, asked for silence.

**This, that, these and those** are also pronouns

**For example:**

- **That** is a good idea.
- **These** books belong to EIT.

Note that in **academic writing the personal pronouns** - I, you, we, me, our, us- are **not normally used** unless the assignment is reflective and calls for personal experience.

## Adjectives

These **describe/modify/give more information** about a noun  
They usually precede a noun but can come afterwards

**For example:**

- a **disappointing** article/ the article was **disappointing**.

Adjectives can describe:	For Example:
Number (describe quantity)	1,2,3
Qualities/opinion	kind, thoughtful, credible
Size	large, small
Age	old
Shape	square
Colour	red
Purpose or quality	usually, occasionally
Origin or material	New Zealand manufacturer fleece blanket

## Order of Adjectives

Academic English does not use many adjectives at a time, but note that there is an order to the adjectives in English:

Number/quality or opinion/size/age/shape/ colour/ origin/material /purpose or qualifier.

**For example:**

- I have two large text books.
- Not large two textbooks.

## Prepositions

These link nouns/pronouns to other words in a sentence. Prepositions go before the noun or pronoun.

**Examples of prepositions:**

to, with, near, of, at, from, under, during, through

**For example:**

- He hid **under** the desk.
- EIT is **near** a bus stop.

Summary	
<b>Nouns</b>	Naming words
<b>Pronouns</b>	Used in place of nouns
<b>Adjectives</b>	Qualify nouns and pronouns
<b>Verbs</b>	Describe what the noun is doing
<b>Adverbs</b>	Modify verbs, adjectives, and other adverbs
<b>Conjunctions</b>	Link words together
<b>Prepositions</b>	Used before a noun or pronoun
<b>Articles</b>	Used before nouns

## Verbs

These are **action** words/**doing** words. These words tell what the noun is doing.

Examples:	
<b>write</b>	I write a lot.
<b>dance</b>	They dance well.
<b>talk</b>	We talk about the news.
<b>remember</b>	Do you remember that?
<b>love</b>	I love learning.
<b>hit</b>	The hammer hits the nail.

Verbs give an idea of time. Verbs can be: in the present/now time; in future time or in past time.

**For example:**

- I write...(present time); I wrote...(past time); I will write...(future time).

## Adverbs

Adverbs **describe/modify/give more information** about verbs, other adverbs and adjectives, to add detail to sentences. Adverbs often end in **-ly**

**For example:**

- The year passed **quickly**.
- The course was **unnecessarily** long.
- She went **outside**.
- He ran **fast**.

## Conjunctions

These link words, or parts of sentences and prevent “choppiness”. They are useful for linking parts of sentences together for more streamlined writing.

### Examples of conjunctions

**Coordinating conjunctions join equal grammatical structures together.**

#### FANBOYS

**F:** for  
**A:** and  
**N:** nor  
**B:** but  
**O:** or  
**Y:** yet  
**S:** so

**Correlative Conjunctions are conjunctions which are word pairs:**

Either/or  
Neither/nor  
not only/but also

**Subordinating Conjunctions join independent and dependent clauses.** (Note: See Sentences.)

These can be used to signal cause and effect, contrast or some other kind of relationship between the clauses.

after	before	lest	then	whereas
although	because	now that	though	wherever
as long as	by the time	once		whether or not
as much as	even if	only	unless	while
as soon as	even though	only if	until	
as though	in order that	provided that	when	in case
since	whenever	in the event that	supposing that	where

**For example** (note the use of commas):

- The library remained open until late, although it was holiday time.
- Although it was holiday time, the library remained open until late.