FOCUS ON GRAMMAR

An INTERMEDIATE Course for Reference and Practice

SECOND EDITION





Marjorie Fuchs Margaret Bonner Miriam Westheimer



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Marjorie Fuchs

Margaret Bonner

Miriam Westheimer



To the memory of my parents, Edith and Joseph Fuchs—MF
To my parents, Marie and Joseph Maus, and to my son, Luke Frances—MB
To my husband, Joel Einleger, and my children, Ari and Leora—MW

FOCUS ON GRAMMAR: AN INTERMEDIATE COURSE FOR REFERENCE AND PRACTICE

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APPENDICES

1 Irregular Verbs

BASE	SIMPLE	Past
FORM	PAST	PARTICIPLE
arise anals	arose 2 roos	arisen arise-
awake	awoke	awoken
be	was/were	been
beat	beat	beaten
become	became	become
begin	began	begun
bend	bent	bent
bet	bet	bet
bite	bit	bitten
bleed	bled	bled
blow	blew	blown
break	broke	broken
bring	brought	brought
build	built	built
burn	burned/burnt	burned/burnt
burst	burst	burst
buy	bought	bought
catch	caught	caught
choose	chose	chosen
cling	clung	clung
come	came	come
cost	cost	cost
creep	crept	crept
cut	cut	cut
- deal	dealt	dealt
dig	dug	dug
dive	dived/dove	dived
do	did	done
draw	drew	drawn
dream	dreamed/dreamt	dreamed/dreamt
drink	drank	drunk
drive	drove	driven
eat	ate	eaten
fall	fell	fallen
feed	fed	fed
feel	felt	felt
fight	fought	fought
find	found	found
fit	fit	fit
flee	fled	fled
fling	flung	flung
fly	flew	flown
forbid	forbade/forbad	forbidden
forget	forgot	forgotten
forgive	forgave	forgiven
freeze	froze	frozen
get	got	gotten/got
give	gave	given
go	went	gone

BASE	SIMPLE	PAST
FORM	Past	PARTICIPLE
grind	ground	ground
grow	grew	grown
hang	hung	hung
have	had	had
hear	heard	heard
hide	hid	hidden
hit	hit	hit
hold	held	held
hurt	hurt	hurt
keep	kept	kept
kneel	knelt	knelt
knit	knit/knitted	knit/knitted
know	knew	known
lay	laid	laid
lead	led	led
leap	leapt	leapt
leave	left	left
lend	lent	lent
let	let	let
lie (lie down)	lay	lain
light	lit/lighted	lit/lighted
lose	lost	lost
-make	made	made
mean	meant	meant
meet	met	met
pay	paid	paid
prove	proved	proved/proven
put	put	put
quit	quit	quit
read /rid/	read /red/	read /red/
ride	rode	ridden
ring	rang	rung
rise	rose	risen
run	ran	run
say	said	said
see	saw	seen
seek	sought	sought
sell	sold	sold
send	sent	sent
set	set	set
sew	sewed	sewn/sewed
shake	shook	shaken
shave	shaved	shaved/shaven
shine	shone	shone
shoot	shot	shot
show	showed	shown
shrink	shrank/shrunk	shrunk/shrunken
shut	shut	shut
sing	sang	sung

BASE	SIMPLE	PAST	BASE	SIMPLE	PAST
FORM	PAST	PARTICIPLE	FORM	PAST	PARTICIPLE
sink	sank	sunk	sweep	swept	swept
sit	sat	sat	swim	swam	swum
sleep	slept	slept	swing	swung	swung
slide	slid	slid	take	took	taken
speak	spoke	spoken	teach	taught	taught
speed	sped	sped	tear	tore	torn
spend	spent	spent	tell	told	told
spill	spilled/spilt	spilled/spilt	think	thought	thought
spin	spun	spun	throw	threw	thrown
spit	spit/spat	spat	understand	understood	understood
split	split	split	upset	upset	upset
spread	spread	spread	wake	woke	woken
spring	sprang	sprung	wear	wore	worn
stand	stood	stood	weave	wove	woven
steal	stole	stolen	weep	wept	wept
stick	stuck	stuck	win	won	won
sting	stung	stung	wind	wound	wound
stink	stank/stunk	stunk	withdraw	withdrew	withdrawn
strike	struck	struck	wring	wrung	wrung
swear	swore	sworn	write	wrote	written

Common Non-action (Stative) Verbs

EMOTIONS	MENTAL STAT	res	WANTS AND	Perception and	APPEARANCE	Possession
admire	agree	imagine	Preferences	THE SENSES	appear	belong
adore	assume	know	desire	feel	be	have
appreciate	believe	mean	need	hear	feel	own
care	consider	presume	prefer	notice	look	possess
detest	disagree	realize	want	observe	represent	
dislike	disbelieve	recognize	wish	perceive	resemble	
doubt	estimate	remember		see	seem	
envy	expect	see (understand)		smell	signify	
fear	feel (believe)	suppose		taste	smell	
hate	find	suspect			sound	
hope	guess	think (believe)			taste	
like	hesitate	understand				
love	hope	wonder				
regret						
respect						
trust						

Verbs and Expressions Commonly Used Reflexively

amuse oneself ask oneself avail oneself of be hard on oneself be oneself be pleased with oneself be proud of oneself behave oneself believe in oneself blame oneself cut oneself deprive oneself of dry oneself enjoy oneself feel sorry for oneself help oneself hurt oneself imagine oneself introduce oneself kill oneself look after oneself look at oneself pride oneself on push oneself remind oneself see oneself take care of oneself talk to oneself teach oneself tell oneself



Some Common Transitive Separable Phrasal Verbs

(s.o. = someone s.t. = something)

PHRASAL VERB	MEANING	PHRASAL VERB	MEANING
ask s.o. over	invite to one's home	pass s.o. or s.t. up	decide not to use
blow s.t. out	stop burning by blowing on it	pay s.o. or s.t. back	repay
blow s.t. up	make explode	pick s.o. or s.t. out	select
bring s.o. or s.t. back	return	pick s.o. or s.t. up	lift
bring s.o. up	raise (children)	pick s.t. up	get (an idea, a new book,
bring s.t. up	bring attention to		an interest)
burn s.t. down	burn completely	point s.o. or s.t. out	indicate
call s.o. back	return a phone call	put s.t. away	put in an appropriate place
call s.t. off	cancel	put s.t. back	return to its original place
call s.o. up	phone	put s.o. or s.t. down	stop holding
clean s.o. or s.t. up	clean completely	put s.t. off	postpone
clear s.t. up	clarify	put s.t. on	cover the body
close s.t. down	close by force	put s.t. together	assemble
cover s.o. or s.t. up	cover completely	put s.t. up	erect
cross s.t. out	draw a line through	set s.t. up	 prepare for use
do s.t. over	do again		establish (a business/an
drink s.t. up	drink completely		organization)
drop s.o. or s.t. off	take someplace	shut s.t. off	stop (a machine/light)
empty s.t. out	empty completely	start s.t. over	start again
figure s.o. or s.t. out	understand (after thinking about)	straighten s.t. up	make neat
fill s.t. in	complete with information	switch s.t. on	start (a machine/light)
fill s.t. out	complete (a form)	take s.o. or s.t. back	return
find s.t. out	learn information	take s.t. off	remove
give s.t. back	return	talk s.o. into	persuade
give s.t. up	quit, abandon	talk s.t. over	discuss
hand s.t. in	submit work (to a boss/teacher)	tear s.t. down	destroy
hand s.t. out	distribute	tear s.t. off	remove by tearing
help s.o. out	assist	tear s.t. up	tear into small pieces
keep s.o. or s.t. away	cause to stay at a distance	think s.t. over	consider
keep s.t. on	not remove (a piece of clothing/	think s.t. up	invent
	jewelry)	throw s.t. away/out	discard
lay s.o. off	end employment	try s.t. on	put clothing on to see if it fits
leave s.t. on	not remove (a piece of clothing/	try s.t. out	use to see if it works
1	jewelry)	turn s.o. or s.t. down	reject
leave s.t. out	omit	turn s.t. down	lower the volume (a TV/radio)
let s.o. down	disappoint	turn s.t. in	submit
let s.o. in	allow to enter	turn s.o. or s.t. into	change from one form to another
let s.o. off	allow to leave (a bus/car)	turn s.o. off	(slang) destroy interest
light s.t. up	illuminate	turn s.t. off	stop (a machine/light)
look s.o. or s.t. over	examine	turn s.t. on	start (a machine/light)
look s.t. up	try to find (in a book/on the	turn s.t. up	raise the volume (a TV/radio)
make et un	Internet)	use s.t. up	use completely, consume
make s.t. up	create	wake s.o. up work s.t. out	awaken
pass s.t. on	give to		solve
pass s.t. out	distribute	write s.t. down	write on a piece of paper



pass s.o. or s.t. over

Some Common Intransitive Phrasal Verbs

PHRASAL VERB
blow up
break down
burn down
call back

MEANING explode stop functioning burn completely return a phone call

skip

PHRASAL VERB clear up close down come about come along MEANING become clear stop operating happen accompany

write s.t. up

PHRASAL VERB Come in enter become unattached come out appear come up arise

write in a finished form

PHRASAL VERB	MEANING
dress up	wear special clothe
drop in	visit unexpectedly
drop out	quit
eat out	eat in a restauran
empty out	empty completely
find out	learn information
follow through	complete
fool around	be playful
get along	relate well
get back	return
get by	survive
get together	meet
get up	rise from bed
give up	quit

PHRASAL VERB	MEANING
go on	continue
grow up	become an adult
hang up	end a phone call
keep away	stay at a distance
keep on	continue
keep up	go as fast as
lie down	recline
light up	illuminate
look out	be careful
make up	reconcile
play around	have fun
run out	not have enough o
set out	begin a project

MEANING
appear
register
take a seat
make a mistake
rise
start again
remain awake
make neat
depart (a plane)
appear
arise after sleeping
be careful
1. be resolved
2. exercise



Common Participial Adjectives

-ed	-ing	-ed	-ing	-ed	-ing
alarmed	alarming	disturbed	disturbing	moved	moving
amazed	amazing	embarrassed	embarrassing	paralyzed	paralyzing
amused	amusing	entertained	entertaining	pleased	pleasing
annoyed	annoying	excited	exciting	relaxed	relaxing
astonished	astonishing	exhausted	exhausting	satisfied	satisfying
bored	boring	fascinated	fascinating	shocked	shocking
confused	confusing	frightened	frightening	surprised	surprising
depressed	depressing	horrified	horrifying	terrified	terrifying
disappointed	disappointing	inspired	inspiring	tired	tiring
disgusted	disgusting	interested	interesting	touched	touching
distressed	distressing	irritated	irritating	troubled	troubling



Irregular Comparisons of Adjectives, Adverbs, and Quantifiers

ADJECTIVE	ADVERB	COMPARATIVE	SUPERLATIVE
bad	badly	worse	worst
far	far	farther/further	farthest/furthest
good	well	better	best
little	little	less	least
many/a lot of	_	more	most
much*/a lot of	much*/a lot	more	most

^{*}Much is usually only used in questions and negative statements.



Some Adjectives that Form the Comparative and Superlative in Two Ways

ADJECTIVE	COMPARATIVE	SUPERLATIVE
common	commoner / more common	commonest / most common
cruel	crueler / more cruel	cruelest / most cruel
deadly	deadlier / more deadly	deadliest / most deadly
friendly	friendlier / more friendly	friendliest / most friendly
handsome	handsomer / more handsome	handsomest / most handsome
happy	happier / more happy	happiest / most happy
likely	likelier / more likely	likeliest / most likely
lively	livelier / more lively	liveliest / most lively
lonely	lonelier / more lonely	loneliest / most lonely
lovely	lovelier / more lovely	loveliest / most lovely
narrow	narrower / more narrow	narrowest / most narrow

ADJECTIVE

COMPARATIVE

truer / more true

pleasant polite quiet shallow sincere pleasanter / more pleasant politer / more polite quieter / more quiet shallower / more shallow sincerer / more sincere stupider / more stupid SUPERLATIVE

pleasantest / most pleasant politest / most polite quietest / most quiet shallowest / most shallow sincerest / most sincere stupidest / most stupid truest / most true

0

stupid

true

Common Verbs Followed by the Gerund (Base Form of Verb + -ing)

acknowledge	delay	endure	give up (stop)	postpone	regret
admit	deny	enjoy	imagine	practice	report
appreciate	detest	escape	justify	prevent	resent
avoid	discontinue	explain	keep (continue)	prohibit	resist
can't help	discuss	feel like	mention	quit	risk
celebrate	dislike	finish	mind (object to)	recall	suggest
consider	dispute	forgive	miss	recommend	understand

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Common Verbs Followed by the Infinitive (To + Base Form of Verb)

afford	can't afford	expect	learn	plan	request
agree	can't wait	fail	manage	prepare	seem
appear	choose	help	mean	pretend	want
ask	consent	hope	need	promise	wish
arrange	decide	hurry	offer	refuse	would like / 'd like
attempt	deserve	intend	pay		

0

Common Verbs Followed by the Gerund or the Infinitive

begin	forget*	love	start
can't stand	hate	prefer	stop*
continue	like	remember*	trv

^{*}These verbs can be followed by either the gerund or the infinitive, but there is a big difference in meaning (see Unit 31).

1

Verbs Followed by Objects and the Infinitive

advise	convince	help*	pay*	remind	urge
allow	encourage	hire	permit	require	want*
ask*	expect*	invite	persuade	teach	warn
cause	forbid	need*	promise*	tell	would like*
choose*	force	order			

^{*}These verbs can also be followed by the infinitive without an object (example: ask to leave or ask someone to leave).

1

Common Adjective + Preposition Expressions

be accustomed to
be afraid of
be amazed at/by
be angry at
be ashamed of
be aware of
be awful at
be bad at

be bored with/by be capable of be careful of be concerned about be content with be curious about be excited about be famous for

be fond of be glad about be good at be happy about be interested in be nervous about be opposed to be pleased about be ready for be responsible for be sad about be safe from be satisfied with be sick of be slow at
be sorry for/about
be surprised at/about/by
be terrible at
be tired of
be used to
be worried about

Common Verb + Preposition Combinations

admit to advise against apologize for approve of believe in choose between complain about count on deal with dream about/of feel like insist on look forward to object to plan on rely on resort to succeed in talk about think about

1

Spelling Rules for the Present Progressive

1. Add -ing to the base form of the verb.

read read*ing* stand stand*ing*

2. If a verb ends in a silent -e, drop the final -e and add -ing.

leave leaving take taking

In a one-syllable word, if the last three letters are a consonant-vowel-consonant combination (CVC), double the last consonant before adding -ing.

 $\begin{array}{ccc} \mathsf{C}\,\mathsf{V}\,\mathsf{C} \\ \downarrow \downarrow \downarrow \\ \mathsf{s}\,\mathsf{i}\,\mathsf{t} & \mathsf{sitting} \\ \mathsf{C}\,\mathsf{V}\,\mathsf{C} \\ \downarrow \downarrow \downarrow \end{array}$

run run*ning*

However, do not double the last consonant in words that end in *w*, *x*, or *y*.

sew sewing fix fixing enjoy enjoying **4.** In words of two or more syllables that end in a consonant-vowel-consonant combination, double the last consonant only if the last syllable is stressed.

admit admitting (The last syllable is stressed)
whisper whispering (The last syllable is not stressed, so you don't double the -r.)

 If a verb ends in -ie, change the ie to y before adding -ing. die dying

O

Spelling Rules for the Simple Present Tense: Third-Person Singular (he, she, it)

1. Add -s for most verbs.

work works
buy buys
ride rides
return returns

2. Add -es for words that end in -ch, -s, -sh, -x, or -z.

watch watches
pass passes
rush rushes
relax relaxes
buzz buzzes

3. Change the y to i and add -es when the base form ends in a consonant + y.

study studies hurry hurries dry dries

Do not change the y when the base form ends in a vowel + y. Add -s.

play plays enjoy enjoys

4. A few verbs have irregular forms.

be is does go goes have has

Spelling Rules for the Simple Past Tense of Regular Verbs

1. If the verb ends in a consonant, add -ed.

returned return help helped

2. If the verb ends in -e, add -d.

lived live create created die died

3. In one-syllable words, if the verb ends in a consonant-vowel-consonant combination (CVC), double the final consonant and add -ed.

CVC $\downarrow\downarrow\downarrow\downarrow$ hop hopped CVC 111

rub rubbed

However, do not double one-syllable words ending in -w, -x, or -y.

bow bowed mixed mix played play

4. In words of two or more syllables that end in a consonant-vowel-consonant combination, double the last consonant only if the last syllable is stressed.

prefér preferred (The last syllable is stressed.) visit visited (The last syllable is not stressed,

so you don't double the t.)

5. If the verb ends in a consonant + y, change the y to i and add -ed.

worry worried carry carried

6. If the verb ends in a vowel + y, add -ed. (Do not change the y to i.)

played

annoyed annoy **Exceptions:** pay paid

play

lay laid say said seo

Spelling Rules for the Comparative (-er) and Superlative (-est) Forms of Adjectives

1. Add -er to one-syllable adjectives to form the comparative. Add -est to one-syllable adjectives to form the superlative.

cheap cheaper cheapest brighter bright brightest

- 2. If the adjective ends in -e, add -r or -st. nice nicer. nicest
- 3. If the adjective ends in a consonant + y, change y to i before you add -er or -est.

pretty prettier prettiest

Exception:

shy shyer shyest 4. If the adjective ends in a consonant-vowel-consonant combination (CVC), double the final consonant before adding -er or -est.

CVC $\downarrow\downarrow\downarrow\downarrow$

big bigger biggest

However, do not double the consonant in words ending in -w or -y.

slow slower slowest coy coyer coyest

Spelling Rules for Adverbs Ending in -ly

Add -ly to the corresponding adjective.

nice nicely quiet quietly beautiful beautifully

2. If the adjective ends in a consonant + y, change the y to i before adding -ly.

easy easily 3. If the adjective ends in -le, drop the e and add -y.

possible possibly

However, do not drop the e for other adjectives ending in -e.

extremely. extreme

Exception:

true truly

4. If the adjective ends in -ic, add -ally.

basic basic ally fantastic fantastic ally

20

Contractions with Verb Forms

1. SIMPLE PRESENT TENSE, PRESENT PROGRESSIVE, AND IMPERATIVE

Contractions with Be

= 1'm l am you're you are he is he's she is = she's = it's it is we're we are = you're you are = they're they are

I am not = I'm not

you are not = you're not or you aren't he is not = he's not or he isn't she is not = she's not or she isn't it is not = it's not or it isn't we are not = we're not or you aren't you are not = you're not or they aren't they are not = they're not or they aren't

Contractions with Do

do not = don't does not = doesn't

2. SIMPLE PAST TENSE AND PAST PROGRESSIVE

Contractions with Be was not = wasn't were not = weren't

Contractions with Do

= didn't

did not

3. FUTURE

Contractions with Will

I will = I'll
you will = you'll
he will = he'll
she will = she'll
it will = it'll
we will = we'll
you will = you'll
they will = they'll
will not = won't

Contractions with Be going to

I am going to
you are going to
he is going to
she is going to
she is going to
it is going to
we are going to
you are going to
they are going to

= I'm going to
he's going to
she's going to
it's going to
we're going to
you're going to
they're going to

SIMPLE PRESENT

I'**m** a student. He**'s** my teacher. We**'re** from Canada. PRESENT PROGRESSIVE

I'm studying here. He's teaching verbs. We're living here.

SIMPLE PRESENT

She's not sick. He isn't late. We aren't twins. They're not here. PRESENT PROGRESSIVE

She's not reading. He isn't coming. We aren't leaving. They're not playing.

SIMPLE PRESENT

They **don't live** here. It **doesn't snow** much. **IMPERATIVE**

Don't run!

SIMPLE PAST

He wasn't a poet. They weren't twins. We didn't see her. PAST PROGRESSIVE

He wasn't singing.
They weren't sleeping.

FUTURE WITH WILL

I'll take the train.
It'll be faster that way.
We'll go together.
He won't come with us.
They won't miss the train.

FUTURE WITH BE GOING TO

She's going to call you. It's going to rain soon. We're going to drive to Boston. They're going to crash!

I'm going to buy tickets tomorrow.

4. PRESENT PERFECT AND PRESENT PERFECT PROGRESSIVE

Contractions with Have

I have = I've
you have = you've
he has = he's
she has = it's
we have = we've
you have = you've
they have = they've

have not = haven't has not = hasn't

You've already read that page. We've been writing for an hour. She's been to Africa three times. It's been raining since yesterday. We haven't seen any elephants yet. They haven't been living here long.

5. MODALS AND MODAL-LIKE EXPRESSIONS

cannot or can not = can't
could not = couldn't
should not = 'd better
would prefer = 'd prefer
would not = wouldn't
would rather = 'd rather

She can't dance. We shouldn't go. They'd better decide. I'd prefer coffee. She wouldn't. I'd rather take the bus.

0

υr

tour

Pronunciation Table

These are the pronunciation symbols used in this text. Listen to the pronunciation of the key words.

Vowels		Consonants			
Symbol	Key Word	Symbol	Key Word	Symbol	Key Word
i	beat, feed	p	p ack, ha pp y	ſ	ship, machine, station,
I	bit, did	b	b ack, ru bb er		spe c ial, discu ss ion
eı	d a te, p ai d	t	tie	3	measure, vision
ε	þet, bed	d	d ie	h	hot, who
æ	bat, bad	k	came, key, quick	m	m en
α	box, odd, father	g	game, guest	n	su n , kn ow, pn eumonia
Э	b ough t, d o g	t∫	church, nature, watch	ŋ	sung, ringing
ου	boat, road	d ₃	judge, general, major	W	wet, white
σ	b oo k, g oo d	f	fan, photograph	1	light, long
u	boot, food, student	v	van	r	right, wrong
Λ	but, mud, mother	θ	thing, breath	у	yes, use, music
Э	banana, among	ð	th en, brea th e	<u>t</u>	bu tt er, bo tt le
3~	shirt, murder	S	sip, city, psychology		
aı	bite, cry, buy, eye	z	zip, please, goes		
aυ	ab ou t, h ow				
IC	v oi ce, b oy				
ır	beer			nain stress.	
εr	b ar e				
ar	bar				
or	d oor				

Pronunciation Rules for the Simple Present Tense: Third-Person Singular (he, she, it)

1. The third-person singular in the simple present tense always ends in the letter -s. There are, however, three different pronunciations for the final sound of the third person singular.

151 talks 121 loves /IZ/ dances

2. The final sound is pronounced /s/ after the voiceless sounds p/, t/, k/, and f/.

top get

tops gets

take laugh

takes laughs

3. The final sound is pronounced $\frac{1}{2}$ after the voiced sounds $b/, d/, /g/, /v/, /\delta/, /m/, /n/, /n/, /l/, and /r/.$

describe spend hug

describes spends

live bathe seem

hugs lives bathes seems

remain sing tell lower

remains sings tells lowers

4. The final sound is pronounced /z/ after all vowel sounds.

agree

agrees tries

try stay know

stays knows

5. The final sound is pronounced /IZ/ after the sounds /s/, /z/, /f/, /3/, /tf/, and /d3/. /IZ/ adds a syllable to the verb.

relax freeze relaxes freezes

rush massage

rushes massages watches

- watch judge judges
- 6. Do and say have a change in vowel sound.

say do

/sei/ /du/ says does /SEZ/ /daz/

Pronunciation Rules for the Simple Past Tense of Regular Verbs

1. The regular simple past always ends in the letter -d. There are, however, three different pronunciations for the final sound of the regular simple past.

/t/

/d/

/id/

raced

lived

attended

2. The final sound is pronounced /t/ after the voiceless sounds p, k, f, s, f, and t.

hop work hopped worked

laugh address

laughed addressed

publish watch

published watched

3. The final sound is pronounced /d/ after the voiced sounds /b/, /g/, /v/, /z/, /ʒ/, /dʒ/, /m/, /n/, /ŋ/, /l/, /r/, and /ð/.

rub hug live surprise

massage

change

rubbed hugged lived

massaged

changed

rhyme return surprised

bang enroll appear

bathe

rhymed returned banged enrolled

appeared bathed

4. The final sound is pronounced /d/ after all vowel sounds.

agree play die

enjoy

agreed played died enjoyed

5. The final sound is pronounced /id/ after /t/ and /d/. /Id/ adds a syllable to the verb.

start decide started decided

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