CONTENTS

ACKNOWLEDGEMENTS 23

PRELIMINARIES 25

INTRODUCTION: SOME BASIC CONCEPTS 29

ABREVIATIONS USED 35

CHAPTER 1 37

A) WORD FORMATION 37

1. Adjective formation: *-less* / *-ful* 37
2. Adverb formation: *-ly* 38
3. Compound nouns 39

B) LANGUAGE POINTS 43

1. S*ome* / *any* 43
2. Determiners *any* and *no* 45
3. *Some* / *any* / *no* / *every* (compound forms) 46
4. *Some* / *any* 47
5. *Must* / *have to* 47
6. Comparatives and superlatives 50
7. Frequency adverbs: *ever* and *never* 53
8. Prepositions 55
9. Preposition *into* 56
10. Space prepositions 57

11. Frequency adverbs 58
12. Prepositional time phrases 59
13. Definite, indefinite, zero article 60
14. Linking words 67

CHAPTER 2 69

A) WORD FORMATION 69

1. Noun formation: *-ence* / *-ance* / *-ency* / *-ancy* 69
2. Prefixes: *un-* / *dis-* 69
3. Prefixes: *ex-* / *in-* / *pre-* 70

B) LANGUAGE POINTS 72

1. The genitive case: *'s* / *of* 72
2. Premodification of nouns by other nouns 75
3. Time expressions: *long* 76
4. Prepositions: *at, in, on, for* 77
5. *Make* / *do* 81
6. Past Simple / Past Continuous 83
7. *Neither* / *nor* 85
8. Emphatic and reflexive pronouns 86
9. Definite, indefinite and zero articles 88
10. *As many* / *as many as* 88

CHAPTER 3 91

A) WORD FORMATION 91

1. Prefixes: *pre-* / *pro-* 91
2. Adjectives / adverbs 92

B) LANGUAGE POINTS 96

1. Zero plural 96
2. Quantifying uncountable nouns 97
3. *Even* 99
4. Modal auxiliaries: *may* / *might* / *can* / *could* 99
5. Modal verbs 103
6. Prepositions: *on*, *in*, *for* 103
7. Compound adjectives 103
8. Tense 104
9. Definite and indefinite articles 109

CHAPTER 4 111

A) WORD FORMATION 111

1. Compound nouns 111
2. Adverbs ending in *-ly* 112
3. Abstract nouns ending in: *-tion* / *-sion* / *-ssion* 113

B) LANGUAGE POINTS 115

1. *Which* (relative pronoun) 115
2. Infinitive / *-ing* form 116
3. *More and more* 119
4. Past Simple / Present Perfect 120
5. Past Simple / Past Perfect 121
6. Prepositions 122
7. Space prepositions 122
8. Definite and indefinite articles 127
9. Definite article 127
10. Position of adverbs 127

CHAPTER 5 131

A) WORD FORMATION 131

1. Compound words 131
2. The prefixes: *dis-, un-, in-* / *im-* 133
3. The suffix *-ism* (noun formation) 133

B) LANGUAGE POINTS 135

1. The Past Perfect 135
2. Past Simple / Past Perfect 136
3. Use of *where* in dependent subordinate clauses 136
4. Pronouns: personal (subjetive, objetive), possessive, reflexive. Possessive adjectives 138
5. Disjuncts realized by a prepositional phrase: To his own dismay, To my amazement, etc. 140
6. Prepositions: *at, in, on, to, with, of, for, from* 141
7. Direct and indirect speech 146
8. Reflexive pronouns 151
9. Repetition of comparatives (*more and more* / *harder and harder,* etc.) 151
10. Verbs of the senses + object + *-ing* 152
11. Articles 152

CHAPTER 6 153

A) WORD FORMATION 153

1. Suffix *-en* 153
2. Suffix *-y* 154

B) LANGUAGE POINTS 155

1. Passive form of mental process verbs (*believe, consider, think, suppose,* etc.) + to infinitive 155
2. Passive voice 155
3. Imperative clauses and polite requests 158
4. Modal verbs: *mustn't* / *needn't* 161
5. *Needn't have (done)* / *didn't need to* 163
6. Purpose clauses 163
7. Emphatic pronouns 164
8. Time prepositions: *since*, *for*, *during*, *by* 165
9. Time prepositions: *since*, *for*, *during*, *by* 167
10. Articles 167
11. Definite article 167
12. Time adverbs: *yet* /*still* 167

CHAPTER 7 171

A) WORD FORMATION 171

1. Compound words 171
2. Abstract nouns ending in: -(*a*)*tion* / *-ment* 172

B) LANGUAGE POINTS 173

1. Time prepositions *since* / *for* 173
2. Present Perfect / Past Simple 173
3. Expressions with the prepositions *for, of, with* and *from* 174
4. Quantifiers: *(a) little* / *(a) few* 176
5. Frequency adverbs: *often* / *always* / *never* / *occasionally* 177
6. Relative pronouns: *which* / *who* / *whom* 179
7. Time adverbs: *yet* / *still* / *just* / *already* 179
8. Expressions with the word *time* 181
9. Use of prepositions: *about*, *after*, *by*, *for*, *from*, *on*, *until*, *with* 182
10. Definite and indefinite articles 186

CHAPTER 8 187

A) WORD FORMATION 187

1. Noun formation: *-al* / *-age* 187
2. Adjective formation: *-al* 188

B) LANGUAGE POINTS 189

1. Compounds with *-ever* 189
2. Defining relative clauses 190
3. Pronoun / adverb + *else* 191
4. Comparison of adjectives 191
5. Conditional sentences (second type) 192
6. Reflexive pronouns 193
7. Present Simple / Present Continuous 193
8. Frequency adverbs 195
9. Space prepositions: *at* / *in* 195
10. Uses of the definite article 195
11. Uses of the particle *as* 195

CHAPTER 9 197

A) WORD FORMATION 197

1. Prefixes *re-* and *de-* 197
2. Negative prefixes *non-* and *un-* 197

B) LANGUAGE POINTS 199

1. Simple future with *will* / *shall* 199
2. Comparative and superlative forms 201
3. Use of the time prepositions *since*, *for*, *until* and *by* 202
4. Prepositions forming fixed expressions with other words 202
5. Relative pronouns *who*, *whom*, *whose*, *which* and *that* 203
6. *Perhaps* as a substitute for *may* 205
7. Modal verbs *can*, *may*, *could*, *might* 206
8. Articles 206
9. The genitive with *'s* 206
10. Quantity and distribution determiners: *all*, *many*, *much*, *both*, *half* . 206
11. Reflexive and reciprocal pronouns 209

CHAPTER 10 211

A) WORD FORMATION 211

1. Formation of adjectives with the suffixes *–y* and *–ly* 211
2. Noun formation: *-ment*, *-tion*, *-al*, *-age* 212

B) LANGUAGE POINTS 215

1. Combination of Past Simple and Past Continuous 215
2. Combination Past Simple / Past Continuous vs Past Simple / Past Simple 216

3. Modal verbs: *ought to* / *should* 217
4. Verbs of the senses + object + infinitive / *-ing* participle 219
5. Preposition + gerund / *-ing* clause 220
6. Expressions followed by a gerund 222
7. Verbs followed by an infinitive vs. verbs followed by a gerund 223
8. Different uses of *either* 227
9. Prepositions 229
10. Prepositions *with* and *without* 229
11. Adverbs ending in *-ward(s)* 230
12. Frequency adverbs 231
13. Articles 231
14. Exclamations: *How* + Adj. P / *What* + NP… 232
15. Connectors: *as*, *then*, *first*, *even if*, *though*, *still*, *for* 233

CHAPTER 11 235

A) WORD FORMATION 235

1. Verb formation: *-ise* / *ize* and *-de* 235
2. Compound nouns 236

B) LANGUAGE POINTS 238

1. Conditional constructions 238
2. Conditional sentences 242
3. Conditional sentences and Simple Future 242
4. Verbs followed by a preposition + gerund 242
5. Compounds with *-ever* 243
6. Future with *-will* or *going to* 243
7. Prepositions: *in*, *around*, *from*, *at*, *on*, *over* 244
8. *Must* and *have to* 244
9. Direct and indirect speech 244
10. The zero article 246

CHAPTER 12 247

A) WORD FORMATION 247

1. Adjective formation. *-ive* and *-ous* (*-ious*) 247
2. Verb formation: *en-* (*em-*) / *in-* (*im-*) 248

B) LANGUAGE POINTS 250

1. Use of the infinitive 250
2. *It* + *be* + adjective / noun + *to*-infinitive 250

3. Gerund vs. infinitive 251
4. Too 252
5. *To*-infinitive phrases 253
6. Future Continuous 254
7. Direct and indirect speech 255
8. Prepositions 255
9. Prepositions *as* / *like* 255
10. Articles 257
11. Temporal clauses 257

CHAPTER 13 259

A) WORD FORMATION 259

1. Compound nouns 259
2. Formation of adjectives: *-ic, -ific, -ive, -al, -able, -ory, -y* and formation of adverbs: *-ly* 260
3. Compound nouns: *N + N, Adj. + N and V + N* combinations 261

B) LANGUAGE POINTS 262

1. Passive voice in scientific / academic texts 262
2. Passive voice in ditransitive clauses 262
3. Prepositional passives 263
4. Prepositions: *for*, *from*, *to*, *on*, *in*, and *into* 263
5. Time adverbs: *yet*, *still*, *just*, *already* 263
6. Compounds of *no-*, *some-*, *any-* and *every* + *-thing, -body* and *-where* 264
7. Noun formation with the suffix *-th* 264
8. Position of adverbs 264
9. Position of adverbs in passive sentences 266
10. Use of articles 266
11. Quantity and distribution: *every*, *many*, *much* and *all* 266

CHAPTER 14 269

A) WORD FORMATION 269

1. Adjective formation: suffixes *-ous, -ary* and *-al* 269
2. Noun formation: suffixes *-ent* or *-ant* 270

B) LANGUAGE POINTS 271

1. Plural forms of nouns 271
2. The oblique (or ‘double’) genitive 275

3. Possessive pronouns 276
4. Prepositional phrase: *by* + *-ing* forms 276
5. Unstressed, existential *there* 277
6. Indirect questions 278
7. Indirect exclamations 278
8. The use of the pronoun *one* 278
9. Prepositions 279
10. Prepositions: *about*, *by* and *for* 279
11. Articles 280
12. *When* introducing a dependent clause 280

CHAPTER 15 281

A) WORD FORMATION 281

1. Noun formation: *-ness* and *-ity* / *-ety* 281
2. *-ify* / *-ize -ise* to form verbs 283

B) LANGUAGE POINTS 285

1. Modal verbs 285
2. Word formation: noun / adverb / adjective 285
3. Prepositions: *with, against* , *in, about* 285
4. Present Perfect / Past Simple 286
5. Preposition + Noun + Preposition: *in… of* / *on… of* / *in… to* 287
6. *It* as subject 288
7. *At* / *to* / *of* / *about* 291
8. *Of* / *from* 292
9. Order of adjectives 292
10. Nominal *-ing* clauses as objects 293
11. Articles 294
12. *As* / *like* 294

CHAPTER 16 295

A) WORD FORMATION 295

1. Adjective formation: *-able* / *-ible* 295
2. *Un-* / *in-* / *im-* 297

B) LANGUAGE POINTS 298

1. Emphatic use of *do* 298
2. Introductory *it* (cleft sentences) 299

3. *Would* / *used to* 300
4. Non-defining relative clauses 301
5. Uses of the infinitive: *too* + *adj.* / *adv.* + *for someone* / *something* + + *to-inf.* 301
6. Uses of the infinitive: *adj.* / *adv.* + *enough* + *for someone* / *something* + *to-inf.* 302
7. *Even* / *even if* 303
8. Different uses of *so: so* / *so… that* / *so that* 304
9. Prepositions 305
10. Prepositions: *from* / *out of* 305
11. Articles 306
12. Duration adverbials: *until…* / *all day* / *for years* / *to this day* 307

CHAPTER 17 309

A) WORD FORMATION 309

1. Noun formation: *-ist* and *-er* / *-ar* / *-or* 309
2. Suffix *-or* 311

B) LANGUAGE POINTS 312

1. *-ing* form: gerund and continuous tenses 312
2. Verbs followed by the infinitive or the *-ing* form 312
3. Verbs always taking a gerund or an infinitive 313
4. Use of the *-ing* form after prepositions 313
5. *-ing* form used as an adjective 313
6. Definite, indefinite and zero articles 313
7. Correlative coordination: *not only… but* 313
8. Interrogative pronouns and interrogative adverbs 315
9. Prepositions: *in* and *at* 318
10. Relative pronouns 318

CHAPTER 18 319

A) WORD FORMATION 319

1. Compound adjectives: N, Adj. or Adv. + Past participle or adjective ending in *-ed* 319
2. Negative prefixes: *in-* and *un-* 320
3. Adverbs *here* / *herein* and *there* / *therein* 320

B) LANGUAGE POINTS 321

1. Past Perfect / Past Perfect Continuous 321
2. Passive voice 321

3. The double or oblique genitive. Use of the possessive pronouns .. 321
4. Different uses of *that* 321
5. Use of the gerund in certain expressions 322
6. Prepositions 323
7. Time prepositions 323
8. Articles 325
9. Use of adverbial expressions: *a few days after (later), the day after, in the queue, in the January Sales, outside + NP around + NP, even for + NP, a year before* 326
10. *Rather than… / would rather… than* 326

CHAPTER 19 329

A) WORD FORMATION 329

1. Plurals of words of Latin and Greek origin 329
2. *-ist* / *-ian* (noun / adjective formation) 330

B) LANGUAGE POINTS 333

1. Present Simple / Present Continuous 333
2. Order of adjectives 333
3. Quantity and distribution 333
4. *-ing* clause replacing a relative clause 335
5. *-ing* form after prepositions 335
6. Prepositions: *between* / *among* / *within* 336
7. Comparatives and superlatives 338
8. Space prepositions: *to* / *from* / *at* / *in* / *into* 338
9. Articles 338

CHAPTER 20 339

A) WORD FORMATION 339

1. Adjective formation: *-ive* / Noun formation: *-tion* 339
2. Adjective formation: *-like* 339
3. Compound adjectives: Noun / Adj. / Adv. + present participle 340

B) LANGUAGE POINTS 342

1. Conditional constructions: third type 342
2. Cleft sentences 342
3. Adverbs *so* and *such: so + adj. / adv. / such (a / an) + adj. + N* 342
4. Verbs *make* / *let + object + bare infinitive* 343

5. Attributive adjectives 344
6. Predicative adjectives 345
7. Prepositions 346
8. Movement prepositions: *through, across, along, down / up, past, over*. 346
9. Prepositions: *between* and *among* 348
10. Articles 348

LIST OF COMMON IRREGULAR VERBS 349

CONSULTED BIBLIOGRAPHY 355

CONCEPTUAL / WORD INDEX 357

CHAPTER 1

A) WORD FORMATION

1. Adjective formation: *-less* / *-ful*

1.1. Morphemes, prefixes and suffixes

When studying word formation we are dealing with *the minimal unit of grammatical description,* i.e. **the morpheme**, because words are composed of morphemes. Words may have one or more morphemes: the word *friend* is composed of only one morpheme, but *friendly* and *girl-friend* are composed of two. We distinguish two main types of morphemes: 1) **Free**, and 2) **Bound**. *Friend* and *girl* are free morphemes because they can be used independently; *-ly,* however, is a bound morpheme because it can not. Compound words (see 3 below) are an example of the combination of two free morphemes in one word.

Bound morphemes belong to the category of **affixes**, in which we find two main types: **Prefixes** and **Suffixes**.

Prefixes in English are always of a **derivational** nature, i.e. they are added to the root in order to produce a new word. E.g.: ***pre****-cook,* ***de-****frost,* ***in-****sane*.

Suffixes may be derivational or **inflexional**. **Inflexiona**l morphemes mark such distinctions as the singular/plural contrast in nouns (*head: head-s*), the present tense/past tense contrast in verbs (*walk: walk-ed*) , or the positive/comparative contrast in adjectives (*small: small-er*). Examples of **derivational suffixes** are: *child-****hood****, king-****dom****, care-****less****,* etc.

1.2. The suffixes *-less* and *-ful*

a) These suffixes are normally added to an abstract noun to form adjectives. Abstract nouns refer to a quality or idea rather than to a physical object. The suffix **-ful** is usually added to abstract nouns meaning “having the quality of” or “full of”:

E.g.: *delight* *delight**ful***
beauty *beauti**ful***
truth *truth**ful***

b) The suffix **-less** can be added to nouns to form adjectives meaning "not having the quality of":

E.g.: *charm* *charm**less***
breath *breath**less***
color *color**less*** (line 7)*
taste *taste**less*** (line 8)

2. Adverb formation: *-ly*

2.1. Adverbs in English can be formed by adding the derivational suffix **-ly** to adjectives. In most cases, the resulting adverb is an adverb of manner:

E.g.: *exceptional* *exceptional**ly*** (line 34)
complete *complete**ly*** (line 35)
kind kind**ly**
suspicious suspicious**ly**
malevolent *malevolent**ly*** (lines 14-15)

> Note that some adverbs of time (frequency adverbs) can also end in -**ly:** *month**ly**, week**ly**, hour**ly.***

2.2. This type of adverb can be placed in almost any position in the sentence. It can go in initial position:

E.g.: **Carefully**, Jane unlocked the door.

Middle position:

E.g.: Jane **carefully** unlocked the door.

And, final position:

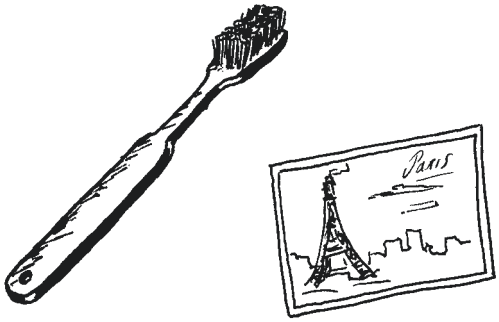
E.g.: Jane unlocked the door **carefully**.

* The numbers refer to the lines in the corresponding text in the course book (in this case, *Tea*, in Chapter 1).

3. Compound nouns

3.1. A compound noun is a combination of two words which have independent meanings (i.e. two free morphemes). They usually have two parts, one of which modifies the other. The second part identifies the object or person we are talking about and the first part describes or qualifies the second one.

E.g.: *toothbrush*: a brush you can use to clean your teeth.
postcard: a card which is meant to be sent by the post.
dining-room: the room where you have dinner.
washbasin: a basin you use to wash your hands, etc. (line 20)



Note that sometimes a new word with a completely new meaning comes up:

E.g.: *blueprint*: a plan or set of proposals.
breakfast: the first meal of the day. (line 21)
pickpocket: someone who steals things from people's pockets.

3.2. It is important to take into account the difference between expressions like:

a) a *tea cup*: a cup in which tea is served;

b) a *cup of tea*: a cup filled with tea (line 10)

A TEA CUP

A CUP OF TEA

c) a *milkbottle*: a container for milk made of plastic or glass (it can be full or empty)

d) a *bottle of milk*: a bottle containing milk.

e) a *cigarette packet:* a small container in which cigarettes are sold

f) a *packet of cigarettes*: the packet containing cigarettes.

> **Note** that the apposition of two nouns is used to refer to the container whereas the ***of***-construction is used to refer to both, the container and the content.

g) a *race horse*: a horse that is trained to run in races

h) a *horse race:* a competition where horses ridden by jockeys run.

3.3. Some common types of compound nouns are:

3.3.1. ADJECTIVE + NOUN / NOUN + ADJECTIVE.

E.g.: *Englishwoman* (line 35)
greenhouse
handful
wet suit

3.3.2. NOUN + NOUN.

E.g.: *river bank*
kitchen table
tea-time (line 31)

3.3.3. -ing + NOUN.

E.g.: *waiting list*
driving licence
gargling-water (line 8)
washing-machine

3.3.4. PRONOUN + NOUN.

E.g.: *he-goat*
she-elephant

3.3.5. VERB + NOUN.

E.g.: *washbasin* (line 20)
grindstone
workbook
travel agent

3.3.6. PARTICLE + NOUN / NOUN + PARTICLE.

E.g.: *underwear*
passer-by

3.3.7. NOUN + -ing.

E.g.: *fox-hunting*
fruit picking
weight-lifting
bird-watching

3.3.8. Whole phrases.

E.g.: *good-for-nothing*
mother-in-law
forget-me-not

3.4. Pronunciation of compound nouns.

There is a distinction between compound nouns and combinations of words that just come up together. For example, in the adj. + N combination, compound nouns have only one stress that nearly always falls on the first syllable, whereas if it is only a noun preceded by an adjective, the noun is usually stressed:

	Compound	**Adjective + noun**
E.g.:	'*greenhouse*	*green* '*house*
	'*blackboard*	*black* '*board*
	'*wet suit*	*wet* '*suit*

3.5. Written form of compound nouns.

3.5.1. Compound nouns are sometimes written as one word (e.g.: *yearbook*, *screwdriver*, etc.), sometimes with a hyphen (e.g.: *tongue-twister*, *coat-hanger*, etc.) and sometimes as two words (e.g.: *dance hall*, *credit card*, etc.).

3.5.2. Very common compounds are usually written as one single word, as well as those consisting of two short words:

E.g.: *teacup*, *handbag*, *toothpaste*, *briefcase*, *outlet*, *offset*, etc.

> **Notice** that new compounds are being invented all the time, and it is sometimes difficult to know how to write them. If you hesitate, the best thing to do is to look them up in an updated dictionary.

3.6. The plural form of compound nouns.

3.6.1. Most compound nouns form the plural in a regular way.

E.g.:	*doorbell*	*doorbell**s***
	landlady	*landlad**ies***
	baby-sitter	*baby-sitter**s***
	grown-up	*grown-up**s***
	forget-me-not	*forget-me-not**s***

3.6.2. If the first element of the compound is a noun followed by a particle, only the first element takes the plural.

E.g.:	*father-in-law*	*father**s**-in-law*
	hanger-on	*hanger**s**-on*
	passer-by	*passer**s**-by*

3.6.3. If the first element of the compound is *man* or *woman*, both elements are made plural.

E.g.:	*woman doctor*	*wom**e**n doctor**s***
	man-eater	*m**e**n-eater**s***

B) LANGUAGE POINTS

1. *Some / any*

1.1. The use of **some**.

1.1.1. The partitive **some**, as opposed to **any**, is marked affirmatively and has the meaning of an indefinite quantity, "a certain number or amount". It can modify both countable and uncountable nouns.

E.g.: *[...] to show you how low some people can sink*. (lines 32-33)
[...] my wife [...] made some *cold coffee and put it in the refrigerator...* (lines 34-36)

1.1.2. You use **some** when you are interested in the quantity but you do not want (or need) to be very specific. It is pronounced /səm/.

E.g.: **Some** of my best friends live in Washington D.C.
Some people are always getting into trouble.

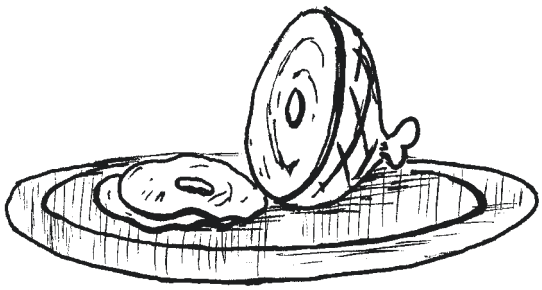
1.1.3. **Some** can also be used when you are interested in the object itself rather than in the quantity. In this case it would be the plural form of **a/an** and **one** with the meaning of "a number of" or "a few of". It is pronounced /səm/.

E.g.: Last night I ate **some** cakes.
I have visited **some** good friends recently.

1.1.4. As a rule, **some** is used in:

a) affirmative sentences:

E.g.: He wanted **some** more meat.



b) offers and requests:

E.g.: Would you like **some** wine?

c) questions where the answer "yes" is expected:

E.g.: Why don't you buy **some** of those pastries?

1.1.5. Notes:

a) **Some** is also used to mean "a certain person or an unknown thing and not a specific one" when it is followed by a count noun in the singular.

E.g.: **Some** philosopher said that love is blind.

There must be **some** bookshop in Madrid where you can find that book.

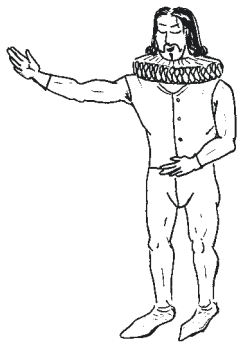
b) **Some** can also have the value of "approximately" or "around". In this case, it will be used before a count noun in the plural preceded by a numeral.

E.g.: We found **some** thirty squirrels in the back yard.

c) When **some** is an adjective it can take either the stressed /sʌm/ or unstressed /səm/ pronunciation, but when it is a pronoun, the normal pronunciation is stressed.

	/səm/	/sʌm/
E.g.:	I want **some** cheese.	Please give me **some**.
	Bake **some** cookies for the party, please.	Bake **some**, please.

1.1.6. There is a colloquial use of **some** with an emphasizing function as in the following examples:



E.g.: He's '**some** crazy guy! (= he is very crazy)

You're '**some** lousy student! (= you are really a bad student)

He is '**some** actor (= he's a very good actor)

1.2. The use of **any**.

1.2.1. The word **any** is also used to refer to an indefinite quantity and is not marked affirmatively or negatively. It can be used in negative, interrogative and affirmative sentences.