



Minutes a Day—Mastery for a Lifetime!

# ENGLISH 3

## Help Pages

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Vocabulary	
<b>abstract noun</b>	something you can't see or touch (e.g., friendship, love, fear)
<b>antonym</b>	a word that means the opposite of another word
<b>collective noun</b>	a noun that names a group; it acts as a singular noun; the verb must agree
<b>concrete noun</b>	something you can see, feel, taste, hear, and smell (e.g., book, house, bicycle)
<b>homophone</b>	words that sound alike but have different spellings and meanings
<b>literal language</b>	something that means what it says (e.g., Roberta helped herself to a piece of cake.)
<b>non-literal language</b>	a word or expression that means something different from what it says. (e.g., I took my math test and it was a piece of cake. "Piece of cake" means it was very easy.)
<b>sentence</b>	a group of words that tells a complete thought
<b>subject</b>	tells <i>whom</i> or <i>what</i> the sentence is about
<b>synonym</b>	a word that means the same or almost the same as another word

Rules for Showing Ownership	
<b>single noun</b>	Add an <i>apostrophe + -s</i>
<b>noun that names more than one</b>	Add <i>-s + apostrophe</i>

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Parts of Speech	
<b>noun</b>	a word that names a person, place, or thing <b>common noun:</b> names <b>any</b> person, place or thing (e.g., teacher, library, car) <b>proper noun:</b> names a <b>particular</b> person, place or thing (e.g., Mrs. Johnson, Clark Library, Ford Mustang)
<b>verb</b>	a word that shows action or a state of being; a verb is the main word in the predicate of the sentence
<b>pronoun</b>	a word that takes the place of a noun
<b>adjective</b>	a word that describes a noun
<b>article</b>	a special type of adjective; there are only 3 (a, an, the)
<b>preposition</b>	a word that relates a noun or pronoun to other words in a sentence (See list of common prepositions)
<b>adverb</b>	a word that describes a verb (often ends in -ly)
<b>conjunction</b>	a word that connects words or phrases in a sentence <u>coordinating conjunctions:</u> and, or, but, so <u>subordinating conjunctions:</u> after, as, although, before, because, if, since, until, when, while

Helping Verbs	Forms of the Verb Be		
	Present	Past	Future
have			
has			
had			
will			

Kinds of Sentences			
<b>statement</b>	tells something		.
<b>question</b>	asks something		?
<b>command</b>	tells someone to do something		. or !
<b>exclamation</b>	shows emotion		!

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## Spelling Rules

1. Words ending in *s, x, z, ch, or sh*, add *-es* to make the plural.
2. If a word has only one syllable or just one vowel, double the ending consonant before adding *-er* or *-est*.
3. To make compound words, usually join two words without changing the spelling of either word.
4. When adding a suffix to a word, the spelling of the word sometimes changes; the suffix does not usually change.
5. If a word ends in *e* and the suffix begins with a vowel, drop the *e* before adding the suffix.
6. If a word ends in a consonant plus *y*, change the *y* to *i* and add *-es*.
7. In most words that end in *-f* or *-fe*, change the *-f* or *-fe* to *-ves* when making them plural.
8. When adding *-ly* or *-ness* to words that end in *y*, *change the y to i if the letter before the y is a consonant*.

Subject Pronouns	
<b>singular</b>	I, you, he, she, it
<b>plural</b>	we, you, they
Object Pronouns	
<b>singular</b>	me, you, him, her, it
<b>plural</b>	us, you, them
Possessive Pronouns	
<b>singular</b>	my, your, his, her, its
<b>plural</b>	our, your, their

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Verb Tenses	
<b>present tense verbs</b>	Verbs that tell what is happening now end in s when the subject is singular.
<b>past tense verbs</b>	Verbs that tell an action that has already happened usually add -ed to show past time.
<b>future tense verbs</b>	Verbs that tell about an action that is going to happen need the helping verb <i>will</i> to show future time. <b>Example:</b> go → will go

Rules for Using Quotation Marks
Use quotation marks (" ") around what someone says.
Put a comma after words like said and asked before a quote.
The first word inside the quotation marks has a capital letter.
Put the end mark inside the quotation marks.

Rules for Using Commas
1. Use commas to separate words or phrases in a series. <b>Example:</b> I'll take a dozen eggs, a watermelon, two loaves of bread, and a ham.
2. Use a comma to separate two words or two numbers, when writing a date. <b>Example:</b> Monday, February 21, 2011
3. Use a comma when writing a friendly letter. Begin with a greeting. Put a comma after the greeting. <b>Examples:</b> Dear Mrs. Jones, Dear Sir, Dear Uncle Tony,
4. Use a comma when ending a friendly letter with a closing. Put a comma after the closing. <b>Examples:</b> Your friend, Sincerely,
5. Use a comma when writing an address. Put a comma between the city and the state. <b>Examples:</b> Cleveland, OH Phoenix, AZ

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Irregular Verbs		
Present	Past	With has, have, or had
am	was	has, have, or had been
are	were	has, have, or had been
begin	began	has, have, or had begun
blow	blew	has, have, or had blown
break	broke	has, have, or had broken
build	built	has, have, or had built
choose	chose	has, have, or had chosen
cut	cut	has, have, or had cut
dig	dug	has, have, or had dug
do	did	has, have, or had done
drink	drank	has, have, or had drunk
drive	drove	has, have, or had driven
eat	ate	has, have, or had eaten
give	gave	has, have, or had given
go	went	has, have, or had gone
grow	grew	has, have, or had grown
is	was	has, have, or had been
make	made	has, have, or had made
sing	sang	has, have, or had sung
steal	stole	has, have, or had stolen
sweep	swept	has, have, or had swept
swim	swam	has, have, or had swum
take	took	has, have, or had taken
tell	told	has, have, or had told
think	thought	has, have, or had thought
throw	threw	has, have, or had thrown
shut	shut	has, have, or had shut
sink	sank	has, have, or had sunk
sleep	slept	has, have, or had slept
slide	slid	has, have, or had slid
teach	taught	has, have, or had taught
wear	wore	has, have, or had worn
win	won	has, have, or had won
write	wrote	has, have, or had written

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Contraction	Words that make up the Contraction
can't	cannot
couldn't	could not
didn't	did not
don't	do not
I'll	I will
I'm	I am
it's	it is
isn't	is not
let's	let us

Contraction	Words that make up the Contraction
musn't	must not
she'll	she will
they're	they are
they've	they have
we're	we are
we've	we have
what's	what is
who'll	who will
you'll	you will

Some Common Prepositions					
about	around	by	in	on	to
above	before	down	inside	out	under
across	behind	during	into	outside	until
after	below	except	near	past	up
along	beside	for	of	through	with
among	between	from	off	throughout	without

Collective Nouns	
<b>brood</b> of chickens	<b>pack</b> of wolves
<b>gaggle</b> of geese	<b>pride</b> of lions
<b>herd</b> of elephants	<b>pod</b> of whales
<b>litter</b> of puppies	<b>range</b> of mountains
<b>mob</b> of kangaroos	<b>swarm</b> of bees
<b>team</b> of horses	

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Prefix	Meaning or Use	Examples
pre-	before	prewash, precook
re-	again	rewrite, redo
un-	not	uncover, unwrap
mis-	badly	misbehave, misuse
dis-	not	disagree, disrespect
non-	not or without	nonstop, nonfat

Suffix	Meaning or Use	Examples
-ing	shows present tense	walking, running
-ed	shows past tense	stayed, jumped
-er	more	redder, bigger
-est	most	slowest, nicest
-ful	full of or tending to	playful, careful
-er / -or	one who does something	teacher, actor
-less	without	homeless, useless
-able	able to	enjoyable, likeable