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Тетяна Бублик

A PRACTICAL GUIDE TO ENGLISH GRAMMAR

*for the first- and second-year students of the Department
of Foreign Languages*

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The given textbook is intended for the first- and second-year students of the Department of Foreign Languages who study English as the main foreign language. The purpose of the textbook is to give students the general idea of the introductory items of any language: the parts of speech and the parts of a sentence; to highlight the most important aspects of such grammatical topics as nouns, articles, adjectives, adverbs, pronouns, etc. In the following chapters of the textbook, the tenses of the active and the passive voices (usage, formation, and time expressions) and the peculiarities of indirect speech are analyzed in detail. Non-finite forms (the infinitive, the participle and the gerund) are analyzed within the framework of their use, functions in the sentence and the complexes which they form as well as the verbs after which they are used. Modal verbs, the subjunctive mood, and the types of conditional sentences are also among the topics thoroughly covered in this textbook.

For the students of the Department of Foreign Languages, graduate students, teachers who are interested in English grammar issues.

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Навчальний посібник призначено для студентів I–II курсів факультету іноземних мов, які вивчають англійську як основну іноземну мову. *Мета* посібника – дати студентам загальне уявлення про основні елементи будь-якої мови: частини мови та частини речення; висвітлити найважливіші аспекти таких граматичних тем, як іменники, артиклі, прикметники, прислівники, займенники тощо. Детально проаналізовано часи активного і пасивного станів дієслова (вживання, утворення та показники часу) та особливості непрямої мови. Неособові форми дієслова (інфінітив, дієприкметник і герундій) висвітлено на рівні їхнього вживання, функцій у реченні та комплексів, які вони утворюють, а також дієслів, після яких вони вживаються. Модальні дієслова, умовний спосіб дієслова та типи умовних речень також належать до тем, ґрунтовно викладених у цьому навчальному посібнику.

Для студентів факультету іноземних мов, аспірантів, викладачів, які цікавляться питаннями граматики англійської мови.

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PREFACE

The textbook “A Practical Guide to English Grammar” is intended for the first- and second-year students of the Department of Foreign Languages who study English as the main foreign language. It is written in accordance with the requirements set forth in the current syllabus on this subject.

The *purpose* of the textbook is to give students the general idea of the introductory items of any language: the parts of speech and the parts of a sentence, the aspects that seem to be easy but cause some misunderstanding especially for the 1st year students; the most important aspects of such grammatical topics as nouns, articles, adjectives, adverbs, pronouns with the emphasis on the elements which may be confusing for students: uncountable nouns and the types of partitives in English, the nouns used as countable, uncountable or plural nouns depending on the context; the types of collective nouns; the use of articles; the order of adjectives in the sentence; the adverbs with two forms and different meanings; types of pronouns, etc.

As the verb in English occupies a central position in the system of the language and is used as a part of different patterns to form the structures of the active/passive voice, types of moods or non-finite forms, the study (both theoretical and practical) of the verbal topics remains relevant and important constituting the grammatical core of any language learning. As a result, the peculiarities of the category of the verb with the subsequent analysis of its general characteristics (transitive and intransitive verbs, finite and non-finite forms, basic forms of any verb, etc) are of interest in this textbook.

Tenses in the active and passive voice (on the level of use, formation and time expressions), and the rules of the reported speech are also highlighted in detail in the following chapters of the textbook. Non-finite forms (the infinitive, the participle and the gerund) are analyzed within the framework of their use, functions in the sentence and the complexes which they form. On the other hand, the infinitive and the gerund are studied in reference to the verbs after which they are used. The verbs are further subdivided into seven groups depending on the form of the verb they are followed by (*to-inf*, *inf* without *to*, *-ing*), the meaning they express in the pattern or the grammatical circumstances they are used in. The chapters on modal verbs, the subjunctive mood (with its subdivision into the conditional mood, subjunctive I, subjunctive II and the suppositional mood) and the cases of inversion are also included in the textbook.

All the chapters are supplemented with different types of exercises so that the students can practise and understand the items discussed in the theoretical sections of the textbook. The textbook also includes grammar rules, schemes and models which will help students master complex grammatical material in an easy and understandable way. The textbook is intended both for independent work of students at home (tasks provided may be used as the homeworks) as well as for work during the classes at university under the guidance of a teacher.

In the appendix the students can find the tables on the structures of the tenses and time expressions in the active voice, the structures of the tenses in the passive voice as well as the patterns of the subjunctive mood.

НАВЧАЛЬНЕ ВИДАННЯ

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