



*Know your words
Master your subject*

English Grammar

DICTIONARY

For Teachers, Students & Parents



ABCDEFGHIJ
KLMNOP
QRSTU
VW
XYZ



Letters



Fareeda Abbasi

Youth Together for Human Rights Education

The curriculum of Youth Together for Human Rights Education enables the application of knowledge to life. It is designed to improve skills and bring about positive attitudes. We train teachers, students and parents on an ongoing basis across schools and universities.

We are committed to creating a future where men, women and children grant respect to each other, irrespective of age, gender, race, religion, sect, ethnicity, nationality or class. A future where peace and tolerance prevails. A fair and just society, where students grow up reaching their full potential and are rewarded for their own efforts, skills and contribution.

Our series of books forms the start of a journey, directed towards reaching this shared dream with you.

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Printed in Pakistan by Youth Together for Human Rights Education

ISBN: 978-0-9932615-2-7

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This Book

Confusion can occur while learning a language that is different to your mother tongue. The structure of the sentence can be different in another language. Also, words when used in sentences can have a different function.

How can you tell what is the function of the same word in different sentences. For example look at the word “standing” in the following sentences:

He was a man of high social standing.

Standing water will create a problem for the community.

After the flood one house was left standing.

The word “standing” has a different function in these sentences. In the first, it is a noun. In the second, it is an adjective and in the third it is a verb.

As international travel and the use of the internet becomes more and more common, it becomes imperative to know the English language. This book will help you to understand the parts of speech and play a part towards mastering the English Language.

Children can especially benefit, if given a clear concept of the words defined in this book. Writing and speaking the English language can become fun. We believe that every student has the potential to master a subject and to be good in all subjects, not in just one or two. Our series of books aims to build a strong foundation of the English Language for the learner. It is the duty of teachers and parents to provide the tools, guidance and an environment that enables children to reach their full potential. If you wish for a child to become an independent learner and excel in the English language, then this book belongs in your special tool-kit.

Dedication

This book is dedicated to the teachers,
parents and children of the world.

Our sincere hope is that this book helps you and those
you care about to understand and love the subject.

Through a strong basic foundation of the subject and
with your competence and imagination, may you
help create a better and peaceful world for all.

Our best wishes are for you.

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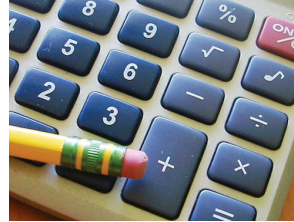
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General Words

symbol

A mark or shape that means something.

+ is a symbol for **plus** and – is a symbol for **minus** in mathematics.



letter

A symbol in writing which represents a sound.



Example:
G is a symbol.
It has a sound.
It is therefore a **letter**.

letter - example

F is a letter.

H is a letter.

M is a letter.

Flower begins with the sound of f.



Hh

House begins with the sound of h.



Mug begins with the sound of m.

Mm

sign

A symbol used to show something.



The **sign** on the tree shows that cars, bus or trucks are not allowed to go there.

r b f m s t

Each of the letters is a sign of a sound.

represent

Be a sign for something.



The symbol for equal = **represents** the fact that something is the same as another thing

m represents the first sound in the word **mug**.

language

A system of symbols and sounds used by people to communicate with each other.

ہم سب کو کوشش کرنی چاہیے کہ ہم بھی اپنے کردار کو ضبط بنائیں اور اپنی آنے والی نسلوں کے لئے مثال بن جائیں۔ ہمارے نصاب میں دن بدن موضوعات کا اضافہ ہوتا جا رہا ہے۔ ہماری دیکھنا ایسی ہی بنیاد رکھنا اور اپنی مشیونری پختی ہے۔ اور ہم سات کرداری خصوصیات جو جس و جذبہ مستقل مزاجی، خود پر قابو، پر امیدگی، شکر گزاری، سماجی ملائمتوں اور جس پر کام کر رہے ہیں۔

Urdu language

Chinese language

謝 Thank	好 Good	心 Heart	夢 Dream	念 Thought	恆 Permanence
真 True	吉 Luck	新 New	富 Wealthy	順 Obedient	賀 Celebrate
益 Profitable	信 Trust	善 Kind	威 Awe-inspiring	發 Prosperity	恭 Congratulate
愛 Love	強 Strong	恩 Gracious	貴 Noble	忍 Patience	望 Expectation
福 Fortune	樂 Cheerful	喜 Joyfulness	智 Wisdom	美 Beautiful	勤 Diligent
仁 Merciful	壽 Longevity	學 Study	康 Health	勝 Win	天 Sky

alphabet

All the letters of a language.

The English language has 26 letters representing sounds.



The English **alphabet** starts with **a** and ends with **z**.

word

Letters together that have meaning.

hfto

is not a word as it has no meaning.

big

is a word because it has meaning.

Example of words in the English language.

bit
fit
hit
kit

band
hand
land
sand
stand

bat
cat
hat
fat
sat

capital letter

A big letter in the alphabet.

Also known as an upper case letter.

A B C D E F G H I J
K L M N O P Q R S T
U V W X Y Z

small letter

A small letter in the alphabet.

Also known as a lower case letter.

a b c d e f g h i j
k l m n o p q r s t
u v w x y z

vowel

One of the letters
a e i o u

It is the sound that you make when you say them.

Such sounds have the breath flowing from the mouth and the breath is not blocked by the teeth, tongue or lips.



a



e



i



o



u

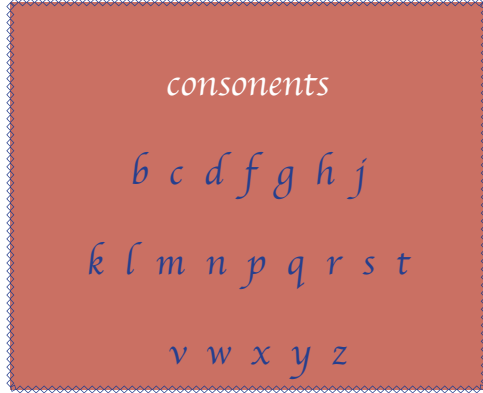
consonant

Any letter of the alphabet which is

not

a e i o u

It is the sound of letters that are not vowels.



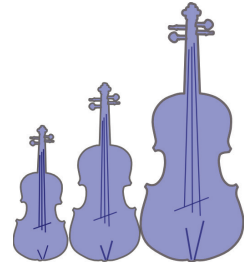
order

The way that you place people or things.



I placed the pens in **order** of their colour.

I placed the violins in **order** of their size.



alphabetical order

In the order of the alphabet. abc...

Question: Write the names in alphabetical order.

Uzma, Amna, Haris, Sara, Zain, Farhan

Answer: Amna, Farhan, Haris, Sara, Uzma, Zain

sentence

A set of words that gives us a complete thought.

These are not sentences as they do not give us a complete thought.

The road is.

I went to.

was red.

got to your party.

These are sentences as they do give us complete thoughts.

The road is curved.

I went to school.

The ball was red.

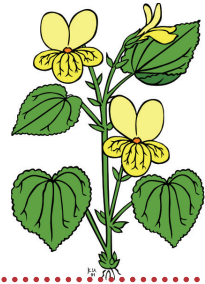
I got to your party late.

Parts of Speech

part

A piece of something.

A leaf is **part** of a plant.



speech

Spoken language or something that someone says, that is written down.



Jamal said, "I want to play".

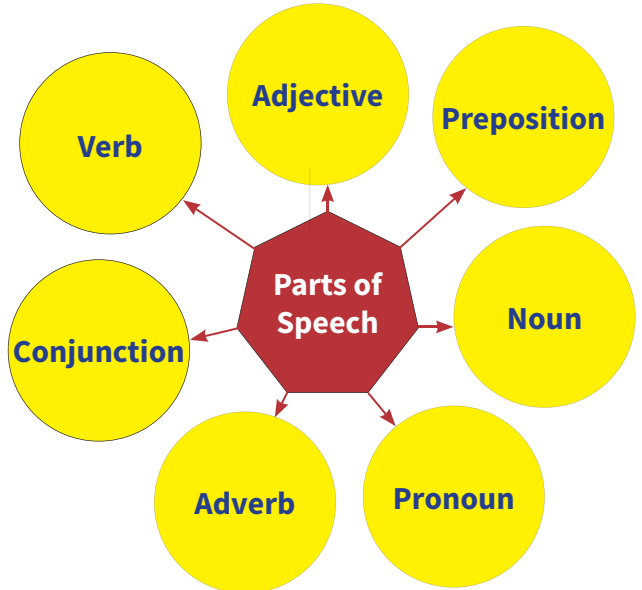
I want to play is speech

parts of speech

In a sentence words have different functions.

The function the words have in the sentence, are called parts of speech.

This book will teach you what they mean.



parts of speech - example

A word can have different functions.

Example: The word **on** - has a different function in the two sentences.

She drove **on**.

I had a book **on** birds.

grammar

The set of rules that are used to write and speak a language.

Knowing the rules and the parts of speech, helps you to speak and write the language correctly.

Read the sentence below. Each of the words has a function in the sentence.

Samina and her friend went out to quickly see the black cat.

By knowing the function of each of the words in the sentence you are better able to understand it.

This book will help you to understand function of words in a sentence. You will be able to tell the words in the sentence that are noun, verb, adverb, adjective, preposition, conjunction, article and pronoun.

Examples:

Does the sentence have different meaning?

I want the pen.
I want a pen.

How does the word **the** and **a** change the meaning?

Which sentence is correct?

In the Summer I went to Lahore.
In the summer I went to Lahore.

I studied English and geography.
I studied english and geography.

Noun

noun

A word that is used to name people, places or things.

Man, toy and airport are words that are **nouns**.



man

toy



airport

noun - example

Javed
Name of the boy.



Javed

noun - example

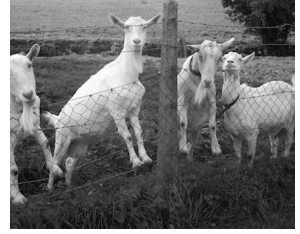
Mane
The long hair on the neck of an animal like a horse or a lion.



noun - example

Fence

A barrier like a wall that is made of pieces of wood or metal.



common noun

A common name used for a person, place or thing.

Girl, airport and toy are common nouns.

Common means belonging to two or more.
They are many girls, airports, toys.
Therefore the name used is common.

person



girl

place



airport

thing



toy

proper noun

A word that is the name of a person, a place or a thing and is written with a capital letter.

Also called special name.

Proper means belonging to just that one. This girl is called Samina. This building is Karachi Airport. This toy is Teddy Bear. Therefore the name used is proper.

person



Samina

place



Karachi Airport

thing



Teddy Bear

Noun Number

singular noun

The word that you use for one person or thing.



pencil



cat



carrot

plural noun

A word that shows there is more than one person or thing.



pencils



cats

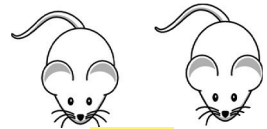


carrots

singular and plural nouns - examples



mouse



mice



foot



feet



tooth



teeth

singular and plural nouns - examples



child



children



woman



women



man

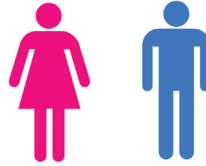


men

Noun Gender

gender

Usually means being male or female.



female

male

noun gender

In language we have 4 types of gender. A noun can belong to one of four gender types.

1. masculine

- nouns that are about a male person or animal. Example: grandfather, bull.

2. feminine

- nouns that are about a female person or animal. Example: grandmother, hen.

3. common

- nouns that can be male or female. Example: lawyer, baby.

4. neuter

- nouns that cannot be male or female. Example: coat, house.

masculine gender noun - examples

The noun that refers to a male person or animal.

Man, hero, boy, king and actor are a few nouns of masculine gender.



uncle



boy

Examples:
father, son,
king, rooster, cock,
host, brother.



lion

feminine gender noun - examples

A noun that refers to a female person or animal.

Woman, lioness, heroine, girl, niece, empress and actress are few of the feminine gender nouns that we use.



aunt

Examples:
sister, mother, queen,
hostess, maid, niece, hen.



girl



geese

common gender noun - examples

A noun is said to be in the common gender if it refers to someone who could be a male or a female.

Child, student, friend, applicant, candidate, servant are examples of common gender nouns.



friend

Examples:
doctor, visitor,
cousin, singer,
nurse, manager.



cousin



relatives

neuter gender noun - examples

A noun is said to be in the neuter gender if it refers to something which is not a male or a female.

Neuter gender nouns are objects rather than living beings.

Examples:
ruler, computer,
chair, mountain,
school, book, table, box, tea.



lock



scissors



pencils



car



house



slippers

Pronoun

pronoun

A word that you use in place of a noun.



he or him

Example: Arif was late. The teacher asked **him** why **he** was late.



she or her

Example: Samina cooked a meal. **She** said it was easy for **her** to cook the rice.



them or they

Example: Saima played with Javed. **They** played with the ball. It was easy for **them** to catch the ball.



it

Example: There was a bike. **It** was blue in colour.



us or we

If you are part of the group you can use the pronoun us or we to talk about the group.

Example: **We** waited outside the door. The door was opened for **us**.

pronoun he

- example

The man or boy that the sentence is about.



He is playing football.

pronoun she

- example

The woman or girl that the sentence is about.

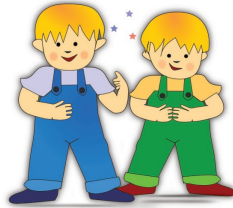


She wants to write a letter.

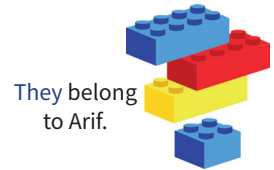
pronoun they

- example

The people, animals or things that the sentence is about.



They are talking.



They belong to Arif.



They are in the garden.

pronoun it

- example

The place or thing the sentence is about.



It was my house.



It was a heavy table.

verb shout

Verb

verb

A word that describes an action that is taking place.

Also known as a doing word.



read



paint



play



pour



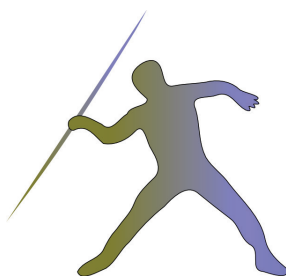
ride



sleep

verb throw - example

To move your arm quickly to send something through the air.



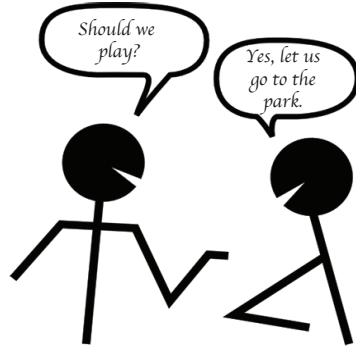
- example

To speak very loudly.



verb speak - example

To talk to somebody.



verb dive - example

Go into the water head first and with the hands raised over the head.



verb begin - example

Start to do something.

describe



Adjective

To say what somebody or something is like.

adjective

A word that tells you more about a noun.

It is a describing word.

adjective

huge

- example

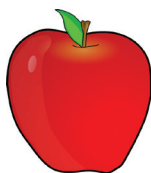
Very big.

adjective

This is a fast car.



The word fast **describes** the car.



red apple



broken egg



old man



sad boy

The words red, broken, old, sad are adjectives.

We went to see the huge building.



thick

- example

Having opposite sides that are far from each other.



I wanted to buy the thick green book.

adjective thin

- example

Having opposite sides that are close to each other.



To make a nice painting I need a thin brush.

adjective light

- example

Having little weight. Not heavy.



The feather was colourful and light.

adjective

heavy

- example

Having great weight.

adverb



The box was heavy for me to carry.

Adverb

A word that tells you how, where, when or how much.

It can tell you more about the verb.

adverb slowly - example

At a slow speed.
Not quickly.

adverb kindly - example

How



He wrote carefully.
How did he write?

When



He will ride the bike today.
When will he ride the bike?

Where

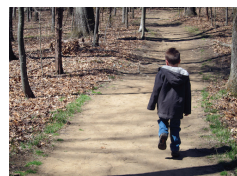


I looked everywhere for the
bird.
Where did I look?

How much



The cat drank all the milk.
How much did the cat drink?



The man and boy walked slowly.

Showing a caring attitude.



The man helped the girl by holding her hand. This was a kindly act.

adverb

hungrily

- example

Showing great need for food.



The baby ate the banana hungrily.

adverb

merrily

- example

Showing great happiness.



The kids went merrily to school.

preposition

adverb gently
- example

Showing a kind way of doing something.



He gently held the baby.

adverb angrily
- example

Showing upset in a loud way.



The woman spoke angrily when she found her things were broken by the man.

adverb soundly
- example

Deep and undisturbed way.

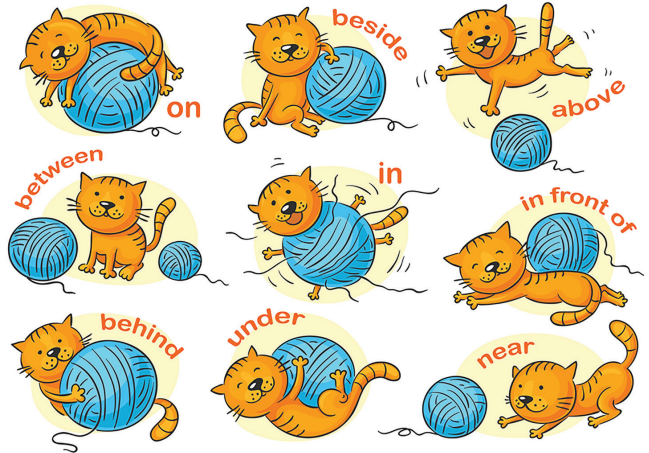


The child slept soundly.

Preposition

In a sentence a word that you use before a noun or pronoun to show a relationship to another word.

It is a word that shows the position of a noun or pronoun.



preposition in - example

Inside something or surrounded by something.



Javed was **in** the car.

preposition on

- example

To be above the surface of something.

preposition

over

- example

Above something.

preposition

under

- example

In a place that is lower than or below something.

connect



The sunglasses were **on** the table.



The boy jumped **over** the fence.



The girl stood **under** the umbrella.

preposition

across

- example

From one side to the other side of something.



The girl went **across** the bridge.

preposition

into

- example

To the middle or the inside of something.



I poured orange juice **into** the glass.

preposition

above

- example

Higher than somebody or something.



The letter F is **above** the letter C.

preposition behind - example

To be at the back of something or somebody.



The sun is **behind** the cloud.

preposition in front of - example

In a position just ahead of something or someone.



The black pepper box was **in front of** the bottles.

preposition between - example

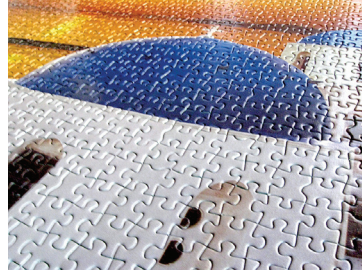
In the middle of two things or people.



The ball was **between** the cats paws.

Conjunction

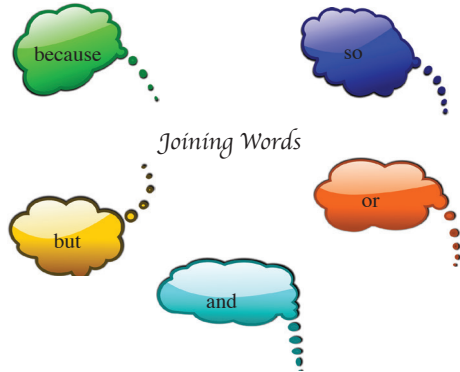
Join together.



The pieces **connect** together.

conjunction

Words that help to connect words and parts of a sentence.

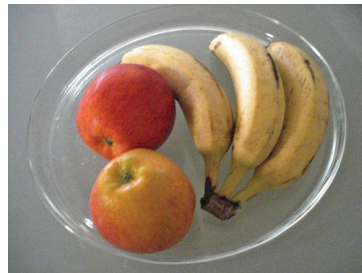


conjunction

and

- **example**

A word that joins words or parts of a sentence together.



I had apples **and** bananas.

conjunction

or

- example

A word that gives possibilities.

conjunction but

- example

A word that is used to connect two ideas that go against each other.

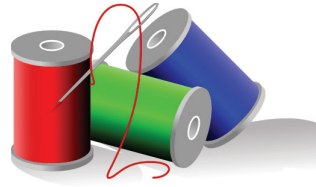
conjunction so, because

- example

Words used to show the reason for something.

specific

Something or



I could use the green, red **or** blue thread.



I wanted to go to school **but** the bus driver had not come.



It was my friends birthday **so** I went to buy a present.



He was driving the car slowly **because** the baby was in the car.

Article

someone you know you are writing or speaking about.

article

A word that tells you if the speaker or writer is talking about a specific person, place or thing or if he is talking about any one person or place or thing. There are 3 articles.

a and an

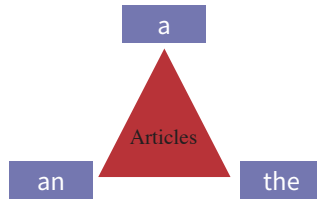
These are words used when talking or writing about any person or thing or place.

use of an

Use an before



A lot of people were present. The **specific** person I was talking about was in red.



I wanted **a** bottle.

I wanted **the** ketchup bottle.



I wanted **an** apple.

I wanted **the** apple on the napkin.



an apple



a pencil

nouns beginning with vowels.

when to use a an

Use **an** before nouns beginning with vowels.

Use **a** before nouns beginning with consonants.

article a an

- examples

article the - example

The is used when talking or speaking about a specific person, place or thing.

antonym

A word that has an

vowels

a e í o u

an

a

consonants

a dog
a bag
a pen

an

vowels

an aeroplane
an oven
an ox



an eye



an actor



an ostrich



a tree



a dog



a bed



I wanted **the** book that **the** boy had in his hands.

article the - examples

The is used when talking or speaking about a specific person, place or thing.

What is the name of the street?

The street has only one name.

Who is the best player in your team?

You are asked about one player.

We say in sentences:

The moon...

The sun...

The world...

The army of Pakistan...

The city of Islamabad...

They are all specific places or things.

Language Structure

sentence

A sentence always has a noun and verb.

Example. Samina smiled.

A sentence may have three things.

1. It is about someone or something.
2. About an action being done by someone or something.
3. About the thing/ place/person the action is done on.

A sentence can have three things: subject, object and verb.



Saqib kicks the ball.

What is the sentence about? Saqib

What is Saqib doing? kicking

What is he kicking? the ball



Who is the sentence about? Farah

What did Farah do? wait

Wait for whom? the teacher

Farah waited for the teacher.



What is the sentence about? Javed

What did Javed do? run

Where to? home

Javed ran home.

subject

The person or thing that you are talking or writing about in a sentence.

Arif kicks Saqib.

Arif is the subject.

The cat drank the milk.

The Cat is the subject.

object

In a sentence you can have a subject, a verb and an object.

The object is that on which the verb is acting.

For different languages, the way a sentence is structured is different.

In the English language we usually write the subject first then the verb and then the object.

Urdu has the structure, subject, object and verb.

Arif kicks Saqib.

Arif is the subject. Kicks is the verb. Saqib is the object.

The cat drank the milk.

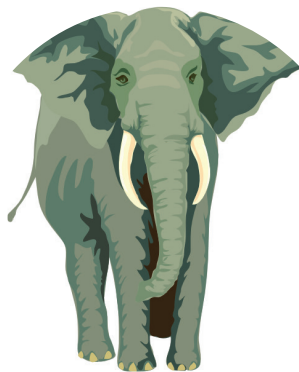
The Cat is the subject. Drank is the verb. The milk is the object.

Subject	Verb	Object
<i>You</i>	<i>will learn</i>	<i>English.</i>
<i>She</i>	<i>wrote</i>	<i>her name.</i>
<i>We</i>	<i>love</i>	<i>drawing.</i>
<i>The fox</i>	<i>climbed</i>	<i>the gate.</i>

Antonym

opposite meaning
to another word.

antonym
- examples



big



small



happy



sad



empty



full



day

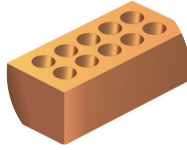


night

antonym
- examples

punctuation

Spacing and signs



hard



soft



beautiful



ugly



open



closed



light



heavy



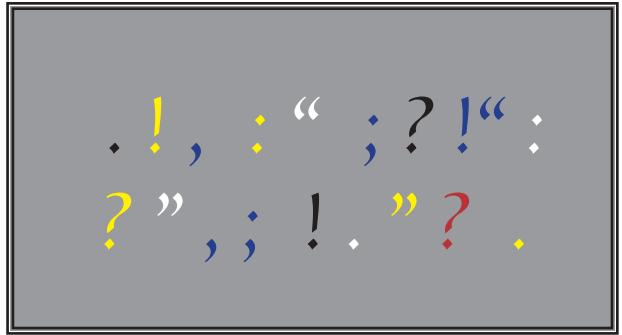
hot



cold

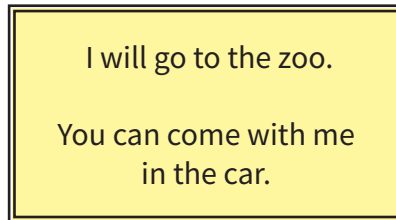
Punctuation

that you use when you are writing to separate sentences and clarify meanings. Useful in writing and reading.



full stop .

A sign that you use in writing to show the end of a sentence. It is also known as a period.



question mark ?

The sign that you write at the end of a sentence when the sentence is a question.



comma ,

A punctuation sign

used for a pause between parts of a sentence or in separating items in a list.

exclamation point !

A punctuation sign used to show strong emotion.

capital letter

Use a capital letter at the beginning of a sentence, at the start of a proper noun and when using I as a pronoun.

mention

I like apples, bananas, grapes and oranges.

She has two dogs, three cats, one bird and five fish in her house.

I ran to catch the bus, but I missed it.

We could watch a video, or we could play outside.



Beginning of a sentence and for the name of a language.

She played in the park.
They did the English homework on time.

At the start of a proper noun. Seasons are not capitalised but days of the week and months are capitalised.

During summer holidays in June, Fatima went to Lahore.

When using I as a pronoun.

Asif and I will meet on Friday to help each other.

Comprehension

text

Written or printed work.



text



text

comprehend

To understand.

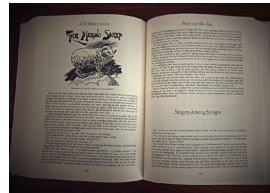


The boy can comprehend the text in the newspaper.

comprehension

The setting of questions on some reading text to check a student's ability to understand the text.

Questions asked about the text.



who?



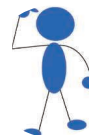
what?



when?



where?



how?



why?

Composition

topic

What the writing is about.



The teacher said she wanted students to write on the **topic** of “My Favourite Game”.

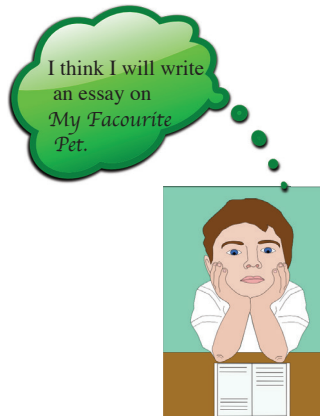
composition

The action of putting words and sentences together and writing on a particular topic.

Also called an essay.



Example: She wrote a composition about *My Best Friend*.



Speak or write a little about something.

paragraph

A group of sentences written about a single topic.

A paragraph always begins with a new line.

paragraph writing - examples



Example: The teacher said to mention the good habits of the boy in the essay.

These are two paragraphs about Arif. The first paragraph is about Arif's family. The second paragraph is about Arif playing football.

Arif is sixteen years old. He has a little brother Saqib. His father is a doctor and his mother is a nurse.

Arif likes to play football. He is the captain of the school football team. He has been playing football since the age six.

Paragraph writing about a book you are reading.

Paragraph 1- Introduce yourself and say which book you are reading.

Paragraph 2 - Say how much you like the book and the reasons you like it. Share one or two parts of the book you really liked.

Paragraph 3. Discuss your favourite character of the book and the reason you liked them.

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*In the making of this book the author
acknowledges the efforts of:*

Staff of Azeem Paradise School
and
Youth Together for Human Rights Education

*Your dedicated efforts will create brilliant students.
Thank you!*

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0311-2050292



021- 34383909

ISBN: 978-0-9932615-2-7

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