

**Quick Study**  
**ACADEMIC**

# ESL english as a second language

Vocabulary, Popular Phrases and Expressions, Nouns, Pronouns, Adjectives & More

## THE ALPHABET

There are twenty-six letters in the English alphabet:

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



## MEASURES

### Distance

- 1 inch = 2.54 centimeters
- 1 foot = 12 inches = 0.3048 meter
- 1 yard = 3 feet
- 1 mile = 5,280 feet
- 3 miles = 4.83 kilometers
- 1 acre = 43,560 square feet

### Weight

- 1 ounce = 1/16 of a pound
- 1 pound = 16 ounces

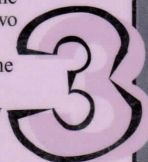
### Liquid

- 1 pint = 0.5505 liter
- 1 quart = 2 pints
- 1 gallon = 4 quarts



## CARDINAL NUMBERS

- |               |                           |
|---------------|---------------------------|
| 0- zero       | 21- twenty-one            |
| 1- one        | 22- twenty-two            |
| 2- two        | 23- twenty-three          |
| 3- three      | 30- thirty                |
| 4- four       | 31- thirty-one            |
| 5- five       | 32- thirty-two            |
| 6- six        | 40- forty                 |
| 7- seven      | 41- forty-one             |
| 8- eight      | 42- forty-two             |
| 9- nine       | 50- fifty                 |
| 10- ten       | 51- fifty-one             |
| 11- eleven    | 60- sixty                 |
| 12- twelve    | 70- seventy               |
| 13- thirteen  | 80- eighty                |
| 14- fourteen  | 90- ninety                |
| 15- fifteen   | 100- one hundred          |
| 16- sixteen   | 200- two hundred          |
| 17- seventeen | 1000- one thousand        |
| 18- eighteen  | 10,000- ten thousand      |
| 19- nineteen  | 1,000,000 - 1 million     |
| 20- twenty    | 1,000,000,000 - 1 billion |



## ORDINALS

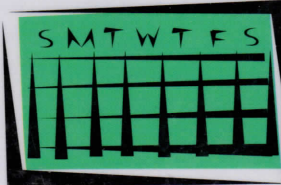
- |       |                               |
|-------|-------------------------------|
| 1st   | first                         |
| 2nd   | second                        |
| 3rd   | third                         |
| 4th   | fourth                        |
| 5th   | fifth                         |
| 6th   | sixth                         |
| 7th   | seventh                       |
| 8th   | eighth                        |
| 9th   | ninth                         |
| 10th  | tenth                         |
| 100th | one hundredth                 |
| 124th | one hundred and twenty-fourth |



## DAYS OF THE WEEK

- "What day is it?"
- "Today is January 1st, 2001, a new century!"

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday
- the weekend = Saturday, Sunday



## MONTHS OF THE YEAR

- |          |           |
|----------|-----------|
| January  | July      |
| February | August    |
| March    | September |
| April    | October   |
| May      | November  |
| June     | December  |

## THE SEASONS

- spring summer fall winter

## TIME

### The Past:

- last week
- the day before yesterday
- yesterday

### The Present:

- today
- tomorrow
- the day after tomorrow
- next week

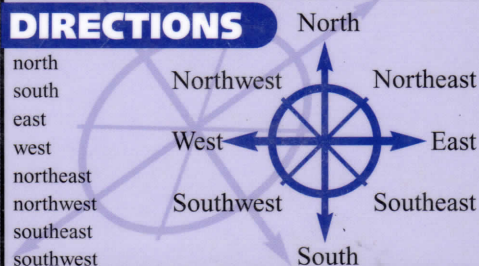
### The Future:

- "What time is it?"
- "It is a quarter of two."
- morning - AM (before noon)
- afternoon - PM (after noon)
- evening - after 7PM
- night

- 12 PM - noon
- 12 AM - midnight
- 2:10 AM - two ten (in the morning)
- 3:15 PM - three fifteen or quarter past three (in the afternoon)
- 4:30 PM - four thirty or half past four (in the evening)
- 5:35 AM - five thirty-five or twenty-five of six (in the morning)
- 11:45 PM - eleven forty-five or quarter of twelve (in the evening)



## DIRECTIONS



## WEATHER, CLIMATE

1. "How's the weather?"  
2. "It's sunny."  
3. "What's the temperature outside?"  
4. "It's cold, it's 20 degrees."5. 1. It's cloudy.  
6. 2. It's freezing.  
7. 3. It's cold.  
8. 4. It's raining.  
9. 5. It's snowing.  
10. 6. It's stormy.  
7. It's sunny.  
8. It's hot.  
9. It's thundering.  
10. It's windy.

## A FEW GREETINGS

- |              |                                 |
|--------------|---------------------------------|
| Hello        | <b>GREETINGS</b>                |
| Good morning | "How are you?"                  |
| Good evening | "What's your name?"             |
| Good night   | "Thank-you."                    |
|              | "Let me introduce you to Mary." |
|              | "Speak slowly, please."         |
|              | "Goodbye."                      |

- |                                      |
|--------------------------------------|
| <b>COMMON RESPONSES</b>              |
| "I am fine, thank-you, and you?"     |
| "My name is Peter."                  |
| "You are welcome."                   |
| "Hello Mary, delighted to meet you." |
| "I am sorry."                        |
| "Goodbye, it was nice meeting you."  |

## COLORS

	Black	White	
Gray	Red	Orange	Yellow
Green	Light Blue	Blue	Dark Blue
Purple	Pink	Brown	Beige

## QuickStudy

### NOUNS

#### Nouns are names for:

- People: *boy, woman, Mary*
- Places: *New York, Paris, home, store*
- Animals: *dog, horse, worm*
- Things: *car, book, computer*
- Ideas: *honesty, beauty*

#### There are:

- Common Nouns:** building, planet, boy
- Proper Nouns:** White House, Earth, George

#### There are two types of nouns:

Count Noun	Noncount Noun
a book, a store	water, honesty
<b>Count</b> [singular & plural] <i>two</i> books <i>some</i> books <i>a lot of</i> books <i>many</i> books <i>a few</i> books	<b>Noncount</b> [no plural] <i>some</i> water <i>some</i> water <i>a lot of</i> water <i>much</i> water <i>a little</i> water

- In grammar, **noncount** nouns cannot be counted.
- The **verb** following a noncount noun is always **singular**.  
A lot of water **passes** under the bridge.
- A **noncount** noun never takes the indefinite article **a/an**.
- Here are a few common noncount noun categories and examples:

Whole groups	Abstract nouns	Small items
mail	beauty	hair
food	luck	salt
traffic	music	sugar
Big masses	Languages	Other
ice	French	weather
smoke	Arabic	heat
paper	Spanish	soccer

- Expressions of quantity come before a noun:
- Some are used with only count nouns.
- Some are used with only noncount nouns.
- Some are used with both.

#### Expression of quantity:

##### Count noun:

one	book
each/every	book
two/both/a couple of	books
three, etc.	books
a few/several	books
many/a number of	books

##### Noncount nouns:

a little	water
much	water
a great deal of	water

##### For both count and noncount nouns:

not any/no	book/water
some	books/water
a lot of/lots of/plenty of	books/water
most	books/water
all	books/water

### PLURALS OF NOUNS

- For most **regular plurals**, add an **-s** to the word:  
(coins, apples)

#### Other Noun Plurals

- When the singular ends in **s, sh, ch, x, z**; add **-es** (classes)
- When the singular ends in **o**, add **-s** exceptions:  
tomatoes, potatoes, echoes, heroes
- When the singular ends in **y** (preceded by a vowel), only **-s** is added (toys)
- When the singular ends in **y** (preceded by a consonant) **-ies** is added (babies)

#### Nouns that end in **-f** or **-fe** change to **-ves** endings:

calf, calves	life, lives	shelf, shelves
half, halves	loaf, loaves	thief, thieves
knife, knives	self, selves	wolf, wolves
leaf, leaves	scarf, scarves	

#### Exceptions: beliefs, chiefs, cliffs, roofs

### QuickStudy

### IRREGULAR PLURALS

- Following are some **irregular plurals**:
- child, *children*
- foot, *feet*
- louse, *lice*
- man, *men*
- mouse, *mice*
- ox, *oxen*
- tooth, *teeth*
- woman, *women*

### FOREIGN PLURALS

- Some nouns in English come from other languages and have **foreign plurals**:
- analysis, *analyses*
- appendix, *appendices*, *appendixes*
- bacterium, *bacteria*
- basis, *bases*
- cactus, *cacti*, *cactuses*
- crisis, *crises*
- criterion, *criteria*
- curriculum, *curricula*
- datum, *data*
- formula, *formulae*, *formulas*
- hypothesis, *hypotheses*
- index, *indices*, *indexes*
- medium, *media*
- memorandum, *memoranda*
- oasis, *oases*
- parenthesis, *parentheses*
- phenomenon, *phenomena*
- stimulus, *stimuli*
- syllabus, *syllabi*, *syllabuses*
- thesis, *theses*
- vertebra, *vertebrae*

### ARTICLES

- Articles are words that modify nouns.
- There are two types of articles:

#### DEFINITE ARTICLES (THE)

*Definite articles* are used with **singular count nouns, plural count nouns, and noncount nouns**.

- When the noun is **known** to the speakers:  
The car I have is very expensive.  
The question they want to ask is about homework.
- When the noun is **"the only one"** of its kind:  
The sun rises in the east.  
The moon is full.  
The door is locked. (There is only one door.)
- When the noun is a representative of a **general class** of items:  
The computer is the most important invention.  
The piano is a beautiful instrument.

#### INDEFINITE ARTICLES (A, AN)

- Indefinite articles* are used with **singular count nouns only**:  
a bird, a boy, a book, a dictionary, a piece of cake.
- Use **an** with a noun that begins with a **vowel sound**:  
an apple, an examination, an hour; (a university, a hotel because "university" and "hotel" begin with a consonant pronunciation).
- When the noun is **unknown** to the speakers:  
I have a car.  
Mary has a test tomorrow.  
They want to ask a question.
- When the noun is being introduced for the first time:  
A banana is usually yellow.  
A book is a good friend on a long trip.

#### NO ARTICLE

Plural count nouns and noncount nouns do **not** need *definite articles* when they are referring to **ALL** of the items.

#### Plural count nouns:

- I love apples. (apples, in general)
- The apples in this box are bad. (specific apples)
- Books are expensive. (books, in general)
- The books in that store are cheap. (specific books)
- That store has computers. (computers, in general)
- The computers they have are old. (specific computers)

#### Noncount nouns:

- I love coffee. (coffee, in general)
- The coffee in this cup is cold. (specific coffee)
- Japanese enjoy rice. (rice, in general)
- The rice I ate last night was good. (specific rice)
- Water is necessary. (water, in general)
- The water here isn't good to drink. (specific water)

**REMEMBER:** A singular count noun **CANNOT** appear alone.

#### It must have:

- an article: **a** book, **the** car, **an** uncle
- a demonstrative: **this** TV, **that** radio, **this** newspaper
- OR
- a possessive: **my** pen, **her** key, **Mary's** room

### PRONOUNS

Pronouns take the place of a noun; they are **noun substitutes**:

- boy = **he**
- book = **it**
- Mary = **she**

#### PERSONAL PRONOUNS

##### -Subject pronouns: (refer to the subject)

- I (I speak English)
- you
- he, she, it
- we
- you
- they

##### -Object pronouns: (refer to the object of the verb)

- me (Jan called me.)
- you
- him, her, it
- us
- you
- them

##### -Possessive Pronouns: (indicate ownership)

- mine (This book is mine.)
- yours
- his, hers, its
- ours
- yours
- theirs

##### -Reflexive pronouns: (refer to the subject, sometimes used for emphasis)

- myself (I like to drive myself.)
- yourself
- himself, herself, itself
- ourselves
- yourselves
- themselves

-The expression *by* + a reflexive pronoun usually means **"alone"** (He lives by himself.)

##### -Indefinite pronouns (non-specific):

- everyone (Everyone has his or her idea.)
- everybody
- everything
- someone
- somebody
- something (Did I leave something on the table?)
- anyone
- anybody (Anybody is welcome.)
- anything
- no one (No one attended the meeting.)
- nobody
- nothing

#### IMPERSONAL PRONOUNS

- One** means "any person, people in general."  
(*One should always be on time.*)
- You** means "any person, people in general."  
(*I am lost; how do you get to the train station from here?*)

### ADJECTIVES

#### ADJECTIVES

- Adjectives give more **information** about **nouns**:
- The following are called **descriptive** adjectives; they describe the noun.  
**good** student, **bad** student, **intelligent** student, **hot** day, **hot** food, **cold** day, **cold** food.
- The following **endings** are often found on adjectives:  
**-y** (*milky*), **-ous** (*joyous*), **-ful** (*hopeful*), **-able** (*workable*), **-less** (*helpless*)
- Example:** He is a joyous child.

#### COMPARISONS

- Two nouns with adjectives can be compared:**
- In most cases, add **-er** to an adjective to make a comparison.  
Earth is big. Uranus is bigger (than earth).  
Sugar is sweet. Honey is sweeter (than sugar).
- In adjectives with more than two syllables, use **more** to compare.  
John is handsome. Peter is **more** handsome.  
Algebra is difficult. Calculus is **more** difficult.

#### When comparing more than two nouns with adjectives, use the superlative:

- Add **the** and **-est** to adjectives which use **-er**. Use **the most** with adjectives with more than two syllables.
- Earth is big. Uranus is bigger. Jupiter is **the biggest** of all planets.
- Algebra is difficult. Calculus is more difficult. Nuclear physics is **the most difficult** of all subjects.

#### POSSESSIVE ADJECTIVES

##### -Describe ownership:

- my (My car is blue.)
- your
- his
- her
- its
- our
- your
- their
- their
- their

Possession with 's

- Another way to show possession is with 's. This book belongs to John. (John has a book.) This is John's book. (It's his book.)

DEMONSTRATIVE ADJECTIVES

- Singular this book (CLOSE to speaker) That book is red. that car (FAR from speaker) That book is blue.

ADVERBS

- Adverbs give information about verbs, adjectives and adverbs. -Adverbs are often formed by adding -ly to an adjective: He spoke quickly. (adjective=quick) Adv They are extremely intelligent. Adv Adj She opened the box very carefully. Adv Adv

COMPARISON WITH ADVERBS

- With one syllable adverbs, use -er when two persons or two things are compared: He came later than I did. She wakes up earlier than the rest of us do. Mary types faster than I do.

PREPOSITIONS

- Prepositions are words that show a special relationship between two things. -Prepositions also answer such questions as where? when? and how? The students are in the library. (Where are they?) John is coming by bus. (How is he coming?) She leaves at 8:00 a.m. (When does she leave?)

Common Prepositions:

Table listing common prepositions: about, before, despite, of, to[ward][s], above, behind, down, off, under, across, below, during, on, until, after, beneath, for, out, up[on], against, beside[s], from, over, with, along, between, in[to], through, within/without, among, beyond, like, throughout, around, by, near, till, at

- Many verbs are followed by prepositions. -It is important to learn both the verb and the preposition. -The meaning of a verb will change depending on the preposition which follows it.

Verb and Preposition Combinations:

Table of verb and preposition combinations: get on, listen for, stand for, wait for, get out, listen to, stand out, wait on, get up, stand up

CONNECTING INDEPENDENT CLAUSES

- An independent clause is a sentence [Subj + Vb] that has meaning when it stands by itself. I need help. S V She likes soccer. S V -Independent clauses can be combined with "connectors" or conjunctions which show the relationship between the first and second clause. -The first clause in all the examples below is the same; however, the second clauses are different. -AND signals an addition of equal importance: John is sick, and he is not going to school today. -BUT (YET) signals a contrast: John is sick, but he is going to school today. -OR signals choice: John is sick, or he is a very good actor. -SO signals a result: John is sick, so he is not going to school today. -FOR signals a reason: John is sick, for he got a cold in the rain. -Use a comma between the first independent clause and the second.

PAIRED CONJUNCTIONS

- When two subjects are connected, the subject closer to the verb determines whether the verb is singular or plural. (not only + noun + but also + noun): Not only my brother but also my sister is in Europe. (either + noun + or +noun): Either my brother or my sister will be in Europe. (neither + noun + nor + noun): Neither my brother nor my sister is in Europe. Neither my brothers nor my sisters are in Europe. -When two subjects are connected by both, they take a plural verb: both + noun + and + noun: Both my brother and my sister are in Europe.

THE ENGLISH SENTENCE

- A sentence usually has a subject [S] and a verb [V]. Boys run. People eat. Fish swim. S V S V S V -Some sentences also have an object [O]. People eat food. S V O Mary enjoyed the movie. S V O They need passports. S V O -Some sentences also have an indirect object [IO]. John gave a present to me. IO John gave me a present. [no preposition] IO

CLAUSES

- Basically, a sentence is a "clause." -A clause has a subject and a verb. -There are two basic clauses in English: independent and dependent clauses. I'm going to the store because I need milk. [independent] [dependent] -The dependent clause needs the independent clause for complete meaning. -There are THREE types of DEPENDENT clauses in English. -Each of them has a name which describes what each does in a sentence: adjective clauses, noun clauses, and adverb clauses. -Adjective clauses work like adjectives; they give more information about nouns they are describing. -WHO is used for persons. -WHICH is used for things. -THAT is used for both. Examples: Which girl? The girl who is talking is my cousin. Which doctor? I have a doctor who is very famous. Which actor died? The actor who was in that movie died last month. Which book? The book which you borrowed is my sister's. Which flight? The flight which we were taking was canceled.

- WHOSE is used for possession: My friend whose car was stolen went to the police. (his car) I met a girl whose mother is a pilot. (her mother is a pilot)

NOUN CLAUSES

- Noun clauses are used like nouns. A noun can be a subject or an object in a sentence. A noun clause can also be a subject or an object of a sentence. Subjects of Sentence Lateness Your coming late That you came late That he didn't do his work His absence } makes me angry. -When a noun clause is used as a subject, the word that must be used. -The subject it can also be used by placing the noun clause at the end of the sentence: It makes me angry that you came late. It makes me angry that he didn't do his work. Objects of Sentence I know { something your name French \*[that] your birthday is tomorrow. \*[that] Washington was the first president. \*[that] is optional.

**ADVERB CLAUSES**

-Adverb clauses are used like adverbs.  
 -They answer questions like **when?**, **why?**, **how long?**  
 -Adverb clauses show **relationships** between two sentences:  
**-Time**  
 I've been here **since** I was young.  
 They came **after** we had eaten dinner.  
 The student stood **when** the teacher entered.

**-Future Time Clauses**  
 -When talking about the future:  
 -The verb in the TIME CLAUSE is always **present** tense.  
 -The main verb is **future** tense:  
When I get home, I will call you.  
 Mary **will be here** when she finishes her work.  
When you press this button, the police will come.

**-Cause & Effect**  
 We can't go swimming **because** it's raining.  
 It's raining **so** we can't go swimming.

**-Opposition**  
Although it's cold, I'm going swimming.  
 She got a good grade **even though** she didn't study.

**-Condition**  
If it rains, we will cancel the picnic.  
 I would have gone **if** I had known about the party.

**-Purpose**  
 She came early **so that** she could get a good seat.

**MAKING SENTENCES NEGATIVE**

-You can make a sentence negative by putting the word **not** with the **auxiliary** form of the verb.

Verb Tense	Auxiliary	Negative	Contractions
simple present	do/does	do not/does not	don't/doesn't
present continuous	am/are/is	am not/is not/are not	am not/aren't/isn't
simple past	did	did not	didn't
past continuous	was/were	was not/were not	wasn't/weren't
simple future	will	will not	won't
future continuous	will be	will not be	won't be
present perfect	have/has	have not/has not	haven't/hasn't
presperf continuous	have/has been	have not/has not been	hadn't/hasn't been
past perfect	had	had not	hadn't
pastperf continuous	had been	had not been	hadn't been
future perfect	will have	will not have	won't have
futperf continuous	will have been	will not have been	won't have been

-Do not use **DOUBLE NEGATIVES**, they are always incorrect.  
 Correct: Don't touch anything.  
 Incorrect: Don't touch nothing.

**ASKING QUESTIONS**

There are two kinds of questions:

**1. Yes/No Questions** (Require either a "yes" or "no" answer.)  

Auxiliary	Subject	Verb[base form]	?
[tense+sing/plur]			
Do	they	live	here?
Are	you and I	going	tomorrow?
Did	he	do	his work?
Will	she	come	next week?
Has	Mary	eaten	yet?

-Remember that the auxiliary carries tense information and sometimes "number" information about the subject.

**Examples Question with auxiliary**

They speak English.	DO they speak English?
He smokes.	DOES he smoke?
I am doing well.	AM I doing well?
She is listening.	IS she listening?
We are leaving now.	ARE we leaving now?
She cooked dinner.	DID she cook dinner?
They arrived late.	DID they arrive late?
It was raining.	WAS it raining?
They were working.	WERE they working?
He will understand.	WILL he understand?
He will be leaving soon.	WILL he be leaving soon ?
He has been sick.	HAS he been sick?
They have eaten.	HAVE they eaten?
You have been eating well.	HAVE you been eating well?
It has been snowing a lot.	HAS it been snowing a lot?
They had come early.	HAD they come early?
She had been eating.	HAD she been eating?
You will have been living here one year tomorrow.	WILL you have been living here one year tomorrow?

**2. "WH" Questions** (To ask for specific information.)

-**"WH"** questions follow the same pattern as yes/no questions, **except** the first word in a Wh-question is the WH-word, not the auxiliary.

WH-word	Auxiliary	Subject	Verb
?	[tense + sing/plur]		[base form]
When	do	you	eat dinner?
Where	has	he	learned English?
Why	did	Mary	come late?
Whose car	will	you	borrow?
[noun]			
Which hotel	have	they	chosen?
[noun]			
How	does	Bob	go to work?
X	X	Who*	is going tomorrow?
Who/m/**	are	you	marrying ?
What	has	she	bought me?

\***Who** in this sentence is asking a question about the **SUBJECT** of the sentence. When you are asking any kind of **WH-question** about the **SUBJECT** of the sentence, **do not** use an auxiliary in your question.

**Three children** have been injured. [subject]  
**HOW MANY CHILDREN** have been injured?  
 [no auxiliary]  
 She has **three children**. [object]  
**HOW MANY CHILDREN** does she have?  
 [auxiliary needed]  
 The **blue car** has more power. [subject]  
**WHICH CAR** has more power? [no auxiliary]  
 We prefer the **blue car**. [object]  
**WHICH CAR** do you prefer? [auxiliary needed]

\*\***Whom** is used when asking a question about the **OBJECT** of a sentence.  
 -It is often very **FORMAL**.  
 -Today, many people do not use the form **whom**; instead, they use **"who."**  
 -There is one exception:  
**Whom** are you talking to?  
**TO whom** are you talking?  
 -When a preposition comes **before who**, you must use **WHOM**, such as, for **whom**, by **whom**, with **whom**, against **whom**, etc.

**WH-word Meaning/use Example Answers**

when	time	Tomorrow. Two weeks ago. Now.
where	place	At home. Here. In New York.
why	reason	Because I'm sick. To eat lunch.
whose	possession	Mary's book. The man's car.
which	choice	The math homework.
how	manner	Quickly. By bus. Very well.
who	person [subject]	The boy. Mary and John.
whom	person [object]	The boy. Mary and John.
what	things	The dog. The car. The radio.

**TAG QUESTIONS**

-**Tag questions** are added to the **end** of a sentence to make sure the information is correct or to seek agreement:  
 Mary can go, **can't she?**  
 Robert can't come, **can he?**  
 -Affirmative sentence + negative tag = affirmative answer  
**you like coffee, don't you? = yes, I do**  
 -Negative sentence + affirmative tag = negative answer  
**you don't like coffee, do you? = no I don't**

**NEGATIVE QUESTIONS**

-When asking a negative question, use **not** with the auxiliary and follow the same procedure for asking either "yes/no" or "WH" questions.

Questions	Answers
Didn't you go last night?	No, I didn't.
Why weren't you in class?	I was sick.
Hasn't the mail come?	Yes, it has.
Who didn't come yesterday? [subject]	John & I didn't.

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**CREDITS**

Edited By: Liliane Arnet, M.A.

**NOTE TO STUDENTS**

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