



*Aprende inglés y  
conquista al mundo*



# *Guía práctica para aprender inglés en 4 semanas*



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# *Semana 1*

- Order of adjectives
- Action Verbs
- Much-many
- First conditional
- Present simple
- Descriptive words
- Irregular Plurals



# *Order of Adjectives*

In many languages, adjectives denoting attributes usually occur in a specific order. Generally, the adjective order in English is:

1. Quantity or number
2. Quality or opinion
3. Size
4. Age
5. Shape
6. Color
7. Proper adjective (often nationality, other place of origin, or material)
8. Purpose or qualifier

For example:

1. I love that **really big old green antique** car that always parked at the end of the street.
2. My sister adopted a **beautiful big white** bulldog.

When there are two or more adjectives that are from the same group, the word and is placed between the two adjectives:

- 1. The house is green and red.
- 2. The library has old and new books.

When there are three or more adjectives from the same adjective group, place a comma between each of the coordinate adjectives:

- 1. We live in the big green, white and red house at the end of the street.
- 2. My friend lost a red, black and white watch.

A comma is not placed between an adjective and the noun.

### Order of adjectives – examples

Determiner	Quantity or number	Quality or opinion	Size	Age	Shape	Color	Proper adjective	Purpose or qualifier	Noun
A		beautiful		old			Italian	sports	car
The	three	beautiful	little			gold			plates
An		amazing			heart-shaped	red and white			sofa

More examples:

1. I love that beautiful old big green antique car that always parked at the end of the street. [quality – age – size – color – proper adjective]
2. My sister has a big beautiful tan and white bulldog. [size – quality – color – color]
3. A wonderful old Italian clock. [opinion – age – origin]
4. A big square blue box. [dimension – shape – color]
5. A disgusting pink plastic ornament. [opinion – color – material]
6. 6. Some slim new French trousers. [dimension – age – origin]
7. An amazing new American movie. [opinion – age – origin]
8. I bought a pair of black leather shoes. [color – material]



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# *Action Verbs*

Action verbs, also called dynamic verbs, express an action whether it be physical or mental. An action verb explains what the subject of the sentence is doing or has done.

Looking at action verb examples helps make it clear the function of action verbs in sentences and what purpose they serve.

There are endless action verbs used in the English language. An action verb can express something that a person, animal or even object can do. To determine if a word is an action verb, look at the sentence and ask yourself if the word shows something someone can do or something someone can be or feel.



If it is something they can do, then it is an action verb (if it is something they can be or feel, it is a non-action, or stative, verb).

Below is a list of commonly used action verbs:

Act	Give	Read
Agree	Go	Ride
Arrive	Grab	Run
Ask	Help	Send
Bake	Hit	Shout
Bring	Hop	Sing
Build	Insult	Sit
Buy	Joke	Smile
Call	Jump	Spend
Climb	Kick	Stand
Close	Laugh	Talk
Come	Leave	Think
Cry	Lift	Throw
Dance	Listen	Touch
Dream	Make	Turn
Drink	March	Visit
Eat	Move	Vote
Enter	Nod	Wait
Exit	Open	Walk
Fall	Play	Write
Fix	Push	Yell

What separates action verbs from non-action verbs (stative verbs) is that they can be used in continuous tenses, meaning they have a present, past and future tense. The following are examples:

Action verb: **eat**

Present tense: I **eat** when I am hungry.

Past tense: She **ate** dinner last night at six.

Future tense: We **will eat** lunch tomorrow at noon.

Action verb: **swim**

Present tense: We **swim** when it is hot outside.

Past tense: Last week, we **swam** in the pool.

Future tense: We **will be swimming** at the lake next month.

Action verb: **sleep**

Present tense: The baby **sleeps** in the nursery.

Past tense: She **slept** all night.

Future tense: We **will be sleeping** in tents at summer camp.

Action verb: **play**

Present tense: The kids **play** basketball at recess.

Past tense: We **played** the last game on Monday.

Future tense: The girls **will be playing** at the park this weekend.

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Action verbs are used to deliver important information in a sentence and add impact and purpose. These verbs play a vital role in grammar and signals to the reader what action the subject is performing in the sentence.



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# *Much - Many*

These two words refer to a large amount of something, but pay close attention to how they are use differently.

Use much if the noun is non-countable and therefore used in singular (e.g., water, sand).

Use many if the noun is countable and therefore used in plural (e.g., oranges, children).

For example:

1. I don't have much money.
2. They own many houses.

When we speak about 'many' and 'much', it's worth mentioning countable and uncountable nouns. Countable nouns can be used with a number and have singular and plural forms. Uncountable nouns can only be used in singular and cannot be used with a number.

Examples:

- “How much money do you have?”
- “How many friends do you have?”

Wait a second! I know what you're thinking. We can count money, right? Yes, you're correct, however we must use the precise currency (dollars, pesos, euros) to use the word 'many'. We wouldn't say: “I have 100 money”. We would say: “I have 100 pesos.” Or “How many dollars do you have?”

'Much' and 'many' are often used with questions and negative clauses.

Examples:

- “I don't have many friends.”
- “How much money did you spend last night?”
- With positive clauses they are used with the words: 'so', 'as', or 'too'.

Examples:

- “I have so much homework tonight!”
- “She has as many shoes as I do.”
- “John worries too much.”

# *Conditionals - Zero & First*

## *Zero*

We use the zero conditional when we want to talk about facts or things that are generally true. Scientific facts are often covered by the zero conditional: "When you heat ice, it melts."

The zero conditional uses if or when and must be followed by the simple present or imperative.

For example:

- "When it rains, tennis lessons are held in the gym."
- "If it rains, tennis lessons are held in the gym."
- "When John is out of the office, I take his calls."
- "If John is out of the office, I take his calls."

It is important to remember that this condition is not related to the past, present or future - it only applies to things which are ALWAYS true.

# FIRST

It's used to talk about things which have a real opportunity to be real or that might happen in the future. Of course, we can't know what will happen in the future, but this describes possible things, which could easily come true.

For example:

- If it rains, I won't go to the park.
- If I study today, I'll go to the party tonight.

The first conditional describes a particular situation, whereas the zero conditional describes what happens in general.

For example (zero conditional): if you sit in the sun, you get burned (here I'm talking about every time a person sits in the sun - the burning is a natural consequence of the sitting)

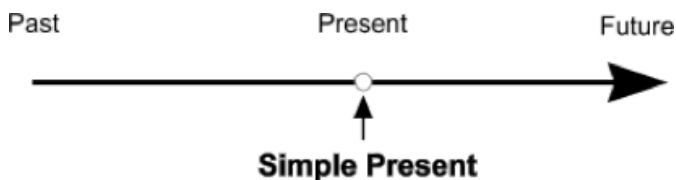
But (first conditional): if you sit in the sun, you'll get burned (here I'm talking about what will happen today, another day might be different).



# *Present Simple*

The simple present expresses an action in the present taking place regularly, never or several times.

It is also used for actions that take place one after another and for actions that are set by a timetable or schedule. The simple present also expresses facts in the present.



Forms:

Be - use:

am with the personal pronoun I  
is with the personal pronouns he, she or it  
(or with the singular form of nouns)  
are with the personal pronouns we, you or  
they (or with the plural form of nouns)

Example: I am hungry / You are hungry /  
We are hungry

## Have - use:

have with the personal pronouns I, you, we and they (or with the plural form of nouns)

has with the personal pronouns he, she, it (or with the singular form of nouns)

example: I have a dog. / I have got a dog / she has a dog / we have a dog

'have got' is mainly used in British English. You can also use 'have' on its own (especially in American English). In this case, however, you must form negative sentences and questions with the auxiliary verb 'do' (see 'All other verbs').

## All other verbs - use:

the infinite verb (play) with the personal pronouns I, you, we and they (or with the plural form of nouns)

the verb + s (plays) with the personal pronouns he, she, it (or with the singular form of nouns)

# *Descriptive Words*

A **descriptive word** describes or gives us more information about things. A descriptive word can be a color, size, shape, texture, or number, to name a few! Descriptive words help you understand more when you're reading.

For example:

## **Shapes & Colors**

Any shape and color word can be used to describe.

Round / Square / Plump

Red / Green / Yellow

## **Sizes & Numbers**

As many size words as you can think of can be used to describe.

Big / Little / Tiny

One / a million / a lot

## **Senses**

Sometimes, we can use other senses to help us describe things. Using our hearing, feeling and taste gives us more ideas to find descriptive words.

Fluffy, soft / Loud, quiet / Bitter, sweet /  
Stinky, flowery / Cold, hot / Beautiful, ugly

# *Irregular Plurals*

**Irregular plural nouns** are nouns that do not become plural by adding -s or -es, as most nouns in the English language do. You're probably familiar with many of these already. For example, the plural form of man is men, not mans.

The plural form of woman is women, not womans. There are hundreds of irregular plural nouns, and in truth, you must memorize them through reading and speaking. There are, however, some common patterns to look out for.

## **The Most Common Irregular Plurals**

### **Nouns ending in -f and -fe**

To make a plural of a word ending in -f, change the f to a v and add es. Similarly, if a word ends in -fe, change the f to a v and add an s. The result for both types is a plural that ends in -ves. This spelling arose because of the difficulty of pronouncing f and s together in English (an attempt to do this will produce a v sound).



Exceptions: roofs and proofs (among others).

### Singular (-f, -fe) - Plural (-ves)

Knife - knives

Life - lives

Calf - calves

Leaf - leaves

### Nouns Ending in -o

Plurals of words ending in -o are usually made by adding -es.

### Singular (-o) - Plural (-oes)

Potato - potatoes

Hero - heroes

But of course, there are exceptions.

(Aren't there always?) Some words ending in -o that are borrowed from other languages take only an s to make a plural, such as pianos, cantos, photos, and zeros. Cello, which is an abbreviation of the Italian word violoncello, can be written the traditional way, celli, or the commonly accepted anglicized way, cellos.

## Nouns That Change Vowels

Many English words become plural by changing their vowels, such as oo to ee or an to en.

Foot – feet

Man – men

**Fun fact:** The eighteenth-century American dictionary reformer Noah Webster preferred spellings that were closer to their most common pronunciations.

Thus, he advocated for the return of the Old English plural wimmen. Wouldn't that have been convenient?

## Irregular Nouns That Change Substantially

For a variety of historical reasons, some words change in spelling substantially when made plural.

Mouse – mice

Child – children

Person – people

## Irregular Nouns That Do Not Change At All When Made Plural

Some English nouns are identical in both the singular and the plural forms. Many of these are names for animals.

Fish

Deer

Sheep

Trout

Aircraft, watercraft, hovercraft, and spacecraft are all the same whether singular or plural.

## Plurals of Latin and Greek Words

There are certain words we use on a regular basis, especially in mathematical and scientific contexts, that are borrowed from Latin or Greek. Many of these words retain their Latin or Greek plurals in math and science settings.

Some of them also have anglicized plural forms that have come into common use.

## Nouns Ending in -us

To make a word ending in -us plural, change -us to -i. Many plurals of words ending in -us have anglicized versions, formed by simply adding -es. The latter method sounds more natural in informal settings. If there is an anglicized version that is well accepted, this will be noted in the dictionary entry for the word you are using.

- Focus - foci (also focuses)
- Radius - radii (also radiuses)
- Fungus - fungi
- Nucleus - nuclei
- Cactus - cacti
- Alumnus - alumni
- Octopus - octopuses (or octopi)
- Hippopotamus - hippopotami (or hippopotamuses)

## Irregular Formation of Nouns Ending in -is

Nouns with an -is ending can be made plural by changing -is to -es. Some people have a hard time remembering that the plural of crisis is crises and the plural of axis is axes, but crises and axes are incorrect.

### Singular (-is) - Plural (-es)

axis - axes (this is also the plural of ax and axe)

Analysis - analyses

Crisis - crises

Thesis - theses

### Irregular Formation of Nouns Ending in -on

These Greek words change their -on ending to -a.

### Singular (-on) - Plural (-a)

Phenomenon - phenomena

Criterion - criteria

### Irregular Formation of Nouns Ending in -um

Words ending in -um shed their -um and replace it with -a to form a plural. The plurals of some of these words are far better known than their singular counterparts.

### Singular (-um - )Plural (-a)

Datum - data

Memorandum - memoranda

Bacterium - bacteria

Stratum - strata

Curriculum - curricula (also curriculums)

## Irregular Formation of Nouns Ending in -ix

Nouns ending in -ix are changed to -ices in formal settings, but sometimes -xes is perfectly acceptable.

### Singular (-ix) - Plural (-ces, -xes)

Index - indices (or indexes)

Appendix - appendices (or appendixes, in a medical context)

Vortex - vortices (or vortexes)

These rules for irregular plural nouns must simply be memorized, although it is helpful to understand the patterns first in order to master them.



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# *Semana 2*

- Relative pronouns
- Adverbs of place
- Opposite verbs
- Prepositions
- Present continuous
- Linking words





# *Relative Pronouns*

A relative pronoun is a word that introduces a dependent (or relative) clause and connects it to an independent clause.

A clause beginning with a relative pronoun is poised to answer questions such as Which one? How many? or What kind? Who, whom, what, which, and that are all relative pronouns.

Relative clauses are also sometimes referred to as adjective clauses, because they identify or give us additional information about the subject of the independent clause they relate to. Like adjectives, these clauses in some way describe that subject.

**Relative pronouns**, like conjunctions, are words that join clauses—in this case, a relative clause to its main clause. The type of relative pronoun used depends on what kind of noun is being described.

Who: Refers to a person (as the verb's subject)

Whom: Refers to a person (as the verb's object)

Which: Refers to an animal or thing

What: Refers to a nonliving thing

That: Refers to a person, animal, or thing

For Example:

- The woman who came to the door left flowers for you.
- I am not sure whom this book belongs to.
- Interpretative dance, which I find a bit disconcerting, is all the rage.
- Is this what you were talking about?
- She finally visited the coffee shop that had such great reviews.

# *Adverbs of Place*

Adverbs of place tell us where things happened - they change or add meaning to a sentence. They're also sometimes called spatial adverbs.

Adverbs of place are usually used after the main verb or clause that they modify.

An adverb of place is always used to talk about the location where the action of the verb is being carried out.

Adverbs of place are normally placed after a sentence's object or main verb. Adverbs of place can be directional.

To learn more about how to accurately use adverbs of place with your students, check out these simple adverbs of place rules:

- Many adverbs of place indicate movement in a particular direction and end in the letters “-ward or -wards”.
- An adverb of place always talks about the location where the action of the verb is being carried out.

- Adverbs of place can be directional, indicate distant or can indicate an object's position in relation to another object. For example, below, between, above, behind, through, around and so forth.
- Adverbs of place are normally placed after a sentence's object or main verb.

For Example:

#### Adverb of Place      Example Sentence

- Up                      The kite is up there!
- Down                 The shop is down the road.
- Around               They looked around the park.
- North                 The house is north of here.
- South                 She walked south.
- East                   We're going east.
- West                  It's to the west.
- Nearby               The beach is nearby.
- far away              She lives far away.
- miles apart -        The two shopping centres are miles apart.
- close by              The new zoo is close by.

# *Opposite Verbs*

These are verbs – actions, which their meaning is totally opposite:

- lose – win
- shout – whisper
- float – sink
- borrow – lend
- break – mend
- build – destroy
- put on – take off
- punish – reward
- stop – move
- exercise – rest
- show – hide
- drop – pick
- laugh – cry
- give – take
- import – export
- add – subtract
- enter – exit
- leave – stay
- open – close
- play – work
- question – answer
- sit – stand
- throw – catch
- teach – learn
- fall – rise
- come – go
- go – stop
- sleep – wake up
- live – die
- push – pull
- cool – heat
- pass – fail
- smile – frown
- strengthen – weaken
- speed up – slow down
- arrive – leave
- spend – save

# *Prepositions*

Prepositions tell us where or when something is in relation to something else. When monsters are approaching, it's good to have these special words to tell us where those monsters are. Are they **behind** us or **in front of** us? Will they be arriving in three seconds or **at** midnight?

Prepositions often tell us where one noun is in relation to another (e.g., The coffee is on the table beside you). But they can also indicate more abstract ideas, such as purpose or contrast (e.g., We went **for** a walk **despite** the rain).

## Types of Prepositions

Prepositions indicate direction, time, location, and spatial relationships, as well as other abstract types of relationships.

**Direction:** Look to the left and you'll see our destination.

**Time:** We've been working since this morning.

**Location:** We saw a movie at the theater.

**Space:** The dog hid under the table.

## List of Prepositions:

aboard	but
about	by
above	concerning
across	considerin
after	g
against	despite
along	down
amid	during
among	except
anti	excepting
around	excluding
as	following
at	for
before	from
behind	in
below	inside
beneath	into
beside	like
Besides	minus
between	Near
beyond	of
	off

on  
onto  
opposite  
outside  
Over  
in  
inside  
into  
like  
minus  
near  
of  
off  
on  
onto  
opposite  
outside  
over  
past  
per  
plus

regarding  
round  
save  
since  
than  
through  
to  
toward  
towards  
under  
underneath  
h  
unlike  
until  
up  
upon  
versus  
via  
with  
within  
without



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# Prepositions of Place (Position or Direction)

English	Usage	Example
•in	<ul style="list-style-type: none"> <li>•room, building, street, town, country</li> <li>•book, paper etc.</li> <li>•car, taxi</li> <li>•picture, world</li> </ul>	<ul style="list-style-type: none"> <li>•in the kitchen, in London</li> <li>•in the book</li> <li>•in the car, in a taxi</li> <li>•in the picture, in the world</li> </ul>
•at	<ul style="list-style-type: none"> <li>•meaning <i>next to, by an object</i></li> <li>•for <i>table</i></li> <li>•for events</li> <li>•place where you are to do something typical (watch a film, study, work)</li> </ul>	<ul style="list-style-type: none"> <li>•at the door, at the station</li> <li>•at the table</li> <li>•at a concert, at the party</li> <li>•at the cinema, at school, at work</li> </ul>
•on	<ul style="list-style-type: none"> <li>•attached</li> <li>•for a place with a river</li> <li>•being on a surface</li> <li>•for a certain side (left, right)</li> <li>•for a floor in a house</li> <li>•for public transport</li> <li>•for <i>television, radio</i></li> </ul>	<ul style="list-style-type: none"> <li>•the picture on the wall</li> <li>•London lies on the Thames.</li> <li>•on the table</li> <li>•on the left</li> <li>•on the first floor</li> <li>•on the bus, on a plane</li> <li>•on TV, on the radio</li> </ul>
•by, next to, beside	•left or right of somebody or something	•Jane is standing by / next to / beside the car.
•under	•on the ground, lower than (or covered by) something else	•the bag is under the table
•below	•lower than something else but above ground	•the fish are below the surface
•over	<ul style="list-style-type: none"> <li>•covered by something else</li> <li>•meaning <i>more than</i></li> <li>•getting to the other side (also across)</li> <li>•overcoming an obstacle</li> </ul>	<ul style="list-style-type: none"> <li>•put a jacket over your shirt</li> <li>•over 16 years of age</li> <li>•walk over the bridge</li> <li>•climb over the wall</li> </ul>
•above	•higher than something else, but not directly over it	•a path above the lake
•across	<ul style="list-style-type: none"> <li>•getting to the other side (also over)</li> <li>•getting to the other side</li> </ul>	<ul style="list-style-type: none"> <li>•walk across the bridge</li> <li>•swim across the lake</li> </ul>
•through	•something with limits on top, bottom and the sides	•drive through the tunnel
•to	<ul style="list-style-type: none"> <li>•movement to person or building</li> <li>•movement to a place or country</li> <li>•for <i>bed</i></li> </ul>	<ul style="list-style-type: none"> <li>•go to the cinema</li> <li>•go to London / Ireland</li> <li>•go to bed</li> </ul>
•into	•enter a room / a building	•go into the kitchen / the house
•towards	•movement in the direction of something (but not directly to it)	•go 5 steps towards the house
•onto	•movement to the top of something	•jump onto the table
•from	•in the sense of <i>where from</i>	•a flower from the garden

# Prepositions of Time

English	Usage	Example
• on	•days of the week	•on Monday
• in	•months / seasons •time of day •year •after a certain period of time ( <i>when?</i> )	•in August / in winter •in the morning •in 2006 •in an hour
• at	•for <i>night</i> •for <i>weekend</i> •a certain point of time ( <i>when?</i> )	•at night •at the weekend •at half past nine
• since	•from a certain point of time (past till now)	•since 1980
• for	•over a certain period of time (past till now)	•for 2 years
• ago	•a certain time in the past	•2 years ago
• before	•earlier than a certain point of time	•before 2004
• to	•telling the time	•ten to six (5:50)
• past	•telling the time	•ten past six (6:10)
• to / till / until	•marking the beginning and end of a period of time	•from Monday to/till Friday
• till / until	•in the sense of <i>how long something is going to last</i>	•He is on holiday until Friday.
• by	•in the sense of <i>at the latest</i> •up to a certain time	•I will be back by 6 o'clock. •By 11 o'clock, I had read five pages.

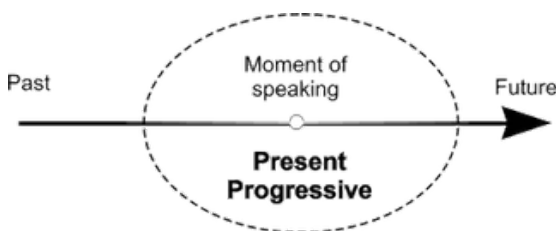
# Other Important Prepositions

English	Usage	Example
• from	•who gave it	•a present from Jane
• of	•who/what does it belong to •what does it show	•a page of the book •the picture of a palace
• by	•who made it	•a book by Mark Twain
• on	•walking or riding on horseback •entering a public transport vehicle	•on foot, on horseback •get on the bus
• in	•entering a car / Taxi	•get in the car
• off	•leaving a public transport vehicle	•get off the train
• out of	•leaving a car / Taxi	•get out of the taxi
• by	•rise or fall of something •travelling (other than walking or horseriding)	•prices have risen by 10 percent •by car, by bus
• at	•for age	•she learned Russian at 45
• about	•for topics, meaning <i>what about</i>	•we were talking about you
• by	•in the sense of <i>at the latest</i> •p to a certain time	•I will be back by 6 o'clock. •By 11 o'clock, I had read five pages.

# *Present Continuous*

The present continuous / progressive puts emphasis on the course or duration of an action.

It is used for actions going on in the moment of speaking and for actions taking place only for a short period of time. It is also used to express development and actions that are arranged for the near future.



Forms:

Use a form of to be and the infinite verb plus -ing.

- Am with I
- Is with he, she, it (or the singular form of nouns)
- Are with you, we, they (or the plural form of nouns)

For Example:

- I **am doing** my homework
- She **is working** on a project
- We **are studying** for tomorrow's test

# *Linking Words*

Linking words help you to connect ideas and sentences when you speak or write English.

We can use linking words to give examples, add information, summarize, sequence information, give a reason or result, or to contrast ideas.

Here's a list of the most common linking words and phrases:

Giving examples

- For example
- For instance
- Namely

The most common way to give examples is by using for example or for instance.

Namely refers to something by name.

“There are two problems: namely, the expense and the time.”

Adding information:

- And
- In addition
- As well as
- Also
- Too
- Furthermore
- Moreover
- Apart from
- In addition to
- Besides

Ideas are often linked by and. In a list, you put a comma between each item, but not before and.

“We discussed training, education and the budget.”

**Also** is used to add an extra idea or emphasis. “We also spoke about marketing.”

You can use also with not only to give emphasis.

“We are concerned not only by the costs, but also by the competition.”

We don't usually start a sentence with also. If you want to start a sentence with a phrase that means also, you can use In addition, or In addition to this...

**As well as** can be used at the beginning or the middle of a sentence.

“As well as the costs, we are concerned by the competition.”

“We are interested in costs as well as the competition.”

**Too** goes either at the end of the sentence, or after the subject and means as well.

“They were concerned too.”

“I, too, was concerned.”

**Apart from** and **besides** are often used to mean as well as, or in addition to.

“Apart from Rover, we are the largest sports car manufacturer.”

“Besides Rover, we are the largest sports car manufacturer.”

**Moreover** and **furthermore** add extra information to the point you are making.

“Marketing plans give us an idea of the potential market. Moreover, they tell us about the competition.”

## Summarizing

- In short
- In brief
- In summary
- To summarize
- In a nutshell
- To conclude
- In conclusion

We normally use these words at the beginning of the sentence to give a summary of what we have said or written.

## Sequencing ideas

- The former, ... the latter
- Firstly, secondly, finally
- The first point is
- Lastly
- The following

The former and the latter are useful when you want to refer to one of two points. "Marketing and finance are both covered in the course. The former is studied in the first term and the latter is studied in the final term."



Firstly, ... secondly, ... finally (or lastly) are useful ways to list ideas.

It's rare to use "fourthly", or "fifthly".

Instead, try the first point, the second point, the third point and so on.

The following is a good way of starting a list.

"The following people have been chosen to go on the training course: N Peters, C Jones and A Owen."

### Giving a reason

- Due to / due to the fact that
- Owing to / owing to the fact that
- Because
- Because of
- Since
- As

Due to and owing to must be followed by a noun.

"Due to the rise in oil prices, the inflation rate rose by 1.25%."

"Owing to the demand, we are unable to supply all items within 2 weeks."

If you want to follow these words with a clause (a subject, verb and object), you must follow the words with the fact that.

“Due to the fact that oil prices have risen, the inflation rate has gone up by 1%25.”

“Owing to the fact that the workers have gone on strike, the company has been unable to fulfill all its orders.”

Because / because of

Because of is followed by a noun.

“Because of bad weather, the football match was postponed.”

Because can be used at the beginning or in the middle of a sentence. For example,

“Because it was raining, the match was postponed.”

“We believe in incentive schemes, because we want our employees to be more productive.”

Since / as

Since and as mean because.

“Since the company is expanding, we need to hire more staff.”

As the company is expanding, we need to hire more staff.”

## Giving a result

- Therefore
- So
- Consequently
- This means that
- As a result

Therefore, so, consequently and as a result are all used in a similar way.

“The company are expanding. Therefore / So / Consequently / As a result, they are taking on extra staff.”

So is more informal.

## Contrasting ideas

- But
- However
- Although / even though
- Despite / despite the fact that
- In spite of / in spite of the fact that
- Nevertheless
- Nonetheless
- While
- Whereas
- Unlike

In theory... in practice...

But is more informal than however. It is not normally used at the beginning of a sentence.

“He works hard, but he doesn’t earn much.”

“He works hard. However, he doesn’t earn much.”

Although, despite and in spite of introduce an idea of contrast. With these words, you must have two halves of a sentence.

“Although it was cold, she went out in shorts.”

“In spite of the cold, she went out in shorts.”

Despite and in spite of are used in the same way as due to and owing to. They must be followed by a noun. If you want to follow them with a noun and a verb, you must use the fact that.

“Despite the fact that the company was doing badly, they took on extra employees.”

Nevertheless and nonetheless mean in spite of that or anyway.

"The sea was cold, but he went swimming nevertheless." (In spite of the fact that it was cold.)

"The company is doing well. Nonetheless, they aren't going to expand this year."

While, whereas and unlike are used to show how two things are different from each other.

"While my sister has blue eyes, mine are brown."

"Taxes have gone up, whereas social security contributions have gone down."

"Unlike in the UK, the USA has cheap petrol."

In theory... in practice... show an unexpected result.

"In theory, teachers should prepare for lessons, but in practice, they often don't have enough time."



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# *Semana 3*

- Uncountable nouns
- Future simple
- Second conditional
- Adverbs of frequency
- English slang
- Prepositions with GO
- Present perfect



# *Uncountable Nouns*

Uncountable nouns are substances, concepts etc that we cannot divide into separate elements. We cannot "count" them.

For example, we cannot count "milk".

We can count "bottles of milk" or "litres of milk", but we cannot count "milk" itself. Here are some more uncountable nouns: music, art, love, happiness, advice, information, news, furniture, luggage, rice, sugar, butter, water, electricity, gas, power, money, currency

We usually treat uncountable nouns as singular. We use a singular verb.

For example:

This news is very important.

Your luggage looks heavy.

We do not usually use the indefinite article a/an with uncountable nouns. We cannot say "an information" or "a music". But we can say a "something" of:

- a piece of news
- a bottle of water
- a grain of rice
- We can use some and any with uncountable nouns:
  - I've got some money.
  - Have you got any rice?
- We can use a little and much with uncountable nouns:
  - I've got a little money.
  - I haven't got much rice.



# *Future Simple*

**Will** future expresses a spontaneous decision, an assumption with regard to the future or an action in the future that cannot be influenced.

## **Form of will Future:**

I will speak / I will not (won't) speak / Will I Speak?

## **Use of will Future**

- A spontaneous decision example: Wait, I will help you.
- an opinion, hope, uncertainty or assumption regarding the future example: He will probably come back tomorrow.
- A promise example: I will not watch TV tonight.
- An action in the future that cannot be influenced example: It will rain tomorrow.
- Conditional clauses type I example: If I arrive late, I will call you.

## Signal Words

in a year, next ..., tomorrow

Vermutung: I think, probably, perhaps

**Going to** future expresses a conclusion regarding the immediate future or an action in the near future that has already been planned or prepared.

## Form of going to Future:

	positive	negative	question
<b>I</b>	I am going to speak.	I am not going to speak.	Am I going to speak?
<b>you / we / they</b>	You are going to speak.	You are not going to speak.	Are you going to speak?
<b>he / she / it</b>	He is going to speak.	He is not going to speak.	Is he going to speak?

## Use of going to Future

an action in the near future that has already been planned or prepared

example: I am going to study harder next year.

A conclusion regarding the immediate future  
example: The sky is absolutely dark.  
It is going to rain.

## Signal Words

in one year, next week, tomorrow

# *Second Conditional*

The second conditional is used when the result for the condition does not have a real possibility to happen; to imagine present or future situations that are impossible or unlikely in reality.

If we had a garden, we could have a cat.  
If I won a lot of money, I'd buy a big house in the country.  
I wouldn't worry if I were you.

When if is followed by the verb be, it is grammatically correct to say if I were, if he were, if she were and if it were. However, it is also common to hear these structures with was, especially in the he/she form.

If I were you, I wouldn't mention it.  
If she was prime minister, she would invest more money in schools.  
He would travel more if he was younger.

# Adverbs of Frequency

An adverb of frequency describes how often an action happens. There are six main adverbs of frequency that we use in English: always, usually (or normally), often, sometimes, rarely, and never.

Frequency	Adverb of Frequency	Example Sentence
100%	always	I <b>always</b> go to bed before 11 p.m.
90%	usually	I <b>usually</b> have cereal for breakfast.
80%	normally / generally	I <b>normally</b> go to the gym.
70%	often* / frequently	I <b>often</b> surf the internet.
50%	sometimes	I <b>sometimes</b> forget my wife's birthday.
30%	occasionally	I <b>occasionally</b> eat junk food.
10%	seldom	I <b>seldom</b> read the newspaper.
5%	hardly ever / rarely	I <b>hardly ever</b> drink alcohol.
0%	never	I <b>never</b> swim in the sea.

\* Some people pronounce the 'T' in often but many others do not.

These are also known as Adverbs of INDEFINITE frequency as the exact frequency is not defined.

## The Position of the Adverb in a Sentence

An adverb of frequency goes before a main verb (except with To Be).

- I always remember to do my homework

An adverb of frequency goes after the verb to be.

- She isn't usually bad tempered

When we use an auxiliary verb (have, will, must, might, could, would, can, etc.), the adverb is placed between the auxiliary and the main verb. This is also true for to be.

- I would hardly ever be unkind to someone

We can also use the following adverbs at the start of a sentence:

- Usually, normally, often, frequently, sometimes, occasionally
- Occasionally, I like to eat Thai food.
- BUT we cannot use the following at the beginning of a sentence:
- Always, seldom, rarely, hardly, ever, never.

We use hardly ever and never with positive, not negative verbs:  
She hardly ever comes to my parties.  
They never say 'thank you'.

We use ever in questions and negative statements:

Have you ever been to New Zealand?  
I haven't ever been to Switzerland. (The same as 'I have never been Switzerland').

# *English Slang*

Slang is vocabulary that is used between people who belong to the same social group and who know each other well. Slang is very informal language.

It can offend people if it is used about other people or outside a group of people who know each other well.

We usually use slang in speaking rather than writing. Slang normally refers to particular words and meanings but can include longer expressions and idioms.

Some current examples:

- Dope - Cool or awesome
- GOAT - "Greatest of All Time"
- Gucci - Good, cool, or going well
- Lit - Amazing, cool, or exciting
- OMG - An abbreviation for "Oh my gosh" or "Oh my God"
- Salty - Bitter, angry, agitated

- Sic/Sick - Cool or sweet
- Snatched - Looks good, perfect, or fashionable; the new "on fleek"
- Fire - Hot, trendy, amazing, or on point (formerly "straight fire")
- TBH - To be honest
- Tea - Gossip, situation, story, or news
- Thirsty - Trying to get attention
- YOLO - "You Only Live Once" (often used ironically)
- Bae - "Before anyone else," babe, or baby is used to describe a romantic partner or good friend
- Basic - Boring, average, or unoriginal
- BF/GF - Boyfriend or girlfriend (used when texting, not in conversation)
- BFF - "Best friends forever"
- Bruh - Bro or dude (all three terms are gender-neutral)
- Cap - Fake or a lie
- Curve - To reject someone romantically (related to "ghosting")
- Emo - Someone who is emotional or a drama queen
- Fam - Group of friends
- Flex - To show off



- A Karen - A disparaging way to describe a petty middle-aged woman, who is rude, especially to people who work in the service industry. (For example, saying, "What a Karen," about someone who returns their drink at a restaurant for not having enough ice.)
- No cap - Totally true or no lie
- Noob/n00b - A person who doesn't know what they're doing or who is bad at something; in other words, a newbie
- Periodt - End of statement emphazizer. For example: "That's the best ice cream, periodt."
- Ship - You might "ship" two people together, as in they should be a couple; derived from relationship
- Shook - To be incredibly shocked or shaken up
- Squad - Group of friends that hang out together regularly, used ironically
- Sus - Suspicious, shady, not to be trusted
- Throw shade - To give someone a dirty look
- Tight - In a close relationship or friendship
- Tool - Someone who is stupid, obnoxious, rude, and/or embarrasses themselves, often a jock type

# *Prepositions with GO*

After the verb “go,” you can use prepositions to show location, direction, time, or how (or the way) something is done.

Here are some examples:

- I go to the store.
- We went by train.
- They go in the park.
- She is going away from the city. (The preposition is two words: “away from”)
- I go on Tuesdays to help at the church.
- He goes after work.
- She went under the table to find her cat.
- You were going over the bridge before the accident occurred.
- The kids went between the parked cars to find their ball.
- I am going at 9:00 a.m.
- She went without her glasses.

# *Present Perfect*

The present perfect tense refers to an action or state that either occurred at an indefinite time in the past (e.g., we have talked before) or began in the past and continued to the present time (e.g., he has grown impatient over the last hour).

The construction of this verb tense is straightforward. The first element is have or has, depending on the subject the verb is conjugated with.

The second element is the past participle of the verb, which is usually formed by adding -ed or -d to the verb's root (e.g., walked, cleaned, typed, perambulated, jumped, laughed, sautéed) although English does have quite a few verbs that have irregular past participles (e.g., done, said, gone, known, won, thought, felt, eaten).

These examples show how the present perfect can describe something that occurred or was the state of things at an unspecified time in the past.

I **have walked** on this path before.

We **have eaten** the lasagna here.

Keep in mind that you can't use the present perfect when you are being specific about when the action happens.

I **have put away** all the laundry. (correct)

I **have put away** all the laundry at 10:00 this morning. (incorrect)

You can use the present perfect to talk about the duration of something that started in the past is still happening.

She has had the chickenpox since Tuesday.

	Positive	Negative	Question
I / you / we / they	I have spoken.	I have not spoken.	Have I spoken?
he / she / it	He has spoken.	He has not spoken.	Has he spoken?

## Use of Present Perfect

- Puts emphasis on the resultExample: She has written five letters.
- Action that is still going onExample: School has not started yet.
- Action that stopped recentlyExample: She has cooked dinner.
- Finished action that has an influence on the presentExample: I have lost my key.
- Action that has taken place once, never or several times before the moment of speakingExample: I have never been to Australia.

## Signal Words of Present Perfect

already, ever, just, never, not yet, so far, till now, up to now

# *Semana 4*

- Reported speech
- Question words
- Adverbs of Manner
- Third Conditional
- Another-other
- Past perfect
- Phrasal verbs



# *Reported Speech*

Reported speech is when we tell someone what another person said. To do this, we can use direct speech or indirect speech.

Direct speech: 'I work in a bank,' said Daniel.

indirect speech: Daniel said that he worked in a bank.

In indirect speech, we often use a tense which is 'further back' in the past (e.g. worked) than the tense originally used (e.g. work). This is called 'backshift'. We also may need to change other words that were used, for example pronouns.

When we backshift, present simple changes to past simple, present continuous changes to past continuous and present perfect changes to past perfect.

'I travel a lot in my job.' Jamila said that she travelled a lot in her job.

'The baby's sleeping!' He told me the baby was sleeping.

'I've hurt my leg.' She said she'd hurt her leg.

When we backshift, past simple usually changes to past perfect simple, and past continuous usually changes to past perfect continuous.

'We lived in China for five years.' She told me they'd lived in China for five years.

'It was raining all day.' He told me it had been raining all day.

The past perfect doesn't change.

'I'd tried everything without success, but this new medicine is great.' He said he'd tried everything without success, but the new medicine was great.



## No backshift

If what the speaker has said is still true or relevant, it's not always necessary to change the tense. This might happen when the speaker has used a present tense.

'I go to the gym next to your house.' Jenny told me that she goes to the gym next to my house. I'm thinking about going with her.

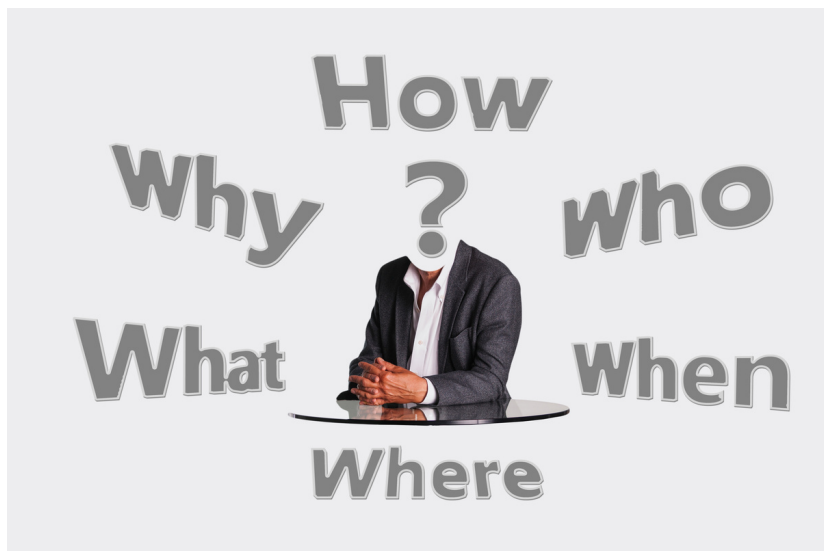
'I'm working in Italy for the next six months.' He told me he's working in Italy for the next six months. Maybe I should visit him!

'I've broken my arm!' She said she's broken her arm, so she won't be at work this week.

# *Question Words*

## WH Question Words

We use question words to ask certain types of questions to get specific information about a particular topic. We often refer to these words as WH words because they include the letters WH (for example WHy, HoW).



# Question Words

question word	function	example sentence
what	asking for information about something	What is your name?
	asking for repetition or confirmation	What? I can't hear you. You did what?
what...for	asking for a reason, asking why	What did you do that for?
when	asking about time	When did he leave?
where	asking in or at what place or position	Where do they live?
which	asking about choice	Which colour do you want?
who	asking what or which person or people (subject)	Who opened the door?
whom	asking what or which person or people (object)	Whom did you see?
whose	asking about ownership	Whose are these keys? Whose turn is it?
why	asking for reason, asking what...for	Why do you say that?
why don't	making a suggestion	Why don't I help you?
how	asking about manner	How does this work?
	asking about condition or quality	How was your exam?
how + adj/adv	asking about extent or degree	see examples below
how far	distance	How far is Pattaya from Bangkok?
how long	length (time or space)	How long will it take?
how many	quantity (countable)	How many cars are there?
how much	quantity (uncountable)	How much money do you have?
how old	age	How old are you?
how come (informal)	asking for reason, asking why	How come I can't see her?

# *Adverbs of Manner*

Adverbs of manner tell us how something happens. They are usually placed either after the main verb or after the object.

## Examples

- He swims well.
- He ran quickly.
- She spoke softly.
- James coughed loudly to attract her attention.
- He plays the flute beautifully. (after the direct object)
- He ate the chocolate cake greedily. (after the direct object)

An adverb of manner cannot be put between a verb and its direct object. The adverb must be placed either before the verb or at the end of the clause.

An adverb of manner cannot be put between a verb and its direct object. The adverb must be placed either before the verb or at the end of the clause.

### Examples

- He ate greedily the chocolate cake.  
[incorrect]
- He ate the chocolate cake greedily.  
[correct]
- He greedily ate the chocolate cake.  
[correct]
- He gave us generously the money.  
[incorrect]
- He gave us the money generously.  
[correct]
- He generously gave us the money.  
[correct]

If there is a preposition before the verb's object, you can place the adverb of manner either before the preposition or after the object.

### Examples

- The child ran happily towards his mother.
- The child ran towards his mother happily.

Adverbs of manner should always come immediately after verbs which have no object (intransitive verbs).

### Examples

- The town grew quickly after 1997.
- He waited patiently for his mother to arrive.

These common adverbs of manner are almost always placed directly after the verb: well, badly, hard, & fast

### Examples

- He swam well despite being tired.
- The rain fell hard during the storm.

# Third Conditional

The third conditional is used to talk about things which did not happen in the past and that does not have any opportunity to become real.

If your native language does not have a similar construction, you may find this a little strange, but it can be very useful. It is often used to express criticism or regret.

Example:

Last week you bought a lottery ticket. But you did not win. :-)

<i>if</i>	<i>condition</i>	<i>result</i>
	<i>Past Perfect</i>	<i>would have + past participle</i>
<i>If</i>	<i>I had won the lottery,</i>	<i>I would have bought a car.</i>

Notice that we are thinking about an impossible past condition. You did not win the lottery.

So the condition was not true, and that particular condition can never be true because it is finished. We use the Past Perfect tense to talk about the impossible past condition.

We use would have + past participle to talk about the impossible past result.

The important thing about the third conditional is that both the condition and result are impossible now.



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# *Another - Other*

A simple rule to help you remember the difference between another and other is:

**another** + singular noun

**other** + plural noun

**others** (a pronoun to replace other + plural noun)

I need another cup. (cup is singular so we use another)

I need other cups. (cups is plural so we use other)

I need others. (refers to other cups)

## **When to use ANOTHER**

Another means: one more, an additional, an extra, a different one; an alternative one.

Another is a determiner (and a qualifier) that goes before a singular countable noun or a pronoun.

## Another + Singular Countable noun

- Another can be followed by a singular countable noun.
- He has bought another motorbike.
- Would you like another cup of coffee?
- Don't worry about the rain. We can go another day.
- I think you should paint it another color.
- We are having another baby.

## Another + One

- Another can be placed before "one" when the meaning is clear from the text before it.
- I have already eaten two sandwiches though now I want another one. (= an additional sandwich)
- A: You can borrow more of these books if you like. B: Ok, I'll take another one. (= another book, one more book.)

## Another as a pronoun

- Sometimes another is used as a pronoun.
- That piece of cake was tasty. I think I'll have another. (another = one more piece of cake)
- I don't like this room. Let's ask for another. (another = another room)
- Note: you can also say: "I think I'll have another one." and "Let's ask for another one."

## Another + number + plural noun

- Another can be used before a plural noun when there is a number before that noun or before phrases such as a couple of, a few etc.
- In another 20 years my laptop is going to be obsolete.
- I like this city so much that I'm going to spend another three days here.
- We need another three teachers before classes begin.
- He was given another couple of months to finish the sculpture.
- Remember another is ONE word not two words (an other is incorrect)

## When to use OTHER

- Other is a determiner that goes before plural countable nouns, uncountable nouns or a pronoun.
- Other + Plural Countable Noun
- Other can be followed by a plural countable noun.
- We have other styles if you are interested.
- Have you got any other dresses, or are these the only ones?
- Some days are sunny though other days can be very rainy.
- I have invited some other people.
- I can't help you because I'm busy with other things.

## Other + Ones

- Other can be placed before the pronoun "ones" when the meaning is clear from the text before it.
- We don't need those books, we need other ones. (= different books)
- A: You can borrow my books if you like. B: Thanks, but I need other ones. (= other books)
- Note: you can say other one when it refers to wanting the alternative.
- I don't want this one, I want the other one.

## Others as a pronoun

- Others replaces "other ones" or "other + plural noun".
- Only others can be used as a pronoun and not other.
- I don't like these postcards. Let's ask for others. (others = other postcards)
- Some of the presidents arrived on Monday. Others arrived the following day.

## Others - the others

- Often "(the) others" refers to "(the) other people".
- He has no interest in helping others. (= in helping other people)
- What are the others doing tonight?

## What is the difference between other and others?

- Other is followed by a noun or a pronoun
- Others is a pronoun and is NOT followed by a noun.
- These shoes are too small. Do you have any other shoes?
- These shoes are too small. Do you have any others? (no noun after others)

# *Past Perfect*

We can use the past perfect to show the order of two past events. The past perfect shows the earlier action and the past simple shows the later action.

Example:

- When the police arrived, the thief had escaped.

And it doesn't matter in which order we say the two events. The following sentence has the same meaning.

Example:

- The thief had escaped when the police arrived.

Note that if there's only a single event, we don't use the past perfect, even if it happened a long time ago.

Example:

- The Romans spoke Latin. (NOT The Romans had spoken Latin.)

## Past perfect with before

We can also use the past perfect followed by before to show that an action was not done or was incomplete when the past simple action happened.

They left before I'd spoken to them.

Sadly, the author died before he'd finished the series.

## Adverbs

We often use the adverbs already (= 'before the specified time'), still (= as previously), just (= 'a very short time before the specified time'), ever (= 'at any time before the specified time') or never (= 'at no time before the specified time') with the past perfect.

## Example:

- I called his office but he'd already left.
- It still hadn't rained at the beginning of May.
- I went to visit her when she'd just moved to Berlin.
- It was the most beautiful photo I'd ever seen.
- Had you ever visited London when you moved there?
- I'd never met anyone from California before I met Jim.

# *Phrasal Verbs*

Phrasal verbs are very common in English, especially in more informal contexts. They are made up of a verb and a particle or, sometimes, two particles. The particle often changes the meaning of the verb.

Example:

- I called Jen to see how she was. (call = to telephone)
- They've called off the meeting. (call off = to cancel)

In terms of word order, there are two main types of phrasal verb: separable and inseparable.

## Separable

With separable phrasal verbs, the verb and particle can be apart or together.

Example:

- They've called the meeting off.
- OR
- They've called off the meeting.



However, separable phrasal verbs must be separated when you use a pronoun.

Example:

- The meeting? They've called it off.

Non-separable

Some phrasal verbs cannot be separated, even if there is a pronoun the verb and particle remain together.

Example:

- Who looks after the baby when you're at work?
- Who looks after her when you're at work?

With two particles

Phrasal verbs with two particles are also inseparable. Even if you use a pronoun, you put it after the particles.

Example:

- Who came up with that idea?
- (come up with = think of an idea or plan)
- Let's get rid of these old magazines to make more space.
- (get rid of = remove or become free of something that you don't want)
- I didn't really get on with my stepbrother when I was a teenager.
- (get on with = like and be friendly towards someone)
- Can you hear that noise all the time? I don't know how you put up with it.
- (put up with = tolerate something difficult or annoying)
- The concert's on Friday. I'm really looking forward to it.
- (look forward to = be happy and excited about something that is going to happen)

# *List of some common Phrasal Verbs*

Here is a list of some common phrasal verbs to add to your vocabulary, or to notice when listening to English content.

Try to identify the tense used in the example sentence!

There are no rules that might explain how phrasal verbs are formed correctly - all you can do is look them up in a good dictionary and study their meanings. In our lists, you will find some frequently used phrasal verbs and their meanings.

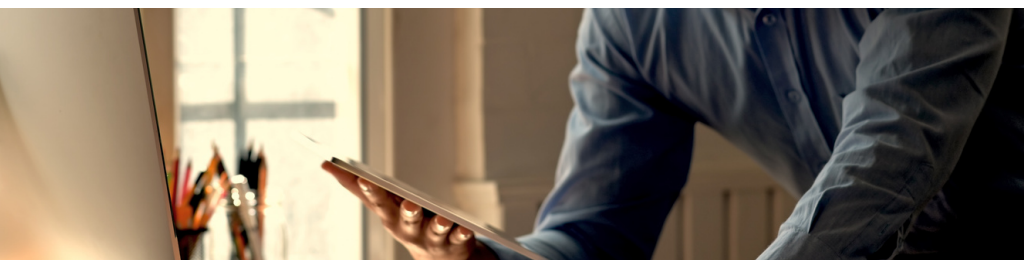
Frequently Used Phrasal Verbs with:  
break, bring, call, carry, come, do, fall,  
get, go, keep, look, make, put, run, set,  
take, turn

# List of some common Phrasal Verbs

Phrasal Verbs	Meaning	Example
Break Down	Stop functioning	My car broke down
Bring up	Mention a topic	She brought up that matter again
Back down	withdraw a position	We never back down
Beat up	punch and kick	I got beat up
Blow up	Explode	They tried to blow up the station
Bump into	Meet by accident	I bump into my wife at the park
Call off	Cancel	They call off that meeting
Come across	find by chance	I was cleaning and I came across my journal
Clean out	Clean	I was cleaning out the closet
Carry on	Continue	Sorry , carry on talking!
Drop out	Leave school	They dropped out of college
Drop by	Visit	We just dropped by her house
Find out	discovered	I found out that she was pregnant
Get out	Leave	You need to get out of here
Give away	Give something for free	They are giving away tickets
End up	The end result	I ended up in another school
Get by	survive	I have some money to get by
Get over	get well	Dave has got over the flu
Get along	being good friends	We get along really well
Get away	Escape	I got away with murder
Get rid of	Eliminate	I need to get rid of her
Go over	Review	I went over the material
Grow up	Get older	You are 21, Grow up
Give up	Stop trying	They just gave up
Go out	Have a date	Do you want to go out with me?
Hang out	Spend time	I am hanging out with my friends
Hurry up	Do something fast	We are late, hurry up
Make out	Kiss	They were making out outside the office
Made up	Invent a story	She made that up to save herself

Mess up	to spoil	You are messing things up
Show up	Arrive	Alex didn't show up
Pass out	Lose consciousness	She passed out in front of me
Piss off	to be angry	I am really pissed off
Put off	Postpone	We put off the meetin until Friday
Put up with	let happen	I won't put up with my sisters
Put on	Get dressed	I put on a sweater
Put out	Extinguish	The firefighters put out the fire
Run into	Meet	I ran into my teacher last week
Run out	to use all of it	We are running out of gas
Take off	Remove clothing	I took off my jacket
Turn Down	Lower volume	Please turn it down
Turn down	Reject	He was turned down twice
Work out	Exercise	I am working out right now
Watch out	Be aware	You better watch out
Work out	find a solution	We will work something out
Wake up	Finish sleeping	I woke up at 9

¡Y listo! Ya tienes las bases para aprender ingles, ahora sigue lo más importante:  
¡ponerlo en practica!



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