

**100 Most Important Grammar Rules for IB ACIO 2017 Exam**

1. Some nouns always take a singular verb.  
Scenery, advice, information, machinery, stationery, furniture, abuse, fuel, rice, gram, issue, bedding, repair, news, mischief, poetry, business, economics, physics, mathematics, classic, ethics, athletics, innings, gallows.  
(A) The scenery of Kashmir are enchanting. (Correct use- is)  
(A) He has given advices. (Correct use- advice)
2. Some nouns are singular in meaning, but they are used as plural nouns and always take a plural verb.  
Cattle, gentry, vermin, peasantry, artillery, people, clergy, company, police.  
(A) The cattle is grazing in the ground. (correct use- are)  
(B) Police has controlled the situation. (correct use- have)
3. Some nouns are always used in a plural form and always take a plural verb.  
Trousers, scissors, spectacles, stockings, shorts, measles, goods, alms, premises, thanks, tidings, annals, chattels, etc.  
(A) Where is my trousers? (correct use- are)  
(B) Where are my trousers? Correct  
(A) Spectacles is a costly item. (correct use- are)
4. There are some nouns that indicate length, measure, money, weight or number. When they are preceded by a numeral, they remain unchanged in form.  
Foot, meter, pair, score, dozen, head, year, hundred, thousand, million.  
(A) It is a five - years degree course. (correct use- year)  
(A) I have seven dozens of shoes. (correct use- dozen)
5. Collective nouns such as jury, public, team, committee, government, audience, orchestra, company, etc. are used both as singular and Plural. It depends on the usage.  
(A) The jury was divided in their opinion. (correct use- were)  
(A) The team have not arrived yet. (correct use- has)
6. Some nouns have one meaning in the singular and another in the plural:
  - a. Advice = counsel,  
advices = information
  - b. Air = atmosphere,  
airs = proud

- c. Authority = command,  
authorities = persons in power
- d. Good = wise,  
goods = property
- e. Iron = metal,  
irons = fetters, chains
- f. Force = strength  
forces = army
- g. Content = satisfaction,  
contents = things contained
- h. Respect = regards,  
respects = compliments
- i. Work = job  
works = compositions, factories,

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7. People are often confused or they commit mistakes in the use of certain nouns.

- (A) Lecturership is wrong; lectureship is correct.
- (B) Freeship is wrong; free - studentship is correct.
- (C) Boarding is wrong; boarding house is correct.
- (D) Family members is wrong; members of the family is correct.
- (E) English teacher is wrong; the teacher of English is correct.
- (F) Cousin - brother or sister is wrong; only cousin is correct.
- (G) Wages means punishments when used in the singular.

**Ex-** The wages of sin is death.

(H) It also means charges for the labour when used in the plural sense.

**Ex-** The wages of daily workers have been raised.

8. A pronoun must agree with its antecedent in person, number and gender.

**Ex-** Every student must bring his luggage.

All students must do their homework.

Each of the boys must carry his own bag.

9. While using 'everybody' 'everyone', 'anybody', and 'each' the pronoun of the masculine or the feminine gender is used according to the context.

I shall be happy to help each of the boys in this practice.

But when the sex is not mentioned, we use the pronoun of the masculine gender.

Anyone can qualify this exam if he tries.

Each of the six boys in the class has finished their tasks. (Incorrect)

Each of the six boys in the class has finished his task. (Correct)

10. The pronoun 'one' must be followed by 'one's'.

One must finish his homework in time. (Incorrect)  
One must finish one's homework in time. (Correct)

11. Enjoy, apply, resign, acquit, drive, exert, avail, pride, absent, etc., when used as transitive verbs, always take a reflexive pronoun after them. When 'self' is added to 'my', 'your', 'him', 'her', and 'it', and 'selves' to our and them – they are known as reflexive pronouns.

He absented from the meeting.  
He absented himself from the meeting.

12. 'Who' denotes the subject and 'whom' is used for the object?  
who: It's the subject of a verb – e.g., Who gave you that book?  
It's a predicate nominative (a noun in the predicate that renames or refers to the sentence's subject) – e.g., This is who I am.

Whom is an objective pronoun, which is a pronoun that receives the action of a verb. It also has two main uses:

It is the object of a verb – e.g., Whom should I call?

It is the object of a preposition – e.g., From whom did you get this information?

13. When two or more singular nouns are connected by 'either or'; 'neither nor', ; and 'or', the pronoun used is singular.  
Either Rohan or Sohan will give their bike. (Incorrect)  
Either Rohan or sohan will give his book. (Correct)

14. When a singular and a plural noun are joined by 'or', 'nor', the pronoun must be plural.  
Either the student or his teachers failed in his duty. (Incorrect)  
Either the student or his teachers failed in their duty. (Correct)

15. 'Whose' is used for living persons and 'which' for lifeless objects.  
Which novel did you select?  
Whose photograph is lying there?

16. 'Each other' is used when there are two subjects or objects and 'one another' when there are more than two.  
Ram and Sita loved each other.  
Those five students, who are sitting there, love one another.

17. When a pronoun stands for a collective noun, it must be in the singular number and in the neuter gender if the collective noun is viewed as a whole. but if it gives an idea of different entities , plural pronoun is used.  
The jury gave 'its' verdict.

Here the 'jury' gives the idea of one whole.

If the collective noun conveys the idea of separate individuals comprising the whole, the pronoun standing for it must be plural.

The jury were divided in their opinions.

in this sentence, the 'jury' gives the idea of several individuals.

18. If pronouns of different persons are to be used together in a sentence, the serial order of persons should be as follows;

second person (2) + third (3)+ first person(1) in normal sentences. But when mistake or fault is expressed in the sentence,

the order should be; first person (1) + second person (2) + third person (3). RULE-231

You, he and I have finished the work. (Normal idea)

I, you and he are to blame. (here Confession of guilt is expressed, it's a negative idea, hence order is 123)

19. 'Some' is used in affirmative sentences to express quantity or degree. 'Any' is uses in negative or interrogative sentences.

I shall buy some apples.

I shall not buy any apples.

Have you bought any apples?

But 'some' may be correctly used in interrogative sentences which are, in fact, requests.

Will you please give me some water?

20. The use of 'few', 'a few' and 'the few' should be used with care. They denote 'number'. 'Few' means 'not many', 'almost nothing'. A 'few' is positive and means 'some at least'. 'The few' means 'whatever there is'.

A few men are free from fault. (Incorrect)

Few men are free from fault. (Correct)

(Here the sense is negative and thus 'a few' is wrong.)

Few teams will qualify for the world cup. (Incorrect)

A few boys will pass in the examination. (Correct)

Here the sense is positive and thus 'few' is incorrect.

I have already read a few books that are in the library.

(Incorrect)

I have already read the few books that are in the library.

(Correct)

Here the sense is 'whatever there is'. 'everything that is in the library'

21. Use of 'less' and 'fewer'



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'Less' denote quantity and 'fewer' denote number.

No less than fifty students were selected. (Incorrect)

No fewer than fifty students were selected. (Correct)

There are no fewer than five liters of water in the bottle. (Incorrect)

There are no less than five liters of water in the bottle. (Correct)

22. Use of little, a little, the little

'Little' means 'hardly any'

There is little hope of his recovery. (Incorrect)

There is a little hope of his recovery. (correct)

'A little' means 'some', though not much.

Little knowledge is a dangerous thing. (Incorrect)

A little knowledge is a dangerous thing. (Correct)

'The little means 'not much but all there is'.

Little water that is in the bottle may be used for the child. (Incorrect)

The little water that is in the bottle may be used for the patient. (Correct)

23. Use of elder, older.

'Elder' is used for persons of same family.

'Older' refers to persons as well as things and is followed by 'than'.

Rohan is elder than all other boys of this area. (Incorrect)

Rohan is older than all other boys of this area. (Correct)

Sabu is my older brother. (Incorrect)

Sabu is my elder brother. (Correct)

24. Normally 'than' is used in the comparative degree, but with words like superior, inferior, senior, junior, prior, anterior, posterior and prefer 'to' is used.

Sara is junior than Neeta. (Incorrect)

Sara is junior to Neeta. (Correct)

I prefer reading than walking. (Incorrect)

I prefer reading to walking. (Correct)

25. When a comparison is made by using a comparative followed by 'than', the word 'other' must exclude the thing compared from the class of things with which it is compared.

He is better than any man. (Incorrect)

He is better than any other man. (Correct)

'Any man' includes the man himself and thus the sentences will be awkward.

26. In some cases, the comparison is subtle and must be given proper attention.

Ex- The climate of Delhi is better than Mumbai. (Incorrect)

Here the comparison should be between the climate of Delhi and the climate of Mumbai.

The climate of Delhi is better than the climate of Mumbai. (Correct)

Or

The climate of Ranchi is better than that of Gaya. (Correct)

(Here, 'That of' means 'the climate of')

If the traits are in plural, it will be 'those of'.

The products of Reliance are better than those of Suzuki.

The scenery of Kashmir is better than Shimla. (Incorrect)

The scenery of Kashmir is better than that of Shimla. (Correct)

27. 'many a' is always followed by the singular verb.

Many a student were drowned in the river. (Incorrect)

Many a student was drowned in the river. (Correct)

28. If the subject is 'the number of' the singular verb is used. And when the expression ('a + number+ of) is used, plural verb is used.

The number of students are very small. Incorrect

The number of students is very small. Correct

A number of girls has passed in the examination. (Incorrect)

A number of girls have passed in the examination. (correct)

29. When 'as well as', 'along with', together with', 'no less than', 'in addition to' and 'not' and 'with' join two subjects, the verb will be used according to the first subject.

Ram, as well as his five friends, are going. (Incorrect)

Ram, as well as his five friends, is going. (Correct)

The teacher, along with the students, were dancing. (Incorrect)

The teacher, along with the students, was going. Correct

30. Since a personal pronoun works in place of a noun, the number, gender and person of the pronoun must be according to the noun only.

Ex.-Ram has lost his books. (Not their)

She loves his husband. (Incorrect)

She loves her husband. (Correct)



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31. When two or more singular nouns are joined by 'AND' the Pronoun for them always in the plural number.

Ex.- Mohan and Sohan have lost his books. (Incorrect)

Mohan and Sohan have lost their books. (Correct)

32. When two or more singular nouns joined by 'AND' are preceded by 'EACH' and 'EVERY' the pronoun must be singular.

Ex.- Every student and every teacher took his or her seat.

Each of Ram and Shyam has done his work.

Each man and each boy in the party has got his share.

33. When a singular noun and a plural noun are combined by 'OR', 'EITHER- OR 'NEITHER- NOR, the singular noun usually comes first in the sentence and the pronoun must be in the plural number.

Ex.- Either the manager or his subordinates failed in their duty in sending the official message.

34. When two or more singular nouns are joined by Either-Or, neither-nor, the pronoun is always in the singular

Ex.- Ram or Mohan should invest his money in some business.

Neither Ram nor Shyam confessed his guilt

Either Sita or Kamla forgot to take her prize.

35. Either or neither are always used in relation to two things or two persons, for more than two 'ANY', or 'NONE' must be used.

Ex.- Either of the two girls can pay for it.

Neither of the two brothers has been selected.

Any one of the employees can claim it.

None of the students of this class has passed.

36. When in a sentence 'one' is used as the subject, all the pronouns in the sentence must be changed into 'one' or one's and not his, her or him.

Ex.- One should keep one's promise.

One should do one's duty.

One must finish one's task in time.

37. When any pronoun functions as the complement of the verb 'To be', it is always in the nominative case.

Ex.- It is who have to go. (Incorrect)

It is I who have to go. (Correct)

It is him who is to blame. (Incorrect)

It is he who is to blame. (Correct)

It was he who could solve the problem Easily.

38. Whenever any pronoun functions as an object to a verb or a preposition, it is in the objective case.

Ex.- It is for he to consider. (Incorrect)

It is for him to consider. (Correct)

Ask he to go. (Incorrect)

Ask him to go. (Correct)

39. When two singular nouns joined by AND denote the same person or thing, the pronoun used for them must be singular in number. The article 'THE' is placed before the first Noun.

Ex.- The accounts officer and treasures should be careful in his work of keeping accounts.

40. When a personal pronoun is connected by a conjunction with some other word in the objective case, it must be in the objective case.

Ex.- These clothes are for you and me. (not I)

41. A pronoun should be used in the objective case in a sentence beginning with Let.

Ex.- Let him go to his office

Let her submit the records in time.

42. While confessing a fault (or expressing a negative idea) the sequence of the personal pronouns should be as follows:

I, you and he are in the wrong and will be punished.

[First person first, second person next and third person last]

43. While expressing a positive idea or praise, the sequence of the personal pronouns should be as follows:

You, He and I will get an award for the good work we have done.

[Second person (2), third person (3), and first person (1)]

You, he and I have finished the work.

Ram, I and you have finished our studies. (Incorrect)

You, Ram and I have finished our studies. (Correct)

44. After 'BUT', 'EXCEPT', 'BETWEEN' and 'LET' the pronoun is used in objective case, whereas after 'such as' in the subjective case.

Ex.- Everyone laughed but I. (Incorrect)

Everyone laughed but me. (Correct)

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None attended the meeting except he. (Incorrect)

None attended the meeting except him. (Correct)

Let we laugh away our sorrows. (Incorrect)

Let us laugh away our sorrows. (Correct)

This is between you and I. (Incorrect)

This is between you and me. (Correct)

They do not have a liking for such a person as me. (Incorrect)

They do not have a liking for such a person as I. (Correct)

45. 'Some' is used in affirmative sentences to express quantity or degree.  
'Any' is used in Negative or interrogative sentences.

**Ex.-** I shall buy some apples.

I shall not buy any apples.

Have you bought any apples?

I shall read any book. (Incorrect)

I shall read some book. (Correct)

46. Enjoy, apply, resign, acquit, drive, exert, avail, pride, absent, drink, oversleep, overreach, Revenge, present etc. when used as transitive verbs, always take a reflexive pronoun after them.

**Ex.-** He absented from the class. (Incorrect)

He absented himself from the class. (Corrected)

He presented himself before the manager.

He absented himself from the office today.

47. When a pronoun stands for a collective noun, it must be in the singular number and in the neuter gender if the collective noun is viewed as a whole-

**Ex.-** The Jury gave its verdict.

The Jury were divided in their opinions.

48. (a) Each other is used about two persons.

**Ex.-** The two brothers disliked each other.

Romeo and Juliet loved each other.

The two children quarreled with each other.

- (b) One another is used about more than two-

**Ex.-** Good boys do not quarrel with one another.

All the students of the class are friendly, they like one another.

49. The pronouns who, whom, whose are generally used for persons

Who - Nominative case

Whom - Objective case

Whose- Possessive case

**Ex.-** Shikha is the student who got an award.

They are the thieves whom the police caught.

This is the student whose certificates are lost.

50. Use of 'WHICH'

(a) For infants, small animals and objects.

**Ex.-** This is the baby which was lost in the theatre.

This is the dog which my friend bought from the U.S.

(b) When selection is expressed.

**Ex.-** Which of these television sets do you want to purchase?

(c) To refer to a sentence

**Ex.-** He was said to be drunk, which was not true.

51. Uses of 'THAT'

(a) For persons, lifeless things and small animals in the singular or in the plural number.

**Ex.-** This is the girl that failed in the exam.

This is the Radio that I bought Yesterday.

(b) As a substitute for a singular noun already mentioned.

**Ex.-** The weather of Hyderabad is far better than Chennai. (Wrong)

The weather of Hyderabad is far better than that of Chennai. (Right)

52. The verb must agree with its subject in number and person. When two subjects are joined by 'AND', the verb is plural.

**Ex.-** My friend and his father are in India.

53. When two singular nouns joined by AND refer to the same person or thing, the verb is singular.

**Ex.-** The secretary and treasurer has been arrested.

The district magistrate and collector is on leave today.

54. Article 'THE' is used only once when the two nouns refer to the same person or thing. If the two nouns refer to different persons or things, article 'THE' is used before each noun. In such cases, the verb will be in the plural form.

**Ex.-** The secretary and the president have been given warm welcome.

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55. If two different singular nouns express one idea, the verb should be in the singular form.  
**Ex.-** Bread and milk is good for Breakfast.  
 Rice and curry is my favorite dish.  
 This is the long and the short of the matter.
56. When two singular subjects are practically synonymous, the verb should be in the singular form.  
**Ex.-** The law and order situation in the state is under control.  
 His power and influence is on the decline.  
 Power and position has no charm for my friend.  
 Peace and Prosperity is the need to the day.
57. If two singular subjects combined by AND are preceded by each or every, the verb should be in the singular.  
**Ex.-** Every boy and girl was present in the class Yesterday.  
 Every man and every woman has the right to express his or her view.
58. When the subjects joined by (Either-or), (Neither-nor) are of different persons, the verb will agree in person and number with the noun nearest to it. Also, the plural subject must be placed nearest to the verb.  
**Ex.-** Either Radha or Rani has done this mischief.  
 Neither Mohini nor Ragini is beautiful  
 Either the CM or the Cabinet Ministers are responsible for this problem.  
 Neither you nor he is to take up this task.  
 Either you or I am responsible for this mistake.
59. If connectives like with, together with, 'as well as' accompanied by etc. are used to combine two subjects, the verb agrees with the subject mentioned first.  
**Ex.-** The president of India together with his personal secretaries is invited to this function.  
 The actress, along with her manager and some friend, is attending the function.  
 Mr. Michael, accompanied by his wife and children is arriving tonight by train.
60. When (Not only-but also) is used to combine two subjects, the verb agrees with the subject close to it.  
**Ex.-** Not only Hari, but also his brothers were arrested.
61. Use of None/No.  
 "None can take either a singular or a plural verb depending on the noun which follows it."  
 Structure [None + of the + (non-count noun) + singular verb]  
**Ex.-** None of the counterfeit money has been found.  
 Structure [None + of the + (plural count. noun) + plural verb]  
**Ex.-** None of the students have finished the exam yet.

No can take either a singular or plural verb depending on the noun which follows it.

Structure: [No + Singular Noun + Singular Verb]

Ex.- No employee has received the salary.

Structure: [No + plural Noun + plural Verb]

Ex.- No examples are relevant to this case.

62. Many words indicating a number of people or animals are singular.

The following nouns are usually singular. (If the individual members are acting separately, they are plural and take plural verb.)

[Congress, Family, Group, Committee, Class, Organisation, Team, Army, Club, Crowd, Government, Jury, Minority, Public]

Ex.- The family was happy at the news.

The family were fighting over inheritance.

Our team is certain to win the match.

The committee have arrived by different trains.

The crowd was wild with excitement.

63. 'Majority' can be singular or plural. If it is alone it is usually singular, if it is followed by a plural noun, it is usually plural.

**IMPORTANT NOTE:** Majority by itself is singular but when majority refers to a set of people it is plural.

Ex- A majority is always right.

A majority of students are right.

64. The number/ A number

The number is singular:

The number of acres destroyed by wildfires has increased dramatically over the past several years.

A number is plural:

A number of students are standing outside the office.

65. Collective nouns indicating time, money and measurements used as a whole are Singular and take a singular verb.

Twenty-five rupees is not such a big amount for him.

Two miles is too much for this man to run.

66. When a lot of, a great deal of, plenty of, most of and 'some of' refer to number, a plural verb is used.

Ex.- A lot of people were present in the party.

Some of the students were absent.

But, if these expressions refer to an amount, the verb is in the singular number.

Ex.- A lot of work has to be completed before we go.

A great deal of work has been finished.

67. When the percentage or a part of something is mentioned with plural meaning the plural verb is used.

Ex.-30 % of Indian women are literate.

Three-quarters of the food has been eaten.

(Here the reference is to the food as a whole)

68. Barracks, Headquarters, Whereabouts, Alms etc. take a singular verb, as well as plural verb.

Ex.-The headquarters of the UNO is/are New York.

69. In sports, while referring to the players, the name of the country is followed by plural verb.

Ex.-England have won the World Cup.

70. When the word ENEMY is used in the sense 'Armed forces' of a nation with which one's country is at war, we have to use the plural verb.

The enemy were forced to Retreat.

71. Use of Lay and Lie

"The verb Lay is transitive and is always followed by an object"

"The verb Lie is intransitive and cannot have an object."

(Lay - Laid - Laid)

Ex.-Lay the child on the bed.

I laid the book on the table.

(Lie - Lay - Lain)

Let me lie here.

He lay under that tree.

72. When sentences start with "there" or "here," the subject will always be placed after the verb, so care needs to be taken to identify it correctly.

**Examples:**

There are four hurdles to jump.

There is a high hurdle to jump.

Here are the keys.

There is a problem with the balance sheet.

Here are the papers you requested.

73. Titles of books, movies, novels, etc. are treated as singular and take a singular verb.

The Burbs is a movie starring Tom Hanks.

74. When gerunds are used as the subject of a sentence, they take the singular verb form of the verb; but, when they are linked by and, they take the plural form.

**Ex:** Standing in the water was a bad idea.

Swimming in the ocean and playing drums are my hobbies.

75. If two infinitives are separated by 'and' they take the plural form of the verb.

**Ex:** To walk and to chew gum require great skill.

76. Don't get confused by the words that come between the subject and verb; they do not affect agreement.

**Ex-** The dog, who is chewing on my jeans, is usually very good.

77. Inverted Sentences

Usually in a sentence the subject always precedes the verb, but sometimes they can reverse this order, so that the verb comes before the subject.

Incorrect: Through the Golden Eagle Bridge passes thousands of vehicles every day.

(In the above sentence, the singular verb 'passes' is not referring to the singular Golden Eagle Bridge but to the plural thousands of vehicles. Hence, the correct verb will be the plural pass.)

Correct: Through the Golden Eagle Bridge pass thousands of vehicles every day.

78. When 'as well as', 'along with', 'together with', 'No less than', 'In addition to' and 'Not' and 'with' join two subjects, the verb will be according to the first subject.

**Ex.-**Ram, as well as his ten friends, are going. (Incorrect)

Ram, as well as his ten friends, is going. (Correct)

The teacher, along with the students, were going. (Incorrect)

The teacher along with the students, was going. (Correct)

79. 'A great many' is always followed by a plural noun and a plural verb.

**Ex.-**A great many students have been declared successful.

80. If two subjects are joined by 'Either-Or', 'Neither-Nor', the verb agrees with the subject that is near.

**Ex.-** Either Ramesh or I are to do this work. (Incorrect)

Either Ramesh or I am to do this work. (Correct)

Neither he nor his friends is reading. (Incorrect)

Neither he nor his friends are reading. (Correct)

81. 'One of' always takes a plural noun after it.

**Ex.-** It is one of the important day in my life. (Incorrect)

It is one of the important days in my life. (Correct)



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82. Use of (Not only - but also)

Ex- Ram is not only handsome but also intelligent.

(Here one person - two qualities)

Not only India but also Pakistan is poor.

(Here two persons - common quality)

83. When two subjects are joined by (Not only-but also) the verb must agree with the 'second subject:

Ex.- Not only the students but also the teacher are playing. (Incorrect)

Not only the students but also the teacher is playing. (Correct)

He not only comes for swimming but also for coaching the learners. (Incorrect)

He comes not only for swimming but also for coaching the learners. (Correct)

84. 'Scarcely' and 'Hardly' are followed by 'WHEN' and not by 'THAN'.

Ex.- I had Scarcely entered the room WHEN the phone rang.

Hardly had he seen his father when he stopped smoking.

Scarcely had he entered the room when the light came.

Hardly had he reached the school when it began to rain.

85. 'Though' is followed by 'yet' and not by 'but'.

Ex.- Though he is poor but he is honest (Incorrect)

Though he is poor, yet he is honest. (Correct)

Although he is rich yet he is miser.

Though he is lame yet he can walk fast.

86. 'No sooner' is followed by 'than'.

Ex.-No sooner had I entered the class than the students stood up.

No Sooner did I step out than it started raining.

No Sooner did I see my father than I stop smoking.

No Sooner had I reached the station than the train departed.

87. 'Lest' must be followed by 'should'.

Ex.-Read regularly lest you will fail. (Incorrect)

Read regularly lest you should fail. (Correct)

Run with care lest you should fall.

88. 'Such' is followed by 'As'.

Ex.-Such a boy as I know is at the party.

He is Such a writer as everybody should read his books.

89. 'So' is followed by 'That'.  
Ex.-He is so weak that he cannot walk.  
He is so handsome that every girl will be ready to marry him.
90. 'UNLESS' expresses a condition, It is always used in the negative sense. Thus 'NOT' is never used with 'unless'.  
Ex.-Unless you do not labor hard, you will not pass. (Incorrect)  
Unless you labor hard you will not pass. (Correct)
91. 'Until' expresses time. It has a negative sense and thus 'not' should never be used with it.  
Ex.-Wait here until I do not return. (Incorrect)  
Wait here until I Return. (Correct)
92. 'Since' indicates a point of time and 'for' stands for the length of time.  
Ex.- He had been reading the book for two hours.  
It has been raining since Monday last.
93. 'As if' is used to convey the sense of pretension.  
When 'as if' is used in this sense, 'WERE' is used in all cases, Even with third person singular.  
Ex.- He behaves as if he was king. (Incorrect)  
He behaves as if he were a king. (Correct)
94. 'BOTH' is followed by 'AND' not (as well as, but)  
Ex.- Ram is both tall and handsome.
95. Use of (Since, Because, For, As)  
Ex.- It has been a year since I saw him.  
Since he is my father, I respect him.  
I respect him because he is my father.  
As he is my neighbour, I respect him  
As he was not feeling well, he did not eat anything
96. 'OR' is used to introduce an alternative.  
Ex.- Do or die.  
Your purse 'OR' your life.
- 'OR' is used to mean 'otherwise'  
We must hasten or night will overtake us.
- 'OR' is used to show several Alternatives  
He may study physics or chemistry or Biology or he may enter into trade.
97. 'WHILE' IS USED TO MEAN-



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(i) During the time that, as long as

Ex: While there is hope there is life.

While he was sleeping, an enemy entered in the house.

(ii) At the same time that

The girl sang while the boys danced.

98. 'ONLY' as a conjunction means-Except that

Ex.- A very pretty woman, only she squints a little.

99. Adverb 'ENOUGH' is always placed after the word which it qualifies.

Ex.- Is the hall big enough?

He spoke loud enough to be heard.

She is wise enough to understand your intention.

He had enough money to buy this car. (Correct)

He is faster enough to defeat you. [use fast]

He is bravest enough to be selected for the post of soldier [use brave]

100. 'Else' should be followed by 'but'

Ex.- It is nothing else than pride. (Incorrect)

It is nothing else but pride. (Correct)

Rohit has no one else to talk to except his wife. (Incorrect)

Rohit has no one else to talk to but his wife. (Correct)